

STA System Development 2022



Improvements for ATCs

This document has been created to give an overview of the improvements made to functions within STA Online, STA Swim-shop and the STA Search, which are commonly used by Approved Training Centre's (ATCs).

Course Registration and Administration

Course / Seminar Registration

- Ability to register retakes online without the need to complete a CAPP Form.
- Ability to register seminars online without the need to complete a CAPP Form.
- Ability to stipulate the 'course format'.
- Ability to add 'Sites' without having to add them via Synergy.
- Ability to stipulate a 'price' and 'message to customers' when advertising courses.
- Ability to assign an 'IQA' to each course.
- Dedicated service to support ATCs currently using the 'paper-based' course registration route.

Course / Seminar Administration

- A new way to access and print course assessment resources such as MCQ papers and portfolios.
- Ability to securely download assessment materials.
- Full course and Tutor resources now accessible by Co-ordinators and Administrators. Resources also complemented by a resource sheet detailing information such as where resources are available from, which resources should be printed and given to learners and which resources are required back during a moderation of a course.
- Ability to make amendments to courses and seminars directly via STA Online.
- New 'Invite known learner' invite method allowing the quick invitation of a previously invited learner.
- Improved user linking functionality, dramatically reducing the requirement to add a learners STA learner reference in order to successfully add a learner to a course / seminar.
- Dramatically quicker load times.
- Ability to submit learner results individually rather than all at once.

Course Registration and Administration (Cont.)

- Membership pre-requisite automatically updates for submitted learners who are outstanding this pre-requisite (within appropriate timeframe).
- New certificate design which includes ATC branding at the forefront.
- Dedicated 'Pre-course questionnaire' area for learners to view and complete any outstanding course registration information.

ATC Administration

Dedicated area (available to Co-ordinators and Administrators) to:

- Review general ATC information held by STA.
- View ATCs qualification eligibility and 'DCS' status.
- View list of 'Administrators', 'Tutors/Assessors' and 'IQAs' assigned to ATC.
- View list of 'Sites' linked to ATC with the ability to add new sites directly within STA Online without the need to add via Synergy.
- View ATCs 'E-manual Stocks' along with historical purchase and allocation information.
- View and download invoices and transactions made by the ATC.

This dedicated area will be adapted over the coming months to perform functions currently within Synergy (such as adding new qualifications and Tutors / Assessors / IQAs).

STA Search Map

Improved functionality allowing ATCs to advertise:

- Courses and seminars which include their ATC branding, course pricing, course format and supporting information.
- Their ATC and services which now includes all sites ATCs operate from along with their ATC branding.

New functions also include a 'Tutor' and 'Ambassador' search further supporting ATCs.

STA Swim-Shop

Improved functionality allowing ATCs to:

- Easily purchase e-manuals and course resources.
- Reference any contract agreements and discounts, which apply automatically at the checkout.