

VQManager enhancements June 2019

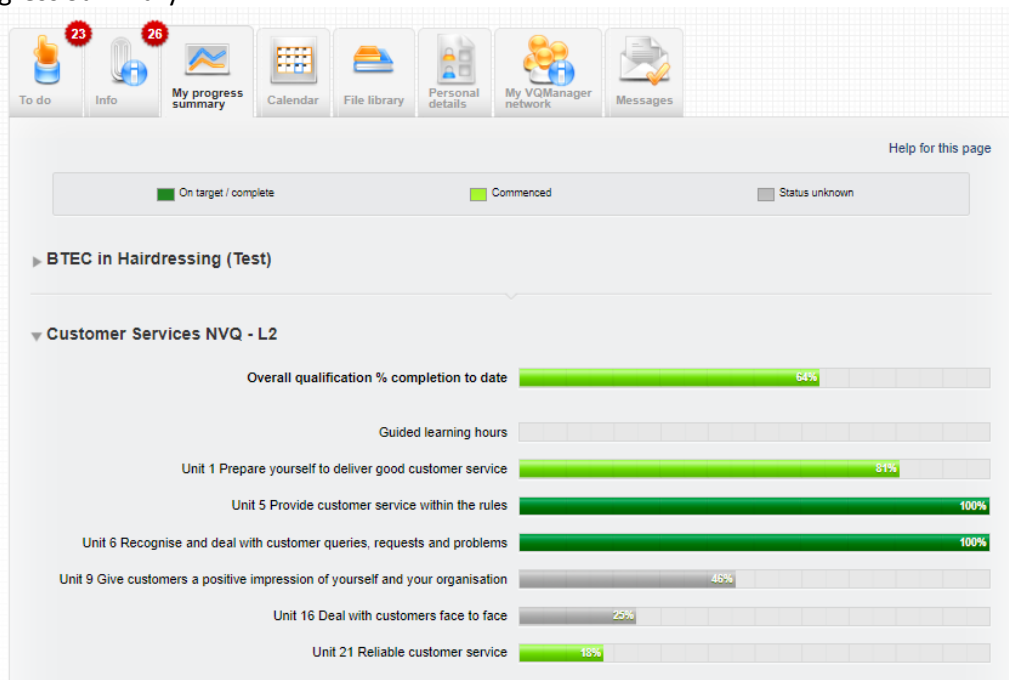
Change of colours and wording for 'at risk/off target' for learners and LMs

This development is as a result of an inspection at a client. The wording 'at risk' and the red on the reports was felt to be discouraging or disconcerting to learners and line managers, who don't necessarily know the background of why the reports are showing that. This is especially true when the learners sometimes do not start their qualification in earnest until several weeks after their enrolment date. We have changed the red colouring to light green and changed the wording from 'At risk' or 'Off target' to 'Commenced'

Pages which have been altered are as follows:

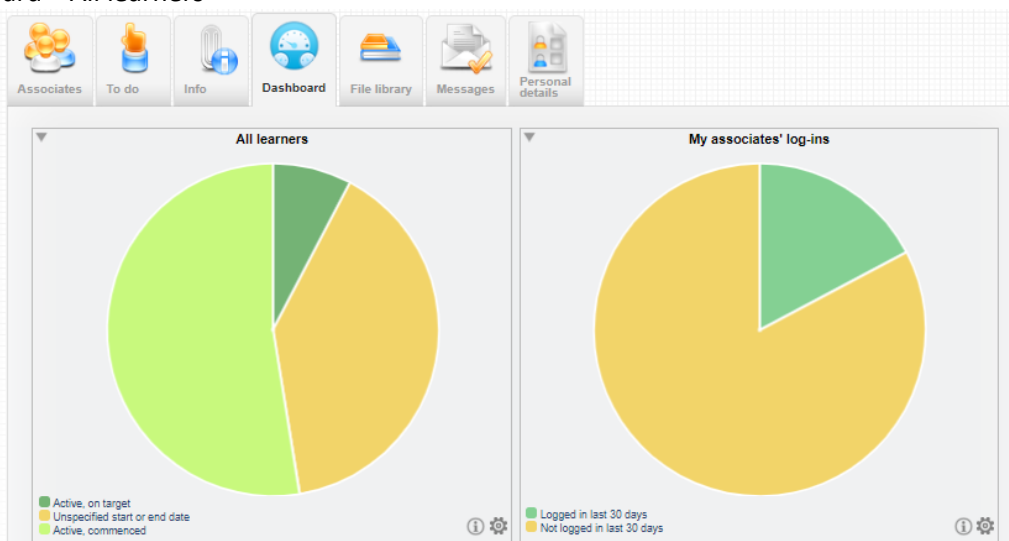
Learner:

My Progress Summary

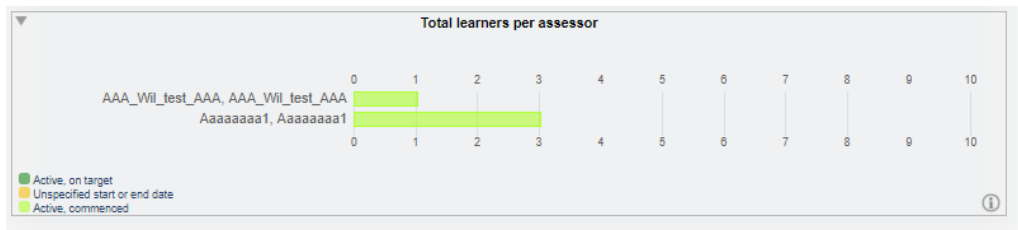


Line Manager:

Dashboard – All learners



Dashboard – Total learners per assessor



Reports – Qualification Tracker

On target
 No results
 Commenced

Qualification tracker (30/05/2019)

| Learner | Cohort | Assessor | |
|---|------------------------|----------------------|------------------------------------|
| 2016_12_16_L_1, 2016_12_16_L_1 (1639) | | Krabbappel, Edna | Customer Services NVQ - L2 (1) |
| 2017_02_16_Wil_test_L_1, 2017_02_16_Wil_test_L_1 (1643) | | Gillespie, Mary | Management NVQ - L3 (2) |
| A2 change, A2 (1515) | Health and Social Care | Aaaaaaaa1, Aaaaaaaa1 | Key Skills (15) |
| AAA111, AAA111 (968) | Construction | Krabbappel, Edna | Housing Benefits NVQ (9) |
| | Construction | Krabbappel, Edna | Key Skills (15) |
| Anderson01, Charles (865) | Construction | Smith01, Anne | Certificate in Pharmacy Service S |
| Anderson05, Charles (904) | Health and Social Care | Smith05, Anne | Diploma in Hairdressing L2 (C&G |
| Anderson06, Charles (1695) | | Krabbappel, Edna | Apprenticeship Operations/Depar |
| | | Krabbappel, Edna | Apprenticeship Operations/Depar |
| | | Krabbappel, Edna | Diploma for Leaders and Manage |
| Apprentice, BTEC (1708) | | Woska, Tim | Key Skills (15) |
| | | Woska, Tim | Certificate in Supporting Teaching |
| | | Woska, Tim | Functional Skills - ICT L1 (136) |
| Bacon, Kevin (1249) | Business | Sampson, Holly | Certificate in Pharmacy Service |
| | Business | Sampson, Holly | NVQ Diploma in Pharmacy Servic |
| | Business | Sampson, Holly | Diploma for ICT Systems and Pri |
| Bangisa, Janice (712) | Construction | Krabbappel, Edna | Customer Services NVQ - L2 (1) |
| | Construction | Krabbappel, Edna | Key Skills (15) |
| Chang, Chantel Jade (703) | Warehousing | Bryson, Billy | Key Skills (15) |

Reports – Off the Job Training

On target
 Incomplete data
 Commenced

Off the job training (30/05/2019)

| Learner | Assessor | Employer | Cohort | Hours logged to date | Hours required to date | Hours required total | Hours surplus/shortfall to date |
|-----------------------------|----------------------|----------------------------|------------------------|----------------------|------------------------|----------------------|---------------------------------|
| Gillett, Graham (38) | Krabbappel, Edna | | | 2:00 | 726:34 | 558:54 | -724:34 |
| Wolfson, Graham (330) | Wolfson, Graham | | | 11:00 | 3625:46 | 1108:48 | -3614:46 |
| Svqmone, Beth (719) | Smith06, Anne | | | 60:00 | 55:15 | 368:20 | +4:45 |
| XXX333, XXX333 (891) | Aaaaaaaa1, Aaaaaaaa1 | | | 00:00 | 3361:40 | 2088:00 | -3361:40 |
| Jennings, Patrick (918) | Dagleish, Rob | | Music | 4:00 | | | +4:00 |
| Bratt, Benjamin (1512) | BCD, BCD | Boots Reading | Business | 00:00 | | | |
| Eusebio, Francis (1514) | Nelson, Judd | Virgin Active - Chelmsford | | 10:00 | 1230:15 | 984:12 | -1220:15 |
| A2 change, A2 (1515) | Aaaaaaaa1, Aaaaaaaa1 | Boots Reading | Health and Social Care | 65:00 | 1385:09 | 1428:00 | -1320:09 |
| Anderson06, Charles (1695) | Krabbappel, Edna | | | 47:30 | 429:00 | 780:00 | -381:30 |
| Anderson07, Charles (1697) | Smith06, Anne | | | 00:00 | 418:54 | 790:24 | -418:54 |
| Learner, Off the job (1699) | Sampson, Holly | | | 7:00 | 241:40 | 805:36 | -234:40 |

New default option to set centre default so that e-mails into the system go to the assessor

A while ago, we made a change, requested by the user group, so learners could choose where their emails into the system went, either to themselves or their assessor. The default setting at centre level for all new learners was so that the learner's emails went to themselves but this could be changed by the learner if required in the Personal Details tab.

We have added a switch which allows for the default for new learners added to the system to be set for either learner emails go to the learner as before, or now the learners emails go to the assessor. The individual learners can still change this preference in the Personal Details tab as before.

Please let SkillWise know if you require your default setting to be changed from:


Learner to learner's e-portfolio (your current default setting)

To

Learner to assessor's e-portfolio (the new option)

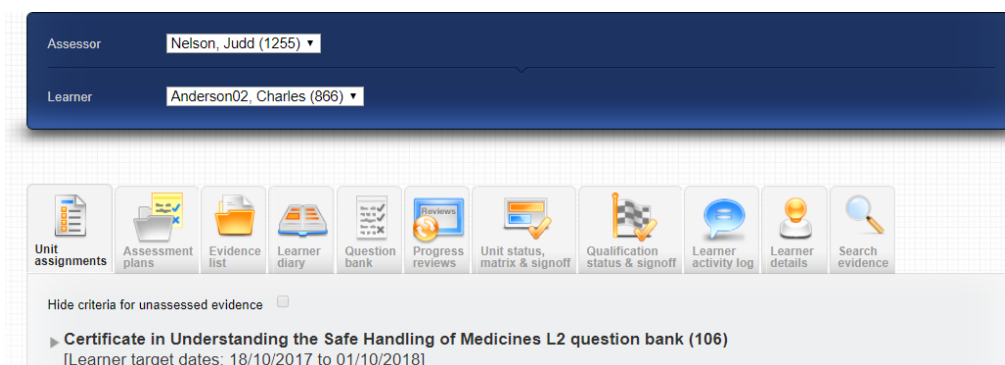
New notification in Info tab for IVs of recently added learners

Similar to the notification for assessors, IQA's will now receive a notification on the IV's Info tab showing recently assigned learners.



| Date assigned | Learner | |
|---------------|---------------------------|----------------------|
| 03/06/2019 | Anderson02, Charles (866) | View |
| 03/06/2019 | Bacon, Kevin (1249) | View |
| 03/06/2019 | Eusebio, Francis (1514) | View |
| 03/06/2019 | Moore, Demi (1256) | View |
| 03/06/2019 | Morris, Glynn (957) | View |
| 03/06/2019 | newton, alfie (1631) | View |
| 03/06/2019 | Pegg, Simon (1585) | View |
| 03/06/2019 | Phillips, Shailla (916) | View |

Selecting the "View" hyperlink takes you to the Unit assignment page for that learner.



Assessor: Nelson, Judd (1255)

Learner: Anderson02, Charles (866)

Unit assignments | Assessment plans | Evidence list | Learner diary | Question bank | Progress reviews | Unit status, matrix & signoff | Qualification status & signoff | Learner activity log | Learner details | Search evidence

Hide criteria for unassessed evidence

► Certificate in Understanding the Safe Handling of Medicines L2 question bank (106)
[Learner target dates: 18/10/2017 to 01/10/2018]

New function to prevent same assessment plan being assigned to the same learner more than once

This development prevents the same assessment plan being assigned to the same learner more than once. This is a centre switch, but is defaulted to ON. If you would like this altering, please contact SkillWise.

When applying a single AP template to multiple learners

For those that already had it applied previously – “yes” is shown in a new column “Selected template(s) already applied to learner” and the check box to assign the AP is disabled in the list.

The screenshot shows the 'Apply to learners' interface. At the top, there are six navigation buttons: 'View, edit or apply single assessment plan templates', 'Apply multiple assessment plan templates', 'Create new assessment plan templates', 'File library', 'IQA assessor feedback reports', and 'External verifier feedback reports'. Below these is a dropdown menu for 'Qualification' set to 'BTEC in Hairdressing (Test) (76)'. The main table has the following data:

| Name | Email | Additional unit assignments required | Selected template(s) already applied to learner | Notify learner by email | Require learner's confirmation | No confirmation required |
|--------------------------------|-------------------------|--------------------------------------|---|-------------------------------------|-------------------------------------|--------------------------|
| 2016_12_16_L_1, 2016_12_16_L_1 | 2016_12_16_L_1 | 1, 2 and 3 | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| AAA111, AAA111 | AAA111 | 1, 2 and 3 | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Anderson06, Charles | 0 | 1, 2 and 3 | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bangisa, Janice | ladypj@boltblue.com | | Yes | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Flanders, Rod | wilhelm@strumpfer.co.za | | Yes | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Gillett, Graham | wilhelm@strumpfer.co.za | | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Holmes, Frank | frank@gmail.com | 1, 2 and 3 | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| King, Dan | trdsfsdf@yahoo.co.uk | 1, 2 and 3 | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kirk, James T | james.t.kirk@ufp.com | | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

When applying multiple APs to multiple learners

If **any** of the selected APs was previously assigned, the new column shows that all the selected templates are already applied to a learner and the check boxes are disabled. If only some of the templates are already applied the check boxes remain enabled, but only the new templates will be applied.

The screenshot shows the 'Apply to learners' interface with the 'Qualification' dropdown set to 'BTEC in Hairdressing (Test) (76)'. The table data is as follows:

| Name | Email | Additional unit assignments required | Selected template(s) already applied to learner | Notify learner by email | Require learner's confirmation | No confirmation required |
|--------------------------------|-------------------------|--------------------------------------|---|--------------------------|--------------------------------|--------------------------|
| 2016_12_16_L_1, 2016_12_16_L_1 | 2016_12_16_L_1 | 1, 2, 3, 4 and 5 | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| AAA111, AAA111 | AAA111 | 1, 2, 3, 4 and 5 | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Anderson06, Charles | 0 | 1, 2, 3, 4 and 5 | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bangisa, Janice | ladypj@boltblue.com | | 2 of 2 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Flanders, Rod | wilhelm@strumpfer.co.za | | 2 of 2 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Gillett, Graham | wilhelm@strumpfer.co.za | | 1 of 2 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Holmes, Frank | frank@gmail.com | 1, 2, 3, 4 and 5 | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| King, Dan | trdsfsdf@yahoo.co.uk | 1, 2, 3, 4 and 5 | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kirk, James T | james.t.kirk@ufp.com | | 1 of 2 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Blank space issue when completing the Expert witness e-mail address field

We frequently have issues with users copying and pasting e-mail addresses into the Expert Witness fields, and picking up a space as well either at the beginning or the end. This then causes the message to the Witness to fail to be delivered. VQM will now automatically filter out any leading or trailing spaces in emails when the data is received. It will also filter out leading and trailing spaces for any data we already have in the system. It will also do this in user profiles.

A new pop-up reminder for Expert Witness if they have not left comments

Expert Witnesses now have a pop up reminder, when they are approving or rejecting an evidence item, if they have not left any comments. The message says 'You have not left a comment. Click cancel if you want to continue working on this evidence before saving it.'

