

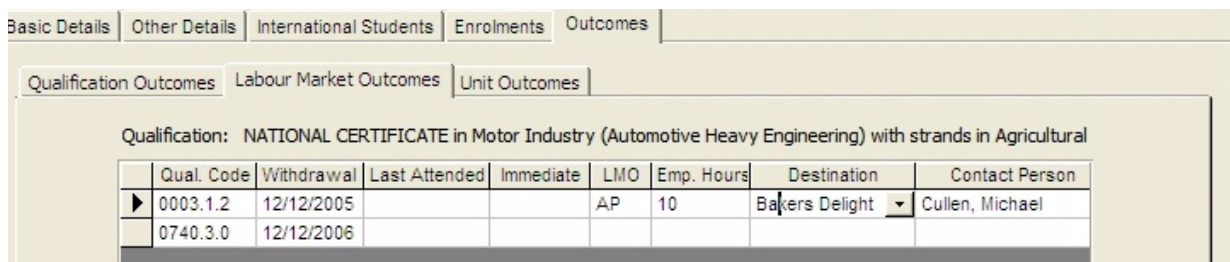
Report Two Month Labour Market Outcomes (Paper Based Return)

The Electronic Receipting System (ERS) is designed to offer providers the option of electronically submitting forms to the TEC for targeted funding trainees (TOPS and Youth Training).

The ERS provides the ability to electronically lodge transactions and know immediately that they are accepted and complete resulting in fewer amendments and faster enrolment management.

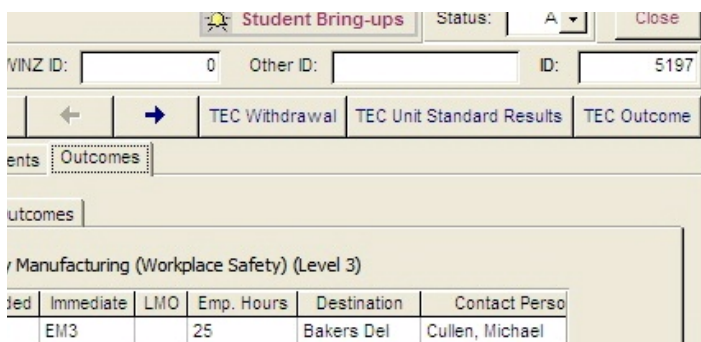
Contact the Meta Office Help Desk for more information.

1. on the **Student Management** button.
2. on the **Outcomes** button.
3. on the **Single Student** button.
4. in the name of the student and on the **Find** button.
5. on the **Labour Market Outcomes** tab.



Qual. Code	Withdrawal	Last Attended	Immediate	LMO	Emp. Hours	Destination	Contact Person
0003.1.2	12/12/2005			AP	10	Bakers Delight	Cullen, Michael
0740.3.0	12/12/2006						

6. Enter the details of the Two Month Labour Market Outcome.
7. on the **TEC Outcome** button.



Immediate	LMO	Emp. Hours	Destination	Contact Person
EM3		25	Bakers Del	Cullen, Michael

8. The required form to be sent to TEC will appear on screen.