Registration Reports in MyGJU
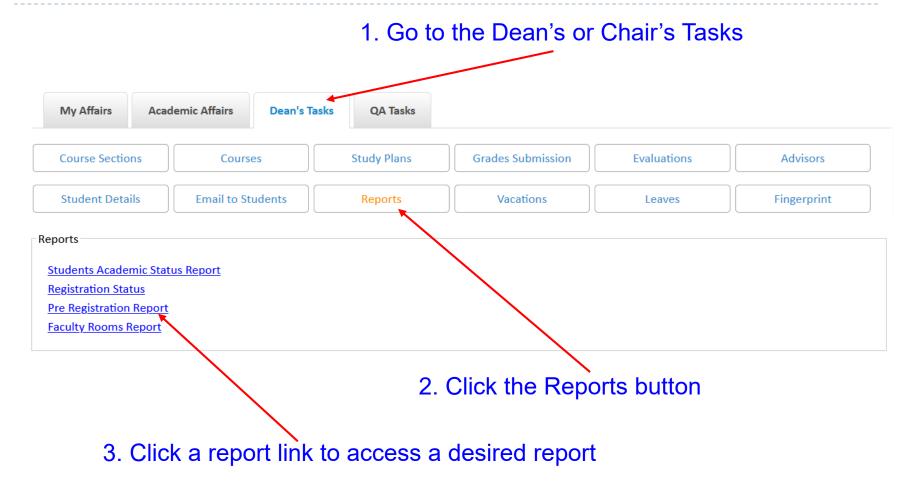
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Overview

▸ Illustrate the reports feature that has been introduced in the MyGJU portal [1-5] to help deans/chairs to manage their school/department information

▸ Introduce some reports such as student status, registration status, pre registration, and faculty rooms

▸ References

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Reports Feature for Deans/Chairs

1. Go to the Dean's or Chair's Tasks

| My Affairs | Academic Affairs | Dean's Tasks | QA Tasks |

| Course Sections | Courses | Study Plans | Grades Submission | Evaluations | Advisors |
| Student Details | Email to Students | Reports | Vacations | Leaves | Fingerprint |

Reports

- Students Academic Status Report
- Registration Status
- Pre Registration Report
- Faculty Rooms Report

2. Click the Reports button

3. Click a report link to access a desired report

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Students Academic Status Report

Allows a dean/chair to find students with a certain status in their school/department.

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Registration Status Report

Allows deans/chairs to obtain the registration status of their students in the current semester.

Registration Status	
Registration Status	**Students Count**
⦿ Approved	12
◯ Pending	1
◯ Not Started	275
◯ Rejected	0
◯ Total	288

🔎 View Students

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Pre Registration Report

Allows a dean and chair to find the pre registered courses of their students.

Filtering Criteria

Year :	2018/2019	Degree :	All
Semester : *	First	Faculty :	School of Electrical Engineering and Information Technology
Course Type :	All	Department :	All
Course ID :		Course Name :	
Has Pre Registration :	Yes		

🔍 Search

Students Pre Registration for First 2018/2019

|◄ ◄◄ **1** ►► ►| 5 ▾

Course ID ⇅	Course Name ⇅	Degree ⇅	No. of Students ⇅
CE701	Probability and Stochastic Modeling	Master	1
CE711	Advanced Software Technology	Master	1
CE732	Fundamentals of Telecommunication Networks	Master	1
CE752	Master Thesis B	Master	1
CS489	Special Topics in Algorithms	Bachelor	1

Total Rows: 5

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Faculty Rooms Report

Allows a dean/chair to view their school/department rooms.

Filtering Criteria

Faculty: School of Electrical Engineering and Information Technology

Building Name : All   Room Code : All

Room Type : All   Room Status : All

Room Equipment : Room Equipment   Min. Seats in Room :

Generate Report

Available Rooms

|◄ | ◄◄ | 1 | ►► | ►| | 10 ▼

Room Code ⇕	Room Name ⇕	Capacity ⇕	Description ⇕	Building Name ⇕	Room Status ⇕
202	202	200	202	TAGCB	Active
C209	LAB-C209	35	LAB-C209	Building C	Active
C211	Class Room-C211	36	Class Room-C211	Building C	Active
C227	Advanced Communication Lab-C227	30	Advanced Communication Lab-C227	Building C	Active
C237	Fundamental of Digital Electronics Lab-C237	39	Fundamental of Digital Electronics Lab-C237	Building C	Active
C402	Computer Sciences Lab I-C402	35	Computer Sciences Lab I-C402	Building C	Active

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3. F. Al-Hawari. MyGJU student view and its online and preventive registration flow. International Journal of Applied Engineering Research, 2017, 12(1):119-133.

4. F. Al-Hawari. Tutorial: Student Registration in the MyGJU Portal. 2019.

5. F. Al-Hawari. Analysis and design of an accounting information system. International Research Journal of Electronics and Computer Engineering, 2017 Jun, 3(2):16-21.

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