

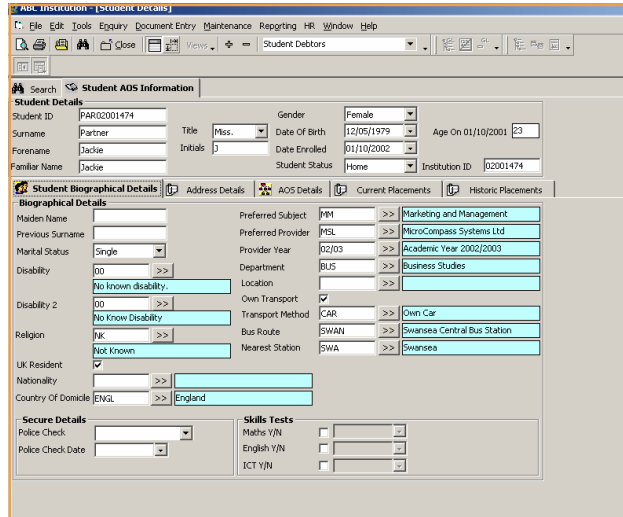


H.E. Placement Management

Features:

- Complete Placement Management
 - Teaching
 - Industrial
 - Work Experience
 - Study Abroad
- Batch Allocation onto Placements
- Central Provider Repository
- Complete Placement History
- Expenses Recorded
- Placement Visit history

Agresso Students offers a complete placements management module to aid institutions with the recording and tracking of students on any form of placements. It has been designed with a generic format to facilitate all types of placement, such as Work Experience, Teaching, Industrial, and Year Out based placements.

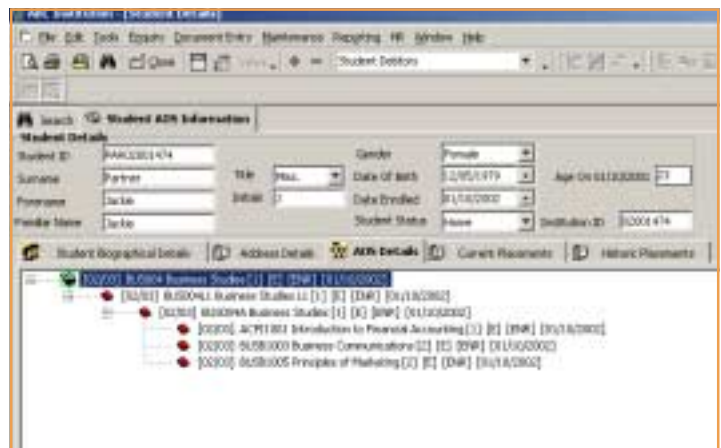


Specific student information can be viewed along with any transport methods, bus routes.

Specific information relating to teaching requirements can also be recorded, such as Criminal Record Check and the proficiency test.

All pertinent information about the student that is recorded in the Student Administration system can be accessed.

Placement details can be recorded against an individual or in a batch allocation against a course of study or an individual module.

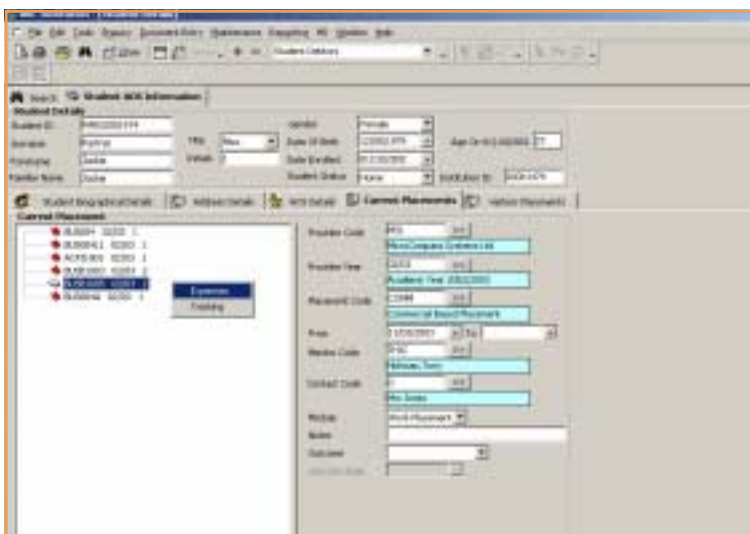


Against a particular course or module the current placement details can be viewed, including the host details, dates and mentor information.

Expenses incurred by the student while attending a placement, such as transport costs etc can be recorded, as well as any documents that are linked to the placement.

Any visits made to the student whilst on the particular placement can be tracked.

A history of all placements that the student has undertaken can be viewed.



ABL Institution - [Provider Static]

File Edit Tools Enquiry Document Entry Maintenance Rptgring HR Window Help

Search Provider Details Hierarchy

Provider Static User Defined Contact/Audit Subjects

Provider Information

Provider Code: MSL Description: MicroCompass Systems Ltd

Provider Name: MicroCompass Systems Ltd

Provider Site: 080 >> Management

Provider Category: IND >> Industrial

Nature Of Organisation: IT >> Information Technology

LEA: >>

Religion: >>

Req. Own Transport:

Bus Route: SWAN >> Swansea Central Bus Station

Nearest Train Station: SWA >> Swansea

Age Range: To Module: Industrial

Notes:

Address 1 Address 2

Address Details

Head Teacher:

Address Details: MicroCompass Systems Ltd
Riverside House
Normandy Road
Swansea

Post Code: SA1 2JS

Telephone No.: 01792 524524 Alt. Telephone No.:

Fax Number: 01792 524600

Email Address: microcompass.co.uk

Placements

The handling of placements of any nature within an institution is a huge task, involving defining the providers that are available to take students on placements, and the type of placement that they offer. The placement module within Agresso Students has been designed to aid the tracking of placements, from a week teacher training placement through to a year's industrial placement.

Management

Providers are any organisation that can take students on a placement. Various information can be defined against a provider, including basic contact and address details, the types of placement that they offer (Languages, IT, key skills), and how many students the provider can cater for. Against the provider there is also the option to create hierarchical structures, allowing the institution to reflect which departments or 'bases' within a national organisation can take placements.

Student placement allocation can be done on a manual basis specifying the host, alternatively the allocation can be performed on a batch process from a variety of selection criteria.

Sessional Provider

Provider Sessional User Defined Mentors Subjects AOS Session Link

Provider Information

Provider Code: MSL Host Name: MicroCompass Systems Ltd

Academic Year: 02/03 >> Academic Year 2002/2003

Provider Name: MicroCompass Systems Ltd

Age Range: To

Notes:

Placement Details

Placement Code	Description	From Date	To Date	Mentor Code	Mentor Name	Max No. Of Stud...	Suitable Male/F...	Dress
COMM	Commercial Based Placement	11/03/2003	13/06/2003	THIC	Hickman, Tony	10	Both	2
IND01	Industrial Year Placements		30/05/2003	SROS	Ross, Simon	5	Female	2
INDIT	Industrial Placement - IT			TPOO	Poole, Theresa	2		2
ITX	Software and IT	14/02/2003	23/05/2003	SWRO	Wroe, Sheila	5	Both	2

Batch Processing

Selection Report

Provider Details

Student Code	Title	Examiner	Examiner	Apply To
BL00000001	HESS	Lorraine	Sharon	27/01/03
BL00000002	HESS	Suzanne	Sharon	13/01/03
BL00000003	HESS	Nick	Sharon	06/01/03
BL00000004	HESS	Phil	Sharon	01/01/03
BL00000005	HESS	Holly	Kern	01/01/03

The batch process enables the institution to select a cohort of students on a particular activity and allocate them to the relevant providers. The batch process will list all the providers that offer the particular placement, and how many places are available, along with the students that need to be allocated. Using simple drag and drop facility enables the institution to bulk allocate.