Data Management in Accreditation Agencies

ASIIN Case Study
Starting Point and Challenges

Finding a Solution

Features of ASIIN Database

Conclusion
Problems with ASIIN data management

- Information dispersed across multiple databases and files, difficult to obtain overview
- Very time-consuming data entry
- Data incongruities
Four different Databases...

- Accreditation Procedure Database
- Accredited programmes Database
- Institutions Database
- Expert Pool Database
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Finding a solution

Ideal solution:

One database that accompanies employees and management through all the steps of the accreditation cycle and serves as a planning tool.

But how to achieve this goal?
Finding a solution

Option A: External IT Providers
• High costs
• Difficulty in communicating and depicting complex accreditation processes

Option B: Internal Solution
• Internal development of a combined database using standard MS-Office tools (MS Access and Excel)
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Steps to developing combined database:

• Creating a relational database which can hold all the relevant data and ensures that all data entered in the future is effectively linked
• Transferring old data into new database
• Linking corresponding data points with each other
• Create front-end and back-end
Programme data includes all information required for:

- publication purposes (incl. DEQAR)
- impact studies,
- tracking study programme status
- tracking decisions
- printing of certificates
Overview per Institution

- Database permits overview of activities for each institution
- Stores information relevant for DEQAR database
Database contains extensive information about experts, including:

- contact information
- profile and expertise
- language skills
- past procedures in which they participated
- Etc.
Financial planning and workload monitoring

- Provides data for **overview of cashflow**

- Indicates **workload**, i.e. the number of upcoming projects per project manager, per quarter.

- Generated in Excel format which is automatically updated
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Integrated database system accompanies employees and management throughout the accreditation cycle:

• Procedure management
• Financial planning
• HR management
• Expert pool management
• Data management for publication duties
• Creation of standardised documents (such as certificates)

...and can be continuously adjusted and developed inhouse without having to rely on expensive external IT providers.
Thanks for your attention!

If you face similar data challenges, let us know
(this database can be adapted to other agencies’ needs)

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