

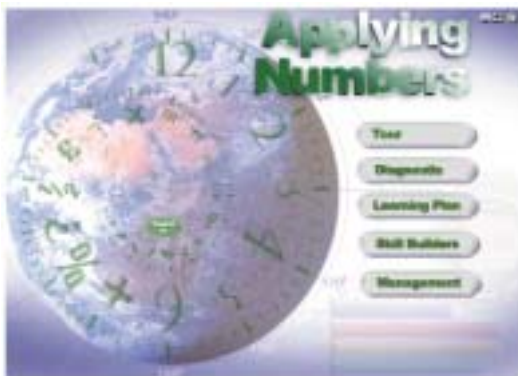
Initial Assessment and Learning Support



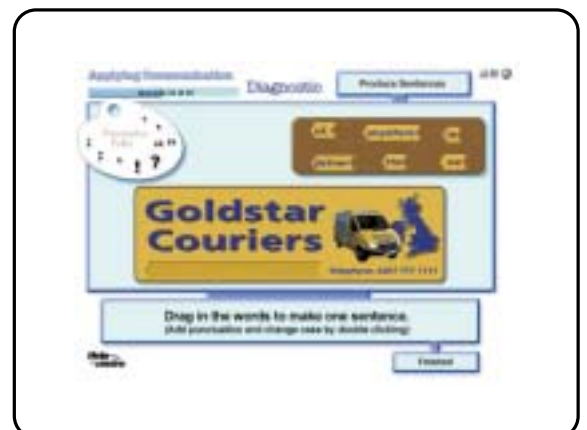
At last, a set of robust, comprehensive and well-integrated computer-based tools for initial assessment, learner support and tracking of key skills achievement.

This CD-ROM contains:

- diagnostic tests to profile key skills and basic skills at levels 1 and 2
- interactive learning support tutorials (skill builders) to help learners improve their skills in Application of Number and Communication
- a computer-based key skills profiler to help you introduce the key skills standards as part of the initial assessment process
- a key skills tracking tool that will simplify portfolio referencing and produce all of the documentation needed for cross-referencing a key skills portfolio



The tools on this CD-ROM are designed for young adults. It is especially designed for learners on work-based programmes where learning and recording of attainment often has to take place in the workplace, at home, at college and in other learning environments. The resources represent a collection of flexible, interactive learning aids that learners can use for personal development.



**FREE
sample
CD-ROM
enclosed!**



Diagnostic testing

Finding the problems and providing solutions

The resources contained in *Applying Numbers* and *Applying Communication* cover all stages of learning communication and number skills. Each product provides:

- diagnostics for initial assessment
- individual learning plans based on performance
- a set interactive learning and teaching tutorials
- a management system that tracks learner progress.

As well as supporting learners, the learning plan, tutorials and management systems will help trainers and teachers provide structured guidance and support for learners.

Semi-intelligent diagnostics

At the heart of the program is a very carefully differentiated arrangement of the basic and key skills and the way they are linked to learning. The diagnostic tests are therefore semi-intelligent. The program records user mistakes and decides how to link them to other dependent skills. It also analyses the pattern of correct and incorrect responses to various skills and works out whether to retest the skill, or commit the response to the learning plan. This and several other routines are used to determine the items that go onto the individual learning plan

Reassessment

You can retake the diagnostic test twice. Beyond this, you will have to have your records reset and start all over again. When retaking the diagnostic assessment you are only given questions on the skills you previously got wrong. By providing a number of different versions of each skill in the item bank and using randomised procedures, the questions you get on each retake are different. Likewise, no two users will get exactly the same examples as they complete the test.

The learning plan

This is based on current best practice in teaching and learning number and communication skills. The learning plan encourages users to:

- extract skills from contexts
- break skills into component parts
- learn skills generically
- practise skills through application
- transfer skills to new contexts



Tutorials use animations and examples to illustrate the learning, make it more fun and hopefully trigger new ways of understanding old problems. You then have to get the practice questions right to complete your learning plan.

The skill-builder tutorials

Sometimes you will want to practise communication and number skills independently, rather than as part of a learning plan. To provide these opportunities a full set of interactive tutorials is supplied. Learners usually need a framework from which they can derive immediately useful procedures, principles and habits. It is with

this in mind that the learning support in the skill-builder tutorials has been carefully structured to assist independent as well as facilitated learning. What's more, trainers and teachers will be able to use this structured framework to plan and facilitate their support for trainees.

A comprehensive management system

Both *Applying Communication* and *Applying Numbers* each contain a full performance tracking system. All records can be printed and used to demonstrate evidence of Improve Own Learning and Performance. Your user files are also transportable; they can be saved to a floppy disk or even e-mailed. This flexibility enables you to work on any machine that has the software installed. The licensing covers all your registered trainees. This way, trainees can install it on computers at their home and their workplace as well as computers or your main premises as the provider organisation. The administrative burden to your organisation is also almost zero as users log themselves onto the system. All user files are secure and password protected. Network-friendly versions of the software are also available. These permit relatively maintenance-free administration of multiple users across larger organisations.

MapNTrack Introducing key skills and tracking achievement

MapNTrack is a modular software solution for introducing key skills as part of initial assessment. It also provides a tool for tracking achievement through portfolio evidence.

Map provides initial assessment and key skills profiles. With simple intuitive installation and operation, Map will help you:

- Produce personal and portfolio profiles for key skills
- Print or save user-friendly records
- Create action plans and individual needs analyses
- Signpost all six accredited key skills to your evidence at any chosen level

Track provides automated portfolio tracking – you map, it tracks (and vice versa)

- Cross-reference one piece of work to several key skills
- Check the learning outcomes that have been supported
- Keep track of what has been achieved and what needs to be done
- Print comprehensive and well designed summaries to submit with your portfolio.

Like the diagnostic tools on the disk, users can move their records between computers that have the software loaded. Trainees can even e-mail their records to tutors and assessors.



Visit the Mindset website

More details about Mindset products can be found on our website at:

www.mindset2000.com

Installing the sample disc

To install any of the software programs:

- Insert the CD in the CD drive.
- Double-click 'My Computer' on the desktop.
- Double-click on the CD icon.
- Double-click on the icon for the program you want to install.
- Follow the on-screen instructions.

Starting the program:

To launch the programme either:

- Select 'start' then 'programs' then 'the program you wish to launch, or;
- Double-click on the relevant icon on the desktop.



Compatible with Windows 95, Windows 98, Windows 2000 and Windows NT

This disc will not continue to function after 30 September 2001.

To order your copies or book a place fill in the order form and send it together with your payment to:

Mindset 2000 Ltd

6 Hemdean Road
Caversham
Reading RG4 7RY

tel. (0118) 948 4500

fax (0118) 947 2371

or order on-line at:

www.mindset2000.com

So what does it cost?

Initial assessment contains:

- Communication Diagnostic
- Number Diagnostic
- Key skills profiler

Single user disk CD-ROM £50

Multi-user CD-ROM
(unlimited users) £250

Available now.

**10% discount for orders received before
31st August 2001**

**For more information or to order on-line visit
www.mindset2000.com**

Initial assessment and learning support contains:

- Communication Diagnostic
- Number Diagnostic
- Interactive Tutorial support
- Key skills profiler
- Key skills Tracker

Single user disk CD-ROM £100

Multi-user CD-ROM
(unlimited users) £850

Network-friendly version £1,000

Available September.

Initial Assessment and Learning Support training courses

a series of one-day training courses for trainers, coaches and assessors in training provider organisations

The courses will cover all stages of the management and implementation of initial assessment of key skills. The course will focus on the units of the Key Skills Qualification and the place of software for initial assessment and teaching and learning support. Best practice in conducting key skills initial assessment will be explored and delegates will have opportunities to discuss and experience ways of using the information gained from initial assessment into individual learning plans. At the heart of the event will be interactive workshops and seminars. Here you will have a chance to see demonstrations of the *Initial Assessment and Learning Support* CD-ROM, get hands-on experience of using the software and seminars which explain how it can be used to assess and support trainees.

Because of the hand-on nature of the workshop and seminar sessions, place will be strictly limited to sixty for each training day.

The programme

- 9.30 Registration and browsing
- 10.15 Welcome and introductions
- 10.30 Plenary 1 – Best practice in key skills initial assessment
- 11.00 Plenary 2 – Using software tools for initial assessment
- 11.30 Coffee
- 11.45 Session 1 – Interactive workshops and seminars
- 12.45 Lunch
- 1.30 Session 2 – Interactive workshops and seminars
- 2.30 Session 3 – Interactive workshops and seminars
- 3.30 Coffee
- 3.45 Plenary 3 – Product development and product support
- 4.00 Depart or browse

Seminars themes are:

- Creating Individual Training Plans
- ALI Inspection and key skills quality

Venues and dates

Manchester ((name and address of venue to go here))
00 Month 2001

Birmingham ((name and address of venue to go here))
00 Month 2001

London ((name and address of venue to go here))
00 Month 2001

Cost for each delegate is just £100.



Learning solutions through learning support