



## Course Aim

The aim of the Definitions & Resources Management Training Course is to provide the attendee with the ability to set up the framework for the Agresso QL Students system.

## Pre-requisites

The attendee should have attended the Desktop Navigation training course.

## Suggested Attendees

This course is intended for management level users and those who will need to have an understanding of the integration of the Agresso QL Students system.

## Course Content

The Agresso Training & Consultancy Catalogue – Course Ref SD001

- **System Definitions**

Discussion will take place as to how the various options should be set and what implications the settings will have on the rest of the system. Delegates will be given the opportunity to create their own records.

Areas covered include: -

- ⇒ Setting of Institution
- ⇒ Parameters
- ⇒ Academic Years
- ⇒ Previous Institutions
- ⇒ External Organisations
- ⇒ Accommodation Records
- ⇒ Stage Codes
- ⇒ Document Control
- ⇒ Maintenance
- ⇒ Salutations Maintenance

- **System Resources**

The various resources options will be explained in detail. Delegates will be given an idea of how creating such records has an impact on the rest of the system. Hands-on is included in this section.

Areas covered include: -

- ⇒ Department Maintenance
- ⇒ Room Maintenance
- ⇒ Staff Maintenance
- ⇒ Availability of Resources

- **Reports**

Reports are available within both the Definition and Resources modules. These reports will be explored and demonstrated and delegates will be given an opportunity to create and view their own reports.

### Course Objectives

The attendee will have a fuller understanding of how the setup behind the student records system operators and the effects the set-up has on the system.

### Methodology

The theoretical aspects of management statistics will be explained followed by "hands on" tasks provided by the Seminar Leader to reinforce the aspects of the course.

### Duration

1/2 day only

### Location

Agresso's Swansea Training Centre or customer site

### Cost

POA - dependant on location.

