HOW LEARNING ASSISTANT CAN HELP YOU TO RAISE STANDARDS

HELPING YOU TO
RAISE STANDARDS

Learning Assistant is a market leading e-portfolio designed to support organisations in raising the standards of vocational training and learning.

Learning Assistant can support centres in overcoming many of the quality and standardisation challenges raised by internal and external inspections and audits, allowing centres to improve operational efficiency, better manage centre performance and enhance the quality of the learning experience.

IMPROVING
QUALITY

MANAGING
PERFORMANCE

The challenge

In order to meet inspection and audit requirements for improving the quality of provision, centres need to effectively manage performance and identify and proactively address areas of poor practices.

The solution

Learning Assistant allows training organisations to effectively manage their performance, enabling them to monitor and report on:

- The number of hours tutors/ assessors are spending with learners

- The number of sessions and meetings cancelled, and by whom

- The number of GLH each learner has received, and from whom

- How much training and teaching has been received by learners and whether this was from the employer or training provider

- The time it takes a learner to complete a training programme.

STANDARDISATION
OF RESOURCES

The challenge

Often a significant proportion of a centre's support resources are created internally, this can raise concerns over the standardisation of resources across provision.

The solution

With Learning Assistant training organisations can upload all course materials and supporting resources and store them within course folders.

Learning Assistant provides training organisations with a central hub of course content and support materials. This allows a wide variety of users, from across departments to access materials, promoting best practice and ensuring standardisation across provision.

CONTROL OF SUB-CONTRACTORS

The challenge

Increasingly, larger training organisations are outsourcing training delivery to sub-contractors. This raises challenges around management, delivery, standardisation and quality.

The solution

Learning Assistant supports training organisations in standardising delivery across sub-contractors in a number of ways:

- Super user access can be granted to the prime contractor who can then monitor the activity and performance of all sub-contractors

- Learning Assistant aids the management and communication of different parties through task and process assignment and automation

- Learning Assistant provides an online hub to store all host documentation that will need to be submitted to auditors and funding agencies

- Learning Assistant also supports sub-contracted training organisations in demonstrating to the prime contractor that they are meeting all management, standardisation and quality expectations.

DRIVING
EFFICIENCIES

ACCURACY OF DATA

The challenge

Inspections and audits have raised concerns regarding the accuracy of recording funding data, highlighting an average of a 5% error rate due to human error and duplication.

Errors in registration data are also common.

The solution

Learning Assistant has an API (Application Programming Interface) which enables it to be integrated with MIS (Management Information Systems). MIS integration allows training organisations to push and pull data from their internal systems to their e-portfolio.

Without the need for manual data processes, errors are reduced and data integrity is maintained.

NON-CONSOLIDATION

The challenge

There is an increasing drive towards non-consolidation.

The solution

Learning Assistant can support any vocational qualification from any awarding organisation. It is supported by the majority of awarding organisations including Edexcel, EDI, ILM and OCR.

INCREASING
STAKEHOLDER
ENGAGEMENT

EMPLOYER ENGAGEMENT

The challenge

Inspection has highlighted the lack of employer involvement within the delivery of training provision (particularly with Apprenticeships).

The solution

By including employers at the heart of the learner journey, Learning Assistant can help training organisations improve their employer engagement.

Learning Assistant can help improve employer visibility by granting tailored system access via a personalised log in. This promotes employer inclusivity, allowing them to monitor learner progress through the candidate manager tool. Sophisticated progress reporting tools enable organisations to send out professional reports particular to an employer's learners, thus improving communication between centres and employers.

GOVERNOR
VISIBILITY

The challenge

Inspection has raised concerns that governors are not provided with the means to access, view and provide feedback on a centre's performance.

The solution

Using Learning Assistant, a training organisation can provide access to their governors enabling them to monitor centre performance. Smart and powerful reporting tools can help a centre generate automated reports, which if required can be emailed to key internal and external stakeholders.

ENHANCING LEARNING

MOVE TOWARDS
PERSONALISED
LEARNING

The challenge

There is a growing pressure on training organisations to deliver personalised learning programmes.

The solution

Learning Assistant can deliver any vocational qualification from any awarding organisation. Learning Assistant is fully customisable and customers can work with the Customer Support team to build bespoke courses tailored to their needs.

In addition, Learning Assistant encourages learners to have a greater and more positive participation in their own development and learning experience. With flexible access options, learners can work at any time from any location. Communication tools also enable learners to engage and share best practice with other learners online in real time.

LEARNER DROPOUT RATES AND TIMELY COMPLETION

The challenge

Training organisations are under pressure to improve learner retention and significantly reduce dropout rates. Learner dropout also has a significant impact on funding for a centre.

Training organisations are also under pressure to ensure learners complete their courses on time.

The solution

Learning Assistant gives a training organisation complete visibility of a learner's progress throughout a training programme. This enables centres to quickly identify when a learner is falling behind and proactively intervene.

LEARNER
INTERACTION

The challenge

Training organisations are encouraged to increase the levels of learner interaction and participation in their learning.

The solution

Learning Assistant provides training organisations with an audit trail of when learners are interacting with their learning programme at every step of the journey. Portfolio activity and learner-tutor-assessor contact and communication is logged and fully tracked within the system.

The function is also available for learners to acknowledge tutor/assessor feedback and assessment decisions.

HELPING YOU TO
RAISE STANDARDS

Raising Standards provides a solution to help centres meet key challenges. Through our Raising Standards offer, we use our knowledge and expertise in quality assurance, teaching, learning and assessment, leadership and management to support our centres in meeting key challenges.

To discuss how **Learning Assistant** can support your centre in raising the standards of its training provision or to find out more about our Raising Standards offer please contact your **Business Manager**.

City&
Guilds **LearningAssistant**