

Student information records system (SIRS) training workshops for 2008

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School staff are invited to participate in training workshops on the Curriculum Council's student information record system. The workshops are designed for new users of SIRS or those who require a refresher course. The three-hour workshop will cover:

- uploading school data onto SIRS
- extracting reports from SIRS

The workshops will be held in metropolitan and country regions. Major software providers, MAZE and SIS, will also attend.

Schools are invited to send no more than two staff members to a workshop. Participants can register by completing the attached form and faxing it to 9273 6318 by 6 February 2008.



Registration for SIRS training session, semester 1 2008

Please indicate the name(s) of attendees for your chosen location and session time.

Please note that if there are insufficient numbers for a session it will not run.

Date	Location	Session times	Name/s of attendees
Monday 18 February	Albany District Education Office – for all schools	PM 12.30 – 3.30	
Wednesday 20 February	Mindarie Senior College – for government schools using SIS	AM 8.30 – 11.30	
		PM 12.30 – 3.30	
Thursday 21 February	Canning District Education Office – for government schools using SIS	AM 8.30 – 11.30	
		PM 12.30 – 3.30	
Monday 25 February	Midwest District Education Office – for all schools	AM 8.30 – 11.30	
		PM 12.30 – 3.30	
Wednesday 27 February	Fremantle District Education Office – for government schools using SIS	AM 8.30 – 11.30	
		PM 12.30 – 3.30	
Wednesday 5 March	Curriculum Council – for schools using other than SIS/MAZE	AM 8.30 – 11.30	
		PM 12.30 – 3.30	
Thursday 6 March	Pilbarra District Education Office – for all schools	PM 12.30 – 3.30	
Monday 10 March	Busselton Senior High School – for all schools	AM 8.30 – 11.30	
		PM 12.30 – 3.30	
Tuesday 11 March	Manjimup District Education Office – for all schools	AM 8.30 – 11.30	
		PM 12.30 – 3.30	
Friday 14 March	Curriculum Council – for all schools using MAZE	AM 8.30 – 11.30	
		PM 12.30 – 3.30	
Monday 17 March	Broome District Education Office – for all schools	AM 8.30 – 11.30	
Tuesday 18 March	Kununurra Senior High School – for all schools	AM 8.30 – 11.30	

Name of person completing this form: _____

Position: _____

School: _____

Telephone: _____

Email: _____

School's database (please tick) SIS MAZE Excel

Please fax to Veronica Wimmer: 9273 6318, by **6 February 2008**