December 2018 VQManager enhancement

Add categories to process e-mails sent into VQM

When using the "emailing into the e-portfolio" function you are currently able to process the email in a variety of ways. As a learner you can add the email as:

- Evidence
- Learner activity log

As an assessor you the two above and also these additional categories:

- Existing progress review (add to)
- New progress review

We have now added the following for learners and assessors:

- Learner diary

And for assessor alone:

- Assessor activity log

Learner view:

Assessor view:

Set e-mail destination preference by user

The emailing into the e-portfolio function has been altered slightly. Traditionally the arrival location of the emails was set at Centre level. The choice was that the learner's email either:

- was received and processed by the learner
- was received and processed by their assessor

Because it was too restrictive deciding this at Centre level, the learner can now in their "Personal details" tab elect whether they wish to receive the email themselves or send it directly on to their assessor.

The new area looks like this:

The learner can change this setting as often as they wish. The default setting is always "my To Do page".

This option affects all of the learner's currently unprocessed emails. You may wish action to be taken prior to the enhancement release date. I.e. when the default destination is "my To Do page", all of the learner's unprocessed emails will appear on his/her To Do page, regardless of how this option was set at the time the emails were sent.

Likewise assessors see all the unprocessed emails of all their learners who currently have their email destination set to "my assessor's To Do page", regardless of how it was set at the time their emails were sent.