

TITLE

Building automated compliance into everyday course practice

SUB-TITLE

Implementing a daily attendance monitoring system

[The Foundation Degree (FdSc) programme in Professional Practice in Health and Social Care]

AIM

What did you set out to do and why? (100 words)

BSc Nursing & Midwifery programmes are subject to regulation and audit by The Nursing and Midwifery Council. One of the compliance prerequisites is student academic session attendance to a minimum hours requirement. A semi-automated system was implemented to achieve consistent and robust attendance monitoring. This is not dissimilar to the registration requirements of the Skills Funding Council for all HDA programme provision, and as HDAs in nursing develop they will be subject to the same regulation and process.

BENEFITS

About 3 or 4 bullet points (50 words)

- *Clear and transparent process for students to follow*
- *Automated processing of register with optical signature recognition software*
- *Registration and attendance hours tracked for compliance purposes*
- *Unauthorised and authorised absence tracking for student learning log*
- *Promotes proactive management of any potential learner issues*
- *Audit compliance to professional body academic hours attendance requirements*

THE APPROACH

What's involved and what happened (up to 350 words)

Students are required to sign in when they attend learning sessions. After the sessions, the register documents are fed through a scanner and optical signature recognition software identifies absences for further consideration. Course staff can then follow up with student communications as required, and proactively manage any potential attendance issues as appropriate.

THE OUTCOME

We can interview you or you can complete this yourself. Please contact Cathy Malone or submit your case study to: c.malone@shu.ac.uk

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What was the result of this intervention or activity? Do you have any evidence you can include? (150 words)

- *Improved attendance*
- *Compliance with completing the learning log to enable registration with the NMC at the end of their programme*
- *Comprehensive audit trail for the NMC as and when required by annual monitoring*

FUTURE DEVELOPMENTS

Will you be developing this? Why? How? Or scaling up the approach? (100 words)

*The tech functionality and automation of this process could be developed further. **For example, see the Nottingham Trent University micro-case study (in the further & related information section) below.***

RECOMMENDATIONS TO OTHER STAFF

(100 words)

It is worth noting that this process still requires the session tutor to be vigilant to both students signing in absent peers, or signing in and then leaving the learning session before it has finished. Like all technical solutions, it doesn't replace or negate the need for strong student-tutor relationship development to underpin a great student experience.

FURTHER & RELATED INFORMATION

Useful links or references to help people who are thinking about following your lead.

Registration systems are an ideal opportunity for tech solutions to automate and enhance routine but essential processes. Another case-study example from a competitor HE institution:

Nottingham Trent University utilises their 'NTU Student App' (Now called 'MyNTU' and available on Apple/Android smartphone platforms) to allow students to register their attendance at a learning session by scanning a QR code generated by the lecturer during the first 15 minutes of a session. The QR code expires at the end of the timetabled session. Given it is unlikely students will lend their smartphones to peers to avoid attendance, this is a highly effective tech solution to attendance management. More information about this innovation is available here:

http://www4.ntu.ac.uk/apps/news/189107-25/Student_life_made_easier_with_MyNTU.aspx

<https://support.ntu.ac.uk/hc/en-us/articles/210258248-NTU-Student-App-FAQs>

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In time, SHU may consider adding similar functionality to the SHUgo student app, affording a similarly automated solution to HDA registration compliance requirement. If this would be beneficial please contact DEEP to share your context and views.

Also, a central SharePoint site to hold individual student records – including course attendance information – is under development. This central repository will help ensure SFA compliance throughout the SHU HDA portfolio. Contact DEEP for further information.

PROFILE

Tutor name(s): Jo Stone **[insert headshot from SHU central image database?]**

Faculty: Health & Wellbeing

Size of cohort: Large

Key themes: compliance, register and attendance monitoring, automation, optical signature recognition software, smartphone apps, QR code