



Learner User Guide

Smart assessor is here to help you manage your course.

We use an online portfolio where you can see how you are progressing with your qualification, interact with your assessor, upload evidence for your course and review feedback from your assessor.

Step 1 – Getting your Login

You will receive a text/email with your login and password.

Forgot our password?

Contact your Assessor who can reset it for you, alternatively request a new one from smartassessor.co.uk

Step 2 – Using Smart Assessor

Once you are logged in click the help button to access online tutorials, user guides and book a training session with Smart Assessor.

Step 3 – Download the offline App

To work offline you can use the offline app, select your training provider and then use your username and password to login.



Learner Homepage Overview

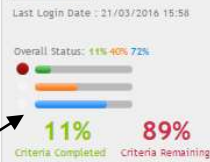
Tabs to navigate the system



Qualification tabs, to view each portfolio.



Traffic light system showing learner status



Progress bars

- Blue bar presents course duration.
- Orange bar shows percentage of course criteria which has evidence mapped against it.
- Green bar shows course criteria signed off.

Number of days left until expected end date of your course.

Current Status: off track, on track or ahead of track

You have **163** days until the completion of your course

You are off track. Get in touch to see how we can help you.

Date and Time of next planned session.

Interactive widgets on Homepage, see further user guides for detail.

Welcome Hilary Indigo

Last Login Date : 21/03/2016 15:58

Smart Session | Time Log | New Docs to Sign (2)

Actions & Activities (12) | 24 Mar - 10:00AM | Facebook

Your next session with Assessor Smith Thursday 24th March 10:00AM

Book Training | Contact Support | Suggest Changes



Learner Dashboard Overview

The dashboard is titled "Welcome Hilary Indigo" and shows a progress bar for the "6012653X C&G Level 2 Diploma in Work-based Agriculture". The progress bar is divided into three segments: blue (duration), orange (criteria with evidence), and green (criteria signed off). The dashboard includes several widgets: "Progress" (a bar chart), "Upload Work" (a list of files), "Units" (a list of units with progress indicators), "Learning Plan" (a blue box with session details), "Resources" (an orange box with a stack of books icon), "Files From Course" (a pink box with "No files found"), "Create a CV" (a red box with a CV icon), and "Progress Map" (a green box with a document icon). At the bottom, there are buttons for "Book Training", "Contact Support", and "Suggest Changes", and a "Next session" notification for Monday 25th April at 9:00AM.

Individual course tabs

Upload work widget is where all evidence is uploaded and stored.

Units widget, displays all units you are working towards, with their progress

Widget to show all sessions with planning notes, actions, activities and where you can leave session feedback.

Current progress for this qualification:

- Blue bar presents course duration.
- Orange bar shows percentage of course criteria which has evidence mapped against it.
- Green bar shows course criteria signed off.

Assessor and IQA details

Widget to view all resources available.

Widget to view all files uploaded to you.

Next session details

Create or upload a CV in Smart

View current progress and gaps remaining on the qualification.