



25 October 2016

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

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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

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

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*

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	<input type="button" value="Enrol"/>
 Working at Heights	October 30, 2017 7:00 am	October 30, 2017 5:00 pm	QLD	12	<input type="button" value="Enrol"/>

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 designed 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.					

Wordpress plugin

Enrolment personal details

Personal Details

Title:
Ms

First Name:
Heather

Other Names:

Last Name:
Munro

Date of Birth:
05/10/1986

Gender:
Female

Organisation:

Dietary Requirements:

Special Requirements:

Next

Wordpress plugin

Contact details

Contact Details

Work Phone:

07 30207570

Mobile:

0423794157

Home Phone:*

0423794157

Email:*

heather.munro@tutis.com.au

Building/Property Name:

Flat/Unit Details:

Street Number:

10

Street Name:

Happy Street

Suburb / City:

Newstead

Postcode:

4006

State:

Queensland

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

One way SMS messaging*

Send trigger messages to mobile phone or email

Trigger Message ? - X

Trigger Message Recipients

Description: A booking is upcoming.

When to Notify: 2 days

Notes: Please wear appropriate clothes to allow you to complete practical activities e.g. closed in shoes

Requires Review:

Send Email:

Subject: Tútis: [Reminder] You have been scheduled to attend a session [%subject%]

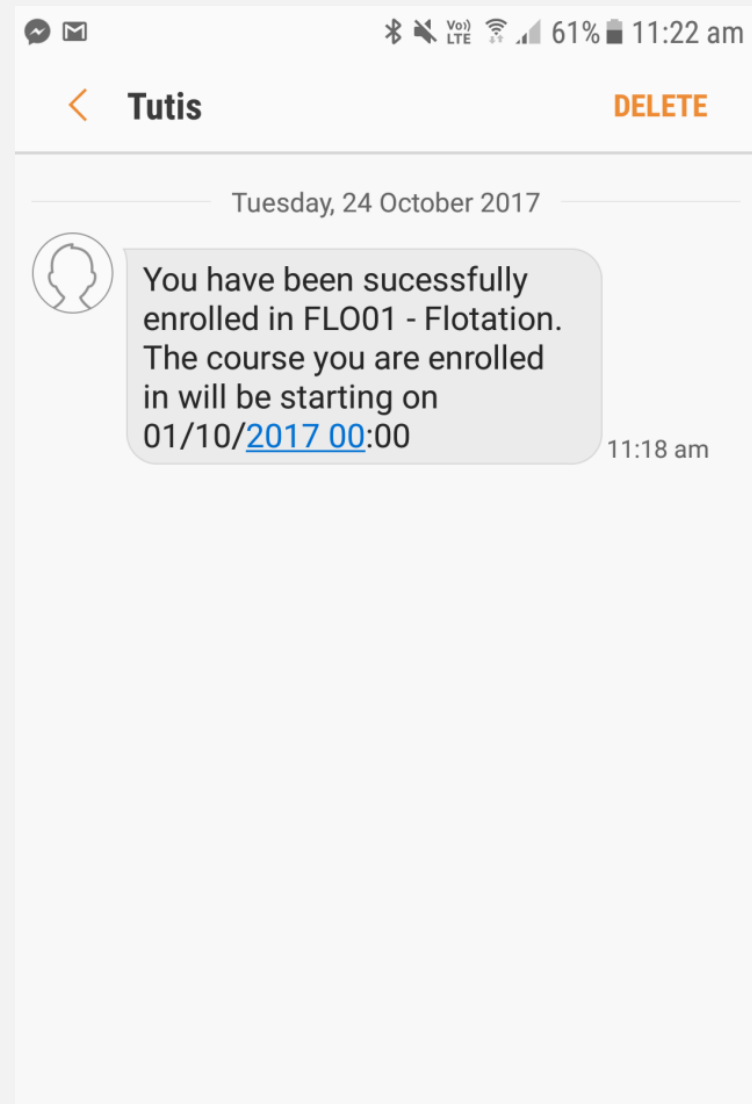
Message: The booking is scheduled for %start_time% until %end_time%
Location: %location%
Additional Information:
%notes%

Send SMS:

SMS Text: The booking is scheduled for %start_time% until %end_time%
Location: %location%

One way SMS messaging*

Student message



Workmobile*

Index page - set up on assessment

Instrument - RIIPBE306A-S01 - Load Fresh Carbon into CIL Tank - 0.1

Details Introduction Sections / Question Pools / Questions Mapping Manageable By History

Grade Type * Competency Based

Participant Enabled

Randomize Wrong Questions

Number of Attempts Allowed

Number of PD Points

Webcam Authentication Required

Photo Capture Interval hours mins secs

Retattempt fee

Allowed Time hours mins secs

Mobile Assessment

Enabled Publishing Mobile Assessment

Enabled Ad Hoc Mobile Assessment

Enable Index Page On Mobile Assessment

WorkMobile

Index = assess in a non-linear way

WorkMobile

Locator Certification Assessment - Practical 4.0

WorkMobile
OUTSIDE DATA | INSIDE KNOWLEDGE

Locator Certification Assessment - Practical 4.0

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12

Cancel Save As Draft Next

Workmobile

Section/Step

WorkMobile

Locator Certification Assessment - Practical 4.0

WorkMobile
OUTSIDE DATA | INSIDE KNOWLEDGE

Section 1: Additional images

Step 1

Take additional images as required
Assessor can take up to 3 images for this step

Participant 1

-

Result

✓
 ✗

Photo(s)

Camera icons for photo capture

Comment

Previous Cancel Form Explorer Save As Draft Next

Webcam integration for knowledge assessments

Set up on assessment

Instrument - COMP-102 - Introduction to Computing Services - 0.1

Details Introduction Sections / Question Pools / Questions Mapping Manageable By History

Current State

Instrument Type

Primary Unit

Primary Module

Instrument Additional Units

Code	Title
No Records	

Version

Code

Title

Description

Grade Type

Participant Enabled

Randomize Wrong Questions

Number of Attempts Allowed

Number of PD Points

Webcam Authentication Required

Photo Capture Interval hours mins secs

Retattempt fee

Allowed Time hours mins secs

UTC+10:00

Webcam integration for knowledge assessments

Participant - Allow use of camera

The screenshot shows a web browser window with a camera permission dialog box open. The dialog box asks "Use your camera" and has "Allow" and "Block" buttons. The browser's address bar shows "rtodemo.tutis.com.au". The page header includes the Tutis logo and the name "Edward Nygma". The breadcrumb navigation shows "My Enrolments > BSBWRT401-K01 - Write complex documents". The main content area is titled "Assessment" and displays the following information:

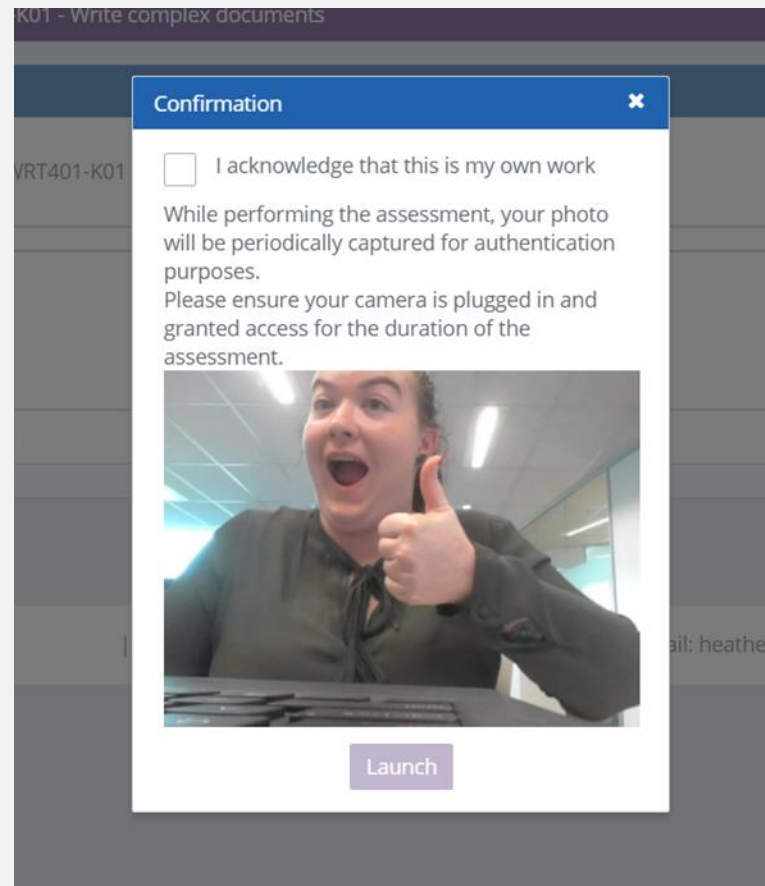
- Knowledge Assessment: BSBWRT401-K01 - Write complex documents
- Attempt: 1
- Passing Grade: 99.95%
- Continue button

Attempt	Started	Submitted	Status	Your Grade
1	01/08/2017 11:17 AM		In Progress	

Below the table is a "Home" button. The footer contains the text: "Tutis Operations | Tutis Operations Pty Ltd || Phone: 07 30207570 || Email: heather.munro@tutis.com.au | All Rights Reserved".

Webcam integration for knowledge assessments

Participant - Acknowledge own work and test camera



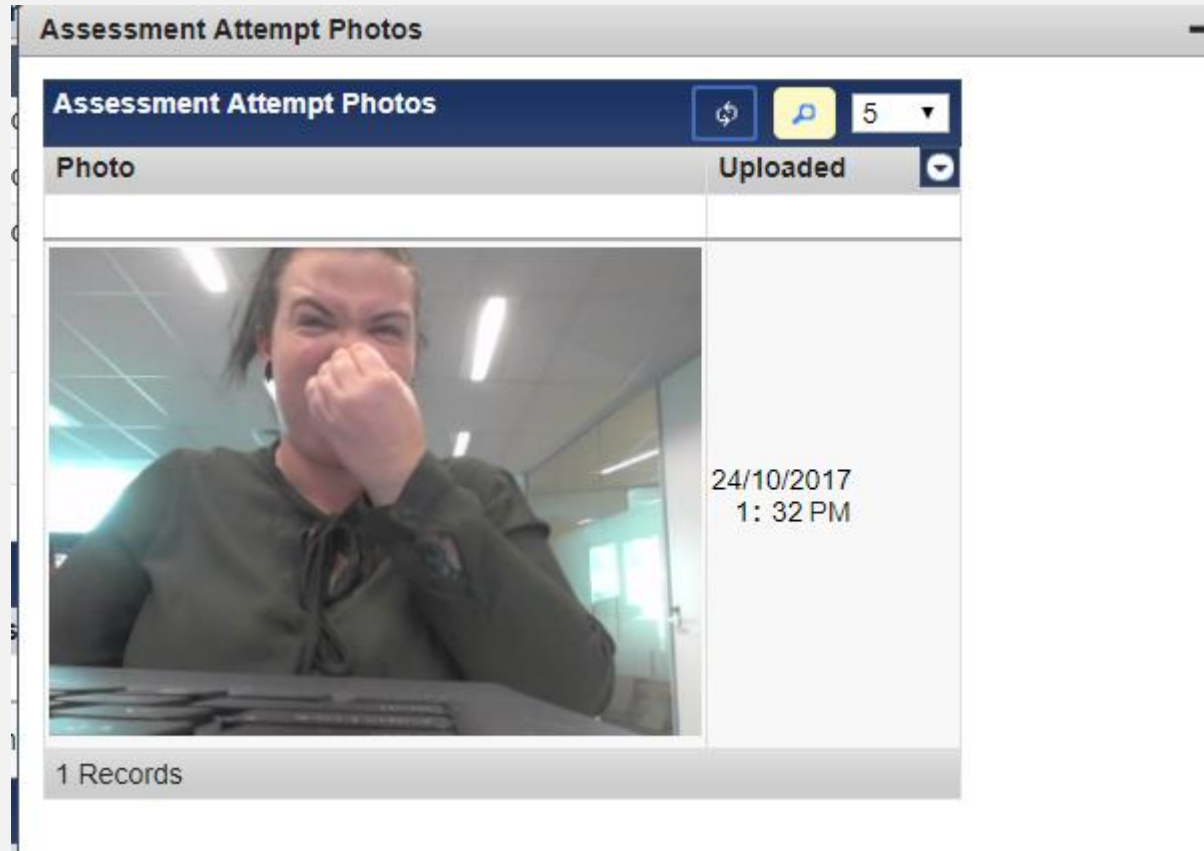
Webcam integration for knowledge assessments

View images - select assessment and then click view photos

-	BSBWRT401-K01	Write complex documents	v1.1	Knowledge Assessment	rtodemo rtodemo Surnam	rtodemo rtodemo Surnam	<input type="checkbox"/>	<input checked="" type="checkbox"/>	✓ Completed					
Undertakings										<input type="button" value="🔍"/>	Current	20		
#	Version	Participant Enabled	Assessor	Content Expert	Activated	Submission Due	Activated	Grade	Attempts	Status				
-	2	1.1	<input checked="" type="checkbox"/>	rtodemo rtodemo Surnam	rtodemo rtodemo Surnam	24/10/2017 1: 30 PM	<input checked="" type="checkbox"/>	3 / 3 - Satisfactory	1	✓ Completed				
Attempts												<input type="button" value="🔍"/>		
#	Exported	Started	Submitted	Type	Submission	Assessed	Assessor	Assessed Attempt	Audit Copy	Grade	Status			
1	<input type="checkbox"/>	24/10/2017 1: 32 PM	24/10/2017 1: 33 PM		P0021_Nygma,_BSBWRT401-K01 - Write_complex_	24/10/2017 1: 34 PM	rtodemo rtodemo Surnam	P0021_Nygma,_Edw_BSBWRT401-K01 - Write_complex_docu	No File	3 / 3 - Satisfactory	✓ Co			
1 Records												<input type="button" value="View Photos"/>	<input type="button" value="Cancel Export"/>	<input type="button" value="Mark Assessment"/>

Webcam integration for knowledge assessments

Image/images captured are shown



Enrolment Status Matrix Report

New Report

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

Create custom filters, and save for re-use

Improved usability - Very powerful

The screenshot displays a software interface for managing training offerings. At the top, a header bar shows 'Upcoming Offerings' with a search icon, a filter dropdown set to 'Unfilled', and a page size dropdown set to '10'. Below this is a table with columns: Title, Delivery Location, Address, Actual Start, Actual End, Trainer, Min, and Enrolments. The table lists three records for 'Perth Office'.

A 'List View' dialog box is open, allowing the user to create a custom filter. The dialog has the following fields:

- Label:** * Perth Offerings - Unfilled
- Is Public:**
- Filters:** `(number_enrolled_number < maximum_enrolment_number OR maximum_enrolment_number IS NULL OR number_enrolled_number IS NULL)`
- Column Filters:** delivery_location:perth
- Order Bys:** (empty field)

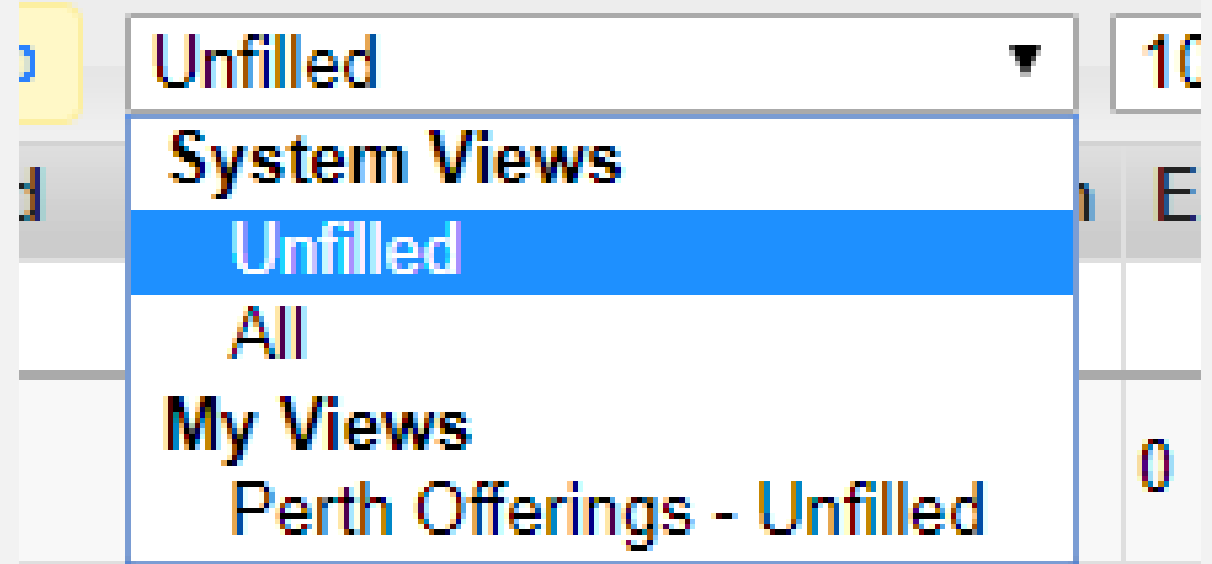
Buttons for 'Save' and 'Cancel' are located at the bottom right of the dialog. The background table shows the following data:

Title	Delivery Location	Address	Actual Start	Actual End	Trainer	Min	Enrolments
AA - All Assessments	Perth Office						7
All Assessments - No Default Assessor	Perth Office						1
R1120509 - Resource Processing	Perth Office						3

Below the main table, there is a section for 'Offerings' with a sub-table showing 'Training Organisation' and a list of offerings including '02-FA - Basic First Aid' and '30496QLD - Operating Loadshifting Equipment'.

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

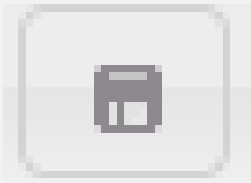
- Added the ability to change the mark on a marked question
- Added the ability to upload files to Continuous Improvement issues
- Added the ability to disable the person notes list
- Added a link to offering from the scheduler (double click on the cell to open)

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

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)



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

Simplifying compliance
in a complex world

