

## WEBINAR:

# Single ILR and the replatforming of Data Collection systems for 2011/12

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# Welcome



- **Single ILR, Data Collection systems and 2011/12 ILR changes**
- **LIS V19.01 – conversion and amalgamation**
- **LARA**
- **Support materials and tools – e-learning/quick user guides**

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• Welcome to this webinar on the single ILR and the replatforming of data collection systems. The aim of this session is to assist with your understanding of the move to a single ILR and the changes taking place to data collection systems to accommodate the single ILR and what this means for you.

• Support materials/tools – *the information authority* has published an e-learning module for the 2011/12 ILR changes on its website, and will be in the process of publishing an e-learning module on the single ILR shortly. The Data Service have also published a quick user guide for LARA and are in the process of producing a similar document for LIS V19.01. Links to where these materials are available will follow in the slides.

# 2011/12 ILR Changes, the single ILR and the data collection system

- Are You Prepared?

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## Summary

- Background to the single ILR
- Implementation
- Collection timetable for 2011/12
- Key messages for providers
- Single ILR and data collection systems
- Summary of main 2011/12 data changes

## How the move to a single ILR supports business change

### Important changes to FE funding arrangements:

- Freedoms, flexibilities and responsibilities
- Introduction of single adult skills budget
- Funding simplification
- Provider empowerment

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The move to a single ILR has been in response to a number of business changes. The previous “flat file” ILR would not have coped adequately with the new business environment.

The changes are as listed.

**Freedoms and flexibilities** – As a provider there is the opportunity to deliver different types of provision

**Introduction of the single adult skills budget** – this also includes Learner responsive elements into the previous employer responsive element and therefore links to there being a single ILR collection

**Funding simplification** – Trailed by both the YPLA and SFA

**Provider empowerment** – links back to the freedoms and flexibilities

## What is the single ILR?

- Three areas of significant change:
  - single learner record
  - restructured learner record
  - learner record in XML format
- The same data items are collected in both the new single ILR and the original flat file format that has been used in previous years.

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The move to the single ILR has three main aspects.

### **Single learner record**

Moving from four types of ILR in 2010/11, that is learner responsive, employer responsive, adult safeguarded learning and ESF short record to a single ILR in 2011/12. Each of the four types of ILR return operated on different timetables with different frequency of return. In 2010/11 there were 35 separate returns and associated return dates. In 2011/12 this is reduced for the single ILR to 14.

### **Restructured learner record**


The flat file ILR has two levels of data only; learner level and learning aim level. The single ILR data items are grouped logically into a number of entities attached to either the learner level or learning delivery level. Note there is a data model slide to follow.

### **Learner record in XML**

XML format is a new “envelope” in which the data is wrapped. It replaces the flat file format. It is the least important aspect of the change. (**AVOID LABELLING THE CHANGE AS THE MOVE TO XML**).

The data requested is the same irrespective of the format.

## Benefits

XML	Single ILR
More flexible	Introduces a more coherent and consistent collection across funding streams, as requested by providers
Implementing change is easier, resulting in reduced costs and improved accuracy	Removes the need for different collection cycles based on funding streams
Reflects true relationship between different data entities	Removes the need to return separate ILR records for a single learner benefiting from more than one funding stream
More easily processed by computers - minimises human error	Less burdensome collection, more reliable management information
Supports Unicode	
e-GIF and industry standard	
Align with higher education and schools, which have already moved to XML	

This slide is to demonstrate some of the key benefits of the changes for 2011/12. for example using the single ILR return removes the need to send in separate ILR returns, for separate funding streams on a separate timetable

## Single ILR documents

[http://www.theia.org.uk/ilr/ilrdocuments/201112\\_ilrdetail.htm](http://www.theia.org.uk/ilr/ilrdocuments/201112_ilrdetail.htm)

- Single ILR specification version 2 and XML – published Feb 2011
- Data model diagram
- Mapping spreadsheet from flat file to new field structure plus interactive field conversion tool
- Provider support manual
- XML schema
- Flat file ILR specification for 2011/12 – published Nov 2010

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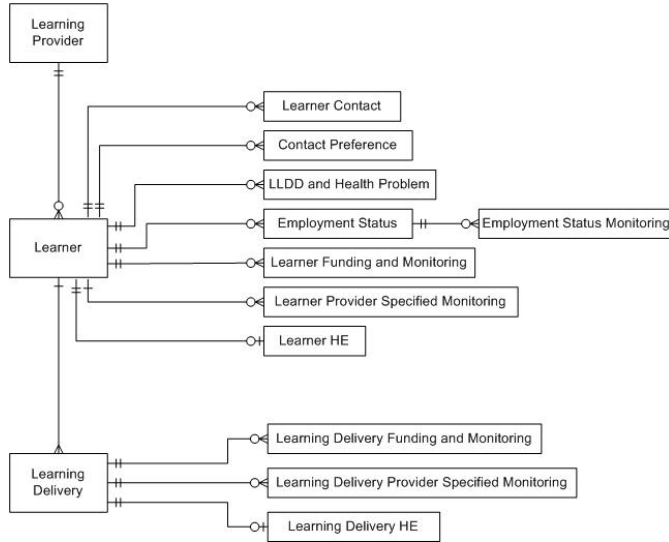
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All the documentation for the single ILR are found on *the information authority* website. Most documents have been published for several months.

An interactive field conversion tool was made available in August 2011 which allows a user to:

- input a ILR flat file field number (for example A10) and returns the equivalent single ILR XML element name and field name with the name of the entity in which it is found
- input a single ILR XML element name and returns the equivalent ILR flat file field number

# Single ILR structure



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It's new and improved but the underlying level of learner and learning delivery are fundamentally similar to learner and learning aim in the flat file ILR.

## Single ILR implementation (1)

- Implementation for providers during 2011/12
- Provider prepares data in current flat file ILR format or single ILR format
- The data that providers are asked to collect for 2011/12 is the same regardless of the output format
- Enhanced LIS provides functionality to support move to single ILR
- All 2012/13 returns in single ILR format



**Implementation for providers** - The move to the Single ILR takes place during the 2011/12 data collection year.

**Provider prepares data** - For 2011/12 providers can prepare data in the old flat file format or the new single ILR format. This is possible because, as stated before, the underlying data/information requested is the same irrespective of the format it is extracted in.

Providers must send data to OLDC in single ILR format.

### **Enhanced LIS**

The LIS has functionality that helps providers during the 2011/12 transition year. This is covered in detail in the later Data Service presentations. In summary the LIS functionality that supports the move to the single ILR:

- 1 converts flat files to single ILR format files,
- 2 merges ILR files in either/both formats together,
- 3 amalgamates together records for the same learner,
- 4 outputs files in single ILR format for onward transmission to the online data collection system (OLDC).

### **2012/13**

In 2012/13 providers MIS systems will need to output files in single ILR format. The LIS for 2012/13 will not contain functionality that supports the flat file ILR format.

## Single ILR implementation (2)

- No separate collections during year
- All data stored in a year-to-date database
- Providers can:
  - send full returns containing all learners (A file)
  - update only files containing a subset of learners (B file)

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**No separate collections during year** - For years up to and including 2010/11 there were four different formats of ILR files with four different timetables. In 2011/12 there is one format and a single ILR timetable.

**All Data stored in a year-to-date database** - In 2011/12 the Data Service will have a single central database of all ILR data for all providers containing the latest transmission of data for each provider. Previously there were different databases for each type of ILR return and for LR and ASL a separate database for each return.

**Providers can** - As for ER returns in previous years providers can transmit single ILR data in an A file, containing records for all learners, or a B file containing new, changed or deleted records only.

## ILR collection timetable 2011/12

### Background

- Send data at any point in the year
- Return dates indicate when Data Service will extract data for specific purposes
- Provider responsible for ensuring data is fit for purpose at return date
- Single year-end hard close for all funding streams and purposes

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**Transmission frequency** – You will be able to send data at any point during 2011/12. All data received will update a “year to date” database, held by the Data Service.

**Return dates** – The collection timetable for 2011/12, defines dates at which data extracts will be taken from the database. It states the purpose for the extract and which organisation has requested it.

**Provider responsible** – It is the provider’s responsibility to ensure that data is fully up to date for the different extract dates and purposes listed. If you miss the extract date, then your data may not be fully up to date for the purpose it is being used for.

**Hard close** – There will be a single hard close at the end of the year (16 November 2012).

## ILR collection timetable 2011/12

### Summary

- Colleges, Sixth-forms, Specialist colleges and Local Authorities ensure all data is up to date for a quarterly extract in December, February, June and September
- Private training organisations classified as 'Other' ensure all data is up to date on a monthly basis
- All providers delivering 16–18 Apprenticeships ensure that data is up to date on a monthly basis
- Almost all data extracts taken at end of fourth working day of the month

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**Colleges, Sixth-forms, Specialist colleges and Local Authority's** will need to ensure that data is up to date for a quarterly extract in December, February, June and September

**Private training organisations classified as 'Other'** will need to ensure that data is up to date on a monthly basis. The data extract will be taken following the fourth working day of the month.

**16 – 18 Apprenticeships** – All providers delivering 16 – 18 Apprenticeships must ensure their data for 16-18 apprentices is up to date on a monthly basis.

## Single ILR

### Key messages for providers (1)

- Send one file for 2011/12 containing records for all learners at the provider regardless of funding model
- Need to nominate one function only to be responsible for merging and transmitting all files to OLDC
- Careful management of file transmission numbers is required, particularly when merging files

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**Send one file** – irrespective of how a provider prepares its data it needs to send a single ILR file, containing records for all its learners in 2011/12

**Nominate one function** – if a provider in 2011/12 has more than one function preparing its data, possibly from more than one MIS, it needs to have only one function responsible for sending data. This will help avoid confusion and overwriting of previous transmissions with new transmissions containing records for only some learners.

**Careful management of file transmission numbers** – Each file transmitted has a transmission number between 1 and 9999. This is sufficient to allow a provider to transmit a single ILR file every hour for the whole of the year. A later transmission must have a higher transmission number. PROVIDERS MUST AVOID GETTING TO TRANSMISSION NUMBER 9999.

## Single ILR

### Key messages for providers (2)

- If records for a learner are currently included in more than one collection with different learner reference numbers the two records for 2011/12 can be:
  - merged together to form a single learner record, or
  - held as separate records
- Duplicate learner reference numbers must be cleansed for 2011/12, that is, the same number cannot be used for more than one learner

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**Learners with different reference numbers** – where a provider has more than one MIS and a single learner has a record in more than one system with different reference numbers the provider for 2011/12 can continue to send two or more records for that learner or amalgamate the records together to a single record. Providers must prepare themselves to send only one record for such learners in 2012/13 onwards.

**Duplicate learner reference numbers** – where a provider has more than one MIS and uses the same reference number to record data for more than one learner the provider must resolve this for 2011/12.

## Single ILR

### Key messages for providers (3)

- Any changes made to learner reference numbers must be reported to the Data Service (old to new mapping for success rates)
- An A file will always replace all learner data for the provider – so make sure this contains all learners
- Need to understand single ILR even if you input ILR flat files into LIS as:
  - data in the LIS will be stored in single file format
  - validation will be reported in single file terminology

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**Changes to learner reference numbers** – where a provider changes the reference number of a learner between years this must be reported to the Data Service using the mechanism that has applied for several years

**An A file always replaces all data previously sent by a provider** –so an A file needs to contain records for all learners

**Need to understand single ILR** –Every provider will need to become familiar with the single ILR and its terminology from the first return it makes because the LIS database tables use the new ILR field names and table structure and validation error messages use single ILR field names and terminology.

## Single ILR and Data Collection systems (1)

- Providers will be asked to compress ILR files for submission to OLDC (see recent news item on [the Data Service website](#) and ILR [provider support manual](#) for details)
- *XML error messages – learning providers will need to contact their software suppliers to handle these*
- Single collection means all 2011/12 submission files will sit in the same area, they will not be split in the same way as for 2010/11 collection types
- For Learner Responsive providers additional components of an LR submission and ILR reconciliation have been removed and the FRANIN (Franchised in) has moved to being a separate collection for LR provision called ILRSUBCON
- OLDC will be using LARA not LAD for reference data and information on Qualifications.



- XML error messages – learning providers will need to contact their software suppliers to deal with these. The Service Desk at the Data Service will not deal with these error messages as they are generated by the providers system/structure
- Single collection means all 2011/12 submission files will sit in the same area, they will not be split in the same way as for 2010/11 collection types
- For Learner Responsive providers additional components of an LR submission and ILR reconciliation have been removed
- The FRANIN (Franchised in) has moved to being a separate collection for LR provision called ILRSUBCON

## Single ILR and Data Collection systems (2)

- Reports
- Reports will be revised in line with current policy
- If Providers request a Provider Funding Report after a submission and that file did not have any appropriate learners (funded through Funding Model 45) then a blank report will be generated
- Table of reports to be added



### **Reports:**

- Changes to Provider Funding reports – to reflect single ILR, funding rule changes, Single Adult Skills budget
- If Providers request a Provider Funding Report after a submission and that file did not have any appropriate learners (funded through Funding Model 45) then a blank report will be generated.

### **Batch/POL:**

- Learner data is collected using the Provider On-line (POL), and Provider Batch systems - via the Provider Extranet: <http://providers.isc.gov.uk> (On-line Data Collections)
- The Provider Batch and Provider On-line systems will utilise the single ILR
- All the Provider Batch and Provider On-line reports, error / warnings and formats will be updated to reflect the 2011/12 ILR changes e.g. ILR field name changes. Error messages will not have any references to L and A codes.

### **Reports Screen**

- Revised reports screen in development to accommodate the removal of collections, as most reports were collection specific.
- Added value reports – Violation reports (AKA Error/Warning reports), summary of LR Funding report and the ASL report - some will be moved to a revised reports page.
- LR and ASL funding reports – driven by the published collection dates and the data that is in the database at that time. Previously driven off collection close dates in OLDC and the submission of an error free file.
- Provider Funding Reports are only available for Employer Responsive learners.

## Availability of OLDC

- **Anticipated live date – late September 2011**
- **Period 1 payment arrangements**

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•Due to technical difficulties, the Data Service are now aiming to deliver OLDC by 26 September 2011. It is essential that we deliver a robust system that meets the needs of its users and is fit for purpose.

•The impact of this means that the Skills Funding Agency will not be able to make a payment in the usual way for those providers usually paid on actuals for their 19+ Adult Skills Provision; 16-18 Apprenticeships; Joint Investment Programme (JIP) and ESF for month 1 of the 2011/12 contract year (September payment for August activity).

•The Skills Funding Agency has sent out a communication on Monday 15 August re: contingency arrangements for payments for Period 1, to all affected providers– please look out for this.

# Migration

## Migration

- Annual conversion of data from 10/11 to 11/12 ILR format and population of database will occur when system goes live
- Only for ER or ESF SR POL data (unless provider is now a sub-contractor as a result of MCL)
- No migration for data sent via ER or ESF SR batch file returns in 2010/11
- REMINDER: cannot use both POL and BATCH in 2011/12. You will need to send all learner data for 2011/12 by batch return only in a single ILR file
- Contact Service Desk for further information



## Speaker notes:

•As part of plans to simplify and streamline data collection processes, the annual data migration process for 2011/12 is only for providers who submit ER or ESF SR data using the Provider Online system (POL) in 2010/11.

•The Data Service will not be migrating data for providers who send ER or ESF SR batch file returns in 2010/11.

•Data migration will still take place for providers using the POL to return data to the Data Service, ensuring that they can update continuing learners in the new 11/12 format.

•Any providers who will become sub-contractors in 2011/12 as a result of new minimum contract levels will not have their data migrated.

•**REMINDER:** providers that currently use POL) for ER or ESF Short Record collections and who also send data for another collection type by ILR batch file will need to send all learner data for 2011/12 by batch return only in a single ILR file

## ILR 2011/12 - Summary of Key Changes (1)

- National Insurance number - required for all learners in receipt of active benefits (JSA and ESA WRAG) or learners who have been referred to learning by Job Centre Plus.
- Credit fields - only required for QCF unit trials
- ALS cost - not required if less than £5,500
- Ethnicity codes - use new ethnicity codes for all learners (from 2011 census)

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**National Insurance Number** – National insurance number (NINO) is used to match ILR data with data held by the Department for Works and Pensions and Her Majesty's Revenue and Customs to demonstrate the economic benefits of further education. This is key in making the case to Treasury for the funding needed for FE. For this reason NINO must be supplied for key groups of learners.

**Credit fields** –the Planned credit value and Credits achieved fields, previously collected for all learners on QCF units and qualifications, are in 2011/12 requested only from providers in the QCF pilot programme.

**ALS cost** – is required only for learners with costs of £5,500 or more

**Ethnicity codes** – use the 2011 national census codes. The change from the previous codes is minor

## ILR 2011/12 - Summary of Key Changes (2)

- **Contracting Organisation code** - use YPLA region code not LA code
- **ULN** - required for all ESF-funded learners
- **New fields**
  - Email address
  - Method of contact preference,
  - Full/Co funding indicators - replaces A14

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**Contracting Organisation code** – for YPLA funded provision use the YPLA region code, not the local authority (LA) code

**Unique Learner Number (ULN)** – ULN must be completed for all learners benefiting from ESF

### **New fields -**

Email address – provider to return it if available - there is no need for a provider to extend its collection if it does not already collect it

Method of contact preference – part of a more integrated way of meeting a learner's wishes about being contacted

**Full/Co-funding indicators** – to collect only the key information needed for the funding calculation about whether a learning aim is fully-funded or co-funded while avoiding the need to indicate in the ILR the eligibility reason

## Further Information

Email: [cst@theia.org.uk](mailto:cst@theia.org.uk)

**For the single ILR specification, data model, mapping document and field name conversion tool:**

[http://www.theia.org.uk/ilr/ilrdocuments/201112\\_ilrdetail.htm](http://www.theia.org.uk/ilr/ilrdocuments/201112_ilrdetail.htm)

**E-learning - 2011/12 ILR yearly changes:**

Powerpoint version: [http://www.theia.org.uk/ilr/ilrdocuments/201112\\_ilrdetail.htm](http://www.theia.org.uk/ilr/ilrdocuments/201112_ilrdetail.htm)

Html: <http://www.theia.org.uk/ilr/ilrdocuments/>

**E-learning – Single ILR:**

Coming soon: <http://www.theia.org.uk/ilr/ilrdocuments/>

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# **Learner Information Suite (LIS) V19.01**

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## 2011/12 - LIS V19.01



- Conversion
- Amalgamation
- Processing of XML and fixed-length files
- Reports

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### **SPEAKER NOTES:**

#### **Key developments for LIS 19 include:**

- **Conversion** – The capability to convert existing flat file format ILR to the revised restructure XML ILR, validate single ILR files,
- **Amalgamation** – The functionality to merge files of different collection types, flat files and XML files. The file is then submitted into OLDC.
- **Processing of XML and fixed-length files** – The files are converted to XML and the business rules, funding calcs and Derived Variables are run against the data imported in the database in the single ILR format.
- **Reports** will be available in LIS V19.01 for Release 1 and Release 2

## Learner Information Suite (LIS)



### Enhancements include:

- converting a 2011/12 flat file format ILR to a single ILR file in XML format
- merge two or more files in either format into one single ILR file in XML format
- validate both single ILR file in XML format and flat format ILR files.
- to include the rules engine - OLDC
- LIS reports

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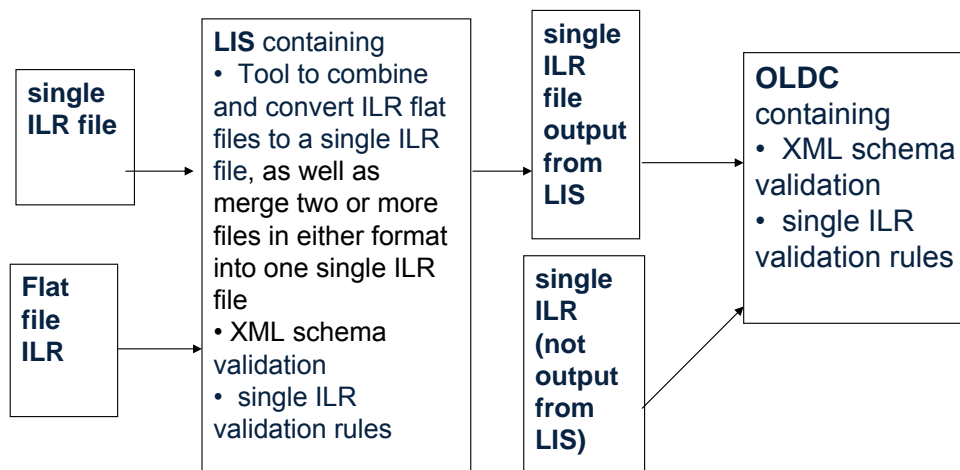
•functionally to convert a 2011/12 flat file format ILR to a single ILR file in XML format as well as merge two or more files in either format into one single ILR file in XML format as well as merge files of different collection types.

•validate both single ILR file in XML format and also flat format ILR files which have gone through conversion.

• to include the rules engine, to enable greater flexibility in the maintenance of the funding calculation and synchronisation with the OLDC system.

•LIS reports - updated in line with any policy changes and will be published through two releases . Reports will accommodate the 2011/12 single ILR field names

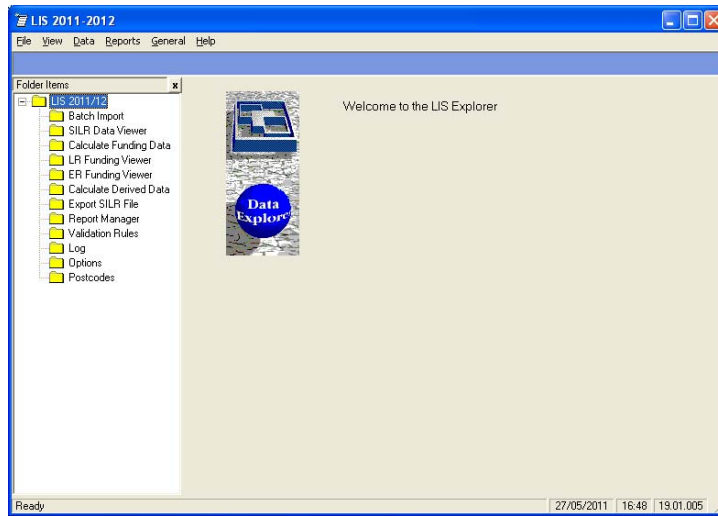
## Single ILR Data collection systems for 2011/12



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# LIS V19.01

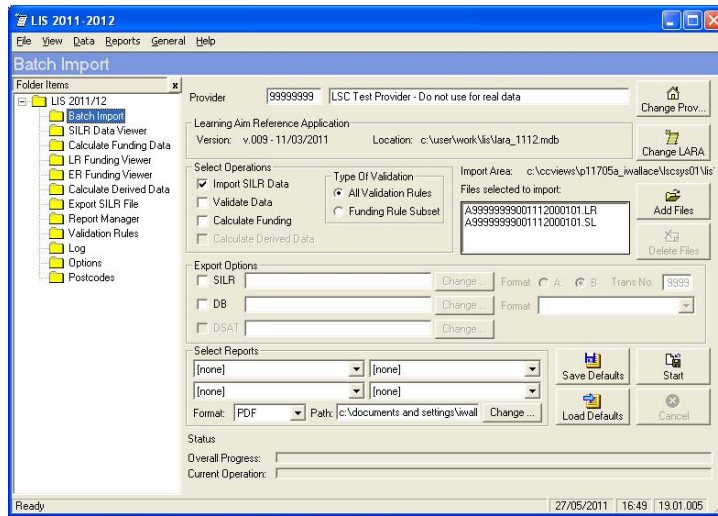


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- Similar structure to LIS as in previous years

# Conversion



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## Pre-conversion Validation



- Basic file validation is applied to the flat file to ensure conversion can take place.
- Will check file structure and integrity, data types of fields and ensure incoming file only has records for one UPIN/UKPRN
  - File cannot be converted to XML if it has contradictory values in:

Field Name	Description	
H10	Nationality	for any one learner as this data is stored once in the learner HE record
H21	Term time accom	for any one learner as this data is stored once in the learner HE record
H40	UCAS ID	for any one learner as this data is stored once in the learner HE record
A44	EMP ID	for aims with the same start date (A27)
A45	Work loc Pcode	for aims with the same start date (A27)
A66	Emp Stat DBS	for aims with the same start date (A27)
A67	Length of unemployment	for aims with the same start date (A27)

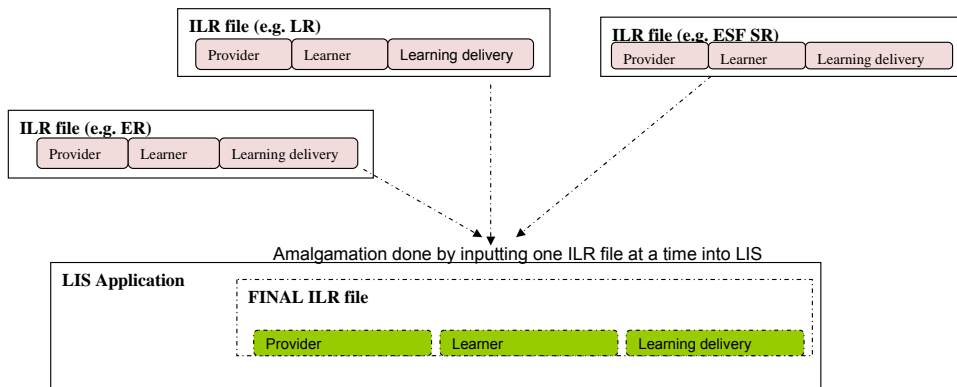
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### Speaker notes:

- Minimal validation takes place before conversion that will help to identify errors with the file structure before conversion of the file
- Complete validation then takes place on whole file if the pre conversion validation is successful

# Amalgamation Process



The figure above demonstrates the amalgamation process. It is intended to show different types of ILR files, as inputs, but is not restricted to just those used in the example. Other acceptable types are ER and ASL.

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- A provider prepares ILR files containing data describing all its provision. The files may be output from different internal MIS systems or be prepared by one or more sub-contractors.
- All the ILR files that together describe the provider's complete provision are input to the LIS. The LIS processes one file at a time in a pre-defined sequence (see next slide for that sequence) and loads them all into its internal data tables before it undertakes further processing on the amalgamated data.

## Amalgamation



- Will accept any combination/number of flat and xml files.
- For consistency LIS will process in the following order:
  - Flat files are loaded before xml files
  - Flat files are loaded in sequence sorting on file extension and serial number
  - Xml files are loaded in sequence sorting on transmission number and serial number
- Conversion carried out using rules defined in the migration spec (App B) and mapping spreadsheet

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## Amalgamation



- File types are determined as follows:
  - Combination of Bs=B
  - Combination of As + Bs = B
  - Combination of As= user to define (only use A if file contains all learners at that provider)
- Providers must input the transmission number to be used.
- Transmission number must always be higher than last one used on last file uploaded to OLDC

***Please note: it is important to get the naming convention right and to distinguish between an A and B file, otherwise you may be in danger of deleting data in OLDC.***

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- Bullet point 3 - LIS will default transmission number to 1 unless amended by provider. If a provider tries to submit a file with a transmission number that they have already used, this will result in an error message.

# Amalgamation



## Merging records

Scenario 1: No records with the same Learner Reference Number

- all learner records appended one after the other in output file

Scenario 2: More than one record with the same Learner Reference Number

- comparison of Learner data fields done
- if all data is the same then create a single record for the learner
- If not reject learner records and aim records for amalgamation
- append all the learning aims to this single learner record. The aim sequence number will be re-sequenced.

*eg: Joe Smith Learner Ref No A435797 is in both the LR flat file (with two aims) and ER flat file (with one aim). If all the learner fields are the same then a single record for Joe will be output using the same Learner Ref No and containing three aims.*

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## Amalgamation (2)



### Merging records

Scenario 3: Same learner in more than one file with different Learner Reference Numbers

- Each record will continue to be held separately
- LIS will not try to merge learner records for the same learner if they have different Learner Ref Numbers (does not try to match names, DOBs or other characteristics).

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## Amalgamation (3)



### Learner Field Comparison (for duplicate learner references)

- all the Learner “L” fields must be identical (check is not case sensitive) in all records apart from the following exceptions:
  - Address, current postcode, telephone and email address.
    - on data conflict, only data from first file processed will be kept
    - data from subsequent files ignored (and warning message reported back to the user)
  - A “real” postcode will always take precedence and overwrite a value of ZZ99 ZZZ
  - A Destination value of 95 “continuing in learning” will always take precedence over and overwrite any other destination value
  - A value of restricted used indicator code 3 (RUI3) for no contact due to illness or death will always take precedence over any other learner defined contact preference values

web: [www.thedataservice.org.uk](http://www.thedataservice.org.uk)

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**RUI3 = Restricted User Learner not to be contacted**

## Amalgamation (4)



### **\*NEW\* - Employment Status records**

- These are created using the following rules:
  - There can only be one First Day of Learning (FDL) record – the one with the earliest date will be used
  - There should not be more than one Current Employment Status (CES) record for any given date.
    - **If there are two records for the same date with contradictory status's then the learner's record will be rejected.**
    - **If there are two records with the same date and status then the record containing an employer ID and workplace postcode takes precedence and is retained**
  - There should not be more than one Day Before Starting Learning aim (DBS) record for any given date:
    - File will be rejected

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## Amalgamation (5)



### Filename, Header and Source Files

- The header is populated with details of when the conversion/amalgamation took place
- An entry is made in the source files section of the final xml file for each file that is input containing details of the original source filename and other details from the original source file header

## Amalgamation (6)



### Learner Deletions

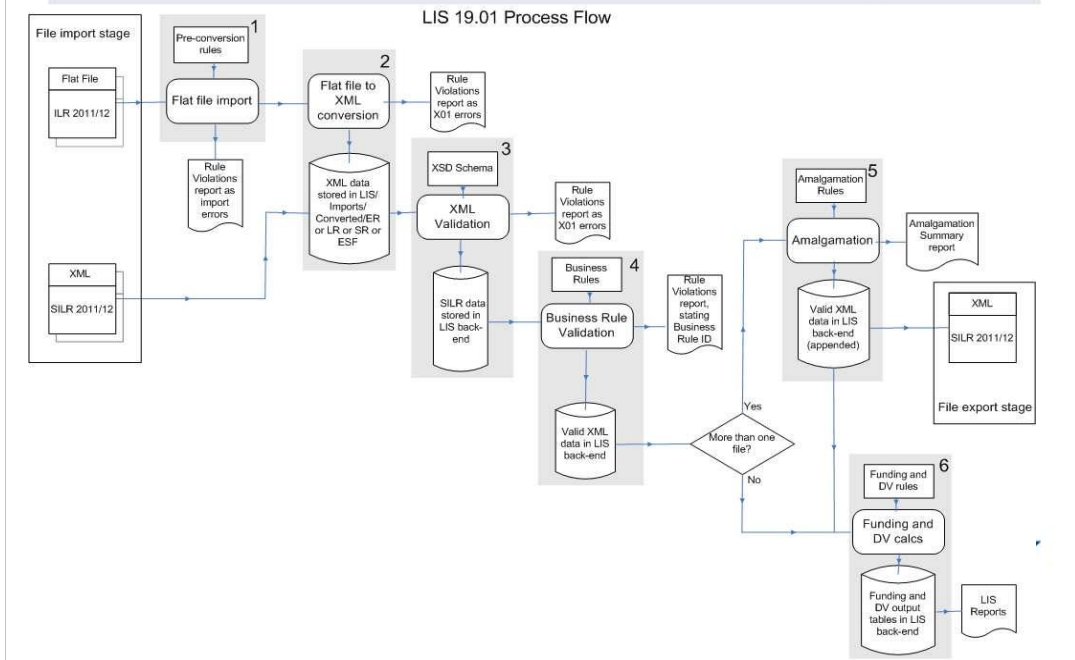
- For file merging purposes, all learner deletions must be identified using the Learner deletion structure in an xml file or using field L08 in a flat file.
- If the record is simply removed from one of the imported files it will not be removed from the final export file that is created. It must be explicitly declared as detailed above
- Guidance on Learner Deletions in amalgamation will be issued in the coming weeks

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- The Data Service will be producing a guidance document on amalgamation in the near future, which it will publish on its website.

# Reporting



This diagram shows the functional process flow used by Learner information Suite version 19. This version of LIS includes functional differences to versions which were released in earlier academic years:

From left to right it shows how imported flat file ILR data and XML format Single ILR (SILR) data is transformed and processed to produce Funding and Derived Variable results.

Detailed documentation of this process can be found on the *information authority* website

## Error reporting



- The LIS 18.04 system uses a predefined reporting format. In LIS 19 the same format will be augmented and reused for reporting all errors at each stage of the ILR processing
- A new report will be created for Amalgamation - Amalgamation Summary report
- Every record in the incoming ILR is checked at each stage of ILR processing.
- At each stage of checking, the respective errors are recorded based on validation rules for that particular stage
- At each stage of checking, the errors are captured and reported back in a single report
- This will contain, conversion errors, amalgamation errors, schema errors and business rule validation errors

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LIS 19 will continue to use the same predefined reporting formats as LIS 18. All errors at each given stage of the process will be reported in a new Amalgamation Summary report containing conversion errors, amalgamation errors, schema errors and business rule validation errors

## Handling LIS errors



- Change from L and A codes
- Using new Rule Validation Names
- R rules (Cross Record Checks)
- Mapping document and filed name/code conversion tool:

[http://www.theia.org.uk/ilr/ilrdocuments/201112\\_ilrdetail.htm](http://www.theia.org.uk/ilr/ilrdocuments/201112_ilrdetail.htm)

web: [www.thedataservice.org.uk](http://www.thedataservice.org.uk)

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At providers events that *the information authority* ran recently, several providers expressed concerns about whether they will understand error reports. Most staff that deal with the errors are used to seeing L and A codes. The new reports will not have these codes but will use the new terminology. This should not be a cause for concern. If anything, the new error reports are clearer because the Rule Name is easier to understand. For example, you can expect to see rule names such as NINumber\_01 rather than L26\_1. The rule description is also provided giving the details of the business rule that has been triggered.

The cross record checks (R rules) are still in the LIS and will continue to be referred to as R rules.

Staff in IM services have been testing the LIS for several weeks and are already well used to the new format. If necessary, there is a mapping document available on the ILR pages of *the information authority* website. It shows where the L and A fields fit into the single ILR specification and vice versa.

## Reports in LIS V19.01 - screen



Release 1 - All current reports available except  
'Access to HE' report.

New - Amalgamation summary report.

Release 2 – 'Access to HE' report.

web: [www.thedataservice.org.uk](http://www.thedataservice.org.uk)

Service Desk tel: 0870 267 0001

## LIS V19.01 - Help and support



- User guide (coming soon) and further information is available in the LIS V19.01 section of the Data Service website at :

[http://www.thedataservice.org.uk/Services/DataCollection/software/lis/lis\\_19\\_01\\_Beta.htm](http://www.thedataservice.org.uk/Services/DataCollection/software/lis/lis_19_01_Beta.htm)

- A & B file transmission:

Please read the 2011/12 Provider Support Manual – Page 20:

[http://www.theia.org.uk/ilr/ilrdocuments/201112\\_guidance.htm](http://www.theia.org.uk/ilr/ilrdocuments/201112_guidance.htm)

web: [www.thedataservice.org.uk](http://www.thedataservice.org.uk)

Service Desk tel: 0870 267 0001

# From LAD to LARA

web: [www.thedataservice.org.uk](http://www.thedataservice.org.uk)

Service Desk tel: 0870 267 0001

## From LAD to LARA



- Replacement of LAD with new Learning Aims solution to support an enhanced Learning Aims Lifecycle.
- LARA – Learning Aim Reference Application.
- Learning aims data in a new format that provides:
  - Learning aims funding data for the 2011/12 academic year, recognised by the Young People's Learning Agency (YPLA) and the Skills Funding Agency, both funded and non-funded.
  - Ability to import data from authorised sources (Ofqual, DfE, UK-CES, QAA, HEFCE, awarding organisations, learning providers)
- New look and feel, new location.
- Increased system flexibility as well as lowering ongoing maintenance cost by reducing the dependence of bespoke technology.

**LARA will be the repository for learning aims from 2011/12 onwards**

- LARA structure is based on LAD database.
- Data not relevant to the 2011/12 data collection will be removed.
- New data will be added to cater for:
  - Changes to the Agencies' funding systems
  - Units as Learning Aims
  - More transparency in the progress of a Learning Aim  
***(Release 2)***

## **LAD – will hold historic data**



- LAD will continue to be available until at least July 2013
- LAD and the LAD archive will continue to be available at the current location.
- No changes to LAD system planned – Learning Aims for 2009/10 and 2010/11 will continue to be made available via the LAD website.

- The LAD also holds the 2011/12 learning aims funding data

- LAD search will continue to be available for 2009/10 and 2010/11 Learning Aims.
- For a few months LAD will continue to be updated to support 2010/11 learning aims.
- Data for the academic years 2009/2010 and 2010/2011 is still available via the current LAD download functionality and there will be no changes made to the LAD data structures.

## LARA - key changes for 2011/12 (1)



- **Location** -

<https://gateway.imservices.org.uk/sites/lara>

- **New look**

- to assist user navigation LARA's new screen layout will include the use of new menu bars and tabs – enabling access to the new 2011/12 funding and validity information

- **New platform/technology**

•Location – url – built in sharepoint 2010 but not completely compatible with IE 6 therefore users will need to click past the error messages to get to LARA

# LARA Welcome page



[Home](#) [Welcome](#) [LARA Search](#) [LARA Downloads](#) [Misc Downloads](#) [Links](#) [Help](#)

Lara

## Welcome to the Learning Aim Reference Application (LARA)

The entire LARA Database is available to [search](#) online.  
The database is also available for [download](#) in a variety of different formats.

[Search LARA](#) | [LARA Downloads](#) | [Misc Downloads](#)

The LARA Database (LARA) contains functionality to search for aims and view aim details. Database files containing LARA data in MDB, CSV and pipe-delimited formats are also available for download.

Further information relating to LARA, including details of changes in recent versions and supporting documentation, are available from the [LARA information page](#) on the Data Service web site. Users should note that web search facilities may be unavailable between 2300 and 0700.

Coming soon - LARA Release 2

- information on progress of learning aims through workflows
- improved search functionality including Quick Search.



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## LARA - key changes for 2011/12 (2)



### Downloads

• Download a copy of the data extracted from the LARA in any of the following formats:

- Microsoft Access MDB file
  - CSV (comma separated variable) file
  - PSV (Pipe-delimited variable) files
- 
- The downloads are available as compressed files (.zip)
  - For each format you can choose to download data for the 2011\12 teaching year.

# LARA download screen



- Home
- Welcome
- LARA Search
- LARA Downloads
- Misc Downloads
- Links
- Help

LARA

## LARA Downloads

### Current Files

The Learning Aim Reference Application (LARA) is available for download in a variety of formats. Each format is available as a Zip file and you may need a zip utility to unpack the data from the files.  
If you are not sure which format you need, check the information available on the Help page.

If you require files for a different date please check the [download archive](#).

Select the file you require from the list below.

### CSV Download

Name

[LARA\\_20110802\\_1112\\_CSV](#)

### MDB Downloads

Name

[LARA\\_20110802\\_1112\\_MDB](#)

### PSV Downloads

Name

[LARA\\_20110802\\_1112\\_PSV](#)



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## LARA - key changes for 2011/12 (3)



### Search Mechanism for Learning Aims 2011/12:

- LARA will have similar facilities to those in the LAD allowing users to search for learning aims, view and download the results of a search, view and print details for learning aims and view frameworks and a list of aims within a framework.
- How to carry out a search for a learning aim: please refer to the LARA User guide:

[www.thedataservice.org.uk/Services/DataCollection/software/lara](http://www.thedataservice.org.uk/Services/DataCollection/software/lara)

Please note: *lookups and quick search will be available in Release 2 – November 2011*

# LARA Search - screen



**information**  
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Services

Home | Welcome | **LARA Search** | LARA Downloads | Misc Downloads | Links | Help

LARA  
**Search**

To search the Learning Aim Reference Application (LARA) enter the information you know and press the Search button. When specifying search criteria for text fields you can use the "\*" and "%" characters as wild cards.

[Search Tips](#)

Aim Reference:  Title:

Awarding Org Aim Reference:

Show:  Current Aims only  Any Aim

Teaching Year:

Funding/Collection

Show:  Any Aim  ANY  16-18 LR  Adult LR  ER App  ER Other  ASL  16-18 LR SSF

Start Date:  (dd/mm/yyyy) End Date:  (dd/mm/yyyy)

To search by Aim Type, LDCS Code or Awarding Organisation enter a code and/or name/description.

Aim Type Code:  Desc:

LDCS Code:  Desc:

Awarding Org Code:  Name:

To see the structure of frameworks, enter search criteria and click 'Search Framework'. Note: The framework type and code fields are linked. If a Framework Type is selected, then this will limit the Framework Codes that can be selected.

Framework Type:

Framework:  Desc:

To specify multiple values, depress the CBI button and select all options required.

**LARA Search**  
-available via the 'LARA Search' link allows you to search for specific values in specific fields

# Search – results page



information  
MANAGEMENT SERVICES

Home | Welcome | LARA Search | LARA Downloads | Misc Downloads | Links | Help

LARA  
**Search Results**

[New Search](#) | [Modify Search](#)

Click the column title to order the results by that column.  
CSV | PDF

Learning Aim Ref	Learning Aim Title	Awarding Org	Awarding Org Aim Ref	Current Provision Indicator	Notional NVQ Level V2	Any	16-18 LR	Adult LR	ER App	ER Other	ASL	16-18 LR SSF
00259557	French 1	AGA	CE4595	Y	E	AA	NN	AA			AA	
00260005	GCE A2 Level French	AGA		Y	3	AA	AA	AA			NN	AA
00260006	GCE A2 Level French	EDEXCEL		Y	3	AA	AA	AA			AA	AA
00260007	GCE A2 Level French	OCR		Y	3	AA	AA	AA			NN	AA
00260008	GCE A2 Level French	WJEC		Y	3	AA	AA	AA			NN	AA
10010105	Certificate in French A	AGA	3964	Y	E	AA	AA	NN			AA	AA
10010270	Certificate in French	WJEC	0704 01	Y	E	AA	AA	NN			AA	AA
10012503	Certificate in French	OCR		Y	E	AN	AN	NN			AN	AN
00260927	Everyday French - Beginner+	UFI	100556SM002	Y	1	AA	NN	AA				NN
00260928	Everyday French - Intermediate	UFI	100556SM003	Y	2	AA	NN	AA				NN
00260929	Everyday French - Advanced	UFI	100556SM004	Y	3	AA	NN	AA				NN
	Everyday											

A maximum of 5000 results are returned from the search and will display all on the results page.

- Any column – non funded aims, time period applies for those not funded as Policy has stopped funding these. Earliest start date – latest end date.

## Aim availability



### Aims not found on the LARA:

- Search criteria may need to be altered in order to include the aim in your results. See the [search tips](#) on the Data Service website for more advice.
- The Data Service may be in the process of updating the LARA to include a new aim, or to add annual values.
- Providers may request the addition of an aim (held for an existing aim). A form with guidance is available from the [LARA documents page](#) of the Data Service website.

- Search criteria may need to be altered in order to include the aim in your results.

Either your criteria could be too restrictive, or there may be too many matches (a maximum of 5000 aims will be returned and all will be displayed on screen). See the search tips on the Data Service website for more advice.

- The Data Service may be in the process of updating the LARA to include a new aim, or to add annual values. Aims are added to the LARA when the Data Service receives information from awarding bodies, Ofqual and QAA. There is a delay before aims can be added to the LARA, as other information needs to be collated, for example funding data.

## LARA Release 2



- Quick Search
- Look Up
- Status of a learning aim – more transparency
- More automated workflows
- Link to import Ofqual data
- Faster turnaround for uploading learning aims
- November 2011

## LARA - Help and support



- Select the Help link in the header menu from any LARA screen – the Help page will display in a new window.

- A user guide and further information is available in the LARA section of the Data Service website at:

[www.thedataservice.org.uk/Services/DataCollection/software/lara](http://www.thedataservice.org.uk/Services/DataCollection/software/lara)

- Search tips are available on the LARA Search screen



## Contact us:



If you have any queries on the **single ILR, 2011/12 ILR Changes, LIS, LARA or OLDC** please contact:

**Service Desk:** 0870 2670001

**Email:** [servicedesk@thedata-service.org.uk](mailto:servicedesk@thedata-service.org.uk)

### **E-learning - 2011/12 ILR yearly changes:**

Powerpoint version:

[http://www.theia.org.uk/ilr/ilrdocuments/201112\\_ilrdetail.htm](http://www.theia.org.uk/ilr/ilrdocuments/201112_ilrdetail.htm)

Html: <http://www.theia.org.uk/ilr/ilrdocuments/>

### **E-learning – Single ILR:**

Coming soon: <http://www.theia.org.uk/ilr/ilrdocuments/>

Reminder on the availability of e-learning modules from the information authority.