

SURA PACS NMI Workshop:
“Enterprise Directories & Directory-enabled Applications”
September 23 & 24, 2003

Pre-course Survey of Institutional Characteristics – Howeer U. Worksheet

Name of respondent:

Name of institution:

Part A: Institutional Characteristics - This information will help the course instructors provide more relevant guided discussion and examples throughout the workshop.

1. Is your institution public or private?
 2. Would you describe your campus as rural, urban, or “other”? If other, briefly explain.
 3. Is your institution part of a larger system or affiliation? If so, describe the relationship.
 4. Does your institution share academic or administrative resources w/other campuses or institutions? If so, list and briefly describe the sharing of these resources.
 5. What is the number of students, faculty, and staff at your institution?
 6. If your institution has graduate or professional programs, list these programs and the number of students in each.
 7. What is the size of your institution’s IT staff?
 8. If your campus has wireless connectivity, describe the extent and intended purpose.
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Please proceed to next page...

Part B: Current Software Applications - Please provide as much of the following detail as possible. We realize that some of this may not be readily known to you but the exercise of learning the answers will be very valuable as you proceed through directory implementation. It will also help the course instructors “tailor” the course as noted further above.

List the software application(s) in use at your institution for each of the following. If more than one application is used, please list all. If software is in use but you don't know the name of the specific application(s), enter DK. If a function does not apply to your institution, enter NA.

Calendaring	
Campus Portal	
Course Management	
Email System(s)	
Existing Directories	
Finance (General Ledger, Purchasing, Accounts Payable...)	
Human Resources/Payroll	
LAN Environment	
Library Systems	
Student Information (Recruitment, Admissions, Registration, Financial Aid, Student Accounts...)	
Sponsored Programs & Development Systems	

Additional applications (write in if needed) -
