Class Systems
Language School Software

ENGLISH UK Marketing Statistics

Infospeed work closely with English UK in order for our customers who are affiliated to English UK to generate the required reports from Class.

The ENGLISH UK Statistics provide a breakdown of Student **Statistical Weeks** by course and country in a format specified by ENGLISH UK.

The reports available are:

➢ Standard Annual Report (Annual Returns for all members)
➢ QUIC 2018 Statistics Submission Form (Class version 8.2)

Both reports are generated within:

Reporting > Reporting Module
Reporting > English UK Statistics
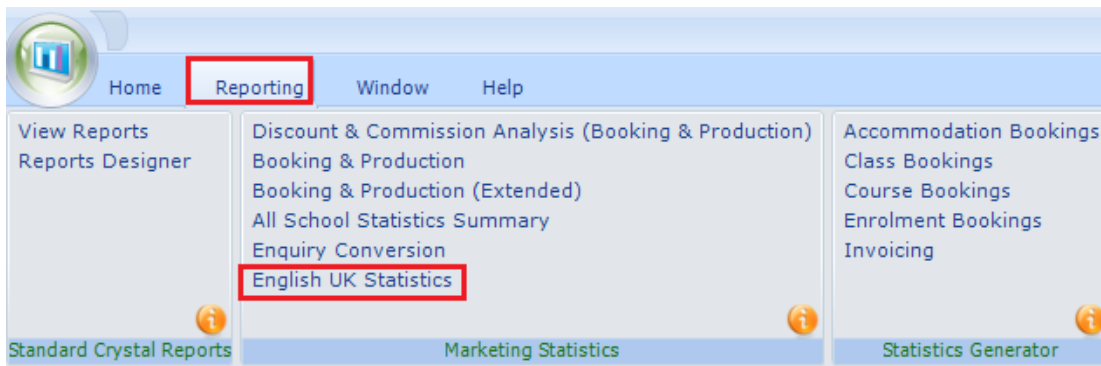
Selection screen and Criteria -

Within the English UK Statistics complete the 'English UK Details' and 'Criteria' as this is the information displayed at the head of the report.

Name - The Class users login name. This can be overtyped if necessary

School - Main school name

Membership Number - English UK member number

The membership number can be set up against your school(s) within:
 Maintenance/Settings > Schools
 Open the school.
 Go to the Courses/Classes/Logo tab and add the English UK Member No.

Include School - A single school can be selected or choose to include all schools.

Consolidate statistics for schools sharing same membership number?
If a range of schools have the same member number enter the number in to the required schools (within Maintenance/Settings > Schools, as above).

Please note for QUIC 2018 a separate report needs to be returned for each premise, even when these share the same member number. For the annual return the statistics for schools sharing a member number should be consolidated.

The From Date and To Date range is used to filter the results to bookings within a specific time period.
Note: Please ensure that you enter the dates given to you in your English UK statistics reminder.

Click the 'Standard Annual Report' or 'QUIC Statistic Submission Form' button to produce the statistics for the given criteria.
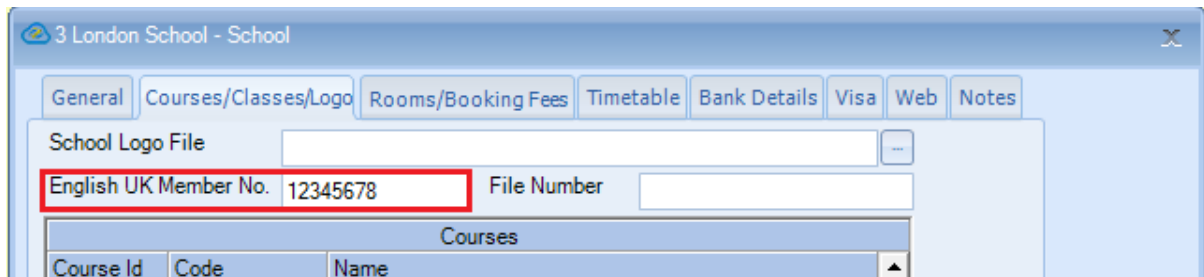
If when trying to run either of the reports you get this following message you will need to set the Member Number within the school
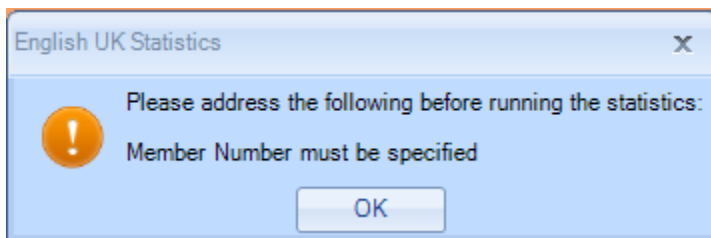
Maintenance/Settings > Schools
Open the school.
Go to the Courses/Classes/Logo tab and add the English UK Member No

Statistics Layout:

Standard Annual Report – example

All countries listed together:

Contact name:	Infospeed											
School:	Infospeed Ltd											
Member No.	12345678											
Date:	22/11/2017											
Email:	Support@infospeed.co.uk											
		1	2	Sub Total	3	4	Sub Total	5	6	7	8	9	10
	Comm		Non-Comm		Adult	Junior		General English	Bus & Prof	English Plus	Other ESP and EAP	One-to-One	Student Weeks
All Countries		1005	10	1015	997	18	1015	1010	0	0	5	0	1015

QUIC Statistic Submission Form – example

Split by country:

QUIC Statistic Submission Form – example

Split by country:

QUIC statistics submission form

Please ensure all the contact details fields are completed.

Contact name:	Infospeed
Centre name:	Infospeed Ltd
Member No.	12345678
Date:	22/11/2017
Email:	support@infospeed.co.uk
Period reporting:	01/10/2017 to: 31/12/2017
Postcode*:	
Contact telephone number:	
Position of main QUIC contact:	

*1. If you are accredited as a home tuition provider or for in-company provision only where tuition might take place across several UK regions of the UK enter 'multi' in the postcode field.

2. If you are accredited as a seasonal multicentre please submit a form for each location. Enter the postcode of the centre where the teaching took place.

In the main submission form:
1. Use the relevant regional 'other' for countries that are not listed separately.
2. Refer to the QUIC guidance sheet for definitions of course type.

Need assistance? Contact statistics@englishuk.com

| Nationality of student	Student weeks by source		Student weeks by age		Student weeks by booking type		Student weeks by course type - Adult							Student weeks by course type - Juniors		
	Commissionable (via agent)	Non-commissionable (direct)	Adult	Junior	Group	Individual	General English	Business & Professional English	English Plus	EAP	ESP	One-To-One	Teacher Development	General English	Summer/ Winter Camps	EAP
Austria	6	11	17	0	6	11	12	0	0	0	0	0	5	0	0	0
Brazil	30	0	14	16	14	16	15	0	0	0	0	0	0	5	5	5
Denmark	14	0	14	0	12	2	14	0	0	0	0	0	0	0	0	0
France	35	0	35	0	35	0	35	0	0	0	0	0	0	0	0	0
Korea	907	0	907	0	907	0	907	0	0	0	0	0	0	0	0	0
Spain	10	0	10	0	10	0	10	0	0	0	0	0	0	0	0	0

Comm/Non-Comm
This represents either Commission or Non-Commission and is based upon whether the student is an Agent Booking (Comm) or a Direct Student (Non-Comm).

If it is an agent booking it is the commission agent's Direct flag that determines which column the student fall in to.

Course set up:

Select: Academic > Courses
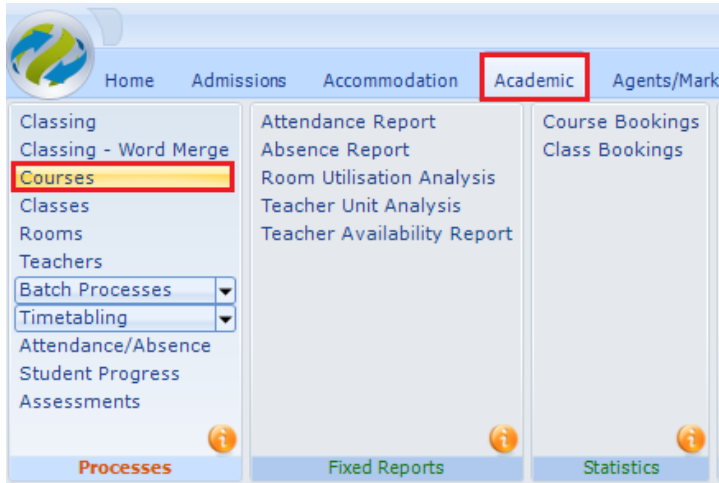
English UK may not require statistics for all the courses that you run. Therefore, you must assign just the courses that are required for the statistics.

Within a course choose the correct details for:

- English UK Category
- English UK Age

English UK Category – Course type
These headings are fixed by ENGLISH UK and indicate the category of the booking.

Note: Teacher Development and Summer/Winter Camps available from Class version 8.2 onward.

English UK Age - Adult/Junior
These headings are fixed by ENGLISH UK and indicate the student age range of the booking.

Country Setup:

Country Breakdown
The report is based on the student's country.
The countries shown on the quarterly report are not the countries assigned in Class as these are likely to be different to those required by ENGLISH UK.

Within Class, each Country has an additional field against it:
- English UK Country

This field is used in the ENGLISH UK Statistics and needs to be linked to the existing Country data within Class.

To do this, open the System Settings module:
Maintenance & Settings > General Settings
Company > Countries (International)

Example:

English UK Country -