

Xitracs Standards ModuleTM



Xitracs Standards module is software that makes it easy to gather and report appropriate and relevant information, and supporting evidence, on key subjects related to obtaining and maintaining **institutional and programmatic** accreditation.



- **Online Self–Study preparation**
- **Project tracking Dashboards**
- **Easy Faculty Acceptable Interface**
- **Resource Storage**
- **Multi-Agency Support**

Xitracs Standards Module Features

- **Agency template driven:**
 - ◇ Templates available for all Regional (Now National) Agencies and over 100 Program agencies.
 - ◇ Custom template requests in less than a week.
- **Output in Web, PDF and MS Word formats:**
 - ◇ Published in the format required by the agency.
- **Automatic ‘Submission to Submission’ narrative and evidence transfer.**
 - ◇ Maintains links .

EVIDENCE

- **Evidence Libraries. (Single and Multiple).**
 - ◇ A place to gather/stage your potential supporting evidence.
- **Easy Evidence to Narrative linking.**
 - ◇ Replace/update the evidence without relinking.
 - ◇ Convert Evidence to PDF tool.
 - ◇ Extract pages tool— Select and link to just the pages in a large evidence document that related to the narrative.
- **Evidence de-duplicating tool.**
- **In PDF—Evidence as attachments, linked or separate folder.**

NARRATIVE

- **Easy to use Narrative Editor** with built in Text Clean-up Tools.
- **Simple graphic and table insertion.**
 - ◇ Simple size and position tools for a professional finish.
- **Narrative Management tools:**
 - ◇ With Comments inline or attached.
 - ◇ User Access Logs.
 - ◇ Review faculty and staff input by individual Narrative status.
 - ◇ Quick Status Report.
 - ◇ Automatic ‘End-Noting’ with note number by row/standard or globally.

Xitracs Stand-

REVIEWER

- **Reviewer friendly features:**
 - ◇ One click narrative print out.
 - ◇ Access to an online copy with links to evidence. .
 - ◇ Evidence opens on one click in a new window with return back to the same place in the narrative.

MANAGEMENT

- **Individual or Team narrative assignments.**
- **Confidentiality features.**
- **Submission ‘preview’ at any time.**
- **Includes área for “Other Materials”.**
- **Evidence link validation.**
- **Higher Education Word Glossary.**
- **Built-in communication options between Team Members**
- **Progress tracking Dashboards.**
 - ◇ Overall Progress status at a glance with Progress Statistics.
 - ◇ Team Member details.
 - ◇ Project Task lists with Due Dates.
 - ◇ Team comments .

SUPPORT

- Comprehensive Support by your US based assigned Xitracs rep from initial set-up to publication.
- ***Easy publish to SACSCOC new Portal.***

And much more.....

Works with : In addition to working seamlessly with other Xitracs modules, the system works with:

For SSO: ADFS, Azure Active Directory. CAS (Generic), Cisco Duo, LDAP, Okta, Onelogin, Quicklaunch, SAML Certificate (Generic), Shibboleth. With more to follow....

For Security: The customer systems hosted by Concord USA, Inc. (Most popular) are located in 2 highly secure environments and mirrored constantly with frequent back-up.

Some advantages

- ***Increase IR&E, or staff productivity :*** By making it easier to collect the right information in a timely manner from the institutional “experts in subject”, edit and present it as required by any agency.
- ***Enhancement of Institutional Effectiveness reporting:*** By enabling Institutional Administration simple, centralized access to across institution information so they can determine where their problems are and manage them appropriately (Business tool).
- ***Minimal Current Process Disruption*** – Xitracs becomes an aid to that existing process not necessarily a replacement.

**For more information about this module, the complete Xitracs System™
and/or to arrange a demonstration, please contact us by calling:
1- 877- 4-XITRACS (1-877-494-8722).**

Alternatively you can email us at xitracs@concord-usa.com

