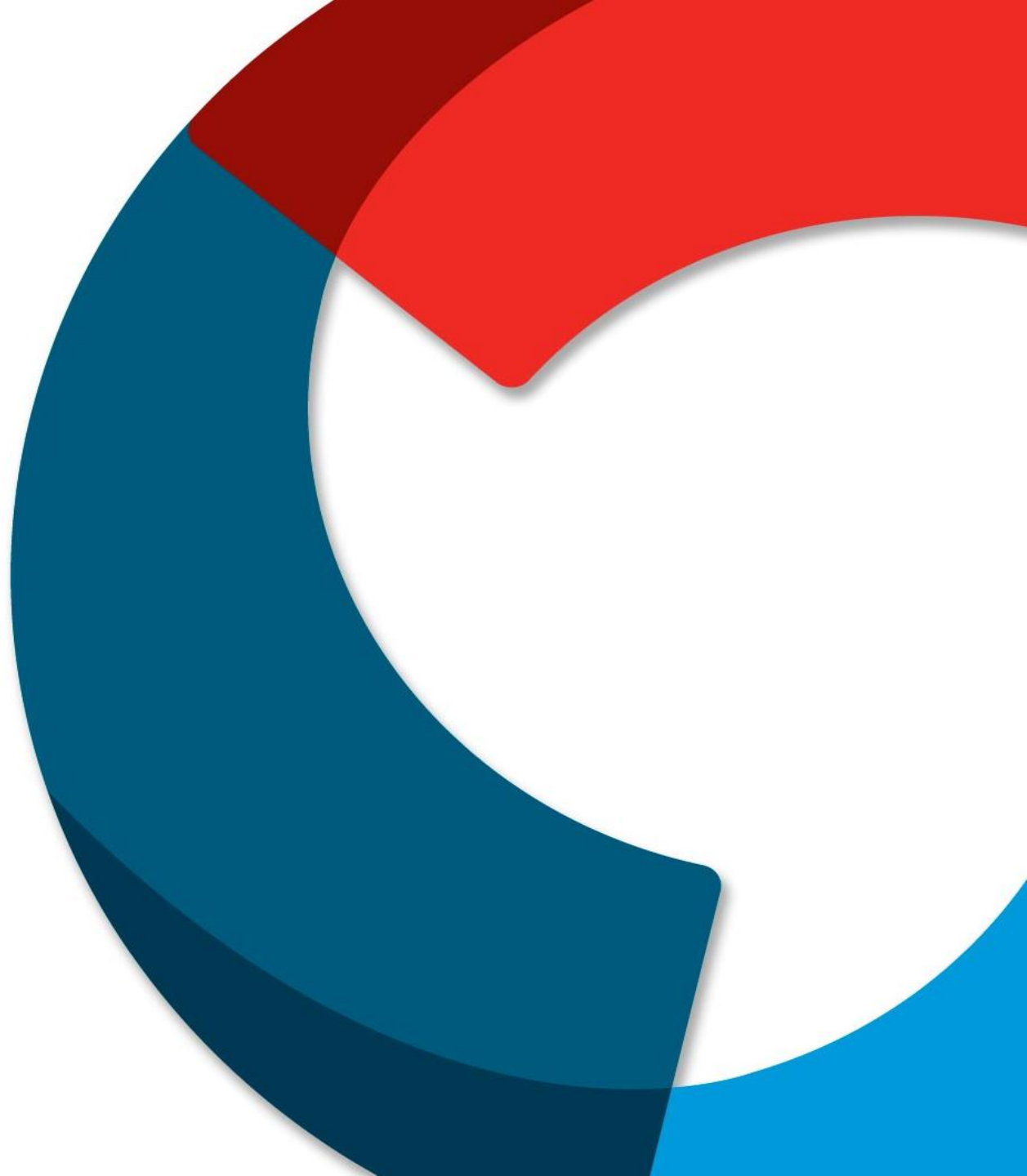
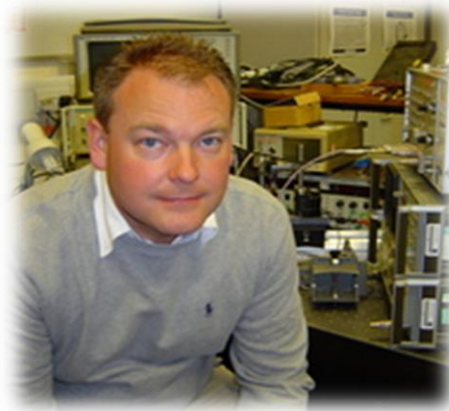


Progresso

Note for tutors:
Website address
Logon
RPAG rating



Introduction: Contact Information



- Tim Amsdon
- Position: Head of Engineering
- Office: CS12/09
- Email: t.amsdon@hud.ac.uk



Progresso is our cloud based management information system (MIS). It puts the right information in the hands of the right people at the right time, and helps educational establishments drive learning.

Source Website: <http://www.advanced-learning.co.uk/products/progresso/>



Features

Progresso contains a complete range of MIS modules. These are all contained in the application:

- Attendance
- Assessment
- Behaviour
- Examinations
- Timetable
- Census
- Cover
- Learner and staff profiles
- Reporting
- Dashboards and Widgets
- Communications

Source Website: <http://www.advanced-learning.co.uk/products/progresso/>



Tutor Information

The notes are specifically for tutors here at the ISC, and provide guidance for the following:

- Attendance monitor
- Assessment (RPAG rating)

Source Website: <http://www.advanced-learning.co.uk/products/progresso/>

WEBSITE ADDRESS

Accessing Progresso

<https://www.progresso.net/>

Logon



Username

Password

[Forgot password?](#)

Sign in

© 2015 Advanced Business Software and Solutions Ltd, trading as Advanced Learning

Logon

- Enter your Username and Password:



Username

tiamsdo

Password


.....

[Forgot password?](#)

Sign in

© 2015 Advanced Business Software and Solutions Ltd, trading as Advanced Learning





Opening Page


 **Study Group** HUDDERSFIELD ISC









WELCOME
Tim AMSDON




ROLE
ISC Tutor ▾

.....

Search Text    

My Home 




  

Staff Timetable




Timetable of TAm Tim AMSDON

Time ▾	Pd ▾	Rm ▾	Sub ▾	Grp ▾
15:00 - 17:30	P13	CSB1207	I_ELEC I Electronics	J1E-Elec-G1




1 to 1 of 1 items

My Teaching Groups

Time ▾	Tch Grp ▾	Sub ▾	Att ▾	Beh ▾	Mkb ▾
15:00 - 17:30	J1E-Elec-G1	I_ELEC I Electronics			





1 to 1 of 1 items

Notification Widget

☐ Important

Important ▾	Date ▾	Cat ▾	Text ▾
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  0   20 ▾ items per page

No items to display

 **StudyGroup**

studygroup.com

RPAG RATING



RPAG Rating

The ISC is now required to performance rate each student twice per term throughout their programme. The performance rating is known by the acronym 'RPAG', and stands for RED, PINK, AMBER and GREEN rating.



RPAG Rating

Risk Tracker assessment screens are available in Progresso for each term and can be recorded for weeks 0, 3, 6, 9, and 12. Week 0 is the Arrival rating and is set by admin staff based on the student's initial diagnostic test scores.

- Wk0 - Initial rating (Term 1 - for new students only – admin staff only)
- Wk3 - Optional
- Wk6 - Mid-point rating (Term 1, 2 & 3 – All tutors)
- Wk9 - Optional
- Wk12 - End of term rating (Term 1 & 2 – All tutors)



RPAG Rating Definitions

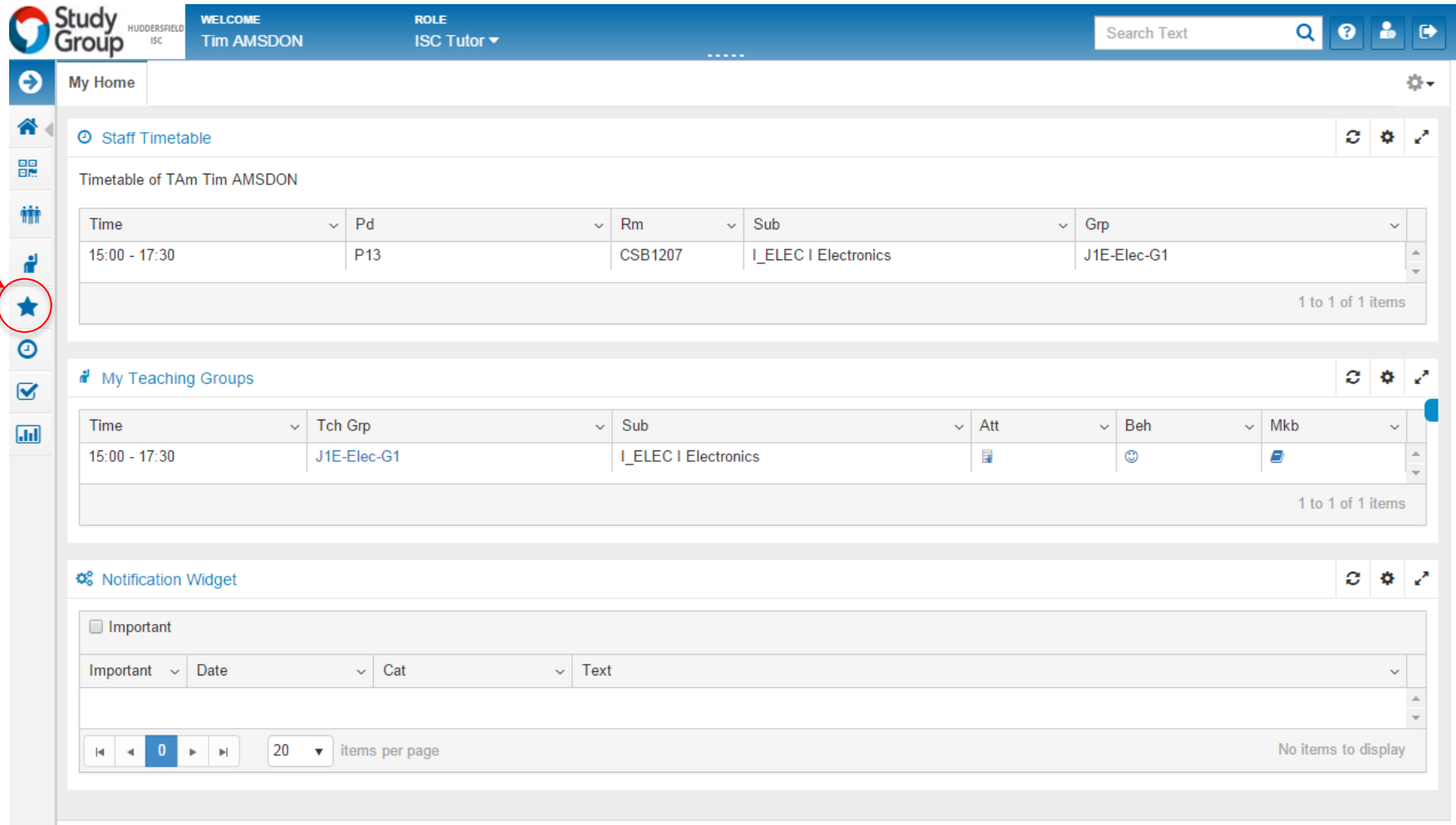
Red = very unlikely to pass no matter what support is put in place.

Pink = unlikely to pass but with intensive intervention could pass and meet threshold standards at the level of the course.

Amber = meeting threshold standards but at risk of not passing, but if they continue with plus classes, resits, participation in class, doing sufficient work outside their classes have a significant chance of passing.

Green = if they continue as at present then they should pass the course.

RPAG: My Home: Accessing Assessments Page



The screenshot shows the 'My Home' dashboard of the Study Group RPAG system. The top navigation bar includes the Study Group logo, user information (WELCOME Tim AMSDON, ROLE ISC Tutor), a search bar, and utility icons. The left sidebar contains navigation icons, with a star icon highlighted by a red arrow. The main content area displays three widgets: 'Staff Timetable', 'My Teaching Groups', and 'Notification Widget'.

Staff Timetable

Timetable of TAm Tim AMSDON

Time	Pd	Rm	Sub	Grp
15:00 - 17:30	P13	CSB1207	I_ELEC I Electronics	J1E-Elec-G1

1 to 1 of 1 items

My Teaching Groups

Time	Tch Grp	Sub	Att	Beh	Mkb
15:00 - 17:30	J1E-Elec-G1	I_ELEC I Electronics			

1 to 1 of 1 items

Notification Widget

☐ Important

Important	Date	Cat	Text
-----------	------	-----	------

0 items per page

No items to display

RPAG: Accessing School Assessments

The screenshot displays the Study Group Huddersfield ISC user interface. At the top, a blue header bar contains the Study Group logo, a welcome message for 'Tim AMSDON', the role 'ISC Tutor', and a search bar. A red arrow points to the 'Assessments' menu item in the left sidebar. The 'Assessments' menu is open, showing a sub-menu with 'Record Assessments' and 'Teacher Markbook'. 'Record Assessments' is circled in red. The main content area shows a list of assessments with columns for 'Beh' (Behavior) and 'Mkb' (Markbook). The bottom of the interface features a pagination bar with '0' items per page and 'No items to display'.

Study Group HUDDERSFIELD ISC

WELCOME Tim AMSDON

ROLE ISC Tutor

Search Text

Assessments

Record Assessments

» School Assessments

» Teacher Markbook

Assessments

Beh Mkb

1 to 1 of 1 items

1 to 1 of 1 items

0 items per page

No items to display

RPAG: Accessing Assessment Screen

The screenshot displays the Study Group RPAG interface. At the top, the Study Group logo is on the left, followed by 'WELCOME Tim AMSDON' and 'ROLE ISC Tutor'. A search bar with 'Search Text' and a 'Search' button is on the right. Below this is a navigation bar with tabs: Home, Data, People, Attendance, Assessments (selected), Timetable, and Reports. Under the 'Assessments' tab, there is a 'Record Assessments' section. On the left, a 'Task Panel' contains 'School Assessments' and 'Teacher Markbook'. The main area is titled 'Assessments Recording' and features a 'Select Method:' dropdown menu with options: 'Select', 'Select', 'Assessment Screen' (highlighted with a red circle and a red arrow), and 'Learner Groups'. A 'Go' button is next to the dropdown.

RPAG: Accessing Assessment Screen

The screenshot displays the Study Group RPAG interface. At the top, the header includes the Study Group logo, user information (WELCOME Tim AMSDON, ROLE ISC Tutor), a search bar, and navigation icons. Below the header is a blue navigation bar with tabs: Home, Data, People, Attendance, Assessments, Timetable, and Reports. The 'Assessments' tab is active. Underneath, a sub-header reads 'Record Assessments'. On the left is a 'Task Panel' with a list containing 'School Assessments' and 'Teacher Markbook'. The main area is titled 'Assessments Recording' and features a 'Select Method:' dropdown menu with options: 'Select', 'Select', 'Assessment Screen' (highlighted in blue), and 'Learner Groups'. To the right of the dropdown is a 'Go' button, which is circled in red with a red arrow pointing to it from the right side of the screen.

RPAG: Accessing Specific Risk Tracker

Study Group HUDDERSFIELD ISC WELCOME Tim AMSDON ROLE ISC Tutor

Search Text Search ?

Home Data People Attendance Assessments Timetable Reports

Record Assessments

Task Panel

School Assessments

Teacher Markbook

Assessments Recording

Select Method: Assessment Screen Go

View: ☒ Active ☐ Inactive

Records Per Page: 10 Showing 1 - 2 of 2 Records

Assessment Screen Name	End Date
<input type="radio"/> Aut IY1 Progression Risk Tracker	22/12/2016 10:33
<input checked="" type="radio"/> Aut FDN Progression Risk Tracker	22/12/2016 10:53

View Learner Groups

Select the applicable Risk Tracker. If you are timetabled to teach Foundation (FDN) modules only, then select FDN Risk Tracker. If you are timetabled to teach International Year 1 (IY1) modules only, then select IY1 Risk Tracker. If you are timetable for a mix of FDN and IY1 modules you will need to access each one independently.

RPAG: Accessing Specific Risk Tracker

The screenshot displays the Study Group RPAG interface. At the top, the header includes the Study Group logo, user information (WELCOME Tim AMSDON, ROLE ISC Tutor), a search bar, and navigation icons. Below the header is a blue navigation bar with tabs: Home, Data, People, Attendance, Assessments (selected), Timetable, and Reports. Under the 'Assessments' tab, there is a 'Record Assessments' section. On the left, a 'Task Panel' contains 'School Assessments' and 'Teacher Markbook'. The main area is titled 'Assessments Recording' and includes a 'Select Method' dropdown set to 'Assessment Screen' with a 'Go' button. Below this is a 'View' section with radio buttons for 'Active' (selected) and 'Inactive'. A table shows 'Records Per Page' set to 10, displaying 1 of 2 records. The table has columns for 'Assessment Screen Name' and 'End Date'. The first record is 'Aut IY1 Progression Risk Tracker' with an end date of '22/12/2016 10:33'. The second record is 'Aut FDN Progression Risk Tracker' with an end date of '22/12/2016 10:53'. At the bottom of the task panel, a 'View Learner Groups' button is circled in red, with a red arrow pointing to it.

Study Group
HUDDERSFIELD ISC
WELCOME Tim AMSDON
ROLE ISC Tutor

Search Text Search ?

Home Data People Attendance **Assessments** Timetable Reports

Record Assessments

Task Panel

School Assessments

Teacher Markbook

Assessments Recording

Select Method: Assessment Screen Go

View: ☒ Active ☐ Inactive

Records Per Page: 10 Showing 1 - 2 of 2 Records

Assessment Screen Name	End Date
<input type="radio"/> Aut IY1 Progression Risk Tracker	22/12/2016 10:33
<input checked="" type="radio"/> Aut FDN Progression Risk Tracker	22/12/2016 10:53

View Learner Groups

RPAG: Accessing Specific Teaching Group

Study Group HUDDERSFIELD ISC WELCOME Tim AMSDON ROLE ISC Tutor

Search Text Search

Home Data People Attendance Assessments Timetable Reports

Record Assessments

Task Panel

School Assessments

Teacher Markbook

Assessments Recording

Learner Groups For Aut FDN Progression Risk Tracker

Select Group: Teaching Group Go

View: ☒ Active ☐ Past

Search: Please enter teaching group name to search. Search

Default List

Records Per Page: 10 Showing 1 - 4 of 4 Records

<input type="checkbox"/>	Group Name	Course	Year	Subject	Teacher
<input type="checkbox"/>	SFE-PM-G2	Foundation	Foundation	F Pure Maths	TAm
<input type="checkbox"/>	SFE-WS-G1	Foundation	Foundation	F Eng. Workshop	TAm
<input type="checkbox"/>	SFE-WS-G2	Foundation	Foundation	F Eng. Workshop	TAm
<input type="checkbox"/>	SFE-PHY-G2	Foundation	Foundation	F Physics	TAm

Enter Grades View Grades Cancel

Select the applicable Teaching Group.
Note: Tutors will be presented with one or multiple Teaching Groups dependent on the number of classes they are timetabled to teach during the term.

RPAG: Accessing Specific Teaching Group

Study Group HUDDERSFIELD ISC WELCOME Tim AMSDON ROLE ISC Tutor

Search Text Search ?

Home Data People Attendance Assessments Timetable Reports

Record Assessments

Task Panel

- School Assessments
- Teacher Markbook

Assessments Recording

Learner Groups For Aut FDN Progression Risk Tracker

Select Group: Teaching Group Go

View: ☒ Active ☐ Past

Search: Please enter teaching group name to search. Search

Default List

Records Per Page: 10 Showing 1 - 4 of 4 Records

<input type="checkbox"/>	Group Name	Course	Year	Subject	Teacher
<input checked="" type="checkbox"/>	SFE-PM-G2	Foundation	Foundation	F Pure Maths	TAm
<input type="checkbox"/>	SFE-WS-G1	Foundation	Foundation	F Eng. Workshop	TAm
<input type="checkbox"/>	SFE-WS-G2	Foundation	Foundation	F Eng. Workshop	TAm
<input type="checkbox"/>	SFE-PHY-G2	Foundation	Foundation	F Physics	TAm

Enter Grades View Grades Cancel

RPAG: Accessing Specific Teaching Group

Study Group HUDDERSFIELD ISC
WELCOME Tim AMSDON
ROLE [ISC Tutor](#)

Search Text ?

[Home](#) [Data](#) [People](#) [Attendance](#) [Assessments](#) [Timetable](#) [Reports](#)

[Record Assessments](#)

Task Panel

- School Assessments
- Teacher Markbook

Assessments Recording
Learner Groups For Aut FDN Progression Risk Tracker

Select Group:

View: ☒ Active ☐ Past

Search:

[Default List](#)

Records Per Page:

Showing 1 - 4 of 4 Records

<input type="checkbox"/>	Group Name	Course	Year	Subject	Teacher
<input checked="" type="checkbox"/>	SFE-PM-G2	Foundation	Foundation	F Pure Maths	TAm
<input type="checkbox"/>	SFE-WS-G1	Foundation	Foundation	F Eng. Workshop	TAm
<input type="checkbox"/>	SFE-WS-G2	Foundation	Foundation	F Eng. Workshop	TAm
<input type="checkbox"/>	SFE-PHY-G2	Foundation	Foundation	F Physics	TAm

RPAG: Entering RPAG Rating

Assessment Recording – Data Entry/View

Assessment Screen: Aut FDN Progression Risk Tracker Subject: F Pure Maths 20.00%
Show Picture: ☒ [Individual View](#) View F

<input type="checkbox"/>	Code	Learners	LbyL%AutTerm	-C-PRG-Aut_FDN_ProgTrack_v2	Arrival Rating	Arrival Cmt	Wk 03 Rating	Wk 03 Cmt	Wk 06 Rating	Wk 06 Cmt	Wk 09 Rating	Wk 09 Cmt	Wk 12 Rating	Wk 12 Cmt
<input type="checkbox"/>	2321341	AL-ABDULLA, MOHAMMED E...	100.00		<input type="text"/>	Enter	<input type="text"/>	Enter	Green	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2315317	ALAZEMI, Abdulaziz R S R	94.12		<input type="text"/>	Enter	<input type="text"/>	Enter	Green	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2258366	ALAZEMI, Ali M R A A	86.67		<input type="text"/>	Enter	<input type="text"/>	Enter	Amber	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2309161	ALAZMI, Yousef M M DH M	94.12		<input type="text"/>	Enter	<input type="text"/>	Enter	Green	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2258089	ALDOUSERI, Talal B M D	93.33		<input type="text"/>	Enter	<input type="text"/>	Enter	Amber	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2258087	ALGHANEM, Naser M F S	93.33		<input type="text"/>	Enter	<input type="text"/>	Enter	Pink	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2318269	AL-JABER, Abdulla Ali A M	100.00		<input type="text"/>	Enter	<input type="text"/>	Enter	Red	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2321137	ALKAABI, Abdulla Ali K...	94.12		<input type="text"/>	Enter	<input type="text"/>	Enter	Red	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter

Select the applicable week for the Risk Tracker (Wk 06 or Wk 12). Select the student you want to rate, and then set the applicable risk rating from the pull-down menu as shown. Select either Green, Amber, Pink, Red or no rating (blank line).

RPAG: Entering RPAG Rating

Assessment Recording – Data Entry/View

Assessment Screen: Aut FDN Progression Risk Tracker Subject: F Pure Maths 20.00%
Show Picture: ☒ [Individual View](#) View F

	Code	Learners	LbyL%AutTerm	-C-PRG-Aut_FDN_ProgTrack_v2	Arrival Rating	Arrival Cmt	Wk 03 Rating	Wk 03 Cmt	Wk 06 Rating	Wk 06 Cmt	Wk 09 Rating	Wk 09 Cmt	Wk 12 Rating	Wk 12 Cmt
<input type="checkbox"/>	2321341	AL-ABDULLA, MOHAMMED E...	100.00		<input type="text"/>	Enter	<input type="text"/>	Enter	Green	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2315317	ALAZEMI, Abdulaziz R S R	94.12		<input type="text"/>	Enter	<input type="text"/>	Enter	Green	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2258366	ALAZEMI, Ali M R A A	86.67		<input type="text"/>	Enter	<input type="text"/>	Enter	Amber	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2309161	ALAZMI, Yousef M M DH M	94.12		<input type="text"/>	Enter	<input type="text"/>	Enter	Green	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2258089	ALDOUSERI, Talal B M D	93.33		<input type="text"/>	Enter	<input type="text"/>	Enter	Amber	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2258087	ALGHANEM, Naser M F S	93.33		<input type="text"/>	Enter	<input type="text"/>	Enter	Pink	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2318269	AL-JABER, Abdulla Ali A M	100.00		<input type="text"/>	Enter	<input type="text"/>	Enter	Red	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter
<input type="checkbox"/>	2321137	ALKAABI, Abdulla Ali K...	94.12		<input type="text"/>	Enter	<input type="text"/>	Enter	Red	Enter	<input type="text"/>	Enter	<input type="text"/>	Enter

Select the applicable week for the Risk Tracker (Wk 06 or Wk 12). Rate the specific student using the applicable risk rating from the pull-down menu as shown. Select either Green, Amber, Pink, Red or no rating (blank line).

RPAG: Entering RPAG Comment

Assessment Recording – Data Entry/View

Assessment Screen: Aut FDN Progression Risk Tracker Subject: F Pure Maths 20.00%
Show Picture: ☒ [Individual View](#) View F

Code	Learners	LbyL%AutTerm	-C-PRG-Aut_FDN_ProgTrack_v2	Arrival Rating	Arrival Cmt	Wk 03 Rating	Wk 03 Cmt	Wk 06 Rating	Wk 06 Cmt	Wk 09 Rating	Wk 09 Cmt	Wk 12 Rating	Wk 12 Cmt
2321341	AL-ABDULLA, MOHAMMED E...	100.00		Enter		Enter		Green	Enter		Enter		Enter
2315317	ALAZEMI, Abdulaziz R S R	94.12		Enter		Enter		Green	Enter		Enter		Enter
2258366	ALAZEMI, Ali M R A A	86.67		Enter		Enter		Amber	Late starter. A		Enter		Enter
2309161	ALAZMI, Yousef M M DH M	94.12		Enter		Enter		Green	Enter		Enter		Enter
2258089	ALDOUSERI, Talal B M D	93.33		Enter		Enter		Amber	Late starter. T		Enter		Enter
2258087	ALGHANEM, Naser M F S	93.33		Enter		Enter		Pink	Late starter. T		Enter		Enter
2318269	AL-JABER, Abdulla Ali A M	100.00		Enter		Enter		Red	Late starter. T		Enter		Enter
2321137	ALKAABI, Abdulla Ali K...	94.12		Enter		Enter		Green	Enter		Enter		Enter

It is also possible to add a comment for the specific student by clicking-on the applicable comment field as shown.

RPAG: Entering RPAG Comment

View/Enter Comments

ALAZEMI, Ali M R A
A

Comment:

`<div class="I_e" style="width: 80px !important;">Wk 06 Cmt</div>`

Late starter. After a weak start the student is steadily improving his maths skills.
This is evidenced in his weekly test scores.

Spell Check

OK Cancel

A comment box will appear and text can be entered into the field shown above. On completion either click on 'OK' to accept the comment or 'Cancel' to not accept the enter comment.

RPAG: Saving RPAG Information

Assessment Recording – Data Entry/View

Assessment Screen: Aut FDN Progression Risk Tracker Subject: F Pure Maths 20.00%

Show Picture: ☒ [Individual View](#) View F

<input type="checkbox"/>	Code	Learners	LbyL%AutTerm	-C-PRG-Aut_FDN_ProgTrack_v2	Arrival Rating	Arrival Cmt	Wk 03 Rating	Wk 03 Cmt	Wk 06 Rating	Wk 06 Cmt	Wk 09 Rating	Wk 09 Cmt	Wk 12 Rating	Wk 12 Cmt
<input type="checkbox"/>	2321341	AL-ABDULLA, MOHAMMED E...	100.00		Enter	Enter		Enter	Green	Enter		Enter		Enter
<input type="checkbox"/>	2315317	ALAZEMI, Abdulaziz R S R	94.12		Enter	Enter		Enter	Green	Enter		Enter		Enter
<input type="checkbox"/>	2258366	ALAZEMI, Ali M R A A	86.67		Enter	Enter		Enter	Amber	Late starter. A		Enter		Enter
<input type="checkbox"/>	2309161	ALAZMI, Yousef M M DH M	94.12		Enter	Enter		Enter	Green	Enter		Enter		Enter
<input type="checkbox"/>	2258089	ALDOUSERI, Talal B M D	93.33		Enter	Enter		Enter	Amber	Late starter. T		Enter		Enter
<input type="checkbox"/>	2258087	ALGHANEM, Naser M F S	93.33		Enter	Enter		Enter	Pink	Late starter. T		Enter		Enter
<input type="checkbox"/>	2318269	AL-JABER, Abdulla Ali A M	100.00		Enter	Enter		Enter	Red	Late starter. T		Enter		Enter
<input type="checkbox"/>	2321137	ALKAABI, Abdulla Ali K...	94.12		Enter	Enter		Enter	Green	Enter		Enter		Enter

Updates to the Risk Tracker screen can be saved at any time by clicking-on 'Save'. It is good practice to click-on 'Save' periodically during the updating of records to avoid loss of information if a computer crash or loss of internet connection occurs.

RPAG: Save and Exit

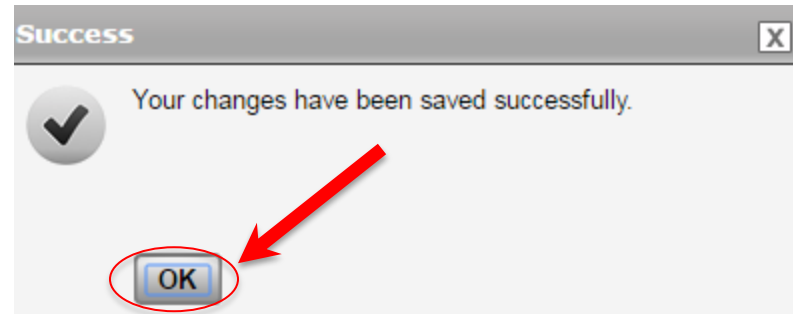
Assessment Recording – Data Entry/View

Assessment Screen: Aut FDN Progression Risk Tracker Subject: F Pure Maths 20.00%
Show Picture: ☒ [Individual View](#) View F

<input type="checkbox"/>	Code	Learners	LbyL%AutTerm	-C-PRG-Aut_FDN_ProgTrack_v2	Arrival Rating	Arrival Cmt	Wk 03 Rating	Wk 03 Cmt	Wk 06 Rating	Wk 06 Cmt	Wk 09 Rating	Wk 09 Cmt	Wk 12 Rating	Wk 12 Cmt
<input type="checkbox"/>	2321341	AL-ABDULLA, MOHAMMED E...	100.00		Enter		Enter	Green	Enter		Enter		Enter	
<input type="checkbox"/>	2315317	ALAZEMI, Abdulaziz R S R	94.12		Enter		Enter	Green	Enter		Enter		Enter	
<input type="checkbox"/>	2258366	ALAZEMI, Ali M R A A	86.67		Enter		Enter	Amber	Late starter. A		Enter		Enter	
<input type="checkbox"/>	2309161	ALAZMI, Yousef M M DH M	94.12		Enter		Enter	Green	Enter		Enter		Enter	
<input type="checkbox"/>	2258089	ALDOUSERI, Talal B M D	93.33		Enter		Enter	Amber	Late starter. T		Enter		Enter	
<input type="checkbox"/>	2258087	ALGHANEM, Naser M F S	93.33		Enter		Enter	Pink	Late starter. T		Enter		Enter	
<input type="checkbox"/>	2318269	AL-JABER, Abdulla Ali A	100.00		Enter		Enter	Red	Late starter. T		Enter		Enter	
<input type="checkbox"/>	2321137	ALKAABI, Abdulali K...	94.12		Enter		Enter	Green	Enter		Enter		Enter	

When all updates have been entered, click-on 'Save & Exit'

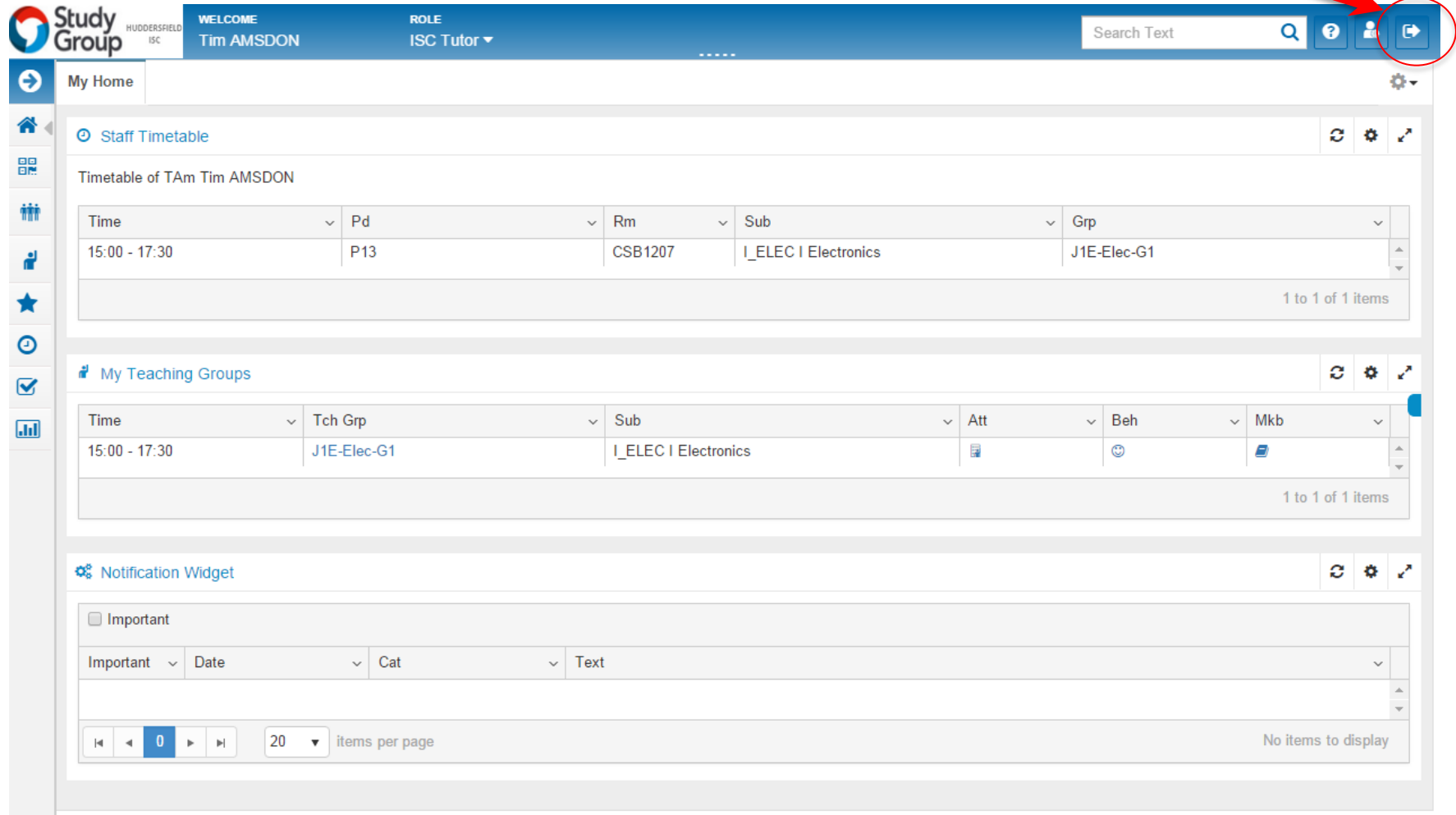
RPAG: Save and Exit



If all updated information has been save successfully, the dialogue box shown will appear. Click-on 'OK'.

If a problem occurs, an error message box will appear. If this happens it is advised that you repeat the steps shown in these notes to ensure that the information in the Risk Tracker has been updated correctly.

Exiting Progresso



The screenshot shows the Study Group Progresso interface. At the top, there is a blue header bar with the Study Group logo, user information (WELCOME Tim AMSDON, ROLE ISC Tutor), a search bar, and a set of icons. A red arrow points to the exit icon (a square with a right-pointing arrow) in the top right corner. Below the header, the main content area is divided into three sections: Staff Timetable, My Teaching Groups, and Notification Widget. Each section has a table of data and a '1 to 1 of 1 items' indicator.

Staff Timetable

Time	Pd	Rm	Sub	Grp
15:00 - 17:30	P13	CSB1207	I_ELEC I Electronics	J1E-Elec-G1

1 to 1 of 1 items

My Teaching Groups

Time	Tch Grp	Sub	Att	Beh	Mkb
15:00 - 17:30	J1E-Elec-G1	I_ELEC I Electronics			

1 to 1 of 1 items

Notification Widget

☐ Important

Important	Date	Cat	Text
-----------	------	-----	------

0 items per page

No items to display