COMPUTER ASSISTED SCHOOL ADMINISTRATION (CASA): FACTORS CRUCIAL FOR THE SUCCESS OF ITS IMPLEMENTATION AT FULLY RESIDENTIAL SCHOOLS IN KEDAH DARUL AMAN

This Project Paper is submitted to the Graduate School in partial fulfilment of the requirements for the degree Master of Science (Management), Universiti Utara Malaysia

by

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ABSTRACT

(ENGLISH)

The purpose of this study is to investigate the developmental stage of Computer Assisted School Administration (CASA), factors crucial to the success of its implementation, and its strengths and weaknesses at fully residential schools (SBPs) in the state of Kedah Darul Aman. The methodology used included case study, survey and literature review. Three cases (SBP1, SBP2 and SBP3) were studied and compared. Much of the background of this study is obtained from the literature review. A total of 21 subjects, school administrators ranging from principals to senior subject teachers, were involved in the survey. Descriptive analysis was used to process the data. It was found that SBP1, SBP2 and SBP3 are in the expansion, integration and initiation stages respectively. All three cases revealed that only staff attitude is perceived to be a crucial success factor of CASA implementation. The strengths of CASA were identified as adequate computer facilities, fair distribution of administrators’ demography, fully utilised computer networking (LAN), computer literate administrators and access to the INTERNET. Its weaknesses, however, are in contrast to its strengths except for no integration among the areas of computer application and an uninitiated managerial behaviour. The result of the findings can aid other schools (SBPs, in particular) considering to indulge their administrative system with CASA.
ACKNOWLEDGEMENTS

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Muhammad Zaini Bin Mohd Zain
dedicated to

my mother

HAJJAH JAM BINTI ABDUL HAMID

for introducing me to this world and showing me faith,

my loving wife

ZAINI BINTI RAZAK

whose encouragement and support I dearly cherish,

my beautiful and adorable children

MUHAMMAD AFIFI
AISYATUL AFIFAH
MUHAMMAD ADIL WAFI
MUHAMMAD ADIL WAHI

whose existence shed new life and meaning to my endless quest for knowledge,

and my mother-in-law

NAH BINTI CHE HUSSIN

whose affection and care kept us together when the going gets rough.
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<td>ACT</td>
<td>Automatic Computerised Timetabling</td>
</tr>
<tr>
<td>AFT</td>
<td>American Federation of Teachers</td>
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<tr>
<td>AI</td>
<td>artificial intelligence</td>
</tr>
<tr>
<td>CAI</td>
<td>computer-assisted instruction</td>
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<tr>
<td>CAL</td>
<td>computer-assisted learning</td>
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<tr>
<td>CASA</td>
<td>Computer Assisted School Administration</td>
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<td>CBI</td>
<td>computer-based instruction</td>
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<td>CLASS</td>
<td>Computerised Local Administration System for Schools</td>
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<td>DEO</td>
<td>District Education Office</td>
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<tr>
<td>EPRD</td>
<td>Educational Planning, Research and Development</td>
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<td>IBM</td>
<td>International Business Machine</td>
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<td>INTERNET</td>
<td>International Network</td>
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<td>IT</td>
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<td>JAWS</td>
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<td>LAN</td>
<td>local area network</td>
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<td>LEA</td>
<td>Local Education Authority</td>
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<td>LRM</td>
<td>Local Resource Management</td>
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<td>MARA</td>
<td>Majlis Amanah Rakyat</td>
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<td>MCKK</td>
<td>Malay College Kuala Kangsar</td>
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<td>MIS</td>
<td>Management Information System</td>
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<td>MOE</td>
<td>Ministry Of Education</td>
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<td>MRSM</td>
<td>Maktab Rendah Sains MARA</td>
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<td>MSC</td>
<td>Multimedia Super Corridor</td>
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<tr>
<td>OASIS</td>
<td>Office Automation and School Information System</td>
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<tr>
<td>PC</td>
<td>personal computer</td>
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<tr>
<td>PMR</td>
<td>Penilaian Menengah Rendah</td>
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<td>RDBMS</td>
<td>Relational Database Management System</td>
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<td>SBP</td>
<td>Sekolah Berasrama Penuh</td>
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<tr>
<td>SCHOLIS</td>
<td>School Information System</td>
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<td>SED</td>
<td>State Education Department</td>
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<td>SIMS</td>
<td>School Information Management System</td>
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(Certification Of Project Paper)

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that the project paper is acceptable in form and content, and that a satisfactory knowledge of the field is covered by the project paper).

Nama Penyelia  
(Name of Supervisor): Dr. Wan Rozaini bt. Sheikh Osman

Tandatangan  
(Signature)

Tarikh  
(Date)
CHAPTER 1
INTRODUCTION

1.1 Background of the Study

Malaysia’s Vision 2020 is to be a fully developed nation by the year 2020. This vision also demands contribution from every educational institution according to the principles of efficiency and effectiveness. The mission to increase efficiency and effectiveness by disallowing room for waste and fully utilizing scarce resources, if successful, will minimise the cost of education, thereby producing an education system with world-class management, superbly organised, effectively run and acutely responsive to changing needs and situations. One of the ways this can be made possible is if our education system is ensconced whereby teacher training, school administration, school aspiration and practical facilities are complete (Tajul Ariffin Nordin and Nor Aini Dan, 1992).

The Malaysian Ministry of Education (MOE) Federal Budget of 1993 revealed 76.48% of the Programme Management Fund will be spent mostly on primary and secondary education (69.53%), technical and vocational education (3.43%) and general administration (3.52%). A full display of the budget is shown in Appendix A. Looking into more details (Appendix B), we see that 55.14% of the general administration component will be spent on educational administration.
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