EMREX in Poland

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1. Deployment of EMREX in Poland

Poland has not been officially part of the field trial but anyway the development team from the University of Warsaw fully implemented EMREX SMP and NCP as modules of the student information system USOS (http://usos.edu.pl).

In the end of November 2016 USOS development team issued USOS 6.2.1 with fully operational version of EMREX.

In January 18th 2017 Vice Rector of the University of Warsaw made the decision to launch the EMREX module in Warsaw.

In February 2017 first four Polish higher education institutions were added to the EMREX Registry, then the other followed. In December 2017 the list contains:

1. University of Warsaw – the biggest Polish HEI,
2. Jagiellonian University in Kraków – second biggest Polish HEI,
3. Adam Mickiewicz University in Poznań – third biggest Polish HEI,
4. Nicolaus Copernicus University in Toruń – 8th biggest Polish HEI,
5. Maria Curie-Skłodowska University in Lublin,
6. University of Opole,
7. University of Białystok.

In the University of Warsaw EMREX was used as SMP for the first time on June 14th, 2017 to transfer data from another Polish university (Adam Mickiewicz University in Poland), and on June 23rd, 2017 to transfer data from the university abroad (Blekinge Tekniska Högskola in Sweden). EMREX was used as NCP on May 4th, 2017 to transfer data to another Polish University (University of Warmia and Mazury in Olsztyn) – not even registered in the EMREX registry.

In June 2017 Polish HEIs, members of MUCI, participating in the internal mobility program MOST, met in Warsaw to discuss EMREX. They decided to encourage students who spend the last academic year or semester in one of the MOST institutions to transfer their achievements using EMREX.

In November authorities from Polish HEIs, representatives of the Ministry of Science and Higher Education, and other stakeholders met in the University of Warsaw to start discussion on the possibility to organize in Poland central admission for higher education, architecture of such admission and the roadmap. EMREX will offer IT support for the admission process.

Poland has a separate field trial page in the EMREX web portal.

2. Polish DEMO installation in Warsaw

Polish DEMO installation in Warsaw is protected by the LDAP account. Before you start testing, visit the page http://usosweb.demo.usos.edu.pl (USOSweb) or https://usosadm.demo.usos.edu.pl/usosadm/ (USOSadm) and log in using the first set of credentials (contact usos@usos.edu.pl to get the authorization data). The first authorization step can be recognized by the arrow pointing to the first arc at the top part of the screen.
USOSweb is a portal for students and academic staff. USOSadm is a portal for the administration. Both applications have their own databases, which are synchronized on demand (usually all tables are synchronized each night and some chosen tables every quarter of an hour).

To login to any of these applications use the second set of credentials in the login window shown below.

Polish SMP is part of USOSweb. Visit https://usosweb.demo.usos.edu.pl/.

Log in, go to STUDENT’S SECTION (upper menu) → grades (left menu) → EMREX (submenu). Choose Start new import, and then NCP from the list of countries and HEI from the list of HEIs inside the country. Direct link is the following: https://usosweb.demo.usos.edu.pl/kontroler.php?_action=dla_stud/studia/oceny/emrex/smp
Polish NCP is also part of USOSweb. Direct link is the following: https://usosweb.demo.usos.edu.pl/ncp_endpoint.php

3. EMREX Debugger/Validator

EMREX on-line Debugger/Validator can be used to validate an XML file against the official EMREX ELMO schema. The file can be fetched from the existing NCP server or uploaded manually. Validator is available at: https://public.usos.edu.pl/emrexdump/.

![EMREX Validator](image)

4. Scenarios with screen shots

4.1. Import/export of achievements in DEMO environment

1. Polish student logs in to his student portal (USOSweb) at the University of Warsaw, goes to STUDENT’S SECTION → grades → EMREX, clicks Start new import.
2. The list of countries obtained from the EMREX registry is shown on the screen. The student chooses Finland.

3. If there is one NCP per country, the student is redirected straight to the login window, otherwise he is shown the list of institutions inside country (the list is obtained from the EMREX registry). In case of Finland the student is redirected to the Finnish Central Authorization System Haka.
4. The student logs in.

5. The list of courses is displayed, the student can select courses to import.

6. The student confirms the selection.
7. The student is back in the portal of the University of Warsaw. The system recognized that the personal data of the student logged in Poland and in Finland does not match and displays warning.

8. The student opens PDF file with transcript of records (only fragment is shown).
9. The student opens XML file with structured information about achievements (only fragment is shown).

```xml
<learner>
  <identifier type="SSN">201100A883</identifier>
  <givenNames>Sven</givenNames>
  <familyName>Mäntyoksa</familyName>
</learner>


<learningOpportunityInstance>
  <credit>
    <scheme>ECTS</scheme>
    <value>3.0</value>
  </credit>
</learningOpportunityInstance>
```

10. Import is completed. The student can start a new import or view the list of previous imports. All the details (XML and PDF files) available for inspection under the details link.
The student can also click the link **notify the dean’s office** and send e-mail to the student’s office with the information about the imported grades (this is one of the options the student can use to get the resulted recognized).

11. Another student logs in to the University of Warsaw portal. This time personal data match and appropriate information is displayed on the screen.
12. Here starts another scenario. This is the Norwegian student who logs in to Feide authorization system.

13. The student wants to import data from the Polish institution. This time the student has to choose the country and then institution inside the country.
14. The student is redirected to the Polish student portal. Student logs in.

15. The student is redirected to the EMREX web page. The student can select/deselect courses to be imported. Grade distribution is also shown and sent in both XML and PDF (see the Grades column). It is calculated according to the following rules:

- number in brackets is the percentage of students obtaining the same grade,
- number preceding the brackets is the percentage of students obtaining a lower grade,
- number following the brackets is the percentage of students obtaining a higher grade,
- total number of grades must exceed 25, otherwise “n/a” (not available) is displayed.
16. This page is part of USOSweb. Any time the student can switch to another page. After the student comes back to the EMREX page, he finds the link to abandoned session and can continue.

17. On this page the student can select/deselect courses (depending on how the system is configured).
The student can preview XML and PDF, then clicks Export.
19. The student is back in Norway on the page with the list of courses. Can view PDF file, can confirm the import by clicking **Import the results**.

20. On the next page the student finds the link to the EMREX survey (available only during the EMREX project).
21. The student fills in the survey.

22. This page shows details of the courses imported from Norway to Poland. Some courses are linked to the study program, others are not.
23. This page shows the EMREX page in USOSweb. The list of all previous imports is available. Any time the student can choose any import to see XML and PDF.
24. The example of the Polish transcript of records (the upper fragment of the PDF file), with the grade distribution.

![Transcript of Records](image)

### 4.2. Import/export of achievements in PROD environment (Poland-Norway)

1. Student Robert from the University of Warsaw spent summer semester 2016 in the Arctic University of Norway.
2. The student returns home after the last exam, does not have to wait in Norway for the paper version of the transcript of records. At some moment the student signs in to the student portal of the University of Warsaw.

3. The student clicks blue button **Start new import**, chooses Norway.
4. The student signs in using central authorization service in Norway.
5. The student is admitted to the Central Registry of student results in Norway, can see his achievements.

6. The student confirms, chooses green button **Transfer records**.

7. The student is back home, in Warsaw, with the list of courses ...
8. … and the signed transcript of records which – according to law – is equivalent to the paper version signed by hand.
4.3. Import/export of achievements in PROD environment (Poland Warsaw-Poland Cracow)

1. EMREX can be used to transfer data between two Polish HEIs which have USOS installation.

2. Student Agnieszka from the University of Warsaw spent summer semester 2016 in the Jagiellonian University in Cracow.
3. The student returns home after the last exam, does not have to wait in Cracow for the paper version of the transcript of records. At some moment the student signs in to the student portal of the University of Warsaw.

![Image of University of Warsaw student portal](image1)

4. The student clicks blue button **Start new import**, chooses Poland, then UJ.

![Image of choose institution](image2)

5. This is USOSweb in Cracow, the student chooses sign in button.
6. The student signs in using central authorization service of the Jagiellonian University.

7. The student gets access to her achievements in the Jagiellonian University.
Send your achievements data

Look out. You are about to send your personal data, along with some information on your grades, courses and study programs, to an external application.

The report which we are going to send to the external application will include the information on your grades and other achievements related to the courses selected below:

The report will contain PDF file with your achievements. Choose the language for this document:
- Polish
- English

2016/2017 summer semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours of classes</th>
<th>Grades</th>
<th>ECTS credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>(in Polish) Pre-final audiostreamalcy (WP-K314)</td>
<td>30 hours ON</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>Computer techniques for translations: CAT tools (WP-K328)</td>
<td>30 hours ON</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>Global Understanding (WP-K337)</td>
<td>30 hours ON</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to Simultaneous Interpreting (WP-PR-301)</td>
<td>30 hours ON</td>
<td>C4.4</td>
<td>2</td>
</tr>
<tr>
<td>Literary Translation (WP-PR-302)</td>
<td>30 hours ON</td>
<td>C4.5</td>
<td>2</td>
</tr>
<tr>
<td>Practical translation: German/Polish — Informative &amp; press texts (WP-K312)</td>
<td>30 hours ON</td>
<td>4.5</td>
<td>3</td>
</tr>
<tr>
<td>Simultaneous translation (WP-FR-GR-313)</td>
<td>30 hours ON</td>
<td>C3</td>
<td>4</td>
</tr>
<tr>
<td>Translation A—B English (legal texts) (WP-K345)</td>
<td>45 hours ON</td>
<td>4</td>
<td>3 (24) 41</td>
</tr>
<tr>
<td>Translation C—A German (legal texts) (WP-K356)</td>
<td>30 hours ON</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>Translation of advertising texts (WP-K392)</td>
<td>30 hours ON</td>
<td>5</td>
<td>3</td>
</tr>
</tbody>
</table>

Sum of credits: 29.

8. The student confirms export.
9. The student is back home, in Warsaw, with the list of courses...
10. ... and transcript of records in PDF and XML formats.

**4.4. Administration panel**

Here is the administration panel for the EMREX module. The module can be switched off or turned into test, development or production mode. Depending on the selection the proper EMREX registry is contacted for the list of countries and institutions.

There is an option to display the content of the message to be sent to the operator of the EMREX Registry who adds the institution to the registry. The message contains acronym, institution, pubKey, URL and countryCode.

Another option can be used to download SMP and NCP logs from the given time range.
When the module is switched off a student can still view previous imports but cannot start a new import.
4.5. Handling data in USOS

In this section we demonstrate what happens to the imported student data and how obtained grades and credits take part in recognition of student achievements.

In USOS requirements of a particular study program are expressed as part of the definition of this program or as individual decisions. Achievements from EMREX (or EWP) should be copied into the decision to take part in the recognition process. We plan to implement various scenarios. They will be explained in the following sections.

4.5.1. Delivering transcript of records to the student’s office

Students import the achievements using USOSweb – the student portal. At the end of the import the student has three options shown below.

If the student chooses Apply, the data is stored in USOS but is available only to this student in his account. If the student chooses Notify the dean’s office and confirm, the window is open for the message to be send by the system to the dean’s office.

After the student enters the message and clicks Continue, the message is sent and the data is made available to the staff of the student’s office in USOSadm – the administration part of USOS.
The option **Notify the dean’s office and confirm** is available only if the system recognizes that the personal data of the student logged in SMP and in NCP match.

The staff member of the student’s office receives the message about the pending request for recognition.

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**Temat**: [EMRX] Import zaliczeń

**Do**: Janina Mincz-Daszkiewicz

**Student**: Agnieszka Wójcik
Wybrany program: S1-SCAS
Wybrany etap: SCAS-1
Identyfikator pliku z danymi: OpzrEeBu2VeAP73n9b4u

**Wiadomość od studenta**: Please, recognize my achievements obtained in the University of Warsaw at summer semester 2016/2017. Agnieszka

---

**Wiadomość wysłana przez system USOS.**

łączna liczba adresatów tej wiadomości: 1

---

The staff member of the student’s office opens USOSadm to see the transcript of records of the student.

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The staff member of the student’s office can now start proceeding according to local regulation. All the imported data are already stored in USOS – not only PDF but also all courses, grades, credits etc., which were transferred in XML.
4.5.2. Decision created in student’s office

In the current version of the system (USOS 6.3.0) student cannot create the decision himself, he has to ask the student’s office to do that for him. The scenario is the following:

1. The student writes e-mail to the student office asking for the decision template.
2. When the decision shows up in USOSweb, the student can choose it from the list.

3. On the next page with the single decision, the student can choose the option \textit{define new external course using EMREX module}. 

INTRODUCTION
REGISTRATIONS
- calendar
- cart
- for courses
- direct for groups
- group preferences
- for exams
- for exams [hidden]
- tokens registrations

MY STUDIES
- texts
- grades
- linkage
- POI
- on
- decisions
- promotions
- dean's groups
- applications
- rankings
- applications
- stipends
- student mobility
- surveys
- payments
- payments FK

Decisions

This table contains all the individual decisions made by the student’s office in reference to your study program. Here you may look into (sometimes even add) these decisions’ exact content.

In case you’re interested in your current achievements and requirements for any of the successive stages of your study program (with all of the \textit{approved} decisions taken into account), then you should see the \textit{promotions} section (see menu on the left).

\texttt{go to promotions section}

Select decision from the list

| Decision #181574 of 2017-03-31 | S1-INF 2016 | 3 | W - to be completed | modification deadline: 2018-03-31 | view |
| Decision #181575 of 2017-03-31 | S1-INF 2016 | 3 | W - to be completed | modification deadline: 2018-03-31 | view |
| Decision #181576 of 2017-03-31 | S1-INF 2016 | 3 | W - to be completed | modification deadline: 2018-03-31 | view |
| Decision #181577 of 2017-03-31 | S1-INF 2016 | 3 | W - to be completed | modification deadline: 2018-03-31 | view |
| Decision #181578 of 2017-03-31 | S1-INF 2016 | 3 | W - to be completed | modification deadline: 2018-03-31 | view |
4. The student can either start a new import at this moment or choose data obtained during one of the previous imports.
5. The student browses the list of imported achievements. If the grade scale matches one of those available in USOS, no grade conversion is needed.
6. If the grade scale does not match one of those available in USOS, the student gets the possibility to enter local grade by hand.

7. When the student approves the import of achievements into the decision, he is redirected back to the page with the decision and can view the results. The decision will become available in the student’s office where it can get approved or rejected. If approved it will be involved in automatic recognition of student achievements. The student’s office also has the opportunity to view PDF and – in case it is needed – change grades or ECTS credits.
4.5.3. Decision created in USOSweb

In the next version of the system (USOS 6.4) student will be able to create the new decision in USOSweb.

4.5.4. Data from EMREX copied into Learning Agreement

In the next version of the system (USOS 6.4) student will be able to copy data from EMREX to the existing decision of type LA (Learning Agreement).