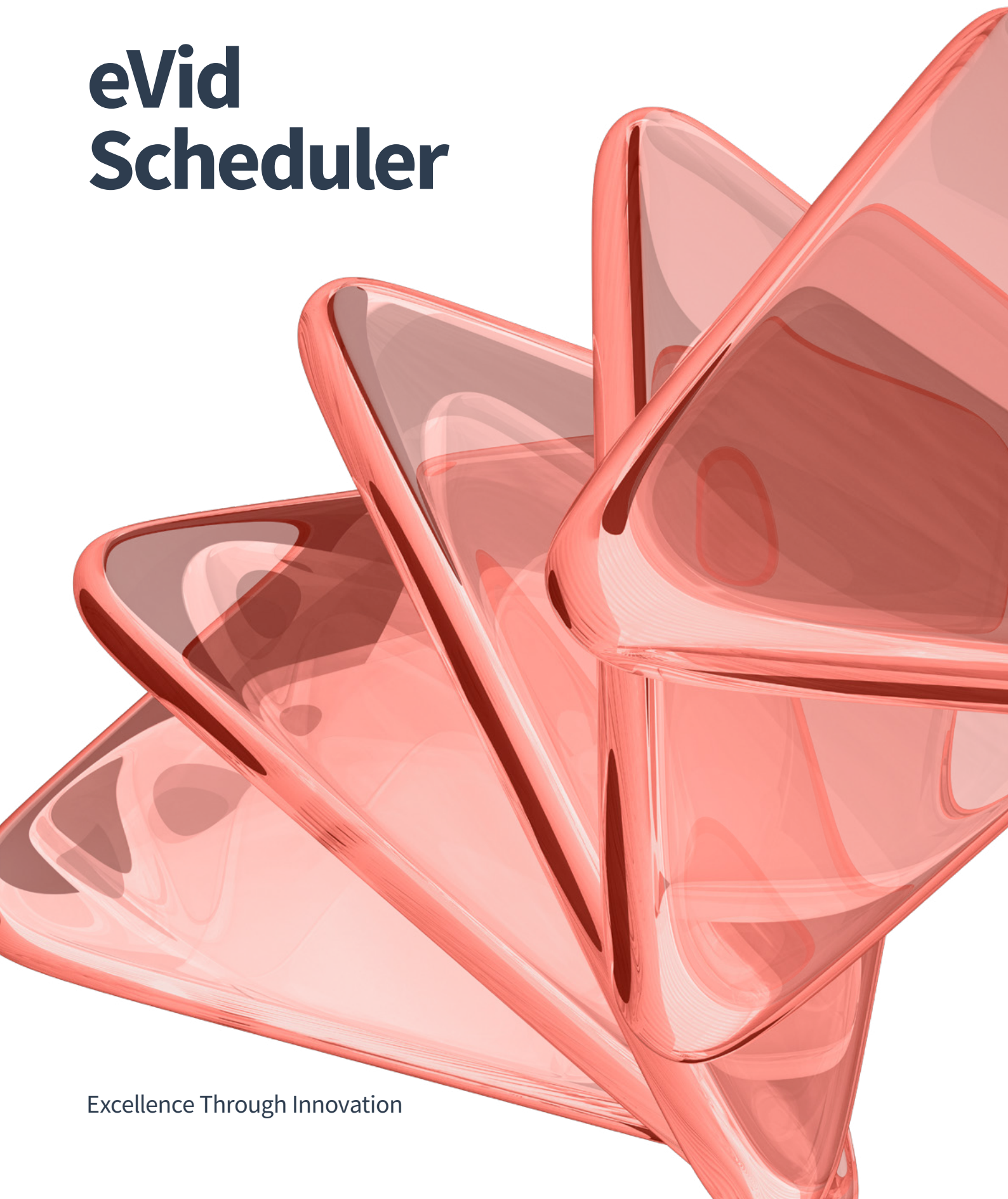


eVid Scheduler



The eVid Scheduler assists in the scheduling of all aspects of Programmes delivered within the National Probation Service.

The Scheduler streamlines the complex process of manually scheduling different facilitators, treatment managers and rooms across multiple groups, programmes and sites.

Manual scheduling can easily lead to double bookings, inappropriate resource allocation, and non-optimal or unfair distribution of staff.

The Scheduler eliminates double bookings and alerts users when a session has not been assigned a room or facilitator.

Interface

The modern, streamlined graphical interface allows users to navigate to any screen within three clicks. All screens are also accessible via the navigation bar that is always visible on the left of the screen. Information is viewable in both graphical and list format on screen and in printed reports.



Features

- Accompanying Android and iOS Mobile Apps.
- Graphical calendar for user-friendly editing.
- Animated warnings of incomplete information.
- Fully integrated links throughout the system.
- Customisable scheduling routine to cater for different office working practices.
- Variety of calendar views.
- Three different levels of access to information.
- Built in user guide.
- Staff qualifications, availability and leave status recorded.
- Automated staff transfers and departures.
- Reporting module (output to pdf, xis, html etc.) and various printouts for Offenders/Reception/Facilitator.
- Fully customisable options for each user.
- Configurable default programme details for fast group creation.
- Automatic postponing of sessions.
- Support for review / facilitator-only sessions.
- Automatic distance matrix calculations between offices.
- Easy access to all staff and office phone numbers.
- Detailed explanations of all internal calculations and recommendations.
- Choice of automatic or manual group coding.

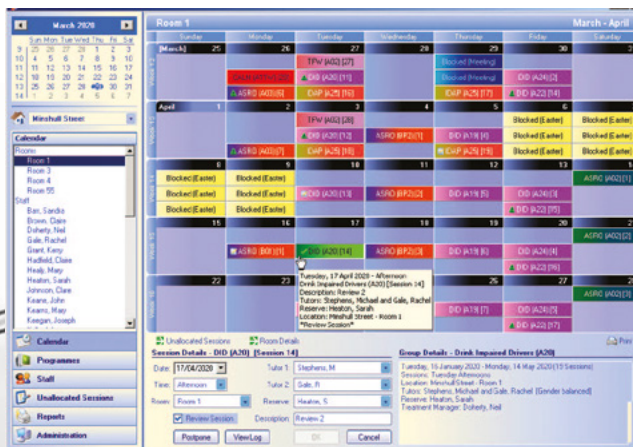
Automated Scheduling

At the heart of the application is fully automated scheduling. By entering the group type and approximate delivery dates, the Scheduler generates a ranked list of suitable options based on the availability of rooms, facilitators and treatment managers. Each option is given a percentage-based score using a set of fully configurable rules.

Users remain in full control of how scheduling decisions are made. Recommendations can be overridden without affecting the integrity of the schedule.

Session dates and times are generated automatically, taking account of Bank Holidays and blocked slots, individual working hours, programme-specific qualifications, annual leave, and the maximum number of sessions staff are available to facilitate each week.

If an exception occurs - such as staff sickness reported before a session - the Scheduler immediately lists all qualified and available replacements.



Benefits

The Scheduler will:

- Enable management of multiple location scheduling from one central office.
- Optimise use of staff and rooms at all times.
- Reduce time taken to consider planning options for groups, facilitators and rooms.
- Eliminate double bookings of rooms and staff.
- Highlight incomplete information before planning decisions are made.
- Impartially allocate resources.
- Provide operational reports for staff use.
- Provide management reports for detailed analysis.
- Provide constantly up-to-date area-wide information on all accredited programme delivery.
- Handles large and small scale scheduling.
- Remove the complexity and error potential of manual scheduling.
- Allow staff to always stay up-to-date and request leave via the supporting Android and iOS Apps.

Deployments

The Scheduler application has been in extensive use since 2006, with deployments across multiple Probation Areas and, previously, Community Rehabilitation Companies (CRCs). The system continues to be fully supported, with regular maintenance releases and software upgrades to reflect changes in operational practice.

The Scheduler database is cloud-hosted using Amazon Web Services (AWS) and can also be deployed as a standalone solution on a single Windows PC, if required.

App

The eVid Scheduler Mobile App provides a modern and easily accessible way for Programme Facilitators to access the information held in the eVid Scheduler system. Tailored to the individual, the users can view their Diary and Request Leave from their mobile device, wherever they are.

Facilitators are kept up to date with any changes to their planned sessions and can view their past, current and upcoming sessions in one place. They can request leave directly through the app, and the Scheduler Administrator can authorise requests and identify the most suitable replacement using the full Windows eVid Scheduler application.

The Scheduler mobile app displays only the information relevant to each individual facilitator on their mobile device.

Features

- Instant anywhere / anytime access for Facilitators to see their Diaries – no need for Administrators to regularly email / save to shared drive / print out their Diaries anymore. Ensures all staff are always up to date with the main Scheduler Application.
- Facilitators can:
 - view all programmes, groups and sessions that they have facilitated or are scheduled to facilitator.
 - easily request leave or cover for sessions directly through the mobile App.
 - see which other members of staff are on leave on any given day(s) / time(s) before they request leave
 - use their own Android or iOS mobile phone or tablet without any extra configuration required.
- Administrators confirm leave requests directly through the Windows Scheduler Application with one click. Facilitators are then sent confirmation via their app.
- The status of all facilitators can be seen at any time, allowing staff to see who is available and then dial their number directly.