EMIS SAMS PROCESSES

School

SA-SAMS

- School Information & Contact details
- Learner, Educator & Staff Attendance
- Learner Subjects
- Learner Marks
- Enter/Update Learner/Educator/Parent Info
- LTSM
- Learner Misconduct
- Educator Subjects Taught
- Governance Information
- Finances
- Time Table
- Learner Pregnancies

Capture Data on SAMS

Monthly SAMS Database submission to EMIS

EMIS District Co-Ordinators

Errors & Omissions Tool

EMIS Portal

Submission Verification

YES → School receives confirmation email of successful SAMS submission.

NO → School receives email of corrupt/damaged SAMS submissions Resubmission is required.

DATA VERIFICATION

YES → Schools receive confirmation emails of database submission

NO → School, SAMS Trainer, EMIS District Co-Ordinator, EMIS Developer Team: Reasons for database rejection

Upload Databases

Upload Failure → School, Circuit Manager, SAMS Trainer, EMIS District Co-Ordinator, EMIS Developer Team: Receives email of database import failure.

Upload Successful →

SAMS WAREHOUSE

School, Circuit Manager, SAMS Trainer: Receive confirmation email that database has successfully uploaded to SAMS Warehouse AND Errors and Omission Report (Information that schools may have omitted in SAMS)

EMIS District Co-Ordinators confirms And checklist that submitted documents Are in order for audit purposes.

National Lurits Database

DBE National Surveys

LTSM Provisioning

Reporting

Registration ANA Learners

NSC Registration: Grade 10 Grade 11 Grade 12

Not complete submission School is outstanding

School complete submission

Notification every Monday morning to all Relevant Officials

DATA DRIVEN DISTRICTS

EMIS Portal Reports

Staff Establishment

Public Reports

Departmental Reports