

Online Registration Module (Resporium)

The next generation document management for schools

Resporium, by ITQ, is a revolutionary web-based data and forms solution that exponentially simplifies a school's paper-heavy processes, streamlining the application and registration interactions between parents and schools. Our easy-to-use, fully customisable web-platform can be used by normal school admission's staff with minimal training. Parents can apply to your school, using an intuitive online portal accessible through any PC or mobile device of their choice.

In addition, Resporium can and will:

1. be tailored to each individual requirement in terms of presentation and output options
2. make it easier for your parents to access the forms they need, online from any computer or mobile device
3. segment data and create customised workflows to ensure the data reaches the correct person
4. analyse data and report on the progress of your admissions process
5. collect data from multiple sources then integrate it with your in-house system or export data to external applications and databases, Resporium will then increase your efficiency, simplify your process, reduce costs and even improve your 'green' credentials.
6. process data that can then be analysed and exported to an existing document management system, database or an electronic folder structure
7. fully integrate with your existing process student records system. Using our online portal requires no extra changes to your internal network setup and no software for you to install.

Resporium functionality – for your School (Admin Portal)

- Secure and encrypted (SSL) online system
- Provision of an easy-to-use and intuitive Administration Console
- Setup and configuration access for your school's logos, branding images, border manipulation and/or colour schemes etc.
- Individual field/form configuration per application type e.g. bursary application, registration and acceptance with the ability to switch off/on certain elements of the forms
- Setup and configuration of additional forms e.g. scholarship and academic. Can be used as a tick box function or an actual form that needs to be completed at registration stage
- Interchangeable and easily configurable/additional columns and fields
- Overall dashboard for registration tracking of all student activity, that can be broken down by year/age group from nursery/reception entry-point through to senior school
- Configuration of online welcome, head teacher messages and other portal messages
- Email setup for welcome notes, payment processing confirmations, help messages, etc.
- Full control of fee and electronic payments using Flywire, Worldpay, Sage Pay, and Stripe platforms

- Configuration access to own privacy notice, cookies and terms and conditions - for GDPR and other security compliance measures
- Extensive reporting functionality including reports on total number of complete/incomplete registrations – per pupil, per year, etc.
- Financial/Bursar information for totals of enrolled students, collected fees, payments, transaction IDs, etc.
- XML upload functionality into RSAdmissions and SIMS systems
- PDF and/or CSV file export for administration or other reporting processes
- Parent interaction and assistance with individual registrations
- Agent access available for applications of non-UK domiciled students

Resporium functionality – for the parent (Parent Portal)

- Access to an online portal from any internet enabled PC or mobile device
- A secure and encrypted (SSL) registration process, providing a unique ID and password credentials per parent/family
- An easy-to-navigate and intuitive portal providing step-by-step guidance through the entire application process
- An overall dashboard tracking bar to verify progress
- Easy-to-understand prompts and messages
- Multiple student/sibling registration functionality per family
- Electronic/PDF download of completed applications
- Email acknowledgements at every step of the admissions process

Installation Stage:

1. You can have as many licenses as you like at no extra cost. You just pay for the product, not licenses
2. Users can access the software anywhere, it is not limited to a server
3. Parents / Guardians and Agents can all have their own username and password. Admin and anyone in Finance can also have their own log in details
4. ITQ will carry out Pen Testing prior to going live and provide you with an SSL Certificate

For further information, pricing and implementation, please contact:

Natasha Tait
Client Services Manager

Image Through Quality (ITQ)
14 Thatcham Business Village, Thatcham, Berkshire. RG19 4LW
<http://www.rsadmissions.co.uk> | <http://www.imagethroughquality.com/>

01635 874848 - ITQ Office | tasha@rsadmissions.co.uk

