

OVERVIEW

Smart Assessor provides the opportunity to report on the EILP Feature to monitor the progress of these EILP's.

- EILP Report

PREPARATION

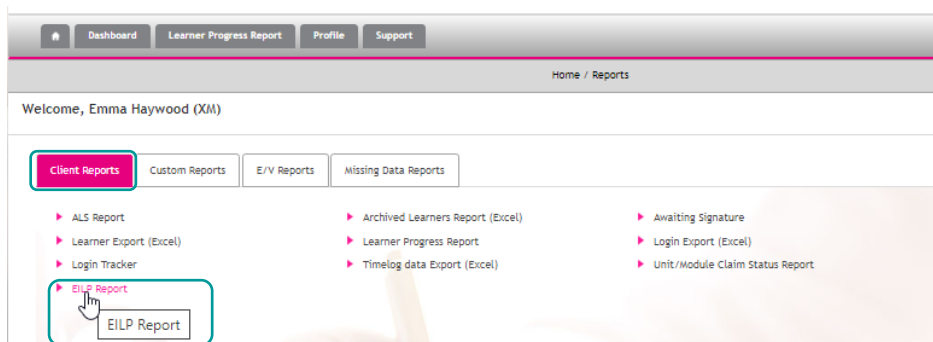
Access Smart Assessor using on of the following logins: MA, BA, Assessor, EM, EO, IQA, CM, XM

USER RESTRICTIONS

MA, BA, Assessor, EM, EO, IQA, CM, XM

DETAILS

1. Login as one of the above roles and navigate to the Report Tab and select the EILP Report under the Client Reports Subheading



2. You can then amend the settings of the report to meet your requirements based on Role Dependant Filters;

Filter By Assessor- Cannot be performed by the assessor role due to only their learners will display

Filter By Employer- Cannot be performed by an Employer Role as it will only display the learners for that Employer

Show Learners with no EILP

Show EILPs With Missing Signatures

You can also use the search box to search for any key data you would like to see

Use the Filter Button to filter your data via the filters you have provided

You can use the Clear button to remove the filters from the data

EILP Snapshot Report

Select Assessor

Use this text box to search for an Assessor

Select an Assessor...

Select Employer

Use this text box to search for an Employer

Select an Employer...

Show Learners with no EILP

Show Missing Signatures

Clear
Filter
Export to Excel

Show 10 entries Search:

Learner First Name	Learner Last Name	Learner MIS Id	ULN	Employer Name	Employer Manager	EILP Template Name	Date EILP Recorded	Learner EILP Signed	Assessor EILP Signed	Employer EILP Signed
Preet	Learner 5			Preet Employer 2		Test Template	28/02/2020 01:03			
preet	Learner 10			Dilemma	Dilemma Preet	Test Template	28/02/2020 01:02			
Preet	Learner 5			Preet Employer 2		Demo Template	05/03/2020 01:00			Not Required
Preet	Learner 7			Employer ABC	Preet Employer	Test Template	28/02/2020 01:01			
Preet	Learner 2			Preet Employer 2	Preet Contact 20	Test Template	28/02/2020 01:02			
Preet	Jan Learner			Employer ABC	Preet Employer	Test Template	27/02/2020 12:17	Preet Jan Learner 27/02/2020 12:28		Preet Employer 27/02/2020 12:24
Preet	Learner 6			Smart Apprentices	Preet Employer	Test Template	28/02/2020 01:01			
Preet	Learner 4			Smart Apprentices		Test Template	28/02/2020 01:02			
Preet	Learner 12			Employer ABC	Preet Employer	Test Template	28/02/2020 01:00			
preet	Learner 11			Preet Employer 2	Preet Contact 20	Test Template	28/02/2020 01:00			

Showing 131 to 140 of 230 entries

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- The Export to Excel button will export the data of the EILP into an Excel file. If there are no filters applied to the EILP Report, then all data will be exported. However, if filters are applied to the report, only the data within the report will be exported to the Excel File.