

VQManager Enhancements February 2016

Remove qual from IQA/IV Info tab when it's been signed off

This update relates to the Info tab for IQAs. Previously, in the table 'Qualifications signed off in the last 30 days', items remained there even when the qualification was signed off by the IQA (unlike the Units signed off table, where when signed off, the units disappear). The qualifications signed off by an IQA will now disappear from the list when signed off.

▼ Qualifications signed off in the past 30 days

Learner	Assessor	Qualification	Date signed off	Remove	
Webb, Jackie	Hall, Lucy	Diploma in Hairdressing L3 (C&G) QCF	01/12/2015	<input type="checkbox"/>	Verify

Update page

Improving pop-up message when deleting evidence

The message popup which appears when opting to delete evidence has now been made more robust to ensure the user is aware that the deletion is a permanent action. It now reads as follows:

Date created 18/11/2015 Number 761/E/951

Method

Qualification

Description

Last action

Are you sure you wish to permanently delete this evidence? This action is non-reversible - deleted evidence cannot be retrieved.

OK Cancel

Date created

Method Work products

Qualification Please open the evidence to see the items covered

Edit / Submit

Changing 'sex' to 'gender' in Personal Details

We have changed the terminology in the Centre Admin user profile area.

Unique learner/
user number

Gender

Home postcode

Address line 1

Select the gender of the user

Not specified/other/prefer not to disclose
Not specified/other/prefer not to disclose
Female
Male

Add IQA/IV sign off column to Centre Admin qual sign off table

We have added an additional column in the “qualifications signed off” table for the Centre Admin to include IQA sign off in addition to the Assessor sign off.

Items should appear in the table at Assessor sign off, as now, but the IQA sign off date will pull through if and when that is added.

▼ All signed off qualifications					
Learner	Assessor	Qualification	Assessor sign-off	IQA sign-off	Remove
James T, Kirk	Krabbappel, Edna	BTEC in Hairdressing (Test)	28/10/2010		<input type="checkbox"/>
Bacon, Kevin	Nelson, Judd	Certificate in Pharmacy Service Skills L2 (Edexcel) QCF 500_9351 (GW)	22/06/2015		<input type="checkbox"/>
StressCanGPS2, StressCanGPS2	StressAss, StressAss	Customer Services NVQ - L2	03/07/2015		<input type="checkbox"/>
StressCanBS3, StressCanBS3	StressAss, StressAss	Customer Services NVQ - L2	03/07/2015	16/12/2015	<input type="checkbox"/>
Wolfson, Graham	Wolfson, Graham	BTEC in Hairdressing (Test)	16/12/2015		<input type="checkbox"/>
ABC, ABC	BCD, BCD	Key Skills	16/12/2015	16/12/2015	<input type="checkbox"/>
				Update page	
Show qualifications signed off in last 30 days					

Add 'trainee assessor' label in User table for Centre Admin

In the User table, it wasn't very easy to see who was a trainee assessor without opening individual user profiles. This will be most apparent in the 'linked to' column, so the Centre Admin can easily see that they have assigned a trainee and a qualified to the learner where that's appropriate.

Assessor, Training 704	Assessor	Martin, Lesley (30)	18/06/2008	Active	<input type="radio"/>
Flanders, Rod 32	Candidate	Assessor, Training (704 - trainee) Krabbappel, Edna (31)	07/03/2007	Active	<input type="radio"/>
Jennings, Patrick 922	Candidate	Vivienne, Eastwood (923)	21/07/2011	Active	<input type="radio"/>

Move the 'write new report' button to the top of the IQA feedback reports page

After a while, the list of feedback reports can get very long and the user has to scroll a long way to find the 'write new' button. This button has now been duplicated so it can be found both at the bottom and the top of the table of reports, along with the 'edit' button.

The screenshot shows the 'IQA feedback reports' page. At the top, there are five icons: 'IQA feedback reports', 'External verifier feedback reports', 'Assessor activity log', 'IQA sampling plan', and 'Rationale'. Below these is a 'Select assessor' dropdown menu with 'Bryson, Billy (912)' selected. To the right of the dropdown are two buttons: 'Write new report' and 'Edit or view'. Below these buttons is a table of reports. At the bottom of the table, there are two more buttons: 'Write new report' and 'Edit or view'.

Date created	Report name	Learner	Date submitted	Date read by assessor	Assessor comments ?	Documents attached ?	Select
14/01/2015	Test report 1 [26]	Jennings, Patrick	14/01/2015		No	No	<input checked="" type="radio"/>
14/01/2015	Test report 2 [27]	Jennings, Patrick	not yet submitted		No	No	<input type="radio"/>

When evidence is returned by an IQA/IV, create comments box for assessor to write to IQA/IV

Previously in the Log Evidence page when the evidence had been returned by the IQA for additional work by the assessor, there was nowhere for the assessor to write comments directly back to the IQA so that the comments were not visible to the learner. This is a new box in addition to the assessor comments box that the learner can see.

The screenshot shows the 'Log Evidence' page with four comment boxes. The first box is for 'Learner comments to assessor (lord, james)'. The second box is for 'Assessor comments (evans, karen)'. The third box is for 'Assessor comments to internal verifier (This comment is not visible to the learner)'. The fourth box is for 'Internal verifier comments (beer, irene)'.

Learner comments to assessor (lord, james)

Assessor comments (evans, karen)

Assessor comments to internal verifier (This comment is not visible to the learner)

Internal verifier comments (beer, irene)

Allow sorting of File Library

You are now able to sort the documents in the File Library table in the same way other tables' work, by clicking on the headings.

View, edit or apply assessment plan templates

Create new assessment plan templates

File library

Internal verifier assessor feedback reports












External verifier assessor feedback reports

Help for this page

► Add files to library

▼ Uploaded files

click to toggle sorting up or down on this column

	Date uploaded	File description	Source	Size	Delete
	03/02/2016		Uploaded by you	160 KB	
	03/02/2016		Uploaded by you	1598 KB	
	03/02/2016		Uploaded by you	313 KB	
	03/02/2016		Uploaded by you	40 KB	