



AVETMISS Reporting

Speaker



Nalina

Product Specialist

Know the Zoom control panel



- Click on the 'Raise hand' option to raise your hand and ask a question

Q&A



- Use the 'Q&A' to type in your questions
- Click on 'Chat' to chat with other participants

The Basics

AVETMISS:

Australian Vocational Education and Training
Management Information Statistical Standard

- End of year **National** (NCVER) submissions are compulsory
- Quarterly submissions are also allowed - and encouraged
- **Funded** Contract reporting differ state to state
- See NCVER's [Where, when and how do I report my AVETMISS data?](#)

AVETMISS Files

The screenshot displays the wisenet application interface. The top navigation bar includes links for Courses & Units, Offers, Timetables, Learners, Sales, Organisations, Staff, Tasks, Lists, Reports (highlighted with a red box), and Settings. A left-hand sidebar contains a menu with Dashboard, Reports (expanded), Reports Wizard, Subscriptions Manager, Credential Register, uReport Templates, Surveys, Exports (highlighted with a red box), Audit Log, eCAF / Progressions, Active Learners, and Auto Grade Activities. The main content area is titled 'Data Exports' and features a 'View Exports' button and the text 'View all exports made today'. Below this, the 'AVETMISS Exports' section is highlighted with a red box and contains three buttons: 'AVETMISS Export' (highlighted with a red box), 'BACE AVETMISS Export', and 'Non APL AVETMISS Export'. Each button is accompanied by a description of the export type. The 'CQR Exports' section follows, with buttons for 'CQR Export', 'WA CQR Export', and 'SA XML Export', each with a corresponding description. At the bottom, there are buttons for 'AQTF Export' and 'VSL / VFH Export'.

wisenet

Courses & Units | Offers | Timetables | Learners | Sales | Organisations | Staff | Tasks | Lists | **Reports** | Settings

Dashboard

Reports ▾

- Reports Wizard
- Subscriptions Manager
- Credential Register
- uReport Templates
- Surveys
- Exports**
- Audit Log
- eCAF / Progressions
- Active Learners
- Auto Grade Activities

Data Exports

View Exports

View all exports made today

AVETMISS Exports

AVETMISS Export
Prepare your AVETMISS NAT files for submission to State or Federal training authorities

BACE AVETMISS Export
Prepare your AVETMISS NAT files for submission to the Board of Adult Education (NSW)

Non APL AVETMISS Export
Prepare your AVETMISS NAT files for Non APL

CQR Exports

CQR Export
Perform a Course Qualifications Register XML export

WA CQR Export
Perform a Western Australia Course Qualifications Register (WA CQR) XML export

SA XML Export
Perform a South Australia XML export

AQTF Export
Perform an AQTF Competency Completion Quality Indicator export

VSL / VFH Export

Dashboard

Reports

Reports Wizard

Subscriptions Manager

Credential Register

uReport Templates

Surveys

Exports

Audit Log

eCAF / Progressions

Active Learners

Auto Grade Activities

AVETMISS Export ?

Where are you reporting to:

☒ National(NCVER) ☐ State

Collection Year: 2020

Next

AVETMISS Export ?

Only Contracts associated with the selected state will be displayed.

National (NCVER) Contracts 2020

☒ [Select all]

☒ 123456 | Demo VIC Funded Contract (161)

☒ ACFE | ACFE (63)

☒ FFS | Fee for Service (61)

☒ FFS | Fee For Service (45)

Export Email nalina@wisenet.co

Back

Start

Upload to AVS

Outage Notification

Please note AVS and the Data Entry Tool will be unavailable between 11:00AM on Saturday, 14 November and 11:00PM on Sunday, 15 November ACDT.

If you are unable to access either AVS or the Data Entry Tool after this time, please email support@ncver.edu.au.

Welcome to the AVETMISS Validation Software

NCVER's AVETMISS Validation Software is a web-based data file validation and submission system for providing data to the National VET Provider, National VET in Schools and National Apprentice and Trainee Collections.

If this is your first time using the validation software you will either need to [register](#) or have the appropriate person, within your organisation, setup your account.

Support

Download the AVETMISS Validation Software [User Guide](#) for step-by-step instructions and troubleshooting tips. For help with AVETMISS reporting visit our [RTO Hub](#).

Make sure you review AVS [latest updates](#) on classifications and validation rules and review resources on our [AVETMISS support for RTOs](#).

If you have any difficulties while using AVS, please fill out our [contact form](#) or email us at support@ncver.edu.au outlining the problem and we will follow up.

NCVER's support staff are available Monday to Friday from 8:45am-5:00pm ACDT to assist you with reporting.

Sign in

Username

Password

[Forgot password](#) [Register](#)

[Sign in](#)

First Time?

- Download the AVS User Guide
- Review resources on AVETMISS Support for RTOs
- Subscribe to NCVER updates:
<https://www.ncver.edu.au/subscription>

Collection Processing Summary Report

Collection **VET Provider** Collection / 2020 Jan-Sep

Submitter



AVETMISS Release **8.0**

AVETMISS Software Version **2.30.0**

Organisation Name



| File Id | File Name | Records | Warnings | Errors | Status | Validated |
|----------|---|---------|----------|--------|-----------|---------------------|
| NAT00010 | Training Organisation | 1 | 0 | 0 | Validated | 11/11/2020 11:08:24 |
| NAT00020 | Training Organisation Delivery Location | 1 | 0 | 0 | Validated | 11/11/2020 11:08:24 |
| NAT00030 | Program | 17 | 0 | 1 | Error | 11/11/2020 11:08:24 |
| NAT00060 | Subject | 187 | 0 | 14 | Error | 11/11/2020 11:08:24 |
| NAT00080 | Client | 52 | 0 | 57 | Error | 11/11/2020 11:08:24 |
| NAT00085 | Client Contact Details | 52 | 0 | 10 | Error | 11/11/2020 11:08:24 |
| NAT00090 | Disability | 0 | 0 | 0 | Validated | 11/11/2020 11:08:24 |
| NAT00100 | Prior Educational Achievement | 47 | 0 | 0 | Validated | 11/11/2020 11:08:24 |
| NAT00120 | Training Activity | 593 | 75 | 794 | Error | 11/11/2020 11:08:24 |
| NAT00130 | Program Completed | 39 | 0 | 11 | Error | 11/11/2020 11:08:24 |

| | A | B | C | D | E | F | G | H | I | J | K | L |
|----|----------|---------------|------------|-------|--|------------------------------------|----------|-------------------|--------------------|----------|---------------------|-------------------|
| 1 | FILE ID | FILE NAME | ERROR TYPE | ERROR | ERROR DESCRIPTION | FIELD NAME | TRAINING | CLIENT IDENTIFIER | SUBJECT IDENTIFIER | PROGRAM | ACTIVITY START DATE | ACTIVITY END DATE |
| 2 | NAT00030 | Program | E | 4726 | Program Identifier (BSB50920) must be a valid qualification, course or skill | Program identifier | | | | BSB50920 | | |
| 3 | NAT00060 | Subject | E | 4722 | Subject name (APPLY FIRST AID) for this Subject identifier (HLTAID003) do | Subject Name | | | HLTAID003 | | | |
| 4 | NAT00060 | Subject | E | 3808 | Only one record is permitted for Subject Identifier (HLTAID003), please re | Subject identifier | | | HLTAID003 | | | |
| 5 | NAT00060 | Subject | E | 3808 | Only one record is permitted for Subject Identifier (BSBWOR501), please | Subject identifier | | | BSBWOR501 | | | |
| 6 | NAT00060 | Subject | E | 3808 | Only one record is permitted for Subject Identifier (BSBWHSS522), please | Subject identifier | | | BSBWHSS522 | | | |
| 7 | NAT00060 | Subject | E | 3808 | Only one record is permitted for Subject Identifier (BSBWHSS517), please | Subject identifier | | | BSBWHSS517 | | | |
| 8 | NAT00060 | Subject | E | 3808 | Only one record is permitted for Subject Identifier (BSBWHSS515), please | Subject identifier | | | BSBWHSS515 | | | |
| 9 | NAT00060 | Subject | E | 4722 | Subject name (DEVELOP WORKPLACE POLICY AND PROCEDURE FOR SUSTA | Subject Name | | | BSBSUS501 | | | |
| 10 | NAT00060 | Subject | E | 3808 | Only one record is permitted for Subject Identifier (BSBAUD503), please | Subject identifier | | | BSBAUD503 | | | |
| 11 | NAT00060 | Subject | E | 3808 | Only one record is permitted for Subject Identifier (BSBAUD501), please | Subject identifier | | | BSBAUD501 | | | |
| 12 | NAT00080 | Client | E | 3013 | Prior Educational Achievement Flag () must be N or Y or @ | Prior Educational Achievement Flag | | DAU000006F | | | | |
| 13 | NAT00080 | Client | E | 3010 | Disability Flag () must be N or Y or @ | Disability Flag | | DAU000006F | | | | |
| 14 | NAT00080 | Client | E | 3008 | Invalid Indigenous Status Identifier () | Indigenous Status Identifier | | DAU000006F | | | | |
| 15 | NAT00080 | Client | E | 3013 | Prior Educational Achievement Flag () must be N or Y or @ | Prior Educational Achievement Flag | | DAU000004Q | | | | |
| 16 | NAT00080 | Client | E | 3715 | Invalid Country Identifier () | Country Identifier | | DAU000006P | | | | |
| 17 | NAT00080 | Client | E | 3715 | Invalid Country Identifier () | Country Identifier | | DAU000006J | | | | |
| 18 | NAT00120 | Training Acti | E | 3261 | Delivery Mode Identifier (YYY) must be NNN if Outcome Identifier - Natic | Delivery Mode Identifier | 41595 | DAU000006J | BSBDIV601 | BSB60915 | 1012020 | 31122020 |
| 19 | NAT00120 | Training Acti | E | 3261 | Delivery Mode Identifier (YYY) must be NNN if Outcome Identifier - Natic | Delivery Mode Identifier | 41595 | DAU000006J | BSBCOM603 | BSB60915 | 1012020 | 31122020 |
| 20 | NAT00120 | Training Acti | E | 3261 | Delivery Mode Identifier (YYY) must be NNN if Outcome Identifier - Natic | Delivery Mode Identifier | 41595 | DAU000006J | BSBWHSA419 | BSB41419 | 1012020 | 31122020 |
| 21 | NAT00120 | Training Acti | E | 3261 | Delivery Mode Identifier (YYY) must be NNN if Outcome Identifier - Natic | Delivery Mode Identifier | 41595 | DAU000006J | BSBWHSA418 | BSB41419 | 1012020 | 31122020 |
| 22 | NAT00120 | Training Acti | E | 4754 | Activity periods, for Nationally recognised training, cannot overlap where | Subject identifier | 41595 | DAU000005T | BSBADM504 | BSB50415 | 1012020 | 18102020 |
| 23 | NAT00120 | Training Acti | E | 4754 | Activity periods, for Nationally recognised training, cannot overlap where | Subject identifier | 41595 | DAU000005T | BSBADM503 | BSB50415 | 1012020 | 18102020 |
| 24 | NAT00130 | Program Con | E | 3242 | Date Program Completed (31122020) must not be after the Collection Per | Date Program Completed | | DAU000005B | | BSB61015 | | |
| 25 | NAT00130 | Program Con | E | 3242 | Date Program Completed (12102020) must not be after the Collection Per | Date Program Completed | | DAU000005M | | BSB60619 | | |
| 26 | NAT00130 | Program Con | E | 3242 | Date Program Completed (31122020) must not be after the Collection Per | Date Program Completed | | DAU0000057 | | BSB60619 | | |
| 27 | NAT00130 | Program Con | E | 3242 | Date Program Completed (04112020) must not be after the Collection Per | Date Program Completed | | DAU0000074 | | BSB50920 | | |
| 28 | NAT00130 | Program Con | E | 3242 | Date Program Completed (31122020) must not be after the Collection Per | Date Program Completed | | DAU000005J | | BSB60619 | | |
| 29 | NAT00130 | Program Con | E | 4017 | There must be a corresponding record for Client Identifier in the Training | Client identifier | | DAU000006K | | BSB61218 | | |
| 30 | NAT00130 | Program Con | E | 4017 | There must be a corresponding record for Client Identifier in the Training | Client identifier | | DAU0000074 | | BSB50920 | | |

Best Practices

Run Data Integrity Reports

- #0448 **NAT 120** Data Integrity
- #0777 **NAT60** Data Integrity
- #0446 and #0003 for a list of all Units
- #0316 **NAT80** Client AVETMISS Summary
- #0359 **NAT130** Data Integrity
- #0443 for a list of all Courses (**NAT30**)

Check Course and Unit Offer Defaults

Dashboard

Offers

Search

Current Course Offer

Dashboard

Detail

Online Enrolment

Unit Offers

Enrolments

Elearning

Marketing

Learncycles

Logbook

Checklists

Enrolment Checklist Templates

Rates

Reports

AVETMISS Defaults

Course Enrolment Defaults

For AVETMISS? ☒

Program Status: --

Contract Type: --

Commencing Course Identifier (AV): 3 | Commencing enrolment in the qualification or course

Study Reason (AV): --

Study Mode: --

Unit Offer Defaults

Location: Demo Victoria Training Office

Delivery Mode (AV7): --

Delivery Mode (AV8): NYY | Combination of external and workplace-based

Predominant Delivery Mode (AV): --

Funding Source National (AV): --

Funding Source State (AV): --

Contract / Training Schedule: Vic | 123456 | 000 | Demo VIC Funded Training Schedule

Fee Exemption: --

Fee Exemption Waiver (VIC): --

Field Guidelines Australia resource page:

<https://learn.wisenet.co/field-guidelines-australia/>

Collect Learner Details ASAP

Nalina Goh (DAU000007C)

Profile Personal Details Demographics International Next of Kin

Details



Photo

Is Active?

YES

Mobile: +61 411 111 111

Phone: 1300365384

Email: nalina@wisenet.co

DOB: 02/06/1991

RefInternal: DAU000007C

RefExternal: --

USI: --

Learner App: Enabled

Permanent Address (required for AVETMISS)

Building Name: --

PO Box: --

Unit Detail: 9 Street No: 21

Street: Victoria St

Address 1: 9, 21 Victoria St

Address 2: --

Suburb/Town: Melbourne

State: Vic

Postcode: 3000

Country: Australia | 1101

Nalina Goh (DAU000007C)

Profile Personal Details Demographics International Next of Kin

Employment Status

Labour Force Status: Full time employee

Occupation Identifier (Vic): --

Industry of Employment (Vic): --

Schooling

Still at school? N

Highest School Level Completed: Completed Year 10

Year Highest School Level Completed: 2003

Country of birth: Australia | 1101

Prior Education (Post Secondary)

Prior Ed Flag: No - a prior educational achievement has not been successfully completed

Prior Ed Achieved:

Language

Language: English (1201)

Proficiency in Spoken English: Very Well

Overall Test Type --

International English Test Score (IELTS/TOEFL): Listening Speaking

Reading Writing

English Test Score Expiry Date: --

Disability

Disability Flag: No

Update Outcome Codes ASAP

Unit Enrolments for Stephen Amell

Course Offer : 0107MELFFS : Certificate III in Fitness

Course Commencement Date: 12/12/2019

Unit Enrolments Unit Group Enrolments

| <input type="checkbox"/> | Unit Offer Code | Group(s) | Start | End | A | Sup Hrs | Act Hrs | DM | OC | FnI | Result | Stg | Actions |
|--------------------------|-----------------|----------|------------|------------|-------------------------------------|---------|---------|----|----|-----|--------|-----|----------|
| <input type="checkbox"/> | BSBRSK401 | | 12/12/2019 | 22/02/2020 | <input checked="" type="checkbox"/> | 50 | | NY | 20 | | | | Select ▼ |
| <input type="checkbox"/> | BSBSUS201 | | 23/02/2020 | 05/05/2020 | <input checked="" type="checkbox"/> | 20 | | NY | 20 | | | | Select ▼ |
| <input type="checkbox"/> | HLTAID003 | | 06/05/2020 | 17/07/2020 | <input checked="" type="checkbox"/> | 18 | | NY | 20 | | | | Select ▼ |
| <input type="checkbox"/> | HLTWHS001 | | 18/07/2020 | 28/09/2020 | <input checked="" type="checkbox"/> | 20 | | NY | 20 | | | | Select ▼ |
| <input type="checkbox"/> | SISCAQU002 | | 29/09/2020 | 10/12/2020 | <input checked="" type="checkbox"/> | 10 | | NY | 70 | | | | Select ▼ |

Action: << SELECT >> ▼

Outcome Codes Australia resource page:

<https://learn.wisenet.co/outcome-codes-australia/>

Do Not Update Final Outcome Codes for 2021

- Data is reported as of 31 December 2020
- Validate year-end data at the end of December
- Submit data as soon as the collection window opens in January *before* updating any outcomes that occur in January

Example:

- Mary started her unit on 5/07/2020 and passes it on 5/01/2021
- Her outcome code ***must not*** be marked as 'Competent' until the 2020 AVETMISS data is submitted
- The outcome code to report for Mary for 2020 AVETMISS reporting is '70 | Continuing Enrolment'

Troubleshooting Errors

Resource: NCVER Validation Errors

Error Codes

Show entries

Search:

| Error/Warning No. | Error/Warning | NAT File | Field | Business Rule | Error/Warning Message | How to Fix |
|-------------------|---------------|----------|---|--|---|---|
| 3240 | E | 60 | Subject Flag | Subject Flag must not be blank or invalid if the Program Identifier and Name in combination do not match the code and name combination listed on the National Register | Invalid Subject Flag | Units Field 'Field of Education' must not be blank |
| 3401 | W | 30 | Nominal Hours | If not blank and not in range '0000' to '3000' | Program Nominal Hours should be between 0000 and 3000 hrs | Courses Enter the course and ensure that field 'Nominal Hours' is between value '0001' to '3000' |
| 3402 | E | 30 | Nominal Hours | If blank or not a valid value | Program Nominal Hours is invalid | Courses Enter the course and ensure that field 'Nominal Hours' is not empty |
| 3404 | W | 60 | Nominal Hours | If not blank and greater than '400' and less than '1500' | Nominal Hours should not be greater than 400 hours | Units Field 'Nominal Hours' must not be blank or exceed 400 hours |
| 3406 | E | 120 | Scheduled Hours | If blank or not a valid value | Invalid Scheduled Hours | Unit Enrolment Field 'Sup Hrs' must not be blank |
| 3408 | W | 120 | Scheduled Hours | If Scheduled Hours > (2 * Nominal Hours - Supervised on the Subject (NAT00060) file) | Scheduled Hours for Subject Identifier should not deviate from Nominal Hours by more than 20% | Unit Enrolment Field 'Sup Hrs' must be within 20% of Unit 'Supervised Hours' |
| 3740 | E | 80 | Highest School Level Completed Identifier | If blank or not a valid value | Invalid Highest School Level Completed Identifier | Client Profile > Demographic page Field 'Highest School Level Completed' must not be blank |

NCVER Validation Errors: <https://learn.wisenet.co/ncver-validation-errors/>

Bulk Updates

Offers

Search

Current Course Offer

Dashboard

Detail

Online Enrolment

Unit Offers

Enrolments

Enrolment

Marketing

Learncycles

Logbook

Checklists

Enrolment Checklist Templates

Rates

Reports

Enrolments for Course Offer 2021DIPEQI : Diploma of Equitation Science

☐

Status

Count

☒

Current

10

☒

Pending

1

Filter by tags:

Filter

Reset

| <input checked="" type="checkbox"/> | First Name | Last Name | Ref Internal | Status | Start Date | End Date |
|-------------------------------------|------------|-----------|--------------|---------|------------|------------|
| <input checked="" type="checkbox"/> | Geli | Betty | DAU000008R | Current | 03/06/2019 | 07/10/2019 |
| <input checked="" type="checkbox"/> | Henry | Smithey | DAU000009M | Current | 03/06/2019 | 30/06/2020 |
| <input checked="" type="checkbox"/> | John | West | DAU000008L | Current | 03/06/2019 | 07/10/2019 |
| <input checked="" type="checkbox"/> | | | DAU0000098 | Current | 03/06/2019 | 30/06/2020 |
| <input checked="" type="checkbox"/> | | | DAU000008W | Current | 03/06/2019 | 30/06/2020 |
| <input checked="" type="checkbox"/> | | | DAU000008H | Current | 03/06/2019 | 07/10/2019 |
| <input checked="" type="checkbox"/> | | | DAU000008S | Current | 03/06/2019 | 30/06/2020 |
| <input checked="" type="checkbox"/> | | | DAU0000065 | Current | 03/06/2019 | 07/10/2019 |
| <input checked="" type="checkbox"/> | | | DAU0000001 | Current | 03/06/2019 | 07/10/2019 |
| <input checked="" type="checkbox"/> | | | DAU0000092 | Pending | 03/06/2019 | 30/06/2020 |
| <input checked="" type="checkbox"/> | | | DAU0000097 | Current | 03/06/2019 | 30/06/2020 |

<< Select >>

Bulk Update Unit Enrolments

Bulk Update Course Enrolments

Bulk Update Learners

Bulk Update Course Enrolment Checklists

Send Emails

Send Survey Emails

Send SMS

Generate uReports

Request Credential

Manage Learner Access

Add/Remove Unit Enrolments

Add/Remove Course Enrolment Checklists

Add Missing Unit Elements

Enrol to another Course Offer

Bulk move to another course offer

Action: << Select >>

Unit Offers for Course Offer C3BM : Certificate III in Business Management

☒

ID

Code

Description

Start Date

End Date

☒

772

BSBCMN305A

ORGANISE WORKPLACE INFORMATION

12/10/2020

30/11/2021

☒

773

BSBCMN306A

PRODUCE BUSINESS DOCUMENTS

12/10/2020

30/11/2021

☒

774

BSBCMN307A

MAINTAIN BUSINESS RESOURCES

12/10/2020

30/11/2021

☒

775

BSBCMN308A

MAINTAIN FINANCIAL RECORDS

12/10/2020

30/11/2021

☒

776

BSBCMN309A

RECOMMEND PRODUCTS AND SERVICES

12/10/2020

30/11/2021

☒

777

BSBCMN310A

DELIVER AND MONITOR A SERVICE TO CUSTOMERS

12/10/2020

30/11/2021

☒

778

BSBCMN311A

MAINTAIN WORKPLACE SAFETY

12/10/2020

30/11/2021

☒

779

BSBCMN312A

Support innovation and change

12/10/2020

30/11/2021

Action: << SELECT >>

<< Select >>

Bulk Update Unit Offers

Bulk Update Unit Enrolments

Bulk Update Unit Offers and Unit Enrolments

Cascade unit hours

Enrolment Update Wizards

These wizards will help you bulk update Learner Unit Offer Enrolments.

Update End Dates for Learner Units

Change Learner Unit Training Schedule/Contracts

Bulk Unit Outcome Update

Bulk Update Outcome to 70 or 85

Commencing Course Identifier Update

Wisenet

Courses & Units

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Current Course Offer

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Enrolment Checklist Templates

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Reports

Enrolment Update Wizard

Enrol Learners

Call Centre

Bulk Email NEW

Common Errors

1) Error 3808: Only one record is permitted for Subject Identifier (BSBABC123), please remove the duplicate record.

- Only one instance of the unit should be reported
- If you have duplicate instances of the unit being delivered, specific fields must match in order for the unit to be counted as one

The image displays two side-by-side screenshots of the Wisenet system interface, showing unit details for BSBADV404. Both screenshots show the same unit code and supervised hours, but they are associated with different courses and have slightly different descriptions and fields of education.

Left Screenshot (Course: BSB42415 - Certificate IV in Marketing and Communication):

- Unit Code*: BSBADV404
- Unit Description*: Schedule advertisements
- Is Superseded: ☐
- Superseded From: --
- Supervised (Nominal) Hours*: 40
- Unsupervised Hours: 0
- Unit Field Of Education: 080507 | Advertising
- Unit of Competency Flag*: Unit Of Competency
- Vet Flag*: Y
- ACFE Code: --
- Prerequisite: --
- Points: 0
- Unit Type: --
- Stage: 0

Right Screenshot (Course: BSB50101 - DIPLOMA OF BUSINESS):

- Unit Code*: BSBADV404
- Unit Description*: Schedule advertisement
- Is Superseded: ☐
- Superseded From: --
- Supervised (Nominal) Hours*: 40
- Unsupervised Hours: 0
- Unit Field Of Education: 080500 | SALES AND MARKETING
- Unit of Competency Flag*: Unit Of Competency
- Vet Flag*: Y
- ACFE Code: --
- Prerequisite: --
- Points: 0
- Unit Type: --
- Stage: 0

2) Error 4754: Activity periods, for Nationally recognised training, cannot overlap where multiple instances exist for a combination of Training organisation identifier (12345), Unique student identifier (ABCDEF09ZY), and Subject identifier (BSBABC123)

- Martha is enrolled in Certificate IV of Business and Diploma of Marketing, both with unit BSBABC123
- Certificate IV: 1/02/2020 to 1/06/2020
- Diploma: Date is still showing 1/01/2020 to 31/12/2020
- Both instances are reported during an overlapping training period

3) Error 3251: Activity End Date (05012021) is after the Collection Year End Date therefore Outcome Identifier - National (20) must not be a final outcome

- Error is triggered when final outcome code is updated for unit which ends in 2021
- Do not update final outcome codes until AVETMISS data is submitted
- Final outcome codes = 20 | Competent, 30 | Not Yet Competent, 40 | Withdrawn, 51 | RPL Granted etc

Conclusion

Recap

- Where to find your files
- How to upload NAT files
- Tools to troubleshoot errors
- Common NCVER errors and solutions
- Reports to check data
- Recommended best practices
- Timeline for submitting data

Office Close Dates

**Close 21 December 2020,
Back on 5 January 2021**



Useful NCVER Links

NCVER RTO Webinar Recordings:

<https://www.ncver.edu.au/rto-hub/avetmiss-support-for-rtos/rto-webinar-recordings>

What is AVETMISS?

<https://www.ncver.edu.au/rto-hub/what-is-avetmiss>

AVETMISS Support for RTOs:

<https://www.ncver.edu.au/rto-hub/avetmiss-support-for-rtos>

AVETMISS Validation Software (AVS)

<https://www.ncver.edu.au/rto-hub/data-validation>

Subscribe to NCVER updates

<https://www.ncver.edu.au/subscription>

Useful Wisenet Links

AVETMISS End of Year Data Check:

<https://learn.wisenet.co/avetmiss-end-of-year-data-check-2020-2021-2/>

NCVER Validation Errors:

<https://learn.wisenet.co/ncver-validation-errors/>

NAT File Guidelines:

<https://learn.wisenet.co/nat-file-guidelines/>

Field Guidelines: Australia:

<https://learn.wisenet.co/field-guidelines-australia/>

Learner Profile Australia resource page:

<https://learn.wisenet.co/learner-profile-page-australia/>

We're Here to Help



Ben Hamilton
CEO and Founder



Alister
Business Innovation Manager



Mary
Customer Success Manager



Ben Cossar
Sales Specialist



Ash
Product Specialist



Nalina
Product Specialist



Keith
Customer Engagement Agent

Log a support ticket or speak to us on
1300 365 384 (AU) | 0800 543 070 (NZ)

THANK YOU

Q&A