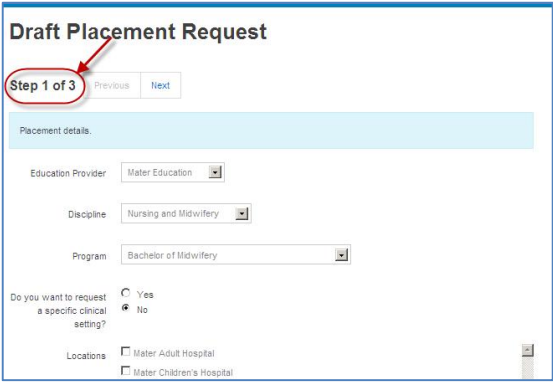
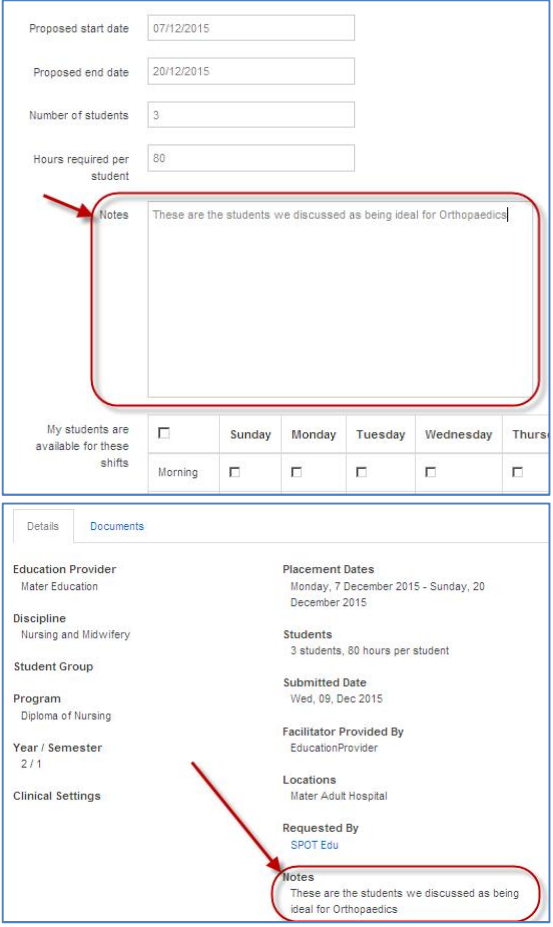


SPOT Upgrade Notes – 10-12-2015

#	Change	Roles with new function	Reference sheets updated	What it looks like
1.	<p>IMPROVEMENT Placement Request Form Update 1:</p> <p>Removed the addition of the Student Placement Schedule from a mandatory first step. Addition of an agreement is now optional via the Documents tab.</p> <p>This allows Education Providers the more quickly create a placement request and only include a copy of the agreement if necessary.</p>	Education Provider	EPref-01 – Creating a Placement Request	
2.	<p>NEW FEATURE Placement Request Form Update 2:</p> <p>Added a free text Notes field in the Placement Request form to allow for additional information to be entered instead of uploading a document.</p> <p>This allows Education Providers to provide extra information to the Placement Provider and have the note retained in SPOT for future reference.</p>	Education Provider	EPref-01 – Creating a Placement Request	

<p>3.</p>	<p>IMPROVEMENT Placement Request Form Update 3:</p> <p>Added the ability to upload Excel files in addition to PDF and Word files in the Documents tab.</p> <p>This allows Education Providers the provide information in a spreadsheet format.</p>	<p>Education Provider</p>	<p>EPref-01 – Creating a Placement Request</p>	<p>Draft Placement Request</p> <p>Step 2 of 3 Previous Next</p> <p>Add documents to the placement request that can be viewed by students or staff.</p> <table border="1"> <thead> <tr> <th>Document Name</th> <th>File</th> <th>Visible to Students</th> <th>Actions</th> </tr> </thead> <tbody> <tr> <td>Clinical Skills Table</td> <td>Ref-00 - Reference Sheet Matrix.xlsx</td> <td>Yes</td> <td>Remove</td> </tr> <tr> <td>Example example</td> <td>Example Student Upload Document - Unit Outline.docx</td> <td>Yes</td> <td>Remove</td> </tr> </tbody> </table> <p>Upload documents Find existing documents</p>	Document Name	File	Visible to Students	Actions	Clinical Skills Table	Ref-00 - Reference Sheet Matrix.xlsx	Yes	Remove	Example example	Example Student Upload Document - Unit Outline.docx	Yes	Remove																																		
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<p>4.</p>	<p>IMPROVEMENT Placement Request Form Update 2:</p> <p>Added a summary to review at step 3.</p> <p>This allows Education Providers to double check the information they've entered before submitting.</p>	<p>Education Provider</p>	<p>EPref-01 – Creating a Placement Request</p>	<p>Draft Placement Request</p> <p>Step 3 of 3 Previous Next</p> <p>Make sure you have filled in the forms before submitting.</p> <table border="1"> <tbody> <tr><td>Education Provider</td><td>Mater Education</td></tr> <tr><td>Discipline</td><td>Nursing and Midwifery</td></tr> <tr><td>Program</td><td>Diploma of Nursing</td></tr> <tr><td>Clinical Settings</td><td>Specialty</td></tr> <tr><td>Locations</td><td>Mater Private Hospital - Brisbane</td></tr> <tr><td>Payment Offered</td><td>No</td></tr> <tr><td>Facilitator Provided By</td><td>EducationProvider</td></tr> <tr><td>Course Type</td><td>Undergraduate</td></tr> <tr><td>Year Level</td><td>1</td></tr> <tr><td>Semester Level</td><td>Semester 2</td></tr> <tr><td>Proposed Start Date</td><td>07/12/2015</td></tr> <tr><td>Proposed End Date</td><td>20/12/2015</td></tr> <tr><td>Number Of Students</td><td>12</td></tr> <tr><td>Hours Per Student</td><td>80</td></tr> <tr><td>Notes</td><td>Prefer Emergency and ICU as main areas</td></tr> <tr><td>Documents</td><td>Ref-00 - Reference Sheet Matrix.xlsx, Example Student Upload Document - Unit Outline.docx</td></tr> </tbody> </table>	Education Provider	Mater Education	Discipline	Nursing and Midwifery	Program	Diploma of Nursing	Clinical Settings	Specialty	Locations	Mater Private Hospital - Brisbane	Payment Offered	No	Facilitator Provided By	EducationProvider	Course Type	Undergraduate	Year Level	1	Semester Level	Semester 2	Proposed Start Date	07/12/2015	Proposed End Date	20/12/2015	Number Of Students	12	Hours Per Student	80	Notes	Prefer Emergency and ICU as main areas	Documents	Ref-00 - Reference Sheet Matrix.xlsx, Example Student Upload Document - Unit Outline.docx														
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<p>5.</p>	<p>IMPROVEMENT Added the Location that the Placement Request was accepted at on the Placement Assignments.</p> <p>This assists Director Users who have access to multiple Locations and are assigning students on a Placement Request where areas have not been allocated upon acceptance.</p>	<p>Director</p>	<p>DRef-02 – How to Complete an Area Placement Request</p>	<p>Placement Assignments</p> <table border="1"> <thead> <tr> <th>Id</th> <th>Locations</th> <th>Discipline</th> <th>Student Group</th> <th>Program</th> </tr> </thead> <tbody> <tr> <td>939</td> <td>Mater Mother's Hospital</td> <td>Nursing and Midwifery</td> <td>Default Nursing and Midwifery [edit]</td> <td>Diploma of Nursing</td> </tr> </tbody> </table> <p><input type="checkbox"/> Assign</p> <table border="1"> <thead> <tr> <th>Student Name</th> <th>Student Number</th> <th>Us</th> </tr> </thead> <tbody> <tr><td>Abigail Clark</td><td>11110</td><td>100</td></tr> <tr><td>Abigail Clark</td><td>11111</td><td>100</td></tr> <tr><td>Abigail Clark</td><td>11112</td><td>100</td></tr> </tbody> </table> <table border="1"> <tbody> <tr> <td><input type="checkbox"/> MPH</td> <td><input type="checkbox"/> MAH</td> <td><input type="checkbox"/> MPR</td> </tr> <tr> <td><input type="checkbox"/> 10 East</td> <td><input type="checkbox"/> 10B</td> <td><input type="checkbox"/> PCU1</td> </tr> <tr> <td><input type="checkbox"/> 10 North</td> <td><input type="checkbox"/> 10B Pal</td> <td><input type="checkbox"/> PCU2</td> </tr> <tr> <td><input type="checkbox"/> MPH 8E</td> <td><input type="checkbox"/> 8A</td> <td><input type="checkbox"/> DPU</td> </tr> <tr> <td><input type="checkbox"/> 8 North</td> <td><input type="checkbox"/> 8B</td> <td><input type="checkbox"/> OR</td> </tr> <tr> <td><input type="checkbox"/> 8 South</td> <td><input type="checkbox"/> 9A - Medical</td> <td></td> </tr> <tr> <td><input type="checkbox"/> 9 East</td> <td><input type="checkbox"/> 9B - Medical</td> <td></td> </tr> <tr> <td><input type="checkbox"/> 9 North</td> <td><input type="checkbox"/> ED</td> <td></td> </tr> </tbody> </table>	Id	Locations	Discipline	Student Group	Program	939	Mater Mother's Hospital	Nursing and Midwifery	Default Nursing and Midwifery [edit]	Diploma of Nursing	Student Name	Student Number	Us	Abigail Clark	11110	100	Abigail Clark	11111	100	Abigail Clark	11112	100	<input type="checkbox"/> MPH	<input type="checkbox"/> MAH	<input type="checkbox"/> MPR	<input type="checkbox"/> 10 East	<input type="checkbox"/> 10B	<input type="checkbox"/> PCU1	<input type="checkbox"/> 10 North	<input type="checkbox"/> 10B Pal	<input type="checkbox"/> PCU2	<input type="checkbox"/> MPH 8E	<input type="checkbox"/> 8A	<input type="checkbox"/> DPU	<input type="checkbox"/> 8 North	<input type="checkbox"/> 8B	<input type="checkbox"/> OR	<input type="checkbox"/> 8 South	<input type="checkbox"/> 9A - Medical		<input type="checkbox"/> 9 East	<input type="checkbox"/> 9B - Medical		<input type="checkbox"/> 9 North	<input type="checkbox"/> ED	
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6.	IMPROVEMENT Fixed an issue that sometimes displayed the wrong values in the Edit Placement Request page.
7.	IMPROVEMENT Fixed an issue that sometimes assigned the wrong Location to a Placement Request when selecting Location before selecting Clinical Setting in the Request Form.
8.	IMPROVEMENT Fixed an issue that sometimes stopped new users from logging in immediately after their profile was created..
9.	IMPROVEMENT Fixed an issue that sometimes retained the values in the filters on the Education Provider Dashboard and the View All Placement Requests Dashboard even after they had been cleared.
10.	IMPROVEMENT Fixed an issue that sometimes caused the Roster tab for students to display multiples of the same date and/or move the date of a booked shift.
11.	IMPROVEMENT Fixed an issue that sometimes caused dates to display differently to users in different time zones.
12.	IMPROVEMENT Fixed an issue that sometimes caused an incorrect error to display when attempting to Decline a Placement Request.