



# نظام إدارة ومتابعة مهام

وحدة الجودة والاعتماد الأكاديمي  
بكلية الحاسب الآلي وتقنية المعلومات بشقراء

## فكرة عامة عن الممارسة

- نظام الكتروني لإدارة مهام وتكليفات اعمال الجودة لأعضاء هيئة التدريس بشطري الكلية بهدف:
  - تيسير اجراءات تكليف وتسليم مهام الجودة.
  - تمكين القيادات والأعضاء من متابعة مهام الجودة.
  - ربط الشطرين (في ما يخص أعمال الجودة).
  - اصدار تقارير الانجاز تلقائياً.



## الفئة المستفيدة

- أعضاء هيئة التدريس (بالشطرين).
- منسقي الجودة.
- قيادات الكلية.

# ارتباط الممارسة بنظم الجودة ومعايير الاعتماد

## • المجال:

– استخدام **التقنية** لضبط الجودة وتحقيق الاعتماد الأكاديمي.

## • المعايير:

– برامجي: ١-٢ ادره البرنامج، ٢-٢ ضمان **جودة** البرنامج

– مؤسسي: ٢-٦ **تقنية** المعلومات

## إجراءات وخطوات التنفيذ

١. تطوير النظام وفق احتياجات ومهام وحدة التطوير والجودة بالكلية.
٢. اختبار النظام من قبل فريق عمل الجودة بالكلية (قبل تدشينه).
٣. إقامة ورش عمل بالكلية شطري الطلاب والطالبات لتدريب أعضاء هيئة التدريس على استخدام النظام.
٤. التدشين الإلكتروني لجميع المهام الخاصة بإعداد ملف المقرر وذلك كمرحلة أولى (عدد إجمالي ١٠٠ مهمة).

## مقاييس أداء وفعالية تحقق الممارسة

وصف المؤشر لقياس الممارسة	نسبة التحقق
نسبة عدد الأعضاء المكلفين بمهام الى العدد الكلي لأعضاء هيئة التدريس	~80%
نسبة عدد المهام المسلمة في وقتها الى العدد الكلي للمهام	~85%
مدى توافق النظام مع متصفحات الويب	~90%

## النتائج المتحققة

- تمكن أعضاء هيئة التدريس من التعامل مع النظام بسهولة.
- ارتفاع نسب تسليم المهام في وقتها.  
– مثال: توصيف المقرر ← 90% (18 من 20 مقرر)
- اخطار ومتابعة المتأخرين في التسليم عن طريق النظام.
- طباعة تقارير من النظام بملخص حالات التسليم في الموعد المحدد والتأخيرات و اتخاذ اللازم.

## التوصيات أو المقترحات

- استضافة النظام على **خادم** خاص بالجامعة.
- **تعميم** استخدام النظام على الكليات الأخرى بالجامعة.
- تطوير النظام **لأتمته** جميع اعمال الجودة وربطه بقاعدة بيانات بها جميع متطلبات الاعتماد الأكاديمي.



## فريق العمل

- د. رائد بن شجاع العتيبي (وكيل الكلية للتطوير والجودة)
- أ. نايير احمد خان (مطور النظام)
- د. قدرى حامد عبد الموجود عبد الحليم (منسق)
- د. حازم ابراهيم السيد شحاته (منسق)

# صفحة البدء لدخول النظام

نظام الجودة

تسجيل الدخول

فقدت كلمة السر/كلمة المرور

دخول

10:22 AM  
9/3/2019



# الصفحة الرئيسية للنظام

نظام الجودة

Home

مرحبا بكم في نظام الجودة

10:24 AM 9/3/2019

# اختيار اللغة الرئيسية وضبط اعدادات النظام

The screenshot displays the 'My account' page in the 'نظام الجودة' (Quality System) application. The page is titled 'نظام الجودة' and shows the user's account information. The user is logged in as 'hshehata'.

**Information:**

- First name: Hazem
- Last name: Shehata
- Email: hshehata@su.edu.sa
- Language: English (selected from a dropdown menu)

**Email notifications:**

- For any event on all my projects (dropdown menu)
- I don't want to be notified of changes that I make myself

**Preferences:**

- Hide my email address:
- Time zone: (GMT+03:00) Riyadh
- Display comments: In chronological order
- Warn me when leaving a page with unsaved text:
- Font used for text areas: Default font

**My account:**

- Login: hshehata
- Created: 01/14/2019 09:01 AM
- Atom access key
- Atom access key created 7 months ago (Reset)

The language dropdown menu is open, showing a list of languages including: (auto), Albanian (Shqip), Arabic (عربي), Azerbaijani (Azeri), Basque (Euskara), Bosnian (Bosanski), Bulgarian (Български), Catalan (Català), Chinese/Simplified (简体中文), Chinese/Traditional (繁體中文), Croatian (Hrvatski), Czech (Čeština), Danish (Dansk), Dutch (Nederlands), English (selected), English (British), Estonian (Eesti), Finnish (Suomi), French (Français), Galician (Galego), German (Deutsch), and Greek (Ελληνικά).

# صفحة ملخص المهام

My page - نظام الجودة

Not secure | 10.10.166.173:81/redmine/my/page

Home My page Projects Help

Logged in as lshehata My account Sign out

نظام الجودة Search: Jump to a project...

My page Add:

Issues assigned to me (1)

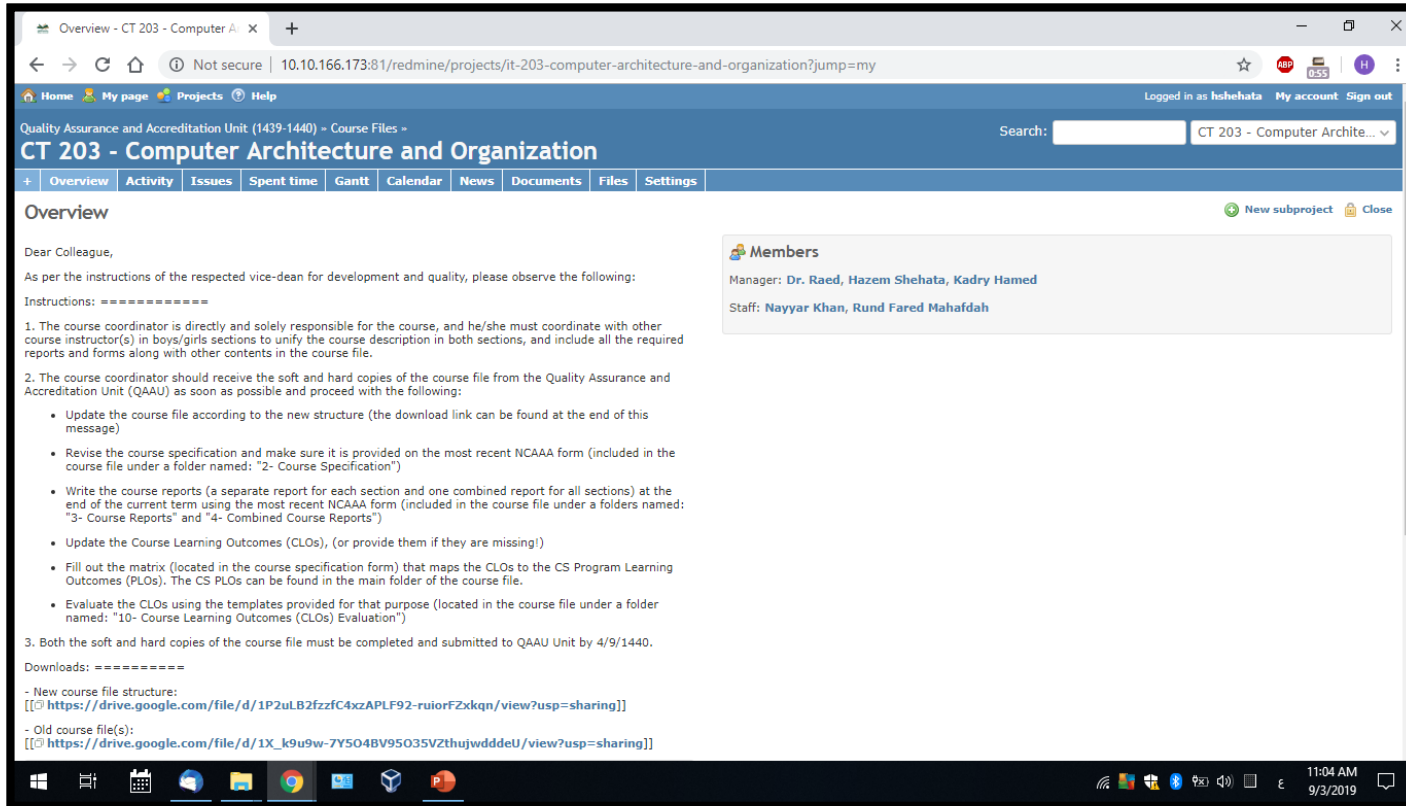
#	Project	Tracker	Status	Subject
127	CSC 443 - Selected Studies in Computer Sciences II	Task	New	Exam Specification Form & Template 1 for Final (male/female)

Reported issues (49)

#	Project	Tracker	Status	Subject
127	CSC 443 - Selected Studies in Computer Sciences II	Task	New	Exam Specification Form & Template 1 for Final (male/female)
117	CSC 423 - Computer Ethics	Task	New	Templates 1 & 2 for Midterm 2 (male/female)
59	CSC 423 - Computer Ethics	Task	New	Templates 1 & 2 for Midterm 1 (male/female)
81	CSC 215 - Database Management Systems	Task	New	Templates 1 & 2 for Midterm 2 (male/female)
111	IS 322 - Information Security	Task	New	Templates 1 & 2 for Midterm 2 (male/female)
58	IS 322 - Information Security	Task	New	Templates 1 & 2 for Midterm 1 (male/female)
114	CSC 353 - Computer Graphics	Task	New	Templates 1 & 2 for Midterm 2 (male/female)
51	CSC 353 - Computer Graphics	Task	New	Templates 1 & 2 for Midterm 1 (male/female)
115	CSC 353 - Computer Graphics	Task	New	Exam Specification Form & Template 1 for Final (male/female)
52	CSC 411 - Design and Analysis of Algorithms	Task	New	Templates 1 & 2 for Midterm 1 (male/female)

11:00 AM  
9/3/2019

# وصف مشروع محدد



The screenshot shows a web browser window displaying a Redmine project page. The browser address bar shows the URL: 10.10.166.173:81/redmine/projects/it-203-computer-architecture-and-organization?jump=my. The page title is "CT 203 - Computer Architecture and Organization". The page content includes a navigation menu with tabs: Overview, Activity, Issues, Spent time, Gantt, Calendar, News, Documents, Files, Settings. The "Overview" tab is selected. The main content area contains a message from the Quality Assurance and Accreditation Unit (QAAU) to the course coordinator. The message includes instructions and a list of tasks to be completed for the course file. The tasks include updating the course file, revising the course specification, writing course reports, updating CLOs, filling out the matrix, and evaluating CLOs. The message also provides download links for the new and old course file structures.

Overview - CT 203 - Computer Architecture and Organization

Quality Assurance and Accreditation Unit (1439-1440) - Course Files -

Search:  CT 203 - Computer Archite...

Overview Activity Issues Spent time Gantt Calendar News Documents Files Settings

Overview

Dear Colleague,

As per the instructions of the respected vice-dean for development and quality, please observe the following:

Instructions: =====

1. The course coordinator is directly and solely responsible for the course, and he/she must coordinate with other course instructor(s) in boys/girls sections to unify the course description in both sections, and include all the required reports and forms along with other contents in the course file.
2. The course coordinator should receive the soft and hard copies of the course file from the Quality Assurance and Accreditation Unit (QAAU) as soon as possible and proceed with the following:
  - Update the course file according to the new structure (the download link can be found at the end of this message)
  - Revise the course specification and make sure it is provided on the most recent NCAAA form (included in the course file under a folder named: "2- Course Specification")
  - Write the course reports (a separate report for each section and one combined report for all sections) at the end of the current term using the most recent NCAAA form (included in the course file under a folders named: "3- Course Reports" and "4- Combined Course Reports")
  - Update the Course Learning Outcomes (CLOs), (or provide them if they are missing!)
  - Fill out the matrix (located in the course specification form) that maps the CLOs to the CS Program Learning Outcomes (PLOs). The CS PLOs can be found in the main folder of the course file.
  - Evaluate the CLOs using the templates provided for that purpose (located in the course file under a folder named: "10- Course Learning Outcomes (CLOs) Evaluation")
3. Both the soft and hard copies of the course file must be completed and submitted to QAAU Unit by 4/9/1440.

Downloads: =====

- New course file structure:  
[[<https://drive.google.com/file/d/1P2uLB2fzfc4xzAPLF92-ruiorF2xkqn/view?usp=sharing>]]

- Old course file(s):  
[[[https://drive.google.com/file/d/1X\\_k9u9w-7Y5O48V95O35VZthujwdddeU/view?usp=sharing](https://drive.google.com/file/d/1X_k9u9w-7Y5O48V95O35VZthujwdddeU/view?usp=sharing)]]

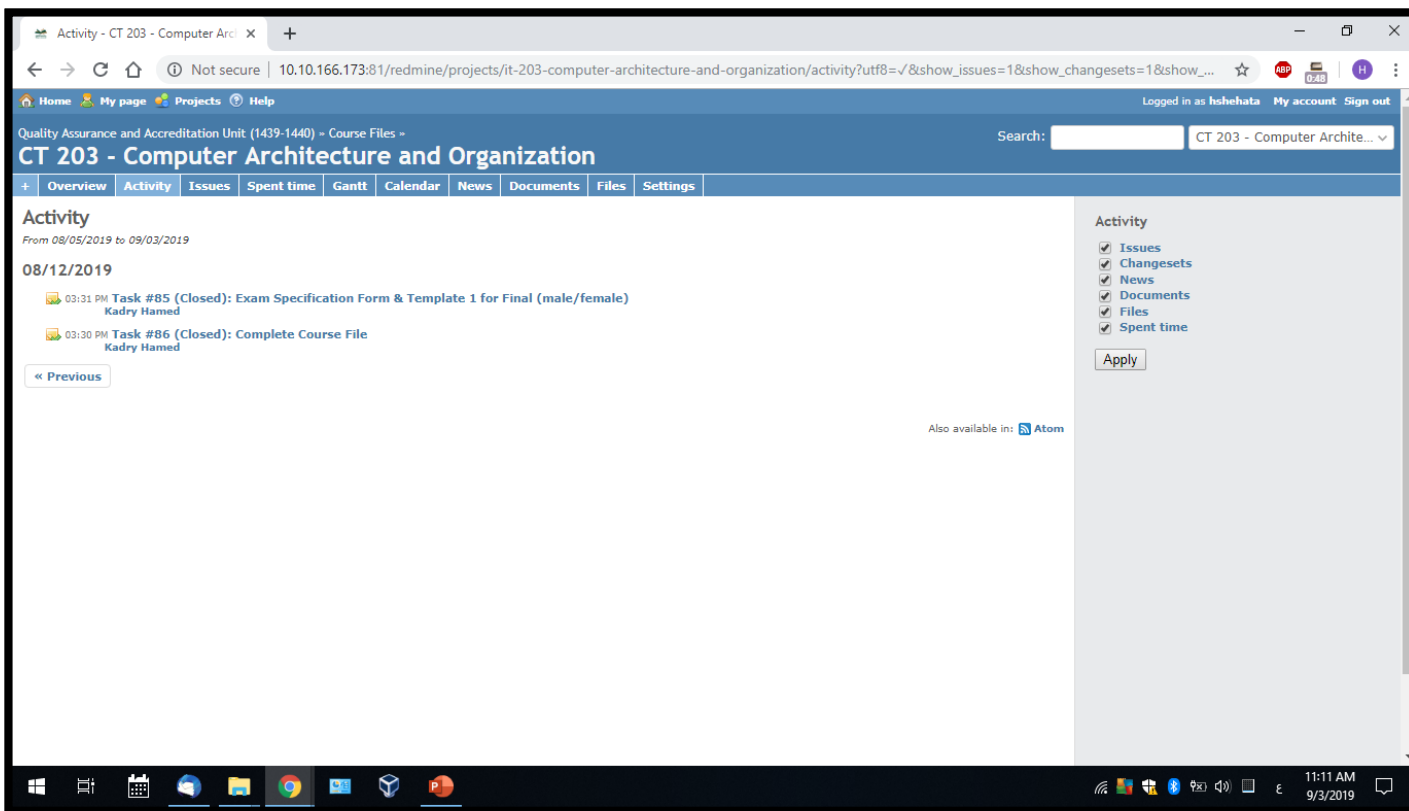
Members

Manager: Dr. Raed, Hazem Shehata, Kadry Hamed

Staff: Nayyar Khan, Rund Fared Mahafdah

11:04 AM  
9/3/2019

# آخر ما تم إنجازه بمشروع محدد



The screenshot displays a Redmine project page for 'CT 203 - Computer Architecture and Organization'. The page is viewed from the perspective of a user logged in as 'hshehata'. The main content area shows a list of activities under the heading 'Activity' for the period 'From 08/05/2019 to 09/03/2019'. Two activities are listed:

- 08/12/2019 03:31 PM Task #85 (Closed): Exam Specification Form & Template 1 for Final (male/female) by Kadry Hamed
- 08/12/2019 03:30 PM Task #86 (Closed): Complete Course File by Kadry Hamed

A 'Previous' button is visible below the activity list. On the right side, there is a sidebar with a filter menu for 'Activity' containing checkboxes for Issues, Changesets, News, Documents, Files, and Spent time, with an 'Apply' button below. The bottom of the screenshot shows the Windows taskbar with the system clock indicating 11:11 AM on 9/3/2019.

# مهام شخص محدد

The screenshot displays the Redmine 'Issues' page for a user named 'lshehata'. The page is in Arabic and shows a list of 10 issues. The filters are set to: Status: any, Assignee: is, Project's Status: is, and active. The table below lists the issues with their IDs, project names, trackers, statuses, and subjects.

#	Project	Tracker	Status	Subject
128	CSC 443 - Selected Studies in Computer Sciences II	Task	Closed	Complete Course File
100	CSC 301 - Microprocessors and Assembly Language	Task	Closed	Exam Specification Form & Template 1 for Final (male/female)
101	CSC 301 - Microprocessors and Assembly Language	Task	Closed	Complete Course File
127	CSC 443 - Selected Studies in Computer Sciences II	Task	New	Exam Specification Form & Template 1 for Final (male/female)
35	CSC 443 - Selected Studies in Computer Sciences II	Task	Closed	Course Specification
99	CSC 301 - Microprocessors and Assembly Language	Task	Closed	Templates 1 & 2 for Midterm 2 (male/female)
126	CSC 443 - Selected Studies in Computer Sciences II	Task	Closed	Templates 1 & 2 for Midterm 2 (male/female)
50	CSC 301 - Microprocessors and Assembly Language	Task	Closed	Templates 1 & 2 for Midterm 1 (male/female)
56	CSC 443 - Selected Studies in Computer Sciences II	Task	Closed	Templates 1 & 2 for Midterm 1 (male/female)
29	CSC 301 - Microprocessors and Assembly Language	Task	Closed	Course Specification

(1-10/10)

Also available in: Atom | CSV | PDF



# المعلومات التفصيلية لمهمة محددة

The screenshot shows a web browser window displaying a Redmine issue page. The browser address bar shows the URL: 10.10.166.173:81/redmine/issues/128. The page title is 'Task #128: Complete Course File'. The issue is assigned to Hazem Shehata and is currently 'Closed'. The due date is 04/30/2019, and the progress is 100%. The description asks to submit the complete course file by the specified deadline. The history shows updates by Hazem Shehata and Kadry Hamed.

Task #128: Complete Course File

Added by Hazem Shehata 7 months ago. Updated 22 days ago.

Status:	Closed	Start date:	01/31/2019
Priority:	Normal	Due date:	04/30/2019
Assignee:	Hazem Shehata	% Done:	100%
		Estimated time:	

Description: Please submit the complete course file by the specified deadline.

Subtasks: Add

Related issues: Add

History:

- Updated by Hazem Shehata 7 months ago #1
  - Assignee set to Hazem Shehata
- Updated by Hazem Shehata 4 months ago #2
- Updated by Kadry Hamed 22 days ago #3
  - Status changed from New to Closed
  - % Done changed from 0 to 100

Link to the complete course file:  
<https://drive.google.com/file/d/1vVMnzvx98svdRNTXaAgZxiEnpv0GzRsP/view?usp=sharing>

# رفع ملفات خاصة بمهمة محددة

Task #128: Complete Course File x +

Not secure | 10.10.166.173:81/redmine/issues/128

Description [Edit](#)

Status \*

Priority \*

Assignee

Parent task

Start date

Due date

Estimated time  Hours

% Done

Log time

Spent time  Hours

Activity

Comment

Notes

Private notes

Files

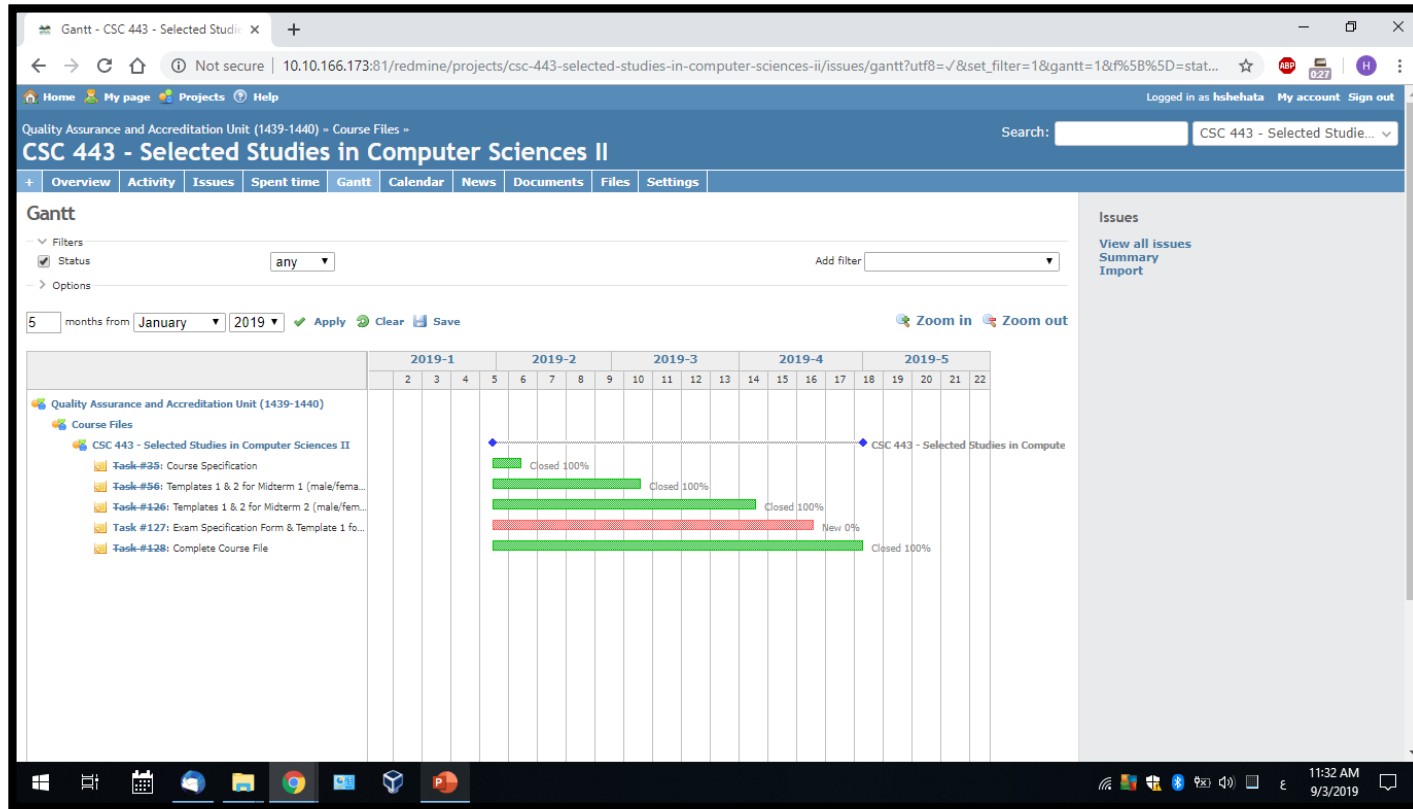
No file chosen (Maximum size: 5 MB)

Also available in: [Atom](#) | [PDF](#)

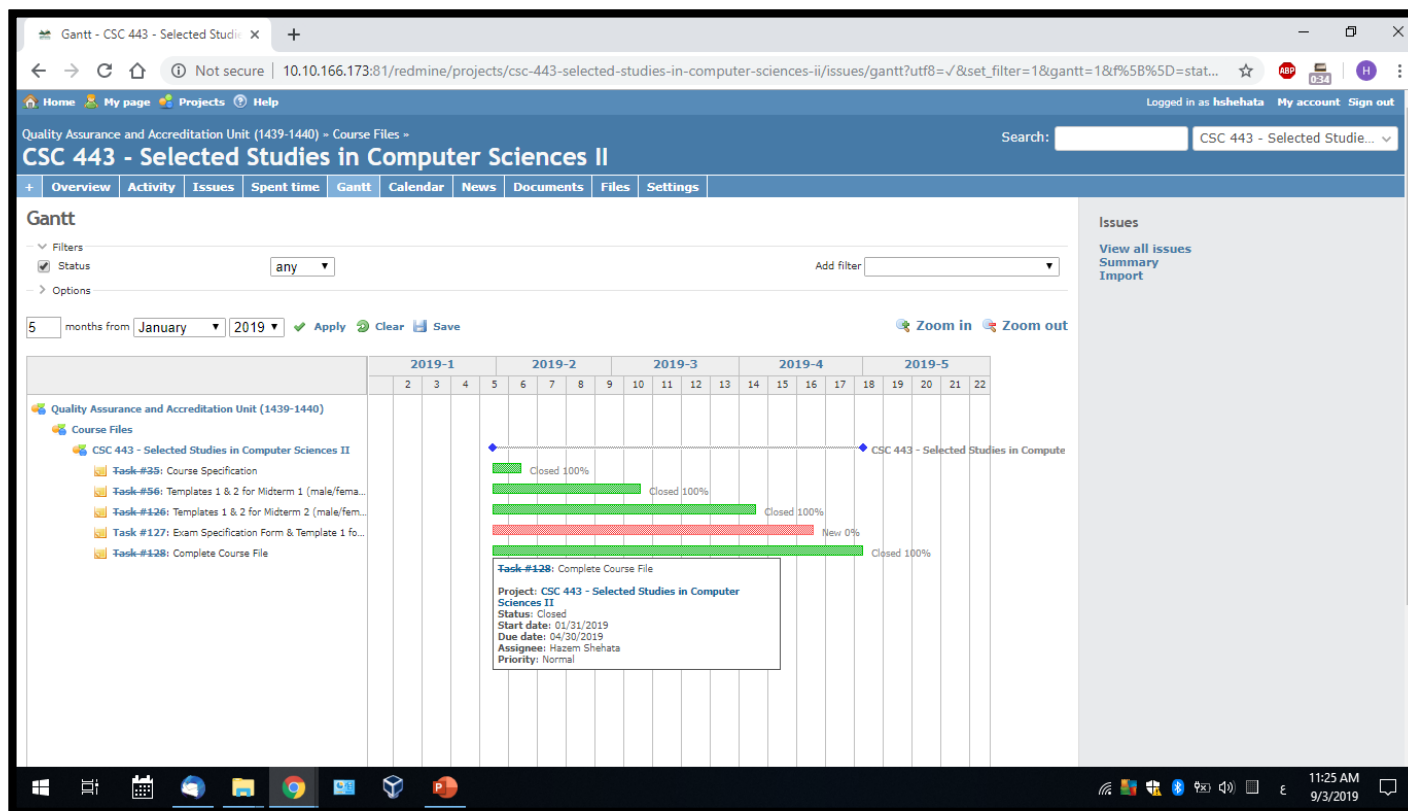
Powered by College of Computing and IT © All Rights Reserved

11:21 AM  
9/3/2019

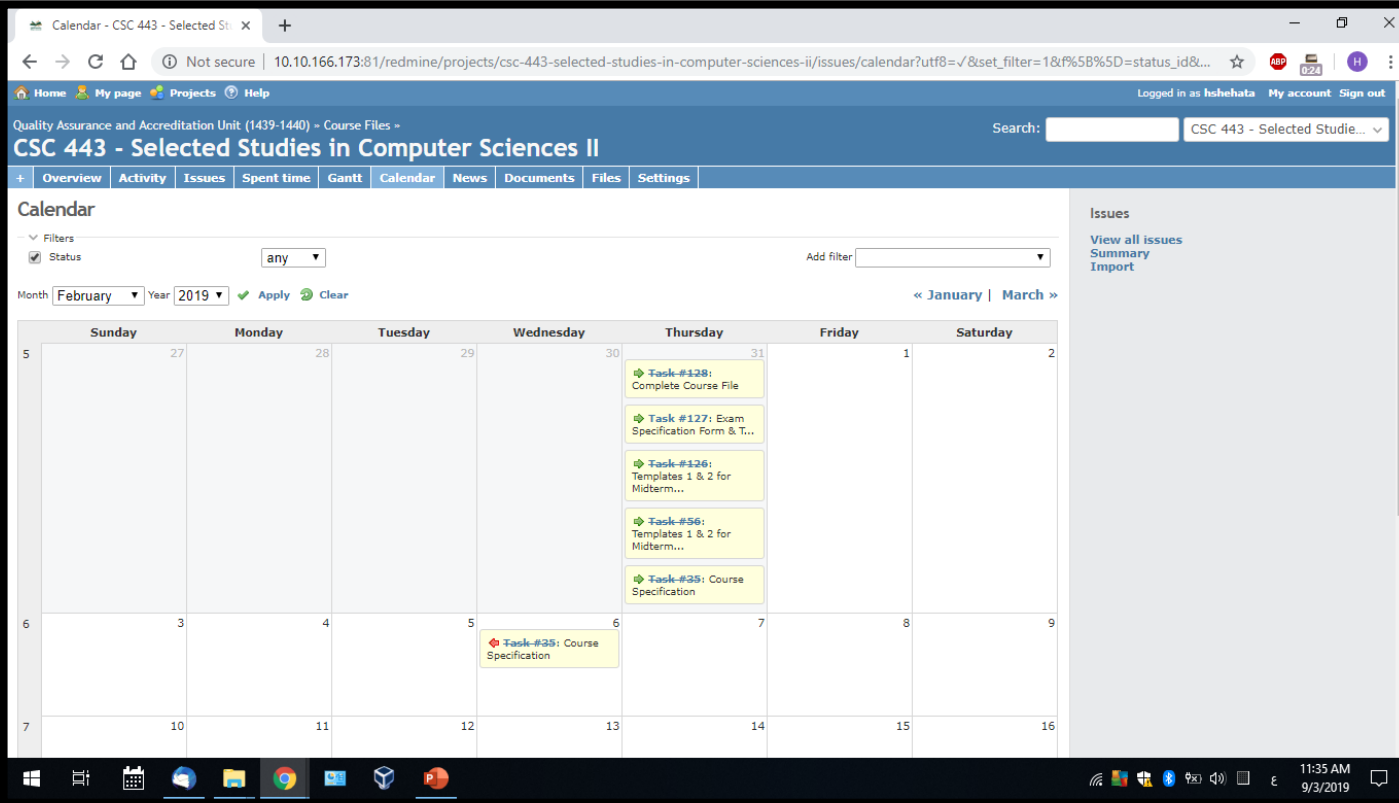
# الخط الزمني (جاننت) لمهام مشروع محدد



# مدى انجاز مهمة محددة



# اظهار المهام بالكالندر



The screenshot displays a web application interface for a calendar. The browser address bar shows the URL: `10.10.166.173:81/redmine/projects/csc-443-selected-studies-in-computer-sciences-ii/issues/calendar?utf8=✓&set_filter=1&f%5B%5D=status_id&...`. The page title is "Calendar - CSC 443 - Selected Studies in Computer Sciences II". The interface includes a navigation menu with options like "Overview", "Activity", "Issues", "Spent time", "Gantt", "Calendar", "News", "Documents", "Files", and "Settings". The "Calendar" view is active, showing a grid for the month of February 2019. Tasks are listed in the calendar cells, including "Task-#128: Complete Course File", "Task #127: Exam Specification Form & T...", "Task-#126: Templates 1 & 2 for Midterm...", "Task-#56: Templates 1 & 2 for Midterm...", and "Task-#35: Course Specification". A sidebar on the right contains "Issues" and "View all issues" options. The system tray at the bottom shows the date and time as 11:35 AM on 9/3/2019.



شكراً لكم

