



Training Management System

Small Office Systems Service

When a client involved in industrial training reached the limits of their current Registrar Training System, they called on Information Advantage Small Office Systems Service.

Small Office Solutions to the Rescue

Working with our clients' training staff, Information Advantage quickly understood the challenges of education management. Growing enrollment meant increased paperwork - training administration was a headache. Valuable decision-making information stored in several disconnected spreadsheets and systems was difficult to report upon.

A Powerful Solution with Labor Saving Features

Utilizing Microsoft Office tools, Information Advantage rapidly developed a feature-rich training management solution. Information on courses, instructors, students and attendance formed the base. Taking the solution to the next level, we delivered advanced features like automated confirmation letters tailored to class and student, tracking for multiple student types, the ability to override course parameters on a class-by-class basis, and detailed billing for invoicing. We also developed a bridge to existing systems to eliminate data re-keying and ensure student data was always current.

Reporting on the Road

The value of any system solution is limited when information is trapped inside. To solve this problem, a mobile reporting module was designed and constructed for instructors. Using their laptop computers, instructors can easily view course details such as date, time and location, or attendance information by student, instructor or course.

The Bottom Line

Information is now available instantly on course and instructor load factors, advance registrations, revenue by class and cancellation history. Since data is integrated into a single database, issues and confusion caused by unsynchronized data have been eliminated.

Management effectiveness is greatly enhanced because administrators focus on planning their curriculum instead of compiling data. Streamlined administration and better access to information has increased operational efficiency and saved money.

"We were facing an insurmountable task - the management of our course registration. Enrollment was increasing by 40% - we were falling behind. Information Advantage developed and implemented a highly efficient, user-friendly solution. Clerical maintenance was reduced by 30% and the system is easily upgraded. Their staff is truly the most professional and customer focused team we've ever worked with.... they keep their promises!"

Director, Industrial Training