



Malmö University / Administration
Financial Office
 Christian Bengtsson
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INU Staff Shadowing Program Report

Participant: Christian Bengtsson
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Visited: Hiroshima University, Japan 18-20 Oct 2010
 Contact: Ms. Hisako Umemura, Coordinator, International Exchange group

Ritsumeikan University, Japan 22-26 Oct 2010
 Contact: Mr. Shuhei Wakayama, Program Coordinator, Office of International Planning & Development

Program conditions

This shadowing program was made with Jeanette Wahlberg at the personnel department. We spent three days at each university.

Expectation of visit

The aim and purpose of my visit and shadowing program was:

- Learn of financial systems management in a foreign university
- Learn of accounting and finance handling, including planning and forecasting
- Look for similarities and differences in finance office organization and IT support for the financial systems
- Get good working examples and ideas
- Understand how a university in another country functions
- Give information on Malmö University to another university

The two universities scheduled programs that were planned according to my expectations.

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Hiroshima University

At Hiroshima University they began with an overview of the university including numbers of students, staff and history. This was followed by a campus tour and presentation of the locations. Thereafter I was introduced to staff from Financial Office. I had three meetings with staff from Financial Office divided on three days and we discussed financial conditions, organization, documentations, invoice routines and budget. They showed me the financial system and also the purchase- and invoice-process. Especially interesting things were government demand for reducing costs, process documentation and allocation of budget. I learned a lot that will be useful in my work.

The second day we got a sightseeing tour to Peace Memorial Park in Hiroshima and a visit at world heritage Miyajima. This was very interesting and gave a broaden understanding of Japan.

We closed the visit at Hiroshima University by giving a presentation of Malmö University and some feedback on how we experienced the visit.

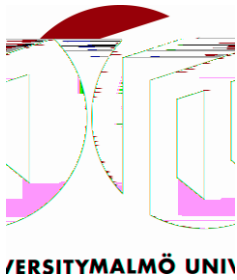
Ritsumeikan University

At Ritsumeikan University they also began with an overview of the university including numbers of students, staff and history. This was followed by a campus tour and presentation of the locations. Thereafter we got a visit to Kyoto Museum for World Peace at Ritsumeikan University which was a great history lesson. We also visited the IT Support Desk on the first day. The second day I had two meetings with Financial staff and we discussed financial conditions, organization, documentations, invoice routines. The information on financial conditions was impressive. Interesting description on budget process, accounting system and payment flow that will be useful in my work. We also had a meeting with the IT Services staff with interesting discussions on outsourcing and support.

The last day we visited Ritsumeikan Primary school which gave insight on the Japanese school-system from early age.

We closed the visit at Ritsumeikan University by giving a presentation of Malmö University and some feedback on how we experienced the visit.

Summary



I'm very satisfied with both of the visits. I had many different subjects and questions with me that I thought would be interesting to discuss and I got the possibility to do so. I noticed the differences in the financing situation. In Sweden we don't have student fee, in Japan they have but there is big difference in the level between public (Hiroshima) and private (Ritsumeikan) universities. The use of financial systems is similar to Sweden but electronic invoicing is uncommon in Japan.

I would like to say that my program with visits at two universities and meetings with many different people gave a wide perspective on education system, organization and financial questions in Japanese universities. This is a great knowledge to obtain. I think the biggest contribution of participation in an INU-program is the perspective you get on your own job and your own university when you've seen the way things are in a different environment. You get ideas and can compare with something else when you handle tasks in your daily work.

The reception at both universities was great and everyone was helpful.

I can strongly recommend participation in an INU Staff Shadowing-program.