

Summer College Data Conference

Morley College, London

16th June 2011

Lsect
Learning & skills ~ events,
consultancy and training

Conference programme

- 10.30 Welcome and introductions
- 10.40 Latest news from *the information authority*
- 11.10 Latest news from the Data Service
- 11.40 Break for refreshments and networking
- 12.00 Latest news from the Learning Records Service
- 12.30 Q&A session
- 13.00 Break for lunch and networking
- 13.50 Audit pitfall and pitballs - the regime for 2010/11 data
- 14.20 Funding in 2011/12 and beyond
- 15.10 Hints and tips for data quality and efficiency in 2011/12
- 15.30 Conference end

Who will you hear from?*



Nick Linford
Managing Director of Lsect



John Perks
Head of *the information authority*



Rich Williams
Head of the Data Service



Una Bennett
Head of the Learning Records Service



**Chris Mantel and
Karl Bently**



* In order of appearance

Meet with the exhibitors

CAPITA

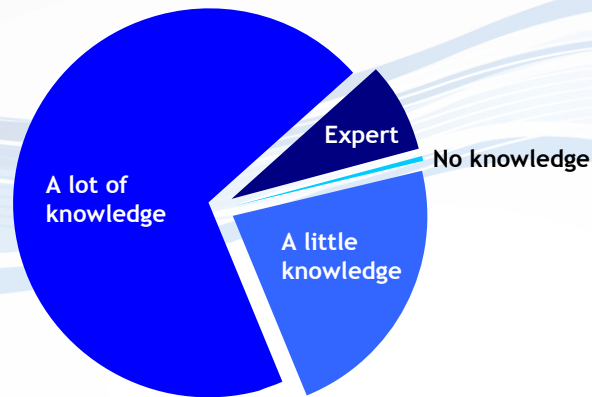


DIRAKE LANE ASSOCIATES
Management Services and Consultancy



And you, 147 delegates

When you registered you were asked how much you already know about data



And as with past data conferences you are a pretty knowledgeable group.

**Latest News, 2011/12 Single ILR Update
and 2012/13 ILR Change Process**

Lsect Summer Data Conference 2011

**Morley College, London
16 June 2011**

John Perks – Head of *the information authority*
Peter Ashton – Standards and Quality Manager

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informati**o**n
authority**
setting data standards
for further education

Summary

- How the move to single ILR supports business change
- Progress
- Implementation
- Collection timetable
- Key messages for providers
- Timetable for developing 2012/13 ILR specification

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How the move to single ILR supports business change

Important changes to FE funding arrangements:

- Freedoms, flexibilities and responsibilities
- Introduction of single adult skills budget
- Funding simplification
- Provider empowerment

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Single ILR Progress

- Single ILR specification and XML schema published at end of February 2011
- Version 2 of single ILR specification, XSD and business rules updated with corrections on 14 April 2011
- Collection timetable published 27 May 2011
- Provider support manual close to publication

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Single ILR Implementation (1)

- Implementation for providers during 2011/12
- Provider prepares data in current flat file ILR format or single ILR format
- The data that providers are asked to collect for 2011/12 is the same regardless of the output format
- Enhanced LIS provides functionality to support move to single ILR
- All 2012/13 returns in single ILR format

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Single ILR Implementation (2)

- No separate collections during year
- All data stored in a year to date database
- Providers can:
 - send full returns containing all learners (A file)
 - update only files containing a subset of learners (B file)
 - use only one transmission method

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ILR Collection Timetable 2011/12 Background

- Send data at any point in the year
- Return dates indicate when Data Service will extract data for specific purposes
- Provider responsible for ensuring data is fit for purpose at return date
- Single year-end hard close for all funding streams and purposes

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ILR Collection Timetable 2011/12 Summary

- Colleges, Sixth-forms, Specialist colleges and Local Authorities ensure all data is up to date for a quarterly extract in December, February, June and September
- Private training organisations classified as 'Other' ensure all data is up to date on a monthly basis
- All providers delivering 16–18 Apprenticeships ensure that data is up to date on a monthly basis
- Almost all data extracts taken at end of fourth working day of the month

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Single ILR Key messages for providers (1)

- Send one file for 2011/12 containing all learners at the provider regardless of funding model
- Need to nominate one function only to be responsible for merging and transmitting all files to OLDC
- Careful management of file transmission numbers is required, particularly when merging files

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Single ILR Key messages for providers (2)

- If records for a learner are currently included in more than one collection with different learner reference numbers the two records for 2011/12 can be:
 - merged together to form a single learner record, or
 - held as separate records
- Duplicate learner reference numbers must be cleansed for 2011/12, that is, the same number cannot be used for more than one learner

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Single ILR Key messages for providers (3)

- Any changes made to learner reference numbers must be reported to the Data Service (old to new mapping for success rates)
- An A file will always replace all learner data for the provider – so make sure this contains all learners
- Need to understand single ILR even if you input ILR flat files into LIS as:
 - data in the LIS will be stored in single file format
 - validation will be reported in single file terminology

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Timetable for 2012/13 ILR Specification Development

- Closing date for requests for change - 24 June 2011
- Consult during July and August 2011
- Board meets 28 September to agree changes
- Publish summary of changes in October 2011
- Publish specification - 25 November 2011
- Process any late changes essential for funding in 2012/13 in November/December 2011

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Further information

Email: cst@theia.org.uk

For the single ILR specification, data model and mapping document:

http://www.theia.org.uk/ilr/ilrdocuments/201112_ilrdetail.htm

Further information on the enhancements to data collection systems:

http://www.thedataservice.org.uk/News/enhancements_dc_systems

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Replatforming of Data Collection systems – LIS/LARA/OLDC

Rich Williams
Head of the Data Service

Summer College Data Conference, Morley College –16 June 2011

web: www.thedataservice.org.uk

Service Desk tel: 0870 267 0001

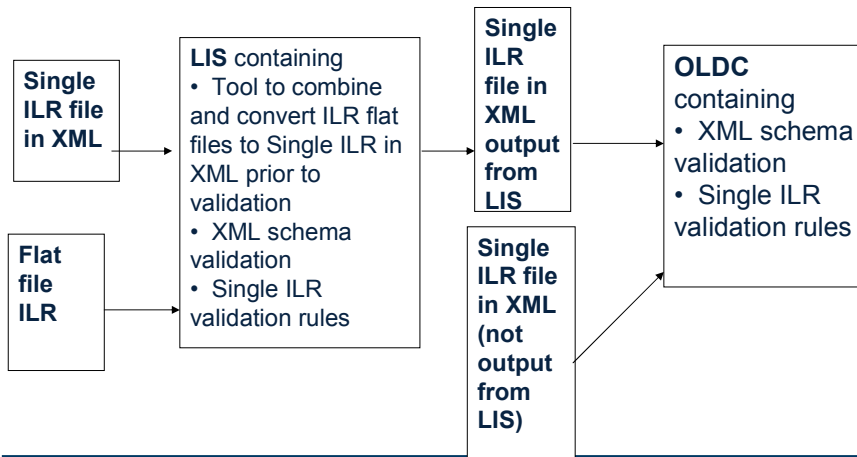
Single ILR and XML

- To incorporate a revised, restructured ILR into the data collection process.
- Providers can only return data to the Data Service for 2011/12 in XML format.
- ILR flat file to XML converter tool - available in the Learner Information Suite (LIS) to combine and convert separate ILR flat files to a single ILR in XML format.

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Single ILR Data collection systems for 2011/12



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Where are we now?



- **LAD** → **LARA**
- **Learner Information Suite**
- **Online Data Collections system**
- **Strategic Replatforming – phase 2**

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LAD → LARA



LARA will be the repository for learning aims from 2011/12 onwards

- New database definition for LARA – LARA table and field definitions for 2011/12 document – draft published on **01 March 2011**.
- LARA structure will be based on LAD database.
- Data not relevant to the 11/12 data collection will be removed.
- New data will be added to cater for:
 - Changes to the Agencies' funding systems
 - Units as Learning Aims
 - More transparency in the progress of a Learning Aim
 - LARA download and search for 11/12 and future years will be available from a new location.

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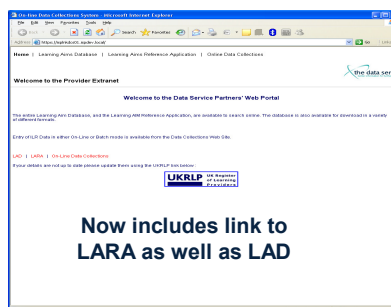
LARA - key changes for 2011/12



Location - <https://gateway.imservices.org.uk/sites/lara>

New look

New platform/technology



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LARA - key changes for 2011/12



Downloads

Learning Aim downloads to support the LARA Table and Field Definitions for 2011/12. Formats Supported:

- **MDB format (Microsoft Access Database)**
- **CSV format (Comma Separated Value)**
- **PSV format (Pipe Separated Value Text File)**

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LARA - key changes for 2011/12



The LARA Table and Field definitions for 2011/12 published on 01 March 2011 contains:

- details of 27 new tables **within LARA that did not previously exist within LAD.**
- 30 LAD tables have been **retained** within LARA and their purpose has remained unaltered. However, some of these tables have had fields removed or added.
- A number of tables that existed in LAD (39) have been **removed** as they are no longer appropriate to the way information will be held for 2011/2012 within LARA or have been replaced with new data tables.

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LARA - key changes for 2011/12



Search

Search Mechanism for Learning Aims 2011/12:

- LARA will have similar facilities to those in the LAD allowing users to search for learning aims, view and download the results of a search, view and print details for learning aims and view frameworks and a list of aims within a framework.

Please note: lookups and quick search will be available in Release 2 – November 2011

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2011/12 Learning Aims Funding data



16-18 Learner Responsive learning aims – now available in the LAD

Adult Learner Responsive learning aims – now available in the LAD

Employer Responsive Other– w/c 13 June

Employer Responsive Apprenticeships – July 2011

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Learner Information Suite (LIS)



Conversion

Amalgamation

Processing of XML files

Reports

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Overview of LIS 19



ILR data for the 2011/12 academic year is required to be in XML format before being submitted to OLDC.

The new LIS application will convert and amalgamate flat file format to produce the final ILR in the new XML format.

The new LIS application has been adapted to accommodate the single ILR – changes to field names to reflect the single ILR.

Amalgamation of A & B file types -users can select the required combination.

The output of a single XML file will contain only one Provider ID.

A flat-file goes through more stages such as validation, conversion to XML and schema verification. An XML file will only require schema verification.

LIS reports - updated in line with any policy changes and will be published through two releases . Reports will accommodate the 2011/12 single ILR field names

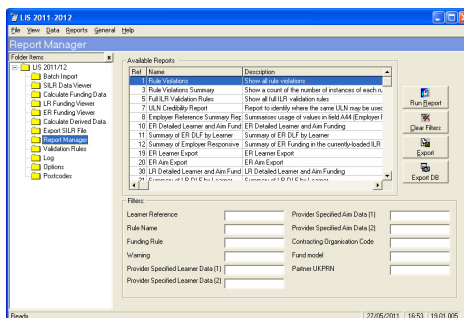
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Reports in LIS 19



Rule Violations
 Rule Violations Summary
 Full ILR Validation Rules
 Amalgamation Summary Report
 ER Detailed Learner and Aim Funding *
 LR Detailed Learner and Aim Funding*
 Summary of ER DLF by Learner
 Summary of LR DLF by Learner
 Summary of Employer Responsive Funding
 Summary of Learner Responsive Funding
 ER Learner Export
 LR Learner Export
 ER Learning Delivery Export
 LR Learning Delivery Export
 LR Funding Claim Report
 LR Funding Included and Excluded by ILR Export
 ER Indicative Volume and Cash Summary
 ER Indicative Occupancy List
 ULN Credibility Report
 Employer Reference Summary (Credibility) Report
 Enrolments by Funding Model and Source of Funding
 Access to HE Report
 * planned for Release 2 in October 2011



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OLDC



replace batch load system to cater for single ILR in XML only
 revise all reports to support and reflect new ILR structure and data model
 revise all displays and screens to reflect single collection changes
 increase processing capability to reflect changes to ILR submissions due to use of XML
 introduce new business rules update capability to allow for quicker and easier deployment of change

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Changes to OLDC for 2011/12



Provider On-line (POL) and Provider Batch systems – single ILR

Batch and POL error / warnings and formats will be updated to reflect the 2011/12 ILR changes e.g. ILR field name changes. Error messages will not have any references to L and A codes.

XML error messages – learning providers will need to contact their software suppliers to handle these

Changes to Provider Funding reports – to reflect single ILR, funding rule changes, Single Adult Skills budget.

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BATCH Screens



ID	Title	Due Date	Status	Date Received
FILE_DOWNLOAD	Individual Learner Record 2011 - 11.0000-120	01 Nov 2010		
POLASLUP_1011	Individual Learner Record 2010/11 (SLUP - Period 0)	01 Dec 2010		
POLASLUP_1011	Individual Learner Record 2010/11 (SLUP - Period 0)	01 Dec 2010		
POLASLUP_1011	Individual Learner Record 2010/11 (SLUP - Period 0)	01 Dec 2010		
POLASLUP_1011	Individual Learner Record 2010/11 (SLUP - Period 0)	01 Dec 2010	Done	29 Nov 2010
POLASLUP_1011	Individual Learner Record 2010/11 (SLUP - Period 0)	01 Dec 2010		
POLASLUP_1011	Individual Learner Record 2010/11 (SLUP - Period 0)	01 Dec 2010		
POLTRERS_1011	Training Provider Statement 2010/11 (TR1 - Period 0)	04 Sep 2010	Done	24 Nov 2010
POLTRERS_1011	Training Provider Statement 2010/11 (TR1 - Period 0)	04 Sep 2010	Done	24 Nov 2010

This screen will show one collection only for 2011/12

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Migration



Migration will be significantly different from previous years
2011/12 migration - ER or ESF SR data using the Provider Online system (POL) in 2010/11.

The Data Service will not be migrating data for providers who send ER or ESF SR batch file returns in 2010/11. sub-contractors in 2011/12 - as a result of new minimum contract levels will not have their data migrated.

REMINDER: providers that currently use POL for ER or ESF Short Record collections and who also send data for another collection type by ILR batch file will need to send all learner data for 2011/12 by **batch** return only in a single ILR file

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Timetable for delivery



LARA

LARA table and field definitions for 2011/12 document – draft published on **01 March 2011**.

LARA mdb database with dummy data published on **23 May 2011** (example files in each of the 3 formats csv, access, pipe delineated).

LARA table and field definitions for 2011/12 document – **Version 2** to be published **mid June**.

LARA table and field definitions for 2011/12 document – final version to be published in **July** (dependant on successful testing).

LARA live system by **July 2011**.

Release 2 - November 2011:

- status of a learning aim
- lookups and quick search

LIS

LIS MDB database and guidance – draft published **25 March 2011**.

LIS interface specification **20 May 2011**.

LIS Beta **01 June 2011**.

LIS Provider release **15 July 2011**

LIS Release 2 (Shadow Calcs) **November 2011**

OLDC

POL Providers data migration by **22 August 2011**

OLDC live deployment by **22 August 2011**

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Strategic Replatforming



Phase 2:

Summer 2012
Provider Information Management System (PIMS)
LIS
LARA
OLDC

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Contact us:



Service Desk: 0870 2670001

Email: servicedesk@thedataservice.org.uk

www.thedataservice.org.uk

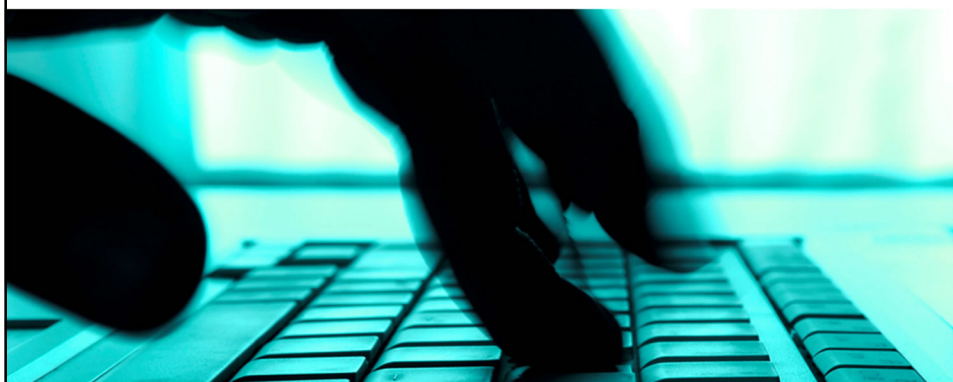
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Break for refreshments and networking

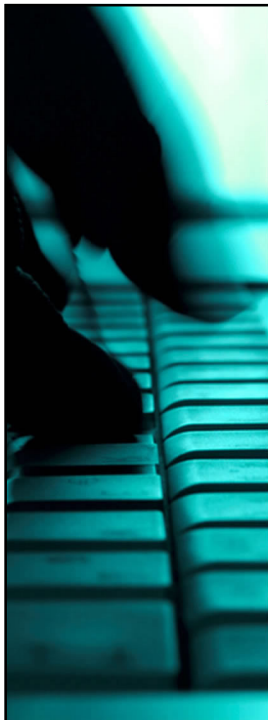
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**Learning
Records
Service**



LRS – new features

Summer College Data Conference, 16 June 2011



Contents



1. LRS Organisation Portal
2. Personal Learning Record
3. Processing exceptions



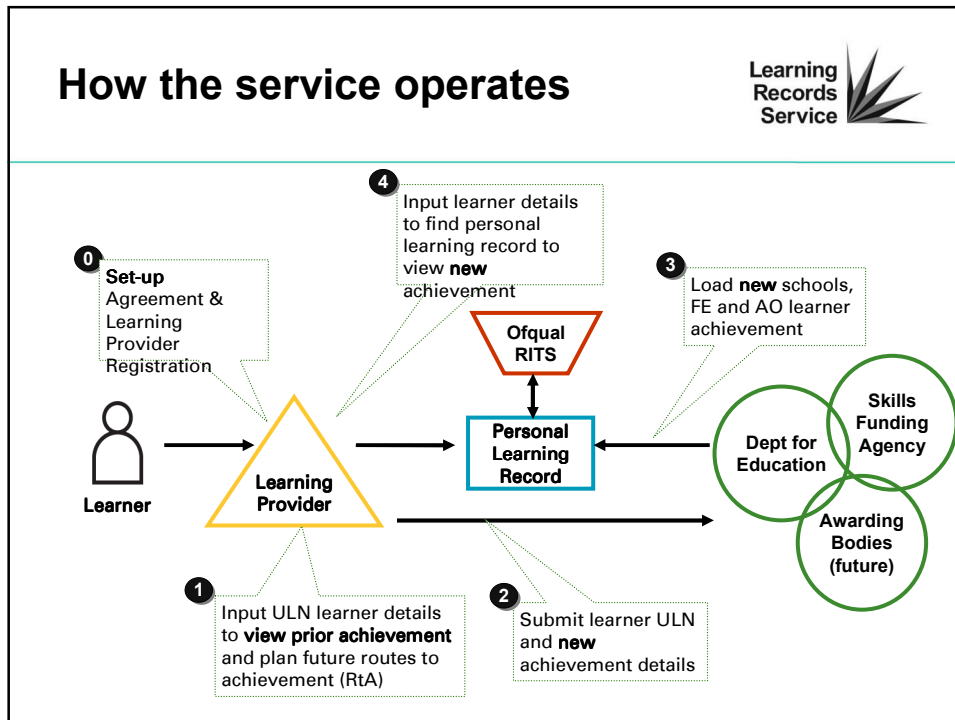
Today's Objective



Raise awareness regarding recent improvements and discuss use of the Personal Learning Record



How the service operates



Importance of the ULN and PLR

- * ULN is the key to education for learners supported by the Learner Passport (online identification)
- * Now supporting 14-19 Diplomas, QCF, FE Funding through ILR, Next Step, IAG
- * Increasing need to collect, find and update/sync ULN data during enrolment and for awarding:
 - **Given Name; Family Name; Date of Birth; Gender; and Post Code.**
- * Some providers are creating multiple records (i.e. two or more ULNs for one learner) rather than collecting and finding the ULN

New landing page



Find a QCF qualification

Keyword:

Level:

Sector Subject Area:

[More search options](#)



Latest information

Welcome to the new-look Learning Records Service (LRS) Portal! We've refreshed the colour scheme, there are new banners and notices but the functionality remains the same. Some of the popular pages have been redesigned to make them more user-friendly.

What's different?
We've improved the learner batch exception handling process so resolving exceptions is simpler and the Personal Learning Record (PLR) now displays the achievements gathered from multiple sources.

Our help system has been updated and we've introduced a new 'Find a QCF qualification' feature which allows you to select a QCF qualification and identify what additional units a learner requires; or select some or all of the units a learner has and identify which achievements they can build with those.

A new [Learner Register User Guide](#) is available to help you use the new improved Portal. [Let us know what you think of the new page!](#) (Clicking this link will open your default e-mail client).

What's new?

LRS 5.1 is the latest version of the Learning Records Service (LRS) portal released on 17 April 2011. It brings with it some new functions, revises some and improves the look and layout of some of the more commonly used screens.

- In particular we've:
- Introduced 'Find a qualification'
 - Improved the way exceptions within batch files are handled in response to your requests to streamline and improve the resolution of exceptions.
 - Improved the display of the Personal Learning Record (PLR)
 - Improved the help text

Viewing the learner's profile



You are here: [View Personal Learning Record](#) > View Profile

Viewing learner: Andrew Jackson ULN: 2011201089 Date of birth: 07 Oct 1992

[View Personal Learning Record](#) | [View learner profile](#) | [Create a report](#) | [Find a QCF qualification](#)

View learner profile

Summary

Title: Mr

Given name: Andrew

Middle other name:

Family name: Jackson

Email:

Gender: Male

Date of birth: 07/10/1992

Address: 1 Jackson Court
Flat 1/2
Andrew Street
Presidents Town
ML38QE

Other details

Previous family name:

Family name at age 16:

Preferred given name: March

Place of birth: Coventry

Nationality: GBR

School at age 16: Jackson Prep School

Scottish candidate number:

Verification type: Passport

Ability to share: FPN seen and able to share data

Created date: 11/02/2011 15:37

Last updated date: 07/04/2011 15:08

Linked ULNs: None

[What do verification type and ability to share mean?](#)

Viewing the Personal Learning Record



You are here: [View Personal Learning Record](#)

Viewing learner: Andrew Jackson

ULN: 2011201089

Date of birth: 07 Oct 1992

[View Personal Learning Record](#)

[View learner profile](#)

[Create a report](#)

[Find a QCF qualification](#)

View Personal Learning Record

[Why report a problem?](#)

[Report a problem](#)

Subject	Level	Grade	Credit	Source	Start date	End date	Award date
QA Level 3 Advanced Subsidiary GCE in Biology		D		NPD			01/07/2009
QA Level 3 Advanced Subsidiary GCE in History		A		NPD			01/07/2010
Certificate in Business and Administration (Organisations and People)				ILR	09/09/2009	13/04/2010	13/04/2010
Key Skills in Application of Number - Level 2				ILR	28/02/2009	14/05/2010	14/05/2010
Key Skills in Communication - Level 2				ILR	09/09/2009	08/10/2010	08/10/2010
NVQ for IT Users (ITQ)				ILR	28/02/2009	01/10/2010	01/10/2010
NVQ in Business and Administration				ILR	09/09/2009	20/04/2010	20/04/2010
OCR Advanced Level Free-Standing Mathematics Qualification Additional Mathematics		A		NPD			01/07/2008
OCR Level 3 Advanced GCE in English Language		A		NPD			01/07/2010
OCR Level 3 Advanced Subsidiary GCE in English Language		A		NPD			01/07/2009

Finding a QCF Qualification – using learner’s achieved units



You are here: [View Personal Learning Record](#) > Find a qualification

Viewing learner: Irene Espinoza

ULN: 2032955740

Date of birth: 02 Apr 1967

[View Personal Learning Record](#)

[View learner profile](#)

[Create a report](#)

[Find a QCF qualification](#)

Find a QCF qualification

Add in a keyword or to search for any subject, leave the keyword field blank.

Only return qualifications that contain these units.

Keyword:

Control & Instrumentation Theory and Principles of Wind Turbine Technology

Reference code:

Preparing to Teach in the Lifelong Learning Sector

Level:

Sector subject area:

Offered in: England

Northern Ireland

Wales

[Search](#)

Find a QCF qualification – learner results



Find a QCF qualification

These are the courses that match your search:
Click on the qualification you'd like to see in more detail.

Reference	Qualification title	Level	Total credits
500/1970/3	Ascentis Level 3 Award In Preparing to Teach in the Lifelong Learning Sector (QCF)	Level 3	6
500/2017/1	Ascentis Level 3 Certificate In Teaching in the Lifelong Learning Sector (QCF)	Level 3	24
500/2137/0	Ascentis Level 4 Certificate In Teaching in the Lifelong Learning Sector (QCF)	Level 4	24
500/1640/4	City & Guilds Level 3 Award In Preparing to Teach in the Lifelong Learning Sector (QCF)	Level 3	6
500/2007/9	City & Guilds Level 3 Certificate In Teaching in the Lifelong Learning Sector (QCF)	Level 3	24
500/2087/0	City & Guilds Level 5 Diploma In Teaching in the Lifelong Learning Sector (QCF)	Level 5	120
500/1514/X	Edexcel Level 3 Award In Preparing to Teach in the Lifelong Learning Sector (QCF)	Level 3	6
500/2101/1	Edexcel Level 3 Certificate In Teaching in the Lifelong Learning Sector (QCF)	Level 3	24

Refine your search:

Keyword:

Reference code:

Sector subject area:

Offered in:

England

Northern Ireland

Wales

[More search options](#)

Find a QCF Qualification

500/2101/1 (EDEXCEL BTEC Level 3 Certificate in Teaching in the Lifelong Learning Sector (QCF)) [- Back to list](#)

About this qualification:

Owning organisation: Edexcel Limited

Level: Level 3 Sector subject area: 13.1 Teaching and Lecturing Grading structure: Pass

Total credits: 24 Minimum credits at level: 24 Minimum guided learning hours: 110

Select the units and click calculate until a tick appears. This means you have selected the right amount of units and groups to reach, at least, the minimum credits/groups required. [Need more help?](#)

[Default to view](#) [Expand all](#) [The calculation is not working as expected](#)

Qualification credits	Minimum credits at Level 3: 0 / 24	Total credits: 0 / 24
Group CGM 0 (CompoundGroup Mandatory 0) Min credits: 0 / 24		
Group 1 (Mandatory Units) Min credits: 6 / 18		
T/500/8955 (Planning and Enabling Learning)	Level 3	<input checked="" type="checkbox"/> 9 Required
A/500/8956 (Principles and Practice of Assessment)	Level 3	<input checked="" type="checkbox"/> 3 Required
M/500/4418 (Preparing to Teach in the Lifelong Learning Sector)	Level 3	<input checked="" type="checkbox"/> 6 Achieved
Group 2 (Option units) Min credits: 0 / 6		
T/500/8969 (Equality and Diversity)	Level 3	<input type="checkbox"/> 6 Optional
K/500/8984 (Delivering Employability Skills)	Level 4	<input type="checkbox"/> 6 Optional
H/500/8983 (Equality and Diversity)	Level 4	<input type="checkbox"/> 6 Optional
D/500/8982 (Evaluating Learning Programmes)	Level 4	<input checked="" type="checkbox"/> 3 Optional
M/500/8958 (Preparing for the Coaching Role)	Level 3	<input type="checkbox"/> 3 Optional
D/500/8965 (Preparing for the Mentoring Role)	Level 3	<input checked="" type="checkbox"/> 3 Optional
Y/500/8996 (Specialist Delivery Techniques and Activities)	Level 4	<input type="checkbox"/> 6 Optional
Y/500/8981 (Preparing for the Coaching Role)	Level 4	<input type="checkbox"/> 3 Optional
T/500/9006 (Preparing for the Mentoring Role)	Level 4	<input type="checkbox"/> 3 Optional
Qualification credits	Minimum credits at Level 3: 0 / 24	Total credits: 0 / 24

[Default to view](#) [Expand all](#) [Back to top](#) [The calculation is not working as expected](#)

Qualification credits		Minimum credits at Level 3: 24 / 24 ✓	Total credits: 24 / 24 ✓	✓
- Group CGM 0 (CompoundGroup Mandatory 0) ✓				
Min credits: 24 / 24 ✓				
- Group 1 (Mandatory Units) ✓				
Min credits: 18 / 18 ✓				
T/500/8955 (Planning and Enabling Learning)	Level 3	<input checked="" type="checkbox"/>	9	Required
A/500/8956 (Principles and Practice of Assessment)	Level 3	<input checked="" type="checkbox"/>	3	Required
M/500/4418 (Preparing to Teach in the Lifelong Learning Sector)	Level 3	<input checked="" type="checkbox"/>	6	Achieved
- Group 2 (Option units) ✓				
Min credits: 6 / 6 ✓				
T/500/8969 (Equality and Diversity)	Level 3	<input type="checkbox"/>	6	Optional
K/500/8984 (Delivering Employability Skills)	Level 4	<input type="checkbox"/>	6	Optional
H/500/8983 (Equality and Diversity)	Level 4	<input type="checkbox"/>	6	Optional
D/500/8982 (Evaluating Learning Programmes)	Level 4	<input type="checkbox"/>	3	Optional
M/500/8968 (Preparing for the Coaching Role)	Level 3	<input checked="" type="checkbox"/>	3	Optional
D/500/8965 (Preparing for the Mentoring Role)	Level 3	<input checked="" type="checkbox"/>	3	Optional
Y/500/8995 (Specialist Delivery Techniques and Activities)	Level 4	<input type="checkbox"/>	6	Optional
Y/500/8981 (Preparing for the Coaching Role)	Level 4	<input type="checkbox"/>	3	Optional
T/500/9006 (Preparing for the Mentoring Role)	Level 4	<input type="checkbox"/>	3	Optional
Qualification credits		Minimum credits at Level 3: 24 / 24 ✓	Total credits: 24 / 24 ✓	✓

[Default to view](#)
[Expand all](#)
[Back to top](#)

[The calculation is not working as expected](#)
[Calculate](#)

Qualification credits		Minimum credits at Level 3: 0 / 24	Total credits: 0 / 24	
- Group CGM 0 (CompoundGroup Mandatory 0)				
Min credits: 0 / 24				
- Group 1 (Mandatory Units)				
Min credits: 9 / 18				
T/500/8955 (Planning and Enabling Learning)	Level 3	<input type="checkbox"/>	9	Required
A/500/8956 (Principles and Practice of Assessment)	Level 3	<input checked="" type="checkbox"/>	3	Required
M/500/4418 (Preparing to Teach in the Lifelong Learning Sector)	Level 3	<input checked="" type="checkbox"/>	6	Achieved
- Group 2 (Option units)				
Min credits: 3 / 6				
T/500/8969 (Equality and Diversity)	Level 3	<input type="checkbox"/>	6	Optional
K/500/8984 (Delivering Employability Skills)	Level 4	<input type="checkbox"/>	6	Optional
H/500/8983 (Equality and Diversity)	Level 4	<input type="checkbox"/>	6	Optional
D/500/8982 (Evaluating Learning Programmes)	Level 4	<input type="checkbox"/>	3	Optional
M/500/8968 (Preparing for the Coaching Role)	Level 3	<input checked="" type="checkbox"/>	3	Optional
D/500/8965 (Preparing for the Mentoring Role)	Level 3	<input type="checkbox"/>	3	Optional
Y/500/8995 (Specialist Delivery Techniques and Activities)	Level 4	<input type="checkbox"/>	6	Optional
Y/500/8981 (Preparing for the Coaching Role)	Level 4	<input type="checkbox"/>	3	Optional
T/500/9006 (Preparing for the Mentoring Role)	Level 4	<input type="checkbox"/>	3	Optional
Qualification credits		Minimum credits at Level 3: 0 / 24	Total credits: 0 / 24	

Finding a QCF Qualification – a generic search



Find a QCF qualification

Keyword:

Level:

Sector Subject Area:

[More search options](#)



Latest information

Top tip

If your initial search doesn't return any results, please try again, perhaps using a previous postcode. This will prevent a learner being given more than one ULN. See page 20 of the [Top Tips on Searching and Recording Learners User Guide](#)

Reminder

We'd like to remind our users to be careful about the information they email to our LRS Customer Helpdesk. Do not email batch files or screenshots of learner information to the LRS Customer Helpdesk. Should you need help, please contact them and they

Finding a QCF Qualification – a generic search results



Viewing learner: ULN: Date of birth:

Find a QCF qualification

These are the courses that match your search:
Click on the qualification you'd like to see in more detail.

Reference	Qualification title	Level	Total credits
600/0738/2	MPQC Level 4 Diploma In Health and Safety Management for the Extractive and Minerals Processing Industries (QCF) (QCF)	Level 4	50
600/0737/0	MPQC Level 4 Diploma in Health, Safety and Environmental Management for the Extractive and Minerals Processing Industries (QCF)	Level 4	79
600/0590/7	RSPH Level 4 Diploma In Health Emergency Planning III (QCF)	Level 4	39
600/0589/0	RSPH Level 4 Certificate In Health Emergency Planning II (QCF)	Level 4	22
600/0261/X	RSPH Level 4 Award In Health Emergency Planning (QCF)	Level 4	4

Refine your search:

Keyword:

Reference code:

Sector subject area:

Offered in:

England

Northern Ireland

Wales

[More search options](#)

Processing Exceptions



Find By ULN | Find By Demographics | Submit Batch Registration | View Batch Registration | View Exceptions

You are here: Exception list

Exception list

Learner Plan and PLR LRB 5

+ Open filter options (Filter options applied)

<input type="checkbox"/>	Given name	Family name	Date of birth	Gender	Postcode	Organisation's file name	Return code	Expiry date	
<input type="checkbox"/>	Saranit	Abwal	15/01/1993	Male	BB1 1AA	Reload to changed name	RC003	30/04/2011	
<input type="checkbox"/>	three	Matches	15/02/1980	Female	RG1 1AA	10 too many's	RC004	30/04/2011	
<input type="checkbox"/>	three	Matches	15/03/1980	Female	BS1 1AA	10 too many's	RC004	30/04/2011	
<input type="checkbox"/>	three	Matches	15/04/1980	Female	RG1 1AB	10 too many's	RC004	30/04/2011	
<input type="checkbox"/>	Too	Matches	15/11/1980	Female	CV2 4SQ	10 too many's	RC007	30/04/2011	Process
<input type="checkbox"/>	three	Matches	15/06/1980	Female	CV3 1DP	10 too many's	RC004	30/04/2011	
<input type="checkbox"/>	Too	Matches	15/07/1980	Female	CV2 4FQ	10 too many's	RC007	30/04/2011	Process
<input type="checkbox"/>	Too	Matches	15/08/1980	Female	CV2 4FH	10 too many's	RC007	30/04/2011	Process

Processing Exceptions – RC007 possible matches



Welcome | Learner Management | My Account
Find By ULN | Find By Demographics | Submit Batch Registration | View Batch Registration | View Exceptions

You are here: [Exception list](#) > Find a Learner

Find a learner

You searched for:

Provided details MIS Identifier: **Record 11**

Input	Given name	Family name	ULN	Date of birth	Gender	Postcode	Master
Original:	Too	Matches		15/11/1980	Female	CV2 4SQ	

Your search results:

<input type="checkbox"/>	Too	Matches	4453720822	15/11/1980	Female	CV2 4SQ	
<input type="checkbox"/>	Too	Matches	7277287028	15/11/1980	Female	CV1 1AA	

Select this learner

Cancel

Register new learner

[How do I use this screen?](#)

Processing Exceptions – expanding your search results



You searched for:

Provided details MIS Identifier: **Record 11**

Input	Given name	Family name	ULN	Date of birth	Gender	Postcode	Master
Original:	Too	Matches		15/11/1980	Female	CV2 4SQ	

Your search results

<input type="checkbox"/>	Too	Matches	4453720822	15/11/1980	Female	CV2 4SQ
	Middle other name: Many	School at age 16: Lots Park School	Address: Multiple Street Somewhere Area Too Many Town			
	Preferred name: Too	Place of birth: The Hospital	Email: CV2 4SQ			
	Previous family name: -	Email: -	CV1 1AA			
<input type="checkbox"/>	Too	Matches	7277287028	15/11/1980	Female	CV1 1AA
	Middle other name: Many	School at age 16: Lots Park School	Address: Multiple Street Somewhere Area Too Many Town			
	Preferred name: -	Place of birth: The Hospital	Email: CV1 1AA			
	Previous family name: -	Email: -	CV1 1AA			

Select this learner

Cancel Register new learner

[How do I use this screen?](#)

Processing exceptions – no match found



Register a learner

Please enter learner's details

[What information should I provide?](#)

Title: _____ Email: _____

Given name: Jennifer School at age 16: _____

Preferred given Name: _____ Scottish candidate number: _____

Middle other name: _____ Address line 1: _____

Family name: Trout Address line 2: _____

Previous family name: _____ Town: _____

Family name at age 16: _____ County: _____

Gender * Female Postcode * AB11 8TQ

Date of birth 14 October 1977 Date of address capture: _____

Place of birth: _____

Nationality: _____

Other learner verification is required for full learner privileges

Verification type: None Ability to share: FPI/NotSeen

[Why are verification type and ability to share important?](#)

Cancel Register Learner

Processing exceptions – finding a match

<input checked="" type="checkbox"/>	Too	Matches	7277287028	15/11/1980	Female	CV1 1AA
Middle other name: Many		School at age 16: Lots Park School		Address: Multiple Street Somewhere Area Too Many Town		
Preferred name: -		Place of birth: The Hospital		CV1 1AA		
Previous family name: -		Email: -				

[How do I use this screen?](#)

Processing exceptions – export your exceptions

Exception list

Learner Plan and PLR LRB 5

+ Open filter options (Filter options applied)

<input type="checkbox"/>	Given name	Family name	Date of birth	Gender	Postcode	Organisation's file name	Return code	Expiry date	
<input type="checkbox"/>	Saranjit	Abval	15/01/1993	Male	BB1 1AA	Reload to changed name	RC003	30/04/2011	
<input type="checkbox"/>	three	Matches	15/02/1980	Female	RB1 1AA	10 too many	RC004	30/04/2011	
<input type="checkbox"/>	three	Matches	15/03/1980	Female	BB1 1AA	10 too many	RC004	30/04/2011	
<input type="checkbox"/>	three	Matches	15/04/1980	Female	RB1 1AB	10 too many	RC004	30/04/2011	
<input type="checkbox"/>	Too	Matches	15/01/1980	Female	CV2 4FJ	10 too many	RC003	30/04/2011	
<input type="checkbox"/>	three	Matches	15/06/1980	Female	CV3 1DP	10 too many	RC004	30/04/2011	
<input type="checkbox"/>	Too	Matches	15/07/1980	Female	CV2 4FQ	10 too many	RC007	30/04/2011	Process
<input type="checkbox"/>	Too	Matches	15/08/1980	Female	CV2 4FH	10 too many	RC007	30/04/2011	Process
<input type="checkbox"/>	Too	Matches	15/09/1980	Female	CV2 4FF	10 too many	RC007	30/04/2011	Process
<input type="checkbox"/>	three	Matches	15/01/1980	Female	CV1 1AA	10 too many	RC004	30/04/2011	
<input type="checkbox"/>	three	Matches	15/05/1980	Female	RG4 7EX	10 too many	RC004	30/04/2011	

Select to mark exceptions for deletion

[How do I use this screen?](#)

Processing exceptions – download exceptions output file



Export my processed exceptions

Select your preferred format for the exported file:

CSV file format

XML file format

Cancel

Download

[Which format should I use?](#)

Getting Help - Intuitive



You are here: [View Personal Learning Record](#) > [View Profile](#)

Viewing learner: Andrew Jackson ULN: 2011201089 Date of birth: 07 Oct 1992

[View Personal Learning Record](#) | [View learner profile](#) | [Create a report](#) | [Find a QCF qualification](#)

View learner profile

Summary

Title: Mr
Given name: Andrew
Middle other name:
Family name: Jackson
Email:
Gender: Male
Date of birth: 07/10/1992
Address: 1 Jackson Court
Flat 1/2
Andrew Street
Presidents Town
ML39QE

Other details

Previous family name:
Family name at age 16:
Preferred given name: March
Place of birth: Coventry
Nationality: GBR
School at age 16: Jackson Prep School
Scottish candidate number:
Verification type: Passport
Ability to share: FPN seen and able to share data
Created date: 11/02/2011 15:37
Last updated date: 07/04/2011 15:08
Linked ULNs: None

[What do verification type and ability to share mean?](#)

[Edit Details](#)

[Help](#)

[Contact us](#)

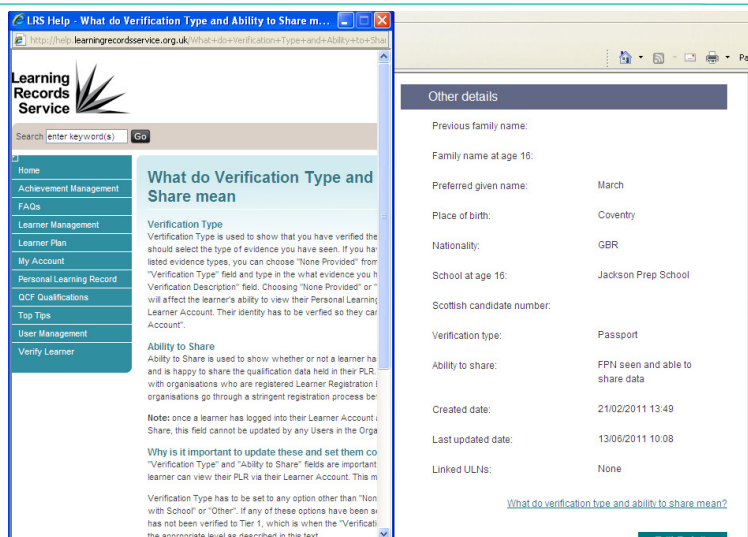
[About the LRS](#)

[Terms & conditions](#)

[Privacy policy](#)

[Accessibility](#)

Getting Help



The screenshot shows a web browser window with the URL <http://help.learningrecordsservice.org.uk/What+do+Verification+Type+and+Ability+to+Share+mean>. The page title is "What do Verification Type and Ability to Share mean". The left sidebar contains a navigation menu with items: Home, Achievement Management, FAQs, Learner Management, Learner Plan, My Account, Personal Learning Record, OCF Qualifications, Top Tips, User Management, and Verify Learner. The main content area is divided into two sections: "Verification Type" and "Ability to Share".

Verification Type
Verification Type is used to show that you have verified the should select the type of evidence you have seen. If you have listed evidence types, you can choose "None Provided" from "Verification Types" field and type in the what evidence you have seen in the "Verification Description" field. Choosing "None Provided" or will affect the learner's ability to view their Personal Learning Record (PLR) via their Learner Account. Their identity has to be verified so they can access their PLR.

Ability to Share
Ability to Share is used to show whether or not a learner has and is happy to share the qualification data held in their PLR with organisations who are registered Learner Registration organisations go through a stringent registration process before they can access a learner's PLR.

Other details

Previous family name:	
Family name at age 10:	
Preferred given name:	March
Place of birth:	Coventry
Nationality:	GBR
School at age 16:	Jackson Prep School
Scottish candidate number:	
Verification type:	Passport
Ability to share:	FPN seen and able to share data
Created date:	21/02/2011 13:49
Last updated date:	13/06/2011 10:08
Linked ULNs:	None

[What do verification type and ability to share mean?](#)

Contact us

To view the PLR contact the LRS Customer Helpdesk:

Tel: 0845 602 2589 or

Email: lrssupport@learningrecordsservice.org.uk

For further information visit the LRS website:
www.learningrecordsservice.org.uk

Learning
Records
Service



End of Presentation

Q&A session with the data agencies



Lsect

Learning & skills ~ events,
consultancy and training

Lunch

Lsect
Learning & skills ~ events,
consultancy and training

RSM Tenon

Pitbulls and Pitfalls Funding Audit 2010/11

**Chris Mantel
RSM Tenon**

RSM Tenon

What's happening this year?

Providers to be audited have been selected
Work to be completed by the same firms and PFA
Audit firms and PFA have been notified who they are auditing
Providers will be notified in early July
We will be in touch shortly after to book in the audit

RSM Tenon

What's happening this year (continued)

Circa 80 providers are being audited for 2010/11
 $\frac{3}{4}$ of these are Colleges
A number of providers already know they are being audited due to qualified audits and NTIs
Remainder are selected at random

RSM Tenon

Work Programme

New version of DSAT will be issued shortly

Sample sizes are the same as previous years (maximum sample is 80 16-18 and 80 19+)

Where providers have Foundation Learning programmes for 16-18 learners these 'may' be covered as part of the 16-18 sample

Samples issued in advance (10 working days prior to start of audit)

Prepared by Provider reports issued at same time

RSM Tenon

Work Programme

Very similar to previous years

Emphasis on:

Eligibility

Attendance/GLH

Fee waiver

Disadvantage uplift

Composition of learning programme including subsidiary elements

NVQ

Unitisation

Other funding streams

RSM Tenon

Sub-contracting

Contracts

UKPRN checks

Providers will need to provide us with a copy sub-contracting submission that was made at the start of the year

Possibility of checks on good practice controls (this is still to be confirmed)

RSM Tenon

DSATs

Complete DSAT reviews will still be completed

Auditors will however review less reports

Detailed work round new Ofsted reports

Samples selected for some reports e.g. High AGLH, retention and withdrawals

DSAT review will be sent in advance, where possible with the sample

These need to be reviewed and corrected prior to the audit as we have to account for changes in the funding

RSM Tenon

EMA and ALG

Sample size of 30 for each

Sample period will be March

No bonus testing

Where providers were audited last year and issues identified these will be followed up. Where error rates were 5% or greater we will check to see if adjustments were made to recover payments via LAPs

RSM Tenon

Management Letters

Plan will be to issue an initial draft within 5 working days of completing the core fieldwork

Once follow up work has been completed and issues finalised all firms will reissue the management letter

Providers will have 10 working days to respond to the report

If responses are not provided within this time we will issue to the Agencies as final

RSM Tenon

Opinion and Deadlines

We now only have 3 audit opinions available to us
Our deadline to submit opinions is 21 November
In order for us to complete our work we will need final
claims and LR05 by 18 November at the latest

RSM Tenon

Final points

Go for the early audit where possible
Get the issues on the table ASAP
Check your DSATs
Get plenty of feedback from the auditors
Fix what you can while auditors are still onsite

RSM Tenon

Any questions?

Funding update 2011/12 and beyond

Lsect
Learning & skills ~ events,
consultancy and training

What does the new landscape look like?

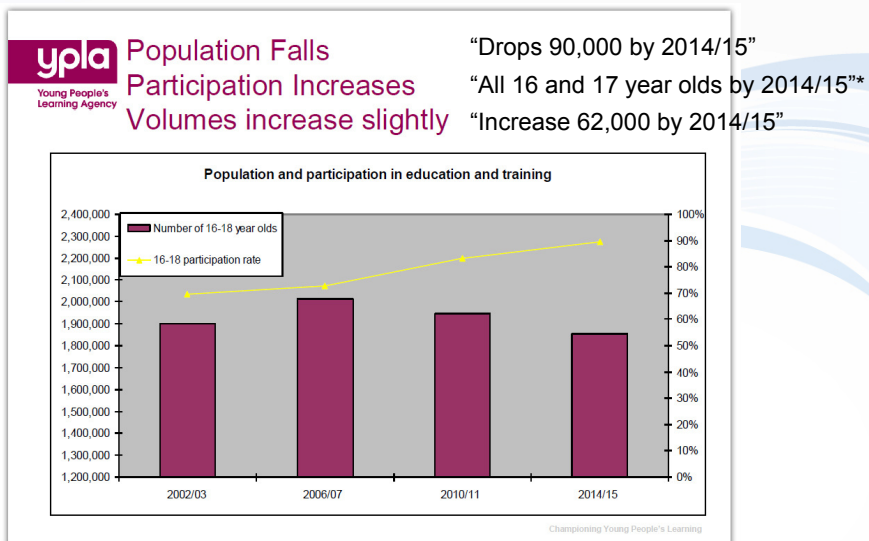


or



Let's consider funding for pre-19 (DfE)
and post-19 (BIS, DWP and fees)

16-18 YPLA RPA planning assumptions



* And all to be on large programmes (e.g. moving from E2E to Foundation Learning)

Efficiencies needed (more for less)

- Reductions in 16-18 unit costs (programme size) via reduced SLN per learner per year cap (1.75 to 1.56)
- 74% reduction in “generic” entitlement curriculum hours
- Converge SSF funding with other providers by 2014/15
- Transitional Protection for three years (until 2013/14)
- Maximum loss of 3% per learner in 2011/12

YPLA attempting to announce all policy changes now, and not change for four years (Wolf Review already altered this)

16-18 final 11/12 allocation summary

On 29th March 2011 colleges received their final 16-18 learner-responsive allocations, alongside several letters and technical guidance documents. Download them from <http://www.lsect.co.uk/updates/08-02-11-16-18.asp>

- The redistributed £150m is now additional to the -3% transitional protection, so likely allocations are better than expected for many
- Capping largest 20% by programme size scrapped
- SLN cap to be 1.56 and national funding rate to stay £2,920

Afforded by YPLA revising their planning assumptions since December 2010, which took out 51k FE learners and £67m

Many will have better allocations than expected, but will need to find efficiencies (e.g. increase class size)

16-18 concluding summary

Individual college impact on overall **budget** will differ based on past recruitment (learner lagged numbers), but most facing per learner **rate** reductions of 3%

Demand expected to increase in next few years owing to Raising the Participation Age (to colleges?)

So 'more for less' the sector strap-line

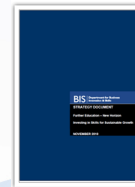
Likely colleges will need to as a minimum (top three):

- ~ Increase class size
- ~ Reduce teaching hours
- ~ Improve early retention

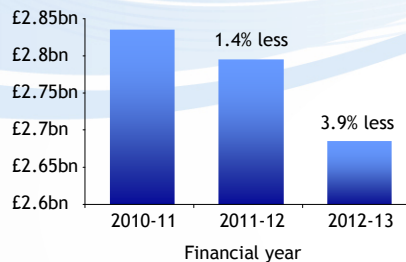
The 19+ spending for 2011/12

Skills Strategy published November 2010

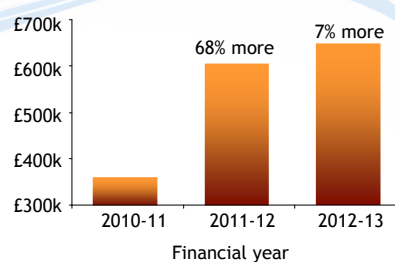
- ~ FE resource budget reduced by 25% by 2014-15*
- ~ Significant growth in 19+ Apprenticeships
- ~ Introduction of OIPs and £500k Minimum Contract Levels (MCL)



19+ Adult Skills Budget which includes



19+ Apprenticeship funding



* Looks like biggest 'cuts' kick in for 2013-14 and 2014-15 when L3+ loans introduced

Policy announcements

BIS Skills Strategy (Nov 2010) <http://tinyurl.com/35utxks>

SFA Guidance Note 6 (Dec 2010) <http://tinyurl.com/2ugc9t5>

SFA Guidance Note 7 (April 2011) <http://tinyurl.com/652d9ql>

- Learners on 'inactive benefits' = no longer fully funded (50% funded)

Inactive benefit = Council Tax Benefit, Housing Benefit, Income Support, Working Tax Credit, Pension Credit and contribution based ESA (unless in the Work Related Activity Group), dependents of those these benefits and Asylum Seekers (to be confirmed)

- Single Line Adult Skills Budget ends FE college monopoly LR funding

- Rate reduction across LR and ER (4.3%) and Skills for Life weighting of 20% is scrapped (was 40% before this year)

19+ allocation summary

On 31st March 2011 colleges received their allocations, and the final allocation notes can be downloaded from:

<http://www.lsect.co.uk/updates/22-03-11-ALR.asp>

Many will have been surprised to be allocated more next year than this year. Final allocations greater than indicative as:

- Planned 3.4% allocation reduction (excl. Apprenticeships) scrapped
- Standard 19+ apprenticeship allocation +13.6% as opposed to +11.7%
- The Adult Additional Learning Support budget is now + 5.9% not - 2%
- The Formal First Step Learning no longer reduced by 2%

Afforded as 'money was being held back that was not needed'

Yet, what remains unchanged is that the national funding rate falls 4.3%, programme weighting for Skills for Life scrapped and many inactive-benefit learners will become co-funded

Many colleges will not be able to earn all their allocation owing to new policies, and the SFA introducing 'protection)

19+ concluding summary

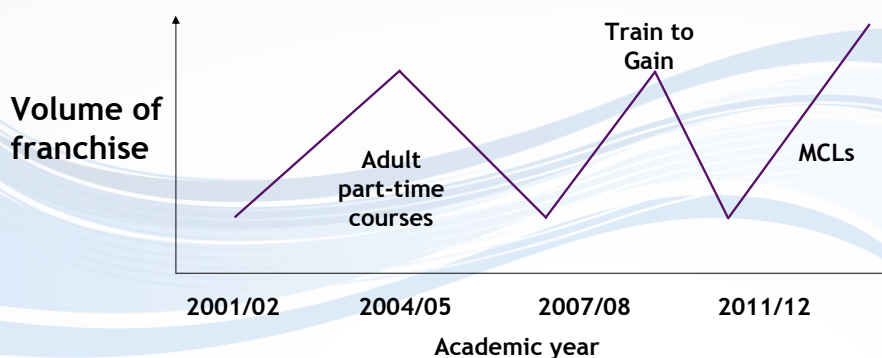
More for less, and directed towards:

- Paying to get someone off benefits and into work (OIP) saves the Treasury. Could it become DWP funded as part of 'Skills Conditionality'? Read FE Week agitator page 6.
- Paying to train people in work, mainly via 'high quality' Apprenticeships (Level 2 - 5) and with significant employer cash fee contribution? Need employer buy-in

Many colleges have a great distance to travel.
How much funding will go unspent in 2011/12?

When colleges need help generating their allocation history suggests that risky sub-contracting (franchise) rises

History repeating itself?



Risk or reward?

What does the new landscape look like?



or



Beyond 2011/12 & 'simplification' plans

Both the YPLA and SFA very tight lipped

What have I heard second hand?

YPLA

- ~ Consultation keeps being delayed
- ~ Should have been May, now maybe July
- ~ Full implementation for 2012/13 unlikely
- ~ Trying to fund by FT programme
- ~ Could be: Rate per learner x PW x ACU + LP
- ~ DfE seem to think part time won't exist

Skills Funding Agency

- ~ Not consulting openly, but has working group
- ~ Still not finalised 2011/12 rules (e.g. OIPs)
- ~ Funding matrix keeps changing (6 x 4?) = 24
- ~ Modelling shows large variation by provider
- ~ Re-calibration of funding rates and more transitional protection likely
- ~ Struggling to work out how to fund apprenticeship Frameworks
- ~ 15-20% dependent on Outcome Payment?

Will methodology be simpler?

Cost of change to Dept and provider?

Who is really calling for it?

What will 'phased' and 'transitional' look like?

Oh, and then there are policy changes (entitlements, loans, fees etc)....

Hints and tips on data quality and the pre-conference survey



Data quality part 1

Important to understand the types of data quality

Validity (LIS error reports)

Credibility (LIS warning reports, DSATs, Ofsted, ILR FAQs)

Completeness (Data Dashboards and Annex P thresholds)

Timeliness (ILR Hard Closes and ER timeliness reports)

Relevance (are you using all the data you collect?)

Data quality part 2

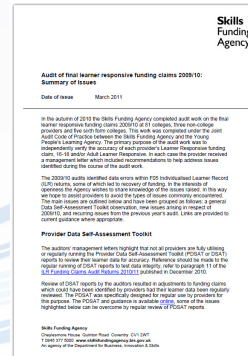
SFA have just published summary of issues from the 2009/10 LR audits (some of which led to claw-back)

New issues

- Functional Skills
- Duplicated funding claims for the same learner
- Subsidiary aims (use of A51a)
- Overseas Learners

Recurring issues

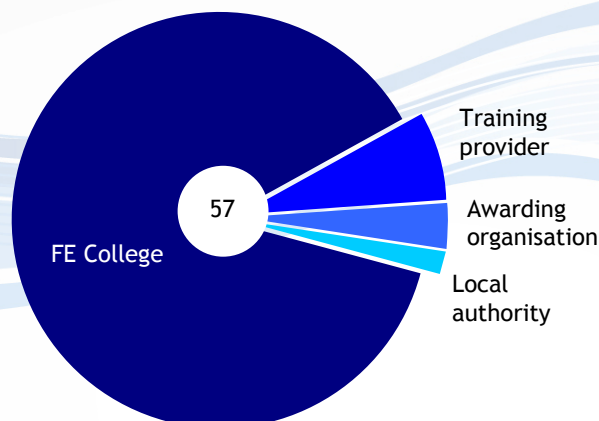
- GLH for unlisted aims
- Eligibility and enrolment
- Inadequate controls over sub-contracted provision
- Inconsistent start and/or end dates
- Attendance registers missing or incomplete
- Fee remission
- Achievement
- Other issues raised included errors in recording NVQ delivery, disadvantage uplift, learner transfers and completeness of data.



<http://tinyurl.com/45uxjbf>

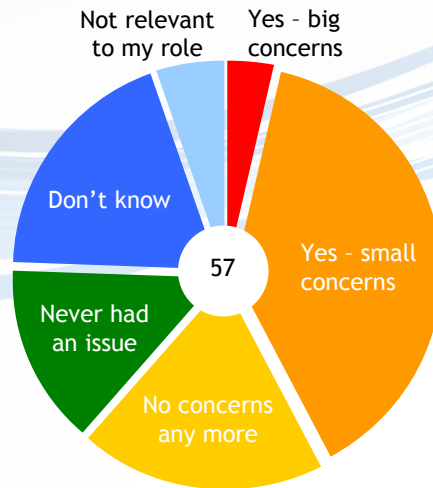
Pre-conference online survey

Which kind of organisation do you work for?



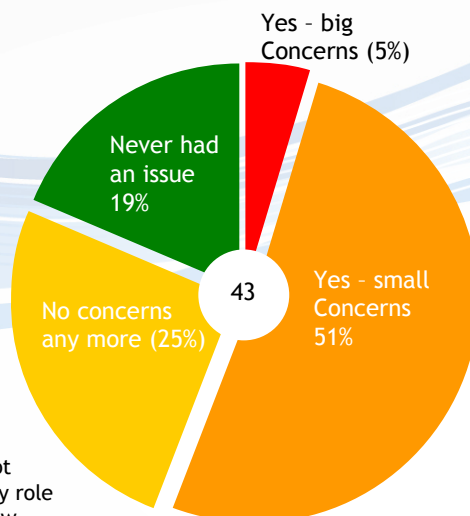
Pre-conference online survey

Do you have any concerns that your current recording of success rate data is not compliant with the latest *information authority* guidance?



Pre-conference online survey

Do you have any concerns that your current recording of success rate data is not compliant with the latest *information authority* guidance?*



So 56% still have some concerns they are not compliant with success rate recording guidance

* Excluding not relevant to my role and don't know

Lsect Summer Programme of Events

1. Sub-contracting Funding Summit
2. Summer College Data Conference
3. Apprenticeship Funding Practiclass
4. Apprenticeship Funding Practiclass
5. Apprenticeship Funding Practiclass
6. Apprenticeship Funding Practiclass
7. Intro to funding for curriculum staff
8. Intro to funding for curriculum staff
9. Intro to funding for curriculum staff
10. Year-end data audit essentials
11. ESOL Funding Practiclass



Visit
www.lsect.co.uk/summer
to book a place

Thank you

Have a safe journey home

Lsect
Learning & skills ~ events,
consultancy and training