



Single Data Return

End of the year reporting

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

2021 Highlights

Recent achievements

- Elearning Integration - Moodle and Canvas
- Xero Integration enhancements
- Event Alerts for greater insight
- Application management
- New access roles and portal changes

Outline

Outline

- Feature enhancements
- Vaccination field updates
- Preparing for end of year reporting
- Exports and validation

Feature Enhancements: Opportunities

wisenet Courses & Units Offers Timetables Learners Sales Organisations Staff Tasks Lists Reports Settings ?

Dashboard Sales Sales Dashboard Sales Contacts Opportunities Promotions Online Enrolment Applications

Opportunities

All + Add Filter

50 records selected

Actions

- Edit
- Delete
- Send Email

<input checked="" type="checkbox"/>	DESCRIPTION	STAGE	PIPELINE	CONTACT	AMOUNT	OWNER	DATE
<input checked="" type="checkbox"/>	Diploma	Interview		Barry Horse	\$5,000	Ben Cos	
<input checked="" type="checkbox"/>	Cert IV in Business	Interview		Ubella Bella	\$1,200	Mary Ky	
<input checked="" type="checkbox"/>	Cert IV Biz	Deposit P...		Nalina Learner	\$1,000	Nalina Goh	
<input checked="" type="checkbox"/>	Diploma of Early Childhood	Closed Lost		Jennifer Harro	\$1,000	Ben Cossar	
<input checked="" type="checkbox"/>	Boiler Making	Closed Lost		Mary Kyriacou			
<input checked="" type="checkbox"/>	Fitness Diploma	Closed Lost		Maria Evelyn A...	\$		
<input checked="" type="checkbox"/>	Business programme	Closed Won		Merry Bell	\$		
<input checked="" type="checkbox"/>	Interested in Diploma of Ma...	Closed Won		Heena Wilson		Mary Kyriacou	
<input checked="" type="checkbox"/>	Business	Closed Won		Heena Went	\$4,000	Mary Kyriacou	01/04/2019
<input checked="" type="checkbox"/>	Fitness Certificate IV	Closed Won		Anita We	\$10,000	Mary Kyriacou	01/04/2019
<input checked="" type="checkbox"/>	Diploma of Business	Closed Won		Nalina Goh	\$5,000	Mary Kyriacou	12/11/2020
<input checked="" type="checkbox"/>	Cert III Cultural Learning	Closed Won		Vinnie Boy	\$1,500	Nalina Goh	01/04/2019

**Bulk edit/delete
Bulk send emails**

Feature Enhancements: Elearning Enrolment

Additional Rule Type for Unit Enrolment

Australia: Commenced if Outcome is NOT empty, 85, NS, @@, 100, 105

New Zealand: Commenced if Outcome is NOT empty

The screenshot shows the 'Create New Rule' dialog in the Wisenet system. The 'Rule Type' is set to 'Unit Enrolment'. The 'Name' field is empty. The configuration section is titled 'Enable Elearning Enrolment Status between the following dates:'. It contains two date pickers, both set to 'Exactly ...', with the first for 'Unit Enrolment Start Date' and the second for 'Unit Enrolment End Date'. Between the date pickers is an 'And' label. Below the date pickers is a toggle switch that is currently turned on, labeled 'Only when Unit Enrolment has commenced (based on Outcome Codes)'. At the bottom of the configuration section, a note states: 'Elearning Enrolment Status will be disabled if dates are outside this range.' The dialog has 'Save' and 'Cancel' buttons at the bottom left and a red circular icon with a white speech bubble at the bottom right.

Rule Type: Unit Enrolment

Name:

Enable Elearning Enrolment Status between the following dates:

Exactly ... Unit Enrolment Start Date

And

Exactly ... Unit Enrolment End Date

And

☒ Only when Unit Enrolment has commenced (based on Outcome Codes)

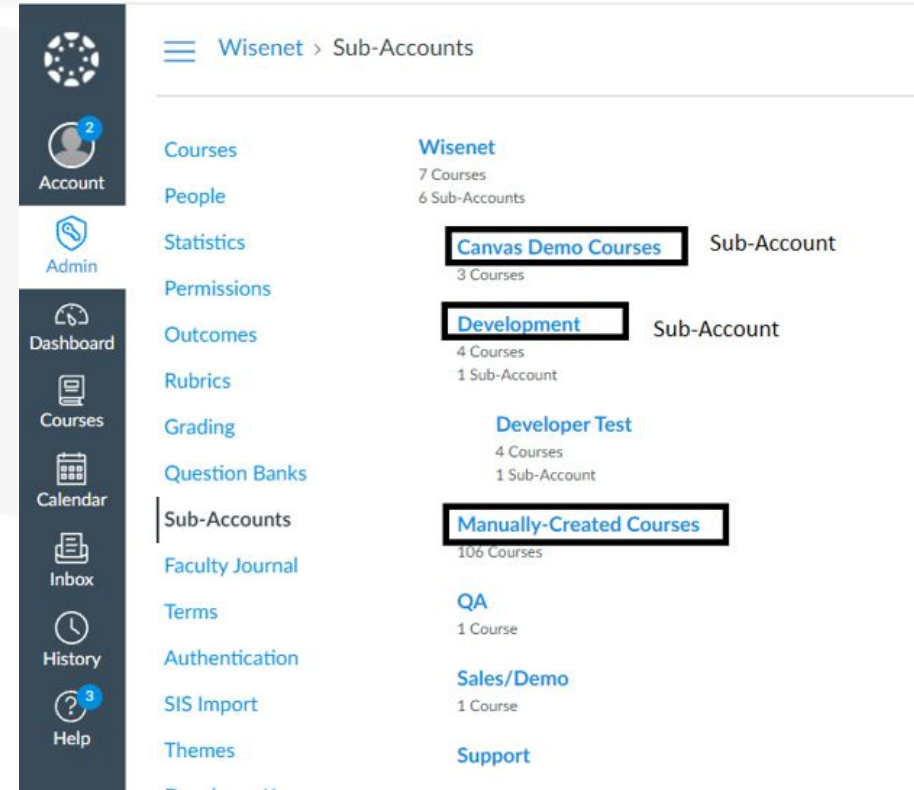
Elearning Enrolment Status will be disabled if dates are outside this range.

Save Cancel

Feature Enhancements: Canvas Integration

When a Learner is set to 'Active' in Wisenet, the Learner will be automatically Accepted AND Enrolled in Canvas.

Courses in Sub-accounts will now also sync to Wisenet from Canvas.



Feature Enhancements: Grade Point

The screenshot displays the Wisenet interface for configuring HE Grade rules. The left sidebar contains navigation links: Dashboard, General (Account Details, Logbook), App Settings (Learner App, LRM, Online Enrolment, Sales App, Trainer App), Configuration (Checklists, Contracts, Dropdown Lists, Email Templates, Form Management, Locations, Venues / Classrooms), and Integration (Connected Apps). The main content area is titled 'HE Grade' and includes a search bar for 'Auto Grade Rule Results'. Below this, a list of categories is shown: Business Courses, Canvas Grade, Diploma of Business, ELICOS, and HE Grade. The 'HE Grade' category is selected, displaying a configuration form. The form has a 'Rule Type' dropdown set to 'Range' and a 'Name' field containing 'HE Grade'. A descriptive text states: 'Define rules to automatically set the Unit Enrolment fields when a grade is submitted to Wisenet. Please note that the Unit Enrolment Final field will be automatically set to the same value as the Grade. [Learn More](#)'. The rule configuration section shows 'When Grade is' with input fields for '85' and '100'. To the right, there are three 'Set' rules: 'Set Result' to 'HD | High Distinction', 'Set End Date' to 'Date of Auto Grade Activ..', and 'Set Grade Point' to '5.1'. The 'Grade Point' rule is highlighted with a red border. At the bottom, a 'Grades' modal is open, showing 'Outcome (AV)' as '<< SELECT ONE >>', 'Is RPL?' as an unchecked checkbox, and 'Practical', 'Theory', and 'Result' fields. The 'Grade Point' field is highlighted with a red border.

Dashboard

General

- Account Details
- Logbook

App Settings

- Learner App
- LRM
- Online Enrolment
- Sales App
- Trainer App

Configuration

- Checklists
- Contracts
- Dropdown Lists
- Email Templates
- Form Management
- Locations
- Venues / Classrooms

Integration

- Connected Apps

Courses & Units

HE Grade

Auto Grade Rule Results

Search for Auto Grade Rule Results

Business Courses

Canvas Grade

Diploma of Business

ELICOS

HE Grade

Rule Type: Range

Name: HE Grade

Define rules to automatically set the Unit Enrolment fields when a grade is submitted to Wisenet. Please note that the Unit Enrolment Final field will be automatically set to the same value as the Grade. [Learn More](#)

When Grade is 85 to 100

Set Result To HD | High Distinction

Set End Date To Date of Auto Grade Activ..

Set Grade Point To 5.1

Grades

Outcome (AV): << SELECT ONE >>

Is RPL? ☐

Practical:

Theory:

Result: << SELECT >>

Grade Point:

Feature Enhancements: Credentials

- User role can no longer Issue Credentials. They can only Request Credentials and a higher access level can Issue.
- There are additional checks and warnings when Issuing Final credentials:
 - Xero Invoices with Due Amount greater than \$0
 - Unit Enrolment(s) with End Date in the future
 - Unit Enrolment(s) with Outcome that is incomplete AND End Date in the future
- No longer able to delete a requested credential. The only option is Cancel. This ensures greater transparency into requested credentials

Feature Enhancements: New Access Roles



Owner



Admin



PowerUser



User



StudentSupport



SalesAdmin



SalesManager



Sales

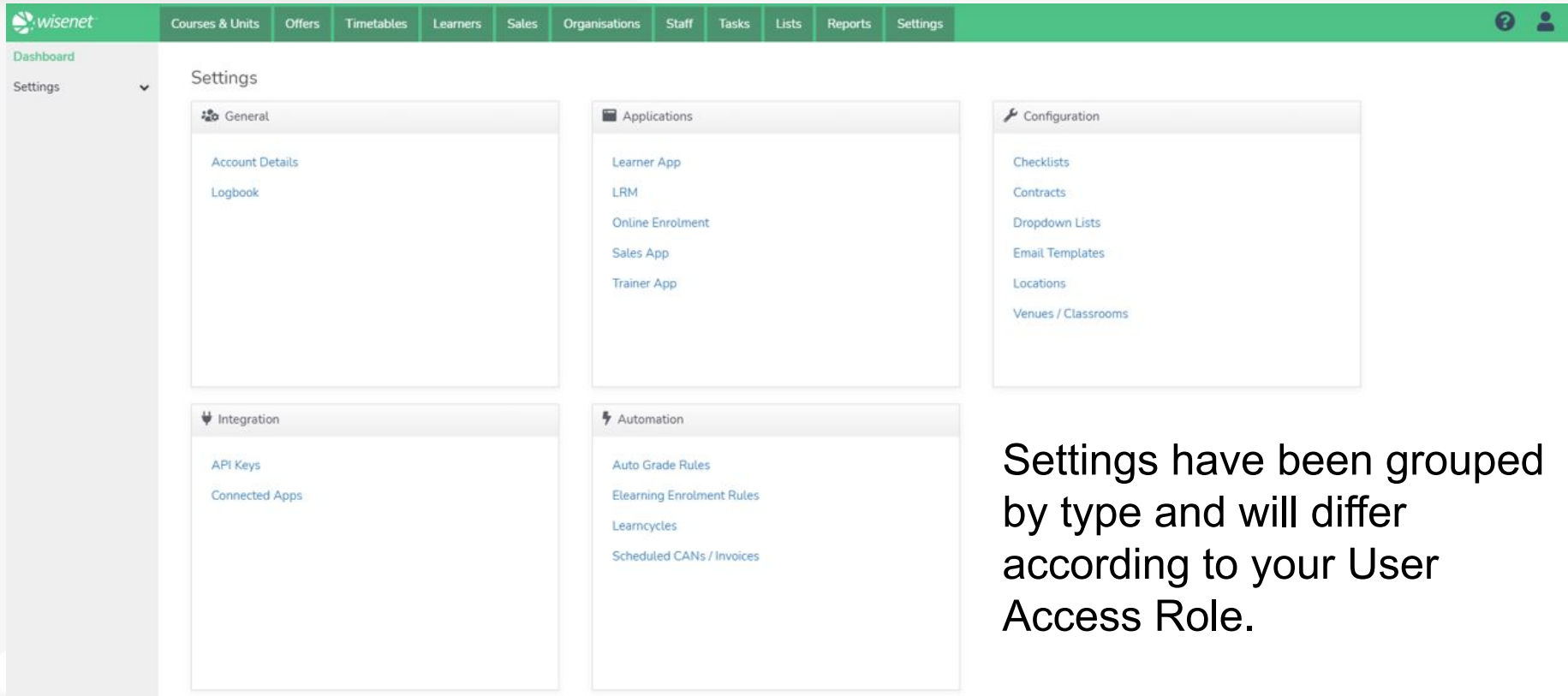


Guest



Trainer

Feature Enhancements: Settings




The screenshot displays the Wisenet application interface with the 'Settings' menu selected. The top navigation bar includes links for Courses & Units, Offers, Timetables, Learners, Sales, Organisations, Staff, Tasks, Lists, Reports, and Settings. A sidebar on the left shows 'Dashboard' and 'Settings' (selected). The main content area is titled 'Settings' and contains five categorized panels:

- General** (Icon: People):
 - Account Details
 - Logbook
- Applications** (Icon: Folder):
 - Learner App
 - LRM
 - Online Enrolment
 - Sales App
 - Trainer App
- Configuration** (Icon: Wrench):
 - Checklists
 - Contracts
 - Dropdown Lists
 - Email Templates
 - Locations
 - Venues / Classrooms
- Integration** (Icon: Plug):
 - API Keys
 - Connected Apps
- Automation** (Icon: Lightning Bolt):
 - Auto Grade Rules
 - Elearning Enrolment Rules
 - Learncycles
 - Scheduled CANs / Invoices

Settings have been grouped by type and will differ according to your User Access Role.

Feature Enhancements: Vaccination Status



[Courses & Units](#)[Offers](#)[Timetables](#)[Learners](#)[Sales](#)[Organisations](#)[Staff](#)[Tasks](#)[Lists](#)[Reports](#)[Settings](#)

Dashboard

Learners

Search

Selected Learner

Learner Profile

Learner Access

Leave

Learner Logbook

Positions

Payments

Xero Invoices

Learner Checklists

Reports

Timetables

John Agile (STD01000AU)

Action

Profile


Personal Details

Demographics

International

Next of Kin

Details



Is Active? YES

Mobile: --

Phone: --

Email: --

DOB: 18/10/1999

RefInternal: STD01000AU

RefExternal: --

USI: --

Learner App: Enabled

Health Care

Health Care Number: --

Health Care Expiry Date: --

Medicare Number: --

Medicare Expiry Date: --

Vaccination Status: Covidshield

Vaccination Status Notes: Fully Vaccinated

Special Care

VacStatus: Covidshield

Fully Vaccinated

Code1

CO - Elearning Test: C - test

546 of 546 Days (01/01/2020 - 30/06/2021)

0 of 0 units

End of the year reporting

Topics covered

1. Where are my SDR Files?
2. How is information gathered?
3. Check data internally
4. Troubleshoot SDR Errors

Wisenet terminology



In Wisenet,

Qualifications, Programs are

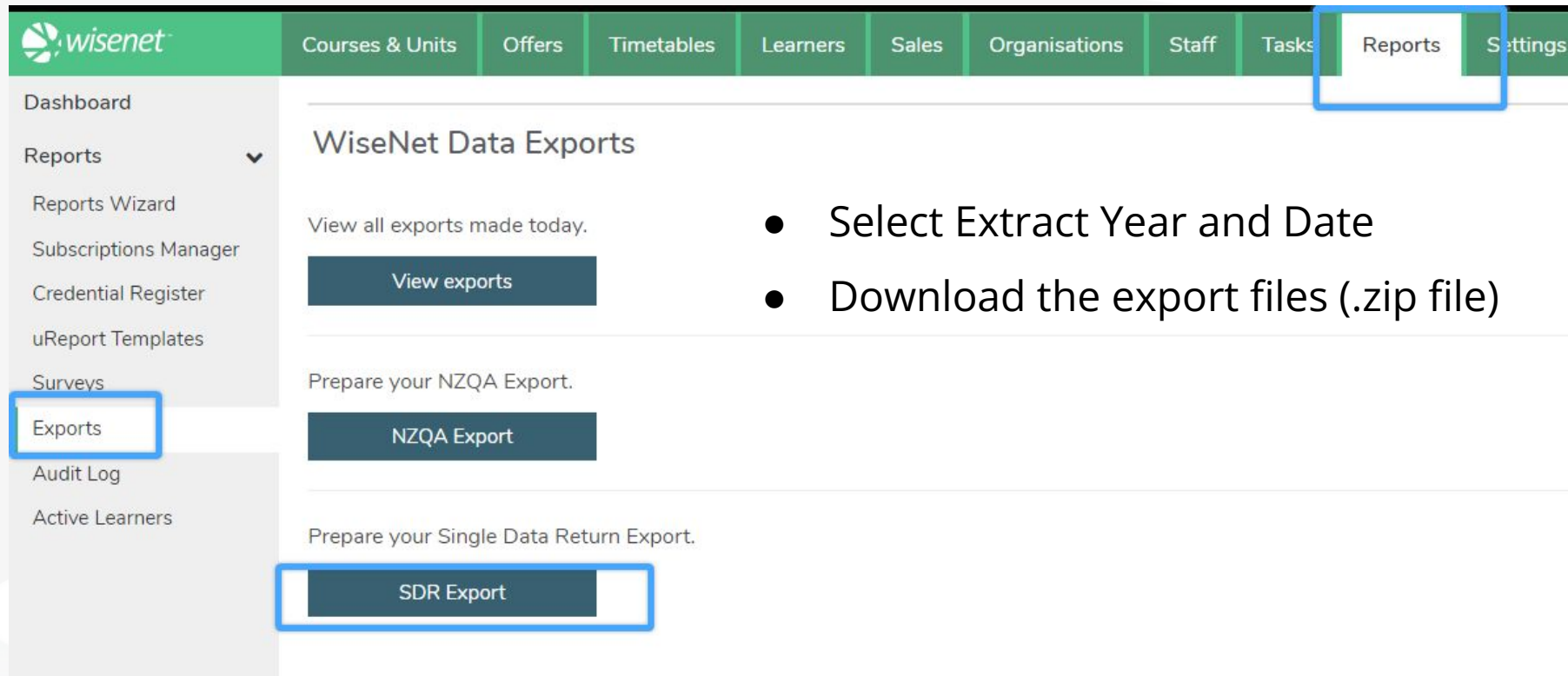
COURSES

Courses, Papers, Modules etc are

UNITS

Where are my SDR Files?

Reports > Exports > SDR Export



The screenshot displays the Wisenet application interface. At the top, a green navigation bar contains the 'wisenet' logo and several menu items: 'Courses & Units', 'Offers', 'Timetables', 'Learners', 'Sales', 'Organisations', 'Staff', 'Tasks', 'Reports', and 'Settings'. The 'Reports' menu item is highlighted with a blue rectangular box. On the left side, a sidebar menu lists various options: 'Dashboard', 'Reports' (with a dropdown arrow), 'Reports Wizard', 'Subscriptions Manager', 'Credential Register', 'uReport Templates', 'Surveys', 'Exports' (highlighted with a blue rectangular box), 'Audit Log', and 'Active Learners'. The main content area is titled 'WiseNet Data Exports' and contains three sections. The first section, 'View all exports made today.', includes a 'View exports' button. The second section, 'Prepare your NZQA Export.', includes an 'NZQA Export' button. The third section, 'Prepare your Single Data Return Export.', includes an 'SDR Export' button, which is also highlighted with a blue rectangular box.

Wisenet

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

Dashboard

Reports ▾

Reports Wizard

Subscriptions Manager

Credential Register

uReport Templates

Surveys

Exports

Audit Log

Active Learners

WiseNet Data Exports

View all exports made today.

View exports

Prepare your NZQA Export.

NZQA Export

Prepare your Single Data Return Export.

SDR Export

- Select Extract Year and Date
- Download the export files (.zip file)

SDR Files

Files will consist of:

STUD: Student

COUR: Course Enrolment

CREG: Course Register

QUAL: Qualification Completion


COMP: Course Completion

SDR File Guidelines: <https://learn.wisenet.co/sdr-file-guidelines/>

How is Information Gathered?



Course Level



Courses & Units

Offers

Timetables

Learners

Sales

Organisations

Staff

Tasks

Reports

Settings

Dashboard

Courses & Units

Search

Current Course

Detail

Online Enrolment

Units

Offers

Enrolments

Rates

Staff

Logbook

Course Checklists

Reports

Wizards

Unit Type Update

Course DBL7: Diploma in Business Level 7

Course Code*: DBL7

Alternative NZQA Course Code: --

Course Description*: Diploma in Business Level 7

Qualification Award Category: 01 | Higher Doctorate Level 10

Qualification Source (UIP): 11 | NZQF

Use NZQA NZDIPBUS ☒

Reporting Format?:

Nominal hours: 700

Duration Type: Months

Duration Full Time: 11 Months

Duration Part Time: 0 Months

Coordinator: Sun Milkyway

Internal qualification: --

Cooperation: --

Entry Requirements: --

Notes: --

Learning Outcomes: --

Core business: ☐


Courses & Units

Course Offers & Unit Offers

Learner

Course Enrolments & Unit Enrolments

Unit Level

wisenet™

Courses & UnitsOffersTimetablesLearnersSalesOrganisationsStaffTasksReportsSettings

Dashboard

Courses & Units ▾

Search

Current Unit ▾

Detail

Online Enrolment

Unit Offers

Elements

Staff

Enrolments

Unit Checklists

Logbook

Unit DB541: Accounting and Finance

Course*: DBL7 - Diploma in Business Level 7

Unit Code*: DB541

Alternative NZQA Unit Code: 1 --

Unit Description*: Accounting and Finance

Is Unit Standard: ☒

For UIP: ☒

SCED Field of Study: Business Management | 080301

Unit Classification: Business; Accountancy; Office Systems/Secretarial; Management | 4

EFTS Factor: 0.125

Funding Category: J | Business, Accountancy (#04), Law (#14)

Degree Research Status: 1 | Non-Degree

Credit: 20

Register Level: 7 | Level 7

Research Level: X | Not PBRF Eligible

Unit Exemption FCCM: 1 | Course has been granted exemption from FCCM

Embedded Literacy Numeracy: N | No embedded literacy and numeracy component in course

Pre-Service Teacher Stage: 6

Tuition Weeks: 20

Unit of competency Flag: Unit Of Competency

Supervised (Nominal) Hours: 90

Unsupervised Hours: 110

Points: 4

Prerequisites: --

Unit Type: Core

Date First Offered: 01/01/2016


Courses & Units

Course Offers &
Unit Offers

Learner

Course Enrolments
& Unit Enrolments

Course Offer Level



Courses & Units

Offers

Timetables

Learners

Sales

Organisations

Staff

Tasks

Reports

Settings

Dashboard

Offers

Search

Current Course Offer

Dashboard

Detail

Online Enrolment

Unit Offers

Enrolments

Marketing

Learncycles

Logbook

Checklists

Enrolment Checklist Templates

Rates

Reports

Course Offer 2019NZDB5: NZ DIPLOMA OF BUSINESS - General

Course*: NZDB5: New Zealand DIPLOMA OF BUSINESS Level 5

Offer Code*: 2019NZDB5

Offer Description*: NZ DIPLOMA OF BUSINESS - General

Status: Active - Offer currently being taught

Lists:

Offering Start: 03/09/2019

Enrolment Period Start: 03/09/2019

Expected Award Date: --

Max Registrations: 500

Min Registrations: 10

Current Vacancies: 491

No. of Unit Offers: 10

Coordinator: Kim Yelland

Course Offer Type: --

Language: English (1201)

Duration Type: Months

Duration Full Time: 5 Months

Duration Part Time: 0 Months

Detail

For SDR? ☒

Location: Queenstown Demo Training Office

Delivery Mode: 10 | Classroom-based

Internet Based Learning: 1 | No Access

Training Schedule: Other (OS) | 2016SAS | 000 | 2016 SAS

Concession? ☐

Main Subject 1: BUSS | Business Studies

Main Subject 2: --

Main Subject 3: --

Fund Source: 01 | Student Achievement Component funding (formerly known as EFTS based tuition subsidies) (incl. Domestic & Foreign Research-based Pos PhD students first enrolled after 19th April 2005)

Courses & Units

Course Offers & Unit Offers

Learner

Course Enrolments & Unit Enrolments

Course Offer Level (cont.)

For SDR? ☒
Location: Queenstown Demo Training Office
Delivery Mode: 10 | Classroom-based
Internet Based Learning: 1 | No Access
Training Schedule: Other (OS) | 2016SAS | 000 | 2016 SAS
Concession? ☐
Main Subject 1: BUSS | Business Studies
Main Subject 2: --
Main Subject 3: --
Fund Source: 01 | Student Achievement Component funding (formerly known as EFTS based tuition subsidies) (incl. Domestic & Foreign)
PhD students first enrolled after 19th April 2005)

Unit Training Detail

Trainer: Orion Andromeda
Assessor: Orion Andromeda
Assessment Method: --
Venue: --
Fee Assessment Category: 00 | NZL, New Zealand Permanent Resident (Residency = 'Y'), and AUS students, but only if New Zealand Permanent Residents and AUS students are resident in New Zealand
Mural Attendance: 1 | Intramural and residing in New Zealand — covers courses where students must be physically present in scheduled teaching sessions in New Zealand in order to meet the course requirements. These courses may, however, include periods of supervised research and clinical or field experience which may take place outside the campus.
Where to go: --
What to bring: --

Fees

Course Fees: 0
Course Fee (conc.): 0
Is GST Free? ☐
Deposit: 0
Fees Code / GL Code: --

Other

Approv 1: ☐

Courses & Units

Course Offers &
Unit Offers

Learner

Course Enrolments
& Unit Enrolments

Unit Offer Level

Unit Offer BSBCMN303A: CONTRIBUTE TO EFFECTIVE WORKPLACE RELATIONSHIPS

Unit*: BSBCMN303A: CONTRIBUTE TO EFFECTIVE WORKPLACE RELATIONSHIPS

Course Offer*: 2019NZDB5: NZ DIPLOMA OF BUSINESS - General

Unit Offer Code*: BSBCMN303A

Max. Learner Registrations: 500

Min. Learner Registrations: 10

Current Vacancies: 492

Start Time: --

End Time: --

Start Date: 02/07/2019

End Date: 26/02/2020

Is Current? ☐

Day: --

Department: --

Venue: --

Detail

For SDR? ☒

Location: 02 | Queenstown Demo Training Office

EFTS Factor: 0.01

Delivery Mode: 10 | Classroom-based

Internet Based Learning: 1 | No Access

Tuition Weeks: 0

Training Schedule: Other (OS) | 2016SAS | 000 | 2016 SAS

Nominal Hours Supervised: 40

Nominal Hours Unsupervised: 0

Foreign Fee: 0

Maxima Exempt Fee: 0

Fee Assessment Category: 00 | NZL, New Zealand Permanent Resident (Residency = 'Y'), and AUS students, but only if New Zealand Permanent Residents and AUS

Mural Attendance: 1 | Intramural and residing in New Zealand — covers courses where students must be physically present in scheduled teaching sessions

may, however, include periods of supervised research and clinical or field experience which may take place outside the campus.

Unit Training Detail

Trainer: Orion Andromeda

Assessor: Orion Andromeda

Assessment Method: --

Points: --

Stage: --

Unit Offer Fees

Unit Fees: \$1,000.00

Compulsory Unit Costs Fee: \$50.00


Courses & Units

Course Offers &
Unit Offers

Learner

Course Enrolments
& Unit Enrolments

Course Enrolment Level



Dashboard

Learners

Search

Current Learner

Learner Profile

Learner App

Leave

Learner Logbook

Positions

Payments

Xero Invoices

Learner Checklists

Reports

Timetables

Current Course Enrolment

Detail

Agents

Unit Enrolments

Enrolment Logbook

Reports

Enrolment Checklists

Credentials

LLN

Courses & Units

Offers

Timetables

Learners

Sales

Organisations

Staff

Tasks

Reports

Settings

Course Enrolment for Learner: Nalina Goh

Action

Detail

Course Offer*: 2018NZDB5 - NZ DIPLOMA OF BUSINESS

Enrolment Status*: Completed

Status Reason: --

Study Mode*: Full Time (FT)

Studylink Status: --

Studylink Status Reason: --

Target Group: --

Co-ordinator: Kim Yelland

Trainer: Orion Andromeda

Assessor: Orion Andromeda

Opportunity: --

Student Number (int): --

Public Trust Number: --

Learner Position: --

Tags: --

Timeline

Training Dates

Start Date*: 10/01/2018

Enrolment Duration: 5.0 Months

Tuition Duration: 5 Months

Unique Training Hours: 0

Course Commencement Date: 03/01/2018

Qualification Issued? ☒

Expected Award Date: --

Enrolment

Enquiry Date: --

Enrolment Date: --

Nominal End Date: 13/08/2019

Actual End Date: --

Expiry Date: --

Date Issued: 13/08/2019

Parchment Number: DNZ0000189

Orientation Date: --


ReEnrolment Date: --


Courses & Units

Course Offers & Unit Offers

Learner

Course Enrolments & Unit Enrolments

 adapt IT

 wisenet™

Course Enrolment Level (cont.)

book

cklists

Start Date*: 10/01/2018

Enrolment Duration: 5.0 Months

Tuition Duration: 5 Months

Unique Training Hours: 0

Course Commencement Date: 03/01/2018

Qualification Issued? ☒

Expected Award Date: --

Nominal End Date: 13/08/2019

Actual End Date: --

Expiry Date: --

Date Issued: 13/08/2019

Parchment Number: DNZ0000189

Orientation Date: --

ReEnrolment Date: --

STUD file Foreign Fee

Enquiry Date: --

Enrolment Date: --

Compliance

For UIP: ☐

Fund Source: 01 | Student Achievement Component funding (formerly known as EFTS based tuition subsidies) (incl. Domestic & Foreign Research-based Post-graduates and on-shore in
PhD students first enrolled after 19th April 2005)

Foreign Fee: \$5,000.00

Main Subject 1: BUSS | Business Studies

Main Subject 2: --

Main Subject 3: --

Return To Provider: ☐

Awarding Provider: --

NZQA Strand: --

NZQA Optional Strand: --

Request Type: --

Managed Apprenticeship: N | No

Courses & Units

Course Offers &
Unit Offers

Learner

Course Enrolments
& Unit Enrolments

Unit Enrolment Level

Dashboard

Learners

Search

Current Learner

Learner Profile

Learner App

Leave

Learner Logbook

Positions

Payments

Xero Invoices

Learner Checklists

Reports

Timetables

Current Course Enrolment

Detail

Agents

Unit Enrolments

Enrolment Logbook

Reports

Enrolment Checklists

Credentials

LLN

Unit Enrolment Detail for Nalina Goh

Unit Enrolment for Offer 2018NZDB5 : NZ DIPLOMA OF BUSINESS

Unit Type: Elective

Points: 0

Credit: 0

Stage: 0

Course Offer: 2018NZDB5: NZ DIPLOMA OF BUSINESS

Unit: BSBCMN303A: CONTRIBUTE TO EFFECTIVE WORKPLACE RELATIONSHIPS

Unit Offer: BSBCMN303A: CONTRIBUTE TO EFFECTIVE WORKPLACE RELATIONSHIPS

Unit Enrolment Detail

For SDR? ☒

Outcome: 2 | Completed course successfully

NZQA Result: A | Achieved with Credit

Start Date: 3/1/2018

Expiry Date:

Extension Date:

Supervised (Scheduled) Hours: 40

Actual Hours: 0

Trainer: Orion Andromeda

Assessor: Orion Andromeda

Practical:

Final:

Location: Auckland Demo Office

Tuition Weeks: 0

Training Schedule: Other (OS) | 2016SAS | 000 | 2016 SAS

Contract: 2016 SAS

Delivery Mode: 10 | Classroom-based

Fee Assessment Category: 00 | NZL, New Zealand Permanent Resident (Residency = "Y"), and AUS students, but only if New Zealand Permanent Residents and AUS students are resident in New Zealand

Fund Source: 01 | Student Achievement Component funding (formerly known as EFTS based tuition subsidies) (incl. Domestic & Foreign Research-based Post-graduates and on-shore international PhD students first enrolled after 19th April 2005)

Mural Attendance: 1 | Intramural and residing in New Zealand — covers courses where students must be physically present in scheduled teaching sessions in New Zealand in order to meet the course requirements. These courses may, however, include periods of supervised research and clinical or field experience which may take place outside the campus.

Unit Fees: \$1000.00

Foreign Fee: \$1000.00

Assessment Method:

Notes:

End Date: 23/9/2019

Actual End Date (Withdrawal Date):

Unsupervised Hours: 0

EFTS Factor: 0.01

Theory:

Result:

Maxima Exempt Fee: \$0.00

CREG file Foreign Fees

Foreign Fees in SDR Export: <https://learn.wisenet.co/foreign-fees-in-sdr-export/>

Learner Level

Dashboard

Learners

Search

Current Learner

Learner Profile

Learner App

Leave

Learner Logbook

Positions

Payments

Xero Invoices

Learner Checklists

Reports

Timetables

Courses & Units

Offers

Timetables

Learners

Sales

Organisations

Staff

Tasks

Reports

Settings

Nalina Goh (DNZ000003F)

Profile


Personal Details

Demographics

International

Next of Kin

Details



Photo

Is Active?

YES III

Mobile:

+61 4098789

Phone:

9876 5678

Email:

--

DOB:

15/05/2000

RefInternal:

DNZ000003F

RefExternal:

--

NSN:

--

Learner App:

Enabled

Current Positions

Action

Student

Edit

Accounting Plus

--

+64218756231

Allan Hunter

allan121%@@gmail.com

Student

Edit

School of Hard knocks

082587674

--

Peter Knocks

Peter@hotmail.com.au

Sales

Go To Sales

Payments

\$0.00

Total Invoiced

\$0.00

Due

\$0.00

Overdue

Enrolments

Action

Current

2020NCS: National Certificate in Early Childhood Education and Care (Level 3) 2020

0%

0 of 294 Days

(09/01/2020 - 29/10/2020)

0%

0 of 6 units

Tags:

Term 1

Completed Regional

2019NZDB5: NZ DIPLOMA OF BUSINESS

64%

97 of 152 Days

(03/09/2019 - 02/02/2020)

Current

PC2230: Bachelor of P

31%

336 of 1095 Days

(07/01/2019 - 06/01/2022)

Completed

2018NZDB5: NZ DIPLOMA OF BUSINESS

Learner

Courses & Units

Course Offers & Unit Offers

Course Enrolments & Unit Enrolments

Check Data Internally

Report #2001: NZ Demographics Report

Contains learner demographic data - see *(E) Learner Level* slide

STUD file primarily contains this data

Report #522: NZ Qualification Issued Report

Shows records with a '**Completed**' status + **Qual Issued** flag ticked

See *(F) Course Enrolment Level* slide

QUAL file primarily contains this data

Checking Data Internally (cont.)

Report #2003: Offer Unit Matrix Outcome

Contains course and unit enrolment information

Recommend download as excel

COUR, COMP and CREG files

Data Integrity Reports

#2020: CREG

#2021: COUR

#2022: COMP

#2023: QUAL

#2024: STUD

EFTS Reports

Part of **COUR** file is EFTS breakdown per learner

This is calculated using the entire Unit's EFTS divided by learner's unit enrolment start and end dates:

<https://learn.wisenet.co/efts-equivalent-full-time-student/>

Internal reports of EFTS consumed

#2043 and #2054 most popular

More <https://learn.wisenet.co/wisenet-report-efts/>

Use general filter ***year = 2021***

Troubleshoot SDR Errors

Most common SDR errors:

388: COMPLETE is 1 and course end date has passed

Unit enrolment has an Outcome Code of 1 | *still to complete course - course end date not yet reached*

If the end date has passed, learners need to be resulted

If you are currently doing trial SDR uploads, this error will disappear in when the year lapses

<https://learn.wisenet.co/sdr-export-errors/>

Common SDR Errors

390: COMPLETE has been reported as 0 for two consecutive returns;

391: COMPLETE is 0 for more than three consecutive SDR periods

All unit enrolments must have a final result after the 3rd consecutive SDR submission

Update the unit enrolment Outcome Code

Full list of SDR Errors can be found in Appendices 10 of STEO's Appendices 2019 version 1.4

<http://services.education.govt.nz/steo/sdr/sdr-manuals/>

STEO Validation Error Report

Point 12.5 (Validation Error Report) of STEO User Guide:

<http://services.education.govt.nz/steo/sdr/sdr-other-user-guides-and-forms/>

SDR Validation Errors			
<div><input checked="" type="checkbox"/> Creg <input checked="" type="checkbox"/> Stud <input checked="" type="checkbox"/> Cour <input checked="" type="checkbox"/> Grad <input checked="" type="checkbox"/> Comp <input type="button" value="Show"/></div> <div><input type="button" value="View All Errors"/> <input type="button" value="View All Warnings"/> <input type="button" value="Close"/></div>			
Code	Type	Count	Description
14	W	2	<u>Qualification Code in Course Enrolment is not approved for funding and source of funding is 01, 22, 25, 26, 27, 28, 29, 30, 32, 33 or 34</u>
27	W	2	<u>CATEGORY is Z and FUNDING is 01, 22, 24, 27, 28, 29 or 34</u>
355	W	2	<u>FEE = 0</u>
376	W	2	<u>CCOSTS = 0</u>
537	W	2	<u>No matching enrolment record exists</u>
572	W	1	<u>FIRST_YR is blank or 9999</u>
581	W	2	<u>CITIZEN must be NZL or AUS, or RESIDENCY or AUS. RESIDENCY must be Y if ASSIST=00</u>
635	W	2	<u>FUNDING is 01, 30 or 34 and QUAL NZQF LEVEL is 1 or 2</u>
665	W	1	<u>TOTAL_FEE must be a number if the student is not an international fee paying student</u>
<input type="button" value="Close"/>			

STEO Validation Error Report

Validation Error Details

☐ Report on distinct values only **Show**

Export **Close**

Criteria: All Warnings

File(s): Course
Enrolment
Student
Course completion
Qual completion

(16 Results Found)

Student ID	Course	Record	Field	Value	Benchmark Value	File
	AGRI2007	1	FEE	0		Course
	AGRI2007	1	CCOSTS_FEE	0		Course
1	AGRI2007	1	QUAL	BPS105		Enrolment
1	AGRI2007	1	CATEGORY	Z		Enrolment
1	AGRI2008	2	QUAL	BPS105		Enrolment
	AGRI2008	2	CCOSTS_FEE	0		Course
	AGRI2008	2	FEE	0		Course

Close **Export**

New Zealand Government

Attach the exported STEO Validation Error Report as an excel spreadsheet into a [Wisenet support ticket](#)

Questions?

Office Close Dates

**Close 23 December 2021 5pm,
Back on 10 January 2022**



We're Here to Help



Ben Hamilton
CEO and Founder



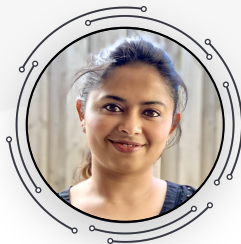
Alister
Business Innovation Manager



Mary
Customer Success Manager



Ben Cossar
Sales Specialist



Ash
Product Specialist



Michelle
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