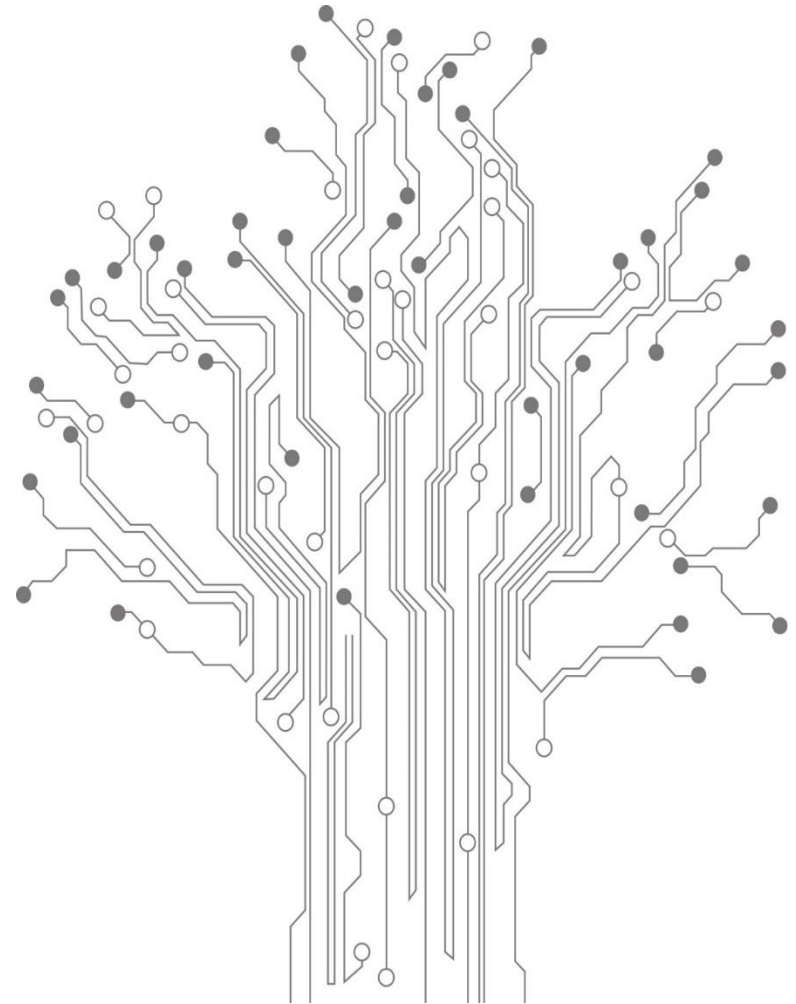


ArtenaSP 03.00.00 Student Portal



Presented by: Hendrik Van Der Watt



- What changed?
- ArtenaSP look and feel
- Processing requests in Artena



What changed?

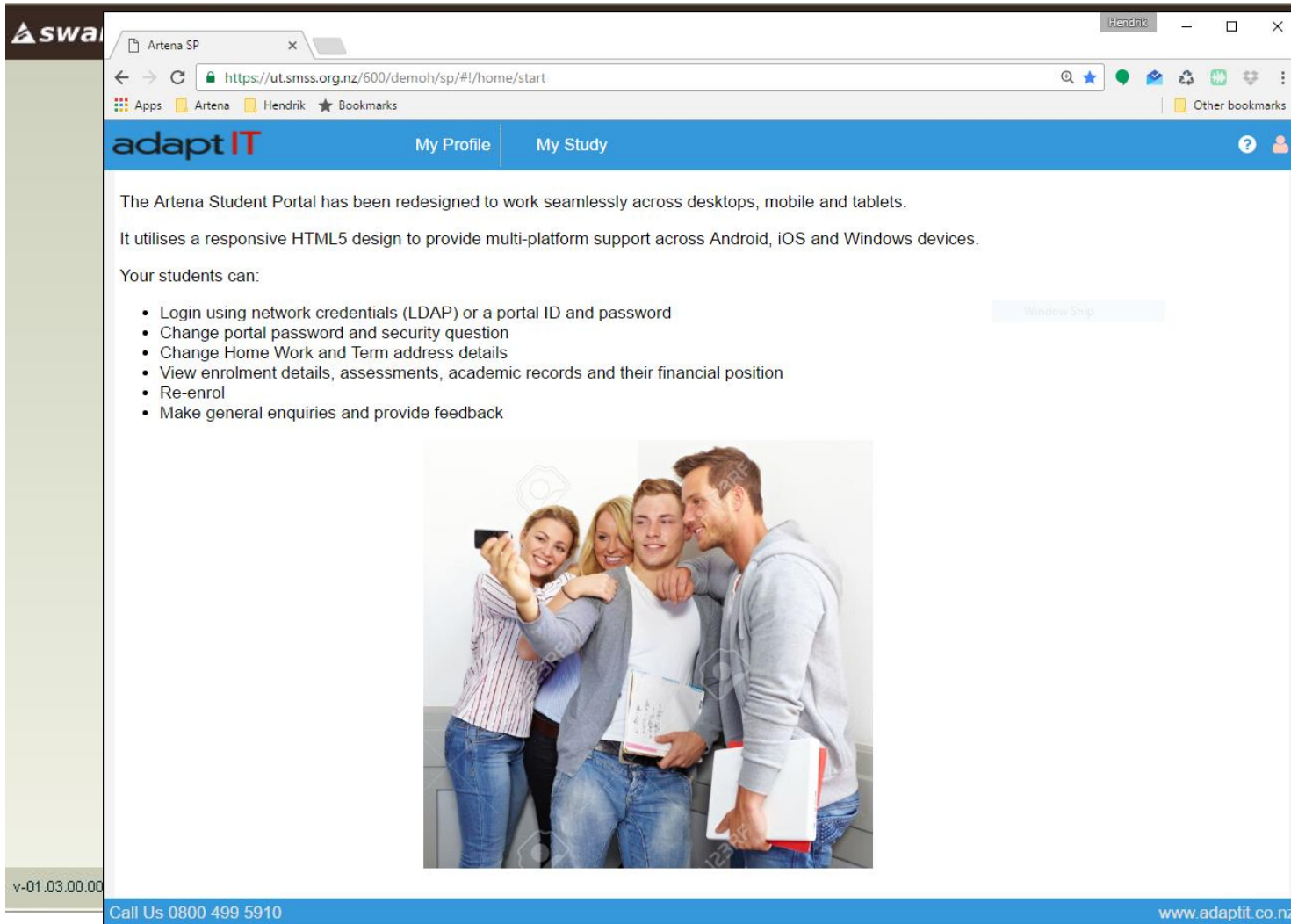


Functionality:

- Login and Logout (network credentials (LDAP) or a portal ID and password)
 - Personal details change
 - Address changes (Home, Work and Term)
- The Artena Student Portal has been redesigned to work seamlessly across desktops, mobile and tablets.
 - It utilises a responsive HTML5 design to provide multi-platform support across Android, iOS and Windows devices.
- Enrolment details
 - Assessments
 - Academic Records
 - Finances
 - Re-enrolment
 - General Enquiry
 - Feedback
 - Resources (web links)
 - Progress on requests



ArtenaSP look and feel



swai

Artena SP

https://ut.smss.org.nz/600/demoh/sp/#/home/start

Apps Artena Hendrik Bookmarks

Other bookmarks

adaptIT

My Profile My Study


The Artena Student Portal has been redesigned to work seamlessly across desktops, mobile and tablets.

It utilises a responsive HTML5 design to provide multi-platform support across Android, iOS and Windows devices.

Your students can:

- Login using network credentials (LDAP) or a portal ID and password
- Change portal password and security question
- Change Home Work and Term address details
- View enrolment details, assessments, academic records and their financial position
- Re-enrol
- Make general enquiries and provide feedback

Window Snap



v-01.03.00.00

Call Us 0800 499 5910

www.adaptit.co.nz

You try it – use your cell phone
or laptop



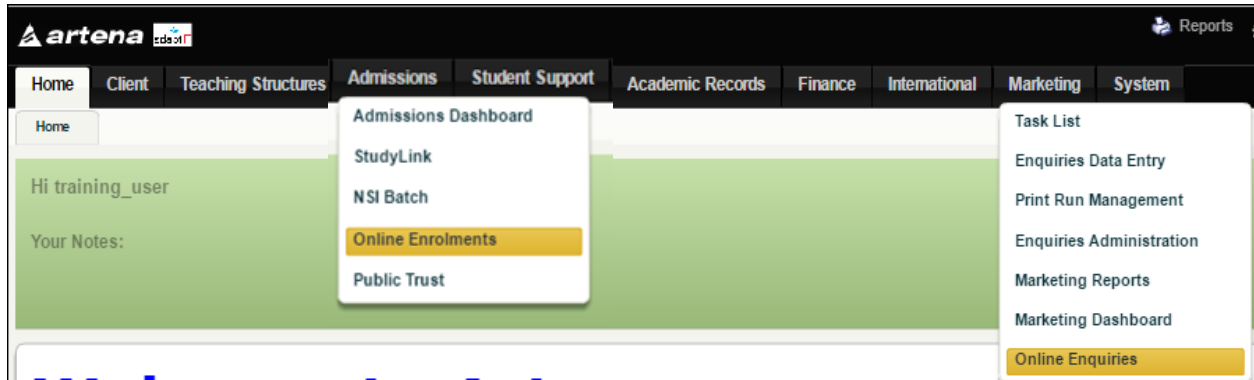
Go to <https://demo.artena.net.nz/sp>

Username: **hendrik.vanderwatt@adaptit.co.nz**

Password: **Hendrik 123456**

Processing requests in Artena

Now for Artena



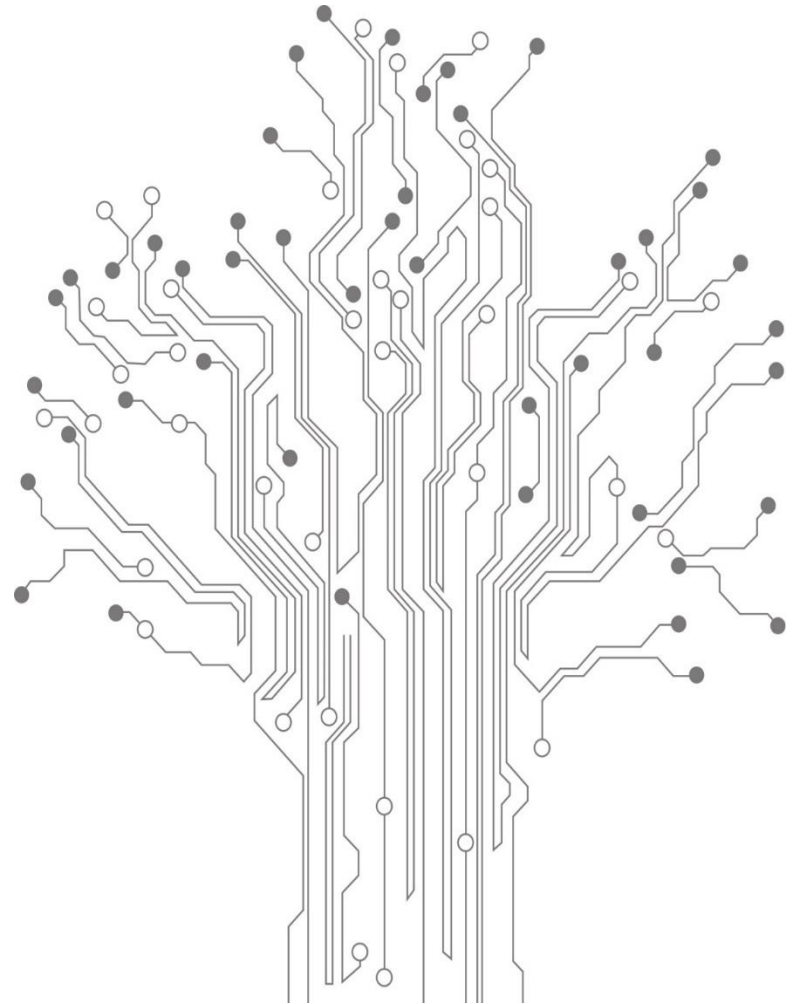
Q & A



Artena Online Enquiries



Presented by: Hendrik Van Der Watt



Key Areas

Data source

Data entry

Artena location

Processing

End result



Where does the data come from?

Each institute uses their own website to capture the data

Ask a question

WHAT DOES YOUR ENQUIRY RELATE TO?

Registration and Academic Records ▾

YOUR QUESTIONS OR ENQUIRY*

FIRST NAME* LAST NAME*

EMAIL* PHONE

STREET ADDRESS CITY

POSTAL CODE

Title *

First Name * Last Name *

Mobile Number * Email Address *

mobile number with no spaces

I am a

☐ NZ Citizen ☐ Australian Citizen

☐ NZ Permanent Resident ☐ Other Citizen

I am interested in the following:

☐ Certificate in Study and Career Preparation ☐ Certificate in Christian Ministry

☐ Diploma in Christian Studies ☐ Diploma in Relational Studies


☐ Diploma in Christian Education ☐ Bachelor of Counselling

☐ Bachelor of Teaching ☐ Bachelor of Ministries

☐ Bachelor of Theology ☐ Graduate Certificate in Theology

☐ Graduate Diploma of Theology ☐ Postgraduate Diploma in Theology

CONTACT US



EMAIL US
Send us an email and we'll get back to you as soon as possible. [SEND EMAIL](#)

CHAT WITH US
Talk to our friendly LEGO experts online. [CHAT NOW](#)

[PHONE US](#) [WRITE US](#)

How does the data end up in Artena?

The site that collects the data needs to send it in XML format to Artena

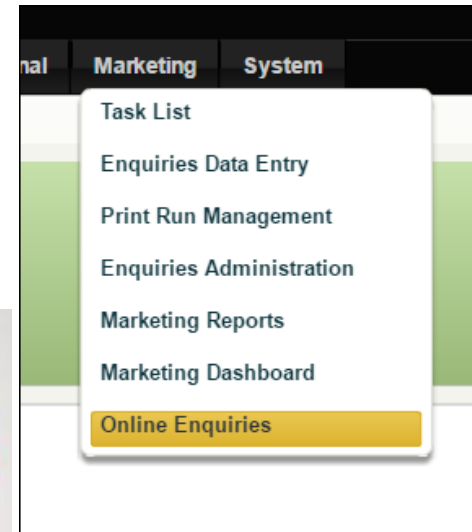
```
<?xml version="1.0" encoding="utf-8"?>
<OnlineEnquiry description="Diploma of Business">
  <FirstNames>Joe</FirstNames>
    <Surname>Bloggs</Surname>
    <DateOfBirth>19920415</DateOfBirth>
    <GenderCode>F</GenderCode>
    <PostalAddressLine1>125 Featherston Street</PostalAddressLine1>
    <PostalAddressPostcode>6011</PostalAddressPostcode>
    <PostalAddressEmail>jb@email.com</PostalAddressEmail>
    <EnquiryChannelCode>03</EnquiryChannelCode>
    <EnquiryYear>2015</EnquiryYear>
    <AdditionalData>
      <ProgNameText>Diploma of Business</ProgNameText>
    </AdditionalData>
</OnlineEnquiry>
```



The file is saved in a folder on the Artena web server to be processed

Where in Artena do I find the online enquiries?

Under Marketing > Online Enquiries
Search for any Enquiry (ONL)
Assign or Process



Home Online Enquiries

Request Search

Request Status: ☒ Unassigned ☐ Assigned ☐ Locked ☐ Processed

Imported Date: ☒ On the Date ☐ On or After the Date ☐ Any Date

User:

ID	Person	Type	Des	Assigned To	Imported On	Locked On
16		Enquiry (ONL)			28/04/2017	

How do I process the online enquiry?

Step through each enquiry

- Match Person and confirm match
- Check data against Arterna data and keep Arterna data?
- Accept | Reject



Match Person

Accept | Reject

Accept

Reject

☐ Arterna Data

☐ Keep Arterna Data



Online Enquiries

Enquiry

via Online Enquiries

- Person
- Address
- Enquirer
- Enquiry
- Enquiry Components
- Enquiry Products
- Additional Data

Back

Accept | Reject Match Person Matched Person Prev Next

Field Name	Online Data	Arterna Data
First Names	Hendrik	<input type="checkbox"/> Hendrik
Surname	Van der Watt	<input type="checkbox"/> Van
Gender	Unknown	<input type="checkbox"/> Unknown
Date Of Birth	01/01/1980	<input type="checkbox"/> 01/01/1980

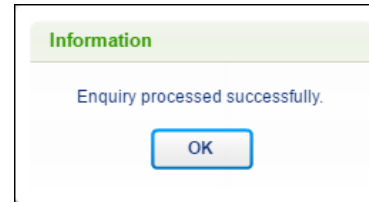
What does the end result look like?

Once you accept the enquiry it is added to the Person record

'Processed' shows ALL processed records

Click on Person

Enquirer Event ready



Online Enquiries

Request Search

Request Status: ☐ Unassigned ☐ Assigned ☐ Locked ☒ Processed

Processed Date: 28/04/2017 ☐ On the Date ☒ On or After the Date ☐ Any Date

Processed By: training_user

Person

ID	Person	Type	Description	Imported On	Processed C	Processed By	Status
16	Van, Hendrik	Enquiry (ONL)		28/04/2017	28/04/2017	training_user	Accepted

Field	Value
FirstNames	Hendrik
Surname	Van der Watt
DateOfBirth	1980-01-01

Client Online Enquiries

Person

▼ Hendrik Van

- ▼ Student (2017000000)
- Academic Records
- Other Qualifications
- ▼ Study Contracts (1)
- EA - Business NZ Diploma
- Support Services
- Add Debtor
- Add Staff
- Add International
- Enquirer**

Enquirer Details **Enquirer Events**

Enquirer Events

▼ 28/04/2017 - Enquiry: Just like to know where to find information about Business studies

- ▼ Mail Request
- [Pending] - 01 Thank you for Enquiry
- 29/11/2016 - Package Sent
- 29/11/2016 - Package Sent
- 17/10/2016 - Enquiry: Testing email
- 17/10/2016 - Enquiry

Created: 28/04/2017

Enquiry: Just like to know where to find information about Business studies

Products: Business, NZ Diploma

Components: 01 Thank you for Enquiry [PENDING]

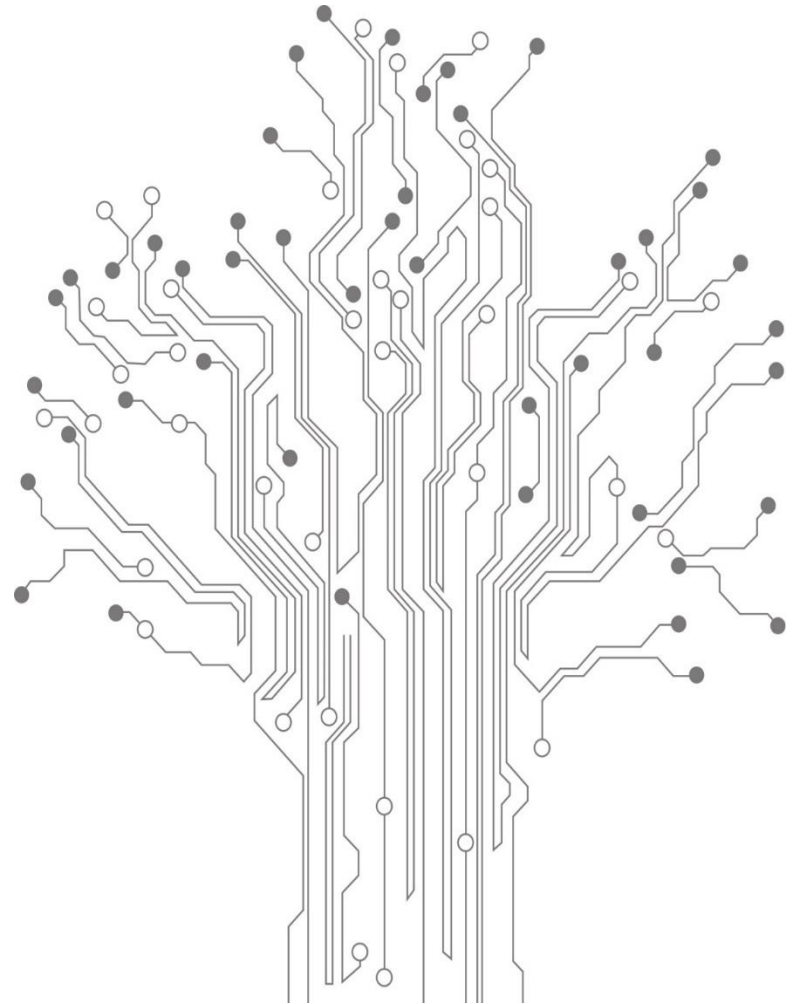
Tasks:

Q & A



Artena Online Enrolments

Presented by: Hendrik Van Der Watt



Key Areas

Data source

Data entry

Artena location

Processing

End result



Where does the data come from?

Each institute uses their own website to capture the data

Online Application

Please note – SIT are currently piloting an online application process. At the moment, this is only available for online applications. For all other programmes please check the website for more information.
Note: If you are applying for a SIT2LRN Distance Learning course a computer and internet connection is required. At this stage international students are unable to apply online please visit our website for more information.

Welcome to the Southern Institute of Technology's Online Application Form.
The online enrolment process will take 10 - 15 minutes to complete.

New Students

1. Fill in all sections of the application.
2. Send any **supporting documents** if required for your programme.

Returning Students

1. Login using your SIT username and password.
2. Fill in all sections of the application form.
3. Send **supporting documents** required for your programme. Please include your student ID on all documents.

Campus:

Choose a course:

Year:

An error occurred while checking which year(s) are available for online applications, please try again later.

Are you a returning student?

☐ Yes, within the last three months Please login using your SIT account on the next step.

☐ Yes, over three months ago Please enter your student id number on the next step.

☐ No

Application Form

HOME > APPLICATION FORM

A **B** **C** **D**

Qualification Personal Details Contact Information Academic Record

PROGRAMME OF STUDY

Select Programme

HAVE YOU STUDIED AT NORTHTEC BEFORE?

☐ Yes

☐ No

DURING YOUR TIME STUDYING IN THIS QUALIFICATION WILL YOU BE RESIDENT IN NEW ZEALAND OR OVERSEAS?

☐ New Zealand

☐ Overseas

DO YOU EXPECT TO COMPLETE THE ACADEMIC REQUIREMENTS IN ORDER TO COMPLETE YOUR PROGRAMME OF STUDY IN THIS YEAR OF ENROLMENT?

☐ Yes

☐ No

Programme information

Student Number

National Student ID

Venue*

☐ EIT Taradale Campus (Main Campus for Distance and Online Study)

☐ EIT Tairāwhiti, Tokomaru Bay or Ruatoria

☐ EIT Auckland

☐ Hastings Learning Centre

☐ Waipukurau (CHB) Learning Centre

☐ Maraenui Learning Centre

☐ Wairoa Learning Centre

Area of Study*



How does the data end up in Artena?

The site that collects the data need to send it in XML format to Artena

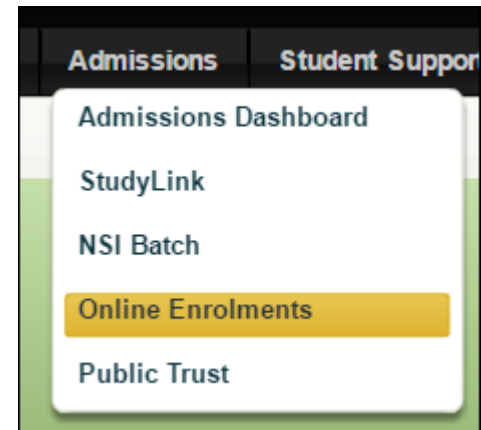
```
<?xml version="1.0" encoding="utf-8"?>
<OnlineApplication description="Diploma of Business" submitted="2016-10-20">
  <FirstNames>Joe</FirstNames>
  <Surname>Bloggs</Surname>
  <DateOfBirth>1992-04-15</DateOfBirth>
  <GenderCode>F</GenderCode>
  <HomeAddressLine1>125 Featherston Street</HomeAddressLine1>
  <HomeAddressPostcode>6011</HomeAddressPostcode>
  <HomeAddressEmail>jb@email.com</HomeAddressEmail>
  <OteUid>12345678</OteUid>
  <AdditionalData>
    <HomestayRequired>Yes</HomestayRequired >
    <ReviewSupport>Yes</ReviewSupport>
  </AdditionalData>
</OnlineApplication>
```



The file is saved in a folder on the Artena web server to be processed

Where in Artena do I find the online enrolments?

Under Admissions > Online Enrolments
Search for any Enrolment Application (ONL)
Assign or Process



Client | **Online Enrolments**

Request Search

Request Status: ☒ Unassigned ☐ Assigned ☐ Locked ☐ Processed

Imported Date: ☐ On the Date ☐ On or After the Date ☒ Any Date

User:

Search **Clear**

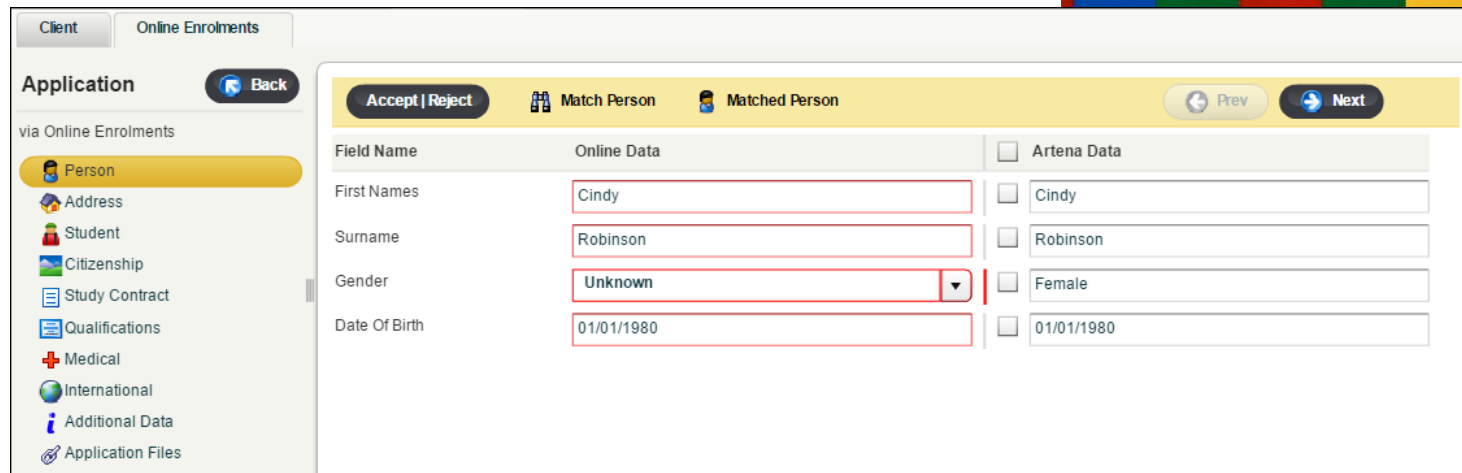
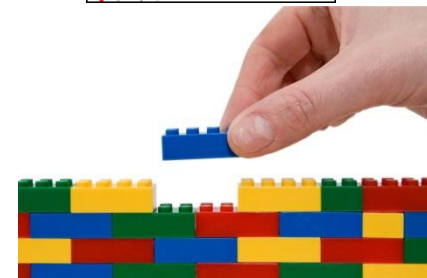
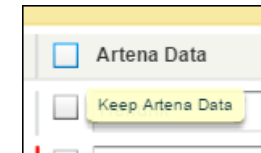
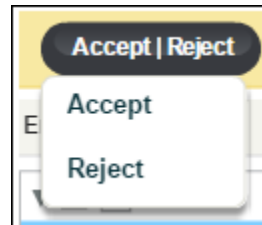
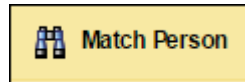
Assign **Assign to Me** **Process**

ID	Person	Type	Description	Assigned To	Imported On	Locked On
98		Enrolment Application (ONL)			12/01/2017	
99		Enrolment Application (ONL)			12/01/2017	
100		Enrolment Application (ONL)			12/01/2017	

How do I process the online enrolments?

Step through each application

- Match Person and confirm match
- Check data against Artena data and keep Artena data?
- Accept | Reject



The screenshot shows the "Online Enrolments" application interface. On the left is a sidebar with a list of application types: Person, Address, Student, Citizenship, Study Contract, Qualifications, Medical, International, Additional Data, and Application Files. The "Person" option is selected. The main area displays a form for a person's details. At the top of the form are buttons for "Accept | Reject", "Match Person", and "Matched Person", along with "Prev" and "Next" navigation buttons. The form contains a table with three columns: "Field Name", "Online Data", and "Artena Data".

Field Name	Online Data	Artena Data
First Names	Cindy	<input type="checkbox"/> Cindy
Surname	Robinson	<input type="checkbox"/> Robinson
Gender	Unknown	<input type="checkbox"/> Female
Date Of Birth	01/01/1980	<input type="checkbox"/> 01/01/1980

How does the end result of the enrolment look like?

Once you accept the enrolment it is added to the Person record

'Processed' shows ALL processed

Click on Person

Study Contract ready

Information

Request processed successfully.

OK



Client Online Enrolments

Request Search

Request Status: ☐ Unassigned ☐ Assigned ☐ Locked ☒ Processed

Processed Date: 28/04/2017 ☐ On the Date ☒ On or After the Date ☐ Any Date

Processed By:

Person

ID	Person	Type	Description	Imported On	Processed	Processed By	Status	Request Data	Additional D...	Application ...
98	Robinson, Cindy	Enrolment Application (ONL)		12/01/2017	28/04/2017	training_user	Accepted	Field	Value	
								FirstNames	Cindy	
								Surname	Robinson	
								DateOfBirth	1980-01-01	

Client Online Enrolments

Person

▼ Cindy Robinson

▼ Student (2016000085)

Academic Records

Other Qualifications

▼ Study Contracts (2)

EP - Business NZ Diploma

EP - Business NZ Diploma

Support Services

Add Debtor

Add Staff

Add International

Add Enquirer

Study Contract

► Business NZ Diploma - Electrocorp -WN, 2017

Selected item data Status: EP

Contract Details EFTS Status Entry Interview Invoices Mktg Aca Rec Attendance UDA Public T

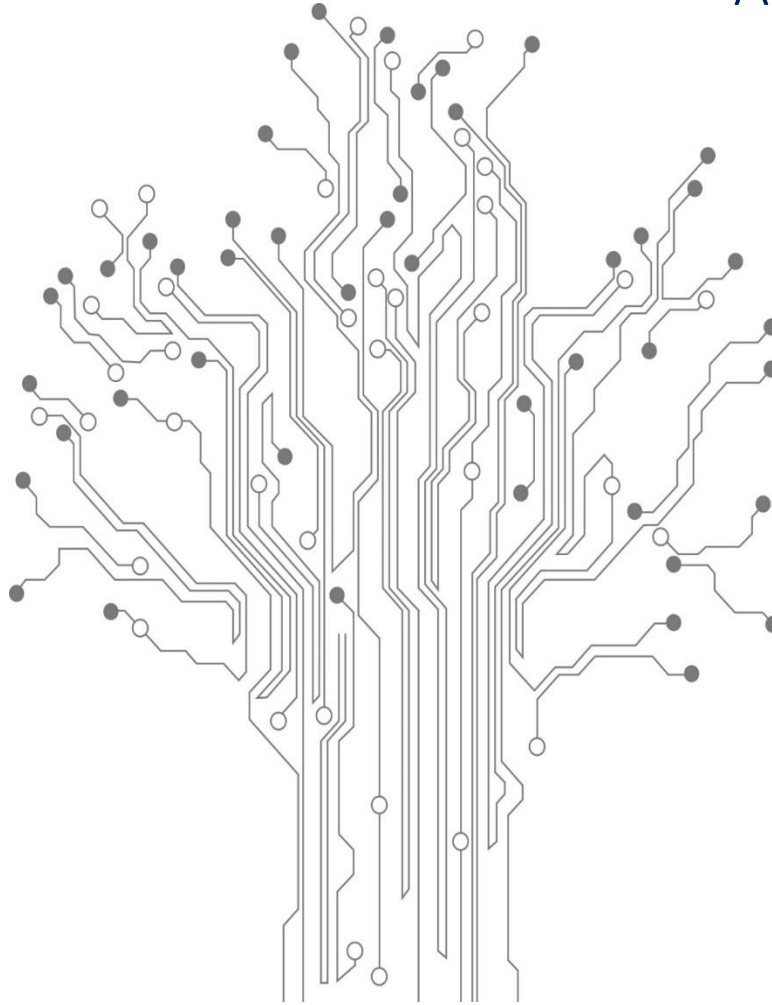
OT Entry: **Business NZ Diploma - Electrocorp -WN, 2017**

Contract ID: **SC-10003942** [Online Enrolment] Tutor:

Cohort: Default Delivery Mode:

Q & A





Thank you

Disclaimer



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