

Student information records system (SIRS) training workshops for 2008

Contact

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VET coordinators and school officers are invited to participate in training workshops on the Curriculum Council's student information records system. The workshops are designed for users of SIRS who need to upload VET data. The three-hour workshop will cover:

- extracting data from the school's database
- uploading school data onto SIRS
- extracting reports from SIRS

The workshops will be held in various locations in the metropolitan area in conjunction with software providers for MAZE and SIS.

Schools are invited to send up to two staff members to a workshop. Participants can register by completing the attached form and faxing it to 9273 6318 by 6 June, 2008.

Registration for SIRS training sessions - July/ August 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 |
|-----------------------|--|-----------------|---------------------|
| Wednesday 2 July | Joondalup District Education Office – for Government schools using SIS | AM 8.30 – 11.30 | |
| | | PM 12.30 – 3.30 | |
| Wednesday 23 July | Midland Primary School – for Government schools using SIS | AM 8.30 – 11.30 | |
| | | PM 12.30 – 3.30 | |
| Friday 25 July | School of Isolated and Distance Education – for all schools using MAZE | AM 8.30 – 11.30 | |
| Wednesday 30 July | Fremantle District Education Office – for Government schools using SIS | AM 8.30 – 11.30 | |
| | | PM 12.30 – 3.30 | |
| Tuesday 5 August | Curriculum Council – for schools using other than SIS/MAZE | AM 8.30 – 11.30 | |
| | | PM 12.30 – 3.30 | |
| Wednesday 6 August | Canning District Education Office – for Government school using SIS | AM 8.30 – 11.30 | |
| | | PM 12.30 – 3.30 | |

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 June 2008**