

**Kingdom of Saudi Arabia
Ministry of Higher Education
Al-Imam Muhammad ibn Saud Islamic University
Faculty of Social Sciences- Riyadh**



**The Role of the of the Scientific Institutes'
Administrations in the Use of Computer
from the Viewpoint of Directors, Vice-
Directors and teachers**

**A Thesis submitted to the Department of Education, Faculty
of Social Sciences, Al-Imam Muhammad ibn Saud Islamic
University in partial fulfillment of the requirements for the
Masters Degree in Educational Management & Planning**

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Thesis Abstract

Study Title:

The Role of the of the Scientific Institutes' Administrations in the Use of Computer from the Viewpoint of Directors, Vice-Directors and teachers

This study aims to identify the administrative work in which the computer could be used in the scientific institutes of Al-Imam Muhammad ibn Saud Islamic University; to enlighten directors, vice-directors, and teacher of these institutes of the roles assigned to them in this framework. It also aims to identify the obstacles that prevent these departments from playing their roles towards the use of computers in the administrative area.

The importance of this study is that it demonstrates the important role played by the directors, vice-directors, and teacher of the scientific institutes towards the use of computers in the administrative area so as to contribute to the development of the administrative process in scientific institutes and the management of educational guidance.

The population of the study consisted of the directors, vice-directors, and teacher of the scientific institutes of Al-Imam Muhammad ibn Saud Islamic University whose number totals (1620).

The study was conducted on the study population consisting of: (62) directors, (70) vice-directors, and (186) teachers all totaling (318) of whom (305) responded at a percentage of (95.9%) in total of the sample broken down as follows: (56) Directors, (63) vice-directors, and (186) teachers.

The researcher used the descriptive analytical approach, and the study tool of the questionnaire that has been applied after being controlled. He verified its validity and stability; it consisted of two axes and (59) item. In data analysis, the researcher used the (SPSS) program through which frequencies, percentages, and averages, standard deviation, analysis of variance (ANOVA), Scheffe test, and Chi square test.

The study reached a number of findings, the most significant of which are

- There is a general weakness in the areas of computer use;
- There are areas in which computers are not used and agreed upon by most of the study sample members. These include:
 - Filling up the data of the teacher's card by computer;
 - Preparation of organizational charts of the Institute;
 - Electronic communication with the Department for Guidance of the university as well as with parents.