

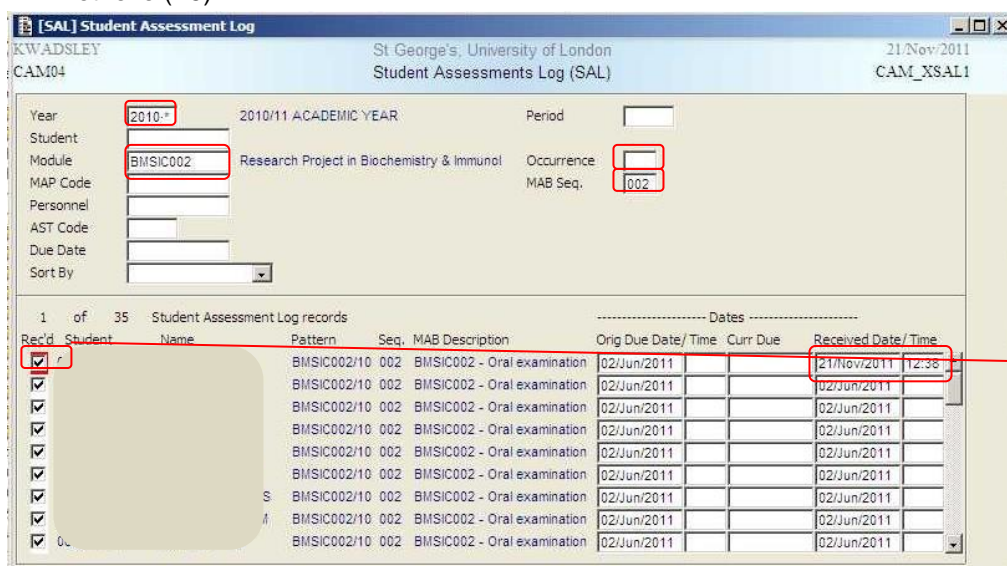
## Using SAL and SRR to Log Assessments

## Comments

- Login to SITS:Vision Client
- From Main Menu (MM) open the Student Assessment Log (SAL)

This process is assuming that due dates have been generated and Student Assessment Log (SAL) records created by selecting "logging" in the MAB record.

- Enter the relevant module and assessment information in the top of the screen
- Retrieve (F5)



Rec'd	Student	Name	Pattern	Seq.	MAB Description	Orig Due Date/ Time	Curr Due	Received Date/ Time
<input checked="" type="checkbox"/>			BMSIC002/10	002	BMSIC002 - Oral examination	02/Jun/2011		21/Nov/2011 12:38
<input checked="" type="checkbox"/>			BMSIC002/10	002	BMSIC002 - Oral examination	02/Jun/2011		02/Jun/2011
<input checked="" type="checkbox"/>			BMSIC002/10	002	BMSIC002 - Oral examination	02/Jun/2011		02/Jun/2011
<input checked="" type="checkbox"/>			BMSIC002/10	002	BMSIC002 - Oral examination	02/Jun/2011		02/Jun/2011
<input checked="" type="checkbox"/>			BMSIC002/10	002	BMSIC002 - Oral examination	02/Jun/2011		02/Jun/2011
<input checked="" type="checkbox"/>			BMSIC002/10	002	BMSIC002 - Oral examination	02/Jun/2011		02/Jun/2011
<input checked="" type="checkbox"/>			BMSIC002/10	002	BMSIC002 - Oral examination	02/Jun/2011		02/Jun/2011
<input checked="" type="checkbox"/>			BMSIC002/10	002	BMSIC002 - Oral examination	02/Jun/2011		02/Jun/2011

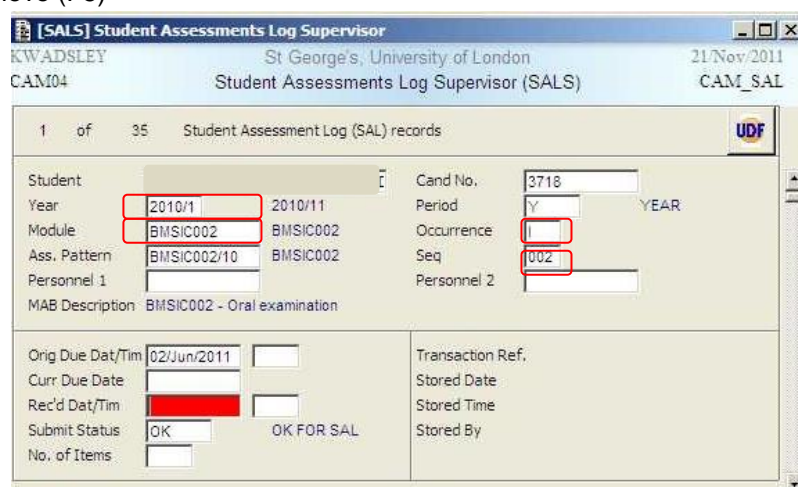
Enter the relevant information at the top of the screen as a minimum:  
Academic Year  
Module code  
Occurrence code - if required  
MAB Seq - last assessment  
Retrieve (F5)

Tick the Rec'd box when the assessment is submitted and this will auto-populate the received date/time field.

- Tick the Rec'd box when the submission is undertaken

To enter dates retrospectively once submission has taken place or for a group undertaking an exam use the Student Assessment Log Supervisor (SALS) screen

- Enter SALS in the menu screen
- Enter the relevant module and assessment information in the screen
- Retrieve (F5)



Student Assessment Log (SAL) records	
Student	BMSIC002
Year	2010/11
Module	BMSIC002
Ass. Pattern	BMSIC002/10
Personnel 1	
MAB Description	BMSIC002 - Oral examination
Cand No.	3718
Period	Y
Occurrence	002
Seq	002
Personnel 2	
Orig Due Dat/Tim	02/Jun/2011
Curr Due Date	
Rec'd Dat/Time	
Submit Status	OK
No. of Items	
Transaction Ref.	
Stored Date	
Stored Time	
Stored By	

Retrieve the relevant module and assessment information:  
Year  
Module  
Occurrence (if required)  
Seq (for last assessment)

To enter the Rec'd date populate the box with the relevant date and store.

- Enter the received date in Rec'd Dat
- You can use the next record icon on the menu bar to scroll between records.
- Store (F6) to save the update to all records.