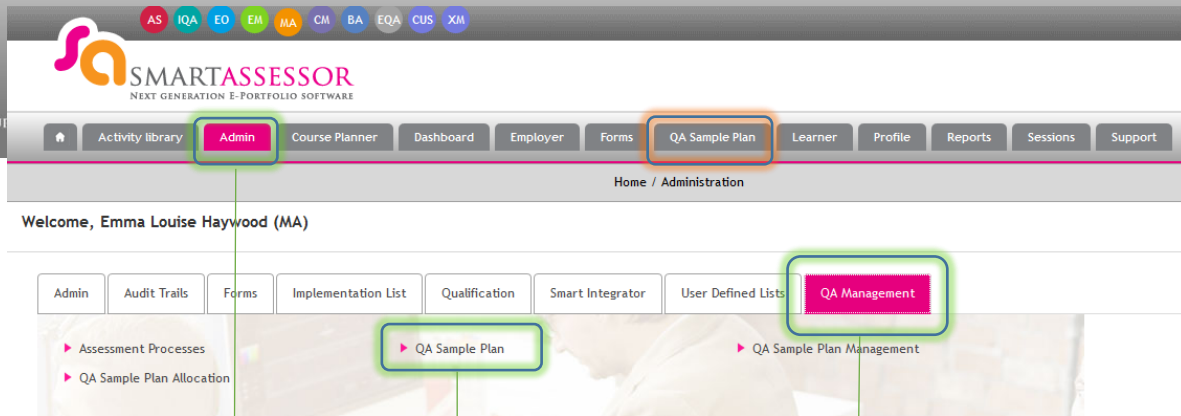


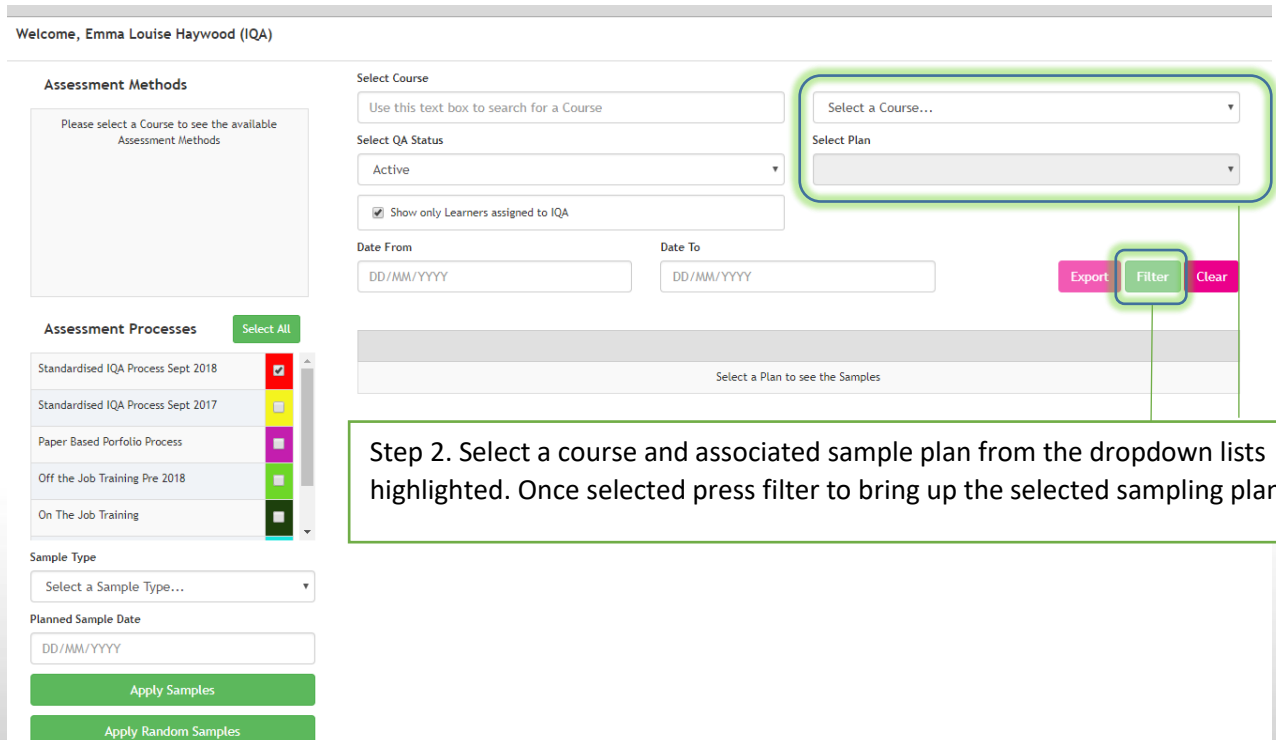


Master Admin Sample Plan Access

Master Administrators have access to all IQA sample plans.



Step 1. In order to access the QA Sample Plan menu. Master Administrators can access this from the Admin menu, then navigation to the QA Management sub menu and selecting QA Sample Plan. Alternatively, Master Administrators can access this from the Grey Navigation Menu.



Step 2. Select a course and associated sample plan from the dropdown lists highlighted. Once selected press filter to bring up the selected sampling plan.



Welcome, Emma Louise Haywood (MA)

Assessment Methods Select All

- WO - Workplace Observation
- WP - Workplace Projects/Projects away from Work
- PW - Portfolio of Work
- VI - Viva
- LB - Log Book/Assignments

Assessment Processes Select All

- Standardised IQA Process Sept 2018
- Standardised IQA Process Sept 2017
- Paper Based Portfolio Process
- Off the Job Training Pre 2018
- On The Job Training

Sample Type
Select a Sample Type...

Planned Sample Date
DD/MM/YYYY

Apply Samples
Apply Random Samples
Plan Management

Select Course
Use this text box to search for a Course
Adult Care Worker 119

Select QA Status
Active

Show only Learners assigned to IQA

Date From DD/MM/YYYY Date To DD/MM/YYYY

Export Filter Clear

Show 10 entries Search:

Assessor	Assessor Risk	QA Approved	Learner	Employer	Actions	Knowledge	Knowledge	K1	K2
Emma Louise Haywood Julie Elmer	<input type="radio"/>	<input type="checkbox"/>	Christopher Gambles	2 SISTERS FOOD GROUP		Unit <input type="checkbox"/> K1 K2 K3 K4 K5 K6 Range <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
Emma Louise Haywood Julie Elmer	<input type="radio"/>	<input type="checkbox"/>	Doris Doty	Evergreen Garden Centre		Unit <input type="checkbox"/> K1 K2 K3 K4 K5 K6 Range <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	21/01/2019 WO, LB		
Emma	<input type="radio"/>	<input type="checkbox"/>	Jimmy	ty		Unit <input type="checkbox"/>	21/11/2018 WO, LB		

Step 3. The associated sample plan will then display allowing the Master Administrator to review the plans.