



Administrative Computing News

Webgrade: Final Grade Submission via the Internet

By Steve Rock

ITS is in the initial stages of developing, in collaboration with the University Registrar, a system known as Webgrade that will enable NYU faculty to submit final course grades via the Internet. The new system will expedite the end-of-semester grading process for instructors and make it possible for them to submit grades from the privacy of their office or home. It will also give administrators more control over the grading process, within a secure and reliable system.

Webgrade will be loosely based on a similar system used at the City University of New York (CUNY) schools, the source code for which Hunter College generously shared with NYU. ITS' initial examination of the CUNY application revealed, however, that it will need to be significantly expanded and modified for use at NYU, since CUNY's academic structure, grading systems, and computer systems are quite different from ours.

Once ITS completes a beta version of Webgrade, the University Registrar plans to pilot test the system with a small group of instructors. When the pilot stage has been completed, all faculty members who are listed in the Student Information System (SIS) as the primary instructors for their courses will be eligible to use Webgrade, along with designated administrators in some academic departments. The University Registrar will offer training for authorized faculty members and administrators, as the new system becomes available for their use, most likely sometime in the 2007/08 academic year. For more information about Webgrade, faculty and administrators may contact University Registrar Yechiel Rosenrauch at 212-998-4407.

Journal Entry Management System

By Raymond Lau

Journal Entry Management System (JEMS) is a web-based NYU Workflow application that facilitates the creation, approval, and validation of "Actuals" journal entries that are posted in the University's general ledger system (known as *fame*, for Financial Administration Made Easier). Developed through a collaboration of the Controller's Division and ITS, JEMS was launched in October 2006. It is used by a wide range of NYU community members, but particularly by administrators who are responsible for tracking, approving, and processing journal transactions.

JEMS replaced a manual, email-based process by which departments and schools across the University entered journal information into *fame*. By automating the routing of approval requests and other notifications at every step from start to finish, JEMS makes the processing of journal transactions more accessible, transparent, efficient, and accurate. Most important, all the requests and approvals for such transactions are captured in one centralized location within the NYU Workflow system.

As with many of NYU's administrative applications, JEMS is accessible to authorized individuals through the Administrative Systems channel within the Work tab of NYUHome. If you would like to request access to JEMS, use the JEMS Access Form available on the Controller's Division website: www.nyu.edu/cdv/site20/forms/fame.html. For more information about the system, send email to its.Adminhelp@nyu.edu.