

Short Courses

Analytics

Type: Face-to-face**Duration:** 1 hour[Register now](#)

What is the benefit of this session?

SEQTA Professional Services is excited about the range of short courses on the SEQTA Suite. The aim of this session is to show users how to effectively analyse and report on Pastoral Care data stored in SEQTA. The audience for these short courses may vary as some are for more experienced educators who want to enhance their professional development portfolios, while others are for all educators – those with and without a great deal of experience. Participants will have an opportunity to post questions during the webinar or face-to-face sessions.

IMPORTANT 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).**

Recommended Attendees

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

Key Outcomes

- 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

Australian Professional Standards for Teachers ([AITSL](#)) addressed

1.6, 4.1, 6.2, 6.4