

# Management Information Systems in Education

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Information technology is widely used in all central and local institutions. It has facilitated institution receiving and exchange of information, the construction of the database and the performance of administrative services and information at any time.

Use of Information Technology Services has made administrative directions more attractive, fast, competitive, overcome bureaucracy and time frames.

Wider use of ICT has optimized access to information, exchange and use of real-time statistics for the construction of policies in all areas of economic and social development.

Management information systems supports the plans of an institution providing analysis reports based on performance in the critical areas of these plans. So improve and build development policies by any central or local institution.

Where lies preponderance of Management Information Systems?

Management information systems is the way, which will make possible coordination between the three main components: technology, people (individuals, groups or organizations) and data (information for decision making) using computer systems.

Management information systems do not only show how different aspects of these plans are carried out, but also why and where. MIS Reports include near real-time performance of all projects with sufficient detail for each institution.

Information systems have become indispensable necessity of recruiting managers institution, often called information technology managers, plan, coordinate, and direct the

development of policy related institutions. They help to define goals and information technology are responsible for the implementation of appropriate computer systems to meet these long-term goals of institutions.

Management Information Systems in Education has grown and expanded significantly since 2006 until nowadays. Characterize this growth to expand towards the creation of the Department of Education and Statistics which provides leadership and support processes of integration of technology in education by promoting more effective use of new technologies in teaching programs.

Management Information Systems in Education builds (develops) the criteria necessary to establish education standards and technologies for managing the development of new, effective and pedagogically useful Information Technologies and Communications in teaching and learning.

Developing Information Technology in any institution with quick steps, brings the necessity of creating databases to manage information and arranged especially in education.

It is thus clear that education as an urgent need for systematization of data performance of its Academy in a modern style, in keeping with the spirit of the time, justifying extensions universities, such as the need is clear that the Ministry of Education and Science for such systems and information for a variety of tasks and functions that have its dependent institutions.

The objectives of the system:

- To increase the efficiency and productivity of their staff.
- Perform their jobs in order to accurately and quickly.
- Recognition of the needs of senior management in the institution of statistical reports, statements and data and information.
- Provide data and documentation in an extremely fast time to time, and displaying them on a computer screen.
- Presentation in a variety of statistical reports and to assist the work of supervision and control of various institutional and administrative issues enables to do their work effectively based on the rules.

The design and implementation of the database through Microsoft Access software, which is a database of the most popular, which are used in the database and draw conclusions

from them and make inquiries necessary. This is a graphics program that works on Windows operating system in all its versions. It also contains a variety of objects that can be used to view and manage information such as tables, forms, reports, queries, macros, and modules and data access pages.

Advantages of Management Information Systems:

1. Collection of all information in a single file.
2. Importing and exporting various types of data
3. Increase the security of the data.
4. Creating internal network for communication and operation of numerous users simultaneously.
5. Design and updating of data.

In order to succeed in the creation and management of data at a particular institution.

*First, a feasibility study should:*

This stage aims to research the current system and the possibility of its development, change or maintain it, this is achieved only after we make the definition of the problem and diagnosed with the following:

1. Defining the problem.
2. Setting the goal.
3. Feasibility study.
4. Planning in time.

*Secondly, detailed study:*

Which means comprehensive study of the existing system and, and in-depth understanding of the problems that are defined in the first phase. And pass this stage the following steps:

1. Planning to do a detailed study.
2. Gather facts and data.
3. Registration Data and facts

*Third: analytical study:*

Key steps that should be taken into account in the analysis are:

- 1 - Facts and evidence collected in terms of completeness and correctness and accuracy.
- 2 - Data Classification and coding needs to be codified.

- 3 - Interpretation of the data and prepare a dictionary.
- 4 - Finding the logical relationship among data elements together.
- 5 - To identify possible alternatives to the new system and choose a more appropriate form in the design of the new system

Upon completion of the analytical study of the existing system and to identify the problems experienced by the system, comes the next stage which is the design of the new system.

To the following table will appear comparison between the two systems existing system and the proposed new system.

<p>The existing system</p> <ul style="list-style-type: none"> <li>- The large number of entries that affect the process of problem solving</li> <li>- Loss of information for the large number of registrations.</li> <li>- Difficult to correct the error.</li> <li>- The lack of accuracy in the results.</li> <li>- Should be a great time to do the job.</li> <li>- Process control system difficult.</li> </ul>	<p>The proposed system</p> <ul style="list-style-type: none"> <li>- Quickly and easily to extract data</li> <li>- No loss of information stored by hard copy</li> <li>- An easier to correct the error.</li> <li>- The presence of accuracy in the results.</li> <li>- Needs a little time to complete the work.</li> <li>- Ease of system control.</li> </ul>
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Ultimately, the adoption of information and communication technologies in universities and academic administrative sciences has become one of the most important criteria, which is taken in assessing the academic quality performance.

It comes the task of information technology specialists to manage information systems in all institutions to meet the needs of each subject.

References:

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