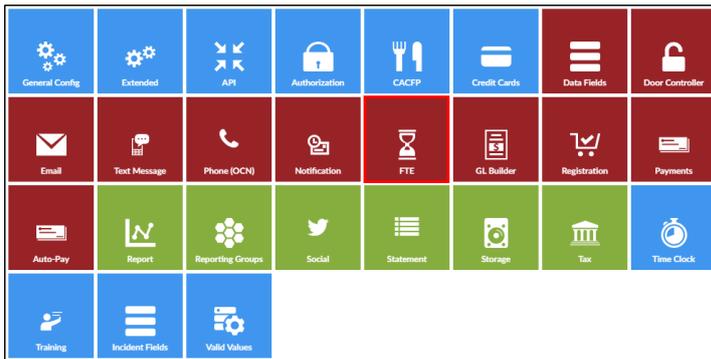


System Config > FTE

Last Modified on 07/10/2020 10:17 am EDT

Setting up FTE in the Platform allows businesses the ability to track full time equivalency credits for children in the Platform. The allows a center to know the relative capacity of a center based on both full and half time children attending program.

1. From the Setup menu, click System Config, then select FTE



2. Complete the FTE Configuration section

- Attendance Half Day (# FTE) - enter the number of full time equivalency credits for a half day of actual attendance
- Attendance Full Day (#FTE) - enter the number of full time equivalency credits for a full day of actual attendance for the facility
- Attendance Divisor by Day - enter the assigned divider that will be applied to the attendance half/full day
- Attendance Divisor by Week (if not on schedule) - enter the assigned divider that will be applied to attendance by the week and will only be used if the division is not on a student's schedule
- Attendance Include Schedule
 - Yes - include scheduled attendance for the calculation of FTE for the student
 - No - the FTE will only be calculated based on actual attendance in the facility
- Attendance Half Day
 - Yes - attendance up to noon will be recorded as a half day. Then enter the number of hours for the student's attendance that will be applied as a half day
 - No -
- Schedule Half Day (#FTE) - enter the number of full time equivalency credits for a half day of scheduled attendance
- Schedule Full Day (#FTE) - enter the number of full time equivalency credits for a full day of scheduled attendance
- Schedule Multiple - enter the assigned multiple that will be applied to the Schedule Half/Full Day
- Attendance Divisor by Week (if not on schedule) - enter the assigned divider that will be

applied to attendance by the week

FTE Configuration	
* Attendance Half Day (# FTE):	<input type="text" value="1.0"/>
* Attendance Full Day (# FTE):	<input type="text" value="1.0"/>
* Attendance Divisor by Day:	<input type="text" value="1"/>
Attendance Divisor by Week (if not on schedule):	<input type="text" value="5.0"/>
Attendance Include Schedule:	<input type="text" value="No"/>
Attendance Half Day:	Use Noon: <input type="text" value="Yes"/> Or <input type="text"/> Hours
Schedule Half Day (# FTE):	<input type="text" value="1.0"/>
Schedule Full Day (# FTE):	<input type="text" value="1.0"/>
Schedule Multiple:	<input type="text" value="1"/>
Attendance Divisor by Week (if not on schedule):	<input type="text" value="5.0"/>