

Take2 Student Management System



RELIABILITY

Take2 has an excellent track record as a reliable, "no fuss" student management system. Take2 was designed from the outset to be as simple and straightforward to install and use as possible. The Take2 Helpdesk is recognised as being quick to respond and staffed by experienced people who know what you are talking about.

COMPLIANCE

Take2 is always kept up to date with the latest requirements from bodies such as the Ministry of Education, TEC and NZQA. Their requirements for information change frequently but Take2 will always be one step ahead meaning you will never have to worry about being caught out by the latest changes.

VALUE FOR MONEY

The Take2 licence fee is a modest one-time charge. The annual support fee provides access to the Take2 Helpdesk and regular upgrades to the software. There are no hidden costs.

Take2—Certified and Compliant

First released in 1999 Take2 is available in two editions. The Access edition is suitable for organisations with up to several thousand enrolments each year whilst the SQL Server edition can handle tens of thousands of students. The product has been purchased by over 200 training providers located throughout New Zealand. Take2 was the first student management system to be certified by the Ministry of Education as Single Data Return compliant. That certification has been renewed every year since and we are already at work ensuring future compliance with the new Tertiary Learner Event Collection.

Take2 uses a standard computing environment to give a familiar "look and feel" and to provide for good integration with Microsoft Office applications.

Take2 is comprehensively supported with a detailed user manual, topic specific Tip Sheets, a monthly newsletter and quite simply the best helpdesk in New Zealand.

Extended support options are available to assist new training providers or for existing organisations that wish for regular independent advice on compliance reporting.

EPI Reporting—Accurate and Auditable

Filter Options

The report was filtered in this way:

Reporting Year: 2010
Funding Source: Student component funding (01)
Include only active students: Yes
Levels Selected: All

Indicator Values

Level Group	Course Completion	Student Retention*	Qualification Completion	Part-Time Factor	Composite Weighted Factor
1-2					
3-4	89.21%	88.28%	79.88%	2.51%	8.5
5-6	74.77%	76.70%	73.90%	3.33%	7.5
7-8					
Total	81.52%	82.78%	78.89%	2.95%	

- A simple, easy-to-learn student management system.
- Developed by Meta Office, which has exclusively produced student management systems for the New Zealand market since 1998.
- Always up to date with the latest compliance changes from the Ministry of Education, TEC and NZQA.
- Produces Single Data Return, NZQA unit result batches, interfaces with the National Student Index and TEC's Electronic Receipting system.
- Allows recording and reporting of student academic outcomes and attendance, and produces academic records.
- Provides an extensive library of relevant reports.

And Your System?

How's your student management system? Are you confident that it would stand up to a TEC audit?

- Does your system "map" course completion codes correctly and efficiently?
- Does your system allow you to monitor SAC-funded EFTS consumption?
- Does your system provide data accuracy and performance monitoring reports so that you can review progress through the year?
- Does your system calculate Education Performance Indicator values using TEC's formulas?
- Are the reports auditable?

If you are spending so much time chasing your existing student management system supplier that you haven't got time for teaching your students, maybe it's time to contact Meta Office so you can get on with the job.



Meta Office

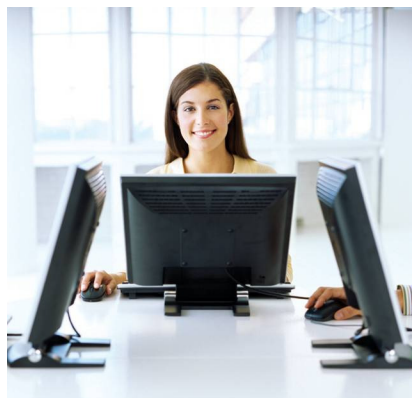
Features and Future

SELECTED FEATURES

- CRM and student recruitment.
- Bring-ups and reminders.
- Mail merge, emails, and text messages.
- User defined fields.
- Mandatory fields.
- Curriculum import.
- Alternate awards.
- National Student Index interface and change notification processing.
- Electronic Receipting System (ERS) interface.
- Pastoral care and accommodation for international students.
- NZ Immigration Service Students Online interface.
- Public Trust Fee Protect interface.
- Literacy & Numeracy bulk upload.
- Comprehensive reporting to NZQA and selected ITOs.
- Student ID cards.
- Single Data Return.

SQL SERVER EDITION

- Address builder and postcode lookup.
- Provisional enrolments.
- Multi-provider processing.
- User access control.
- Audit log.



Recent Enhancements

- A bulk upload designed for the new Literacy and Numeracy tool. This allows you to submit the required information for your learners without double-handling the data entry.
- Education Performance Indicator (EPI) reporting based on TEC's published *Definitions and Rules*. The report is augmented by detailed Excel worksheets that allow you to analyse your organisation's performance in detail.
- Now fully Office 2010 compatible.

If you're interested in seeing Take2 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 will be more than happy to answer any questions you might have.

Mercury Relay

TEC recently embarked on a project to replace the Single Data Return with a "Tertiary Learner Event Collection" (TLEC). This will see data being reported by training providers on a near real-time basis and will require a high level of data validation on the part of those providers.

For suppliers of student management systems the TLEC project could require a very substantial rewrite of their software.

At Meta Office we are at work on our **Mercury Relay** project which will future proof all our student management products and will also be available to suppliers of other systems, allowing them to ensure ongoing compliance. So even if you don't plan to change student management systems you should still talk to us about Mercury Relay.

META OFFICE PRODUCTS & SERVICES

- Nipper
- Take2—Access Edition
- Take2—SQL Edition
- Consultancy
- Data Conversion
- Training



Meta Office

Student Management
Systems

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