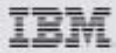


School administration in action at the Rüfenacht school



Reference study Lotus Notes



The customer: the Rüfenacht school

At the public [Rüfenacht school](#), approximately 400 students are taught by about 50 teaching staff, from kindergarten up to the 9th class. With the growth of the neighbourhood in the village and the rising number of students, the Rüfenacht school has become constantly larger in recent years. Today it includes, in addition to four kindergartens, two parallel classes from the first to the ninth years. From the 6th school year, a selection procedure divides the students into a lower and higher intermediate class.



„The administrative efficiency of both the school secretariat as well as the teaching staff has been greatly increased through the implementation of the Lotus Notes school administration application, “

Marc Cavin, head teacher Orientation and Secondary Level 1, Rüfenacht school

Highlights

- **Simplification of administration:** reservation of rooms, Notebooks or other resources is centrally managed by [Domino servers](#), which facilitates the collaboration between the teaching staff.
- **Improved communication with local government offices and the local council:** collaboration within the public sector can be more effectively designed through various interfaces.
- **Support for the school administration secretariat:** the school administration application allows the teaching staff's administrative data to be managed centrally in a single application. The teaching personnel thereby have the opportunity to access „OnDemand“ and „Self-Service“ services.

The challenge

As the Rüfenacht school's old database, which was still based on Filemaker, could no longer satisfy today's requirements, a modification was necessary. The school was therefore looking for a new solution, which would bring this database up to date, and at the same time effectively rationalize the extensive administrative work that accumulates from the running of a school.

The aim was to enter and analyze all school-relevant data – far more than just the master data such as addresses and telephone numbers – in particular also the progress of school careers to date, special classes, elective courses etc., and make them available for the various activities. However, the administrative data about the teaching and managerial personnel should be entered and managed via the new software solution as well.

For this reason, the Rüfenacht school looked around for a new, smart and user-friendly solution and considered both a web-based and an application-based one.

The solution

The development of an application on the basis of [Lotus Notes](#) emerged as the most cost efficient solution. This solution was especially interesting as the school had previously worked with Lotus Notes and Domino. This highly flexible solution was implemented by the IBM Business Partner [LIGONET GmbH](#), who has concentrated on solutions based on Notes and Domino and its supplementary products for over 15 years.

The new application „school administration“ was developed, with which data concerning students and teachers is centralized in a singly application. This opened the way for „On Demand“ and "Self-Service" services for the teaching staff, which can greatly relieve the burden on the school administration secretariat. All student lists, by subject or class, can be specifically printed out by the teaching personnel themselves using mail merge from a text processing system, and then be further refined. As the administration of elective courses and optional subjects is integrated, this continues to function even when the student groups no longer belong to the traditional class organizations.

Other interfaces open up paths of communication with the local government offices and the local council. For example, in this way the cantonal software solution for entering performance data such as marks can be handled or the annual school statistics for determining load balancing can be completed electronically by export. Through the automatic transfer of data to the next school year, the many and comprehensive processes which occur at the change of the school year are replaced by the pressing of a button.

The advantages of Lotus Notes

- The employee's ability to react is improved by the central access to frequently used resources and tools and the effectiveness of online collaboration is increased
- Lotus Notes offers excellent calendar and time management functions with the central administration of conference rooms and conference technology, e.g. audiovisual equipment

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