Learning Aims

OVERVIEW

The Learning Aims page allows standards or frameworks to be assigned to a learner. Key information about each learning aim can also be recorded, such as start dates and Awarding Body Registration Numbers.

PREPARATION

The "Learning Aims" icon/tab will only be visible for Assessors if the following centre setting is not enabled:

*Deny assessor access to setting learner details (including learning aims)

USER RESTRICTIONS

Centre Managers and User Managers can assign and update the learning aims of a learner.
Assessors and IVs with the "Manage Learners" permission can assign and update the learning aims of a learner.
Assessors without "Manage Learners" permission can still assign and update the learning aims of a learner, provided that the above centre setting* is disabled.
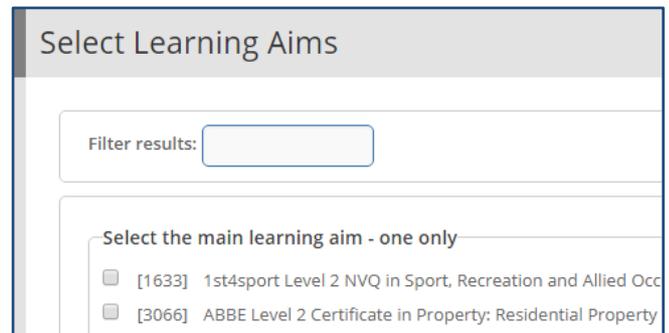
DETAILS

Select Learning Aims

To select Learning Aims for a learner, follow the steps below:

1. Click the **Select Learning Aims** button
2. Select the learning aims
3. Click the **Save** button

If your Centre have BTEC learning aims, you will be able to use the "Select Learning Aim Type" drop down list to filter the learning aims.

Selected learning aims will appear in a table where key information can be recorded against each aim.

MIS Value	Weighting (Number)	Start Date	Anticipated Completion Date	Registration Number	Registration Date	Learning Aim* Status	Applied Status Date	Achieved Date	Certificate Applied Date	Actual Certificate Date
						Not set				
City & Guilds Level 3 Diploma in Health and Social Care (Adults) for England - Generic (QCF) (Jan 2011)										
						Not set				
CFA ERR workbook (Dec 2010)										
						Not set				

The columns on the next page may be available, based on the configuration of your centre.

Learning Aims

Column Title	Description/Purpose	Displayed if ...
MIS Value	To link the learner's aim(s) with an external application	...the "Enable MIS value fields" centre setting is enabled
Weighting (Number)	To control how the learner's overall progress is calculated	...the "Enable learning aim and unit weightings" centre setting is enabled
Start Date	The Actual Start Date of the learning aim	
Anticipated Completion Date	The date the learning aim is anticipated to be completed	
Target Grade	The BTEC grade the learner is targeted to achieve	...the learner has at least one Pearson BTEC learning aim
Registration Number	The number/code provided when the learner is registered with an awarding body or external company	
Registration Date	The date the learn	
Learning Aim Status	Values can be customised by a Centre Manager in the "Look-up tables" icon	
Applied Status Date	The date the Learning Aim Status was applied or last updated	
Achieved Date	Automatically calculated when the final unit summary within the learning aim is signed-off	
Certificate Applied Date	The date the certificate was applied for	
Actual Certificate Date	The date the certificate was received	...the "Enable MIS Achieved-Date and MIS Claimed-Date fields on Learning Aims page" centre setting is enabled
MIS Achieved-Date	A manually entered "Achieved Date", which can be fed back to MIS systems	

Note - You can use the top row of the table to bulk-set values for all columns.

Progress Weighting

The **Weighting** column will appear if "Progress Weighting" has been enabled in the centre settings.

If you want to weight the learning aims to control the overall progress, you must enter a number into the "Weighting" field for every learning aim. You'll notice that the percentage is automatically calculated as you enter numbers.

If you want to calculate the overall progress based on the total number of criteria, the "Weighting" field must be left blank for all learning aims.

> ## Important
> If a Framework contains weighted learning aims and an additional learning aim is added, a default value of 10 will automatically be applied.

Learning Aims

Assign a Framework Template

Framework Templates can be created to group learning aims together. Framework Templates can only be created by a Centre or User Manager.

To assign a Framework, follow the steps below:

1. Click the **Assign Framework Template** button
2. Select the **Framework Template**
3. Click the **Save** button
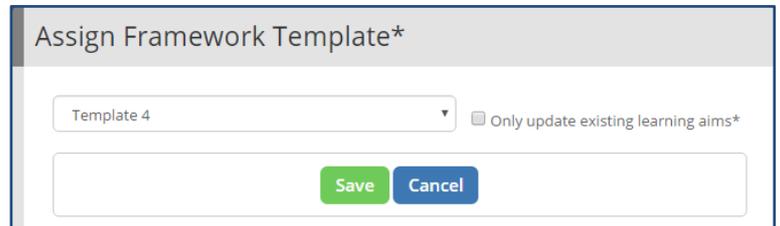
Assign Framework Template*

Template 4 ▾   ☐ Only update existing learning aims*

Save Cancel

Note – the "Only update existing learning aims" option will prevent any existing learning aims from being overridden. This can be used to quickly update weightings and dates from the framework.