Check	Yes	No	Not relevant
Hierarchy: Does the new hierarchy in itslearning match the one in the SIS?			
Hierarchy: Have course groups been created correctly where they should be in the hierarchy?			
Hierarchy: Are the correct groupings defined as an organization (eg schools, faculties, campuses, etc)?			
Membership: Are memberships correct?			
Memberships: Have the students been assigned the correct mentor?			
Membership: Have users been assigned the correct role in groups?			
Membership (optional): Have the mentors been created in the Mentor tab, with the correct students?			
Courses: Are courses created correctly on basis of course groups in the hierarchy?			
Courses: Have they been populated correctly, with the correct roles for students and teachers?			
Courses: Does the courses have the correct names and course code?			
Terms: Do courses have the correct term applied?			
Template: Have template courses been created?			
Template: Are new courses created with the correct template?			
Users: Are there a number of duplicate users?			

Users: Does active users have a duplicate in the trashcan?			
Users: Have the users been assigned the correct profile?			
Users (optional): Have telephone numbers been imported correctly?			
Users (optional): Have email addresses been imported correctly?			
Users (optional): Have address been imported correctly?			
Users (optional): Have username and/or password been imported correctly?			
Users (optional): Have Parents been imported correctly?			
Users (optional): Have pupils been assigned correct parents?			
Users: Can the users log on?			
Other:			