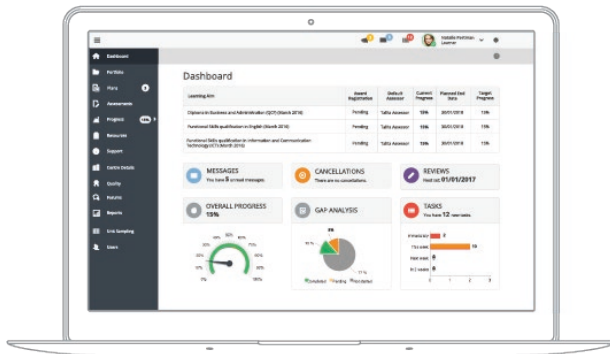# OneFile

TRAINING & ASSESSMENT EPORTFOLIO

Most advanced · Most reliable · Most endorsed · Most secure · Most used

PERFECT FOR APPRENTICESHIPS, QCF, NVQ,
BTEC AND ALL CRITERIA-BASED QUALIFICATIONS

ENDORSEMENTS

1st4sport Qualifications

ABBE

ABC awards
Part of the emfec group

AIM Awards

BIIAB

City & Guilds

EAL
EMTA Awards Limited

edexcel

EDI
Supporting learning and performance

HABC Highfield
awarding body for compliance

ncfe.

OCR
RECOGNISING ACHIEVEMENT

openawards

PAA VQ-SET
ENHANCING SKILLS THROUGH QUALIFICATIONS

SFEDI AWARDS™

Skillsfirst
growth through learning

SQA
Endorsed

Training Qualifications UK

ACHIEVE OUTSTANDING AUDITS

Manage all of your training and assessment needs in one paperless system.

OneFile is a user-friendly eportfolio designed to make life easier for the education and training sector. What's more, our software is developed by a team of former assessors, so you can be confident we have the expertise to support your delivery.

PLAN
assessments
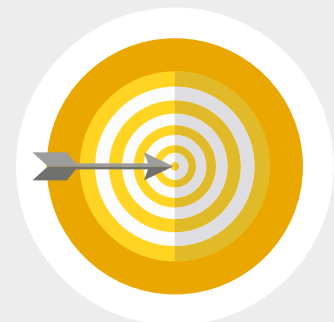for learners

>

ASSESS
learner work
in eportfolio

>

REVIEW
with detailed
reports

>

ACHIEVE
with engaged
learners

Dashboard

Dashboard

Learning Aim	Award Registration	Default Assessor	Current Progress	Planned End Date	Target Progress
	Pending	Talita Assessor	15%	30/01/2018	15%
Diploma in Business and Administration (QCF) (March 2016)	Pending	Talita Assessor	15%	30/01/2018	15%
Functional Skills qualification in English (March 2016)	Pending	Talita Assessor	15%	30/01/2018	15%
Functional Skills qualification in Information and Communication Technology (ICT) (March 2016)					

MESSAGES
You have 5 unread messages.

OVERALL PROGRESS
15%

CANCELLATIONS
There are no cancellations.

GAP ANALYSIS

15 % 8%

Completed   Pending   Not started

REVIEWS
Next set: 01/01/2017

TASKS
You have 12 new tasks.

Immediately 2
This week 10
Next week 0
In 2 weeks 0

0   1   2   3

Natalie Portman
Learner

Dashboard
Portfolio
Plans 3
Assessments
Progress 15%
Resources
Support
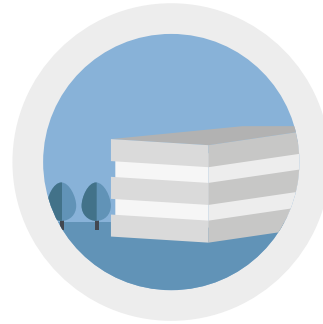Centre Details
Quality
Forums
Reports
Unit Sampling
Users
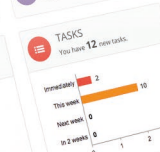
ONEFILE FOR ALL

COLLEGES

IN-HOUSE TRAINING

PUBLIC SERVICES

TRAINING PROVIDERS

WHY ONEFILE

Choose the leading eportfolio with 99.6% uptime for a future filled with success.

✓ AGE AND BEAUTY
Intuitive interface and features, our software has been perfected over 10 years of development.

✓ UNLIMITED MEDIA STORAGE
No cap on the number of files you can upload.

✓ ENDORSED BY MULTIPLE AWARDING BODIES
Trusted and approved by all major awarding bodies.

✓ ROBUST ELECTRONIC SIGNATURES
Comply with all standard codes of practice.

✓ DATA STORED ON ENCRYPTED SERVERS HOSTED IN THE UK
Hard drives encrypted to AES-256bit standard.

✓ DATA BACKED UP EVERY 15 MINUTES WITH DISASTER RECOVERY FOR 90 DAYS
Our database is backed up in full every 24 hours, and incrementally every 15 minutes.

✓ DEDICATED ACCOUNT MANAGER
Make the most of our Account Managers, all experienced vocational training experts.

✓ MOST USED, MOST LOVED
Join our community and embrace our sharing best practice and network events.

INVESTORS
IN PEOPLE

BENEFITS

**CUT COSTS &
SAVE MONEY**
Save 75% on materials
and travel costs.

**INCREASE
ASSESSOR CASELOADS**
Free up assessor time and increase
their caseload capacity by 50%.

ENCOURAGE & MOTIVATE LEARNERS
Motivate learners through
technology with live progress
dashboards.

TIMELY COMPLETIONS
With online access, learners
can work independently
anytime, anywhere.

BETTER ACHIEVEMENT RATES
Enhance the learning experience
and improve retention rates
and overall achievement.

IMPROVE COMMUNICATION
Feedback and messaging
features enable strong and
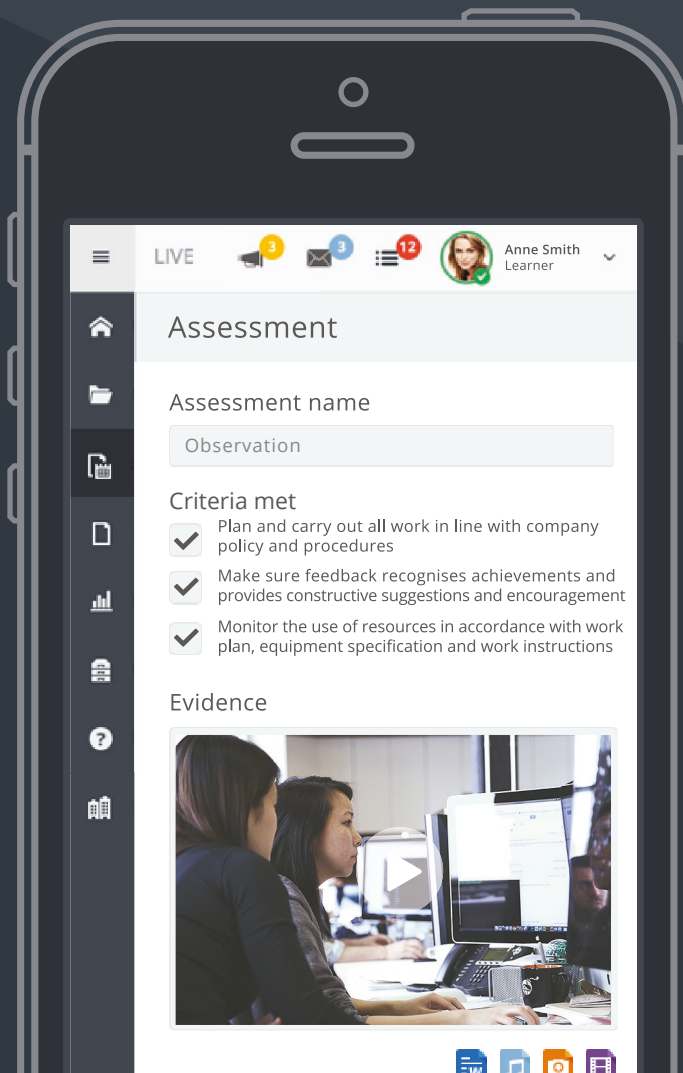continuous engagement.

FEATURES

ONEFILE APP

OneFile's sophisticated app allows you to access your assessment portfolio on the go. Now you can plan, assess and review offline.

Engagement between assessors and learners is more streamlined than ever. Users can complete qualifications wherever, whenever and however they wish.

MORE FEATURES

- Online & offline plans, assessments & reviews

- MIS, VLE & initial assessment integration

- Annotated feedback

- Progress tracking & live reporting

- Individual dashboards

- Timesheets and portfolio journal

- Centre resources

- IQA Roles including Lead IQA

- Quality sampling tools & policies

- Standardisation rules

- NEW BTEC assessment workflow

FORM DESIGNER

OneFile's dedicated and exclusive form designer gives managers, directors and leaders the ability to:

- Design individual learning plans
- Modify assessment plans
- Customise the review process
- Set SMART targets for learners

CUSTOMER SERVICE

Our devoted team of experts are with you every step of the way. With OneFile, you get a dedicated account manager, friendly technical support, helpful data assistants and diligent in-house developers. Together we provide a service that works for you.

THE SERVICE

EXPERT ACCOUNT MANAGER

Assigned to each customer

GUARANTEED

10 day setup for new customers

IMPLEMENTATION

Support and guidance for 3 months

FREE TRAINING

Delivered online for all users

TECH SUPPORT

Available 8am-6pm, Monday to Friday

QUALIFICATIONS

Built and customised upon request

DATA BACKUP

Every 15 minutes to encrypted servers hosted in the UK

THE STATS

92% satisfaction with customer service

94% of support enquiries answered within 2 hours

99.6% service uptime for our software

89% customer retention rate

CASE STUDY
Return on investment

By eradicating paper portfolios at £10 each, we are saving around £10k per month; and we're currently calculating our savings on postage and printing which is already running into tens of thousands per annum.

Since implementing OneFile we're now able to carry out remote visits which also creates substantial expense claim savings per learner visit. Based on the current number of monthly remote visits, we estimate annual savings of between £110k and £170k per year.
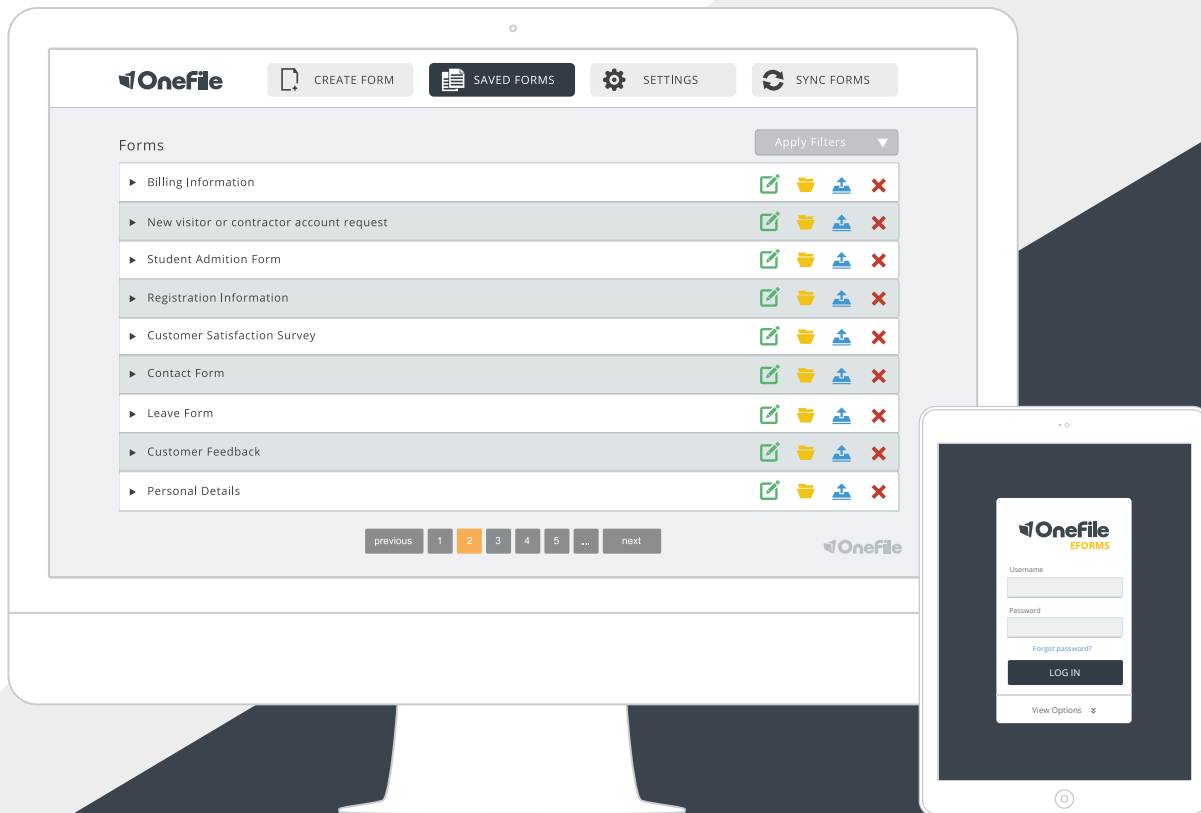
Wayne Lord | *Corporate Services Director*

Inter**serve**
Ingenuity at work

ADD OFFLINE EFORMS

ELIMINATE DATA ENTRY

Use OneFile to enrol new learners, build eportfolios and replace all paper forms.

START SAVING

Get the most out of your resources with a paperless workplace.

Our customers have seen savings in paper, travel, print and postage as well as enhanced visibility and transparency at all levels. Here are some examples of the savings our customers have benefited from:

84% saved on printing

30 hours admin time saved per learner

750% return on investment

OUR PRICING

£35

per learner / per framework

Training and Assessment Eportfolio

- Implementation support

- Technical support

- Secure data hosting

- Account management

- Qualifications built

Setup **£500**

Form designer **£500**

*All prices exclude VAT. Discounts available for bulk purchases.

+44 (0) 161 638 3876 | www.onefile.co.uk | info@onefile.co.uk

USE ONEFILE TO SUPPORT FELTAG RECOMMENDATIONS

WHAT OUR CLIENTS THINK

" *Choosing OneFile over other providers was an easy decision for many reasons; ease of use, references from users, the excellent sales process and the customer service support from our dedicated account manager.* "

Tony Rankin | *Knowsley Community College*

" *OneFile has improved the relationship between learners and assessors. Learners feel that the ability to receive feedback from their assessor quickly has helped them to improve their quality of work.* "

Francesca Wyllie | *South Devon College*

OneFile

TRAINING & ASSESSMENT EPORTFOLIO