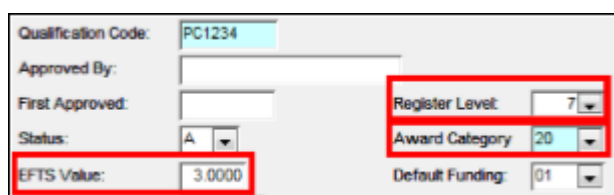


Tip Sheet No.57

Performance Indicators

The Performance Indicator report in the Take2 Main Module calculates three key measures: Successful Course Completion (SC), Student Retention (also known as “Student Continuation or Completion – SCOC), and Qualification Completion (QC) at the register level groups, to calculate the part-time factor, and to calculate the composite weighted indicator value.

1. Record up to date course and qualification completion data before submitting each SDR, the indicators use data that is collected to report through the SDR.
2. The items of data not reported through the SDR which are required when calculating the measures relate to prescribed qualifications and can be entered on the Curriculum form, these are:
 - Register Level
 - EFTS Value
 - Award Category



The screenshot shows a form with the following fields and values:

Qualification Code:	PC1234
Approved By:	
First Approved:	
Status:	A
EFTS Value:	3.0000
Register Level:	7
Award Category:	20
Default Funding:	01

Running the Report

1. You will find a new button on the Exports & Reports menu in the Main Module. The button is labelled “Performance Indicators”. Click the button and a new form displays.
2. Enter a Reporting Year value, make sure the “01” funding source is selected. You can select other sources but TEC focuses on 01. Untick the Include Only Active Students options only if you have made any students inactive who were enrolled in the selected year. You may if you wish to filter for specific register levels.
3. You may want to tick the Produce Audit Data so that an Excel file will be created in order that you can check what data is being used by the report.
4. Click Print, save the Excel file if you ticked this option, and wait for the report to appear.

What’s on the Report?

The report has three sections:

1. At the top is lots of writing which gives background information on the accuracy of the report - see note below.
2. The second section shows the filter options you selected
3. and the third section shows the calculated values.

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
5-8	74.77%	76.70%	73.90%	3.33%	7.5
7-8					
Total	81.52%	82.78%	76.69%	2.95%	

What's Does the Audit Data Show?

1. Selection Criteria lists the filter criteria you used for the report.
2. Course Completions lists every course completion record used in determining the SC rate. There are a few demographic fields and the course code and qualification code for each course enrolment is shown. This means you could calculate a successful course completion rate by course and or qualification.
3. Student Retention lists every student used in determining the SCOC rate. If the column "Retained" contains "1" this record is included in the numerator. Student Retention is calculated on the basis of data from the year prior to the Reporting Year as well as data from the Reporting year. The components of the formula published by TEC that refer to "year n" are taken from the year before the Reporting Year and the components of the formula that refer to "year n + 1" are taken from the Reporting Year
4. Qualification Completion Num lists the numerator records for the QC rate.
5. Qualification Completion Den lists the denominator records for the QC rate. Please note that because of the way that TEC has defined this indicator there is no direct relationship between denominator and numerator.

Note – If a student has enrolled in more than one qualification and the qualifications are at different register levels the student will appear in more than one audit record. Such students are, however, counted only once in the calculation of the Total row in the Indicator Value section of the report.