

Upcoming Training on the New SMS

Following on from the Overview Mandatory Training Module, the SMS Practice Adoption Team will be providing training in specific systems in the lead up to Go-live on 6 October. Already, we have provided or scheduled demonstrations of REPS to all schools, The College, University Executive, Learning Futures, and Student Services. Planning is now underway on the delivery schedule for training across the other systems in Banner.

The following sessions will be delivered as online training to accommodate lockdown requirements. This training will be offered as three repeat sessions per topic delivered over several weeks to enable staff to select times and days that suit their timetables. In addition to these sessions, training will be provided on an individual basis to teams on specific topics in Banner.

System training	Who should attend?	Session dates
Overview of Banner This session will explain how to navigate in Banner and explore some of the pages that will be frequently accessed.	If you access student information in Callista now, this overview session will help you to understand how to access the equivalent information in Banner.	Tuesday 24 August, 2.00pm – 3.00pm https://uws.zoom.us/j/86189175370 Monday 6 September, 11.00am – 12.00pm https://uws.zoom.us/j/82979376628 Thursday 16 September 9.30am – 10.30am https://uws.zoom.us/j/84709392676
Overview of Argos This session will run through how to use Argos and will look at a few of the key reports that replace current Discoverer reports.	If you use Discoverer for reporting now, this overview session will help you make the transition to the new Argos reporting tool.	Tuesday 24 August, 11.30am – 12.30pm https://uws.zoom.us/j/89240582737 Monday 30 August, 11.00am – 12.00pm https://uws.zoom.us/j/83620457857 Tuesday 14 September, 3.30pm – 4.30pm https://uws.zoom.us/j/89516492432
Demonstration of Resulting in RePS This session will run through the end-to-end resulting process, starting in vUWS in Grade Centre through to the approval of results by the School Academic Committee.	If you are a Subject (Unit) Coordinator, a Director of Academic Program, or involved in the approval process for student results, this session will show you how the new resulting system will work for the approval of final marks and grades. All subjects in teaching periods that start after the new SMS goes live on 6 October 2021 will use RePS for resulting.	Tuesday 7 September, 12.30pm – 2.00pm https://uws.zoom.us/j/82401825922 Friday 17 September, 10.00am – 11.30am https://uws.zoom.us/j/85301494391 Tuesday 21 September, 1.00pm – 2.30pm https://uws.zoom.us/j/83286602797
Demonstration of DegreeWorks This session will run through how to use DegreeWorks and will focus on key screens.	If you look up student academic history information or provide academic advice to students on their progress through their program, this session will help you understand how the new	Thursday 26 August, 1.00pm – 2.00pm https://uws.zoom.us/j/84415336593 Tuesday 31 August, 2.30pm – 3.30pm https://uws.zoom.us/j/89205714638

	DegreeWorks tool displays this information for staff and students.	Monday 13 September, 10.30am – 11.30am https://uws.zoom.us/j/81744355890
Overview of the new Handbook This session will explain the changes to the Handbook.	If you ever refer to the information in the current Handbook, this session will help you make the transition to the new Handbook that will be live when the new SMS is launched on 6 October 2021.	Thursday 9 September, 1.00pm – 1.30pm https://uws.zoom.us/j/85443479833 Tuesday 14 September, 11.30am – 12.00pm https://uws.zoom.us/j/88026290731 Monday 20 September, 2.00pm – 2.30pm https://uws.zoom.us/j/85488188500
Overview of Workflow This session will run through how to use Workflow and will focus on key screens	If you currently use eForms or are involved in approvals, this session will show you how requests will be submitted and approved in the new Workflow system. • Review of Grade • Change of Grade • Deferred Exam • Rule Waiver • Disruption to Studies (replacing Special Consideration when the new SMS goes live) • Show Cause for progression outcomes • Transfer Credit (Advanced Standing)	Friday 10 September, 9.30am – 10.30am https://uws.zoom.us/j/81256552181 Thursday 16 September, 12.30pm – 1.30pm https://uws.zoom.us/j/89474831896 Monday 27 September, 10.00am – 11.00am https://uws.zoom.us/j/88347803389

Catch up on overview training

If you have not already completed the New SMS Overview Mandatory Training Module, you still have time to do so. The New SMS Overview Mandatory Training Module is being kept open to enable anyone who wishes to complete this module before the next rollout of training begins.

You can complete the New SMS Overview Mandatory Training Module via vUWS –

[Blackboard Learn \(westernsydney.edu.au\)](https://westernsydney.edu.au)