

# Release Notes:

**Sprint 7.1.33**

**29/07/2025**



# Contents

1. Change to how Student records display in Tutor Site
2. Change to how Employer records display in Tutor Site
3. Additional fields added to Employer records
4. Addition of 'Job Role' field added to Employer Contact records
5. Addition of 'Goal Attributes' added to the Employer Engagement Module (EEM)
6. Additional columns added to Goal Dashboard in EEM - Goal Stage, Goal Due date.

# 1. Change to how Student records display in Tutor Site

In the Tutor view, the layout of a student record has changed.

Instead of scrolling down to locate Placements, Activities, Targets, My Future career options, and Assessment results, these are now found by selecting the tabs at the top of record.

The screenshot shows the Tutor Site interface for a student named 'Jude Test Student'. At the top, there is a header bar with a user icon, the text 'Student: Jude Test Student', and buttons for 'Save', 'Download CV', 'Add Document', 'Add Note', and 'Add Interaction'. Below the header is a tabbed interface with six tabs: 'Student Details', 'Placements', 'Activities and Placement Journal Entries', 'Targets', 'My Future', and 'Assessments'. The 'Student Details' tab is currently selected and highlighted with an orange border. The main content area is divided into two columns. The left column, titled 'Student details', contains fields for 'Title:', 'Forename:' (Jude), 'Surname:' (Test Student), 'Email:' (judeteststudent@navigate.uk.com), 'Next Destination:', 'Status:' (a dropdown menu showing 'Placement active'), 'Student number:', and 'Reason for Learner Placement Status:'. The right column, titled 'Activity Tracking', contains three sections: 'Employer Engagement Hours', 'Enrichment Hours', and 'Employer Confirmed Placement Hours'. Each section has a table with columns for 'Annual Target:', 'Actual:', and '% Complete:'. The 'Employer Engagement Hours' section shows an Annual Target of 0.00, Actual of 3.00, and % Complete of 0.00%. The 'Enrichment Hours' section shows an Annual Target of 0.00, Actual of 0.00, and % Complete of 0.00%. The 'Employer Confirmed Placement Hours' section shows an Annual Target of 0.00, Actual of 32.00, and % Complete of 0.00%. A 'Help' button is located in the bottom right corner of the right column.

| Section                            | Annual Target | Actual | % Complete |
|------------------------------------|---------------|--------|------------|
| Employer Engagement Hours          | 0.00          | 3.00   | 0.00%      |
| Enrichment Hours                   | 0.00          | 0.00   | 0.00%      |
| Employer Confirmed Placement Hours | 0.00          | 32.00  | 0.00%      |
| Student Confirmed Placement Hours  |               |        |            |

## 2. Change to how Employer records display in Tutor Site

In the Tutor view, the layout of an Employer record has changed.

Instead of scrolling down to locate Contacts, Placements, Audit Trails, Attributes & Commitments, or Employer Goals these are now found by selecting the tabs at the top of record.

The screenshot displays the Tutor Site interface for an Employer record. At the top, the title 'Employer: Teddy's Fruit Bar' is shown next to a user icon. To the right of the title are several action buttons: 'Save', 'Archive Employer', '+ Add Placement', '+ Add New Goal', 'Add Document', 'Add Note', and 'Add Interaction'. Below the title is a horizontal tab bar with the following tabs: 'Employer Details' (highlighted with an orange border), 'Contacts', 'Attributes & Commitments', 'Placements', 'Employer Goals', and 'Audit Trail'. The main content area is divided into two sections. On the left, under the 'Employer Details' tab, there is a form with the following fields: 'Employer name:' (containing 'Teddy's Fruit Bar'), 'Main address:' (containing '15 Icecold Lane' and 'Riverside View' on separate lines), 'Town/city:' (containing 'Woolwich'), 'County:' (containing 'London'), 'Postcode:' (containing 'sE18 1PP'), 'Main Tel:' (containing '0203 954 3000'), 'Email:' (containing '064cfbf350d4eb68cb028d02bab44c7@mailir'), and 'Employer Reference Number (ERN):'. On the right, there is a map of the Woolwich area in London, with a red pin indicating the location. A 'NON COMPLIANT' warning icon is visible in the top right corner of the map area. The map includes labels for various locations such as Greenwich, Woolwich, Barking, Dagenham, Rainham, Aveley, Purfleet-on-Thames, Erith, Dartford, Greenhithe, Bexley, Bexleyheath, Welling, Sidcup, and Dartford. The map also shows major roads like A10, A11, A12, A13, A102, A2, A20, A23, and A282. The Google logo is visible in the bottom left corner of the map.

### 3. Additional fields added to Employer records

In the Employer record there are  
3 new drop-down fields:

- Apprenticeship Levy Payer
- Employer Size
- Business Ownership Type

#### Employer Details

\* Employer name:  
Teddy's Fruit Bar

Main address:  
15 Icecold Lane  
Riverside View

Town/city:  
Woolwich

\* Postcode:  
sE18 1PP

Email:  
064cfbfb350d4eb68cb028d02bab44c7@mailinator.com

\* Business type/sector:  
Retail & Customer Services

Companies house number:

\* Status:  
Target Employer

Apprenticeship levy payer:  
Please select

County:  
London

Main Tel:  
0203 954 3000

Employer Reference Number (ERN):

Website:

Relationship owner:  
Start typing...

Employer size:  
Please select

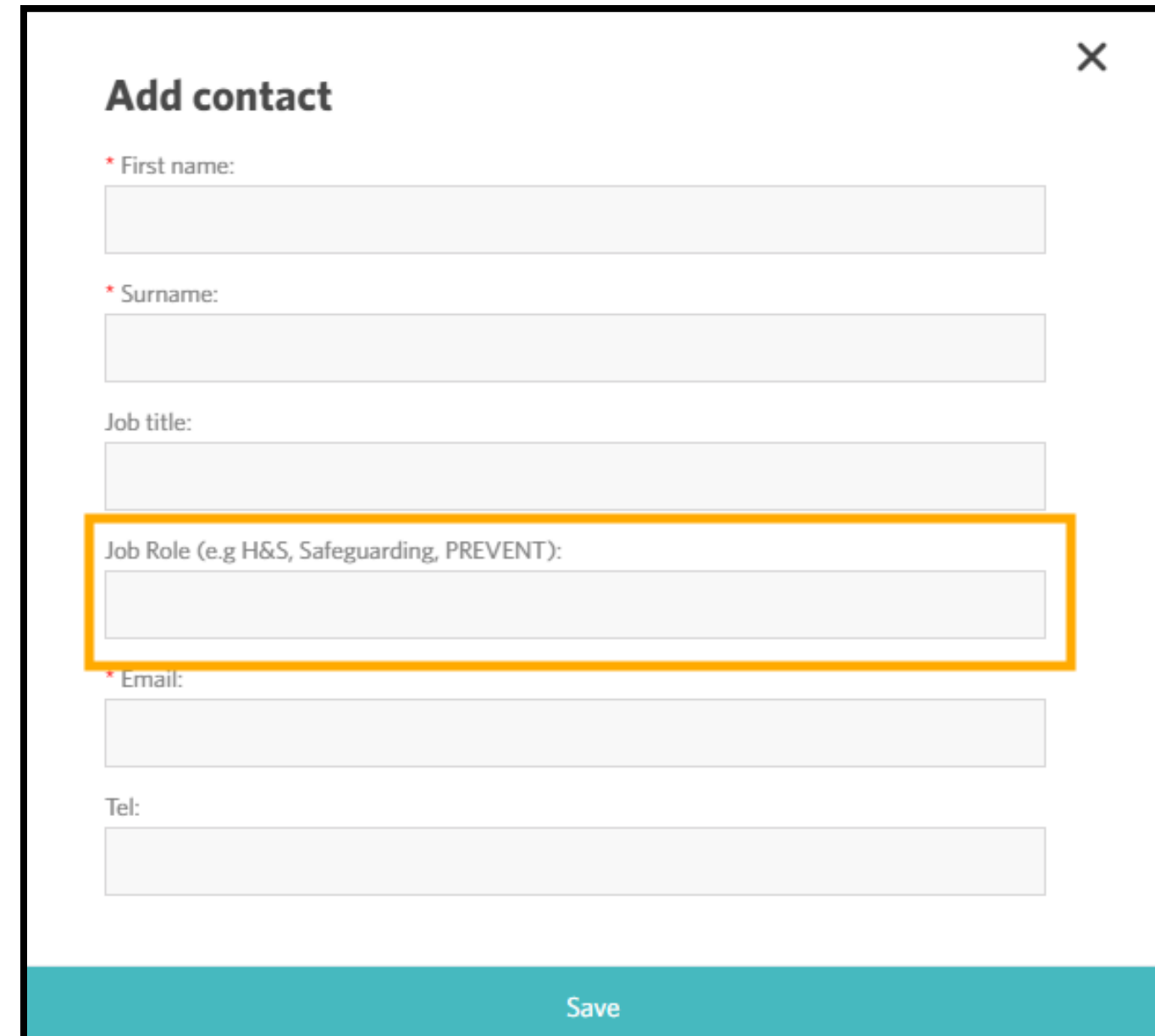
Business ownership type:  
Please select

## 4. Addition of 'Job Role' field added to Employer Contact records.

**Job Role has been added as a Field to an employer contact.**

**This allows colleges to identify the relationship that person has with the college.**

**E.G** - John Brown has the 'Job Title' of *Shop Floor Manager* but their 'Job Role' is *Placement Link* as they plan all the placements for the Organisation.



The screenshot shows a web form titled "Add contact" with a close button (X) in the top right corner. The form contains several input fields: "First name:" (marked with a red asterisk), "Surname:" (marked with a red asterisk), "Job title:", "Job Role (e.g H&S, Safeguarding, PREVENT):", "Email:" (marked with a red asterisk), and "Tel:". The "Job Role" field is highlighted with a thick orange border. At the bottom of the form is a teal bar with the word "Save" in white text.

## 5. Addition of 'Goal Attributes' added to the Employer Engagement Module

**In the Employer Engagement Module (EEM) Configurable Attributes can be added to different Goal Types.**

**This allows colleges to record specific data against different Goal Types.**

This relates to colleges who have purchased the EEM Module.

Goal Attributes are set up by Account Managers.

The screenshot displays a user interface titled "Goal Attributes & Commitments". It features three distinct sections, each with a header icon and text, and an "Add more" button. The first section, "Apprenticeship type", includes a tag "Plumbing and domestic heating technician" with a red 'X' icon. The second section, "Confirmed DAS Funds", includes a tag "Yes" with a red 'X' icon. The third section, "GOAL Stage", is currently empty. A vertical scrollbar is visible on the right side of the interface.

| Goal Attribute      | Value                                    | Action   |
|---------------------|------------------------------------------|----------|
| Apprenticeship type | Plumbing and domestic heating technician | Add more |
| Confirmed DAS Funds | Yes                                      | Add more |
| GOAL Stage          |                                          | Add more |

# 6. Additional columns and filter added to Goal Dashboard in EEM

The following has been added to the Employer Goal Live Data Grid

- The option to filter by 'Goal Type'
- 'Goal Due Date' columns
- 'Goal Stage' information - This column shows the total number of stages set to complete against the total number of stages. E.g. 2/7 = 2 stages set to complete against 7 stages in the Goal.

Employer Goal

+ Add Employer Goal

Select Goal Owner :

Select Goal Owner

Select Goal Status :

Select Goal Status

Select Goal Type :

Select Goal Type

Limit to overdue goals :

Limit to overdue goals

Limit to goals due this week :

Limit to goals due this week

|                          | Name                                                                                  | Employer       | Goal Type                                          | Goal Status | Goal Stage | Goal Source                | Next Objective | Next Action Date | Goal Due Date | Goal Owner       |
|--------------------------|---------------------------------------------------------------------------------------|----------------|----------------------------------------------------|-------------|------------|----------------------------|----------------|------------------|---------------|------------------|
| <input type="checkbox"/> | Prepare an employer contact for their first Work Placement (AUTO-CREATED BY NAVIGATE) | Barrys Burgers | Prepare an employer for their first Work Placement | Active      | 0/4        | Auto-generated by Navigate |                |                  | 27/02/2025    | Christopher Rowe |
| <input type="checkbox"/> | Testing                                                                               | Topps Tiles    | Onboard a new employer                             | Active      | 0/5        | Inbound: Other             | Other          | 25/07/2025       | 29/08/2025    | Jude Flatley     |

# Contact us

**If you have any questions about the new developments, please get in touch with your Navigate Account Manager:**

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