

Example of Tracking Spreadsheet

Example 1

		SO2	SO3
delivery provider	learner name	Jan-08	Feb-08
delivery provider	learner name	Mar-08	Mar-08
delivery provider	learner name		
delivery provider	learner name		
delivery provider	learner name		

Example 2

Say the delivery providers are A and B, a tab will be created for both.

Learner names should only appear if the ILR or SR has been sent to the LSC, and/or if the claims have been submitted via the delivery statement.

Summary of Output, Outcome for the year

Category	Learners	Learners	Learners	Learners	Learners	Learners	Learners	Learners	Learners	Learners	Learners	Learners	TOTAL	Target
	Sep-08	Oct-08	Nov-08	Dec-08	Jan-09	Feb-09	Mar-09	Apr-09	May-09	Jun-09	Jul-09	Aug-09		
SO2	0	7	8	7	3	3	3	0	0	0	0	0	31	300
SO3	0	5	12	9	0	0	0	0	0	0	0	0	6	300
SO4														
SO5														
SO2	enter evidence required													
SO3	enter evidence required													
SO4	enter evidence required													
SO5	enter evidence required													

SO2 A

Year: 2007/08 - A								
SO2 beneficiaries recruited								
No	Sep-08	Oct-08	Nov-08	Dec-08	Jan-09	Feb-09	Mar-09	Apr-09
1		learner name	learner name	learner name	learner name	learner name	learner name	
2		learner name		Learner Name				
3		learner name						
4		learner name						
5		learner name						
6		learner name						
7		learner name						
	0	7	1	2	1	1	1	0

