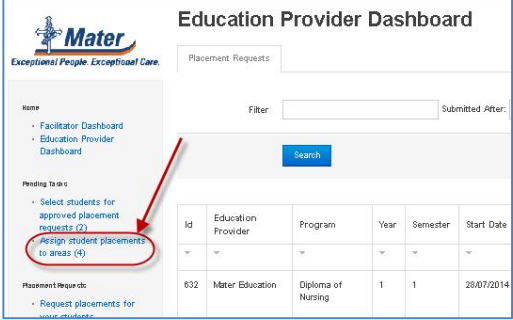
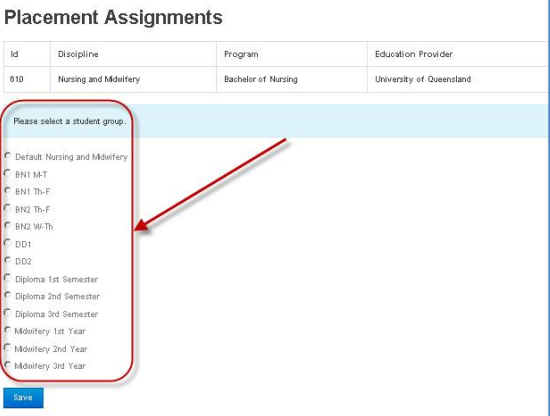
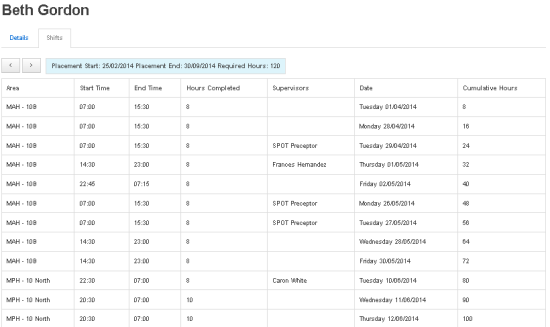
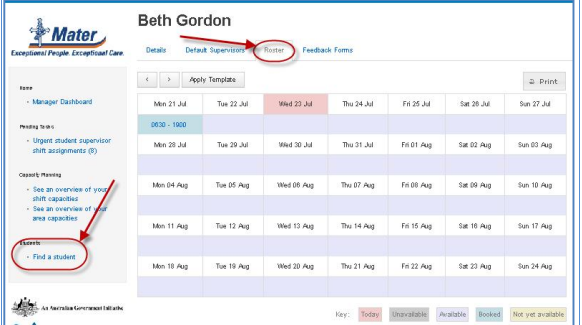
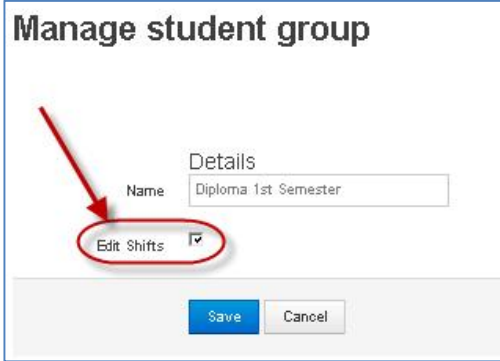


SPOT Upgrade Notes – 25-07-2014

#	Change	Roles with new function	Reference sheets updated	What it looks like																								
1.	<p>NEW FEATURE Set capacity by number of students per Area.</p> <p>Previously capacity was set only by number of shifts available per Area. This new function is optional and allows directors to set limits on numbers of students.</p>	Director	<p>DRef-04a – Managing you SHIFT Capacity Overview</p> <p>DRef-04b – Managing you AREA Capacity Overview</p>																									
2.	<p>NEW FEATURE Allocate Areas to a placement request at approval.</p> <p>Previously Directors would approve a request with “allocating” any capacity in SPOT to the request so that it was not taken by a subsequent request. This function only works for Areas/Disciplines that have <u>Area</u> capacity set.</p>	Director	DRef-01 – Placement Request Approval Process	<table border="1"> <thead> <tr> <th>Area</th> <th>Capacity</th> <th>#Allocated</th> </tr> </thead> <tbody> <tr> <td>8 East</td> <td>3</td> <td>0</td> </tr> <tr> <td>10 East</td> <td>5</td> <td>0</td> </tr> <tr> <td>10 North</td> <td>3</td> <td>0</td> </tr> <tr> <td>9 North</td> <td>4</td> <td>0</td> </tr> <tr> <td>9 East</td> <td>1</td> <td>0</td> </tr> <tr> <td>8 North</td> <td>10</td> <td>0</td> </tr> <tr> <td>8 South</td> <td>3</td> <td>0</td> </tr> </tbody> </table>	Area	Capacity	#Allocated	8 East	3	0	10 East	5	0	10 North	3	0	9 North	4	0	9 East	1	0	8 North	10	0	8 South	3	0
Area	Capacity	#Allocated																										
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<p>3.</p>	<p>NEW FEATURE Assign students to allocated Areas as an Education Provider.</p> <p>Previously all students were assigned to Areas by Placement Provider Directors. Any placement request with Areas allocated now has students assigned to those Areas by the Education Provider.</p>	<p>Education Provider</p>	<p>EPre7-07 – Assigning a Student to an Area</p>	 <p>Education Provider Dashboard</p> <p>Placement Requests: [Filter] Submitted After: []</p> <p>Name: []</p> <ul style="list-style-type: none"> Facilitator Dashboard Education Provider Dashboard <p>Pending to do:</p> <ul style="list-style-type: none"> Select students for approved placement requests (2) Assign student placements to areas (4) <p>Placement Requests: []</p> <table border="1"> <thead> <tr> <th>Id</th> <th>Education Provider</th> <th>Program</th> <th>Year</th> <th>Semester</th> <th>Start Date</th> </tr> </thead> <tbody> <tr> <td>632</td> <td>Mater Education</td> <td>Diploma of Nursing</td> <td>1</td> <td>1</td> <td>28/07/2014</td> </tr> </tbody> </table> <p>Placement Assignments</p> <table border="1"> <thead> <tr> <th>Id</th> <th>Discipline</th> <th>Student Group</th> <th>Program</th> <th>Education Provider</th> <th>Start Date</th> <th>End Date</th> <th>Total Hours</th> </tr> </thead> <tbody> <tr> <td>632</td> <td>Nursing and Midwifery</td> <td>Diploma 1st Semester [edit]</td> <td>Diploma of Nursing</td> <td>Mater Education</td> <td>26/07/2014</td> <td>24/08/2014</td> <td>120</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Assign</th> <th>Student Name</th> <th>Student Number</th> <th>Username</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>Stu Dent1</td> <td>8676</td> <td>spot.student8979@spotapp.com.au</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Stu Dent2</td> <td>8765</td> <td>spot.student8765@spotapp.com.au</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Stu Dent3</td> <td>7654</td> <td>spot.student7954@spotapp.com.au</td> </tr> </tbody> </table> <p><input type="checkbox"/> MPH</p> <p><input type="checkbox"/> 10 East(1)</p> <p><input type="checkbox"/> 10 North(1)</p> <p><input type="checkbox"/> MPH @E(1)</p> <p>Assign Areas</p>	Id	Education Provider	Program	Year	Semester	Start Date	632	Mater Education	Diploma of Nursing	1	1	28/07/2014	Id	Discipline	Student Group	Program	Education Provider	Start Date	End Date	Total Hours	632	Nursing and Midwifery	Diploma 1st Semester [edit]	Diploma of Nursing	Mater Education	26/07/2014	24/08/2014	120	Assign	Student Name	Student Number	Username	<input type="checkbox"/>	Stu Dent1	8676	spot.student8979@spotapp.com.au	<input type="checkbox"/>	Stu Dent2	8765	spot.student8765@spotapp.com.au	<input type="checkbox"/>	Stu Dent3	7654	spot.student7954@spotapp.com.au																																															
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<p>4.</p>	<p>NEW FEATURE Set Student Group for placement requests with allocated Areas if more than one student group exists.</p> <p>Student Group is currently set when Directors assign students to Areas, but if allocating Areas so the Education Provider can assign students to Areas, Student Group needs to be set at approval.</p>	<p>Director</p>	<p>DRef-01 – Placement Request Approval Process</p>	 <p>Placement Assignments</p> <table border="1"> <thead> <tr> <th>Id</th> <th>Discipline</th> <th>Program</th> <th>Education Provider</th> </tr> </thead> <tbody> <tr> <td>610</td> <td>Nursing and Midwifery</td> <td>Bachelor of Nursing</td> <td>University of Queensland</td> </tr> </tbody> </table> <p>Please select a student group.</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Default Nursing and Midwifery <input type="radio"/> BN1 M-T <input type="radio"/> BN1 Th-F <input type="radio"/> BN2 Th-F <input type="radio"/> BN2 W-Th <input type="radio"/> DD1 <input type="radio"/> DD2 <input type="radio"/> Diploma 1st Semester <input type="radio"/> Diploma 2nd Semester <input type="radio"/> Diploma 3rd Semester <input type="radio"/> Midwifery 1st Year <input type="radio"/> Midwifery 2nd Year <input type="radio"/> Midwifery 3rd Year <p>Save</p>	Id	Discipline	Program	Education Provider	610	Nursing and Midwifery	Bachelor of Nursing	University of Queensland																																																																																			
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<p>5.</p>	<p>NEW FEATURE Enabled students to access a printable list of shifts completed for each placement.</p> <p>This gives students access to the Shifts tab that Directors, Facilitators and Education Providers have access to.</p>	<p>Students</p>	<p>StRef-05 – Viewing Details and Placement History</p>	 <p>Beth Gordon</p> <p>Details Shifts</p> <p>Placement Start: 25/02/2014 Placement End: 30/09/2014 Required Hours: 120</p> <table border="1"> <thead> <tr> <th>Area</th> <th>Start Time</th> <th>End Time</th> <th>Hours Completed</th> <th>Supervisors</th> <th>Date</th> <th>Cumulative Hours</th> </tr> </thead> <tbody> <tr> <td>MSW - 109</td> <td>07:00</td> <td>15:30</td> <td>8</td> <td></td> <td>Tuesday 01/04/2014</td> <td>8</td> </tr> <tr> <td>MSW - 109</td> <td>07:00</td> <td>15:30</td> <td>8</td> <td></td> <td>Monday 28/04/2014</td> <td>16</td> </tr> <tr> <td>MSW - 109</td> <td>07:00</td> <td>15:30</td> <td>8</td> <td>SPOT Precceptor</td> <td>Tuesday 29/04/2014</td> <td>24</td> </tr> <tr> <td>MSW - 109</td> <td>14:30</td> <td>23:00</td> <td>8</td> <td>Francis Hernandez</td> <td>Thursday 01/05/2014</td> <td>32</td> </tr> <tr> <td>MSW - 109</td> <td>22:45</td> <td>07:15</td> <td>8</td> <td></td> <td>Friday 02/05/2014</td> <td>40</td> </tr> <tr> <td>MSW - 109</td> <td>07:00</td> <td>15:30</td> <td>8</td> <td>SPOT Precceptor</td> <td>Monday 26/05/2014</td> <td>48</td> </tr> <tr> <td>MSW - 109</td> <td>07:00</td> <td>15:30</td> <td>8</td> <td>SPOT Precceptor</td> <td>Tuesday 27/05/2014</td> <td>56</td> </tr> <tr> <td>MSW - 109</td> <td>14:30</td> <td>23:00</td> <td>8</td> <td></td> <td>Wednesday 28/05/2014</td> <td>64</td> </tr> <tr> <td>MSW - 109</td> <td>14:30</td> <td>23:00</td> <td>8</td> <td></td> <td>Friday 30/05/2014</td> <td>72</td> </tr> <tr> <td>MPH - 10 North</td> <td>22:30</td> <td>07:00</td> <td>8</td> <td>Caron White</td> <td>Tuesday 10/06/2014</td> <td>80</td> </tr> <tr> <td>MPH - 10 North</td> <td>20:30</td> <td>07:00</td> <td>10</td> <td></td> <td>Wednesday 11/06/2014</td> <td>90</td> </tr> <tr> <td>MPH - 10 North</td> <td>20:30</td> <td>07:00</td> <td>10</td> <td></td> <td>Thursday 12/06/2014</td> <td>100</td> </tr> </tbody> </table>	Area	Start Time	End Time	Hours Completed	Supervisors	Date	Cumulative Hours	MSW - 109	07:00	15:30	8		Tuesday 01/04/2014	8	MSW - 109	07:00	15:30	8		Monday 28/04/2014	16	MSW - 109	07:00	15:30	8	SPOT Precceptor	Tuesday 29/04/2014	24	MSW - 109	14:30	23:00	8	Francis Hernandez	Thursday 01/05/2014	32	MSW - 109	22:45	07:15	8		Friday 02/05/2014	40	MSW - 109	07:00	15:30	8	SPOT Precceptor	Monday 26/05/2014	48	MSW - 109	07:00	15:30	8	SPOT Precceptor	Tuesday 27/05/2014	56	MSW - 109	14:30	23:00	8		Wednesday 28/05/2014	64	MSW - 109	14:30	23:00	8		Friday 30/05/2014	72	MPH - 10 North	22:30	07:00	8	Caron White	Tuesday 10/06/2014	80	MPH - 10 North	20:30	07:00	10		Wednesday 11/06/2014	90	MPH - 10 North	20:30	07:00	10		Thursday 12/06/2014	100
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6.	<p>NEW FEATURE Added a new Role called Rostering Manager which duplicates the Manager role with the addition of the Find a Student and Roster tab functions.</p> <p>This allows Users with this role to use the Manager Dashboard and to enter rosters for students in their Area(s).</p>	Administrator, Rostering Manager	<p>ARef-02 – Administering Users.</p> <p>RMRef-01 - Using the 'Find a Student' Function</p> <p>RMRef-02 - Booking and Cancelling Individual Student Shifts</p> <p>RMRef-03 - Assigning a Shift Template to a Student's Roster</p>	
7.	<p>NEW FEATURE Restrict a Student Group to have View only access to their Schedule.</p> <p>Previously all students had edit access to their rostering schedule; this function allows Administrators to set certain Student Groups to not have edit access.</p>	Administrator	<p>ARef-05 – Administering Disciplines</p>	
9.	<p>IMPROVEMENT Fixed an issue that displayed the incorrect order of items in the dropdown menus of the Create Shift Template screen.</p>	Director	N/A	N/A
10.	<p>IMPROVEMENT Fixed an issue that displayed decommissioned Education Providers in the Administer Users pop-up menu.</p>	Administrator	N/A	N/A
11.	<p>IMPROVEMENT Fixed an issue that stopped the Cancel Shift button from asking “Are you Sure?” on the Manager Dashboard.</p>	Manager, Director	N/A	N/A



12.	<p>IMPROVEMENT Added Program to the list of items able to be edited in the Edit Student Details page.</p>	Education Provider	N/A	N/A
13.	<p>IMPROVEMENT Enabled Facilitators to view past placement groups via the Facilitator Dashboard by clicking back to the date they were on placement.</p>	Facilitator	N/A	N/A
14.	<p>IMPROVEMENT Fixed an issue that stopped Feedback Form questions and settings from copying to new placement requests.</p>	Director / Education Provider	N/A	N/A