

ERASMUS+ PROJECT 2023-1-RS01-KA220-HED-000156660

EPIR | E-Procedure of Institutional Recognition of Foreign Higher Education Documents

WP3 Activity 4 - Testing report

Prepared by UNIVPM

Testing Report – Move-IN Platform at UNIVPM

Testing objectives

The testing phase aimed to:

- Validate the correct functioning of the Move-IN platform across the main steps of the international admission process.
- Assess system usability for different user groups (applicants, academic commissions, administrative staff).
- Verify the effectiveness of communication and document management functionalities.
- Evaluate the platform's capability to support a structured and transparent recognition workflow.

Scope of testing

The testing covered the following modules and features:

- Online application submission (data entry, document upload, validation checks)
- Academic evaluation workflow by Teaching Commissions
- Administrative and credential evaluation by ISAO
- Document integration and request management
- Communication and notification system
- Final outcome publication and workflow tracking

Testing Approach & Methodology

Types of testing performed

- Functional testing (verification of core platform processes)
- Integration testing (interaction between academic and administrative workflows)
- User acceptance testing (real use by staff and evaluators)

EPIR project partners:

- Usability testing (ease of use and clarity of interface)

Testing environment

Testing was conducted within the operational Move-IN platform environment used by UNIVPM, simulating real admission procedures and workflows.

Participants involved

- Administrative staff (ISAO)
- Academic evaluators (Teaching Commissions)
- Applicants (simulated or real users during admission cycles)

Key Functionalities Tested

The following core functionalities were tested:

- Creation of user accounts and submission of applications
- Upload and centralized access to supporting documents
- Assignment of applications to Teaching Commissions
- Academic evaluation and decision recording
- Transfer of eligible applications to ISAO
- Verification and recognition of foreign qualifications
- Management of additional document requests
- Automated communication with applicants
- Monitoring of application status and progress

Results of Testing

Overall assessment

The testing phase was successful, confirming that the Move-IN platform effectively supports the international admission and recognition workflow at UNIVPM.

Examples of key issues

- Occasional incomplete documentation requiring multiple integration requests
- Need for clearer guidance for applicants during submission
- Minor inconsistencies in user interaction with certain workflow steps

Issue Resolution & Improvements

Actions taken

- Optimization of validation checks during application submission
- Improved instructions and guidance within the platform

- Enhanced communication processes to reduce delays in document integration

Status of issues

- Fully resolved: validation improvements, communication enhancements
- Partially resolved: user guidance and clarity for applicants
- Pending: further refinement of user interface and usability aspects

Remaining risks (if any)

- Potential delays caused by incomplete applications
- Variability in user familiarity with digital tools

User Feedback

Type of users involved

- Administrative staff (ISAO)
- Academic evaluators
- Applicants

Feedback summary

- The platform is considered efficient in managing large volumes of applications
- Strong appreciation for centralized document management and transparency
- Positive feedback on communication and tracking functionalities

Main suggestions for improvement

- Simplification of user interface for applicants
- Additional guidance and help sections during application submission
- Further automation of repetitive administrative tasks

Specific Notes by Implementation Type

For Upgrade of Existing System

- Compatibility with previous workflows was ensured through the structured separation between academic and administrative evaluation.
- The platform has significantly improved communication, traceability, and efficiency compared to previous processes.

Readiness for Next Phase

- Further refinement of usability for applicants
- Continuous monitoring and optimization of workflows
- Expansion of reporting and data analysis features