

TOSCA.net

Student Monitoring component

ADVANTAGES AND BENEFITS

- **Detection of at-risk students using criteria determined by the centre and based on such elements as :**
 - Attendance (global, by subject, repetitive, consecutive or new absences)
 - Results (linked with retakes, in terms of numbers or hours, hours completed)
 - Training profile
 - Behaviour
- **Creation and integration of forms for personalized student monitoring**
 - Health chart
 - General folder
 - Behaviour record
 - Letters on file
 - Etc.
- **Alert box and colour scheme to highlight particular situations**
- **Meetings-agenda management related to the follow-up in order to review the intervention process**
- **Integration with the TOSCA.net Teacher component and the Édu-groupe portal**

The TOSCA.net Student Monitoring component is a prevention and assistance tool for the individualized follow-up of students in Adult or Technical-vocational education. It offers school directors, and all those involved in the process, computerized tools for the early detection of students requiring specific help. The system provides the possibility of recording the information regarding the assistance process, in the form of appendices to the student record. It can be used to establish intervention plans for certain students and to ensure the follow-up of the strategies defined therein. It can also be used as a positive reinforcement tool by indicating, upon request, particular situations where students deserve recognition. Available via the Internet, the software can be used from home or at the centre, by all those involved.

In addition to being the ideal tool for the school's director, teachers and non-teaching personnel, the Student Monitoring component is an indispensable tool made available to those responsible for the student follow-up.

Intended clientele

- Centre directors
- Non-teaching personnel
- Teachers
- Those responsible for the student follow-up

Functions

Prevention criteria

For each student, the Student Monitoring analyzes the prevention criteria: attendance, results, exam retakes, hours completed, training profile, memos. When a particular situation is encountered (e.g. repetitive failures, exceeding the expected number of hours as a % or as a number of hours, unusual increase in the number of absences, repetitive absences, etc.), a signal is sent to the director, the person responsible for the follow-up, and/or the teacher, depending on the centre decision. Using the prevention criteria, the Student Monitoring could point out a student who has progressed significantly and propose that a congratulatory letter or e-mail be sent to them.

Alert box

A personalized alert box will signal, to all those selected, particular situations concerning a student. Through this alert box, the user can take note of the situation, access the student record and take appropriate action.

Forms

The Student Monitoring allows the user to electronically manage and create the forms concerning students. Each item in the form can be the object of a different level of confidentiality. The forms can be viewed on screen or printed.

To save data-entry time, the system will extract any pertinent information from the JADE-TOSCA database. Memo-type forms are used to set up behaviour-management in order to note those behaviours that are considered inappropriate and to record the means used to improve the situation.

Direct access to the student file allows the user to better understand the student's current situation and to make enlightened decisions with him or her towards their educational success.

Text models

The centre can set up a bank of text models that can eventually be deposited in the student records. The users thus save a great deal of time as they are not required to find new formulas to describe a given situation. The elements contained in the text models can be modified and completed in answer to specific needs. Any letter entered in the student record can become the object of a letter or e-mail sent to the student.

Student record

From the menu, the user directly accesses the different elements in the student file: frequentations, forms, letters, results, absences, profile, as well as memos. If such is the case, particular situations will be highlighted by contrasting colours selected by the users, so that no information escapes their attention.

Confidentiality

As it manages confidential information, the TOSCA.net Student Monitoring component was developed so as to ensure the security of data and exchanges.

For more information please visit our Web site at www.grics.qc.ca, or communicate with Customer Service at (514) 251-3730 or by e-mail at info@grics.qc.ca.