



## Take2 Student Management System

### RELIABILITY

Take2 has an excellent track record as a reliable, "no fuss" student management system. Take2 has been designed from the outset to be user-friendly and intuitive to use, and easy and straightforward to install. The Take2 Helpdesk is recognised as being quick to respond and staffed by experienced people who know what you are talking about.

### COMPLIANCE

Take2 is always enhanced with the latest requirements from bodies such as the Ministry of Education, TEC and NZQA. Their requirements for information change frequently but Take2 will always be one step ahead meaning you will never have to worry about not being compliant with the latest changes.

### VALUE FOR YOUR MONEY

The Take2 license fee is an affordable one-time charge. The annual support fee provides access to the Take2 Helpdesk and regular upgrades to the software.

### CLOUD

Take2 can optionally be supplied as a hosted application in the Cloud.

### Take2 - Certified and Compliant

Take2 is a suite of Student Management Software for New Zealand Tertiary Education Providers who need a cost-effective solution that will allow them to meet the compliance requirements of government agencies.

The product has been acquired by over 200 training providers located throughout New Zealand.

Take2 was the first student management system to be certified by the Ministry of Education as Single Data Return compliant. That certification has been renewed every year since.

Take2 uses a standard computing environment to give a familiar "look and feel" and to provide for good integration with Microsoft Office applications. Additionally, Take2 is available as a hosted application in the Cloud.

Take2 is comprehensively supported with a detailed user manual, topic specific Tip Sheets, a monthly newsletter and quite simply the best helpdesk in New Zealand.

Extended support options are available to assist new training providers or for existing organisations that may require regular independent advice on compliance reporting.



### EPI Reporting - Accurate and Auditable

#### Filter Options

The report was filtered in this way:

Reporting Year: 2010  
 Funding Source: Student component funding (01)  
 Include only active students: Yes  
 Levels Selected: All

#### Indicator Values

Level Group	Course Completion	Student Retention*	Qualification Completion	Part-Time Factor	Composite Weighted Factor
1-2					
3-4	89.21%	88.28%	79.86%	2.51%	8.5
5-6	74.77%	78.70%	73.90%	3.33%	7.5
7-8					
Total	81.52%	82.78%	78.06%	2.96%	

### Take2 Editions

Two editions of Take2 are available. The Access edition is suitable for organisations with up to several thousand enrolments each year whilst the SQL Server edition can handle tens of thousands of students. Examples of the added benefits of the SQL Edition includes the handling of multiple providers on a single database instance, enhanced access control and additional interfacing to 3rd party products.

### About Adapt IT Australasia

Adapt IT Australasia Limited, a New Zealand registered company since 2009, is a subsidiary of Adapt IT Holdings Limited, which is registered in South Africa and listed on the Johannesburg Stock Exchange. Adapt IT has been involved in the education sector for more than 30 years and has in excess of 200 education sector clients worldwide.

Adapt IT Australasia joined forces with Meta Office in 2016. This allows us to meet the requirements of a diverse range of institutions, from the smallest Private Tertiary Establishments, Polytechnics and Wānanga to large Universities.



## SELECTED TAKE2 FEATURES

- Managing reporting dashboard
- CRM and student recruitment
- Bring-ups and reminders
- Mail merge, emails, and text messages
- User defined fields
- Mandatory fields
- Curriculum import
- Record of Achievement Import
- Alternate awards
- National Student Index interface and change notification processing
- Graduate outcomes
- Pastoral care and accommodation for international students
- NZ Immigration Service Students Online interface
- Public Trust Fee Protect interface
- Literacy & Numeracy bulk upload
- Comprehensive reporting to NZQA and selected ITOs
- Single Data Return

## SQL SERVER EDITION

- Address builder and postcode lookup
- Document management
- L&N data import
- Provisional enrolments
- Multi-provider processing
- User access control
- Audit log
- Student ID cards

## Talk to us at Adapt IT Australasia about your student management requirements

How does your student management system meet today's requirements? Will you be able to comply with TEC audit requirements in an effective way?

- Does your system "map" course completion codes correctly and efficiently?
- Does your system allow you to monitor TEC-funded income and EFTS consumption?
- Does your system provide data accuracy and produce performance monitoring reports so that you can review progress through the year?
- Does your system calculate Education Performance Indicator values using TEC's formulas?
- Are the reports produced by your system auditable?
- Is your database accessible to you, or locked up by your software supplier.

If you are spending so much time chasing your existing student management system supplier that you haven't got time for teaching your students or managing your institution effectively, its time to contact Adapt IT Australasia for assistance.

## Take2 functionality

Take2 is functionally rich and meets the requirements of private training establishments. Please enquire about the functionality available in the respective editions of Take2.

### Recent Enhancements

- The import of Record of Achievement data from NZQA has been added to save you time when preparing each student's own programme of study. Furthermore, this tool ensures compliance with TEC's funding rules.
- Concurrent qualification codes can be stored in Take2, and the SQL Server edition reports these codes where appropriate through its StudyLink interface.
- Web pages for enquiries and enrolments.

### Customer Relationship Management

- Manage enquiries and prospective students
- Prospect web interface and online application/enrolment
- Manage relationships with recruiting agencies/organisations
- Attach and manage documents and files
- Manage organisations and relationships with organisations

### Internal reporting

- Standard reports
- Management dashboard
- Comprehensive data accuracy and monitoring reports for TEC's Educational Performance Indicators
- EPI reports using TEC definitions and rules
- Statistical datasets and pivot tables
- EFTS and income reporting
- Travel payment report



## Student Management

- Manage curriculum (including import from NZQA and TEC curriculum registers)
- Attach and manage documents/files related to curriculum elements
- Manage pre-requisites
- Manages grading/marking schemes
- Manage student biographical records
- Manage and track applications
- Manage RPL applications
- Provisional enrolments
- Manage enrolments
- Manage enrolment tracking
- Manage assessments and upwards aggregation of outcomes
- Programme progression checking
- Manage attendance
- Compliance with Code of Practice for Pastoral Care
- Record Unit/Achievement Standard outcomes
- Record NZ Diploma of Business outcomes
- Manage alternate awards
- Print New Zealand Certificates
- Qualification and course completion recording (for EPI)
- Recording and reporting of graduate outcomes
- Enhanced graduate outcome recording and reporting
- Set fees
- Interface to debtors and general ledgers
- User defined fields

## Contact Management and Follow-Ups

- SMS text messaging
- NZ Post postcode lookup
- Mail merge to Microsoft Word
- Send out emails
- Standard emails with pre-determined attachments
- Create contact and transaction records, including structured transaction groups for workflow management
- Create bring-ups/alerts

## External reporting

- Verification of Study (VOS) interface to StudyLink
- Single Data Return (SDR)
- Curriculum import from NZQA and TEC curriculum registers
- NZQA electronic returns
- Record of Achievement import from NZQA
- National Student Index interface (REST interface)
- EPI replication reporting
- NZIS Students Online interface
- Primary ITO Reporting
- Public Trust Fee Protect interface
- Literacy and Numeracy Assessment Tool bulk upload
- Literacy and Numeracy Assessment Tool gain report import
- Literacy and Numeracy Assessment Tool data engine extract import
- Moodle export
- Other 3rd party interfaces

## Interested in viewing the Take2 system?

If you're interested in seeing Take2 in action feel free to contact us to arrange for an online demonstration. All you will need is a computer connected to the internet. We will be more than happy to answer any questions you might have.



## Benefits of Cloud

- Access Take2 with Windows or Apple computers, even use tablets to quickly record outcomes and attendance.
- You don't have to buy and maintain a server—no CAPEX spend
- No third party technician or in-house staff required to set up Take2 and manage updates.
- New releases of Microsoft Office or Windows taken care of.
- You can run other applications in the Cloud alongside Take2. For example you could have access to Word, Excel and other Microsoft products in the Cloud—this at a lower cost than having to buy and install new versions of Office yourself.
- You no longer have to worry about installing or updating Take2. We do it for you and send you the release notice and documentation in the usual way.
- We continue to provide our renowned support, including using TeamViewer. We can even review your data without you having to send us your Take2 database.
- Your Take2 data is securely backed up in the Cloud. Simply exit your Take2 session and the data is stored and backed up.

## Take2 - Now available in the Cloud

We are pleased to announce that Take2 is now available in the Cloud. Staff can now use Take2 on a wide range of devices, wherever they are, as long as they have an internet connection. Windows, Apple Mac or Android devices can now be used to access Take2 in the Cloud.

## Our Cloud Hosting arrangement

- Adapt IT Australasia is working with ITCO Solutions, a Rotorua based company that delivers Cloud services at high speed through fibre.
- ITCO ZoomCloud offers the best in private Cloud computing, and is fully licensed with the latest Microsoft software.
- ITCO will work with you to set up your users in the Cloud using the Cloud version of Take2 that best suits your needs.
- ITCO will invoice you monthly on a per-user basis—see price list.
- Adapt IT will set-up your Take2 database in the Cloud and install all required updates.
- We will continue to provide Take2 support through our Help Desk,

Take2 Cloud Hosting costs		
All prices are GST exclusive		
Installation - once-off cost		
	Per User*	Per Client
User set-up	\$25.00	\$100.00
Data Transfer		
* Minimum charge \$110.00		
Cloud Hosting Cost - per User / per Month Charge		
<b>Take2 Cloud - Basic</b> - Web and device login - MS Access Runtime - Team Viewer client (no Excel or Office)	\$29.50	
<b>Take2 Cloud - Standard</b> - Web and device login - MS Access Runtime - Team Viewer client - Excel, Word Outlook - Email sending account	\$39.50	
<b>Take2 Cloud - Premium</b> - Web and device login - Microsoft Access - Team Viewer client - Excel, Word Outlook - Email sending account	\$45.50	



Talk to Adapt IT Australasia about meeting the challenges of your environment.

Email: [sales@adaptit.co.nz](mailto:sales@adaptit.co.nz)

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