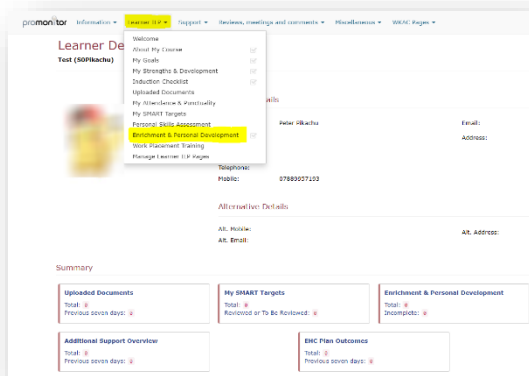


EEP (Employment, Enrichment and Pastoral Activities)

ProMonitor

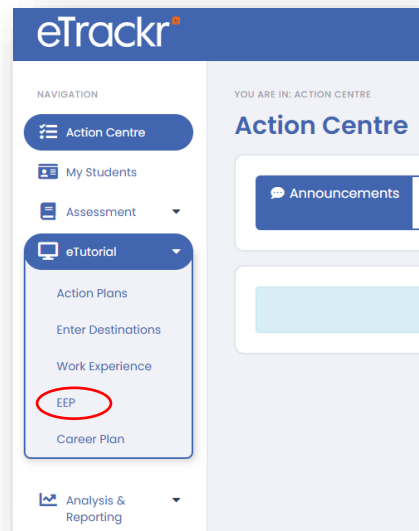


Once you have found the student click on the **Learner ILP** then select **Enrichment and Personal Development**.

Fill out the information in the fields above as required.

eTrackr

From the eTrackr **Action Centre** select **eTutorial** and then select **EEP**.



Select the relevant course to find your student or use the search bar to find an individual.

From this page you can create or copy **EEP Categories** and **Activities**. These can be assigned to groups of students or individuals.

eTracker

- EEP Tools

+ Create / Copy EEP Categories

Add one or more Category records:

New

EEP Planned Category	Planned Hours
(Select)	<input type="text"/>
(Select)	<input type="text"/>
Enrichment - impact	<input type="text"/>
Induction Checklist and Quiz	<input type="text"/>
Tutorials - impact	<input type="text"/>
Volunteering	<input type="text"/>

Delete

Select the type of **Category** and the planned hours then copy to all students or to selected students.

- EEP Tools

+ Create / Copy EEP Categories

- Create / Copy EEP Activities

Add one or more Activity records:

New

EEP Category	Name of the Activity	Start Date	End Date	Actual Hours	Description of the Activity	The Impact of the Activity	The Location
(Select)	<input type="text"/>	05 Jul 2020	05 Jul 2020	<input type="text"/>	<input type="text"/>	Student	<input type="text"/>

Copy To:

☒ All Students ☐ Selected Students

☐ Set verified flag on all new records

Copy

The same can be done with **Activities**, create an activity and then assign to an individual or as a group.

By expanding the student, you can keep track of any ongoing activities and set new ones, by further expanding the category and selecting new activity.

Student Name	Total Declared EEP Planned Hours (ILR)	Total Planned Hours (All Categories)	Total Actual EEP Hours	Hours Still to Log	Unverified Activities	Overall EEP Progress
- C Baldwin, Kiera	54	20	13	7	4	65%

- A

EEP Category: Enrichment - impact

Planned Hours: 10

Actual Hours: 2

Unverified Activity: 1

Progress Within this Category: 20%

Delete

Activity	Start Date	End Date	Actual Hours	Description	Impact	Location	Author
Well being sexual health quiz	11 Oct 2018	11 Oct 2018	2	Students took part in a sexual health		MSLT	Paige Fritz (Staff)

Verify

Delete

New Activity

+ A

Induction Checklist and Quiz

Planned Hours: 10

Actual Hours: 11

Unverified Activity: 2

Progress Within this Category: 100%

Delete

+ A

Volunteering

Planned Hours: 0

Actual Hours: 0

Unverified Activity: 1

Progress Within this Category: 0%

Delete

New Category

