

**Ace360 reporting terms of reference**

Overview

This document provides guidance for the outcomes and deliverables for the Ace360 reporting. This system holds Apprentices information including final grades.

<https://my.ace360.org/#/dashboard>

Outcomes

Grades per standard.

Pipeline of End Point Assessment expected in the next three months by

* Standard.
* Training provider.
* Predicted/Processed revenue

The number of assessments completed/predicted can be used to calculate the processed/predicted revenue (each assessment in a set payment).

Benefits/Drawbacks

Excel is simple and cheap. Automated systems save time but require additional costs and training.

Deliverables

Recommendation of software and reporting systems to use as a organization.

Sample reports.

Calculations / Statistics

Pipeline of End Point Assessment expected in the next three months by

* Standard.
* Training provider.
* Predicted/Processed revenue

From ACE360

* “Apprentice ULN” – Unique number allocated to each apprentice
* “Standard” – text holding the standard name (Network Engineer, Data Analyst)
* “Training Provider Name”
* Apprenticeship Expected End Date – Holding the date the apprenticeship should end
  + Typically 12,18,24 Months the start date

Accelerate People Internal Tracker

(EPA Booking – Tab)

* ULN - Unique number allocated to each apprentice
* Interview Date & Time – “08/10/2020 @ 10am” format DD/MM/YYYY @ 0-12am/pm
* Invoice Sent – DD/MM/YYYY

(Data Lists- Tab)

Standard Name

Cost