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# Analytics

## What is the benefit of this session?

The aim of this session is to show users how to effectively analyse and report on Pastoral Care data stored in SEQTA.

## Content

-  Analysis options on the Student Summary Page
-  Export to Excel
-  Create simple calculations Count, CountA, CountIF, Average, Min, Max, Sum and SumIF.
-  Create a chart
-  What reports are available?
-  Report output
-  Export reports

## Recommended Attendees

Pastoral Care Officers, Chaplains, School Psychologists, Heads of School, Year Heads/Co-ordinators

## Australian Professional Standards for Teachers (AITSL) addressed

1.6, 4.1, 6.2, 6.4

## Important note

Please note Microsoft Excel is required and dependent on the operating system you use (i.e. PC or Mac) you may not have all available demonstrated Excel options. **The content delivered is using Excel 2016 on a windows platform (PC).**



## Categories

The short courses are categorised as follows:

- Curriculum
- Attendance
- Pastoral Care

## Target Audience

See course details for recommended audience.

## Duration

The duration of each individual short course is 1.5 hours and consists of approximately 60 to 70 minutes of content and 20-30 minutes for Q&A.

## Notes (very important)

- Access to *SEQTA Teach* post training is required for attendees to use and implement the features covered.
- Where specific Administrator, Attendance or Pastoral care access is required to use the features covered in the training, this is listed accordingly.
- A brief presentation of the points covered in a webinar/face-to-face training will be provided to each attendee.
- Recordings of trainings are not available.