

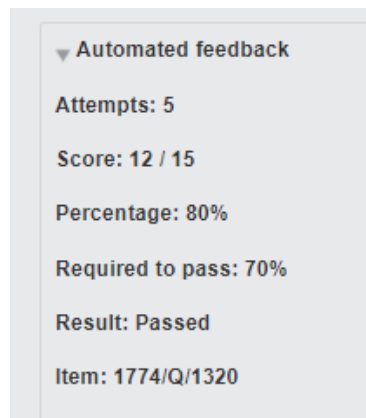
VQManager Enhancement December 2021

E-Learning phase 2 (a)

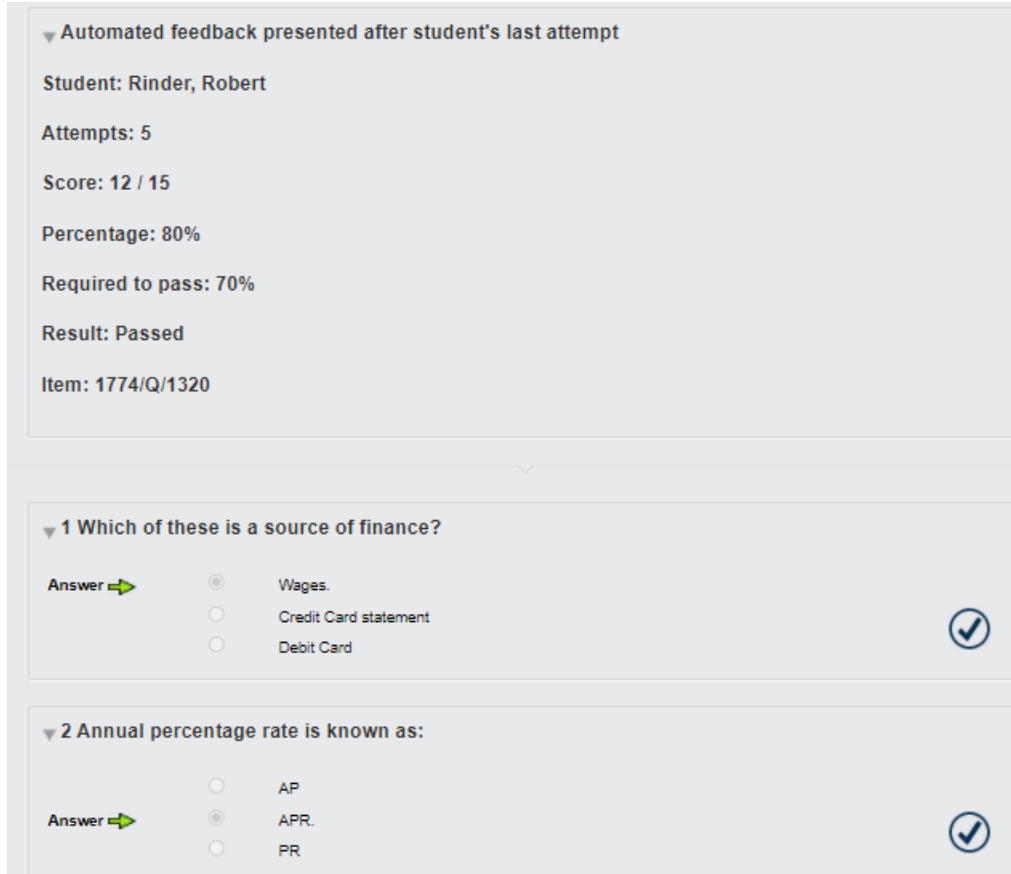
Hiding question answers in the learner feedback

We have added a switch to the Multiple Choice Questions (MCQs), so that we can hide the results from learners. For those clients who are using this area to track and manage exam taking (rather than learning) during a qualification and who once complete, need the answers to the questions to be hidden from their learners, we have a switch available. This is to prevent cheating.

With this switched on the learner now just sees the automated feedback block.



Assessors and IQAs are still able to see the question by question feedback.



Setting pass rates and number of attempts per qual, rather than at centre level

To accommodate different qualifications / subject areas with different pass rates etc., we have created more flexibility in setting up MCQs.

This now includes:

- Setting the number of attempts allowed
- Setting the required pass percentage

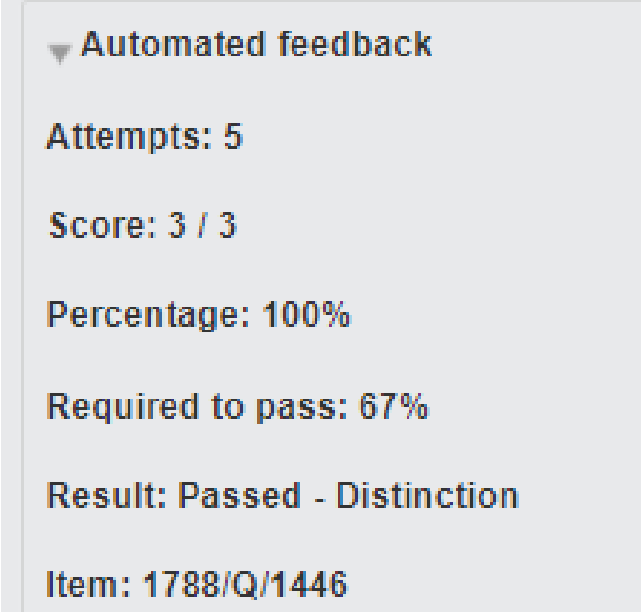
Previously these things were set at centre level. You can now specify this for each individual MCQ, and it can be different for each.

Also, we are now able to specify grade boundaries. This allows us, under your direction, to set a pass percentage, a merit percentage and/ or a distinction percentage. Some quals only have pass and distinction, with no merit grade available. If applicable, grades will show for all users in the **Automated feedback** section, like this:

Passed

Passed - Merit

Passed – Distinction



▼ **Automated feedback**

Attempts: 5

Score: 3 / 3

Percentage: 100%

Required to pass: 67%

Result: Passed - Distinction

Item: 1788/Q/1446

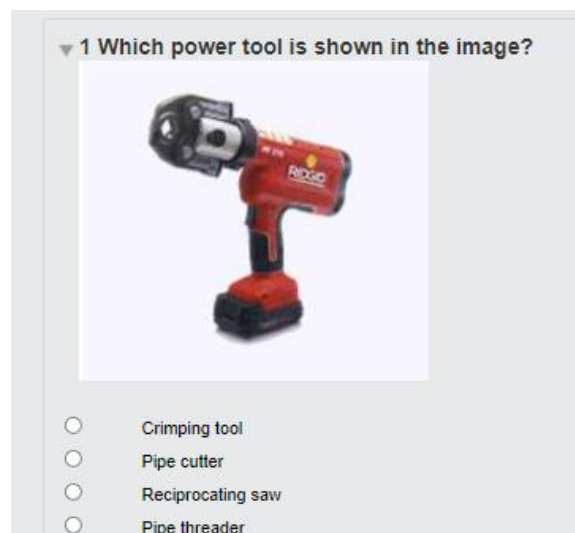
And in reports, like this:

<p>Rashford Marcus (1781)</p> <p>Start: 23/06/2021 End: 23/06/2021</p>	<p>100%</p>	<p>Type: Learning content 100% Test mark: n/a</p> <p>23/06/2021 23/06/2021 23/06/2021</p>	<p>Type: MCQ 100% Test mark: 100% Passed - Distinction</p> <p>23/06/2021 23/06/2021 23/06/2021</p>
		<p>1</p>	<p>2</p>
<p>Reed Mike (1779)</p> <p>Start: 04/06/2021 End: 04/06/2021</p>	<p>83%</p>	<p>Type: Learning content 0% Test mark: n/a</p> <p>04/06/2021</p>	<p>Type: MCQ 0% Test mark: n/a</p> <p>04/06/2021</p>
		<p>1</p>	<p>2</p>
<p>Richards Micah</p>	<p>83%</p>	<p>Type: Learning content 100% Test mark: n/a</p> <p>30/06/2021</p>	<p>Type: MCQ 0% Test mark: 80% Passed - Merit</p> <p>30/06/2021</p>

Images in MCQs

You are now able to include pictures and diagrams to the MCQs units. Previously, only text was available but you can now use images as part of the question setting options.


If your MCQ includes images, we will need you to provide those at the time of setting up the questions.




You are also able to include images as answers to the MCQs:

▼ 3 Select the picture which shows a column radiator


A




B



C



D



Including Short Answer Questions (SAQs) or Question Bank style questions as part of an E-Learning module

It is now possible to include free text questions in an E-Learning module. In E-Learning phase 1, you could only have a combination of Learning Content and MCQs but with this development you can now include SAQs in the unit mix. So for example a single E-Learning module that has 3 units can now have one unit with Learning Content, one unit with MCQ, and the third unit with SAQs if you choose.

Here is an example of a unit with free text questions.

▶ Audit trail

Answers and feedback (Click on a question to rollup or show)

▼ 1 Briefly explain the Health & Safety Standards which must be applied when handling, weighing or measuring food ingredients? What Hygiene standards must you maintain during the weighing and measuring process?

Type your answer

Please tick the box if you are happy with your answer

If you haven't used Question Banks before, the questions can go backwards and forward between the learner and the assessor as many times as necessary:

▼ 5 Describe the diseases which must be reported (statutory and non-statutory).

Student answer 1

Food poisoning

Please tick the box if you are happy with your answer

Type your feedback

This is correct

Please re-visit this question as your answer does not meet the criteria
Well done, your answer met the assessment criteria for this question

▼ 6 Describe how food handling practices affect food safety in your workplace.

Student answer 1

Keep things clean

Please tick the box if you are happy with your answer

Type your feedback

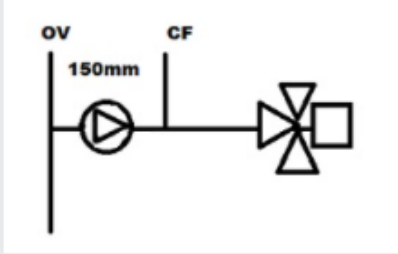
Can you give a little more information please?

Please re-visit this question as your answer does not meet the criteria
Well done, your answer met the assessment criteria for this question

Alongside the previous development, SAQs can also include images in the question:

Answers and feedback (Click on a question to rollup or show)

▼ 1 Using the diagram identify the type of central heating system this relates to and then define what would be the consequences when the system is in operation.



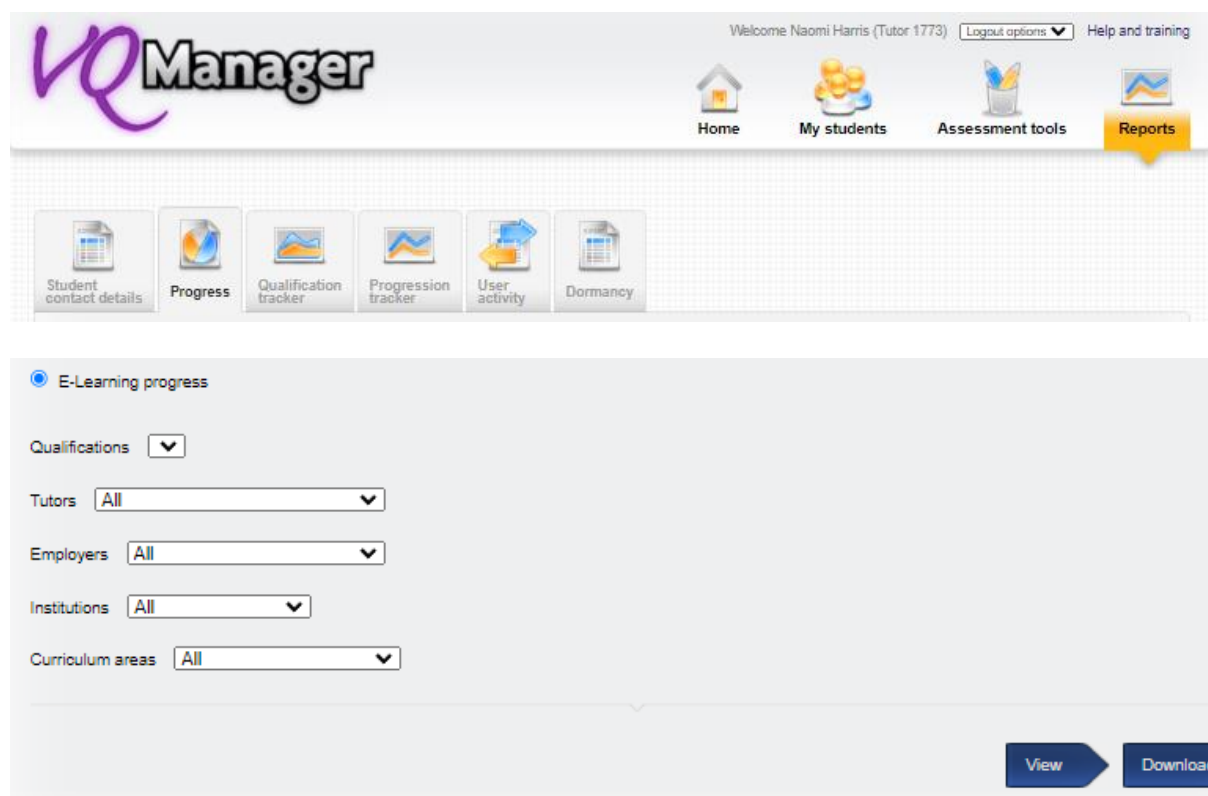
Type your answer

My answer

Please tick the box if you are happy with your answer

New report for MCQs SAQs and Learning Content

We have created a new report for the E-Learning module. It is similar to the existing Unit Sign Off report. This is available for Assessors, IQAs EQAs, Line Managers, OSUs and Centre Admin. It is located in the **Reports >> Progress** Tab and is the last option **E-Learning Progress**



VQManager

Welcome Naomi Harris (Tutor 1773) Logout options Help and training

Home My students Assessment tools Reports

Student contact details Progress Qualification tracker Progression tracker User activity Dormancy

E-Learning progress

Qualifications

Tutors

Employers

Institutions

Curriculum areas

View Download

		1	2
Rae Derek (1788)	100% Credits: 0	Type: Learning content 100% Test mark: n/a 06/08/2021	Type: MCQ 100% Test mark: 100% Passed - Distinction 06/08/2021
		1	2
Rashford Marcus (1781)	100% Credits: 0	Type: Learning content 100% Test mark: n/a 23/06/2021 23/06/2021 23/06/2021	Type: MCQ 100% Test mark: 100% Passed - Distinction 23/06/2021 23/06/2021 23/06/2021

General developments

Allowing IQA to sign off multiple units as 'not sampled' at once

We have added a link so that the IQAs are now able to sign off multiple units at once, but this is limited to marking units as 'not sampled'. This works similarly to the multi unit sign off for assessors.

A new hyperlink is visible on the Unit status, matrix and sign off tab which reads **Mark multiple units as not sampled**.

This marks the units as not sampled. Marking a unit as not sampled is separate from signing the unit off. If you want to sign units off as an IQA, this must still be done one at a time.

Tutor: **Bryson, Billy (912)** ▼

Student: **Chang, Chantel Jade (703)** ▼

- Unit assignments
- Assessment plans
- Evidence list
- Learner diary
- Learning content
- Progress reviews
- Unit status, matrix & signoff
- Qualification status & signoff
- Learner activity log
- Student details
- Search evidence

▼ Certificate in Warehousing and Storage L2 (QCF) (Edexcel) 501_1061_5 (91)

Start date: 01/06/2020 Overall qualification % completion to date: 39 %
 End date: 01/09/2021

Num	Unit title	% Completed (Actual)	Date assigned	Target date	Signed off by tutor	Confirmed by student	Verified	Progress and sign-off
13	Use a forklift side-loader in logistics operations (1593)	0	18/07/2014					<input type="checkbox"/>
16	Use a compact crane in logistics operations (1596)	0	18/07/2014					<input checked="" type="checkbox"/>
19	Operate equipment to perform work requirements in logistics operations (1599)	0	18/07/2014					<input checked="" type="checkbox"/>

▼ IQA sampling

IQA feedback

09:43 GMT 08/12/2021:

Unit not sampled

Add 'date of last log in' to Assessor performance report

We have improved the Assessor performance report so that it is more informative by adding a column showing the date of the most recent log in by that user.

Welcome vqmt0 vqmt0 (Centre administrator 5) Logout options Help and training

VQManager Home Qualifications My centre Users Reports

Student details Student status details Student entry details Progress Qualifications & frameworks Progression tracker User activity Dormancy User list

Tutor performance report (08/12/2021)

Please note: Data on tutor To Do lists are only updated when the tutor logs in.

Tutor	Trainee / qualified	Employer	Students assigned	Items on to-do list	Date of most recent login	Average evidence per student	Evidence awaiting assessment	Oldest evidence awaiting assessment	Overdue Assessment plans	Oldest overdue Assessment plans	Overdue progress reviews	Oldest overdue progress reviews
Aaaaaaaa1, Aaaaaaaa1 (776)	Qualified	Test employer 1	3	16	12/11/2020	6	4	06/10/2014	10	08/01/2014	0	
Assessor, Completion (1753)	Qualified		10	84	07/12/2021	14	11	23/04/2012	38	22/05/2009	17	11/10/2016
BCD, BCD (762)	Qualified		7	54	16/08/2021	9	8	01/03/2019	15	06/09/2009	26	09/09/2012
Bryson, Billy												

Add a table to the Learner Info tab showing evidence assessed in the last 30 days

We have added a notification table on the **Info** tab for learners to be prompted that evidence has been assessed and they might have comments to read.

If a piece of evidence would appear more than once in the table due to, for example, being signed off by a trainee and a qualified assessor within the 30 days, it only appears one the list once. The learner has the option to remove entries in the table if they wish. The last date for each evidence and the assessor involved is visible in this table. Any evidence which has been removed by the learner will reappear if the evidence has new comments on it.

Welcome Derek Rae (Student 1788) Logout options Help and training

VQManager Home My portfolio Reports

To do Info My progress summary Calendar File library Personal details My VQManager network Messages

Evidence assessed in the last 30 days

Tutor	Date assessed	Evidence number	Summary	Remove
Harris, Naomi (1773)	07/12/2021	1788/Q/1447	Plumbing L2 short answer questions	View <input type="checkbox"/>

Update page

Add note for Centre and Org Admins in New user form

We have added a new note in the **Role** area of the **New User** pop up to advise that a client cannot set up a new admin user and they are required to contact SkillWise to do that.

Roles		Default
Student	<input type="checkbox"/>	<input type="radio"/>
Tutor		<input type="radio"/>
Qualified Trainee	<input type="checkbox"/>	
IQA	<input type="checkbox"/>	<input type="radio"/>
EQA	<input type="checkbox"/>	<input type="radio"/>
Employer	<input type="checkbox"/>	<input type="radio"/>
OSU	<input type="checkbox"/>	<input type="radio"/>

To set up new Centre and Organisation admins, please contact Skillwise

Hide criteria for

Adding a Centre switch to prevent Centre Admins sharing files (allowing only File Librarian to do that)

The Centre Admin user can share documents with users throughout the organisation. When a CA leaves the business, those shared documents get locked into the CA profile. The solution to this was to create the File Librarian role, so that files can be shared with other users via an account all admin users have access to.

Where a centre has a File Librarian log in set up, we will activate this centre switch, to prevent Centre Admins from sharing files in their own accounts by mistake. (The exception to this is where the Centre Admins have already shared files with other users in their own accounts. If this is the case for you, you might want to do some housekeeping to instead share all files from the File Librarian log in, and then let us know you are ready for this switch to be activated.)

If you share files within the VQManager system, and don't have a File Librarian log in set up in your centre, or you aren't sure of the File Librarian log in for your centre, please contact SkillWise.