



Parnassus FAQs

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Registrations

What does cohort mean?

Cohort means class, just the terminology has changed in Parnassus.

Will the cohort numbers be the same as they were when we registered them in Quartz?

Yes, any existing classes that are carried over to Parnassus will keep the same ID, just the terminology is changing from “class” to “cohort”.

Can we download registration totals?

There will be reports available to download your registration totals.

Are we able to register more units that will be required to achieve the identified cohort qualification?

Please refer to the qualification specification.

Is there a way in Parnassus to flag learners who are or were registered for the same qualification / award / level by other providers during the registration process?

Parnassus will tell you that the learner has already completed the qualification however it will not tell you where due to GDPR.

We have tutors delivering the same qualification to the same cohort across two, sometimes three sites. Will we need to pick just one main site, or will there be an option to select multiple?

You can only allocate one site to a cohort, this is consistent to how QuartzWeb works.

Is the start and end date the start and end date of the course?

Yes the Start and End dates relate to the Cohort (Class) of learners.

Do you provide a template for the registration file in Excel format?

Yes we will be providing all import files, these will be released as part of the welcome pack in January.

Will the registration file be available?

Yes we will be providing all import files, these will be released as part of the welcome pack in January.

We have lots of repeat learners over 2-3 years - will we need to manually confirm them every time?

No, if a learner is returning to study a different qualification the learner ID can be entered on the registration file to link them together. Please refer to User Guidance, this will be sent in January.

Can you add new learners onto an existing cohort?

Yes, you can add new learners to an existing cohort. Please refer to the User Guidance, this will be sent in January.

Can we withdraw learners from a cohort?

Yes, you may withdraw learners from a Cohort. Please refer to the User Guidance, this will be sent in January.

Can we add the units at point of uploading results or do they have to be added before then?

Yes, please refer to Video Guidance and the User Guidance, this will be sent in January.

I have already registered students for 23-24, will they automatically be pulled through or will I have to re-register them?

Existing classes will be transferred into Parnassus upon launch and will be found within the Cohort tab for your centre.

Do you have to add units at registration stage or can they be added at a later date?

Ideally units should be added at registration stage, but these can also be added at point of achievement if required, or during the life of the course.

Our EQA for ESOL likes us to add all our ESOL students to one class per qualification at the moment. Our provision is roll on roll off for these qualifications. Will there be a way to add students to a cohort on Parnassus or will we just have to set up multiple different cohorts as we register new learners?

Yes they can add to a cohort. They go to the cohort and then registration upload.

Achievement

Will we be able to see if a learner has achieved a qualification previously from a different education provider?

Parnassus will tell you that the learner has already completed the qualification however it will not tell you where the achieved due to GDPR.

Can only the named IQA upload the results?

Anyone with appropriate access can upload results, as long as the DCS process is followed for DCS approvals.

I'm an exams officer can I upload results as I normally do this and only get the results once they have been signed off by the IQA?

Anyone with appropriate access can upload results, as long as the DCS process is followed for DCS approvals.

Surpass posts results back to QuartzWeb, will it do the same with Parnassus?

Yes, Surpass will post results back to Parnassus.

Is it only the IQA that can add in results as I have historically done these as the Head of Exams?

No, any user with appropriate access can add results as long as they confirm the results have been verified by the IQA where applicable.

Will learner achievements (awarded in another centre) be visible on Parnassus?

Learner achievements from other providers will be visible in Parnassus, however, provider details are not made available.

How do we download exam papers, will that be covered soon?

Accessing live exam papers will be covered in the User Guidance, this will be available in January.

If a unit is completed via Surpass as an online test, will the pass grade automatically migrate across to Parnassus, and a certificate generate like it currently does with Quartz or do we need to 'claim' for on-screen tests?

Grades will be processed from Surpass directly into Parnassus, similar to QuartzWeb.

How do you amend a learner error on Parnassus after file submission? Can you have achievement reports for specific tutors? What are facilitators under Cohort search?

Learner errors can be amended directly in Parnassus by either recalling the file and resubmitting, or removing the erroneous line using the red 'X'. We will have achievement reports available in Parnassus which will work the same way as the current achievement reports in Quartz. Facilitators are non-contact staff, e.g.. support staff. These are optional and do not have to be added to cohorts if not required.

Can additional learners be added to the results section, if they pass at a later date?

Yes, additional learners can be registered onto cohorts. Also, additional units can be registered onto learners at the point of achievement.

Reporting

Can we download learner IDs?

There will be reports available to download your learner IDs.

Can we download ULNs?

There will be reports available to download your ULNs.

If we can have historical qualifications from students they've done in other centres, do we need to use ULNs?

There is a complex mechanism within Parnassus to identify historical learners, one option is to use the ULN, would assist learner identification.

Certification

Will we get paper certificates sent to us?

If it has been agreed with your Quality Nominee, you will continue to receive paper certificates.

Can we still have hard copy certificates?

If it has been agreed with your Quality Nominee, you will continue to receive hard copy certificates.

Is there an option to have both e-certificates and physical certificates or is it either/or?

How you receive certificates will depend on what has been agreed with your Quality Nominee.

General

When is the change from QuartzWeb to Parnassus?

January 2024.

Will there be a user manual?

Yes, there will be a User Guidance, this will be sent in January.