

# Nipper Student Management System



## EASE OF USE

Nipper has been designed from the outset to be as simple and straightforward to install and use as possible, and uses standard Microsoft Office™ products to ensure it will work on the maximum number of PCs with the minimum of fuss.

## COMPLIANCE

Nipper is always kept up to date with the latest requirements from bodies such as TEC and NZQA. Their requirements for information change a lot but Nipper will always be one step ahead meaning you will never have to worry about being caught out by the latest changes.

## VALUE FOR MONEY

Not every tertiary education provider has the budget of a university or an army of IT support staff looking after your computers. Nipper is a cost-effective system with no compulsory ongoing support charges and no need for specialised servers, frequent upgrades or expensive 3rd party software.

Nipper is a student management system designed for the smaller New Zealand tertiary educator. Meta Office has been producing student management systems since 1998 and during this time we noticed the creep of governmental compliance requirements meant that smaller educational organisations were increasingly required to report electronically and were forced into purchasing expensive student management systems that were more complex than necessary. In response to this need, we created the Nipper Student Management System. From the outset we wanted to create a system that would allow training providers to meet the new requirements with the minimum of fuss and expense, and we think we succeeded. Nipper utilises Microsoft Access and as such reports and data can be easily exported to other Office products, and the

- A simple, easy-to-learn student management system.
- Produced by Meta Office, who have exclusively produced student management systems for the New Zealand market since 1998.
- Always up to date with the latest compliance changes from TEC and NZQA.
- Produces RS20 figures, NZQA unit result batches, interfaces with the National Student Index and TEC's Electronic Receiving system.
- Allows recording and reporting of student academic outcomes and attendance, and produces academic records.

system will work on any Windows-based PC with any version of Office from 2000 onwards, including the free "runtime" versions. There is no ongoing support cost for Nipper nor any limit on the number of users you are licensed to have, and no hidden charges after you've purchased the system. The system comes with one month of access to our helpdesk and most Nipper users find that this is enough to get them up and running as the system is simple and easy to navigate, while still being powerful enough to manage compliance requirements and producing the reports that you need. Nipper shares the data structure with its big brother Take2, meaning you have an easy upgrade path if in the future you want to apply for TEC funding.



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### TECHNICAL SUPPORT

There is a helpdesk available for your Nipper enquiries and support plans for either a per-hour or annual charge. However the product comes with one month of free access to the helpdesk and very few of our users require help beyond this period.

### RELIABLE

Nipper is not a hosted solution, it is installed to your PC. You don't need to worry about outages or internet disconnections, the system will keep working. It is based on tried and tested Microsoft technology and has been used by many educators for years in a variety of environments.

### RELEVANT

The tertiary education sector is a fast-changing business place where the requirements of TEC and NZQA can drop at the change of a hat. With Nipper you can always be certain that your system is changing equally as fast, meaning you will never be caught out by a sudden change in policy.

## Service Features and Benefits



### New to version 4

- A bulk upload designed for TEC's new Literacy and Numeracy tool. This allows you to submit the required information of your learners without double-handling the data entry.
- A suite of functionality around the recording of student attendance. It is now possible to record the absences of your students in increments as small as a tenth of a day, and produce reports to show which of your students are not meeting your attendance requirements.
- Now fully Office 2010 compatible.

If you're interested in seeing Nipper in action feel free to contact us to arrange for an online demonstration. All you will need a computer connected to the internet and a phone line. We would be more than happy to answer any questions you might have.

## System Requirements

- A Windows based PC.
- Any version of Microsoft Access, including the free 'runtime' version which we can include on the installation CD. The installation must have all available service packs installed.
- A minimum 128MB of RAM.
- If you want to share Nipper across a network you will need at least a 10mb network.
- To use the Electronic Receiving System or National Student Index optional add-ons you will need a connection to the internet.

### META OFFICE PRODUCTS & SERVICES

- [Nipper](#)
- [Take2](#)
- [Sky Software](#)
- [Consultancy](#)
- [Data Conversion](#)
- [Training](#)



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Student Management  
Systems

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