

Course Aim

The aim of the Curriculum Planning Module training is to provide the attendants with knowledge of how to use it to generate a detailed and summary income and expenditure model for the coming academic year's curriculum, together with enrolment, retention and achievement targets, as well as with associated learner profiles.

Pre-requisites

Attendants should have knowledge of the institution's curriculum structure. It would be beneficial if attendants have also attended in previous curriculum consultancy and curriculum management training. Knowledge of standard FE formula funding methodology and familiarity with the Learning Aim Database (LAD) is also recommended.

Suggested Attendees

Training for the Curriculum Planning Module is intended for users that are responsible for setting up and maintaining the institution's curriculum.

Course Content

- **Parameters**
In this form, parameters that affect income and expenditure calculations are specified for the academic year that the curriculum is being planned for. These include:
 - Teaching costs and on-costs can be defined and also weighted by Programme Weighting Factors.
 - Full Time Equivalent factors for GCE/ GCSE courses.
 - Institution specific percentage uplift values.
- Fixed annual income values for 16-18 Enhancement, Additional Learning Support, Disadvantage Uplift, as well as for non-FE funding types such as Adult Community Learning and HEFCE.
- **Workgroup Permissions**
In this form, different degrees of access to the module can be set up for different workgroups. Thus, course leaders can for example be authorised to propose new courses but only staff members that are ultimately responsible for the curriculum having the access rights to actually approve them.
- **Load Band Maintenance**
In this form, Load Band values can be set up for each academic year.
- **Course Costs**
This is the main form where planned individual courses can be changed in various ways (e.g. changing expected target numbers, Programme Weighting Factor, delivery hours, etc) to re-calculate its income and expenditure.
- **Curriculum Planning Enquiry**
In this form, enquiries can be made, either in detail for each course or as a summary for the entire year, on income and expenditure as well as on learner profile.
- **Course Cost Detail Report**
Using this form, reports can be produced on the income and expenditure details for one or several courses.

Course Objectives

Attendants of the Curriculum Planning Module will gain the knowledge and "hands-on" practise necessary to use it as a useful tool for generating a detailed and summary income and expenditure model for the coming academic year's curriculum.

Methodology

The theoretical aspects of the Agresso QL Students V4 Securities Management are explained and discussed in combination with "hands-on" training.

Duration

1 day
From 10.00 a.m. - 16.30 p.m.

Location

Agresso 's Swansea Training
Centre or customer site

Cost

POA - dependant on location.