WSKS 2012

5th World Summit on the Knowledge Society

Mobile Approaches to Electronic Records Management in Transformation of Government Organizations in Turkey: Sample Practice in Ankara University

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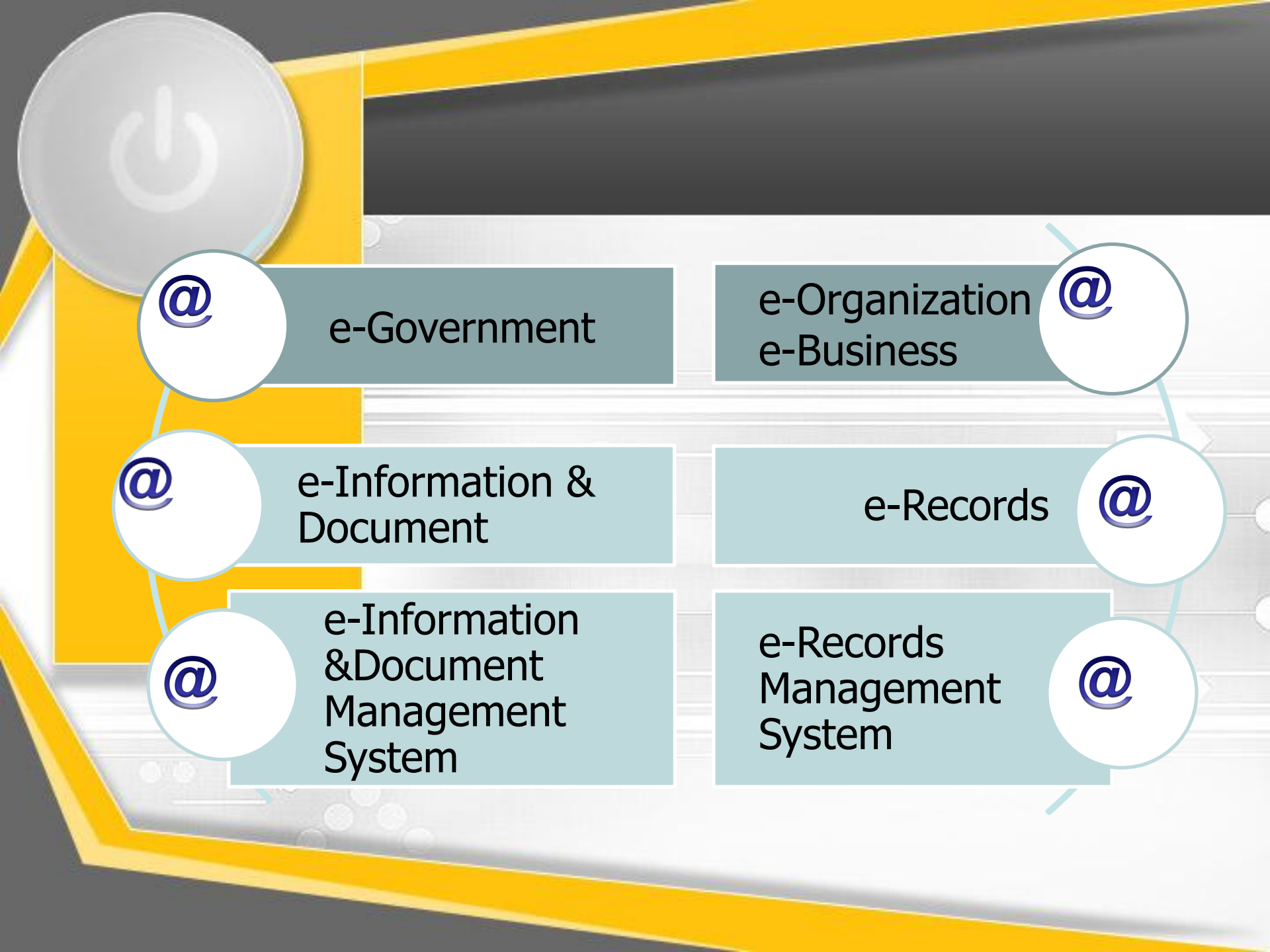
Presentation Overview

- **EI&RM System Integration to e-Government Procedures**
- **Breaking barriers to EI&RM**
- **Project- based approach**
- **Ankara University's Policy & Strategy**
- **Structuring and Institutionalization of BEYAS & e-BEYAS models**
- **Software and System Architecture**
- **Transition to Mobile Records Management**
- **The Last Word**


e-Government
e-Organization
e-Business
e-Information &
Document
e-Records
e-Information
&Document
Management
System
e-Records
Management
System

General Picture of Ankara University

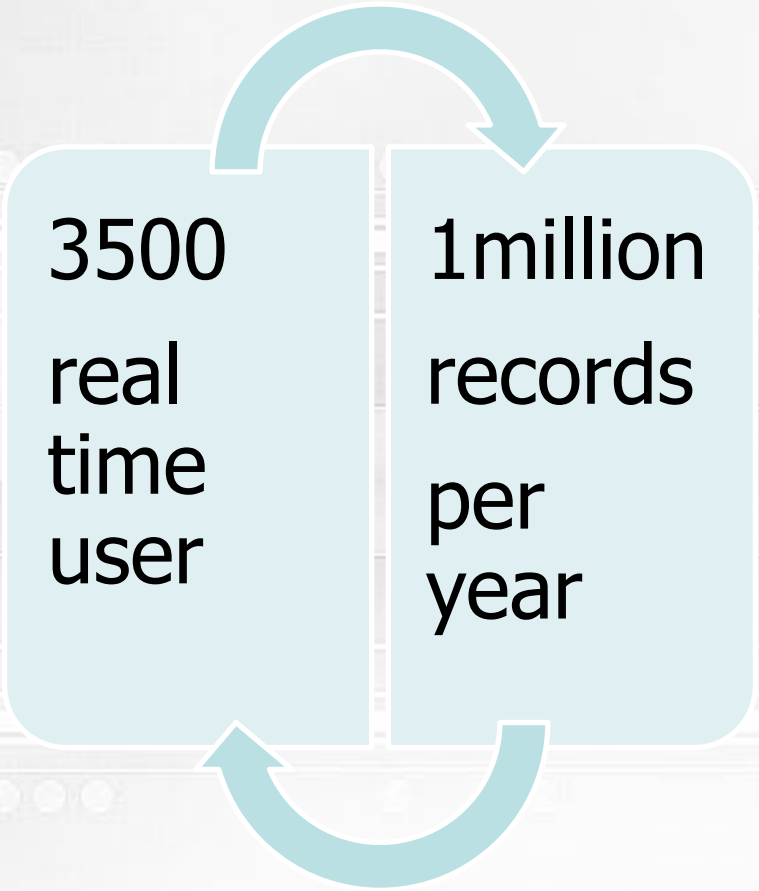
Major fields of study

- health
- natural sciences
- social sciences
- art and humanities

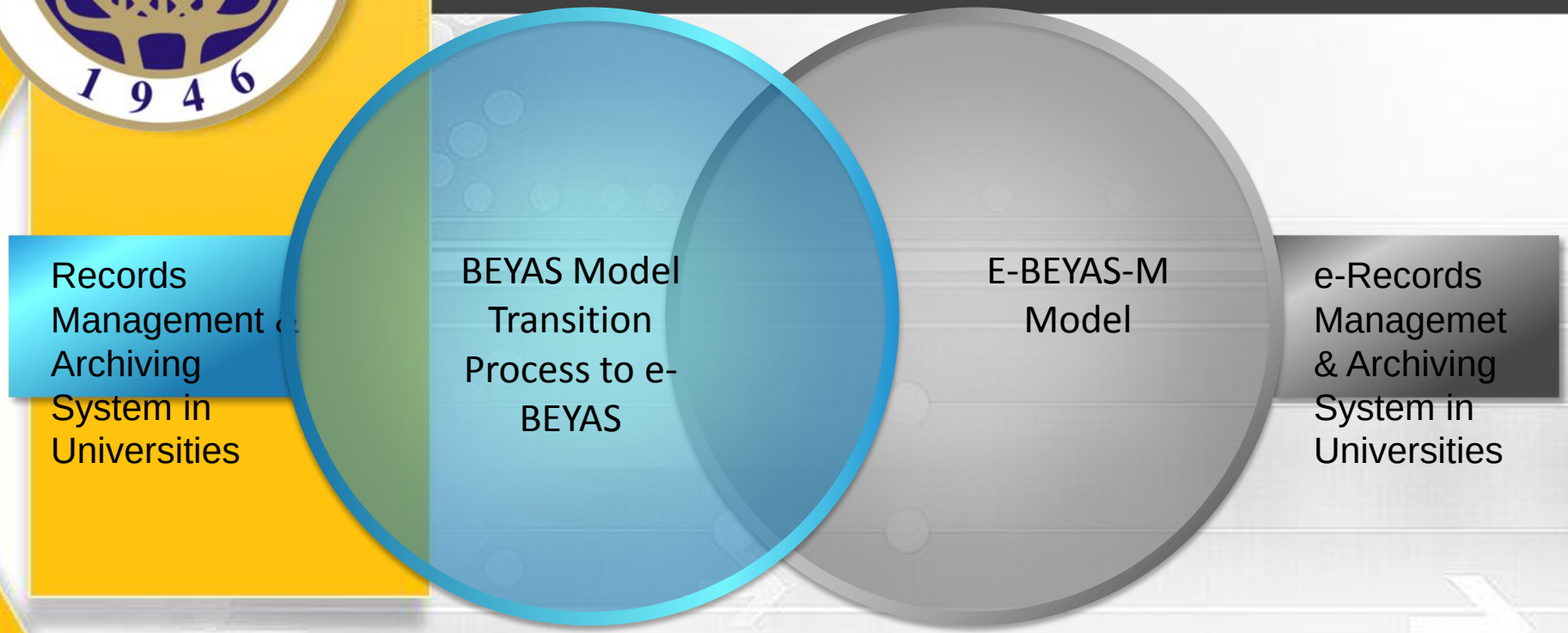
General Picture of Ankara University

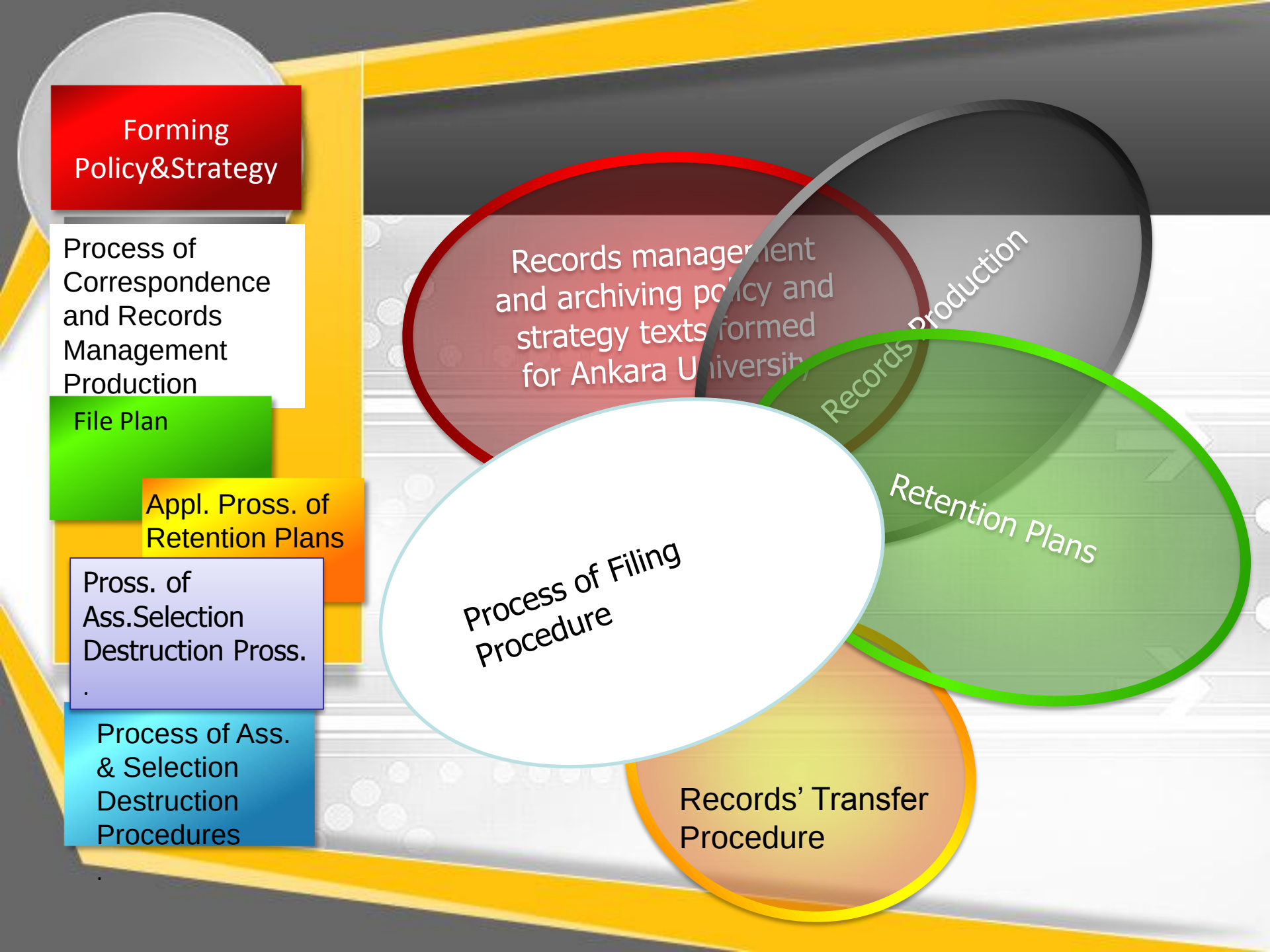
Faculties	14
Colleges	13
Institutions	13
Researc h & Application Centers	35
Hospital	2
Personnel	3402 +4009 = 7411

General Picture of Ankara University



Structuring and Institutionalization of ERM System




Forming Policy&Strategy
Process of Correspondence and Records Management Production
File Plan
Appl. Pross. of Retention Plans
Pross. of Ass.Selection Destruction Pross.
.
Process of Ass. & Selection Destruction Procedures
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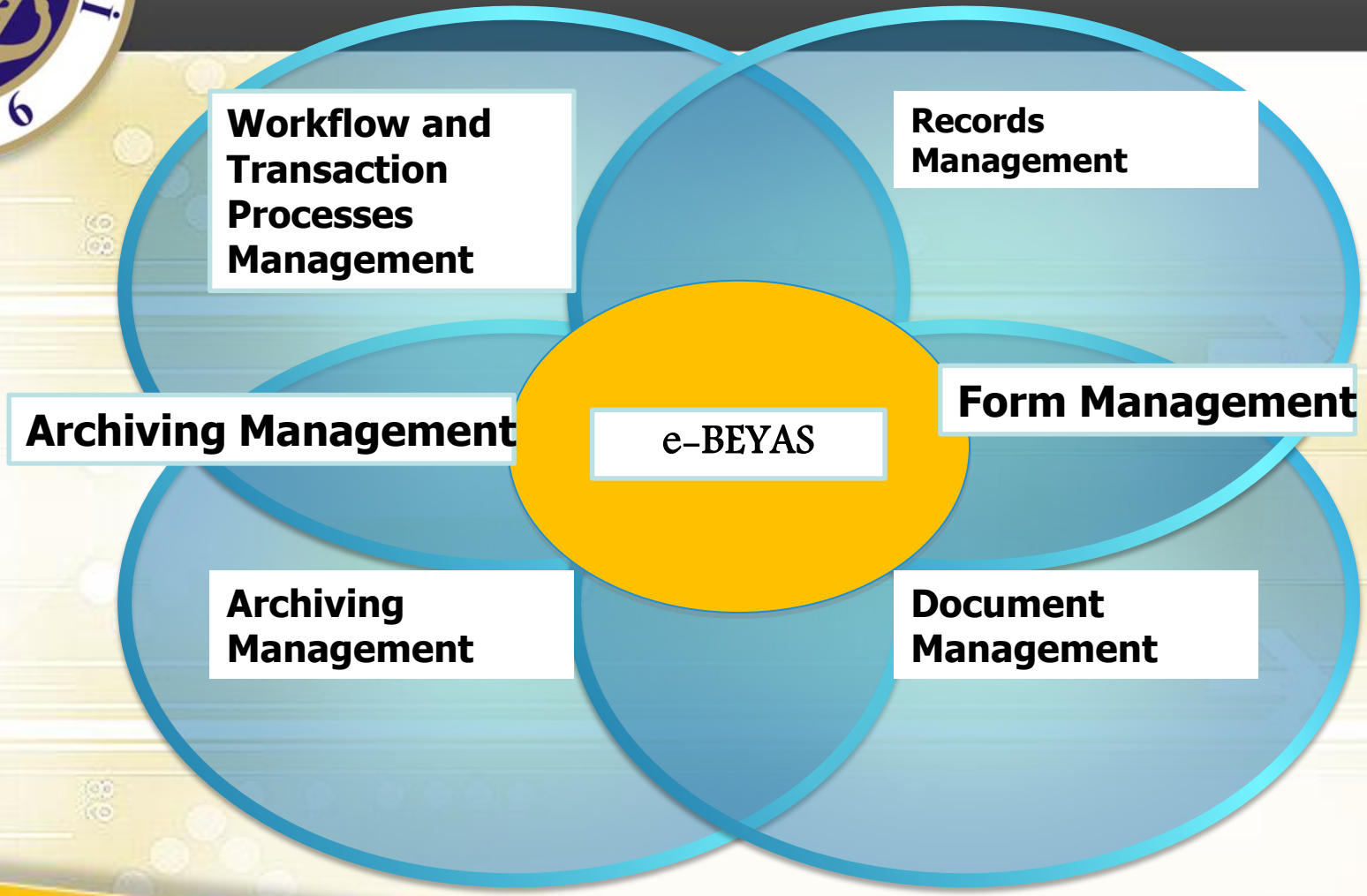
Records management and archiving policy and strategy texts formed for Ankara University
Records Production
Retention Plans
Process of Filing Procedure
Records' Transfer Procedure

Institutianalization of e-BEYAS



Transition Process to e-BEYAS

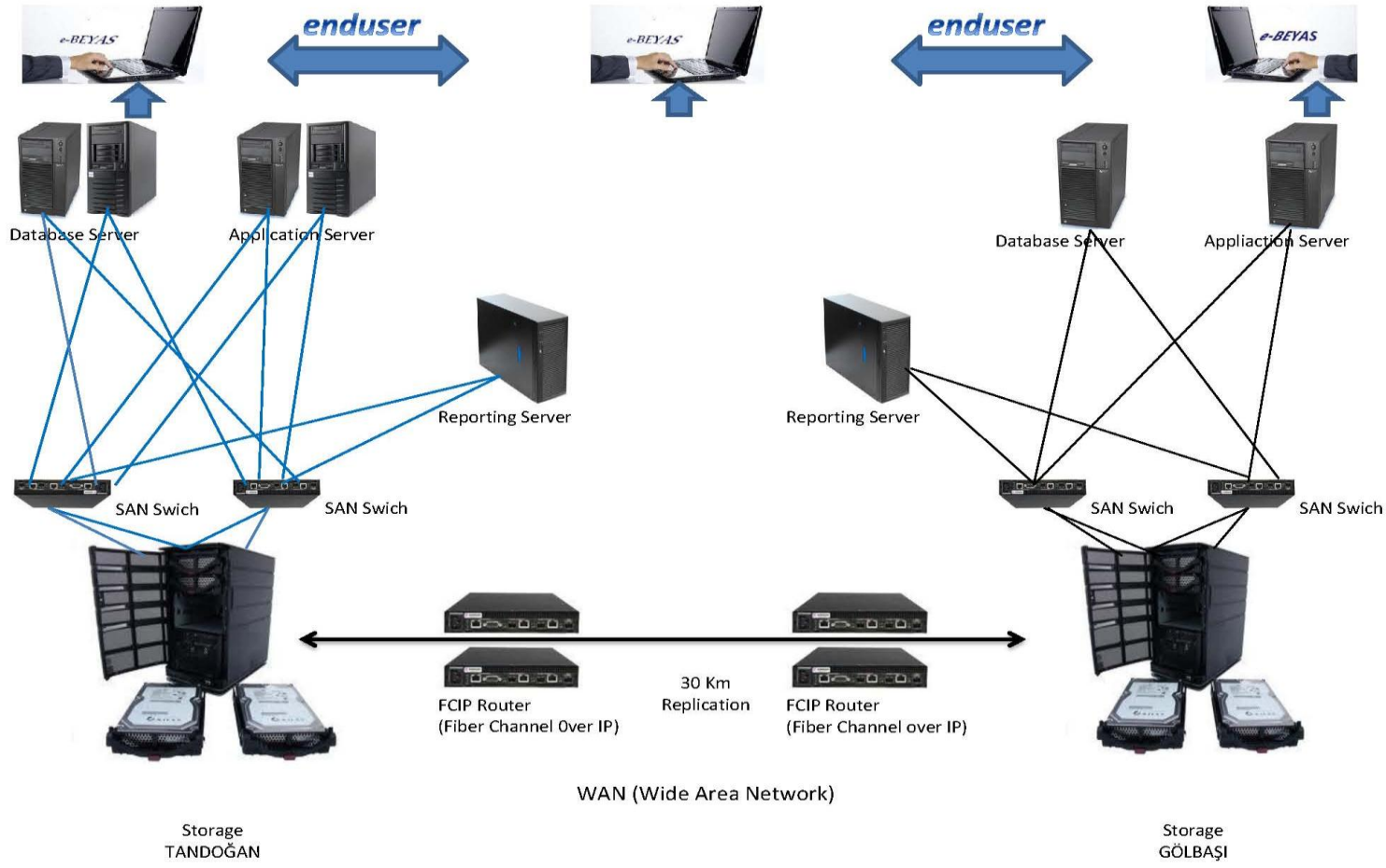
- Determining work processes and records flow and preparing flow schemes of concerning process,
- Defining the hierarchies,
- Determining the owner and responsible ones of the process and determining the relations between the processes

Transition Process to e-BEYAS

- Revising the critical processes,
- Determining and designing standard e-record patterns/forms belonging to the work processes, and creating process schemes,
- Making Ankara University BEYAS process to overlap with Electronic Records Management

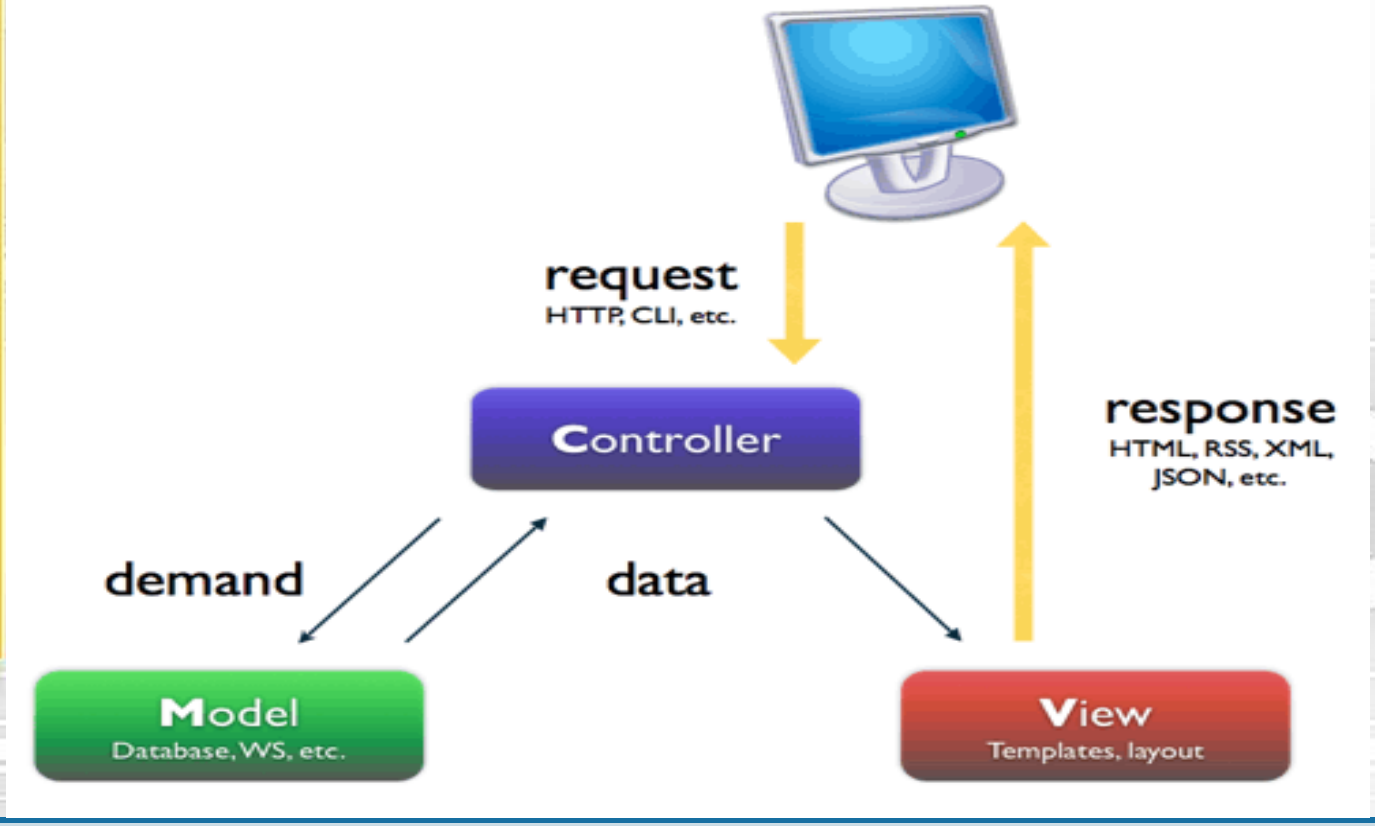
Software and System Architecture

e-BEYAS Hardware System



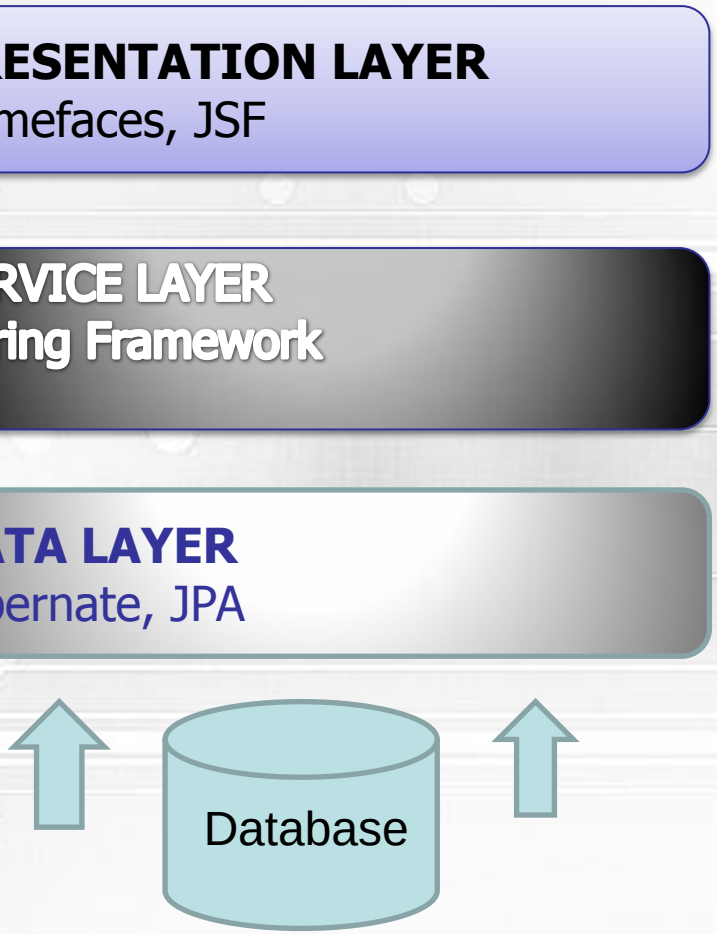
Software and System Architecture

MODEL VIEW CONTROLLER

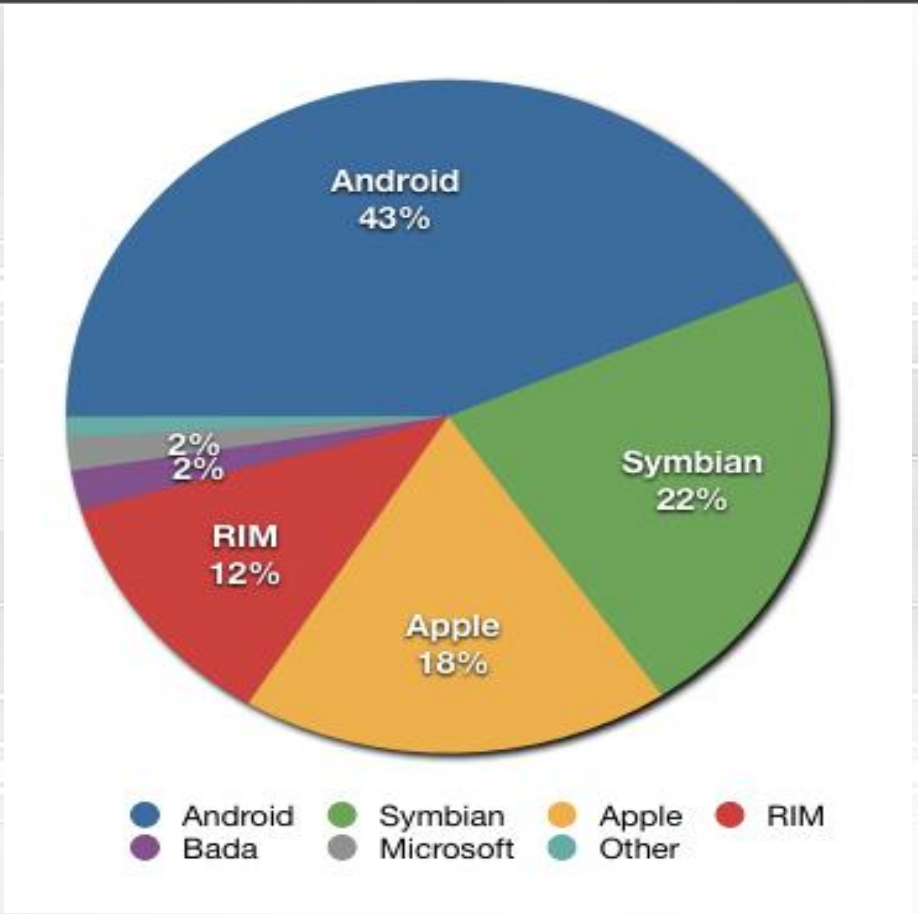


Three layer interaction is presented. MVC is developed to make JAVA- based web implications easy.

SOFTWARE ARCHITECTURE



e-BEYAS and Mobile Records Integration



Variety of Mobile Communication Systems. Source: Gartner (August 2011) [8].

Mobile Compatible Infrastructure

Disadvantages

- Variety of smart devices
- Different operating systems
- Different applications dependent one certain system
- Increasing cost

Mobile Compatible Infrastructure

Transition to Mobile Records Management

Advantages:

- Variety of smart devices
- One application as HTML5 compatible
- Applications in appearance and quality of native application on web browser regardless of the operating systems of mobile device
- Produces updated output
- displaying audio and video on a correspondence or work process and information notes
- Easier & more productive usage: faster feedback
- Cost effective

Mobile Compatible Infrastructure

Integration of Mobile Signature

- Independent platform type of e-signature
- Independent from platform, time and place with remote access.

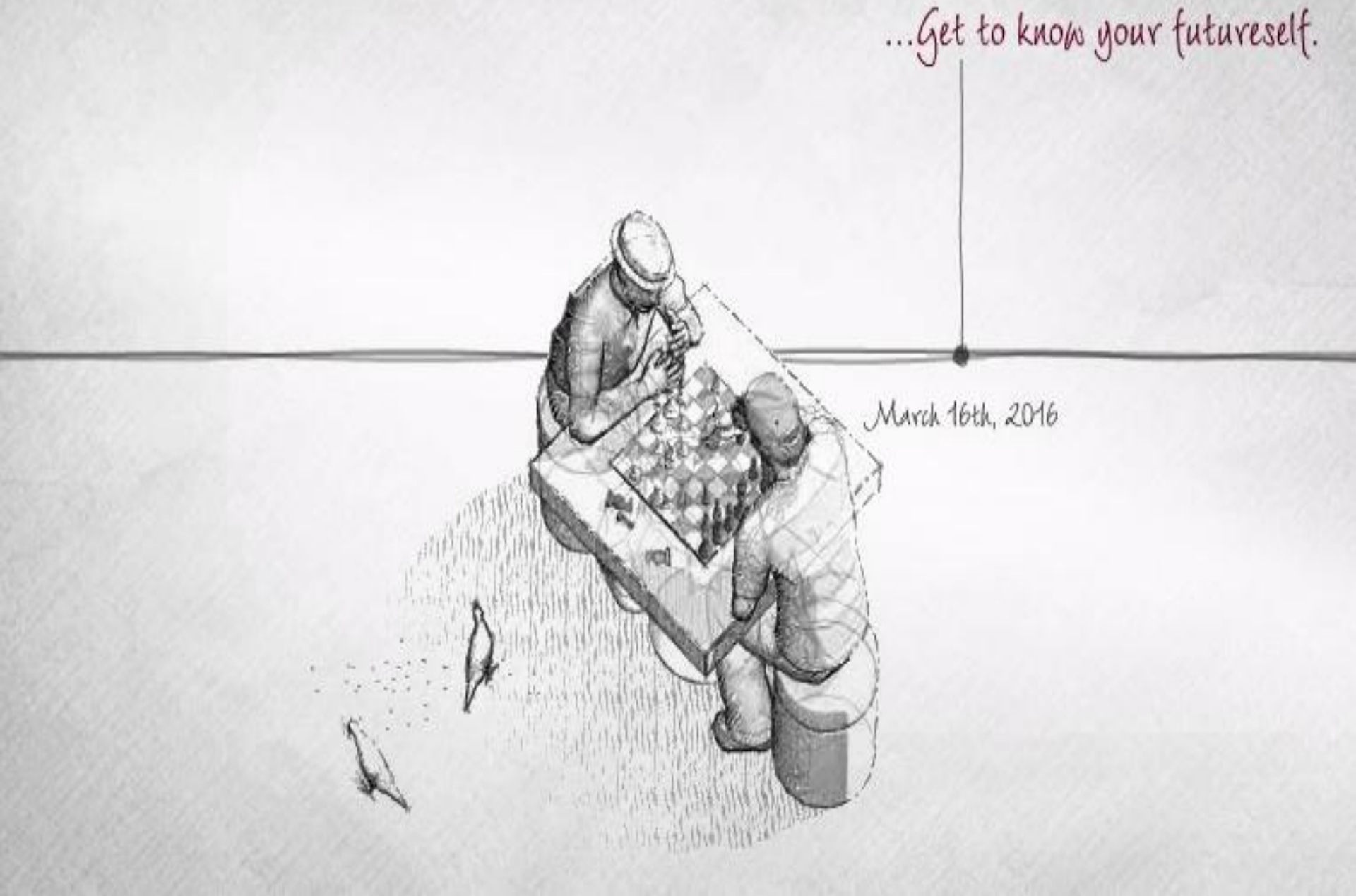
Mobile Compatible Infrastructure

Integration of E-Mail and SMS

- **Facilitates quick inquiries about correspondence**
- **Informing by writing document numbers via SMS**
- **5 different security levels**
- **Unique web address (like *booking.com*)**
- **Only to institutional e-mail addresses and the system defined mobile numbers**

Conclusion

- **Mobile services and operators will play leading role current e-government integration**

- **RMS need to adapt to the structure that can respond the changes in vision and searches occurred in the working culture of institutions.**

THANK YOU..