

Procedures for the Quality Management System



بسم الله الرحمن الرحيم

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Introduction:

Due to the fact that program accreditation is very important to universities and is based on Article 41 of • the university system, which states: "The university works to achieve program accreditation from the Education and Training Evaluation Commission, or from one of the international bodies approved by the commission." The Deanship of Communications and Information Technology has created a quality system with support from the Deanship of Development and Quality that seeks to:

- Obtain the semester-end reports that are gathered for the university colleges.
- By reviewing and publishing the various questionnaires, as well as the reports of courses and programs, and archiving and archiving them in a historical gradation that is easy to refer to, a system is created that provides mechanisms for verifying the fulfillment of one of the program and institutional accreditation requirements.
- Determine the authority levels, starting with the program coordinators and going all the way up to the Dean of Development and Quality and the university decision-makers.

System Users:

- 1.The system administrator (who in this situation would be the Dean of the Deanship of Development and Quality)
2. Deans of faculties
3. Heads of departments
4. Program coordinators
5. Course coordinators
6. Faculty members (course instructors)
7. Students

Users Roles

Authorities						Services
Faculty Members	Course Coordinators	Program Coordinators	Heads of Departments	Colleges Deans	System Administrator	
System Main Interface	System Main Interface	System Main Interface	System Main Interface	System Main Interface	System Main Interface	Control Panel
					Give the system administrator authorization	System Management
			Authority to know and add all college program coordinator	Authority to know all college program coordinators	Authority to know all college program coordinators	Program Coordinators
		Complete all of the customized specification specifications forms	Authority to access to all department program specifications	Authority to access to all college program specifications	Authority to access to all college program specifications	Program Specification
		Complete all of the customized program report forms	Authority to view all annual report of a department program	Authority to view all annual report of a college program	Authority to view all annual report of a college program	Annual Program Report
		Authority to know every department course coordinator	Authority to know every department course coordinator	Authority to know every college course coordinator	Authority to know every college course coordinator	Course Coordinators
	Complete all of the customized course specifications forms.	Authority to access to all program course specifications	Authority to access to all department course specifications	Authority to access to all college course specifications	Authority to access to all college course specifications	Course Specification
Complete all of the customized course specifications forms.	Members' authority to access to all program course reports	Authority to access to all program course reports	Authority to access to all department course reports	Authority to access to all college course reports	Authority to access to all college course reports	Course Report
					Show the available courses this semester together with the number of groups.	Course File
authority to publish questionnaires	Courses' authority to publish questionnaires	Programs' authority to publish questionnaires	Departments' authority to publish questionnaires	Colleges' authority to publish questionnaires	Colleges' authority to publish questionnaires	Course Assessment questionnaire
					Adding new questionnaire Adding questionnaire questions	Public Questionnaire
	authority of accessing and printing all college questionnaires	authority of accessing and printing all college questionnaires	authority of accessing and printing all college questionnaires	authority of accessing and printing all college questionnaires	authority of accessing and printing all college questionnaires	Questionnaire Statistics
provide students with the questionnaire	provide students with the questionnaire	provide students with the questionnaire	provide students with the questionnaire	provide students with the questionnaire	provide students with the questionnaire printed questionnaire report	Questionnaire Session

Section 1: System Administrator

Control Panel Screen

The semester courses for each faculty member as well as the services sidebar are shown on this screen.

The screenshot shows the 'Control Panel Screen' with a sidebar on the right containing navigation options: لوحة التحكم, إدارة النظام, ملفي البرامج, توصيفات البرامج, المقررات السلوي للبرامج, وصفات المقررات, توصيفات المقررات, تقرير المقرر الدراسي, ملف المقرر, استشارة تقييم المقرر, استشارة عامة, الخدمات الاستشارية, جلسة الاستشارة, and استشارة الطلاب. The main content area displays a table of semester courses for each faculty member, with a red box highlighting the table and the sidebar.

الفصل الدراسي	اسم المقرر	رمز المقرر
٢٢٢	Cooperative work	CSEF01
٢٢٢	Introductions to Software Engi	SWEF٠٥
٢٢٢	Professionalism and Ethics	CSEF٠٩

System management Screen

The system administrator can delegate their authority to another individual using this panel.

The screenshot shows the 'System management Screen' with annotations explaining the fields and actions. The fields are: Choose the college (الكلية), Identify the job No. (الرقم الوظيفي), After choosing the job number, the name will automatically show (الاسم الكامل), Identify the semester (الفصل الدراسي), and Click Save once you've finished entering the data. (حفظ). The System Administrator can remove or alter users after being added to the system.

Choose the college

Identify the job No.

After choosing the job number, the name will automatically show

Identify the semester

Click Save once you've finished entering the data.

The System Administrator can remove or alter users after being added to the system.

الكلية	الرقم الوظيفي	الاسم الكامل	الفصل الدراسي
كلية علوم وهندسة الحاسب الآلي بحفر الباطن	٩-٢٥٩	إبراهيم	٢٢٢
عمادة السنة التحضيرية والدراسات المساعدة	٩-٢٥٨	مليف ماز	
الكلية الجامعية بالنعيرية	٩-٢٢٥	مبارك س	
كلية التربية بحفر الباطن	٩-٨٩٤	بدر جمع	
كلية علوم وهندسة الحاسب الآلي بحفر الباطن	٩-٢٥٩	إبراهيم	

Program Coordinator Screen

All colleges' program coordinators are shown on this screen.

The screenshot shows the 'Program Coordinator' screen. At the top, there is a header with 'English' and 'مراجعة' (Review) buttons. The main title is 'مخطط البرنامج' (Program Map). Below the title, there are two dropdown menus: 'Choose the semester' and 'Choose the college'. A table is displayed below these menus, with columns for 'الرقم الجامعي' (University Number), 'مخطط البرنامج' (Program Map), 'البرنامج' (Program), and 'الكلية' (Faculty). A red box highlights the table, and a text box points to it with the text 'The table will provide information about'. A red box also highlights the 'Choose the semester' and 'Choose the college' dropdowns.

Program Specification Screen

The program requirements for all colleges are shown on this screen, and the program requirements for each institution can be printed.

The screenshot shows the 'Program Specification' screen. At the top, there is a header with 'English' and 'مراجعة' (Review) buttons. The main title is 'توصيفات البرامج' (Program Descriptions). Below the title, there are three dropdown menus: 'Choose the semester', 'Choose the college', and 'Choose the college program'. A table is displayed below these menus, with columns for 'الرقم الجامعي' (University Number), 'مخطط البرنامج' (Program Map), 'البرنامج' (Program), and 'الكلية' (Faculty). A red box highlights the table, and a text box points to it with the text 'The table will provide information about'. A red box also highlights the 'Choose the semester' and 'Choose the college' dropdowns. A red box highlights the 'Choose the college program' dropdown, and a text box points to it with the text 'After selecting the appropriate icon, click Show program description.'.

The Annual Program Report Screen

The annual report of the program for each college is printed from this screen, which also shows the annual report of the program for all colleges.

The screenshot shows the 'التقرير السنوي للبرامج' (Annual Program Report) screen. It features a header with 'English' and 'مركز دة' (Mada Center) on the left, and 'عمليات ضمان الجودة والاعتماد الأكاديمي' (Quality Assurance and Academic Accreditation Operations) and 'جودة' (Quality) on the right. The main content area has a title 'التقرير السنوي للبرامج' and a sidebar with 'الفصل الدراسي' (Semester), 'الكلية' (College), and 'البرنامج' (Program). The main area contains three dropdown menus for selecting the semester, college, and program. Below these are two buttons: 'إضافة التقرير السنوي للبرامج' (Add Annual Program Report) and 'عرض التقرير السنوي للبرامج' (View Annual Program Report). A red box highlights the 'عرض التقرير السنوي للبرامج' button with the text: 'After selecting the appropriate icon, click Show Annual Program Report'. Other annotations include 'Choose the semester' pointing to the first dropdown, 'choose the college' pointing to the second dropdown, and 'Choose program college' pointing to the third dropdown.

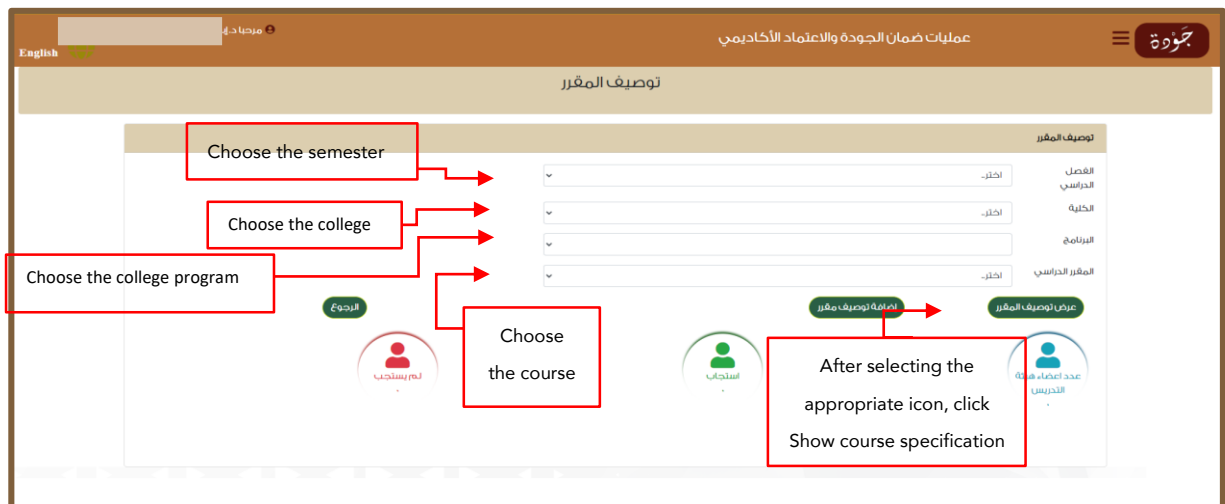
Course Coordinators Screen

The course coordinators for each program at the colleges are shown on this screen.

The screenshot shows the 'منسق المقررات الدراسية' (Course Coordinators) screen. It features a header with 'English' and 'مركز دة' (Mada Center) on the left, and 'عمليات ضمان الجودة والاعتماد الأكاديمي' (Quality Assurance and Academic Accreditation Operations) and 'جودة' (Quality) on the right. The main content area has a title 'منسق المقررات الدراسية' and a sidebar with 'الفصل الدراسي' (Semester), 'الكلية' (College), 'البرنامج' (Program), and 'المقرر الدراسي' (Course). The main area contains four dropdown menus for selecting the semester, college, program, and course. Below these are two buttons: 'إضافة' (Add) and 'عرض' (View). A red box highlights the 'عرض' button with the text: 'The course coordinators' information will appear in the table'. Other annotations include 'Choose the semester' pointing to the first dropdown, 'Choose the college' pointing to the second dropdown, 'Choose the college program' pointing to the third dropdown, and 'Choose the course' pointing to the fourth dropdown. Below the dropdowns is a table with columns: 'الرقم الوظيفي' (Employee Number), 'منسق المقررات الدراسية' (Course Coordinator), 'المقرر الدراسي' (Course), 'البرنامج' (Program), and 'الكلية' (College).

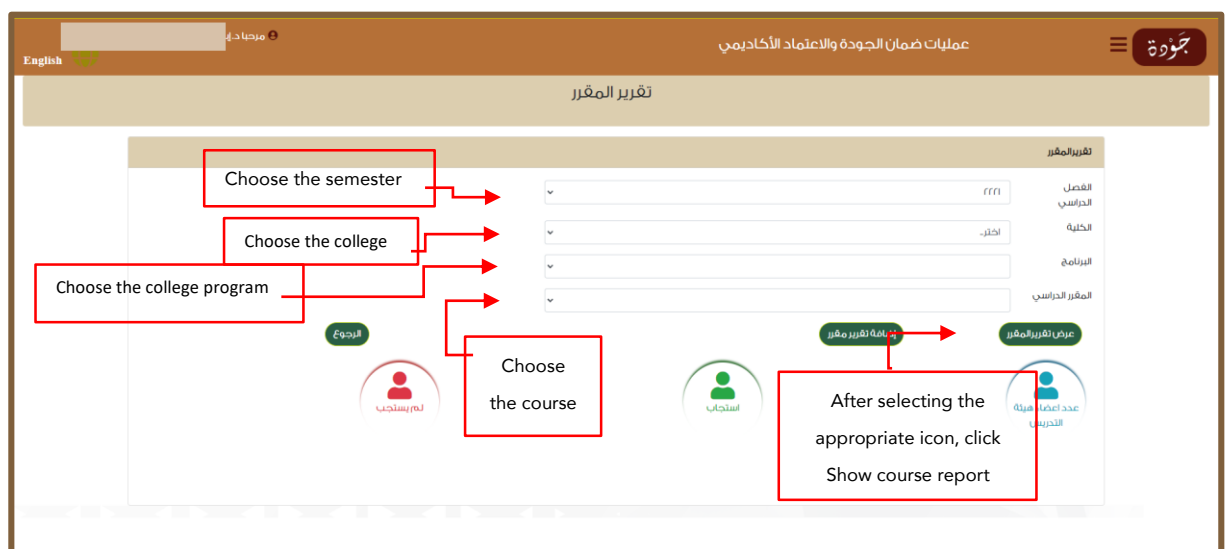
Course Specifications screen

The course specification for each program at the colleges are shown on this screen.



Course Report Screen

The course report for each program at the colleges are shown on this screen



Course File Screen

The courses a faculty member has taught for the department are shown on this screen.

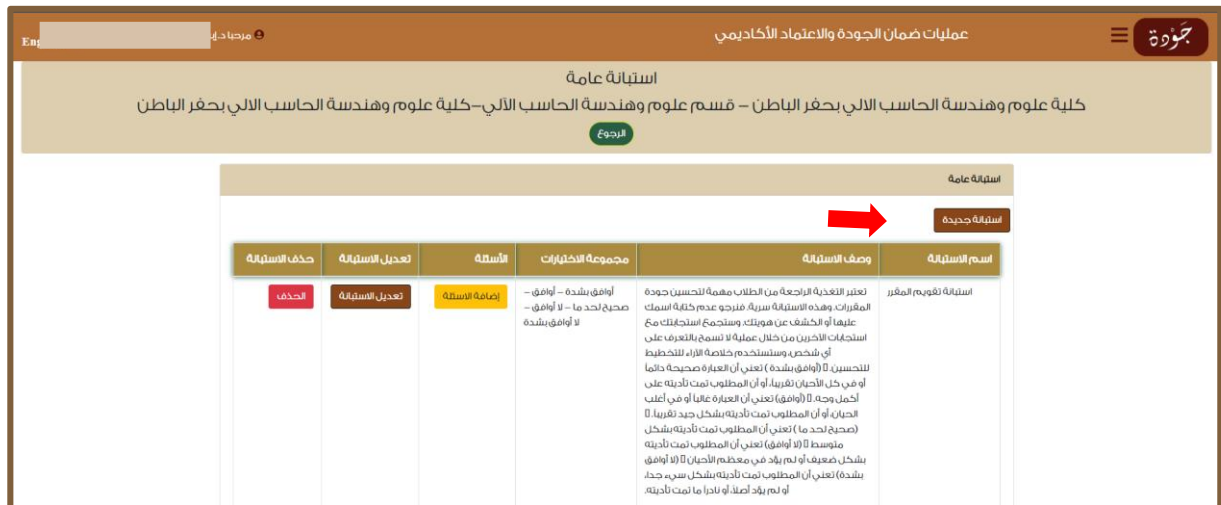
اسم المقرر	رمز المقرر	الفصل الدراسي
Cooperative work	CSEF01	٢٢٢١
Introductions to Software Engi	SWER-0	٢٢٢١
Professionalism and Ethics	CSEF-9	٢٢٢١

Public Questionnaire Screen

This page allows for the creation, modification, deletion, and addition of new questionnaires as well as the addition of questions to existing ones.

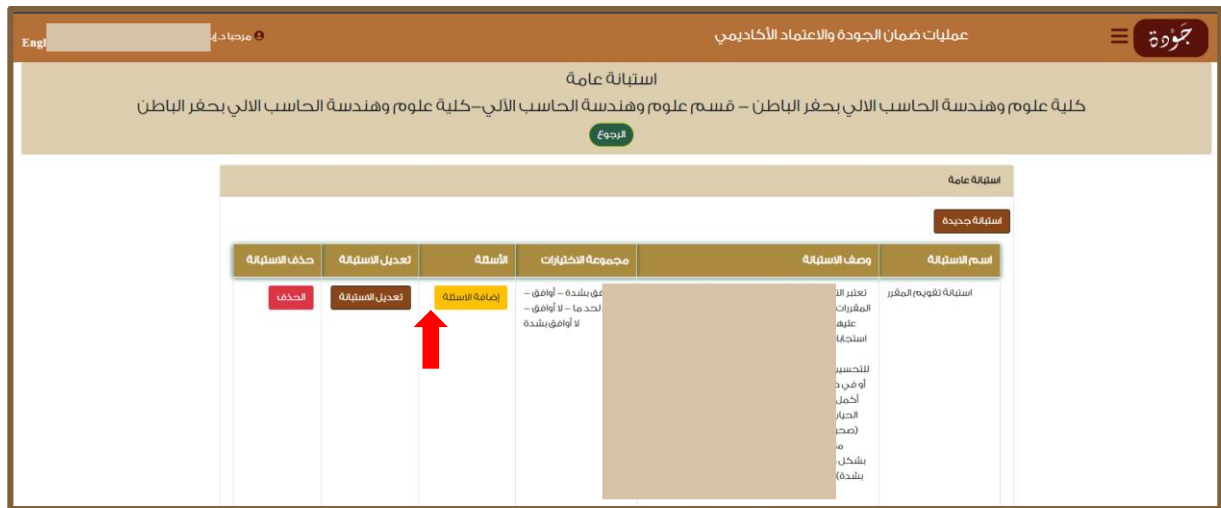
اسم الاستبانة	وصف الاستبانة	مجموعة الأسئلة	الأسئلة	تعديل الاستبانة	حذف الاستبانة
استبانة تقييم المقرر	تعتبر الاستبانة أداة لجمع معلومات عن جودة المقررات وهذه الاستبانة سريعة فترجع عدم كتابة اسمك عليها أو الكشف عن هويتك، وستستخدم استبانة مع استبانة الآخرين من خلال عملية لا تسجل بالاعتماد على أي شخص، وستستخدم كل استبانة لطلاب الأقسام للتعليق والتعليق (أو الموافقة بشدة) - تعني أن العبارة صحيحة دائما أو في كل الأحيان تقريبا، أو أن المطلوب تمت تأديته على أكمل وجه، (أو الموافقة) تعني أن العبارة غالبا أو في أغلب الأحيان، أو أن المطلوب تمت تأديته بشكل جيد تقريبا. (أو الموافقة) تعني أن المطلوب تمت تأديته بشكل متوسط (أو الموافقة) تعني أن المطلوب تمت تأديته بشكل ضعيف أو لم يرد في معظم الأحيان (أو الموافقة) تعني أن المطلوب تمت تأديته بشكل سيء، جدا، أو لم يرد أصلا أو نادرا ما تمت تأديته.	أوافق بشدة - أوافق - صحيح لحد ما - لا أوافق - لا أوافق بشدة	إضافة الأسئلة	تعديل الاستبانة	حذف

Create a fresh questionnaire: Please click the "New Questionnaire" icon as indicated in the figure in order to create a new questionnaire.



The "New Questionnaire" icon must be clicked in order to access the page where a new questionnaire may be created.

Adding questions to the questionnaire: Use the "Add questions" button to add questions to the questionnaire. •

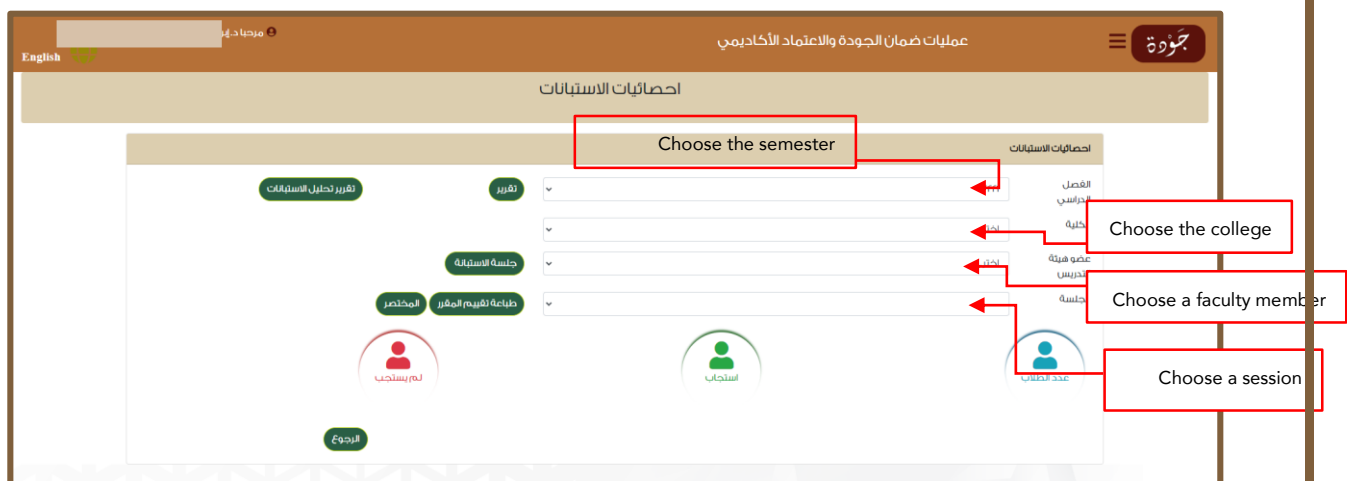


The "add questions icon" must be clicked in order to access the screen where you may add questions to the questionnaire.



Questionnaire Statistics Screen

The system administrator may examine and print all of the questionnaires in the colleges from this screen.



Questionnaire Session Screen

The published questionnaires are shown on this screen, and questionnaire statistics may be seen and printed as well.

The screenshot shows the 'Questionnaire Session Screen' with the following annotations:

- The session's beginning and ending dates:** Points to the 'Start Date' and 'End Date' fields in the 'New Session' form.
- Session information:** Points to the 'Session Name' field in the 'New Session' form.
- Session status:** Points to the 'Status' column in the table of published questionnaires.

اسم الاستبيان	المقرر الدراسي	الشعبة	تاريخ البدء	تاريخ الانتهاء	الحالة	التعديل	حذف
استبيان لتقييم المقرر	CSEP-9	١٢٧	١٨/٤/١٤٤٤	٢٥/٤/١٤٤٤	نشرت	تعديل	حذف
استبيان لتقييم المقرر	SWER-٥	١٢٦	١٨/٤/١٤٤٤	٢٥/٤/١٤٤٤	نشرت	تعديل	حذف

Click the "New Session" icon to start a new session and send it to the students.

The screenshot shows the 'New Session' form with the following annotations:

- Choose the questionnaire name:** Points to the 'Questionnaire Name' dropdown menu.
- Choose the course:** Points to the 'Course' dropdown menu.
- Choose the group:** Points to the 'Section' dropdown menu.
- Identify the session's beginning and ending:** Points to the 'Start Date' and 'End Date' date pickers.

View the questionnaire's statistics here: The "Statistics" icon is located in the figure; please click there

The screenshot shows the 'Questionnaire Session Screen' with an arrow pointing to the 'Statistics' icon (represented by a bar chart) in the 'New Session' form.

The published questionnaire statistics screen is shown after selecting "Statistics".

The screenshot displays the 'Statistics' page of the Hajj Al-Bayt University system. The page header includes the university's name in Arabic and English, and a navigation menu. The main content area is titled 'احصائيات الاستبيانات' (Questionnaire Statistics). It features a table with columns for 'اسم المقرر' (Course Name), 'رمز المقرر' (Course Code), 'اسم المقرر' (Course Name), and 'رمز المقرر' (Course Code). The table lists several courses, including 'البرنامح هندسة البرمجيات' (Software Engineering Program) and 'البرنامح هندسة الحاسب الآلي' (Computer Engineering Program). A bar chart titled 'Students' Level of Satisfaction' is shown below the table, displaying the average satisfaction level for each course. The chart shows that the 'البرنامح هندسة البرمجيات' course has the highest satisfaction level, followed by 'البرنامح هندسة الحاسب الآلي'.

Annotations on the screenshot:

- A red box on the left contains the text: "Please click the 'Print Course Assessment' option after choosing the session type." An arrow points from this box to the 'طباعة تقرير المقرر' (Print Course Report) button.
- A red box on the right contains the text: "Choose the session". An arrow points from this box to the 'اختر نوع المقرر' (Select Course Type) dropdown menu.

Section Two: Deans of Faculties

Control Panel Screen

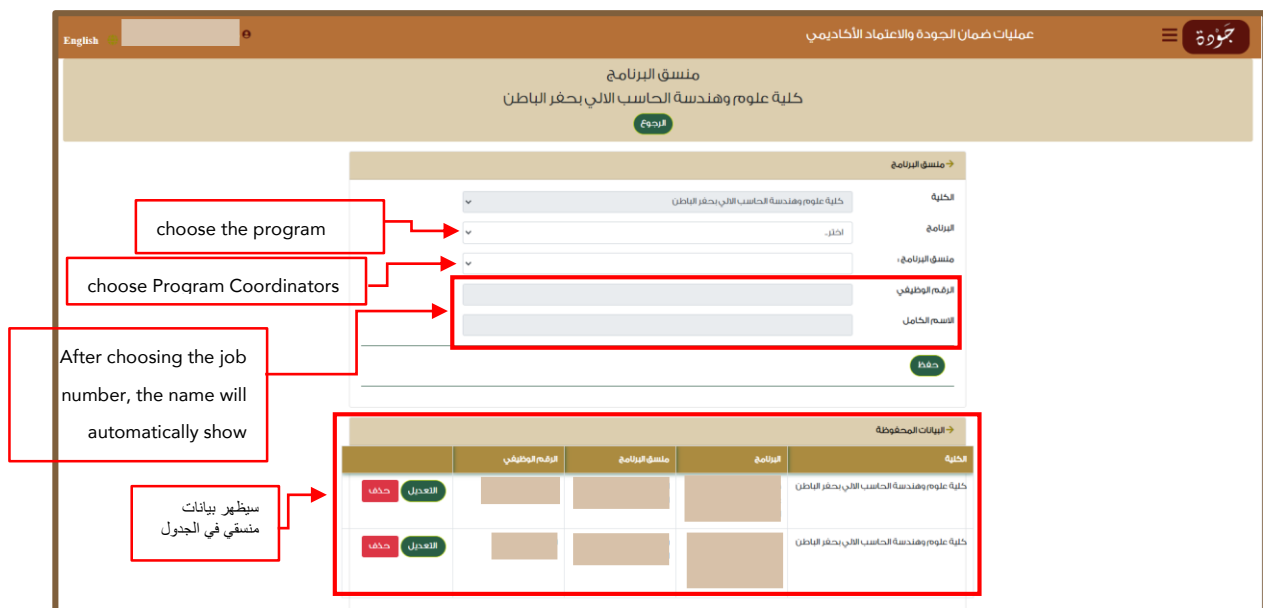
The semester courses for each faculty member as well as the services sidebar are shown on this screen.



The screenshot shows the 'Control Panel Screen' for the Faculty of Engineering, Alexandria University. The interface is in Arabic. At the top, there is a header with 'English' and 'جودة' (Quality) buttons. The main content area is titled 'عمليات ضمان الجودة والاعتماد الأكاديمي' (Quality Assurance and Academic Accreditation Processes). Below this, there is a sidebar on the right with a list of services: 'لوحة التحكم' (Control Panel), 'منسقي البرامج' (Program Coordinators), 'توصيفات البرامج' (Program Descriptions), 'القرارات السنوية للبرامج' (Annual Program Decisions), 'منسقي المقررات' (Course Coordinators), 'توصيفات المقررات' (Course Descriptions), 'تقرير المقرر الدراسي' (Course Report), 'استشارة تقييم المقرر' (Course Evaluation Consultation), 'إحصائيات الاستشارات' (Consultation Statistics), and 'جلسة الاستشارة' (Consultation Session). The main area contains a table with columns for 'مقرراتي' (My Courses) and 'مقرراتي' (My Courses). The table is currently empty.

Program Coordinators Screen

The dean may check the stored data on this screen as well as add program coordinators to the college.



The screenshot shows the 'Program Coordinators Screen' for the Faculty of Engineering, Alexandria University. The interface is in Arabic. At the top, there is a header with 'English' and 'جودة' (Quality) buttons. The main content area is titled 'منسق البرنامج' (Program Coordinator) and 'كلية علوم وهندسة الحاسب الآلي بحفر الباطن' (Faculty of Computer Science and Engineering, Bahariya). Below this, there is a form with several fields: 'الكلية' (Faculty), 'البرنامج' (Program), 'منسق البرنامج' (Program Coordinator), 'الرقم الوظيفي' (Job Number), and 'الاسم الكامل' (Full Name). There are also buttons for 'الرجوع' (Back) and 'حفظ' (Save). Below the form, there is a table titled 'البيانات المحفوظة' (Saved Data) with columns for 'الكلية' (Faculty), 'البرنامج' (Program), 'منسق البرنامج' (Program Coordinator), 'الرقم الوظيفي' (Job Number), and 'الاسم الكامل' (Full Name). The table contains two rows of data. Red boxes and arrows highlight the form fields and the table, with text explaining the process: 'choose the program', 'choose Program Coordinators', 'After choosing the job number, the name will automatically show', and 'سيظهر بيانات منسقي في الجدول' (Data of coordinators will appear in the table).

Program Specification Screen

All of the college's programs' descriptions may be seen through this screen.



The screenshot shows the 'Program Specification Screen' of a web application. The interface is in Arabic. At the top, there is a header with 'English' and 'مراجعات ضمان الجودة والاعتماد الأكاديمي'. Below the header, there is a sidebar on the right with a menu. The main content area displays a table with columns: 'الكلية' (College), 'البرنامج' (Program), and 'مستوى البرنامج' (Program Level). The table lists two programs: 'كلية علوم وهندسة الحاسب الآلي بحفر الباطن' (College of Computer Science and Engineering, Bahariya) and 'كلية علوم وهندسة الحاسب الآلي بحفر الباطن' (College of Computer Science and Engineering, Bahariya). A red box highlights the table, and a red arrow points to it with the text: 'Program details are shown. To get more information, choose the program's icon.'

The Annual Program Report Screen

Program reports for every program offered by the college may be seen through this screen.



The screenshot shows the 'Annual Program Report Screen' of the same web application. The interface is in Arabic. At the top, there is a header with 'English' and 'مراجعات ضمان الجودة والاعتماد الأكاديمي'. Below the header, there is a sidebar on the right with a menu. The main content area displays a table with columns: 'الكلية' (College), 'البرنامج' (Program), and 'مستوى البرنامج' (Program Level). The table lists two programs: 'كلية علوم وهندسة الحاسب الآلي بحفر الباطن' (College of Computer Science and Engineering, Bahariya) and 'كلية علوم وهندسة الحاسب الآلي بحفر الباطن' (College of Computer Science and Engineering, Bahariya). A red box highlights the table, and a red arrow points to it with the text: 'There are program reports. Click the details icon to discover the program's specifics.'

Course Coordinators Screen

The dean can examine the stored data and include the college's course coordinators using this panel.

The screenshot shows the 'منسق المقررات الدراسية' (Course Coordinators) interface. It includes a sidebar with a 'جودة' (Quality) menu. The main area has a 'البرامج' (Programs) dropdown, a 'المقرر الدراسي' (Course) dropdown, and a 'منسق المقررات الدراسية' (Course Coordinator) dropdown. Below these is a table with columns: 'البرامج', 'المقرر الدراسي', 'منسق المقررات الدراسية', 'الرقم الوظيفي' (Job Number), 'الاسم الكامل' (Full Name), and 'عضو هيئة التدريس' (Faculty Member). A 'تسجيل' (Register) button is at the bottom right. Annotations with red boxes and arrows point to the dropdowns and the table, explaining the workflow: choosing a program, then a course, then a job number, which automatically fills the name field. A final annotation points to the table, stating it will show coordinator information.

Course Specifications screen

All of the college's course descriptions are accessible from this screen.

The screenshot shows the 'مقرراتي' (My Courses) section of the interface. It features a table with columns: 'رمز المقرر' (Course Code), 'منسق المقرر الدراسي' (Course Coordinator), 'الكلية' (College), 'البرنامج' (Program), and 'المقرر الدراسي' (Course). The table lists two courses with codes SLM 113. An annotation points to the table, stating: 'When the course icon is clicked, a description of the course appears.'

Course Report Screen

All of the college's course reports are accessible from this screen.

Course reports are shown; click on the course icon to view information

Questionnaire Statistics Screen

The college dean can access and print all of the questionnaires inside the college from this screen.

Choose the semester

Choose a faculty member

Choose the session

Questionnaire Session Screen

The published questionnaires are shown on this screen, and questionnaire statistics may be seen and printed as well.

The session's beginning and ending dates

Session information

Session status

Click the "New Session" icon to start a new session and send it to the students.

English

عمليات ضمان الجودة والاعتماد الأكاديمي

جودة

استبيان المقرر الدراسي

كلية علوم وهندسة الحاسب الآلي بحفر الباطن – قسم علوم وهندسة الحاسب الآلي – كلية علوم وهندسة الحاسب الآلي بحفر الباطن

رابط استبيان الطلبة

/https://diwan.uhb.edu.sa/qaaa/SS

جلسة جديدة | إحصائيات | الرجوع

استبيان المقرر الدراسي

اسم الاستبيان	المقرر الدراسي	الفرقة	تاريخ البدء	تاريخ الانتهاء	الحالة	التعديل	حذف
استبيان تقييم المقرر	CSEP-9	١٣٧	١٨/٤/١٤٤٤	٢٠/٤/١٤٤٤	نشرت	تعديل	حذف
استبيان تقييم المقرر	SWER-٥	١٣٦٤	١٨/٤/١٤٤٤	٢٠/٤/١٤٤٤	نشرت	تعديل	حذف

A new session screen shows after selecting the "New Session" icon.

عربي

Quality Assurance and Academic Accreditation Procedures

جودة

Course Quality Evaluation Survey

Course Quality Evaluation Survey

اختر:

Choose the questionnaire name

Choose the course

Choose the group

Date the questionnaire's beginning and ending

Start Date

End Date

حفظ | نشر الاستبيان | إلغاء

view the questionnaire statistics, choose the "Statistics" icon as shown in the illustration.

English

عمليات ضمان الجودة والاعتماد الأكاديمي

جودة

استبيان المقرر الدراسي

كلية علوم وهندسة الحاسب الآلي بحفر الباطن – قسم علوم وهندسة الحاسب الآلي – كلية علوم وهندسة الحاسب الآلي بحفر الباطن

رابط استبيان الطلبة

/https://diwan.uhb.edu.sa/qaaa/SS

جلسة جديدة | إحصائيات | الرجوع

استبيان المقرر الدراسي

اسم الاستبيان	المقرر الدراسي	الفرقة	تاريخ البدء	تاريخ الانتهاء	الحالة	التعديل	حذف
استبيان تقييم المقرر	CSEP-9	١٣٧	١٨/٤/١٤٤٤	٢٠/٤/١٤٤٤	نشرت	تعديل	حذف
استبيان تقييم المقرر	SWER-٥	١٣٦٤	١٨/٤/١٤٤٤	٢٠/٤/١٤٤٤	نشرت	تعديل	حذف

The published questionnaire statistics screen is shown after selecting "Statistics"

English

عمليات ضمان الجودة والاعتماد الأكاديمي

إحصائيات الاستبيانات

كلية علوم وهندسة الحاسب الآلي بحفر الباطن

اسم المادة: CSEP-9 - 4Y

تقرير المقرر

استبيان

معدل الطالب

choose the session type and then click the "Print Course Assessment"

Choose he session

اسم المادة	الرمز	الدرجة	الوقت
اسم المادة: CSEP-9 - 4Y	الرمز: CSEP-9	الدرجة: 4	الوقت: 120

Students' Level of Satisfaction

Average Satisfaction Level

4

3

2

1

0

Program Specification Screen

All of the department's programs' specifications may be seen using this screen.

Program details are shown. To get more information, choose the program's icon.

The Annual Program Report Screen

Program reports for each program within the department may be seen on this screen.

Program reports are shown. Click on the details icon to discover program

Course Coordinators Screen

The department head can check the saved data as well as add new course coordinators using this interface.

The screenshot shows the 'Course Coordinators Screen' interface. It features a header with 'English' and 'مركز' (Center) on the left, and 'عمليات ضمان الجودة والاعتماد الأكاديمي' (Quality Assurance and Academic Accreditation Operations) and 'جودة' (Quality) on the right. The main title is 'متنسيق المقررات الدراسية' (Course Coordination). Below the title, there is a 'الدخول' (Login) button. The form includes several dropdown menus: 'Choose the program', 'Choose the course', and 'Choose the coordinator job number'. A red box highlights the 'Choose the coordinator job number' dropdown, with an annotation stating: 'After choosing the job number, the name will automatically show.' Below the form, there is a table titled 'البيانات المحفوظة' (Saved Data) with columns: 'الرقم الوطني' (National Number), 'متنسيق المقررات الدراسية' (Course Coordination), 'المقر الدراسي' (Academic Department), and 'الاسم' (Name). An annotation points to the table: 'The coordinator's data is shown in the table'.

Course Specifications Screen

Through this screen, the descriptions of all courses within the department can be viewed.

The screenshot shows the 'Course Specifications Screen' interface. It features a header with 'English' and 'مركز' (Center) on the left, and 'عمليات ضمان الجودة والاعتماد الأكاديمي' (Quality Assurance and Academic Accreditation Operations) and 'جودة' (Quality) on the right. The main title is 'لوحة التحكم / كلية علوم وهندسة الحاسب التي يحضرها باطن' (Dashboard / Faculty of Computer Science and Engineering, Al-Batun). Below the title, there is a 'مقراتي' (My Department) button. The table displays course specifications with columns: 'المقر الدراسي' (Academic Department), 'البرنامج' (Program), 'الكلية' (Faculty), 'متنسيق المقررات الدراسية' (Course Coordination), and 'الاسم' (Name). An annotation points to the table: 'Course descriptions are shown; click the course icon to get'.

المقر الدراسي	البرنامج	الكلية	متنسيق المقررات الدراسية	الاسم
الكمبيوتر	الهندسة وهندسة الحاسب	كلية علوم وهندسة الحاسب التي يحضرها باطن	رأسد امين محمد امين	SLM 18
الكمبيوتر	الهندسة وهندسة الحاسب	كلية علوم وهندسة الحاسب التي يحضرها باطن	أحمد محمد ربيع الله الزهراني	SLM 18

Course Report Screen 3.1

Reports for every departmental course may be accessed using this tab.

Course reports are shown; click on the course icon to view

رمز المقرر	مستند المقرر الدراسي	الكلية	البرنامج	المقرر الدراسي
SLM114	رأسد ابراهيم محمد ابراهيم	كلية علوم وهندسة الحاسب الآلي بحفر الباطن	العلوم وهندسة الحاسب الآلي بحفر الباطن	الخيمياء

Questionnaire Statistics Screen

The department head can examine and print all questionnaires for the department from this site.

Choose the semester

Choose a faculty member

Choose the session

Questionnaire Session Screen

The published questionnaires are shown on this screen, and questionnaire statistics may be seen and printed as well.

The session's beginning and ending dates

Session Status

Session information

اسم الاستبيان	المقرر الدراسي	الشعبة	تاريخ البدء	تاريخ الانتهاء	الحالة	التعديل	حذف
استبيان تقييم المقرر	CSE4-9	1434	14/04/1434	14/04/1434	نشرت	تعديل	حذف
استبيان تقييم المقرر	SWER-6	1434	14/04/1434	14/04/1434	نشرت	تعديل	حذف

Click the "New Session" icon to create a new session and upload it to the students.

English عربي

عمليات ضمان الجودة والاعتماد الأكاديمي

جودة

استبانة المقرر الدراسي

كلية علوم وهندسة الحاسب الآلي بحفر الباطن – قسم علوم وهندسة الحاسب الآلي – كلية علوم وهندسة الحاسب الآلي بحفر الباطن

رابط استبيان الطلبة

/https://diwan.uhb.edu.sa/qaaa/SS

جديدة إحصائيات الرجوع

استبانة المقرر الدراسي

اسم الاستبانة	المقرر الدراسي	الطبعة	تاريخ البدء	تاريخ الانتهاء	الحالة	التعديل	حذف
استبانة تقييم المقرر	CSEP-9	1437	14/4/1437	14/4/1437	نشرت	تعديل	حذف
استبانة تقييم المقرر	SWEF-9	1436	14/4/1436	14/4/1436	نشرت	تعديل	حذف

A new session screen shows after selecting the "New Session" icon.

English عربي

Quality Assurance and Academic Accreditation Procedures

جودة

Course Quality Evaluation Survey

Choose the questionnaire name

Choose the course

Choose the group

Date the questionnaire's beginning and ending

اختر

Course Quality Evaluation Survey

Course

Section

Start Date

End Date

نشر الاستبانة حفظ كمسودة إلغاء

View the questionnaire's statistics here: The "Statistics" icon is located in the figure; please click there.

English عربي

عمليات ضمان الجودة والاعتماد الأكاديمي

جودة

استبانة المقرر الدراسي

كلية علوم وهندسة الحاسب الآلي بحفر الباطن – قسم علوم وهندسة الحاسب الآلي – كلية علوم وهندسة الحاسب الآلي بحفر الباطن

رابط استبيان الطلبة

/https://diwan.uhb.edu.sa/qaaa/SS

جديدة إحصائيات الرجوع

استبانة المقرر الدراسي

اسم الاستبانة	المقرر الدراسي	الطبعة	تاريخ البدء	تاريخ الانتهاء	الحالة	التعديل	حذف
استبانة تقييم المقرر	CSEP-9	1437	14/4/1437	14/4/1437	نشرت	تعديل	حذف
استبانة تقييم المقرر	SWEF-9	1436	14/4/1436	14/4/1436	نشرت	تعديل	حذف

The published questionnaire statistics screen is shown after selecting "Statistics".

The screenshot shows the 'Statistics' screen of the 'University of Hail Al-Batin' system. The page title is 'احصائيات الاستبيانات' (Questionnaire Statistics) and the subtitle is 'كلية علوم وهندسة الحاسب الآلي بحفر الباطن' (Faculty of Computer Science and Engineering, Hail Al-Batin). The page includes a navigation bar with 'الرئيسية' (Home) and 'الاحصائيات' (Statistics) links. A dropdown menu is set to 'طباعة تقرير المقرر' (Print Course Report). A red box with an arrow points to the 'طباعة تقرير المقرر' button, with the text: 'Please click the "Print Course Assessment" option after choosing the session type.' Another red box with an arrow points to the 'اختر جلسة' (Choose Session) dropdown, with the text: 'Choose the session'. The main content area displays a table with the following data:

كلية علوم وهندسة الحاسب الآلي		جامعة حفر الباطن University of Hail Al Batin
استبيان تقييم المقرر		
الشخص: شطر الطالب	الرمز: هندسة برمجيات	
القسم: الحاسب الآلي	١٤٤٣/١٤٤٤	
اسم المقرر: Professionalism and Ethics	رمز المقرر: CSEP-٩	
رقم الشهادة: ١٢٧		

Below the table is a bar chart titled 'Students' Level of Satisfaction'. The Y-axis is 'Average Satisfaction Level' (0 to 4). The X-axis is 'Students' Level of Satisfaction'. The chart shows 10 bars, all with an average satisfaction level of approximately 3.5.

Section Four: Program Coordinator

Control Panel Screen

The semester courses for each faculty member as well as the services sidebar are shown on this screen.

The screenshot shows the 'Control Panel Screen' with a header in Arabic and English. The main content area displays a table of semester courses. The table has columns for 'رمز المقرر' (Course Code), 'اسم المقرر' (Course Name), and 'الفصل الدراسي' (Semester). The first row shows 'An introduction to Academic Life' in English. A red box highlights the table area. On the right, a sidebar contains navigation links in Arabic, including 'لوحة التحكم' (Control Panel), 'توصيفات البرامج' (Program Descriptions), 'التقرير السنوي للبرامج' (Annual Program Report), 'مؤشرات الأداء' (Performance Indicators), 'توصيفات المقررات' (Course Descriptions), 'تقرير المقرر الدراسي' (Course Report), 'استبيان تقييم المقرر' (Course Evaluation Survey), 'إحصائيات الاستبيانات' (Survey Statistics), and 'جلسة الاستشارة' (Consultation Session). A red box highlights the sidebar.

Program Specification Screen

The program coordinator can fill up the unique forms in the program description using this screen.

The screenshot shows the 'Program Specification Screen' with a header in Arabic and English. The main content area displays a form for program specifications. A red box highlights the form area. A label 'Program specifications forms' with an arrow points to the form. The form contains several sections with icons and text, including 'الأساسيات' (Basics), 'توصيف البرنامج' (Program Description), 'مؤشرات الأداء' (Performance Indicators), 'إحصائيات الاستبيانات' (Survey Statistics), 'جلسة الاستشارة' (Consultation Session), 'تقرير المقرر الدراسي' (Course Report), 'استبيان تقييم المقرر' (Course Evaluation Survey), 'إحصائيات الاستبيانات' (Survey Statistics), 'جلسة الاستشارة' (Consultation Session), 'تقرير المقرر الدراسي' (Course Report), 'استبيان تقييم المقرر' (Course Evaluation Survey), 'إحصائيات الاستبيانات' (Survey Statistics), and 'جلسة الاستشارة' (Consultation Session).

The Annual Program Report Screen

The program coordinator can complete the unique forms in the program's annual report using this screen.

The screenshot shows the 'Annual Program Report Screen' with a header in Arabic and English. The main content area displays a form for the annual report. A red box highlights the form area. A label 'program's annual report forms' with an arrow points to the form. The form contains several sections with icons and text, including 'الأساسيات' (Basics), 'توصيف البرنامج' (Program Description), 'مؤشرات الأداء' (Performance Indicators), 'إحصائيات الاستبيانات' (Survey Statistics), 'جلسة الاستشارة' (Consultation Session), 'تقرير المقرر الدراسي' (Course Report), 'استبيان تقييم المقرر' (Course Evaluation Survey), 'إحصائيات الاستبيانات' (Survey Statistics), and 'جلسة الاستشارة' (Consultation Session).

Course Coordinators Screen

The department head can add course coordinators and examine stored data using this panel.

The screenshot shows the 'منسق المقررات الدراسية' (Course Coordinators) screen. It features a form with several dropdown menus and a table below. Red boxes and arrows highlight specific elements:

- Choose the program:** Points to the first dropdown menu.
- Choose the course:** Points to the second dropdown menu.
- Choose the coordinator job number:** Points to the third dropdown menu.
- Coordinator information is shown in the table:** Points to the table below the form.
- After choosing the job number, the name will automatically show:** Points to the 'اسم الوظيفة' (Job Name) field.

The table displays the following data:

رقم	المقر الدراسي	منسق المقررات الدراسية	الرقم الوظيفي
1	البرنامج	المقر الدراسي	منسق المقررات الدراسية

Course Specifications screen

The descriptions of every course connected to the programs may be seen on this screen.

The screenshot shows the 'مقررات' (Courses) screen. It features a table with course specifications. A red box highlights the table, and an arrow points to it with the following text:

Course descriptions are shown; click the course icon to get information.

رمز المقرر	منسق المقرر الدراسي	الكلية	البرنامج	المقر الدراسي
SLM 013	راشد أمين محمد بن	الكلية	البرنامج	المقر الدراسي
SLM 013	إبراهيم زكي	الكلية	البرنامج	المقر الدراسي

Course Report Screen

Reports for all programs-related courses may be seen using this tab.

Course reports are shown click on the course icon to view information.

رمز المقرر	منسق المقرر الدراسي	الكلية	البرنامج	المقرر الدراسي
SLM113	راشد امين محمد امين	كلية علوم وهندسة الحاسب الآلي بحفر الباطن	الذكاء (هندسة الحاسب الآلي بحفر الباطن)	الخيمياء

Questionnaire Statistics Screen

The department head can examine and print all questionnaires for the department from this site.

Choose the semester

Choose a faculty member

Choose session

Questionnaire Session Screen

The published questionnaires are shown on this screen, and questionnaire statistics may be seen and printed as well.

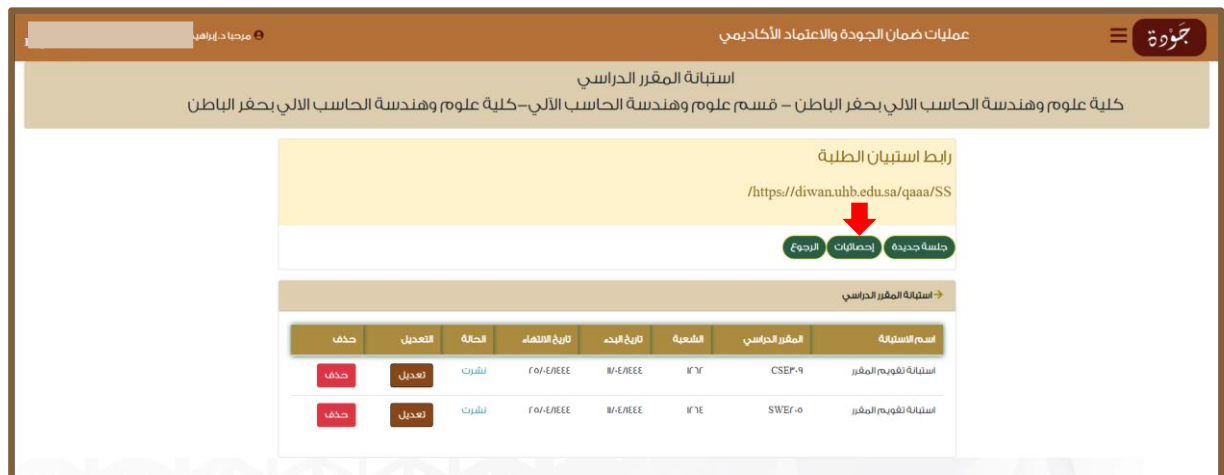
The session's beginning and ending dates

Session information

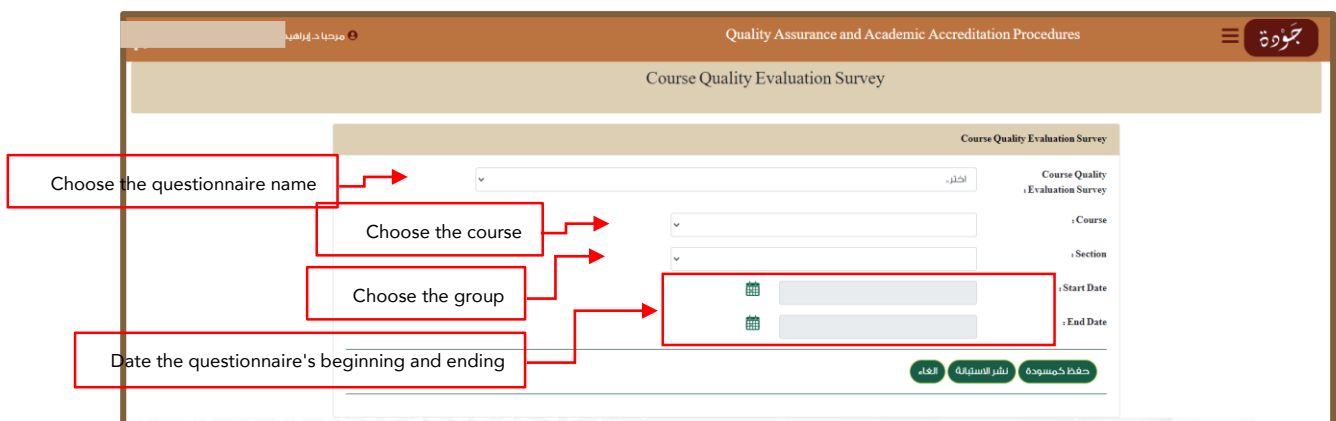
Session Status

اسم الاستبيان	المقرر الدراسي	الشعبة	تاريخ البدء	تاريخ الانتهاء	الحالة	التعديل	حذف
استبيان تقييم المقرر	CSEP-9	117	11/4/1433	11/4/1433	نشرت	تعديل	حذف
استبيان تقييم المقرر	SWEP-5	117E	11/4/1433	11/4/1433	نشرت	تعديل	حذف

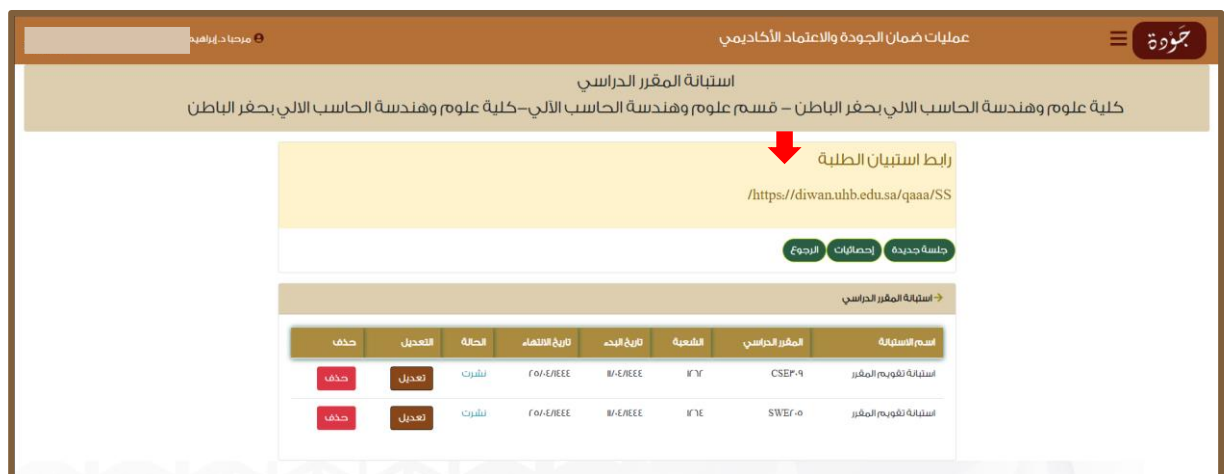
Click the "New Session" icon to create a new session and upload it to the students.



A new session screen shows after selecting the "New Session" icon.



View the questionnaire's statistics here: The "Statistics" icon is located in the figure; please click there.



The published questionnaire statistics screen is shown after selecting "Statistics".

The screenshot shows a web interface for the University of Al-Balad. The header includes the university name in Arabic and English, and a logo. The main content area is titled "إحصائيات الاستبيانات" (Questionnaire Statistics) and "كلية علوم وهندسة الحاسب الآلي بقرى الباطن" (Faculty of Computer Science and Engineering, Al-Balad). A green button labeled "إحصائيات" (Statistics) is visible. Below this, there are three circular icons: "عدد الاستبيانات" (Number of questionnaires) with a value of 24, "عدد الطلاب" (Number of students) with a value of 0, and "عدد الأساتذة" (Number of lecturers) with a value of 0. A red box on the left contains the text: "Please click the 'Print Course Assessment' option after choosing the session type." A red arrow points from this box to a button labeled "طباعة تقرير المقرر" (Print course report). Another red box on the right contains the text: "Choose the session" and a red arrow points from it to a dropdown menu labeled "الجلسة" (Session). The main content area also features a table with the following data:

البرنامج	الرمز	الاسم
الهندسة	19	الهندسة
الهندسة	20	الهندسة
الهندسة	21	الهندسة
الهندسة	22	الهندسة
الهندسة	23	الهندسة
الهندسة	24	الهندسة

Below the table is a bar chart titled "Students' Level of Satisfaction" showing the average satisfaction level for each session. The y-axis is labeled "Average Satisfaction Level" and ranges from 0 to 4. The x-axis is labeled "Session" and ranges from 1 to 24. The bars show a general upward trend in satisfaction levels, with the highest values around session 24.

Section Five: Course Coordinator

Control Panel Screen

The semester courses for each faculty member as well as the services sidebar are shown on this screen.



Course Specifications Screen

The course coordinator can complete the unique forms in the course description using this screen.



The forms come up after clicking the "course icon" as seen in the figure:



Course Report Screen

The course coordinator can complete the unique forms in the planned report using this screen.

Click on the course icon to access and fill out the forms

The forms come up after clicking the "course icon" as seen in the figure:

Course report forms

Questionnaire Statistics Screen

The department head can examine and print all questionnaires for the department from this site.

Choose the semester

Choose a faculty member

Choose the session

Questionnaire Session Screen

The published questionnaires are shown on this screen, and questionnaire statistics may be seen and printed as well

The screenshot shows the 'Questionnaire Session Screen' with the following elements and annotations:

- Date the questionnaire's beginning and ending:** Points to the 'Start Date' and 'End Date' columns in the table.
- Session information:** Points to the 'Session Name' and 'Session Code' columns in the table.
- Session status:** Points to the 'Status' column in the table.

اسم الاستبيان	المقرر الدراسي	الدرجة	تاريخ البدء	تاريخ الانتهاء	الحالة	التعديل	حذف
استبيان تقويم المقرر	CSEP-9	١٢٢	٢٠٢٤/٠٤/٠١	٢٠٢٤/٠٤/٠١	نشرت	تعديل	حذف
استبيان تقويم المقرر	SWER-٥	١٢٦	٢٠٢٤/٠٤/٠١	٢٠٢٤/٠٤/٠١	نشرت	تعديل	حذف

5.1

The published questionnaire statistics screen is shown after selecting "Statistics".

The screenshot shows the 'published questionnaire statistics screen' after selecting 'Statistics'. It displays a table with the same data as the previous screen, but with additional columns for 'Statistics' and 'Print'.

اسم الاستبيان	المقرر الدراسي	الدرجة	تاريخ البدء	تاريخ الانتهاء	الحالة	التعديل	حذف	إحصائيات	طباعة
استبيان تقويم المقرر	CSEP-9	١٢٢	٢٠٢٤/٠٤/٠١	٢٠٢٤/٠٤/٠١	نشرت	تعديل	حذف		
استبيان تقويم المقرر	SWER-٥	١٢٦	٢٠٢٤/٠٤/٠١	٢٠٢٤/٠٤/٠١	نشرت	تعديل	حذف		

A new session screen shows after selecting the "New Session" icon.

The screenshot shows the 'new session screen' after selecting the 'New Session' icon. It displays a form with the following fields and annotations:

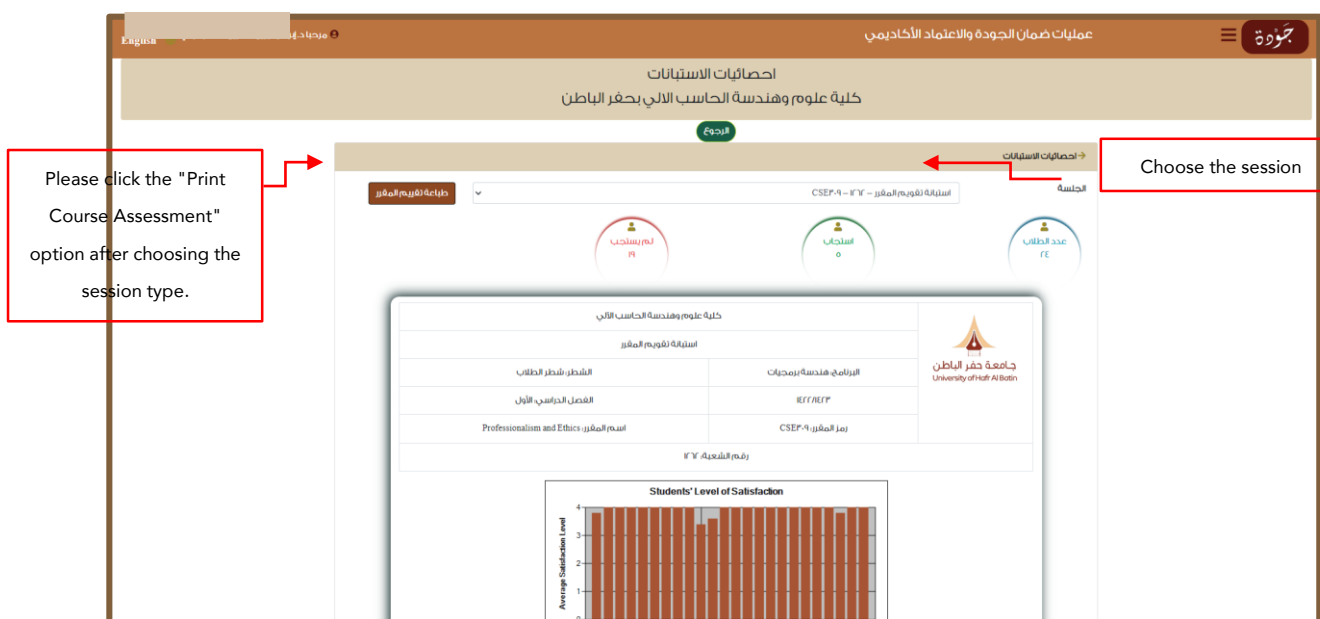
- Choose the questionnaire name:** Points to the 'Questionnaire Name' dropdown.
- Choose the course:** Points to the 'Course' dropdown.
- Choose the group:** Points to the 'Section' dropdown.
- Date the questionnaire's beginning and ending:** Points to the 'Start Date' and 'End Date' date pickers.

Buttons at the bottom: 'Save', 'Print', 'New Session', 'Cancel'.

View the questionnaire's statistics here: The "Statistics" icon is located in the figure; please click there.



The published questionnaire statistics screen is shown after selecting "Statistics".



Section Six: Faculty Member

Control Panel Screen

The semester courses for each faculty member as well as the services sidebar are shown on this screen.

Course Report Screen

The course coordinator can complete the unique forms in the planned report using this screen.

The forms appear as indicated in the image after selecting the "Course Icon":

Questionnaire Statistics Screen

The published questionnaires are shown on this screen, and questionnaire statistics may be seen and printed as well.

The screenshot shows the 'Questionnaire Statistics Screen' with the following elements:

- Header:** English, Arabic, and a search bar.
- Section:** استبانة المقرر الدراسي (Course Questionnaire).
- Sub-section:** كلية علوم وهندسة الحاسب الآلي - قسم علوم وهندسة الحاسب الآلي - كلية علوم وهندسة الحاسب الآلي بحفر الباطن.
- Link:** رابط استبيان الطلبة /https://diwan.uhb.edu.sa/qaaa/SS
- Buttons:** جلسة جديدة (New Session), إحصائيات (Statistics), and الرجوع (Back).
- Table:**

اسم الاستبانة	المقرر الدراسي	الفترة	تاريخ البدء	تاريخ الانتهاء	الحالة	التعديل	حذف
استبانة تقويم المقرر	CSEP-9	٢٧	٢٠٢٤/٢٢/٢٢	٢٠٢٤/٢٢/٢٢	نشرت	تعديل	حذف
استبانة تقويم المقرر	SWEP-٥	٢٧	٢٠٢٤/٢٢/٢٢	٢٠٢٤/٢٢/٢٢	نشرت	تعديل	حذف

Annotations:

- Date the questionnaire's beginning and ending:** Points to the 'تاريخ البدء' and 'تاريخ الانتهاء' columns.
- Session Status:** Points to the 'الحالة' column.
- Session information:** Points to the 'اسم الاستبانة' and 'المقرر الدراسي' columns.

Click the "New Session" icon to create a new session and upload it to the students.

The screenshot shows the same interface as the previous one, but with a red arrow pointing to the 'جلسة جديدة' (New Session) button.

A new session screen shows after selecting the "New Session" icon.

The screenshot shows the 'Course Quality Evaluation Survey' form. Annotations with red boxes and arrows point to the following fields:

- Choose the questionnaire name:** Points to the 'اختر' (Select) dropdown menu.
- Choose the course:** Points to the 'Course' dropdown menu.
- Choose the group:** Points to the 'Section' dropdown menu.
- Date the questionnaire's beginning and ending:** Points to the 'Start Date' and 'End Date' date pickers.

At the bottom right of the form, there are three buttons: 'حفظ كمسودة' (Save as Draft), 'نشر الاستبيان' (Publish Survey), and 'إلغاء' (Cancel).

View the questionnaire's statistics here: The "Statistics" icon is located in the figure; please click there.

The screenshot shows the 'استبيان المقرر الدراسي' (Course Survey) page. It includes a header with the university name and a URL: <https://diwan.uhb.edu.sa/qaa/SS>. Below the header, there are buttons for 'إحصائيات' (Statistics), 'إحصائيات' (Statistics), and 'إحصائيات' (Statistics). A table lists the surveys with columns for 'اسم الاستبيان' (Survey Name), 'المقرر الدراسي' (Course), 'الدرجة' (Grade), 'التاريخ' (Date), 'الوقت' (Time), 'الاسم' (Name), and 'الحالة' (Status). A red arrow points to the 'إحصائيات' (Statistics) button.

اسم الاستبيان	المقرر الدراسي	الدرجة	التاريخ	الوقت	الاسم	الحالة
استبيان تقييم المقرر	CSEP-٩	٣٧	٢٠٢٢-٢٠٢٣	١٠:٠٠	أ. د. محمد بن عبد الله	متم
استبيان تقييم المقرر	SWEP-٥	٣٧	٢٠٢٢-٢٠٢٣	١٠:٠٠	أ. د. محمد بن عبد الله	متم

The published questionnaire statistics screen is shown after selecting "Statistics".

Please click the "Print Course Assessment" option after choosing the session type.

Choose the session

نوع الجلسة	اسم الجلسة	رمز الجلسة	حالة الجلسة
جلسة تقييم	التقييم الذاتي	1	مستعدة
جلسة تقييم	التقييم الخارجي	2	مستعدة
جلسة تقييم	التقييم الداخلي	3	مستعدة

Students' Level of Satisfaction

Average Satisfaction Level

4
3
2
1
0