



SOFTWARE SHOWCASE

Gordon Associates cordially invite you to *AO Software Showcase 2020*

Date... Wednesday 25th March 2020

Venue... Woburn House Conference Centre, 20 Tavistock Square London WC1H 9HQ

... Nearest tube: Euston or Kings Cross – see www.woburnhouse.co.uk for further details

Cost... Free

AGENDA

13.30 – 14.00 **Registration, Lunch, Tea & Coffee**

14.00 – 14.30 **Awarding Organisation Management System – Core Module**

Gary Oakley

Gary will provide an overview of Parnassus – the market-leading software system for awarding bodies. The demonstration will focus on the core functions of an awarding organisation: learner registration, entry of achievement, certification. In addition Gary will show how you can set up a unit bank, define your qualification database and a CRM module for managing communications with centres and contacts.



14.30 – 14.50 **Workflows & eForms – How to manage Qualification Development, Centre Approvals etc and automate other business processes**

Rod Gordon

This session will show how you can automate your business processes including qualification development, centre approvals, centre monitoring, reasonable adjustments, complaints, appeals and many other QA processes. Rod will show how you can set up your own workflows – or task checklists – and eForms which can be completed online by your own staff or by centres etc. He will also show how you can set up automated emails and assign tasks to specific users or teams.

14.50 – 15.10 **Document Management**

Gordon Harrison

Gordon will demonstrate how you can further automate your business processes with a comprehensive document management system. Distribute documents online to your centres, allow users to store documents related to qualification development, centre approvals, reasonable adjustments – or any other process which is linked to qualifications, centres or learners.

15.10 – 15.30 **Tea & Coffee**

15.30 – 15.50 **Software for EPAOs**

Cris Barrow

Talus is the leading process-driven EPA management software on the market. Cris will demonstrate how centres can register apprentices on a standard and submit their gateway request – and will then show how you can approve that request and then manage the whole EPA process. This will include assigning assessors, planning the EPA and managing dates, entering marks & grades, uploading attachments such as audio & video files, performing QA processes.



epa management software

15.50 – 16.10 **Software for Assessments**

Rod Gordon

Rod will demonstrate a marking application called Kilimanjaro which enables you to record the output of professional discussions and observational assessments. In fact, it can be used for any assessment where an assessor needs to rapidly jot down a series of scores, typically in a face-to-face situation. On a touch-screen device such as an iPad or phone or tablet, the assessor can tap on a score with just a quick glance – in less time than it takes to scribble a score on paper. You can also enter text and attach documents – or attach audio or video recordings. Rod will show how you can create a series of questions (or factors or criteria or outcomes) and define a scoring mechanism for each.

16.10 – 16.30 **The Last Word ...**

Rod Gordon

Other software tools, applications, functions, utilities, services which you may find useful, including:

- eCertificates
- eAssessment
- Outsourcing of printing eg exam papers, certificates
- Online questionnaires with built-in analysis reports
- Online card payments: improving cashflow from your centres
- Software for training companies (a new software product which we are launching)
- Membership software

16.30 **Closing**

We hope you can join us at this invaluable opportunity to view all of the software tools which are available to an awarding organisation or endpoint assessment organisation. Gordon Associates is the *only* one-stop shop for all of your software needs.

To book a place:

Simply email margaret@gordonassociates.co.uk stating the delegate(s) name(s).
or call Margaret Chamberlain on 01242 529820.

For further information please go to:

www.parnassusonline.com

www.ga-talus.com

www.ga-kilimanjaro.com

www.barometeroftrade.com



Please note that the agenda is subject to change due to the availability of speakers.