

**Level 2 Training****QOSEC****On-boarding for SEC****Type:** Face-to-face or E-Learning**Duration:** 3 hours**Register now****What is the benefit of this session?**

During this workshop, attendees will develop significant depth of SEQTA Suite knowledge and will be able to maximise its use in their school. The course is specifically designed to train School Educational Contacts on the various aspects of the SEQTA Suite.

**Recommended Attendees**

Allocated SEQTA School Education Contact (SEC)

**Key Outcomes**

- Understanding of role and expectation of an SEC
- Maximise the use of SEQTA Suite
- Build capacity and future-proof retention of expertise
- Timetabling
- Application Settings
- Assign / revoking user accounts
- Managing Data Synchronisation
- Coordinating Staff PD
- Manage and oversee implementation
- Parent training and liaison

**Australian Professional Standards for Teachers (AITSL) addressed**

2.6, 4.5, 6.2