25 October 2016

Session 7 - Product update – changes in the last year
Tutis User Advisory Forum Webinar 2017

Heather Munro
VP – Customer Success & Product

Simplifying compliance
in a complex world

Product update - changes over the last year

Over 275 new features or feature enhancements have been released since the last user advisory forum

- Home page lists
- New Reports
- Major features or feature enhancements
- Minor feature enhancements

TUTIS COMPLIANCE SOLUTIONS

Home page lists

- **Enrolment unit & module progress** -participant, employer, unit/module code and title, unit/module started date, email address, phone number, knowledge attempts, skills attempts
- **All assessments awaiting marking** - participant, unit/module code, unit/module title, assessment version/ waiting on (which assessor/s)

Home page lists

- **All assessments –** participant, unit/module code, unit module title, activated dated, submitted date, number of attempts, assessor, assessed date, grade

- **My exported assessments** – unit/module code, unit/module title, participant, activated date, submission date, export type, date exported for assigned trainer/assessor

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Home page lists

- **My workplace visits** – person code, surname, first name, mobile number, delivery location, employer, employer contact, employer contact mobile number, employer contact email address, employer contact address, qualification/course, planned completion date, last visit date, time since last visit
- **Overdue credentials** – credential, participant name, offering, end date, state, delivery location
- **Overdue payments** – invoice number, payment number, amount, note, offering, contact details, actual start date, actual end date, payment due date

Major new features or feature enhancements

- Participant interface (demo in next presentation)
- Wordpress plugin for student self enrolment through your website*
- One way SMS integration for trigger messages*
- Refund and payment processing
- Index page for WorkMobile*
- Import of Australia Post postcode list

**fees apply please contact support at support@tutis.com.au for information re these features*

TUTIS COMPLIANCE SOLUTIONS

Wordpress plugin

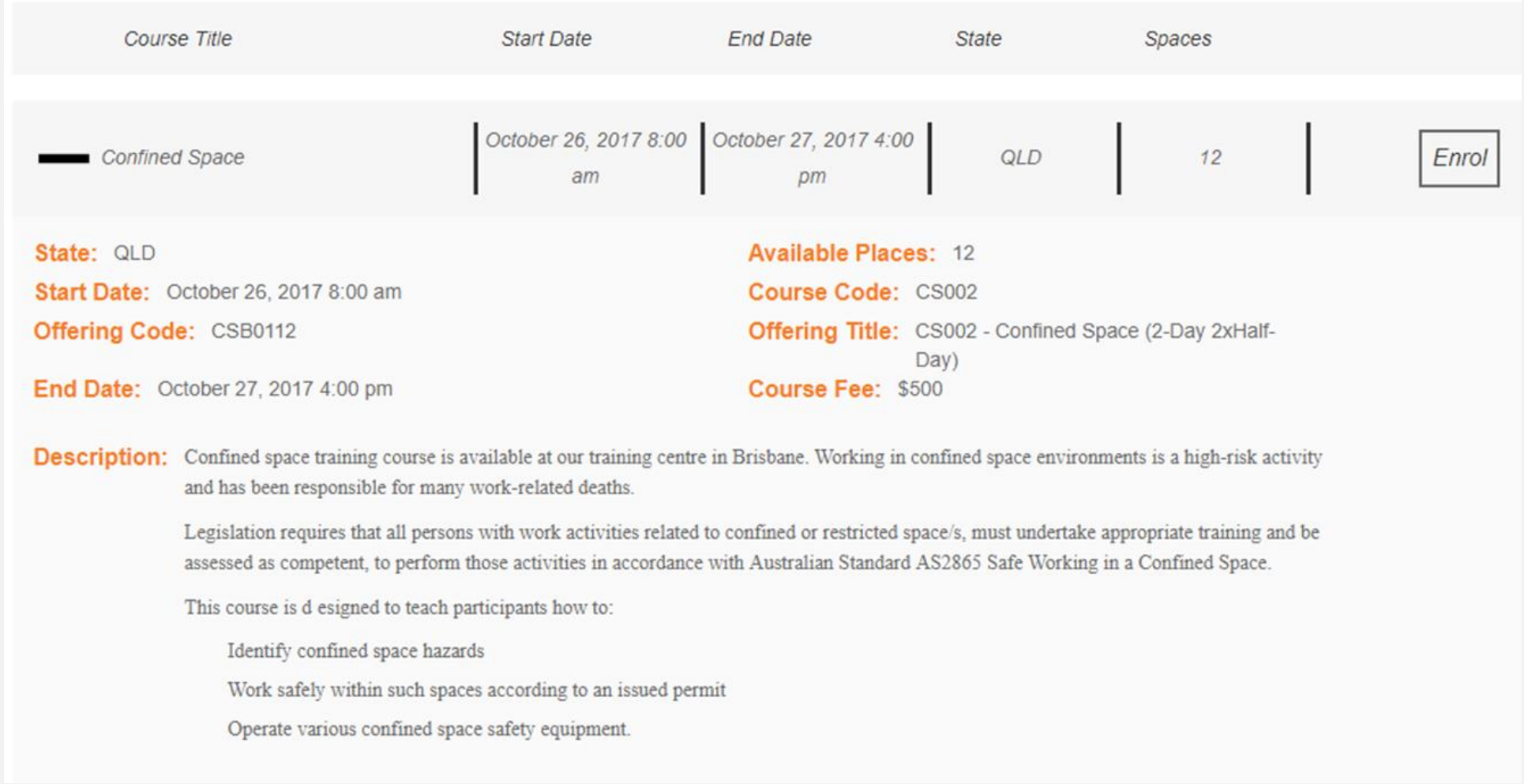
Course List

Course Title	Start Date	End Date	State	Spaces	
+ Confined Space	October 26, 2017 8:00 am	October 27, 2017 4:00 pm	QLD	12	Enrol
+ Working at Heights	October 30, 2017 7:00 am	October 30, 2017 5:00 pm	QLD	12	Enrol

TUTIS COMPLIANCE SOLUTIONS

Wordpress plugin

Course description



Course Title	Start Date	End Date	State	Spaces	
Confined Space	October 26, 2017 8:00 am	October 27, 2017 4:00 pm	QLD	12	Enrol

State: QLD
Start Date: October 26, 2017 8:00 am
Offering Code: CSB0112
End Date: October 27, 2017 4:00 pm

Available Places: 12
Course Code: CS002
Offering Title: CS002 - Confined Space (2-Day 2xHalf-Day)
Course Fee: $500

Description: Confined space training course is available at our training centre in Brisbane. Working in confined space environments is a high-risk activity and has been responsible for many work-related deaths.

Legislation requires that all persons with work activities related to confined or restricted space/s, must undertake appropriate training and be assessed as competent, to perform those activities in accordance with Australian Standard AS2865 Safe Working in a Confined Space.

This course is d esigned to teach participants how to:

- Identify confined space hazards
- Work safely within such spaces according to an issued permit
- Operate various confined space safety equipment.

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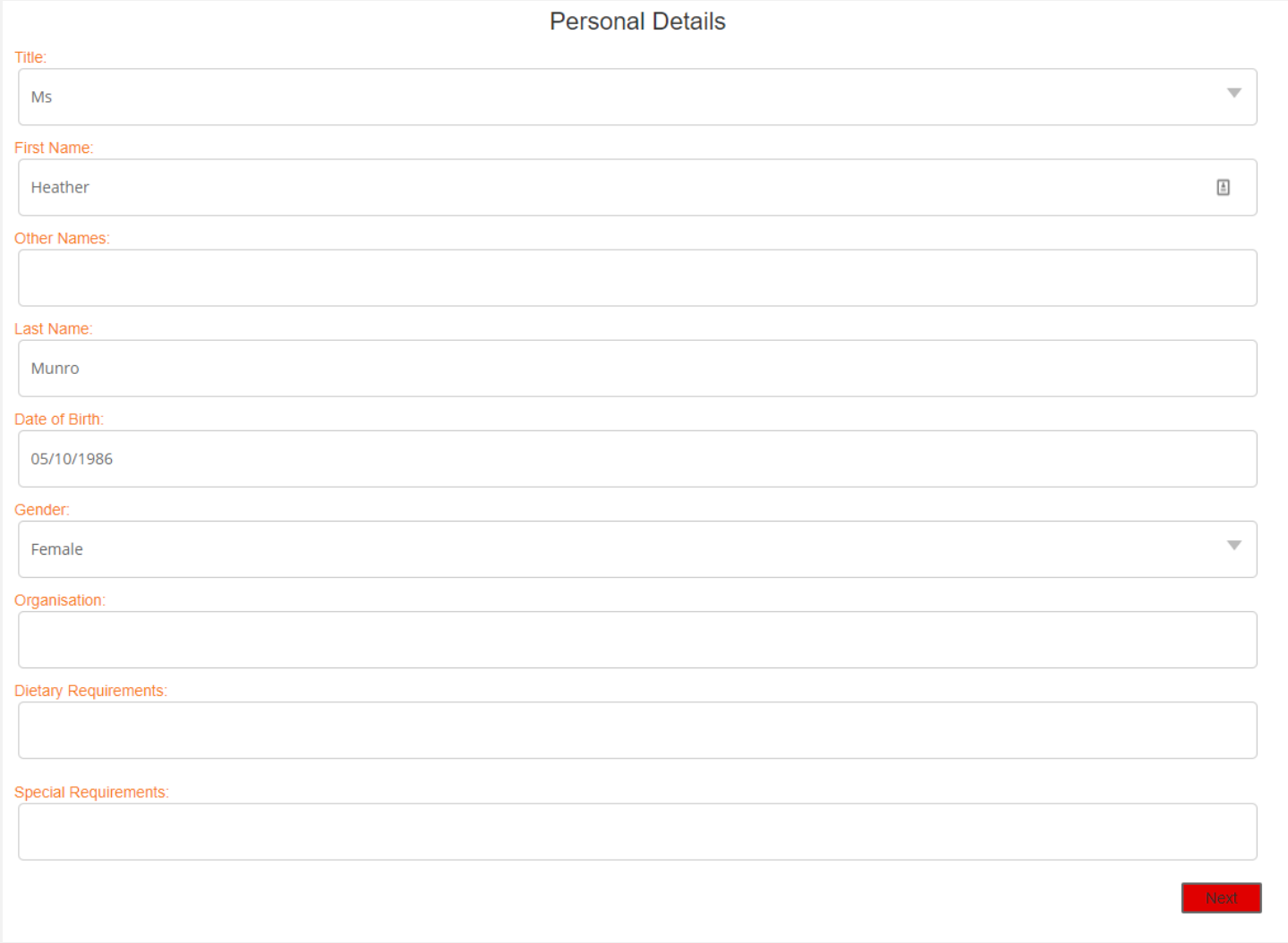
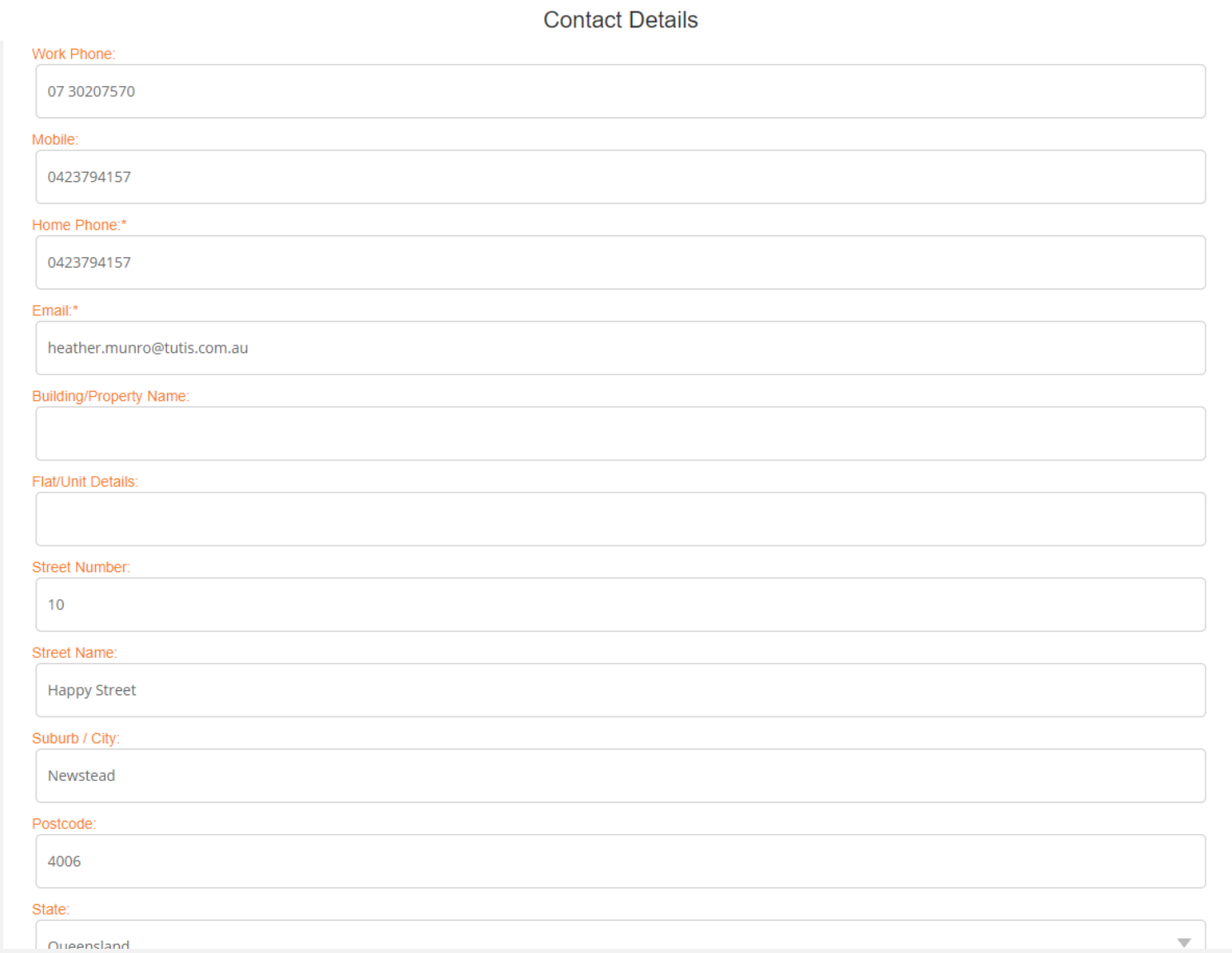
Wordpress plugin

Enrolment personal details



Wordpress plugin

Contact details



Wordpress plugin*

AVETMISS data and other information

- AVETMISS questions e.g. employment status, reason for study etc.
- Ability to request that the student uploads file/s e.g. driver's licence for proof of ID
- Ability to gather additional support requirements - this is a free text box they can complete
- Unique student identifier – allows the student to provide a USI or authorise RTO to obtain one
- Government funding
- Terms and conditions

All fields have the option to be on or off (visible or not)

All fields have the option to be mandatory or non-mandatory

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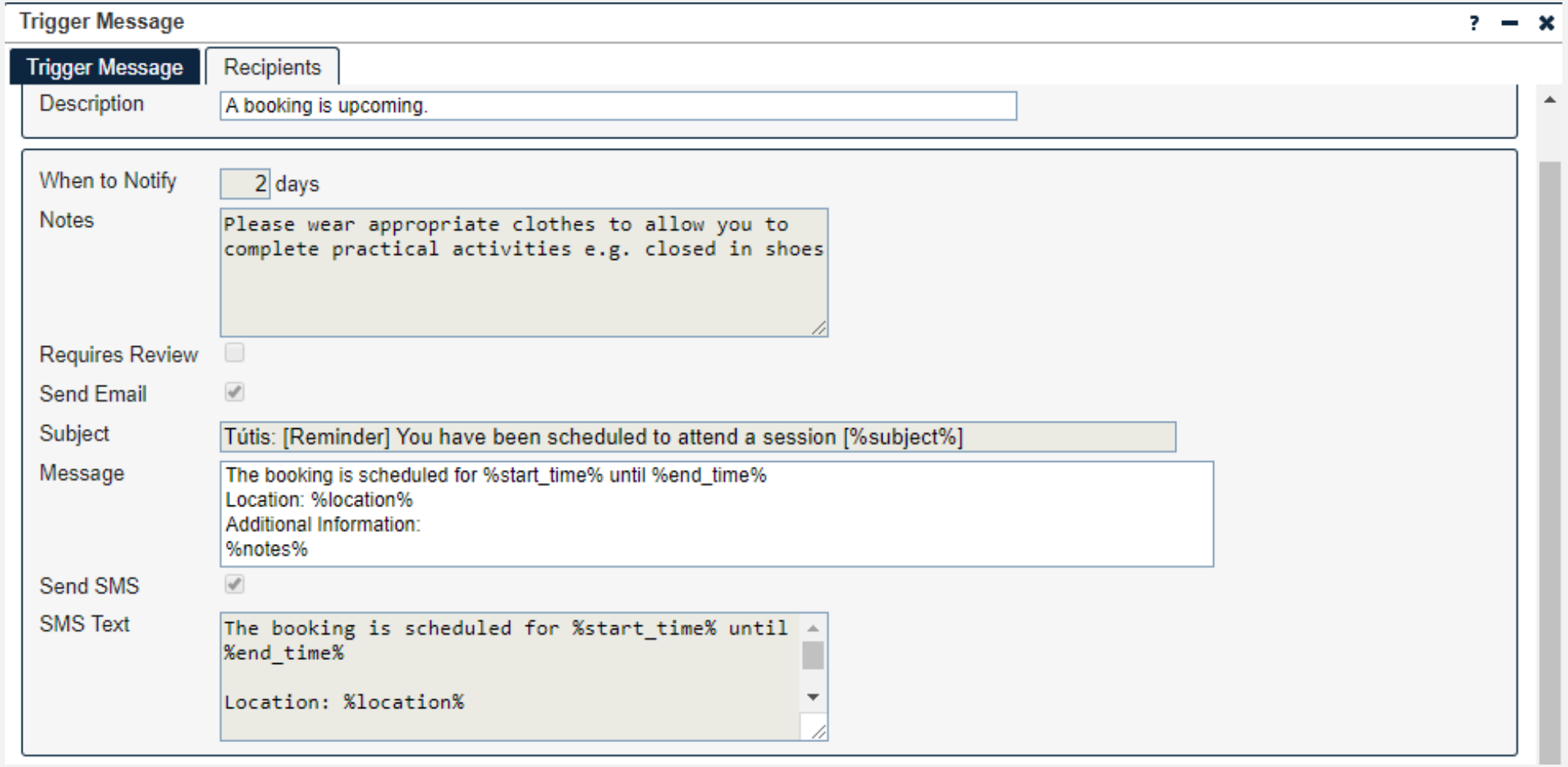
One way SMS messaging*

Send trigger messages to mobile phone or email

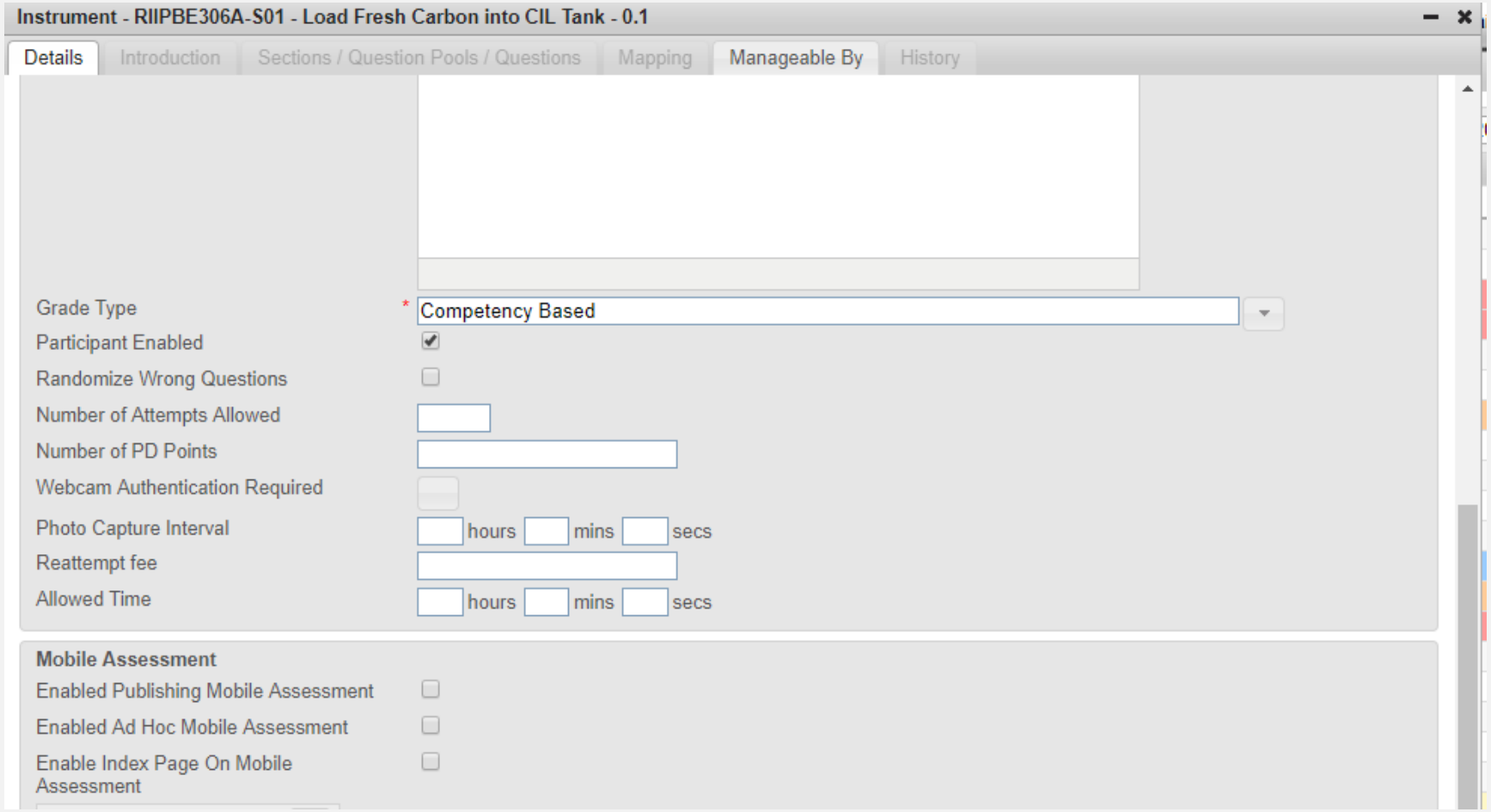


One way SMS messaging*

Student message

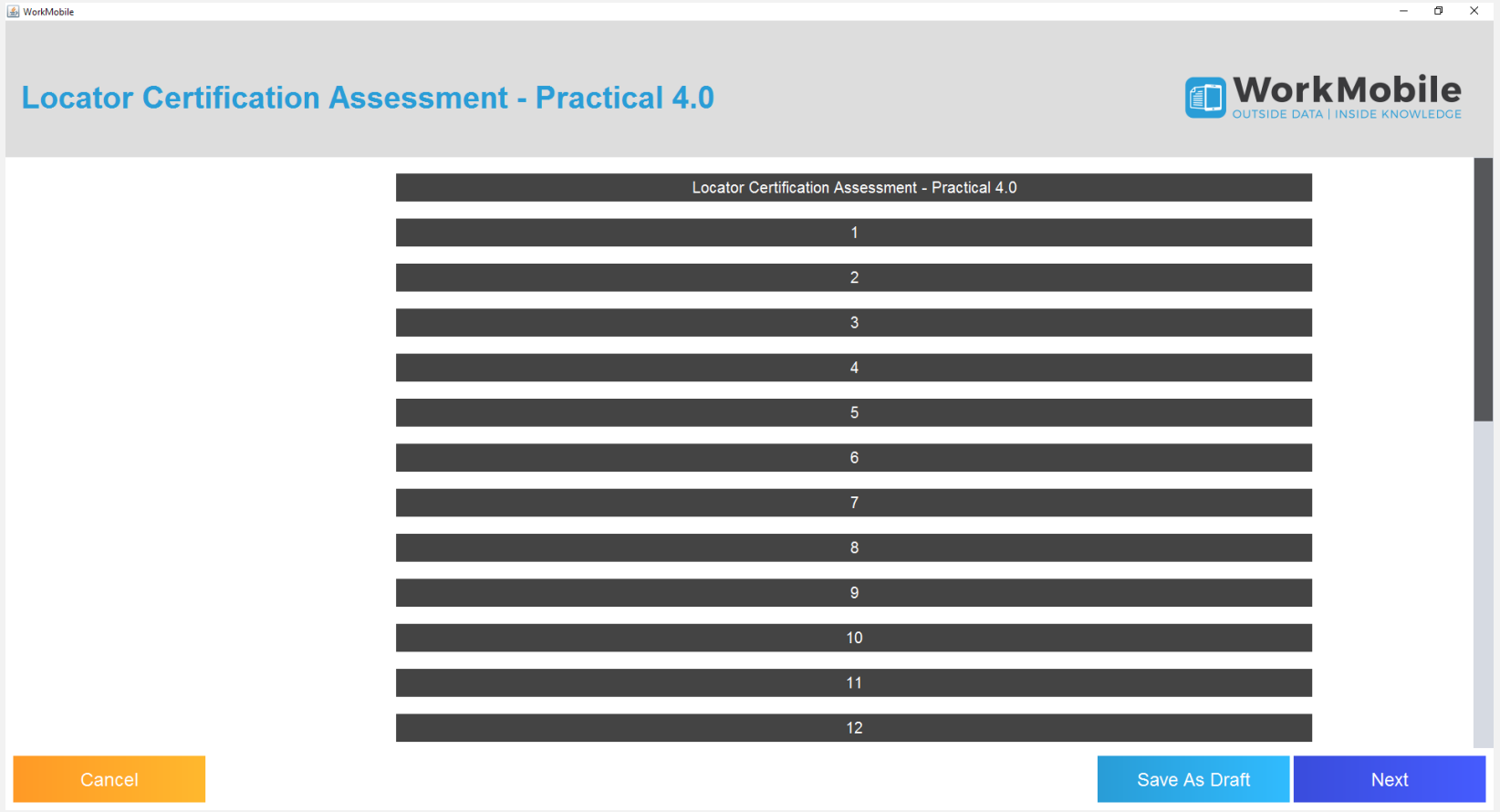
Workmobile*

Index page – set up on assessment



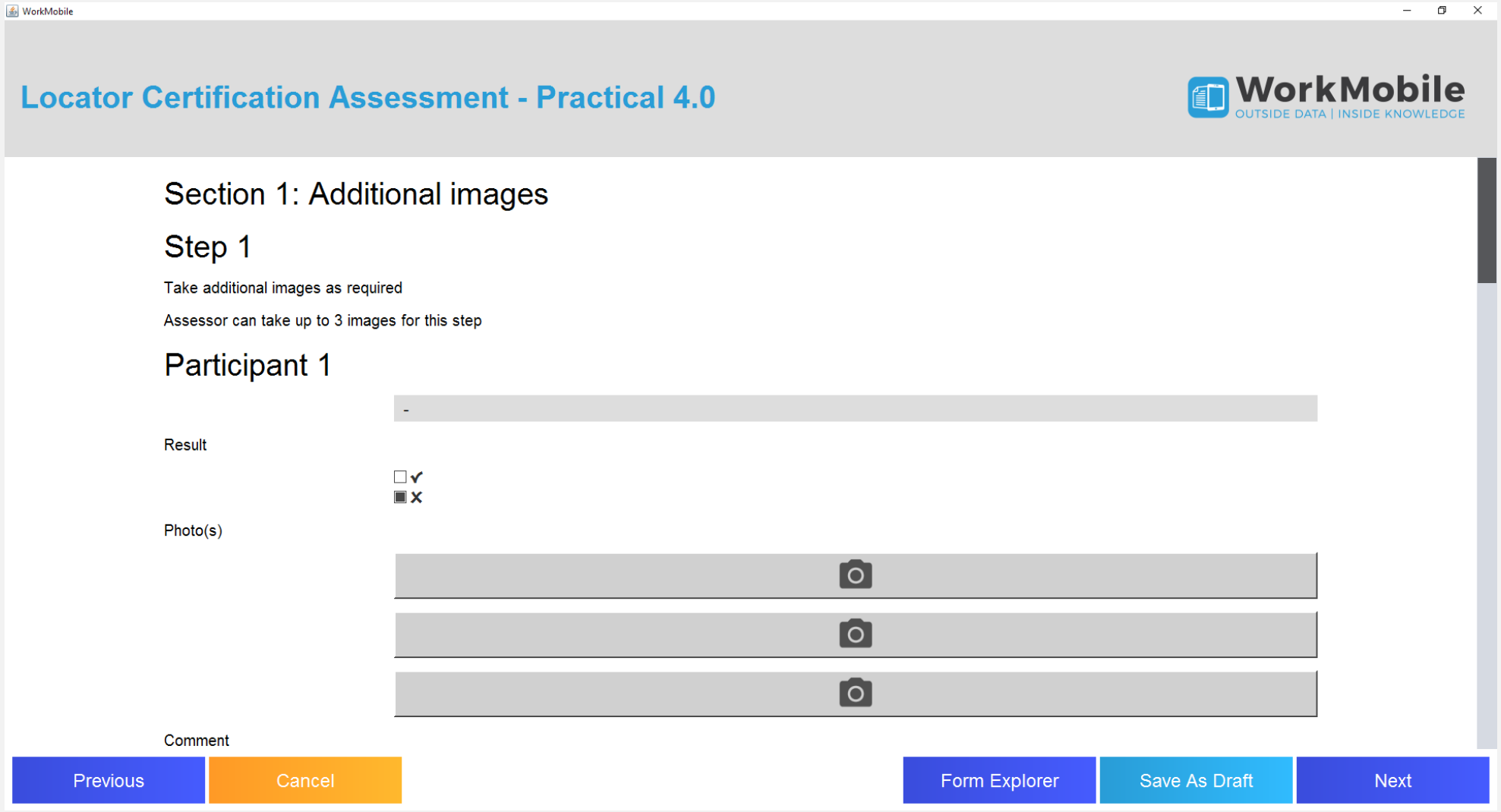
WorkMobile

Index = assess in a non-linear way



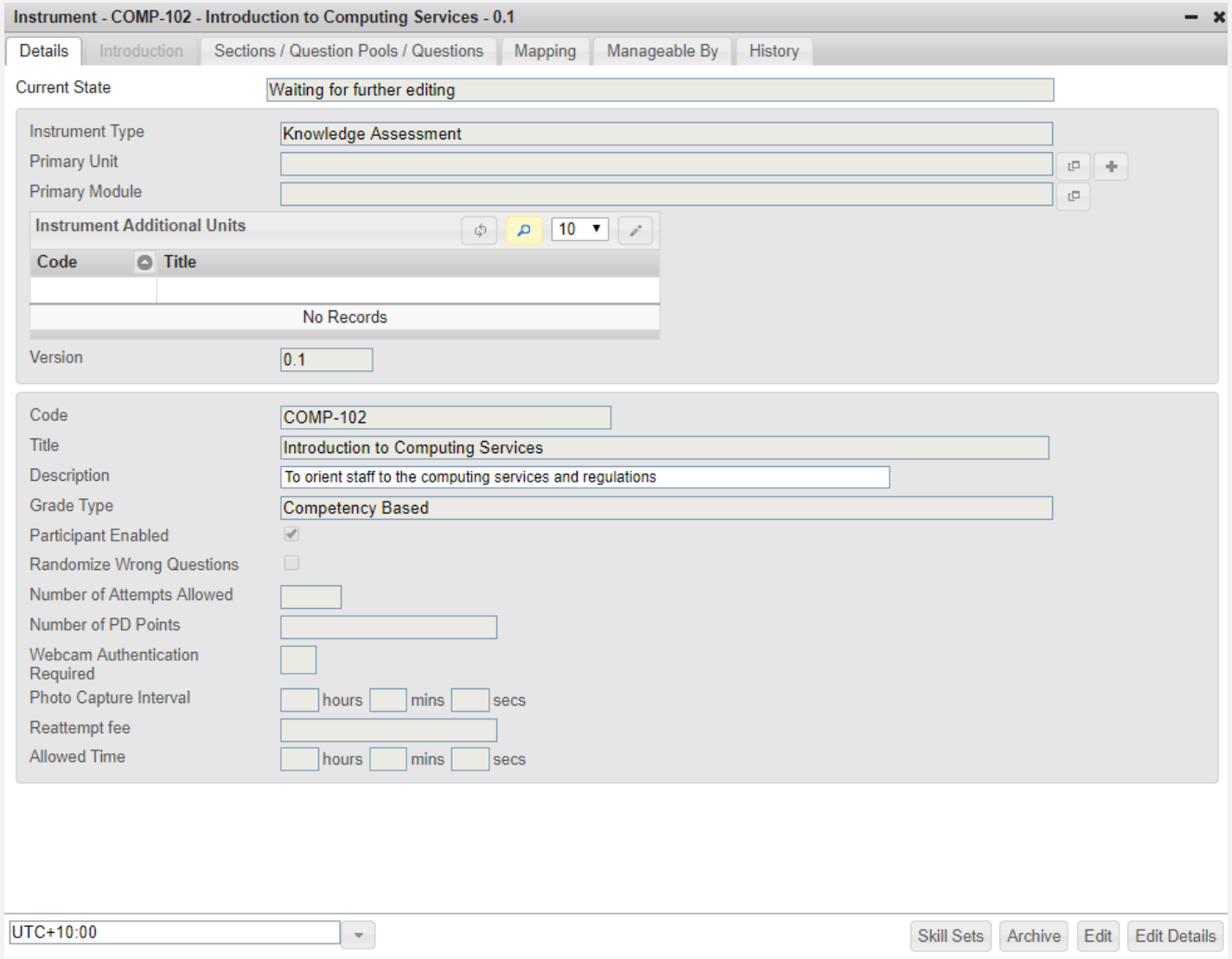
Workmobile

Section/Step



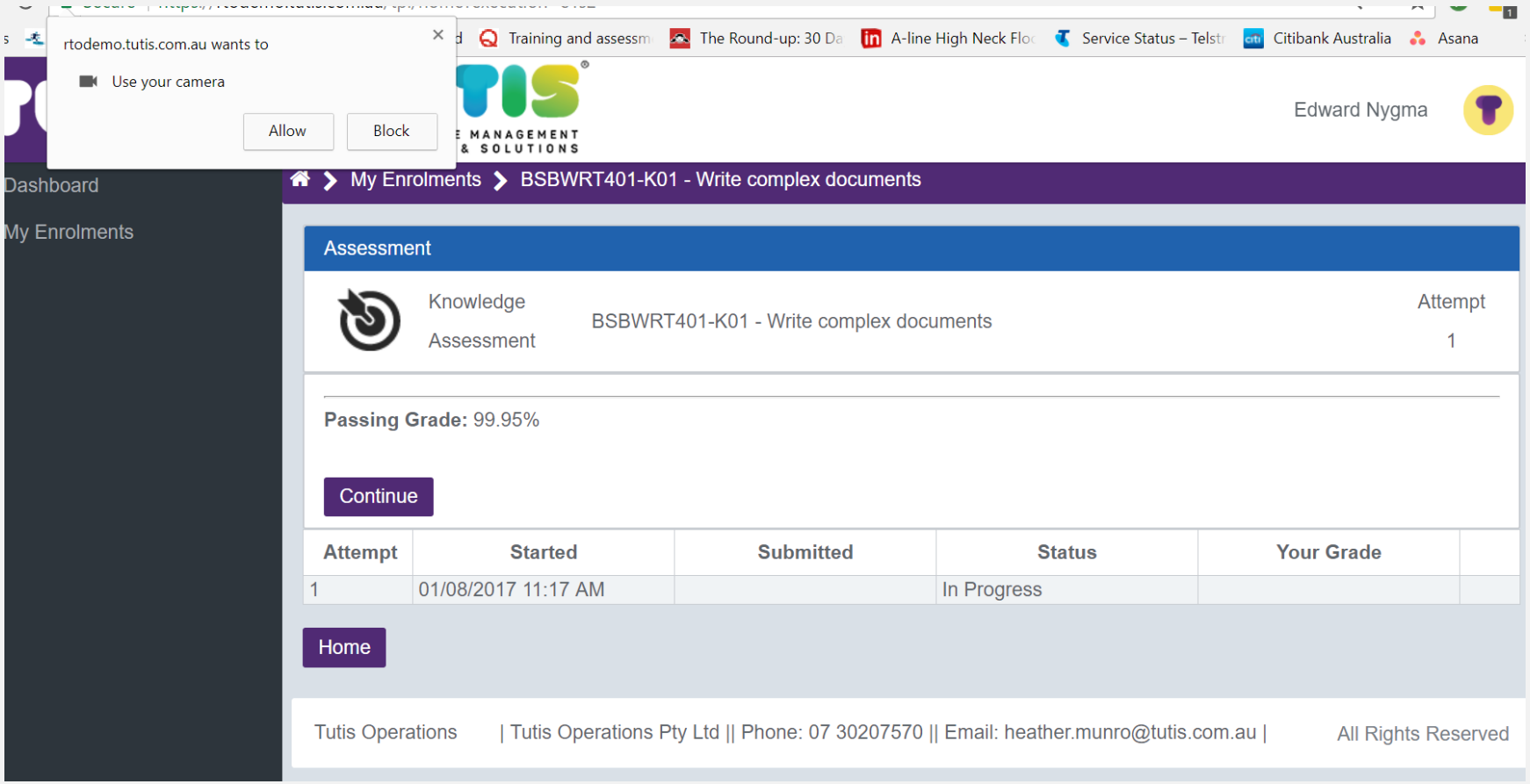
Webcam integration for knowledge assessments

Set up on assessment



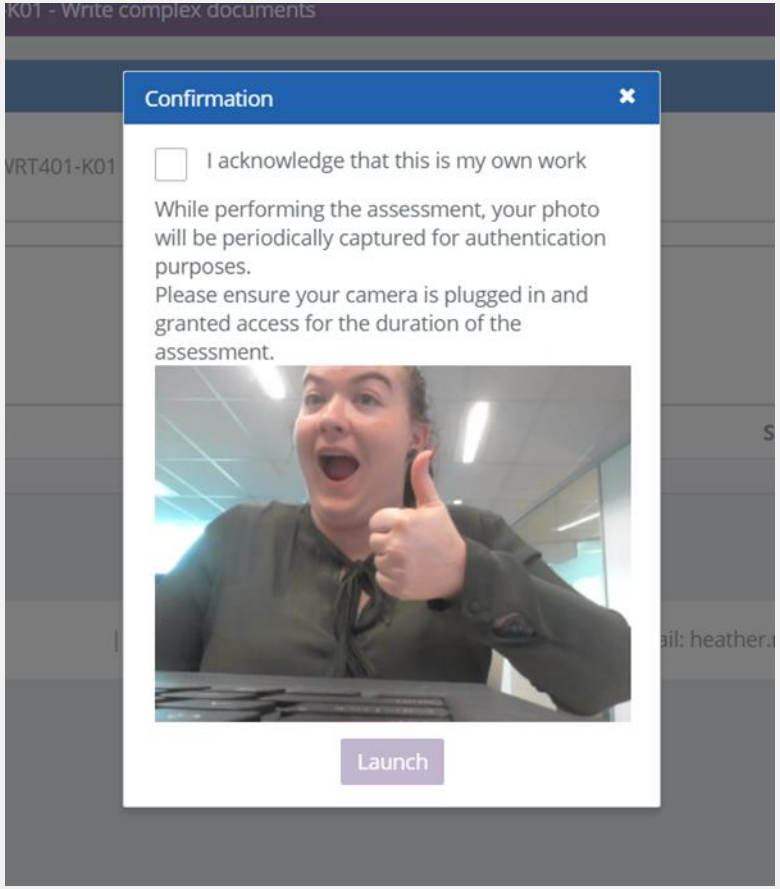
Webcam integration for knowledge assessments

Participant - Allow use of camera



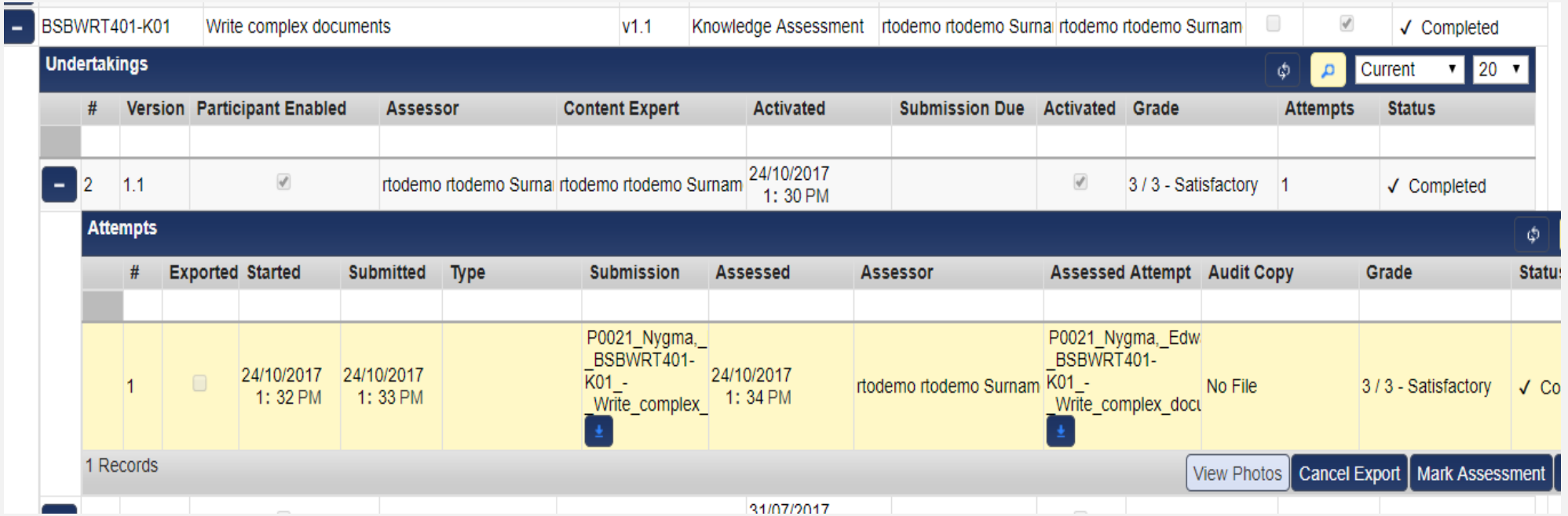
Webcam integration for knowledge assessments

Participant – Acknowledge won work and test camera



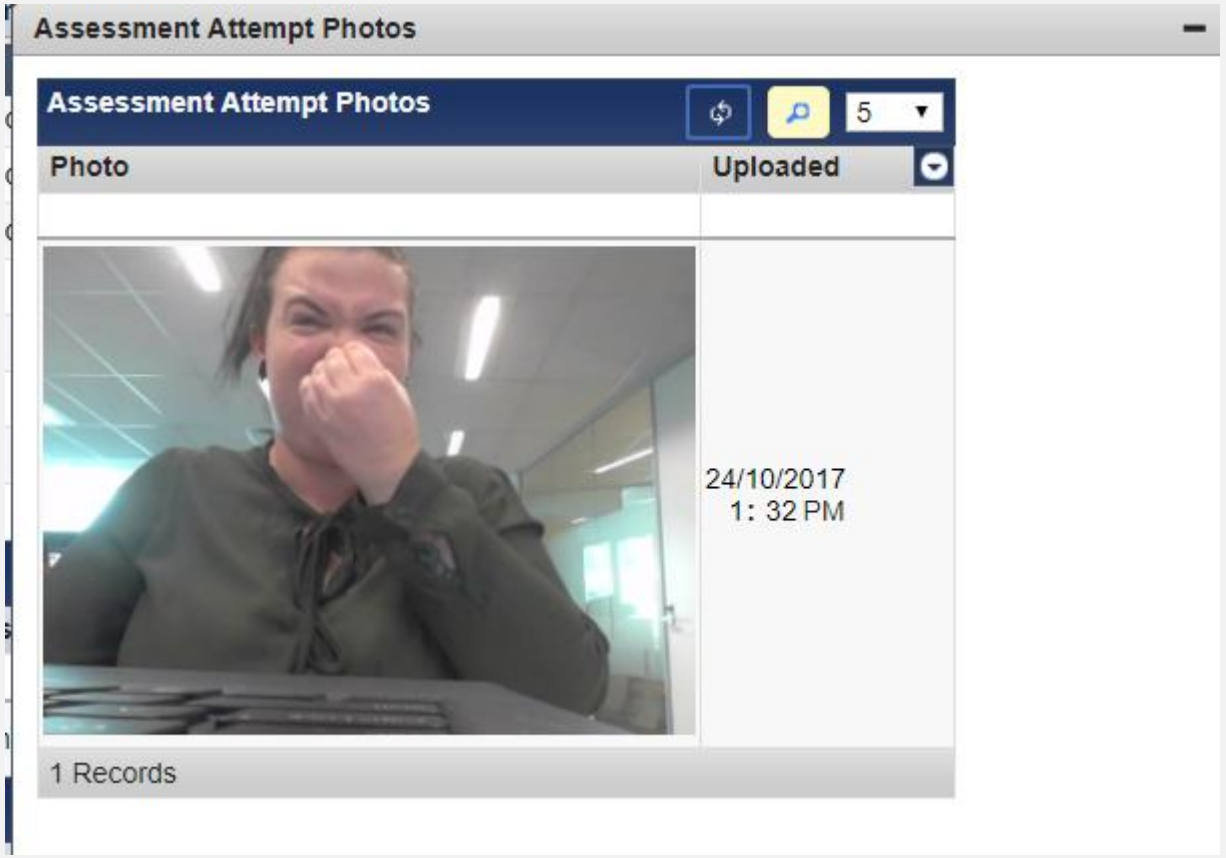
Webcam integration for knowledge assessments

View images – select assessment and then click view photos



Webcam integration for knowledge assessments

Image/images captured are shown



Enrolment Status Matrix Report

New Report

Report - Enrolment Status Matrix

Enrolment Status Matrix

Course/Qualification	Full Name	Enrolment Date	Planned Completion Date	Employer	RIIOHS201A - Work safely and follow OHS policies and procedures	RIIPEO201A - Conduct conveyor operations	RIIPGP201A - Conduct pump operations	Total
AA - All Assessments	Christopher Wright	2011-04-13	2012-01-16		C	E	C	2 / 3
AA - All Assessments	Christopher Wright	2011-07-07	2012-02-15		E	E	E	0 / 3
AA - All Assessments	Igor Khudoshin	2011-02-12	2012-02-12		E	C	C	2 / 3
AA - All Assessments	Participant 2	2017-03-13			E	E	E	0 / 3
AA - All Assessments	Participant Dan	2017-08-10			E	E	E	0 / 3
AA - All Assessments	Participant Person	2011-10-25	2012-10-25		E	C	C	2 / 3
AA - All Assessments	Reza Ghaleh	2011-08-30	2012-08-30		C	E	C	2 / 3
AA - All Assessments	participant1 person	2017-02-17			E	E	E	0 / 3

8 Records

C - Competent
RPL - RPL Granted
RCC - Recognition of Current Competency
CT - Credit Transfer
E - Enrolled (All other states covered by this)

Ability to create or edit own credential templates*

Process to set up – Tutis Operations

- We will provided you with:
- Templates that should be used, by you, the customer for further development
- A guide which includes a list of available fonts
- A list of parameters that are available to be used in the templates
- Two hours of training via Go to Meeting

Ability to create or edit own credential templates

Process to set up – Customer

- You will need:
- iReport version 4.0.2
- Java version no later than 1.7
- A staff member who has some experience of building templates or using products such as iReport
- To provide samples of your first reports before uploading them to Tutis

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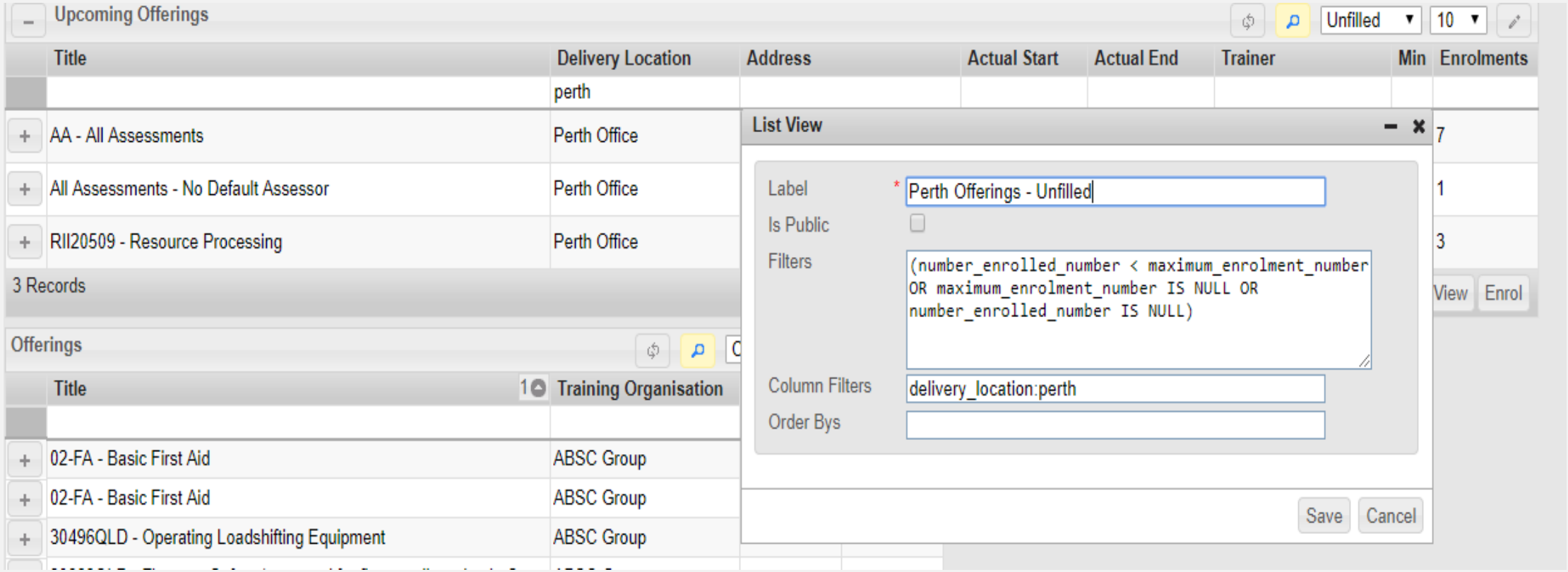
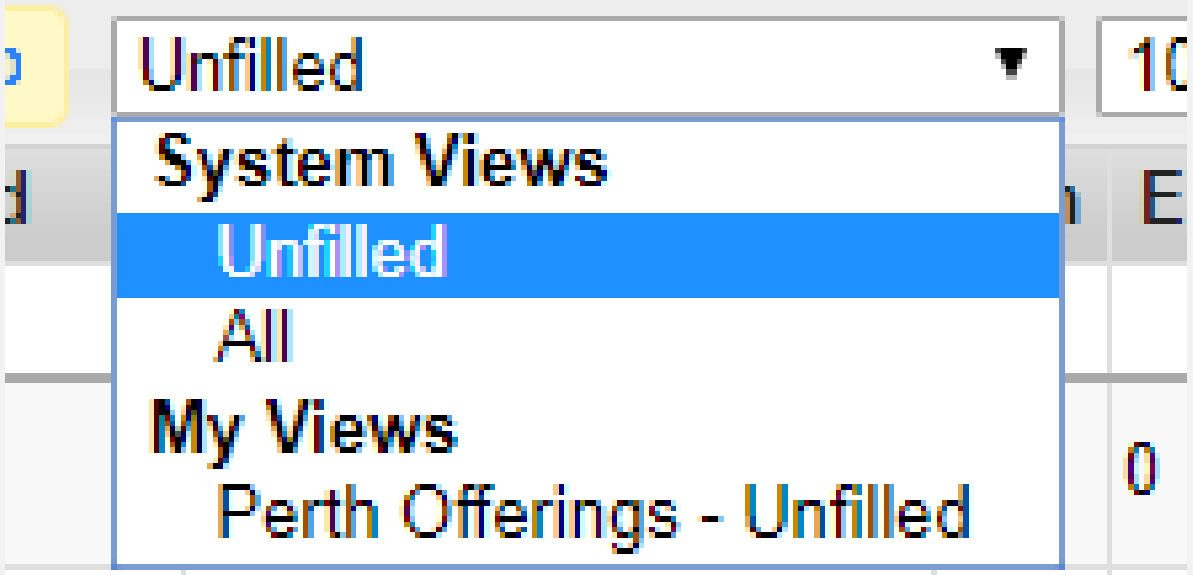
Create custom filters, and save for re-use

Improved usability - Very powerful



Custom filter - lists

- Once it is saved. Click drop down and you will find my view and any custom lists will sit below that.



Minor feature enhancements

- Added the ability to change the mark on a marked question
- Added the ability to upload files to Continuous Improvement issues
- Added the ability to disable the person notes list
- Added a link to offering from the scheduler (double click on the cell to open)

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Minor feature enhancements

- Allowed scheduled reports to be generated with files to allow for storage on client site
- Added the ability to select page size when generating .pdf reports
- Added functionality to allow for USI validation of "single name" students
- Added the ability to export matrix lists to pdf/excel
- Allowed selection of particular units when generating SoA once certificate has been issued

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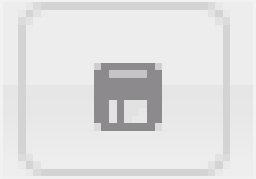
Minor feature enhancements

- Added an export icon on lists



- Add report generation progress tracking (particularly on large reports)

- Added new enrolment status options e.g. transferred, withdrawn

- And many, many more

Demonstration

- New participant interface (released)
- Authorisation (beta version)

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COMPLIANCE SOLUTIONS

Our mission is to take the complexity and risk out of compliance management.

Simplifying compliance
in a complex world