



**Eden Network Development Ltd**

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## **Curriculum Observer**

### **Introduction**

Curriculum Observer is our on-line solution for planning and managing observations and learning walks incorporating CPD action plans. Detailed strengths and areas for improvement are fully integrated providing comprehensive reports.

Email automation ensures all parties involved are kept informed immediately observations are scheduled, carried out, moderated and reflected.

Managers have access to all relevant observation data and CPD actions for their team enabling them to monitor and report on every aspect of the process.

Integration with your MIS database allows the system to automatically populate your observation forms with data such as course code, title, location, room, level, SSA, qualification type, register statistics, etc.

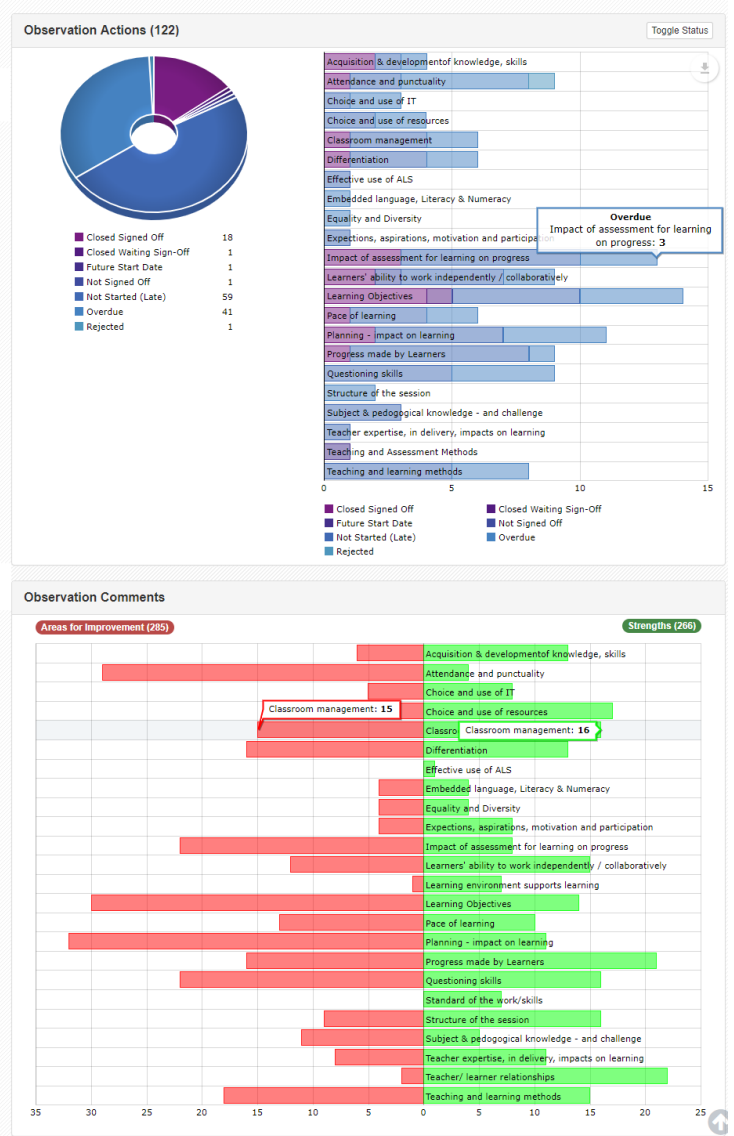
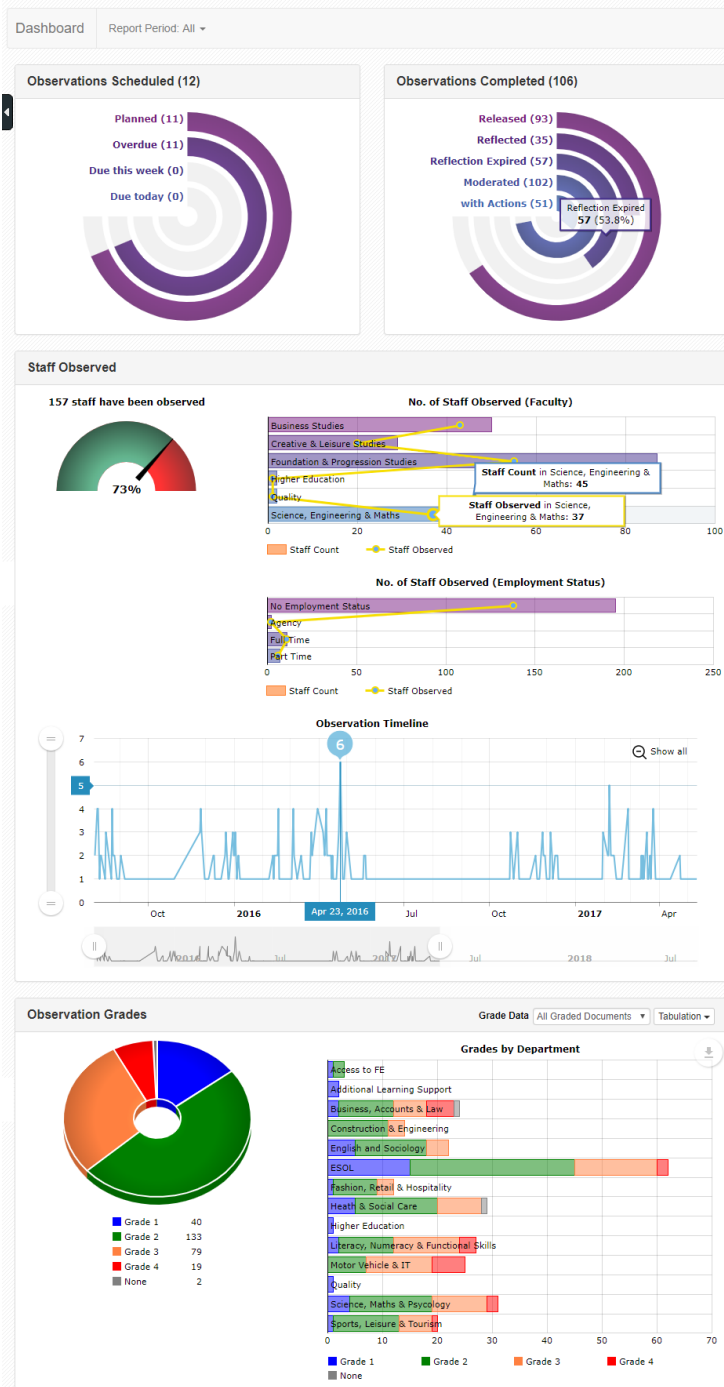
Observer has a built-in design tool for creating custom on-line observation documents ensuring that you not only capture exactly the information you require but staff are presented with an on-line system that looks very familiar easing the transition from hard copy to on-line. This approach also allows the system to support graded, non-graded, and developmental observations and learning walks.

The ability to design your own observation documents makes the system very versatile as it can be used not only for teaching and learning observations but also for observing staff in all areas they engage with learners such as induction, assessments, reviews, exit interviews, etc.

The system also allows CPD actions created during post-observation feedback to be automatically available in the next round of observations ensuring that the next observer can make additional judgements on the outcome of any previous actions.

# Headline Dashboard

When an administrator or manager logs on, the system generates a dashboard displaying headline metrics and charts for scheduled & completed observation data and staff actions.



# Example Observation Document

### Observation of Teaching, Learning and Assessment

Tutor	Fiona BEELEY		Observer	Pat Brown		Shadow		
Date		09	00	<input type="checkbox"/> Enable Reflection <input type="checkbox"/>	Time		Length	
Staff Status	Full Time	Location			Type of activity			
Course	DUO4388/D CG 4101 Motor Vehicle (VRQ Level 2)						Level	Level 2
SSA	4 Engineering and Manufacturing Technologies				Type of Provision			
Group profile	<input type="radio"/> Y <input type="radio"/> N	Scheme of work	<input type="radio"/> Y <input type="radio"/> N	Lesson Plan	<input type="radio"/> Y <input type="radio"/> N			
Number present	<input type="checkbox"/> No.Late	<input type="checkbox"/> No.Male (Register)	22	<input type="checkbox"/> No.Female (Register)	0	<input type="checkbox"/> No.Support staff		

Session context and summary evaluation (include type of support, no. of supported learners and attendance of these):

### Strengths and Areas for Improvement

QTLA1 Teaching and Assessment Methods
QTLA2 Students are Supported
QTLA3 Sessions are Planned
QTLA4 Staff work with Students
QTLA5 Progress and Performance
QTLA6 Stakeholders are Engaged
QTLA7 Equality and Diversity
QTLA8 Support Student Development
Additional Outcomes

In-year re-observation required  Yes  No    ATP support required  Yes  No

Areas of good practice or for development	Exceeds expectation	Meets expectation	Cause for concern	Not enough evidence
How effective? How well? Impact on the progress and progression of learners				
QTLA1 Teaching and Assessment Methods	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
QTLA2 Students are Supported	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
QTLA3 Sessions are Planned	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
QTLA4 Staff work with Students	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
QTLA5 Progress and Performance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
QTLA6 Stakeholders are Engaged	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
QTLA7 Equality and Diversity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
QTLA8 Support Student Development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Actions from previous observations

Deadline	Status	Previous Observation Actions	Progress	Progress Made
18 Jun 2018	Not Started	action from obs form	<div style="width: 100%; height: 10px; background: linear-gradient(to right, red, green);"></div>	
09 Jan 2018	Open	Create more varied activities	<div style="width: 100%; height: 10px; background: linear-gradient(to right, red, green);"></div>	
08 Jan 2018	Open	Prepare a starter activity for most lessons	<div style="width: 100%; height: 10px; background: linear-gradient(to right, red, green);"></div>	
07 Jan 2018	Open	Prepare the classroom for the planned activities	<div style="width: 100%; height: 10px; background: linear-gradient(to right, red, green);"></div>	

### Professional Standards

Professional values and attributes

Professional knowledge and understanding

Professional skills

### Tutor Feedback

Tutor Comments

Agree  Yes  No    I agree with the comments and content of this document.

Tutor Feedback Date      By dating and ticking this box you are confirming you agree with the content of this document. Further changes are not permitted.

### Moderator Feedback

Moderator Feedback Date

Moderator Comments

When an observer opens the on-line document, the layout and elements are fully customised using our design tools enabling you to capture exactly what is required.

As well as recording text and selecting options, observers can upload additional files as evidence. These files may be working notes, photographs, recorded conversations, etc.

Strengths and Areas for Improvements are commented in the green and red text areas each with their own category enabling the system to generate detailed reports against specific categories rather than reading through large combined textual feedback.

## Strengths and Areas for Improvement

### QTLA1 Teaching and Assessment Methods

Teaching and assessment methods and resources inspire and challenge all students and meet their different needs, including the most able and the most disadvantaged, enabling them to enjoy learning and develop their knowledge, skills and understanding.

- Students are curious
- Students are interested and keen to learn
- Students consolidate and deepen their knowledge, understanding and skills
- Students seek out and use new information to develop

Strength	Area for Improvement
strength comment goes here for this category	weakness comment goes here for this category
Best Practice to Share ▼	Immediate Action ▼

### QTLA2 Students are Supported

### QTLA3 Sessions are Planned

### QTLA4 Staff work with Students

### QTLA5 Progress and Performance

### QTLA6 Stakeholders are Engaged

### QTLA7 Equality and Diversity

### QTLA8 Support Student Development

### Additional Outcomes

In-year re-observation required  Yes  No    ATP support required  Yes  No

### Additional comments and notes

QTLA1 Teaching and Assessment Methods
QTLA2 Students are Supported
QTLA3 Sessions are Planned
QTLA4 Staff work with Students
QTLA5 Progress and Performance
QTLA6 Stakeholders are Engaged
QTLA7 Equality and Diversity
QTLA8 Support Student Development

### Areas of good practice or for development

How effective? How well? Impact on the progress and progression of learners

	Exceeds expectation	Meets expectation	Cause for concern	Not enough evidence
QTLA1 Teaching and Assessment Methods	⬇	⬆	⬇	⬆
QTLA2 Students are Supported	⬆	⬆	⬆	⬆
QTLA3 Sessions are Planned	⬆	⬆	⬆	⬆
QTLA4 Staff work with Students	⬆	⬆	⬆	⬆
QTLA5 Progress and Performance	⬆	⬆	⬆	⬆
QTLA6 Stakeholders are Engaged	⬆	⬆	⬆	⬆
QTLA7 Equality and Diversity	⬆	⬆	⬆	⬆
QTLA8 Support Student Development	⬆	⬆	⬆	⬆



Click to expand where strength and/or AFI comments are to be made against your custom categories

This feature allows you to create a custom 'rating' for each category where tutors are rated for each item. This can help with CPD and mentoring as well as reporting trends

### Actions from previous observations

Deadline	Status	Previous Observation Actions	Progress	Progress Made
18 Jun 2018	Not Started	action from obs form		
09 Jan 2018	Open	Create more varied activities		
08 Jan 2018	Open	Prepare a starter activity for most lessons		

## Update Action. BEELEY, Fiona

**Category** Teacher expertise, in delivery, impacts on learning

**Objective** action from obs form

**Start Date** 23 Nov 2017 **Deadline** 18 Jun 2018 **Priority** Low

**Action** test

**Document** Primary Observations 16/17 [30 Oct 2016 - Observer: WARBURTON, Mark]

**Status** Not Started

### Observer Feedback

**Impact** a comment by the observer adding additional information as to the impact this action has made since the tutor was last observed.

**Areas for Improvement** Further recommendations the observer may have to help the tutor improve on this CPD item.

**Progress Made** Excellent

Created by Administrator, System on 23 Nov 2017

**Notes** [Create Note](#)

Save

Cancel

When the action item is opened the observer can make additional comments (this feedback section is optional and can be removed)

### How effective? How well? Impact on the progress and progression of learners

	Exce	Meets	Caution	Not em
QTLA1 Teaching and Assessment Methods	⬇	⊙	⊙	⊙
QTLA2 Students are Supported	⊙	⊙	⊙	⊙
QTLA3 Sessions are Planned	⊙	⊙	⊙	⊙
QTLA4 Staff work with Students	⊙	⊙	⊙	⊙
QTLA5 Progress and Performance	⊙	⊙	⊙	⊙
QTLA6 Stakeholders are Engaged	⊙	⊙	⊙	⊙
QTLA7 Equality and Diversity	⬇	⊙	⊙	⊙
QTLA8 Support Student Development	⊙	⊙	⊙	⊙

### Actions from previous observations

Deadline	Status	Previous Observation Actions	Progress	Progress Made
18 Jun 2018	Not Started	action from obs form	⬇	
09 Jan 2018	Open	Create more varied activities	⬇	
08 Jan 2018	Open	Prepare a starter activity for most lessons	⬇	
07 Jan 2018	Open	Prepare the classroom for the planned activities	⬇	

The observer can click on actions created as a result of the previous observation to review comments made by the tutor and manager if the action has been completed

## Example Reports

There are a number of built-in reports most of which are available to all managers reducing the amount of time spent on producing reports manually. The system automatically restricts access to data and staff associated with a manager when they log on.

### Observations Scheduled Soon

Display a list of scheduled observations to be carried out over the next week (or selected timeframe) including those that are overdue for completion.

The screenshot displays the 'Curriculum Observer' web application. The main content area is titled 'Observations Scheduled Soon (11)'. It features a filter for 'Period' set to 'This week' and a checked 'Include Overdue' option. Below the filters is a table with the following data:

Faculty	Department	Site	Tutor	Observer	Planned	Course	Session
Business Studies	Heath & Social Care		AMITIE, Stewart	KESSLER, Stephen	01 Jun 2017	HOI6436/C POST GRADUATE CERT IN ED YR1/2	Primary Observations 16/17
Business Studies	Heath & Social Care		Anonymous	Brown, Pat	20 Apr 2018		Learning Walk
Business Studies	Business, Accounts & Law		BEELEY, Fiona	Brown, Pat	20 Feb 2018	DUO4388/D CG 4101 Motor Vehicle (VRQ Level 2)	Demo
Business Studies	Business, Accounts & Law		BEELEY, Fiona	Brown, Pat	16 Mar 2018	DCN7923/B BTEC L3 SUBSIDIARY DIPLOMA ICT PRACTITIONERS.	Trafford Demo 1
Business Studies	Business, Accounts & Law		BEELEY, Fiona	Brown, Pat	16 Mar 2018	BGS4132/A CERTIFICATE IN SWEDISH MASSAGE	Trafford Demo 2
Business Studies	Business, Accounts & Law		BEELEY, Fiona	Brown, Pat	18 Apr 2018	RQF4717/C Fnd Degree Business Management Yr2/3	HE with Review Example
Business Studies	English and Sociology		Blackadder, Karen	Brown, Pat	20 Apr 2018	MQO8515/D AAT ACCOUNTING DIPLOMA L3	HCUC Demo 2
Business Studies	Heath & Social Care		BRIAN, Ben	Gate, Elaine	16 Nov 2016	ADU3333/B EMTA NVQ2 PEO F.Col Plumb	Primary Observations 16/17
Foundation & Progression Studies	ESOL		BROERE, Ben	DORGAN, Daniel	06 Apr 2017	W11859CCPL ESOL ENTRY 1	Primary Observations 16/17
Creative & Leisure Studies	Sports, Leisure & Tourism		Cockin, Robert	Pennick, Maxwell	01 Dec 2016	LA000001CA Spectator Safety	Primary Observations 16/17
Science, Engineering & Maths	Construction & Engineering		McVey, Danielle	Gate, Elaine	14 Apr 2017	T1062311PL ELECTRICAL INSTALLATION L2B	Primary Observations 16/17

## Recommended Observations

Display a list of tutors where their last observation was graded 3 or 4, or those where no observation has taken place in the current academic year. For ungraded observations, the overall rating aggregate can be used to identify tutors if this is configured.

The screenshot shows the Curriculum Observer web application interface. On the left is a navigation menu with options like Home, Sessions, System Scheduler, Moderation, and Observation Reports. The main content area displays a table titled "Recommended Observations (37)". Above the table are filters: "Include tutors not scheduled this year" (unchecked), "Display Score" (checked), and "Exclude Scheduled" (unchecked). The table has columns for Faculty, Department, Site, Tutor, Last Grade, Last Rating Score, Last Observation, Age (Weeks), Last Observer, Next Observation, and Next Observer. The Last Grade column uses color coding: orange for grade 3 and red for grade 4.

Faculty	Department	Site	Tutor	Last Grade	Last Rating Score	Last Observation	Age (Weeks)	Last Observer	Next Observation	Next Observer
Business Studies	Heath & Social Care		BRIAN, Ben	3		09 Dec 2015	129	Milton, Scott	16 Nov 2016	Gate, Elaine
Business Studies	English and Sociology		Dahl-Pettersen, Faye	3		25 Mar 2017	62	SPEAKMAN, Robert		
Business Studies	Business, Accounts & Law		FRIZZELL, Scott	3		05 Apr 2017	60	Birch, Richard		
Business Studies	Business, Accounts & Law		KHAG, Laura	4		06 Nov 2016	82	Milton, Scott		
Business Studies	Business, Accounts & Law		Kilburn, Paul	4		06 Feb 2017	69	Brown, Pat		
Business Studies	Heath & Social Care		ROSATO, Terence	3		10 Jan 2017	73	Hassell, Amy		
Business Studies	Heath & Social Care		SIGSWORTH, Rachel	3		14 Mar 2017	64	Charville, Gemma		
Business Studies	Heath & Social Care		Zgierska, Robert	3		15 Feb 2017	67	Hassell, Amy		
Creative & Leisure Studies	Sports, Leisure & Tourism		Cockin, Robert	4		19 May 2016	106	O'Fee, Rebecca	01 Dec 2016	Pennick, Maxwell
Creative & Leisure Studies	Fashion, Retail & Hospitality		LUNDY, Terry	3		12 Mar 2017	64	Milton, Scott		
Creative & Leisure Studies	Sports, Leisure & Tourism		Mounsey, Aimee	3		18 Mar 2017	63	SADD, Matthew		
Creative & Leisure Studies	Sports, Leisure & Tourism		Vargas, Tracy	3		30 Oct 2016	83	Charville, Gemma		
Foundation & Progression Studies	Literacy, Numeracy & Functional Skills		AYDON, Jonathan	3		12 Apr 2017	59	Hassell, Amy		
Foundation & Progression Studies	ESOL		BRAUN, Kyle	3		07 Mar 2017	65	Charville, Gemma		

## Details of Last Observation

Display headline observation details of the last observation for each tutor. Clicking on the tutor name will open the document in full to review all aspects of the observation.

**Curriculum Observer**

Home  
Sessions  
System Scheduler  
Moderation  
Observation Reports

- Session Statistics
- Observations Scheduled Soon
- Recommended Observations
- Details of Last Observation**
- Breakdown by Department
- Breakdown by Staff
- Breakdown by Demographic
- Grade Profile by Tutor
- Grade Profile by Observer
- Grade Profile by Department
- Grade Profile by Demographic
- Grade Aggregate
- Category Matrix by Session
- Category Matrix by Staff
- Category Comments by Staff
- Rating Matrix by Session
- Action Items
- Observation Actions
- Observation Actions (Observer)
- Reflection

**Details of Last Observation (158)** Export

Include Tutors not yet observed  Display Score  Include Learning Walks  Show profile this year

Faculty	Department	Site	Tutor	Risk	Grade	Rating Score	Observed	Age (Weeks)	Observer	Moderator	Strengths	Areas for Improvement	Actions Created	Next Observation
Foundation & Progression Studies	Literacy, Numeracy & Functional Skills		<a href="#">AYDON, Jonathan</a>	3			12 Apr 2017	59	Hassell, Amy	Charville, Gemma	2	3	0	
Science, Engineering & Maths	Science, Maths & Psychology		<a href="#">Beck, Tracy</a>	2			19 Nov 2016	80	HALL, Daniel	Brown, Pat	4	2	1	
Business Studies	Business, Accounts & Law		<a href="#">BEELEY, Fiona</a>	2			20 Apr 2018	6	Brown, Pat		0	0	0	20 Feb 2018
Foundation & Progression Studies	ESOL		<a href="#">Bell, Jordan</a>	2			31 Dec 2015	126	Brown, Pat		0	0	0	
Creative & Leisure Studies	Fashion, Retail & Hospitality		<a href="#">BINNEY, Katie</a>	2			10 Dec 2015	129	McCartan, Lee		0	0	0	
Business Studies	English and Sociology		<a href="#">Birtle, Sarah</a>	2			22 Apr 2017	58	McCartan, Lee		2	2	0	
Foundation & Progression Studies	Access to FE		<a href="#">Birtwistle, Andrew</a>	2			08 Mar 2016	117	Charville, Gemma		0	0	0	
Business Studies	English and Sociology		<a href="#">Blackadder, Karen</a>	2			11 Feb 2017	68	SADD, Matthew	Brown, Pat	4	3	3	20 Apr 2018
Higher Education	Higher Education		<a href="#">BLAGG, Carl</a>	1			30 Mar 2016	113	DORGAN, Daniel		0	0	0	
Science, Engineering & Maths	Construction & Engineering		<a href="#">BLESSING, Tom</a>	2			26 Nov 2016	79	Hassell, Amy	Brown, Pat	3	2	2	
Business Studies	Health & Social Care		<a href="#">Boother, Phillip</a>	1			06 Feb 2017	69	Dryden, Jean	Mellstrom, Rebecca	4	1	0	
Science, Engineering & Maths	Motor Vehicle & IT		<a href="#">BRAMALL, Linda</a>	4			26 Feb 2017	66	POLLOCK, Matthew	Charville, Gemma	1	7	0	
Foundation & Progression Studies	ESOL		<a href="#">BRAMFITT, Erin</a>	1			07 Feb 2017	69	POLLOCK, Matthew	WARBURTON, Mark	4	1	1	
Foundation &	ESOL		<a href="#">BRAUN, Kvie</a>	3			07 Mar 2017	65	Charville,	HALL, Daniel	3	3	2	



## Breakdown by Department

Display aggregate data for the selected date period of observations scheduled and completed grouped by your curriculum structure. The total number of strengths, areas for improvement and actions created are also included.

The screenshot shows the 'Curriculum Observer' web application. The main content area displays a 'Breakdown by Department' report. The report includes a filter for 'Session' set to 'All Observations' and several checkboxes for 'List Closed Sessions', 'Specify Dates', and 'Include deactivated Tutors'. Below these are radio buttons for 'Observations' (selected), 'Learning Walks', and 'All Documents'. The data is presented in a table with the following columns: Faculty, Department, Total, Observed, Reflected, Moderated, Strengths, Areas for Improvement, Actions Created, and Agree. The table shows data for various faculties and departments, with a total row at the bottom.

Faculty	Department	Total	Observed	Reflected	Moderated	Strengths	Areas for Improvement	Actions Created	Agree
Business Studies	Business, Accounts & Law	23	23	4	11	30	36	17	44%
Business Studies	English and Sociology	22	22	4	6	25	19	11	71%
Business Studies	Health & Social Care	27	27	3	9	24	20	8	43%
Creative & Leisure Studies	Fashion, Retail & Hospitality	12	12	4	7	24	21	11	71%
Creative & Leisure Studies	Sports, Leisure & Tourism	20	20	5	7	22	15	9	71%
Foundation & Progression Studies	Access to FE	3	3	1	1	5	2	0	100%
Foundation & Progression Studies	Additional Learning Support	2	2	0	0	0	0	0	0%
Foundation & Progression Studies	ESOL	60	60	6	18	44	42	28	50%
Foundation & Progression Studies	Literacy, Numeracy & Functional Skills	27	27	3	12	29	35	14	42%
Higher Education	Higher Education	1	1	0	0	0	0	0	0%
Quality	Quality	1	1	0	0	0	0	0	0%
Science, Engineering & Maths	Construction & Engineering	14	14	1	6	14	12	6	20%
Science, Engineering & Maths	Motor Vehicle & IT	25	25	0	11	16	43	9	10%
Science, Engineering & Maths	Science, Maths & Psychology	31	31	4	12	28	34	15	40%
<b>Total</b>		<b>268</b>	<b>268</b>	<b>35</b>	<b>100</b>	<b>261</b>	<b>279</b>	<b>128</b>	<b>46%</b>

## Breakdown by Demographic

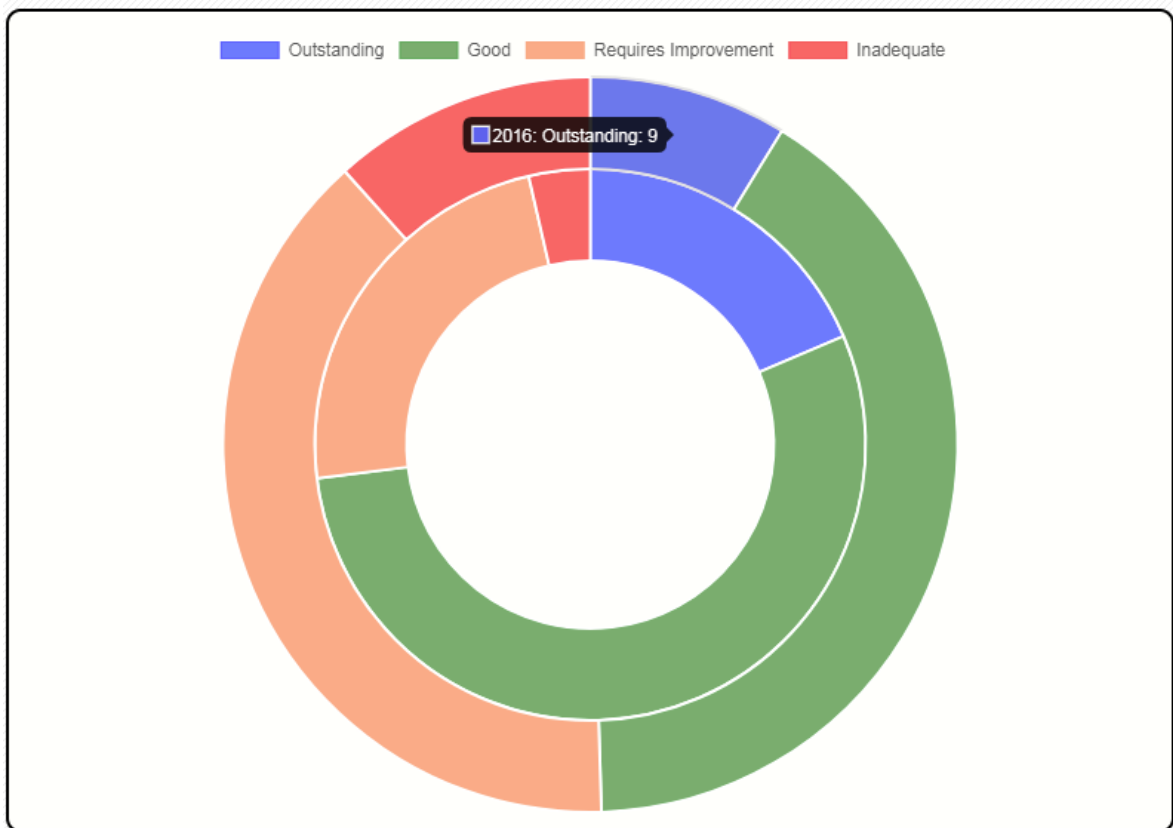
You can analyse your results by any element within observation documents as well as cross tabulating this information with data from any database used by your organisation (MIS Database, HR, etc).

The report below displays the number of grades broken down by academic year.

Breakdown by Demographic							
<b>Data Range</b>	All Data	<b>Demographic</b>	Grade				
<b>Document</b>	All Documents						
<b>Cross Tabulate</b>	No Cross Tabulation						
<input type="checkbox"/>	Graded Documents	<input type="checkbox"/>	Include Scheduled	<input type="checkbox"/>	Include Unknown	<input type="checkbox"/>	Show Code
<input type="checkbox"/>	Suppress Zero Values	<input checked="" type="checkbox"/>	Visualise	<input type="checkbox"/>	Hide Tabular Data		
Grade	Total	2016	2015				
Good	133	42	91				
Inadequate	18	12	6				
Outstanding	40	9	31				
Requires Improvement	79	40	39				
<b>Total</b>	<b>270</b>	<b>103</b>	<b>167</b>				

Horizontal Group | Horizontal | Horizontal Stack | Vertical Group | Vertical | Vertical Stack | Pie | Doughnut | Radar

Navigation icons: back, forward, up, down, search, refresh.



The report below adds cross tabulation of 'Qualification Level' to the previous grade report. Each observation when linked to an MIS cohort group/course allows the system to include any data linked to the course to be used for cross tabulation (SSA, Level, MOA, etc).

**Breakdown by Demographic**

Data Range: All Data Demographic: Grade

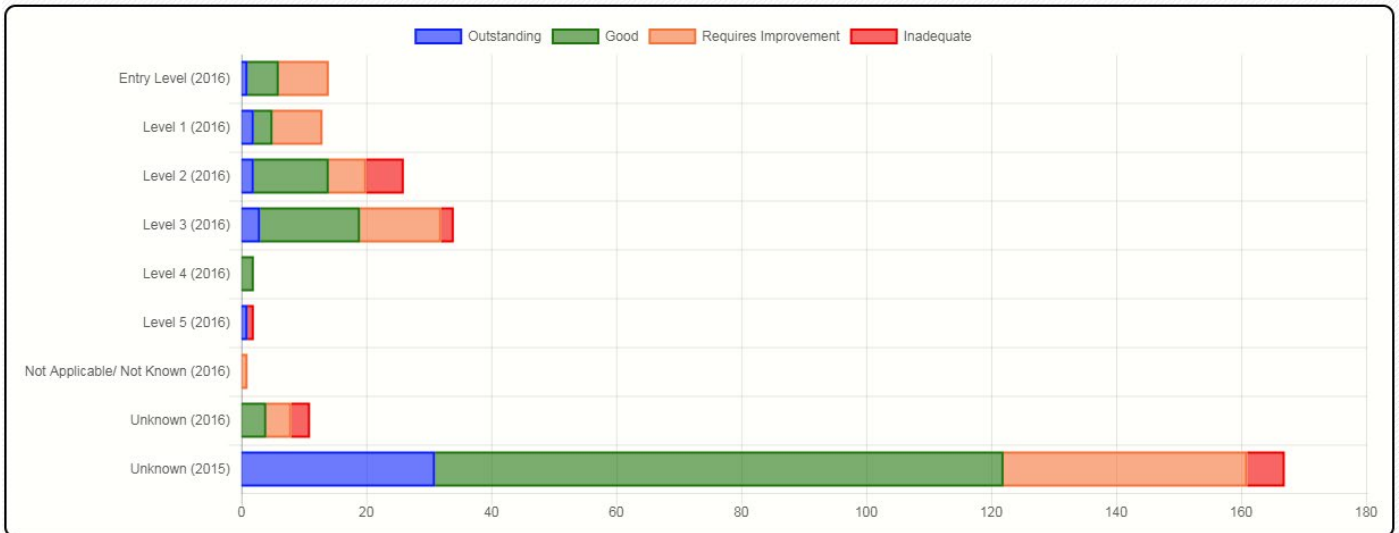
Document: All Documents

Cross Tabulate: Qualification Level

Graded Documents  Include Scheduled  Include Unknown  
 Suppress Zero Values  Visualise  Hide Tabular Data  
 Report as Percentage  Round (%)  Hide Extra Columns

Qualification Level	Total					2016					2015				
	Total	Outstanding	Good	Requires Improvement	Inadequate	Total	Outstanding	Good	Requires Improvement	Inadequate	Total	Outstanding	Good	Requires Improvement	Inadequate
Entry Level	14	1	5	8	0	14	1	5	8	0	0	0	0	0	0
Level 1	13	2	3	8	0	13	2	3	8	0	0	0	0	0	0
Level 2	26	2	12	6	6	26	2	12	6	6	0	0	0	0	0
Level 3	34	3	16	13	2	34	3	16	13	2	0	0	0	0	0
Level 4	2	0	2	0	0	2	0	2	0	0	0	0	0	0	0
Level 5	2	1	0	0	1	2	1	0	0	1	0	0	0	0	0
Not Applicable/ Not Known	1	0	0	1	0	1	0	0	1	0	0	0	0	0	0
Unknown	178	31	95	43	9	11	0	4	4	3	167	31	91	39	6
<b>Total</b>	<b>270</b>	<b>40</b>	<b>133</b>	<b>79</b>	<b>18</b>	<b>103</b>	<b>9</b>	<b>42</b>	<b>40</b>	<b>12</b>	<b>167</b>	<b>31</b>	<b>91</b>	<b>39</b>	<b>6</b>
Total for 2016	103	9	42	40	12										
Total for 2015	167	31	91	39	6										

Horizontal Stack  Vertical Stack  Vertical Bar  Pie  Doughnut  Polar



The report below displays the number of observations by SSA allowing you to determine that the scheduled/carried out observations cover your curriculum areas in accordance with your targets.

**Breakdown by Demographic**

Data Range: All Data Demographic: SSA Tier 1

Document: All Documents

Cross Tabulate: No Cross Tabulation

Graded Documents
  Include Scheduled
  Include Unknown
  Show Code
  Suppress Zero Values
  Visualise
  Hide Tabular Data

SSA Tier 1	Code	Total
1 Health, Public Services and Care	1	54
2 Science and Mathematics	2	60
4 Engineering and Manufacturing Technologies	4	60
5 Construction, Planning and the Built Environment	5	57
6 Information and Communication Technology	6	25
7 Retail and Commercial Enterprise	7	46
8 Leisure, Travel and Tourism	8	24
9 Arts, Media and Publishing	9	70
10 History, Philosophy and Theology	10	2
11 Social Sciences	11	8
12 Languages, Literature and Culture	12	35
13 Education and Training	13	6
14 Preparation for Life and Work	14	51
15 Business, Administration and Law	15	44
<b>Total</b>		<b>542</b>



# Grade Profile by Tutor

The report below displays the grades allocated to each tutor over time building up their profile.

Curriculum Observer

alien/otl/portal.asp

Curriculum Observer

- Home
- Sessions
- System Scheduler
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  - Breakdown by Department
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  - Grade Profile by Tutor**
  - Grade Profile by Observer
  - Grade Profile by Department
  - Grade Profile by Demographic
  - Grade Aggregate
  - Category Matrix by Session
  - Category Matrix by Staff
  - Category Comments by Staff
  - Rating Matrix by Session
  - Action Items
  - Observation Actions
  - Observation Actions (Observer)
  - Reflection

### Grade Profile by Tutor (158)

Use Rating Grade
  Include deactivated Tutors
  Display Score
  Show profile this year
  Include Anonymous

Faculty	Department	Site	Tutor	Last Grade	Last Observation	Age (Weeks)	Grade Profile (latest to oldest)
Business Studies	Business, Accounts & Law		BEELEY, Fiona		20 Apr 2018	6	
Business Studies	English and Sociology		Birtle, Sarah	2	22 Apr 2017	58	
Business Studies	English and Sociology		Blackadder, Karen	2	11 Feb 2017	68	
Business Studies	Heath & Social Care		Boother, Phillip	1	06 Feb 2017	69	
Business Studies	Heath & Social Care		BRIAN, Ben	3	09 Dec 2015	129	
Business Studies	English and Sociology		CONEELY, Paige	2	23 Apr 2016	110	
Business Studies	Heath & Social Care		COPPER, Andrew	2	06 Feb 2017	69	
Business Studies	English and Sociology		Dahl-Pettersen, Faye	3	25 Mar 2017	62	
Business Studies	English and Sociology		Denham, Natalie	2	30 Mar 2016	113	
Business Studies	Business, Accounts & Law		Duffus, Samantha	2	05 Dec 2016	78	
Business Studies	Business, Accounts & Law		FRIZZELL, Scott	3	05 Apr 2017	60	
Business Studies	English and Sociology		Galli, Garv	1	05 Jan 2016	126	

## Grade Profile by Department

The report below displays the grade profile broken down by your curriculum structure for the selected time period. The grade data analysed can be selected from 4 sub-categories:

- All Grades
- First Grade (awarded to tutors in each academic year)
- Best Grade (awarded to tutors in each academic year)
- Last Grade (awarded to tutors in each academic year)

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### Grade Profile by Department

Data Range: Last 3 Years | Grade Data: All Grades

List Closed Sessions |  Report as Percentage |  Include Ungraded |  Use Rating Grade

Faculty	Department	Total	2016					2015								
			Grade 1	Grade 2	Grade 3	Grade 4	Total	Grade 1	Grade 2	Grade 3	Grade 4					
Business Studies	Business, Accounts & Law	22	2	10	6	4	11	1	5	2	3	11	1	5	4	1
Business Studies	English and Sociology	22	5	13	4	0	8	1	6	1	0	14	4	7	3	0
Business Studies	Health & Social Care	28	5	15	8	0	10	3	2	5	0	18	2	13	3	0
Creative & Leisure Studies	Fashion, Retail & Hospitality	12	1	8	3	0	7	1	3	3	0	5	0	5	0	0
Creative & Leisure Studies	Sports, Leisure & Tourism	20	1	12	6	1	7	0	5	2	0	13	1	7	4	1
Foundation & Progression Studies	Access to FE	3	1	2	0	0	1	0	1	0	0	2	1	1	0	0
Foundation & Progression Studies	Additional Learning Support	2	2	0	0	0	0	0	0	0	0	2	2	0	0	0
Foundation & Progression Studies	ESOL	62	15	30	15	2	18	3	6	8	1	44	12	24	7	1
Foundation & Progression Studies	Literacy, Numeracy & Functional Skills	27	2	10	12	3	12	0	3	7	2	15	2	7	5	1
Higher Education	Higher Education	1	1	0	0	0	0	0	0	0	0	1	1	0	0	0
Quality	Quality	1	1	0	0	0	0	0	0	0	0	1	1	0	0	0
Science, Engineering & Maths	Construction & Engineering	14	0	11	3	0	6	0	5	1	0	8	0	6	2	0
Science, Engineering & Maths	Motor Vehicle & IT	25	0	7	12	6	11	0	1	6	4	14	0	6	6	2
Science, Engineering & Maths	Science, Maths & Psychology	31	4	15	10	2	12	0	5	5	2	19	4	10	5	0
<b>Total</b>		<b>270</b>	<b>40</b>	<b>133</b>	<b>79</b>	<b>18</b>	<b>103</b>	<b>9</b>	<b>42</b>	<b>40</b>	<b>12</b>	<b>167</b>	<b>31</b>	<b>91</b>	<b>39</b>	<b>6</b>
Total for 2016		103	9	42	40	12										
Total for 2015		167	31	91	39	6										

## Grade Profile by Demographic

This report displays your grade profile broken down by any demographic you configure into the system.

The report below displays the grade profile by Qualification Level (linked to the observed course).

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Action List

### Grade Profile by Demographic

Data Range: Last 3 Years | Grade Data: All Grades  
Document: All Documents  
Cross Tabulate: Qualification Level

Report as Percentage  Round (%)  Use Rating Grade  Include Ungraded  Hide Extra Columns

Qualification Level	Total					2016					2015				
	Total	Grade 1	Grade 2	Grade 3	Grade 4	Total	Grade 1	Grade 2	Grade 3	Grade 4	Total	Grade 1	Grade 2	Grade 3	Grade 4
Entry Level	14	1	5	8	0	14	1	5	8	0	0	0	0	0	0
Level 1	13	2	3	8	0	13	2	3	8	0	0	0	0	0	0
Level 2	26	2	12	6	6	26	2	12	6	6	0	0	0	0	0
Level 3	34	3	16	13	2	34	3	16	13	2	0	0	0	0	0
Level 4	2	0	2	0	0	2	0	2	0	0	0	0	0	0	0
Level 5	2	1	0	0	1	2	1	0	0	1	0	0	0	0	0
Not Applicable/ Not Known	1	0	0	1	0	1	0	0	1	0	0	0	0	0	0
Unknown	178	31	95	43	9	11	0	4	4	3	167	31	91	39	6
<b>Total</b>	<b>270</b>	<b>40</b>	<b>133</b>	<b>79</b>	<b>18</b>	<b>103</b>	<b>9</b>	<b>42</b>	<b>40</b>	<b>12</b>	<b>167</b>	<b>31</b>	<b>91</b>	<b>39</b>	<b>6</b>
Total for 2016	103	9	42	40	12										
Total for 2015	167	31	91	39	6										

Cross Tabulate: Qualification Level

- Class Profile
- Department
- Grade
- Observee
- Observer
- Qualification Level**
- Qualification Type
- Sector Skill (Tier 1)
- Sector Skill (Tier 2)

Qualification Level

Entry Level | 1

Level 1 | 13 | 2

**You can create any number of custom tabulation items to cross tabulate your grade data. These tabulations can come from any database in the college. All observations are linked to tutors and courses enabling you to join with your MIS database, HR database, etc to build tabulations.**

## Grade Aggregate

This report builds on the grade profile by curriculum structure but rather than displaying the number of individual grades, the report aggregates grade profiles for each curriculum area selected as a percentage of the total grades awarded within each area.

The report then categorises grades into 6 groups each of which can have targets and thresholds defined for colour coding (RAG).

**Grade Aggregate**

Year: All Data | Document: All Documents | Settings: [See Below for Settings](#)

Round (%) 
  Use Rating Grade 
  Below Target 
  On Target 
  Above Target

Faculty 
  Department 
  Site 
  Site

Observations (All Data)	Organisation	Business Studies	Business, Accounts & Law	English and Sociology	Health & Social Care	Creative & Leisure Studies	Fashion, Retail & Hospitality	Sports, Leisure & Tourism	Foundation & Progression Studies	Access to FE	Additional Learning Support	ESOL	Literacy, Numeracy & Functional Skills	Higher Education	Higher Education	Quality	Quality	Science, Engineering & Maths	Construction & Engineering	Motor Vehicle & IT	Science, Maths & Psychology
First 'Outstanding' (25%)	15%	17%	11%	22%	18%	7%	10%	6%	22%	33%	100%	24%	11%	100%	100%	100%	100%	6%	0%	0%	12%
First 'Good or Better' (55%)	66%	71%	63%	83%	68%	70%	80%	85%	66%	100%	100%	72%	42%	100%	100%	100%	100%	57%	75%	29%	67%
Best 'Outstanding' (25%)	15%	17%	11%	22%	18%	7%	10%	6%	22%	33%	100%	24%	11%	100%	100%	100%	100%	6%	0%	0%	12%
Best 'Good or Better' (70%)	70%	75%	63%	83%	77%	74%	90%	65%	70%	100%	100%	76%	47%	100%	100%	100%	100%	60%	83%	35%	67%
All 'Outstanding' (25%)	15%	17%	9%	23%	18%	6%	8%	5%	21%	33%	100%	24%	7%	100%	100%	100%	100%	6%	0%	0%	13%
All 'Good or Better' (70%)	64%	69%	55%	82%	71%	69%	75%	65%	66%	100%	100%	73%	44%	100%	100%	100%	100%	53%	79%	28%	61%
Total Observations	270	72	22	22	28	32	12	20	94	3	2	62	27	1	1	1	1	70	14	25	31

**Aggregate Report Settings**

Level Prefix:  None  Number  Initial Letter  Indent Levels

Background Colour: Faculty  Department

Text Colour: Faculty  Department

Description	-ve Threshold 2 (%)	-ve Threshold 1 (%)	Target	+ve Threshold 1 (%)	+ve Threshold 2 (%)
First 'Outstanding'	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="25"/>	<input type="text" value="5"/>	<input type="text" value="10"/>
First 'Good or Better'	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="55"/>	<input type="text" value="5"/>	<input type="text" value="10"/>
Best 'Outstanding'	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="25"/>	<input type="text" value="5"/>	<input type="text" value="10"/>
Best 'Good or Better'	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="70"/>	<input type="text" value="5"/>	<input type="text" value="10"/>
All 'Outstanding'	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="25"/>	<input type="text" value="5"/>	<input type="text" value="10"/>
All 'Good or Better'	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="70"/>	<input type="text" value="5"/>	<input type="text" value="10"/>





## Category Matrix by Staff

This report can be useful in tutor meetings to display the spread of strength and AFI comments recorded for all observation for the selected tutor.

**Category Matrix by Staff (2)**

Year Range: Last 3 Years  
 Staff: BEELEY, Fiona [Business, Accounts & Law]  
 Document: Demo Example  
 Show Session Name  Show Form Name

Faculty	Department	Site	Tutor	Session	Grade	Rating Score	Date	Strengths	Areas for Improvement
Business Studies	Business, Accounts & Law		BEELEY, Fiona	Primary Observations 16/17	2	1.86	30 Oct 2016	1	3
Business Studies	Business, Accounts & Law		BEELEY, Fiona	Primary Observations 15/16	3		20 May 2016	0	0
<b>Total</b>								<b>1</b>	<b>3</b>

## Category Comments by Staff

This report displays the strength and AFI comments recorded in observation documents for the selected tutor which may be useful for managers to reviewing their observations.

**Category Comments by Staff (2)**

Year Range: Last 3 Years  
 Staff: BEELEY, Fiona [Business, Accounts & Law]  
 Document: Demo Example  
 Show Session Name  Show Form Name

Faculty	Department	Site	Tutor	Session	Grade	Rating Score	Date	Strengths	Areas for Improvement	Category Comments
Business Studies	Business, Accounts & Law		BEELEY, Fiona	Primary Observations 16/17	2	1.86	30 Oct 2016	1	3	<p><b>D1. Structure of the session</b>            Over reliance on past paper questions detracts from the variety needed to include all learners. Plan other activities such as games, puzzles, quizzes, comprehension exercises, posters. <b>Developmental Action</b></p> <p><b>D5. Classroom management</b>            Think about how best to arrange the class so that they can work in pairs and/or small groups. They also need to be able to view both whiteboard and smartboard easily. Also ensure that every learner is involved in peer feedback. <b>Developmental Action</b></p> <p><b>D7. Choice and use of resources</b>            Prepare a five to ten minute starter activity for each lesson. Something to grab learner attention and set the tone for maximum productivity and understanding throughout the lesson. <b>Developmental Action</b></p> <p><b>D9. Teacher expertise, in delivery, impacts on learning</b>            Offer other teachers to observe a lesson with your excellent peer to peer presentations. These confident and knowledgeable learners earned the respect of their peers through knowing their stuff. <b>Best Practice to Share</b></p>
Business Studies	Business, Accounts & Law		BEELEY, Fiona	Primary Observations 15/16	3		20 May 2016	0	0	
<b>Total</b>								<b>1</b>	<b>3</b>	

## Observation Actions by Manager (KPI)

This report displays the total number of observations grouped by the line manager of each tutor (Manager Summary) as well as detailing actions created as a result of observation and the number of days between the observation being completed and actions being created.

This report allows you to ensure that managers are creating or supervising the creation of actions in a timely manner in accordance with your target KPI for this metric.

Curriculum Observer
alien/otl/portal.asp

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- System Management
- Lock Admin Functions
- Logout

System Administrator  
Tue 05 Jun 13:00  
©Eden Network Development Ltd

Demonstration

Server Processing: 1281ms  
Page Load: 1548ms

**Observation Actions (103 Observations)**

Session: All Observations

Manager: [All Managers]

Exclude if Actions Exist
  Exclude Tutors with no Comments
  Include Learning Walks
  List Closed Sessions
  Show Metadata

**Manager Summary**

Faculty	Department	Site	Manager	Observations	Strengths	Areas for Improvement	Actions Created	Observations with Actions	Observed to Action Created (avg)
				1	0	0	1	1	18
Business Studies	English and Sociology		HALL, Daniel	8	25	19	11	4	18.8
Business Studies	Health & Social Care		Heywood, John	1	6	1	0		
Business Studies	Health & Social Care		POLLOCK, Matthew	8	24	20	7	3	21.3
Business Studies	Business, Accounts & Law		SADD, Matthew	11	24	35	17	5	65
Creative & Leisure Studies	Fashion, Retail & Hospitality		DORGAN, Daniel	7	24	21	11	4	18
Creative & Leisure Studies	Sports, Leisure & Tourism		Gate, Elaine	7	22	15	9	4	15.2
Foundation & Progression Studies	Literacy, Numeracy & Functional Skills		Dryden, Jean	12	29	35	14	5	18
Foundation & Progression Studies	ESOL		Guiding, Leanne	4	10	7	6	4	31
Foundation & Progression Studies	ESOL		Hassell, Amy	3	9	4	3	2	27.5
Foundation & Progression Studies	ESOL		KESSLER, Stephen	1	5	2	0		
Foundation & Progression Studies	ESOL		Mellstrom, Rebecca	2	6	2	0		
Foundation & Progression Studies	ESOL		Milton, Scott	9	19	29	16	6	29.2
Science, Engineering & Maths	Construction & Engineering		Birch, Richard	1	3	2	1	1	19
Science, Engineering & Maths	Science, Maths & Psychology		McCartan, Lee	12	28	34	15	5	25.6
Science, Engineering & Maths	Construction & Engineering		ROBSON, Steven	5	11	10	5	2	18.5
Science, Engineering & Maths	Motor Vehicle & IT		WARBURTON, Mark	11	16	43	7	3	58.7
<b>Total</b>				<b>103</b>	<b>261</b>	<b>279</b>	<b>123</b>	<b>49</b>	<b>29</b>

**Observation Details**

Faculty	Department	Site	Tutor	Manager	Observed	Days Observed	Strengths	Areas for Improvement	Actions Created	First Action	Observed to Action Created
Business Studies	Health & Social Care		<a href="#">Heywood, John</a>		30 Jan 2017	351	0	0	1	23 Feb 2017	18
Business Studies	English and Sociology		<a href="#">GOSS, Emma</a>	HALL, Daniel	19 Oct 2016	411	4	3	3	15 Nov 2016	19
Business Studies	English and Sociology		<a href="#">Schuyler, Kayleigh</a>	HALL, Daniel	05 Nov 2016	399	3	2	0		
Business Studies	English and Sociology		<a href="#">SHILDRICK, Clare</a>	HALL, Daniel	19 Dec 2016	369	1	3	0		
Business Studies	English and Sociology		<a href="#">Blackadder, Karen</a>	HALL, Daniel	11 Feb 2017	342	4	3	3	09 Mar 2017	19
Business Studies	English and Sociology		<a href="#">Dahl-Petersen, Faye</a>	HALL, Daniel	25 Mar 2017	312	5	5	3	18 Apr 2017	17
Business Studies	English and Sociology		<a href="#">HOLLICK, Bradley</a>	HALL, Daniel	11 Apr 2017	300	3	0	2	09 May 2017	20
Business Studies	English and Sociology		<a href="#">Birtle, Sarah</a>	HALL, Daniel	22 Apr 2017	292	2	2	0		
Business Studies	English and Sociology		<a href="#">Matthiessen, Joseph</a>	HALL, Daniel	30 Apr 2017	287	3	1	0		
Business Studies	Business, Accounts & Law		<a href="#">SADD, Matthew</a>	Heywood, John	26 Feb 2017	332	6	1	0		
Business Studies	Health & Social Care		<a href="#">WHEELAN, Kris</a>	POLLOCK, Matthew	05 Dec 2016	378	3	1	0		