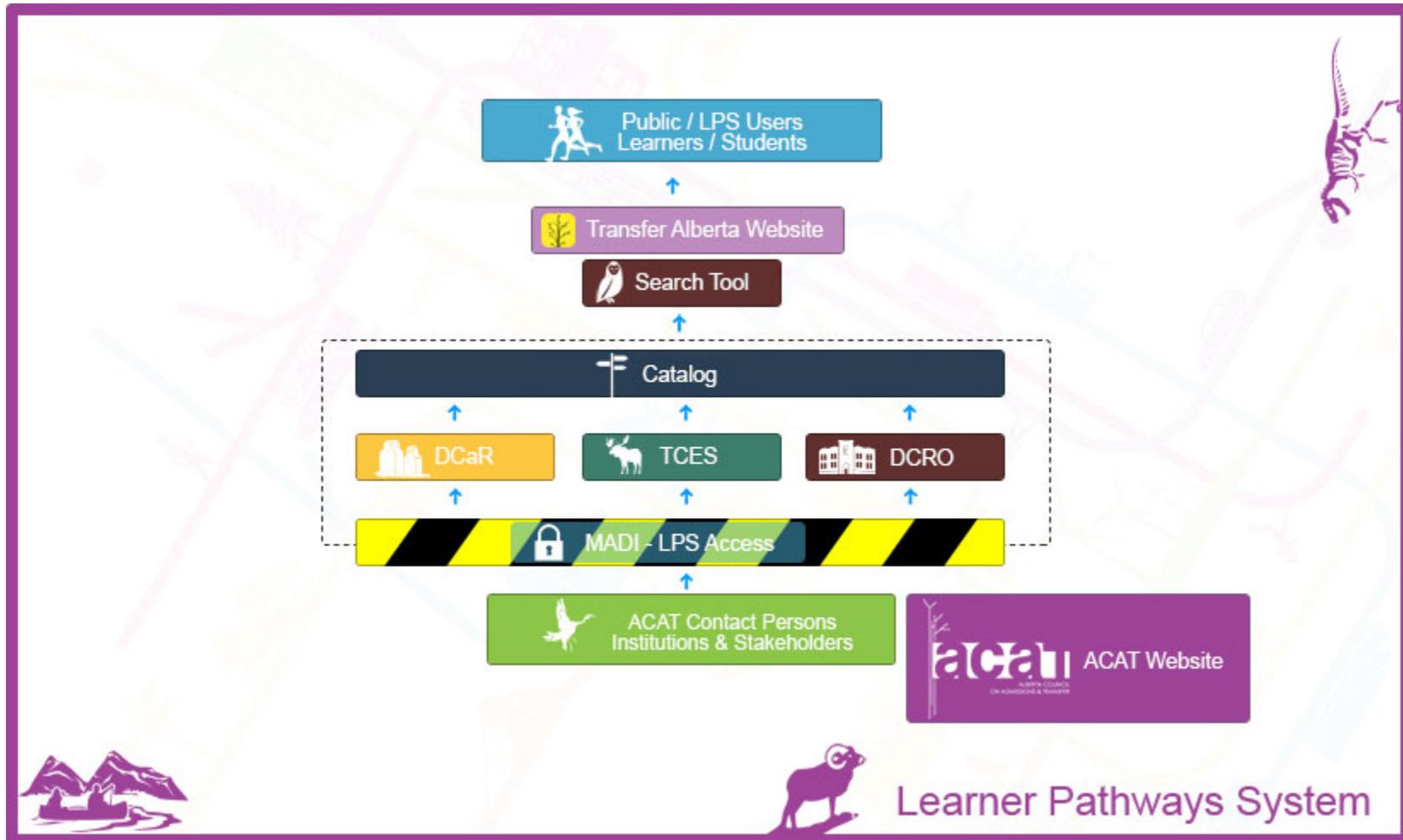


LEARNER PATHWAYS SYSTEM (LPS) OVERVIEW (V.8.1 – SEPT 2020)

Alberta’s Learner Pathways System (LPS) is comprised of stakeholders, including students and post-secondary institution staff, and all the identified ACAT-related technology systems and tools that support learner pathways and mobility. LPS tools and supports include those identified in the visual below with relevant links: Transfer Alberta website and search tool, ACAT website, Learner Pathways Catalog (Catalog), Learner Pathways Data Collection and Reporting modules (DCaR), Learner Pathways Transfer Credit Evaluation System (TCES), Learner Pathways Dual Credit Rrelated Opportunities (DCRO), and MyAlberta Digital Id(MADI). **Click on the name of the tool or how-to guide to be directed to that item.**

Note: Once you click a Catalog, DCaR, TCES, DCRO, or MADI application link, you will be prompted to log in to MADI. MADI will be the first point of entry for all applications in the LPS. For more information, see the next page. A how-to guide for the Dual Credit Rrelated Opportunities (DCRO) will be added once available.



LPS Resources

Alberta's Learner Pathways System (LPS) – Access to Applications, Data Management, and Training

LPS Access:

To access all Learner Pathways System (LPS) applications (e.g., DCaR, Catalog, TCES, DCRO), users must log in through MADI. MADI is a single secure, centralized authentication and authorization service to access the various components of the Learner Pathways online applications.

Note: Once you click a Catalog, DCaR, TCES, DCRO, or MADI application link, you will be prompted to log in to MADI. MADI will be the first point of entry for all applications in the LPS. You will need to **activate a separate user confirmation code before your first use of each application**, but you can use the same MADI password for all applications. You should only need to log in once per session; after that, authentication will be completed and you will be able to use the other links without logging in again. It is recommended that you create favourites for each of the links to LPS applications in your internet browser for ease of access. You can also access all log-ins and related LPS information from the [Learner Pathways System page on the ACAT website](#).

- If you are an **existing user/Contact Person**, you will have received four read/write confirmation code emails – one for the Catalog, one for DCaR, and one for the TCES, as well as one read-only confirmation code email for the DCRO, including instructions for using your MADI log in with each confirmation code email.
- If you are a **new ACAT Contact Person** at your institution, please email the ACAT Secretariat to request MADI confirmation codes for read/write access for LPS applications (e.g., Catalog, DCaR, TCES) and read-only access for the DCRO at ae.lps@gov.ab.ca.
- If you are an **academic advisor or PSI/organization representative** who would like to request read-only access to the Catalog and TCES for your work, please contact your institution's Contact Persons in the articulation and transfer office. Once they authenticate your need for access, they can forward institution-approved requests to the ACAT Secretariat at ae.lps@gov.ab.ca, who would then issue codes to the new authenticated users.
- If you are a **school authority/high school representative** who would like to request read/write access to the DCRO and Catalog for your work, please contact your school authority (e.g., superintendent, associate superintendent, principal) to ask for permission for access. Your school authority should then contact the ACAT Secretariat at ae.lps@gov.ab.ca requesting your code for the DCRO and the Catalog.
- If you are a **school authority, post-secondary institution, firm (business/industry), or ministry representative** who would like to request read-only access to the DCRO and Catalog, please contact your organization to ask for permission for access. Your organization should then contact the ACAT Secretariat at ae.lps@gov.ab.ca requesting your code for the DCRO and the Catalog.

After receiving confirmation codes via email, you can set up and/or enrol your MADI user account and authenticate your user access for each LPS application using the instructions provided. Support regarding activating your code and setting up/accessing your user accounts is available in your confirmation code emails or by contacting the ACAT Secretariat at ae.lps@gov.ab.ca.

LPS Data Management and LPS Training:

The Learner Pathways System (LPS) was designed so that institutions' systems/data are the source of truth, allowing institutions and partner organizations to directly manage and approve the data they share from their institutions/organizations via DCaR, TCES, DCRO, Catalog, and Transfer Alberta. ACAT Contact Persons and School Authorities are responsible for ensuring their institutions'/organizations' and partner data in the Catalog is accurate and

LPS Resources

complete. All data submitted to the Catalog via DCaR or TCES is managed/approved by TO-institutions (institutions receiving the students and awarding credit). All data submitted to the Catalog via DCRO is managed/approved by the primary (main) school authority/high school partner for the agreement.

Support for institutions' data management in the LPS is also available via the [LPS Data Management tab](#). Institutions can also request LPS data and applications training for their Contact Persons/institution from the ACAT Secretariat by emailing ae.lps@gov.ab.ca.

Transfer Alberta Website, Search – Used by students, public, academic advisors, ACAT Contact Persons, etc.

The following links are to the [Transfer Alberta website](#), [Search Tool](#). A Transfer Alberta email address at transferalberta@gov.ab.ca is also available for student/public/stakeholder inquiries regarding the website and student questions.

ACAT Website – Used by ACAT Contact Persons, institution users, interprovincial/other organizations, etc.

The following link is to the [ACAT website](#) and the [Learner Pathways System page](#), including links to all LPS-related information (e.g., links to all applications, overview, how-to guides, videos, data standards and templates, etc.).

Learner Pathways Catalog (Catalog) – Used by ACAT Contact Persons, academic advisors, etc.

The following links are to the [Learner Pathways Catalog](#) and to the [Learner Pathways Catalog How-to Guide](#). How-to videos for using the Catalog are also available on the [Transfer Alberta YouTube Channel](#). All data in the Catalog is entered/approved by TO-institutions.

***Important Note:** The catalog may function better in Google Chrome. If you are using Internet Explorer, for the catalog to display properly, you will need to go under Settings/Tools>Compatibility View Settings>and then un-check the box for “Display intranet sites in Compatibility view.”* This process is highlighted with screen shots in the [Learner Pathways Catalog How-to Guide](#), as well as in the [Learner Pathways DCaR How-to Guide](#).

Catalog Admin (Catalog Settings) – Used by ACAT Contact Persons

Catalog Settings (Administration) is an important feature in the Catalog that allows institutions to manage their institution information and institution reference data, as well as view ACAT Secretariat-managed system reference data, relevant high school course information, and guide periods (academic years for data (Sept. 1 – Aug. 31)). Support for using Catalog Settings is available in the [Learner Pathways Catalog How-to Guide](#), as well as via how-to videos on the [Transfer Alberta YouTube Channel](#).

Learner Pathways Data Collection and Reporting (DCaR) Modules – Used by ACAT Contact Persons

The following links are to the [Learner Pathways DCaR modules](#) and the [Learner Pathways DCaR How-to Guide](#), which outlines the data submission and publication process to the Catalog using DCaR. How-to videos for using the Learner Pathways DCaR Modules are also available on the [Transfer Alberta YouTube Channel](#).

For initial use/set up for DCaR, it will require working with your institution's information technology staff to create the required file format for the specific LPS data standards for courses, programs, and agreements. If your institution does not have a system for tracking this data, or you need an interim solution, alternatives are outlined in the DCaR how-to guide and can be further discussed with ACAT if needed by contacting ae.lps@gov.ab.ca. Note that you can also use the TCES to manage your data. Both DCaR and/or TCES are available for LPS data management.

LPS Resources

Learner Pathways Transfer Credit Evaluation System (TCES) – Used by ACAT Contact Persons, academic advisors, etc.

The following links are to the [Learner Pathways TCES](#) and the [TCES How-to Guide](#), which outlines the data submission, proposal, and publication process to the Catalog using the TCES. How-to videos for using the Learner Pathways TCES will also be available on the [Transfer Alberta YouTube Channel](#).

Dual Credit Rrelated Opportunities (DCRO) – Used by School Authorities, Institutions, Firms (business/industry), Ministries

The following link is to the [Dual Credit Related Opportunities \(DCRO\)](#). A link to the Dual Credit-Related Opportunities How-to Guide will be posted once it is available. Data in this application supports dual credit and other Dual Credit-Related pathways, including sharing partnership agreements for dual credit-related courses and connected information. Data is managed by authorized school authority users in collaboration with their post-secondary institution, firm (business/industry), and ministry partners.

Definitions for LPS Applications

Alberta’s Learner Pathways System

Alberta’s Learner Pathways System is comprised of stakeholders, including post-secondary institution staff and students, and all the identified ACAT-related technology systems and tools that support learner pathways and mobility. LPS tools and supports include: Transfer Alberta website and search tool for public access to LPS data, ACAT website for LPS user links and supports, Learner Pathways Catalog (Catalog), Learner Pathways Data Collection and Reporting (DCAR) modules for uploading data into the Catalog, Transfer Credit Evaluation System (TCES), Dual Credit Rrelated Opportunities (DCRO), use of the MyAlberta Digital ID and use of the Catalog’s settings/administration tool.

Transfer Alberta Website, Search Tool– Used by students, public, academic advisors, ACAT Contact Persons, etc.

The [Transfer Alberta website](#) is a student-focused website designed to provide learner pathways and mobility planning tools, supports, and information to support students’ pathways into, within, from, and back into post-secondary education. The [search tool](#) is available on the Transfer Alberta website and provides accessible student/user access to transfer agreements and decisions, as well as Dual Credit-Related Opportunities and upgrading data from the Learner Pathways Catalog in a user-friendly format for learners

ACAT Website – Used by ACAT Contact Persons, institution users, interprovincial/other organizations, etc.

The [ACAT website](#) is an institution/organization-focused website designed to support ACAT’s oversight and management of learner pathways and mobility in Alberta’s post-secondary system, including admissions and transfer. The site includes information and supports regarding Council, the Learner Pathways System, articulation committees, institution LPS membership, interprovincial partnerships, action plan/annual reports, and research and mobility reports.

Definitions for LPS Applications

Learner Pathways Catalog (Catalog) – Used by ACAT Contact Persons, academic advisors, etc.

The [Learner Pathways Catalog](#) is the central repository for integrated, uploaded data from many systems (e.g., post-secondary systems, DCaR, TCES, DCRO). Data may be used for student enquiries, learner pathways reporting, business intelligence, and data analysis. In addition, the Learner Pathways Catalog data supplies data to the Transfer Alberta website's [search tool](#), which help inform learners regarding post-secondary pathways and mobility.

Catalog Admin (Catalog Settings) – Used by ACAT Contact Persons

Catalog Settings (Administration) is a distinct section of the [Learner Pathways Catalog](#) that allows users to manage their institution information and data settings in the Catalog via Institution Info and Institution Reference Data. Institution management of this data and settings include institution identification of institution contact information for students/public Transfer Alberta users and for Catalog notifications (LPS users only), acceptance of AP and IB courses for admissions, approved acceptance of adult upgrading courses for admissions, and course and program categories and subject areas.

Learner Pathways Data Collection and Reporting (DCaR) Modules – Used by ACAT Contact Persons

The [Learner Pathways Data Collection and Reporting \(DCaR\) Modules](#) are an application used to upload/share information from post-secondary institutions' systems into the Learner Pathways Catalog. In turn, the Catalog supplies data to the Transfer Alberta website's search tool, which help inform learners, educational staff, and post-secondary institutions regarding learner pathways and transferability within Alberta's transfer system.

Transfer Credit Evaluation System (TCES) – Used by ACAT Contact Persons, academic advisors, etc.

The [Learner Pathways Transfer Credit Evaluation System \(TCES\)](#) provides post-secondary LPS member institutions the ability to view and manage their LPS data. Depending on the permissions granted for their authorized access (i.e., read/write or read only), users can view/search for already published course/program offerings and transfer agreements data from the Catalog (LPS central repository), edit existing course/program offerings and transfer agreements Catalog data, and add/negotiate/articulate and publish final transfer agreements/decisions into the Catalog.

Dual Credit Rrelated Opportunities (DCRO) – Used by School Authorities, Institutions, Firms (business/industry), Ministries

The [Dual Credit Rrelated Opportunities \(DCRO\)](#) provides Alberta school authorities, post-secondary institutions, firms (business/industry), and ministries the ability to view/manage their LPS agreements and contacts data for dual credit and other Dual Credit-Related pathways. This data includes partnership agreements for dual credit-related courses, contacts, and connected information, which is published by the DCRO module to the Catalog and then has key public information shared with students and other users via the Transfer Alberta Search Tool. DCRO data is managed by authorized school authority users in collaboration with their post-secondary institution, firm (business/industry), and ministry partners. Depending on the permissions granted for an DCRO users' authorized access (i.e., read/write or read-only), DCRO users can view/search for already published dual credit-related course offerings and agreements data from the Catalog (LPS central repository), edit existing DCRO agreements Catalog data, and add and publish final DCRO agreements/decisions into the Catalog.

MyAlberta Digital ID (MADI) – Used by all Learner Pathways System users

[MADI](#) is a single secure, centralized authentication and authorization service used to access the Learner Pathways System (LPS) online technical systems/applications, e.g., Catalog, DCaR, TCES, and ACAT SharePoint site.