

Student Profile



Version Control

Date	Version	Change Summary	Created By
27/09/2021	1.0	New Guide Created	Neil Trueman

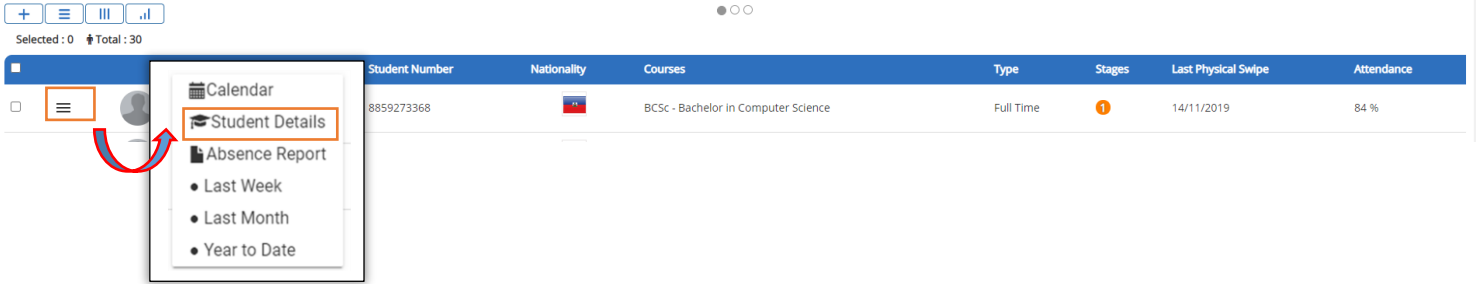


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Student Details and Timeline Screen

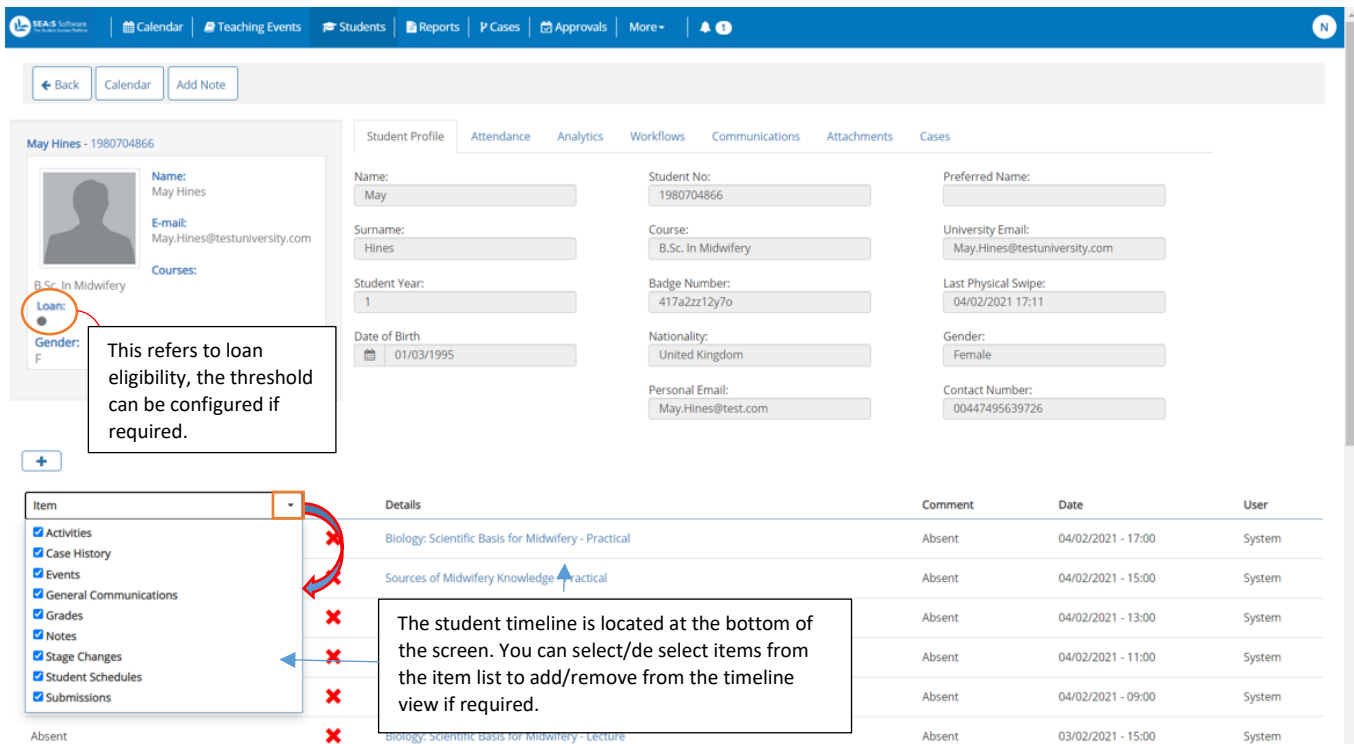
From the “Students” tab you can access the Students Detail Screen. This can be done by clicking the icon next to the relevant student and selecting “Student Details” from the dropdown or by clicking directly on the student name.



By default, you will be taken to the Students Profile, here you will find more detailed information on the selected student.

Note: These personal details are derived from the student import file that your University provides to SEAtS some of which may not be visible depending on your organisations GDPR configuration.

A list of all activity/events can be viewed within the student timeline. This can be defined as shown in the screen below. Additionally, timeline information may be exported to PDF and/or CSV file format from the timeline selection. Click on the + icon to invoke the export, choosing your preferred format.





In the example shown above, user 'System' is automated. The student never attended the scheduled event therefore the 'system' moved the student to status 'Absent'. Where there is a user manually adjusting or adding data such as manually updating attendance or adding a note, the user column will indicate the 'logged in user' name.

GDPR

Depending on what student information is being imported to the application, may include personal information such as personal email address and contact telephone number. This information may be hidden to certain staff groups within your organisation via the student GDPR permission and if enabled, is excluded from export data.