



Enrollment Snapshot Report

User Guide

Last Updated July 3, 2017

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1 Introduction

This document describes in detail about the Enrollment Snapshot Report.

2 Configuration

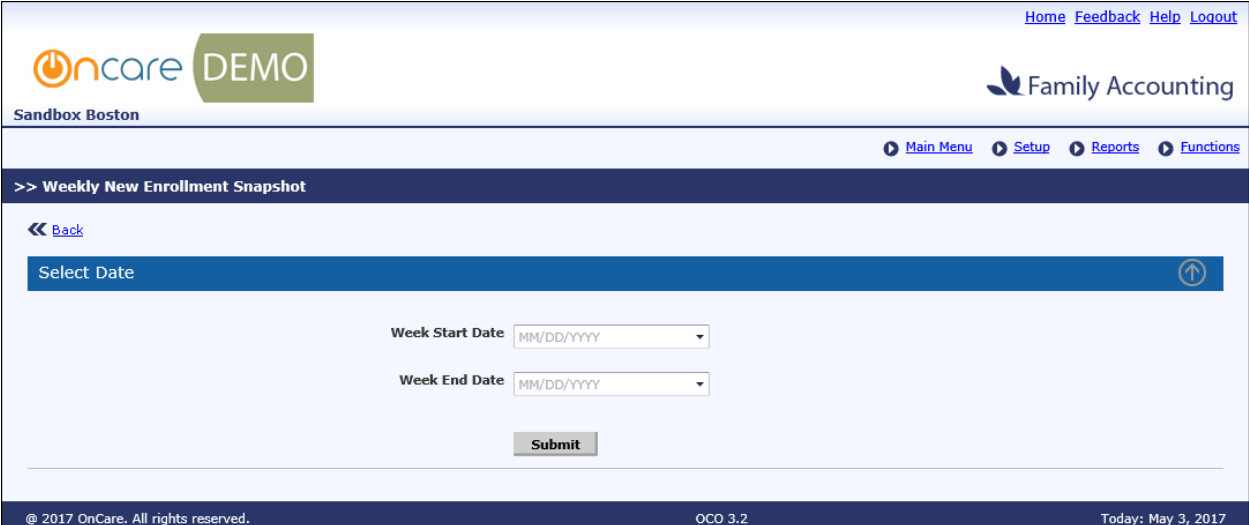
Contact Support at clientsupport@oncarecloud.com to configure the Enrollment Snapshot for the program.

3 Center Level Report

Family Accounting → Reports → Weekly New Enrollment Snapshot:

This report will give a count of the new enrollments for the selected week.

All the new enrollments for the selected period will be counted. This is done based on the first/new schedule based Tuition charges posted via the recurring engine during the selected period.



The screenshot displays the OnCare Family Accounting web application. The header includes the OnCare logo, a 'DEMO' badge, and the text 'Sandbox Boston'. Navigation links for 'Home', 'Feedback', 'Help', and 'Logout' are in the top right. A 'Family Accounting' section is also visible. Below the header, a navigation bar contains links for 'Main Menu', 'Setup', 'Reports', and 'Functions'. The main content area is titled '>> Weekly New Enrollment Snapshot'. It features a '<< Back' link and a 'Select Date' button with an upward arrow icon. Below these are two date selection fields: 'Week Start Date' and 'Week End Date', both with 'MM/DD/YYYY' placeholders and dropdown arrows. A 'Submit' button is positioned below the date fields. The footer contains copyright information '© 2017 OnCare. All rights reserved.', the version 'OCO 3.2', and the date 'Today: May 3, 2017'.

Weekly New Enrollment Snapshot Report 1

Select the relevant week start and end date and click **Submit**.

Oncare

DEMO

Sandbox Boston

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>> Weekly New Enrollment Snapshot

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Select Date

Export As:

CSV

PDF

No.	Center Name	03/06/2017 - 03/12/2017		03/13/2017 - 03/19/2017		Total	
		Enroll Ct	Tuition	Enroll Ct	Tuition	Enroll Ct	Tuition
1	Sandbox Boston	4	\$707.70	1	\$85.13	5	\$792.83

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OCO 3.2

Today: May 3, 2017

Weekly New Enrollment Snapshot Report 2

Enrollment Count:

Click on the Enrollment Count link to view the details of individual children enrolled in that period.

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Sandbox Boston

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>> Weekly New Enrollment Snapshot

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Parent Tuition

Export As:

No.	Center Name	Weekly period	Fam Acct Key	Child Name	Child Created Dt	Enrollment Dt
1	Sandbox Boston	03/06/2017 - 03/12/2017	BUCHANAN	Josiah Buchanan	03/04/2017	03/09/2017
2	Sandbox Boston	03/06/2017 - 03/12/2017	HUNTER	Ethan Flores	03/04/2017	03/02/2017

Agency Tuition

Export As:

No.	Center Name	Weekly period	Fam Acct Key	Child Name	Child Created Dt	Enrollment Dt
1	Sandbox Boston	03/06/2017 - 03/12/2017	HUNTER	Faith Flores	03/03/2017	03/02/2017
2	Sandbox Boston	03/06/2017 - 03/12/2017	VARRO	Italy Pratt	03/04/2017	03/01/2017

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Today: May 3, 2017



Enrollment Count

Here children details are grouped under the payor type i.e. Parent or Agency.

Tuition Amount:

Click on the tuition amount link to view the tuition charge of individual children:

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Sandbox Boston

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>> Weekly New Enrollment Snapshot



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Parent Tuition

Export As:  

No.	Center Name	Weekly period	Fam Acct Key	Child Name	Child Created Dt	Enrollment Dt	Billing Description	Tuition
1	Sandbox Boston	03/06/2017 - 03/12/2017	BUCHANAN	Josiah Buchanan	03/04/2017	03/09/2017	1-New Infants-FD/5Day	\$197.95
2	Sandbox Boston	03/06/2017 - 03/12/2017	HUNTER	Ethan Flores	03/04/2017	03/02/2017	1-New PS-FD/5Day	\$155.90
Total								\$353.85

Agency Tuition

Export As:  

No.	Center Name	Weekly period	Fam Acct Key	Child Name	Child Created Dt	Enrollment Dt	Billing Description	Tuition
1	Sandbox Boston	03/06/2017 - 03/12/2017	HUNTER	Faith Flores	03/03/2017	03/02/2017	1-New PS-FD/5Day	\$155.90
2	Sandbox Boston	03/06/2017 - 03/12/2017	VARRO	Italy Pratt	03/04/2017	03/01/2017	1-New Infants-FD/5Day	\$197.95
Total								\$353.85
Grand Total								\$707.70

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Tuition Amount

Export:

User can also export this report as PDF or CSV file. Click on the relevant option next to **Export As** and download the report.

4 Company Level Report

This report is also available at company level.

Home → Reports → Family Accounting → Weekly New Enrollment Snapshot:

The screenshot shows the OnCare Family Accounting interface. At the top, there's a header with the OnCare logo, a 'DEMO' tag, and 'Sandbox Boston'. Navigation links include Home, Feedback, Help, Logout, Main Menu, Setup, Reports, and Functions. The main title is '>> Weekly New Enrollment Snapshot'. Below it is a 'Select Date' dropdown and a 'Back' link. An 'Export As' section offers CSV and PDF options. The central table displays enrollment and tuition data for three centers: Sandbox Boston, Sandbox California, and Sandbox Framingham, across two time periods (03/06/2017 - 03/12/2017 and 03/13/2017 - 03/19/2017), with a 'Total' column. The footer contains copyright information, version (OCO 3.2), and the date (Today: May 3, 2017).

No.	Center Name	03/06/2017 - 03/12/2017		03/13/2017 - 03/19/2017		Total	
		Enroll Ct	Tuition	Enroll Ct	Tuition	Enroll Ct	Tuition
1	Sandbox Boston	4	\$707.70	1	\$85.13	5	\$792.83
2	Sandbox California	2	\$271.80	2	\$516.93	4	\$788.73
3	Sandbox Framingham	3	\$520.00	0	0	3	\$520.00
Grand Total		9	\$1,499.50	3	\$602.06	12	\$2,101.56

Weekly New Enrollment Snapshot Report – Company Level

Here user can view the enrollment snapshot report for the selected period for all the centers in that company.

Click on the enrollment count/tuition amount link to view the individual child details of the respective center.