

## TRAINERS TRAINED ON HOW TO USE POSTGRADUATE ACADEMIC TRACKING SYSTEM

Trainers have undergone an intense workshop/training on how to use the Postgraduate Academic Tracking Information System. The trainers comprise of Web Administrative Officers OIC's (Officer in Charge), Deans, Directors, Chairmen of Departments, Faculty Admins and Exam Officers.

The trainers will then train other staff members in their respective colleges who include Web Communication Officers, Web Support Officers, and Web Champions among others.

The Postgraduate Academic Tracking Information System is a system developed to enable the Board of Postgraduate Studies (BPS) Department to maintain an accurate and easily retrievable record of record of the progress of each postgraduate student and keep track of the students' contact with their supervisors through easily retrievable records of submitted progress reports.

The system will also enable one to track and accurately determine the expiry date of the registration period for each postgraduate student, accurately compute and determine the fees to be charged for extension of registration, track and flag in the system those who have graduated or exited from the University and provide management with reports to aid in continuous process improvement.

The development of the system was advised by the growth in numbers of postgraduate students in the University which has risen up to over 13,000 postgraduate students.

This system will enable the students, their supervisors and the other colleges/schools interact with BPS, as this is an automated system and all interactions will be done online.