



Title: *Lesotho Qualifications Management Information System (LQMIS) Learner database module programme*

Date: *18th August 2026*

Venue: *United Nations Educational, Scientific and Cultural Organisation (UNESCO) Hall*

Training Purpose:

The purpose of this training is to introduce Higher Education Institutions (HEIs) to the Learner Records Database Module within the Lesotho Qualifications Management Information System (LQMIS) and to provide guidance on the submission of graduate data through the system. Participants will be trained on the graduate data schema, data requirements, data types, user roles for uploading and approving graduate data submissions.

The training will also serve as a refresher session on Higher Education Management Information System (HEMIS) data submissions, covering the student, staff, and staff training templates, as well as the corresponding user manuals

Learning Outcomes:

Upon successful completion of this training, participants will be able to:

- Correctly complete the graduate data template in accordance with the prescribed schema and data manual.
- Distinguish between different data types and formats when preparing data submissions.
- Apply the user manuals and guidelines when preparing and validating graduate, student, staff, and staff training data.
- Perform user management functions within LQMIS, including accessing the system and understanding role-based responsibilities.
- Execute the responsibilities of a data uploader, Supervisor and Head of Institution for submitting graduate data through the LQMIS platform.

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EDUCATION**

Training Programme Schedule:

Time	Topic	Facilitator	Mode of Interaction
08:30 – 09:00	Arrival & registration	All	On-line registration
09:00 – 09:10	Opening Remarks and introductions	Ms. Ntsoaki Mapetla	Introduction and Ice breaker
09:10 – 09:40	Template for graduate data schema	Mr. Thapelo Mohapinyane & Ms. Keketso Kutumela	Presentation (Graduate schema and manual)
09:40 – 10:00	Template for student's data (2024-2025)	Mr. Thapelo Mohapinyane & Ms. Ntsoaki Mapetla	Presentation (Students schema and manual)
10:00 – 10:20	Team Break		
10:20 – 10:40	Template for staff data (2024-2025)	Mr. Thapelo Mohapinyane & Ms. Ntsoaki Mapetla	Presentation (Staff schema and manual)
10:40 – 11:00	Template for staff training data (2024-2025)	Mr. Thapelo Mohapinyane & Ms. Ntsoaki Mapetla	Presentation (Staff training schema and manual)
11:00 – 11:20	LQMIS Login and User management	Mr. Thapelo Mohapinyane & System Developer (Engidata)	Interactive and hands on practical exercise
11:20 – 12:50	Submission and uploading of graduate data process	Mr. Thapelo Mohapinyane & System Developer (Engidata)	Interactive and hands on practical exercise
12:50 – 13:00	Feedback and closing		
13:00 – 14:00	Lunch		

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