

Student Advantage: User Guide

Our new **Student Advantage** suite provides you with easy access to all the information you need to support your studies. It allows you to access information such as timetables, attendance data and funding details from anywhere at any time. This encourages greater responsibility for your own progress, as you are able to monitor your attendance and performance statistics throughout your time at West Lothian College.

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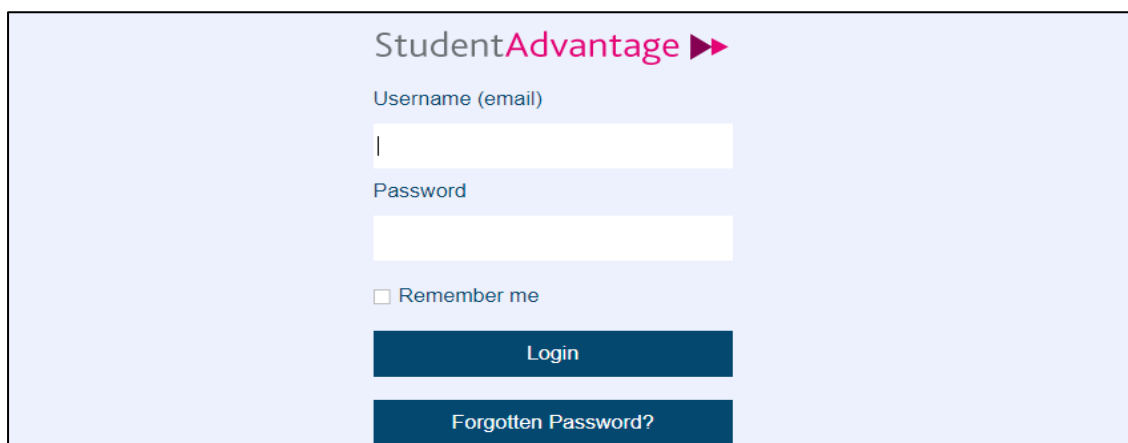
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User Access

You will automatically be granted access to Student Advantage, and will receive an email notification with login details. There is a “**Forgotten Password?**” feature on the site if you have issues logging in.

To access the Advantage suite, please use the following link:

<https://studentadvantage.west-lothian.ac.uk>



Student Advantage ►►

Username (email)

Password

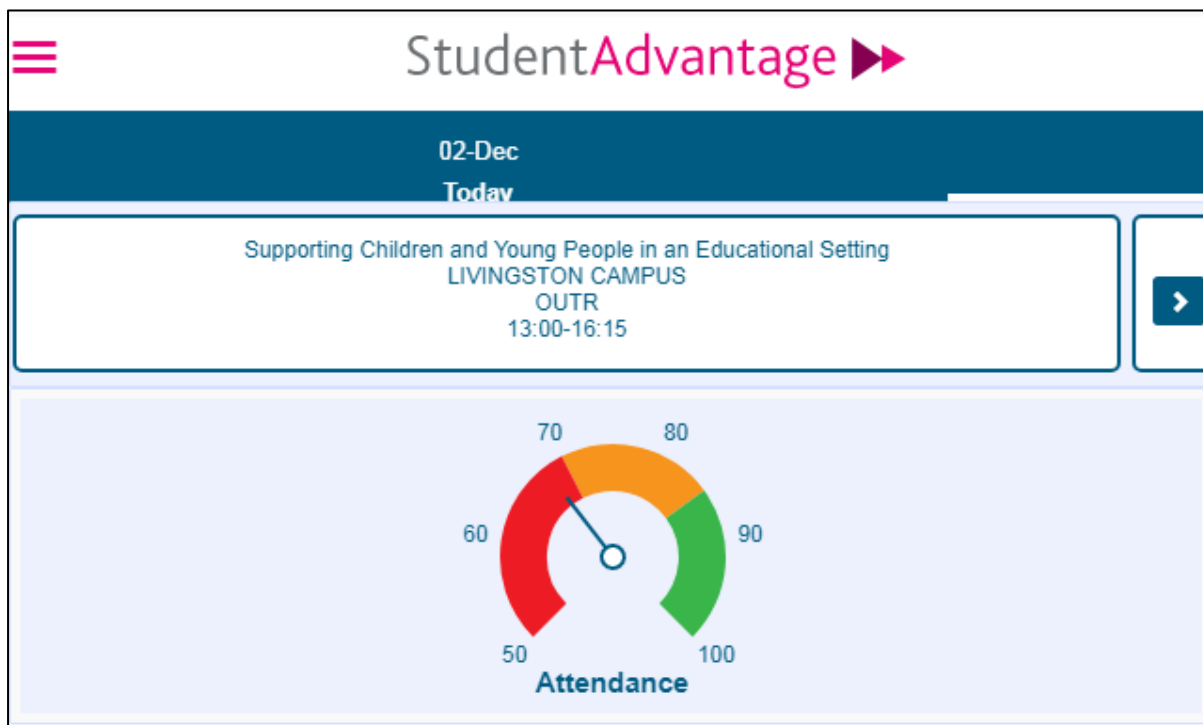
Remember me

Login

Forgotten Password?

Home Page

When you first sign in, you will see the following home screen – this gives a brief overview of your attendance percentage in a colourful dial, along with any scheduled timetable activities for today.



Attendance

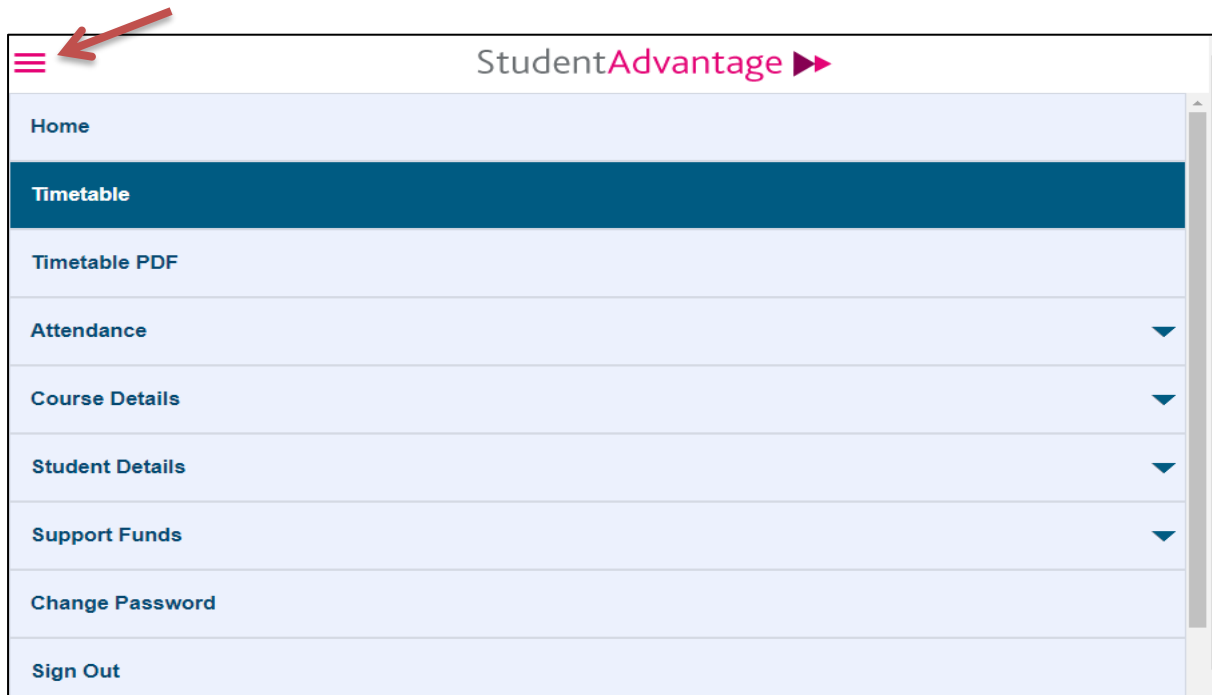
Clicking on the attendance dial will open a new page, showing your attendance percentages for each unit.

The screenshot shows the Student Advantage Attendance page. At the top left is a hamburger menu icon. The header displays 'Student Advantage' with a double arrow icon. Below the header, the word 'Attendance' is written in blue. Below this is a table with three columns: Reference, Name, and Percentage.

Reference	Name	Percentage
H4KM76/028	Child Development: Theory	100
H4KL76/031	Child Development	75
F7HS12/015	Supporting the Behaviour of Children and Young People	83
F3GF12/088	Numeracy	100

Navigation

Clicking on the “**Hamburger**” icon in the top left will allow you to navigate a wider range of features; such as Timetables, Attendance data and Support Fund details.



Personal Details

You can check what details we currently hold for you, such as address and telephone numbers. To access this, go to the Student Details section.

If you are looking to change the details we hold for you, please contact Student Services.

Timetables

The Timetable feature allows you to access detailed timetable information regarding the day, unit, times, room and lecturer. There is also a PDF version if you wish to print it out this way.

The screenshot shows the 'Student Advantage' Timetable page. The page title is 'Timetable'. Below the title is a table with columns: Day, Activity, Room, Start, and End. The table contains five rows of timetable information.

Day	Activity	Room	Start	End
Wednesday	Services for Children and Young People	PDF3	09:00	12:15
Wednesday	Child Development: Theory	PDF3	13:00	16:15
Thursday	Numeracy	PDF4	09:00	12:15
Thursday	Supporting Children and Young People who require Additional Support for Learning	PDF3	13:00	16:15
Monday	Supporting Children and Young People in an Educational Setting	OUTR	13:00	16:15

Course Information/Results

You can access your Course history details – such as Course name and start dates, by going to “Course Details” -> “3 – All Courses Undertaken”. The “Modules Undertaken” section allows you to see your unit results.

StudentAdvantage ▶▶				
3- All Courses Undertaken				
Below is a list of courses that you have or are studying				
Course Reference	Course Name	Start Date	End Date	Academic Year Status
PDAEDSUPP-FT1819B	PDA EDUCATION SUPPORT ASSISTANCE	27 Aug 2018	07 Jun 2019	Current
NQACCNURSIN-FT1617A	NQ ACCESS TO NURSING GRP1 (F/T)	29 Aug 2016	16 Jun 2017	Current

Bursary/EMA

If you are in receipt of Bursary or EMA, you can view details of payment schedules, total amounts, and attendance marks relating to your award type.

StudentAdvantage ▶▶						
Payment Profile						
Fund	Reference	Week Ending	Instalment type	Payment Date	Instalment status	Instalment Amount
Bursary 2018-19		31/08/2018	BACS-Direct Credits ▼	06/09/2018	Paid ▼	98.79
Bursary 2018-19		07/09/2018	BACS-Direct Credits ▼	06/09/2018	Paid ▼	98.79

Unmarked registers

You can also view your Unmarked Registers. This page shows where your lecturer has not entered an attendance mark for you. It is important that your registers are marked accurately and promptly, to enable you to receive the appropriate funding.

StudentAdvantage ▶▶		
Unmarked Registers		
The following Registers are still to be marked by your Lecturer, if this has not been updated within a week speak to your lecturer.		
Register	Date	Time
050171 - A: Psychology: Individual Behaviour	09/11/2018	13:00
050169 - A: Human Biology: Physiology and Health	20/11/2018	13:00