

# Administrative IT @ Freie Universität Berlin

2018

elektronische Services der Administration



eAS supports the digitization of administrative processes at Freie Universität Berlin with  
integrated user-oriented IT services  
which gradually replace paper-based work by enhancing the use of  
electronic workflows and electronic folder management  
supporting the mission of E-Government to make the administration  
more efficient, transparent, customer-friendly and sustainable.

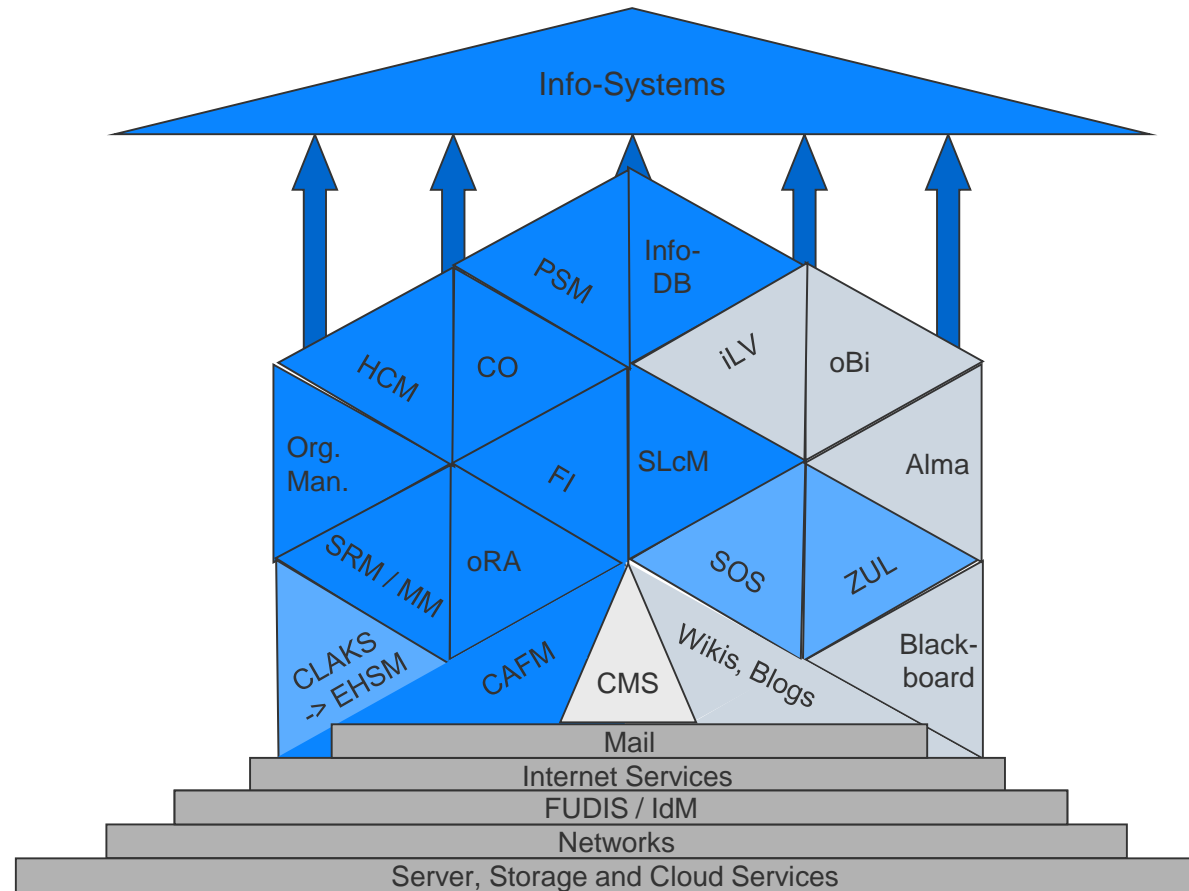
# Core IT-Components @ FU Berlin

SAP based

SAP Migration pending

## Solutions for the Administration:

- CO:** Controlling
- HCM:** Human Capital (Accounting)
- Org. Man.:** Organization Management
- oRA:** online accounts balance
- FI:** Financials
- PSM:** Public Sector Management
- BIOS:** Procurement
- CLAKS:** Dangerous substance Management
- CAFM:** Facility Management



## Solutions for Research and Teaching:

### Info-DBs:

- Research Project (3rd party funded)
- Research Project (internally funded)
- Publications Database

**oBi:** online Literature Services

**Alma:** Library System

**iLV:** Course Planning

**SLcM:** Student Lifecycle Management

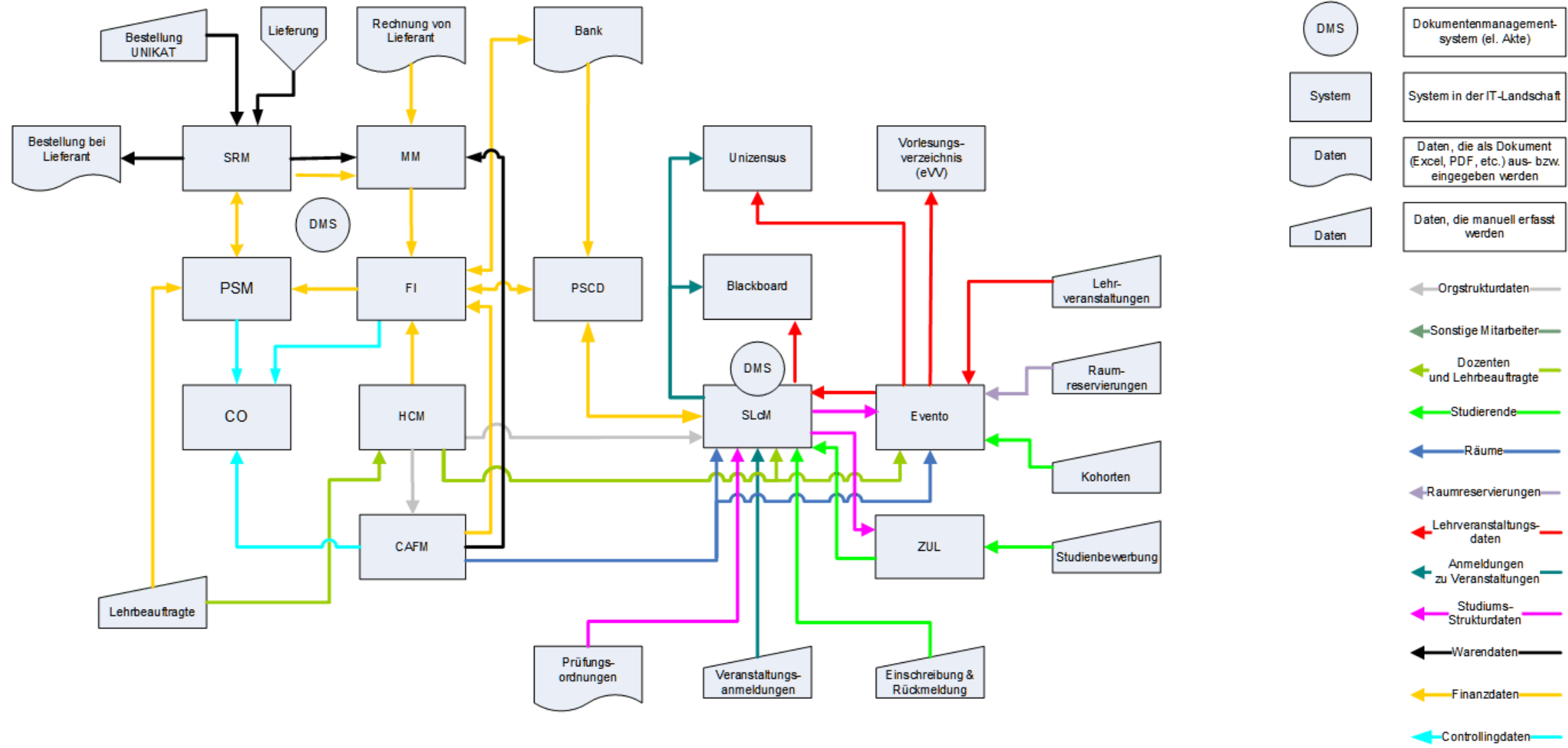
**SOS:** Student Administration

**ZUL:** Application Management

**Blackboard:** e-learning Plattform

**CMS:** FU Website

# Integrated administrative IT-Systems



# Customers of administrative IT-Services

museum für  
naturkunde  
berlin



 Hochschule für  
Wirtschaft und Recht Berlin  
Berlin School of Economics and Law



Administration

- Finance
- Procurement
- Budgeting
- Controlling
- Personnel
- Travel Management
- CAFM

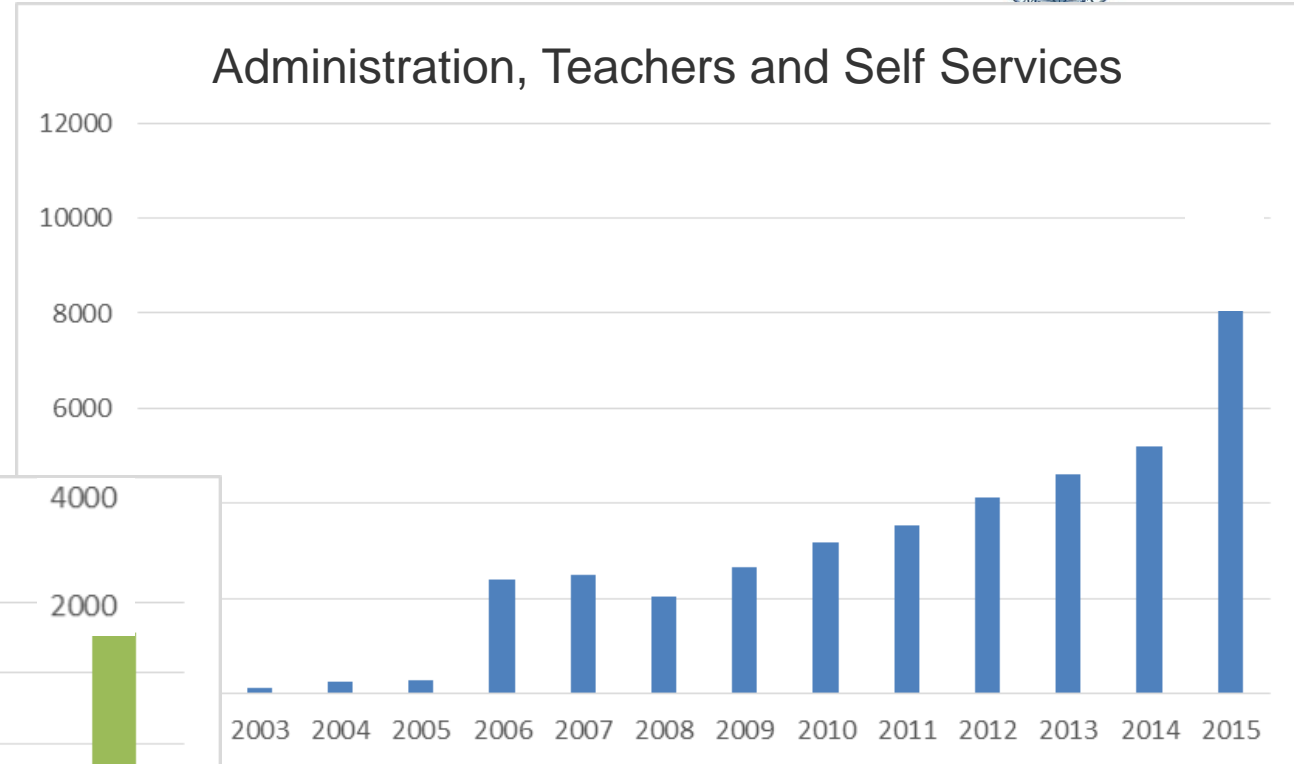
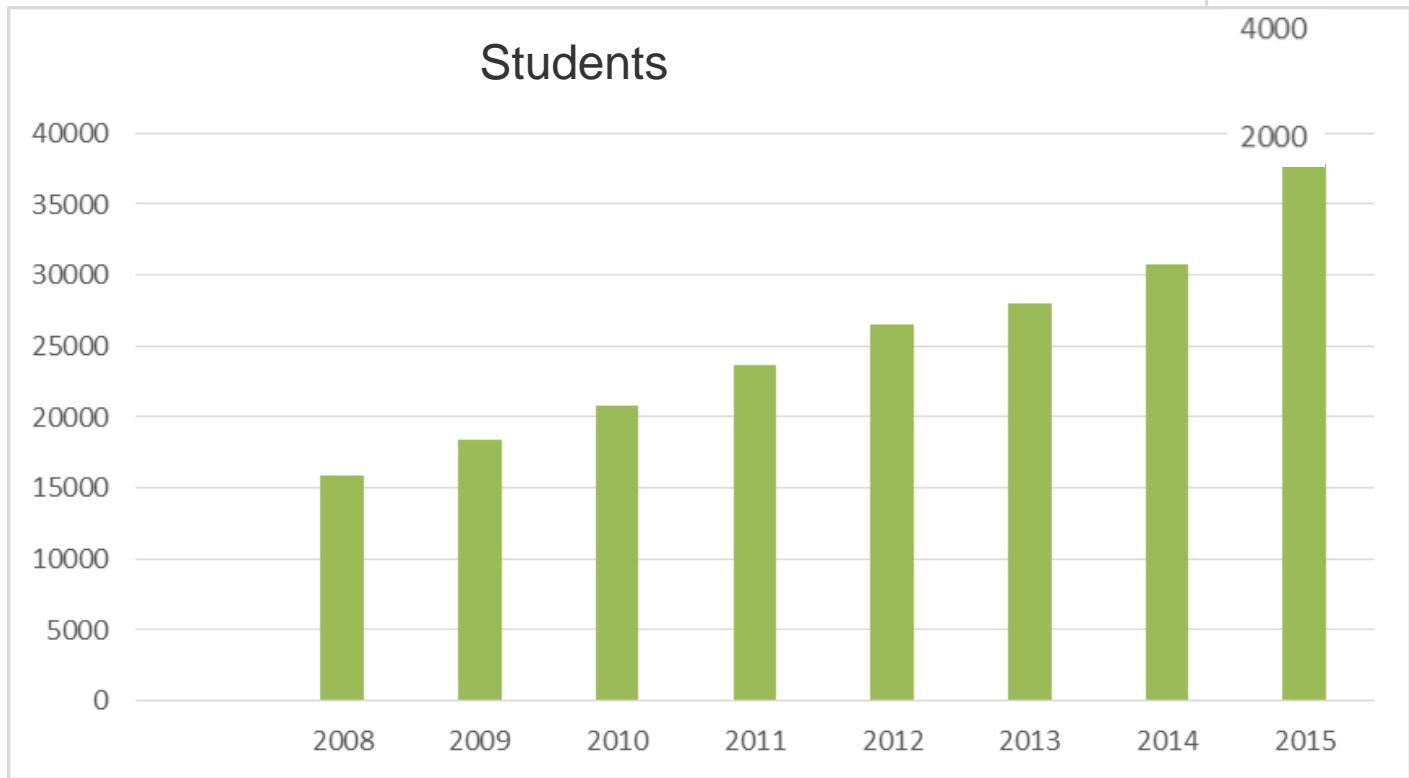
Teaching and Research

- Payroll
- Social Security
- ELSTAM et al

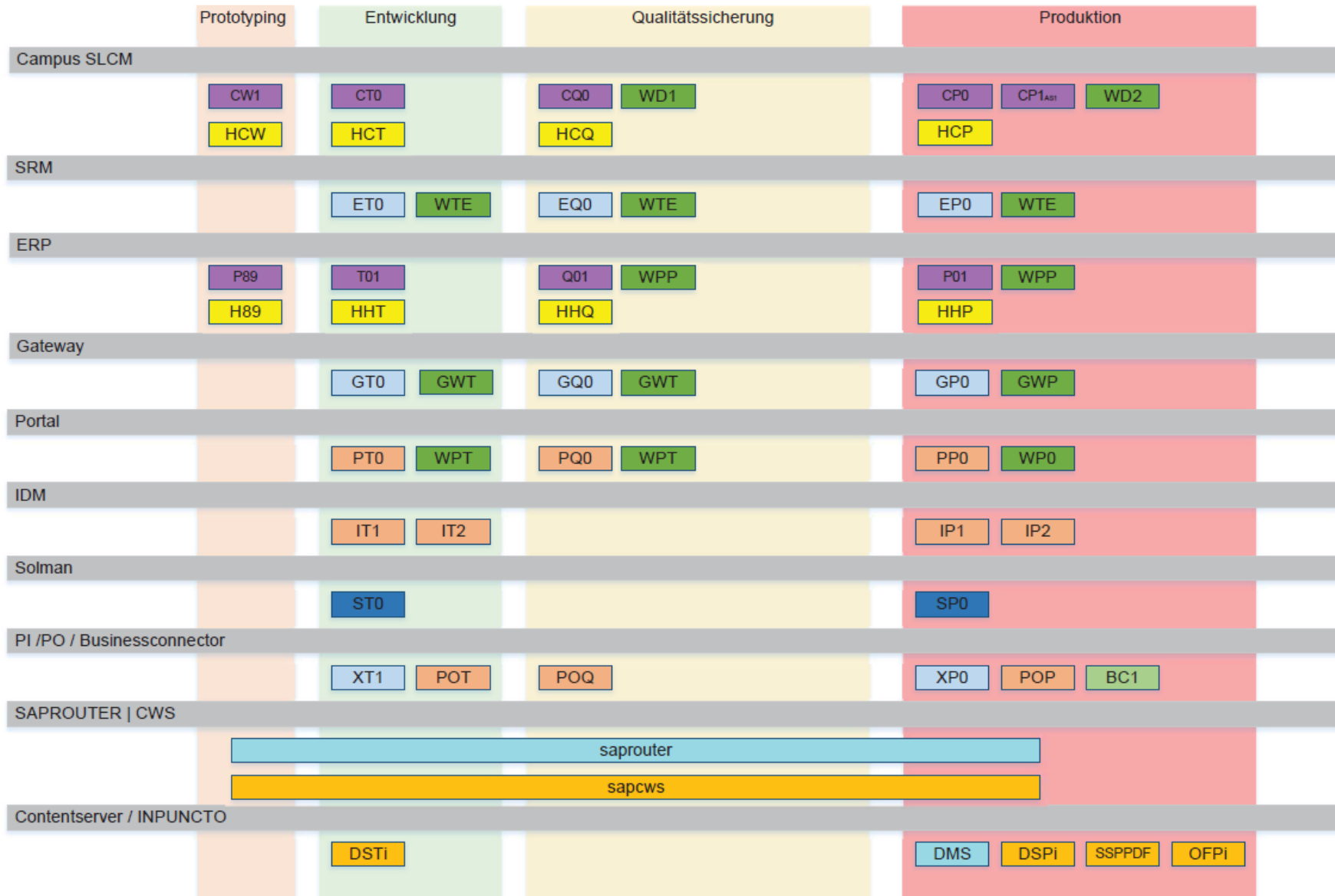
- Campus Management
  - Study Programs
  - Course Planning
  - Course Registration
  - Grading
  - Graduation
- Alumni
- Research Management



# Users in SAP ERP and SLcM



# SAP Server Topology

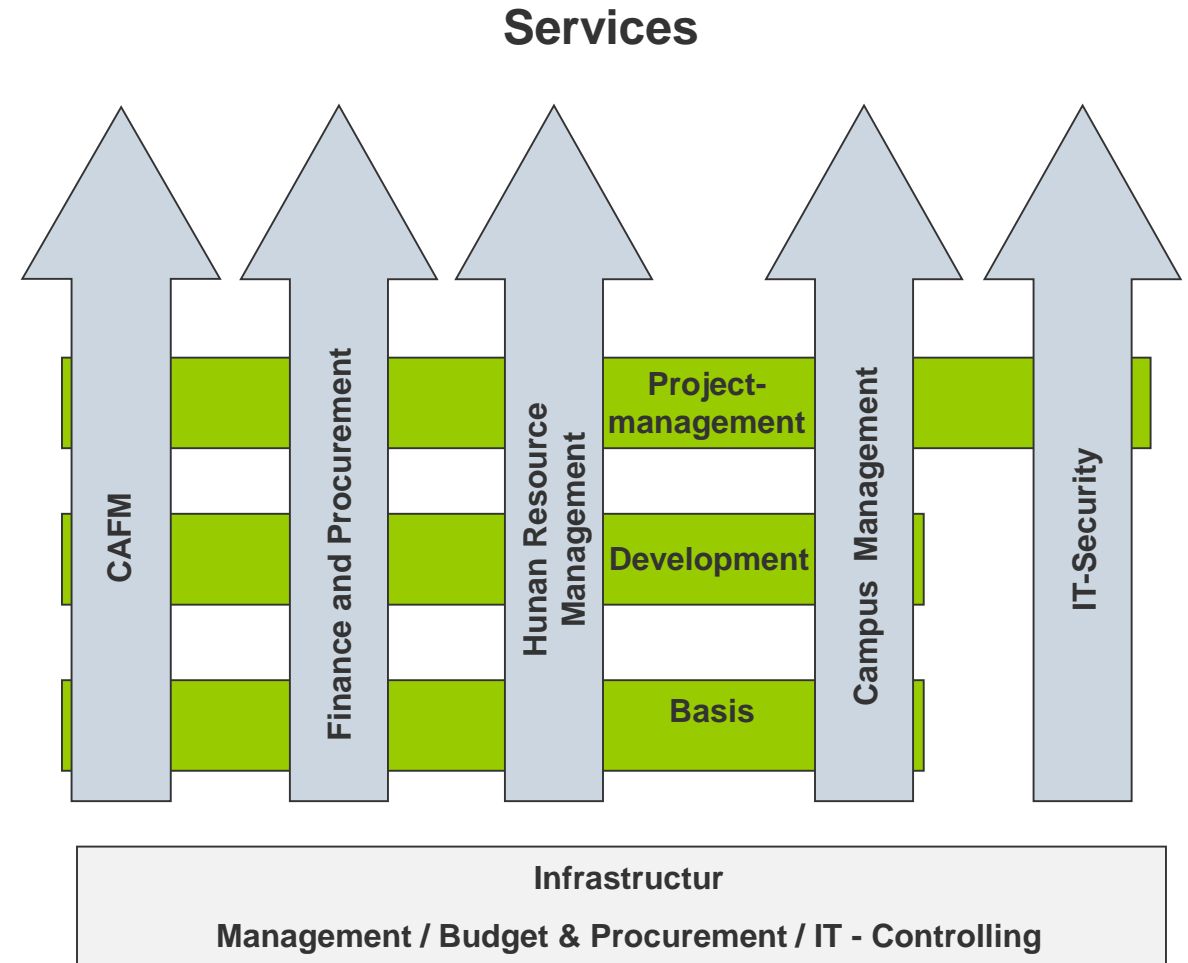


- XXX Abapsystem incl. DB
- XXX Applikationsserver ohne DB
- XXX Javsystem incl. DB
- XXX HANA DB
- XXX Webdispatcher ohne DB
- XXX Solutionmanager DoubleStack(Abap/Java) incl. DB
- XXX Zusätzliche SAP-Systeme ohne DB
- XXX Zusätzliche NONSAP-Systeme

# Support Matrix for administrative IT-Services



elektronische Administration und Services





# Implementation of integrated IT-Services for the Administration

**After choosing SAP as the most comprehensive, flexible, state of the art and future-proof solution:**

## **2002**

Successful start of the implementation of the ERP solution for the Freie Universität. Isolated legacy systems for Payroll, Finance, Controlling, and Budgeting were successfully replaced by an integrated SAP solution.

## **2004**

SAP and Freie Universität co-found a Center of Excellence to extend the functionality offer of the SAP application in the area of study and teaching based on the module SLcM.

## **2006**

Go Live of SLcM for course structure, module bookings and grading.

# Implementation of integrated IT-Services for the Administration

## 2009

Introduction of E-Procurement with electronic folder management.

## 2012

Implementation of a (non SAP) course planning system as replacement for three proprietary legacy systems.

## 2015

Implementation of CAFM-Services for floorspace management, waste accounting etc.

## 2017

Migration of the SAP systems to next generation database HANA

## 2018

Development of an SAP-based electronic Project Application workflow (ePA)

# Upcoming: Self Services for Travel Management

- 6 000 Trips p.a.
- 2 Pages per Applikation
- 2 Pages Approval
- 2 Pages Applikation for Reimbursement
- 2 Pages Reimbursement Statement
  
- Ca. 48 000 Pages A4 Paper p.a.



Saved Resources through Digitization: Ca. 1/2 Tree p.a.



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<https://www.fu-berlin.de/sites/eas/index.html>

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