

## Features:

- Agresso QL workbench display for ease of analysis and reporting
- Detailed week by week breakdown of additional support and associated costs
- Automated uplift of aggregate costs to the ILR
- Recording of other support needs such as scribe, allocation of additional examination time etc
- Recording of additional one-off costs such as purchase of specialised equipment
- Crystal reporting

The Additional Learning Support (ALS) module has been designed to assist colleges with the recording, tracking, analysis and reporting of additional learning support. It forms part of a suite of software designed to manage Student Support including Educational Maintenance Allowance, Student Loan Company and Financial Aid. This module includes detailed week by week recording of any additional learning support and associated costs. These costs may be incurred from regular student support or through one off costs such as purchase of IT equipment. Other support needs can be recorded such as additional examination time, scribe etc. If required this data can be aggregated and transferred to students' ILR records. This can then be viewed on-screen or via hard copy reports. The module utilises Agresso's powerful workbench technology to display data in grid format.

## The ALS Maintenance Workbench

The screenshot displays the 'Student Support Information' window. It includes fields for Student ID (JON00000845), Surname (Jones), Forename (Diane Marie), Title (MISS), and Date of Birth (23/08/1979). The 'Support Details' section shows a 'Need Code' and a total amount of £2,215.00 for 'Flood' support. Below this is a 'Support Breakdown' table with the following data:

Week Start Date	Hours Per Week	Amount Per Week	Additional Amount	Comment
01/09/2003	2	£40.00	£1,500.00	Personal Computer
08/09/2003	5	£100.00	£15.00	Taxi
15/09/2003	4	£80.00	£0.00	
22/09/2003	3	£60.00	£0.00	
29/09/2003	4	£80.00	£0.00	
06/10/2003	2	£40.00	£0.00	
13/10/2003	3	£60.00	£0.00	
20/10/2003	0	£0.00	£0.00	Half Term
27/10/2003	5	£100.00	£0.00	
03/11/2003	1	£20.00	£0.00	
10/11/2003	4	£80.00	£0.00	
17/11/2003	2	£40.00	£0.00	
24/11/2003	0	£0.00	£0.00	

The ALS Maintenance Workbench allows users to record a detailed week-by-week breakdown of the cost of delivering support to selected students. Unlimited support profiles can be defined to reflect the varying types of support to be provided. These could include standard 'on-programme' tutor support, the allocation of equipment or other one-off resources or other specific support such as a requirement for a scribe, allocation of extra examination time etc. Any costs can be aggregated and transferred to a student's ILR record where required

## The ALS Enquiry Workbench

Additional Student Support Details										
Academic Period	Student ID	Title	Forename	Surname	Gender	Date of Birth	Student Support Area	Student Need Code	Total Hours	Total Amount
03/04	EVA98000777	MRS	Alison	Evans	Female	12/12/1956	Other	Additional Exam Time	0	£0.00
03/04	PHI00003047	MR	Andrew	Philips	Male	05/06/1970	Assessment of achievement		19	£285.00
03/04	PHI00003047	MR	Andrew	Philips	Male	05/06/1970	On programme Support		46	£920.00
03/04	THO00000649	MR	David	Thomas	Male	23/04/1975	Other	Exam Scribe	0	£0.00
03/04	JON00000845	MIS5	Diane Marie	Jones	Female	23/08/1979	Pre-entry		6	£90.00
03/04	JON00000845	MIS5	Diane Marie	Jones	Female	23/08/1979	At entry		3	£1,545.00
03/04	JON00000845	MIS5	Diane Marie	Jones	Female	23/08/1979	On programme Support		35	£2,215.00
03/04	WIL02003227	MR	Alun	Williams	Male	13/12/1983	Other		30	£450.00

Record: 7 of 8

**Filter**

**Academic Periods**

03/04 All None

**Profile** >>

**Need Type** >>

**Support Area** >>

**Search**

Student Id  >>

Institution Id  >>

UCAS Id  >>

SSN  >>

**Details**

**Breakdown**

Week No	Week Start Date	Hrs Per Week	Amount	Additional Amount	Comment
5	01/09/2003	2	£40.00	£1,500.00	Personal Computer
6	08/09/2003	5	£100.00	£15.00	Taxi
7	15/09/2003	4	£80.00	£0.00	
8	22/09/2003	3	£60.00	£0.00	
9	29/09/2003	4	£80.00	£0.00	
10	06/10/2003	2	£40.00	£0.00	
11	13/10/2003	3	£60.00	£0.00	
12	20/10/2003	0	£0.00	£0.00	
13	27/10/2003	5	£100.00	£0.00	
14	03/11/2003	1	£20.00	£0.00	

Record: 1 of 48

The ALS Enquiry Workbench allows users to retrieve groups of records according to a range of filters. These records can then be viewed in both summary and detail.

## Reports

In addition to on-screen workbench enquiries and Excel integration, the module is supported by Crystal reporting to provide paper-based evidence as part of the audit trail.

## Additional Student Support Detail Report

Username: Paul May      Academic Period: 03/04  
 Company: Distinction College

Academic Period	Academic Year	Need Code	WEEK NO	WEEK DATE	HOURS PER WEEK	AMOUNT PER WEEK	ADDIT AMOUNT	ADDIT
03/04	2003/2004	JON00000845	Jones, Diane Marie					
Profile Code	Pre-entry				Support Area	Pre-entry		
	01		1	04/08/2003	2	£30.00	£0.00	Initial as
	01		2	11/08/2003	3	£45.00	£0.00	Detailed
	01		3	18/08/2003	1	£15.00	£0.00	Review
Profile Code Sub Total						£90.00	£0.00	
Profile Code	At entry				Support Area	At entry		
	02		5	01/09/2003	2	£30.00	£1,500.00	Persona
	02		6	08/09/2003	1	£15.00	£0.00	Weekly
Profile Code Sub Total						£45.00	£1,500.00	
Profile Code	On-programme				Support Area	On programme Support		
	03		5	01/09/2003	2	£40.00	£1,500.00	Persona
	03		6	08/09/2003	5	£100.00	£15.00	Taxi
	03		7	15/09/2003	4	£80.00	£0.00	
	03		8	22/09/2003	3	£60.00	£0.00	
	03		9	29/09/2003	4	£80.00	£0.00	
	03		10	06/10/2003	2	£40.00	£0.00	

