COMPETENCIES & LEARNING PLANS
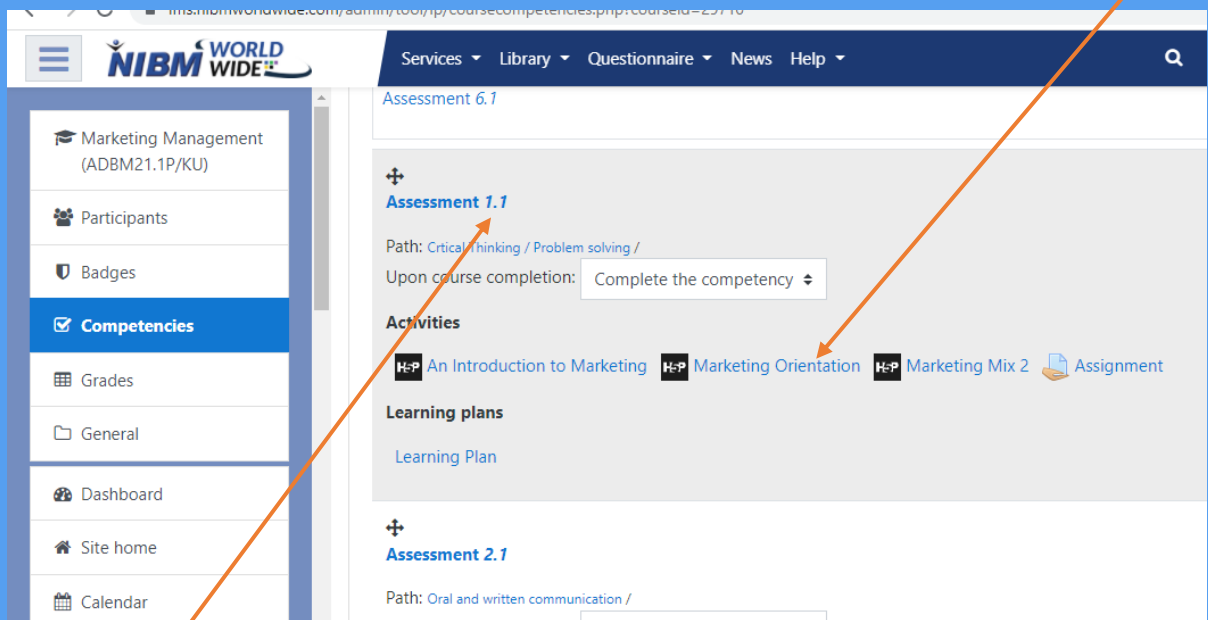
FOR OUTCOME BASED LERNING

What is a Competency Framework?

• A competency is a term used in Moodle to define a learner's degree of comprehension or mastery in a subject-related skill. A competency framework is a set of competencies that has been organized.

• Competencies may be used to a variety of situations. For example, an organization could want to use competencies to characterize a staff member's progress for CPD purposes (continual professional development).

•

• Competencies are a wonderful approach to evaluate individuals by determining whether or not they can accomplish a given activity or comprehend a specific goal. Numerical grades don't always give enough useful information or adequately show how well a person is doing. This may be a particularly effective tool for job learning.

Course Competencies

1. Critical Thinking / Problem solving

2. Oral and written communication

3. Career & self - development

4. Teamwork/ collaboration

5. Information Technology application

6. Leadership
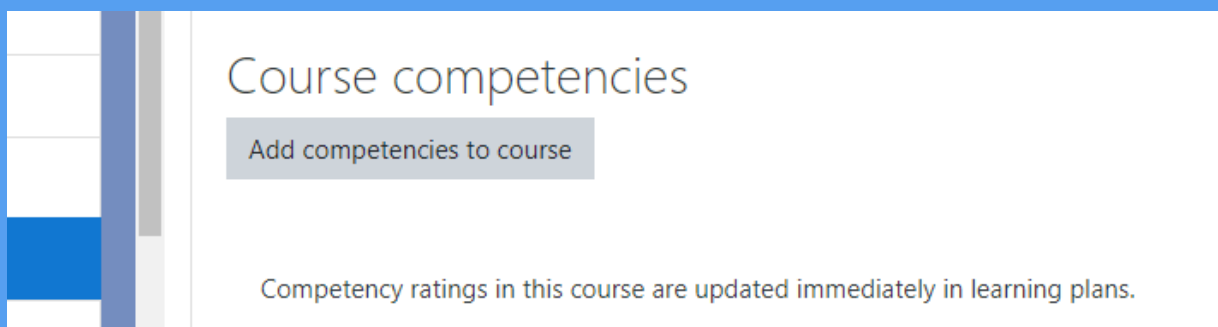
7. Professionalism/work ethics
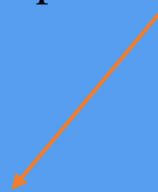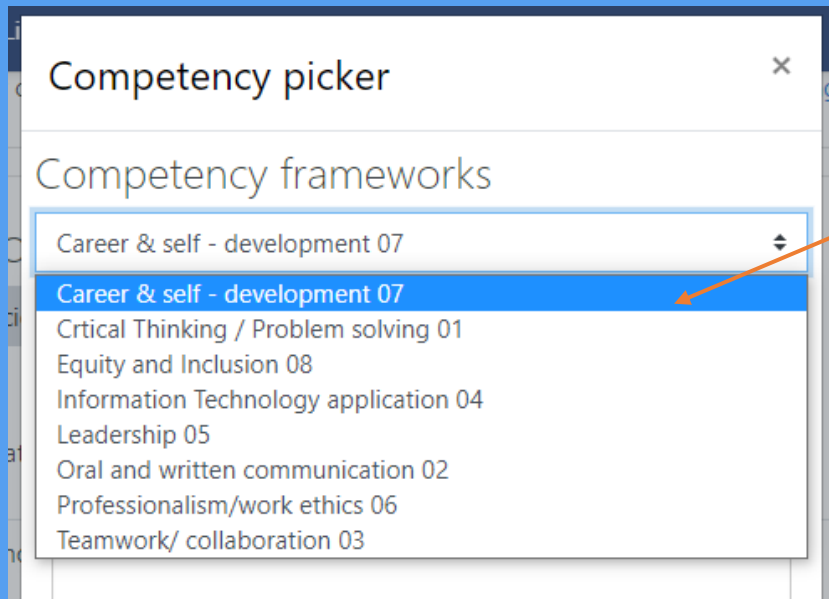
8. Equity and Inclusion

By clicking **Add competencies to learning plan template**

you will be presented with an overlay where you can select a

framework then search for/select which competencies you

wish to add to this learning plan template.

- You are able to expand each parent competency to reveal child competencies within. If for example you wish to add all competencies from a framework you are able to expand all of the parent competencies, select the first competency in the list then holding the select button you can then select the competency at the bottom of the list to select these and all the competencies in between.

- Alternatively if you want to select a number of competencies simply hold Ctrl on your keyboard and select your desired competencies.

- Once you are happy with your selection, click the **Add** button to add the selected competencies to the learning plan template. You will be taken back to the list of competencies that have been added to this learning plan template.

Competency Rule
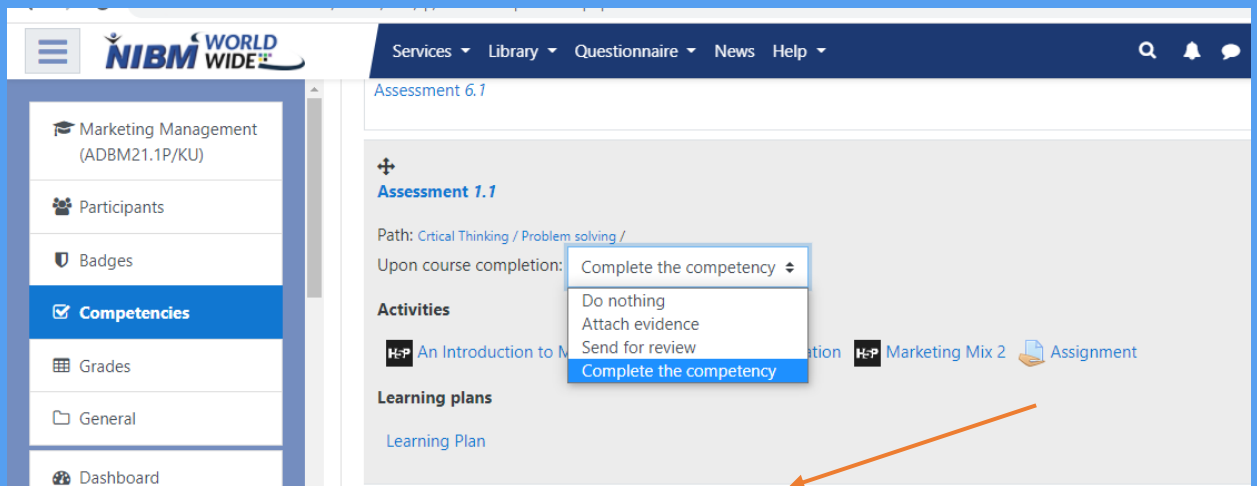
- When you have competencies linked to a course you will see a list of these in the central area of the page. Towards the top there will be a list of the top 3 competencies that are most often not proficient in this course.

- Below this are the competencies that have been linked to this course. You may wish to re-order these by using the drag icon at the top left of each competency to move them up or down in the list. Each competency listed will display the name of the competency, when this is clicked it will take you to a screen where you can begin rating competencies against learners in this course.

- **Upon course completion** is only relevant if your users will be completing courses and activity completion is turned on. Using the dropdown you can select an action for each competency when a course is finished. You may wish this to be left on " **Do nothing** " or potentially even " **Complete the competency** " however the latter does mean that there is no certainty tutors will actually be checking the quality of a learners work if auto completion is on. If any competencies have been linked to specific activities these will be listed below the relevant competency.

Linking Course Competencies to Activities

Once you have linked competencies to a course, you then have the option to link competencies to specific activities. Within your course you must first add an activity, for example an assignment. When you are viewing the settings for an activity there will be section titled **Competencies** . In this area is a search box. You can click in this box to reveal a selection of competencies linked to this course, or begin typing in a competency name. Selecting a competency will add it to the selection area above in blue. You can continue adding competencies to an activity.

• Upon activity completion allows you to choose an action when this activity has been completed by the learner. If you are going to the effort of linking competencies to activities then you will want to select **Attach evidence** . This means that, providing the previous steps have been followed, a text record will be added to the competency stating that the linked assignment has been completed. Once you are happy with the competencies added to the activity click either of the blue **Save** buttons.
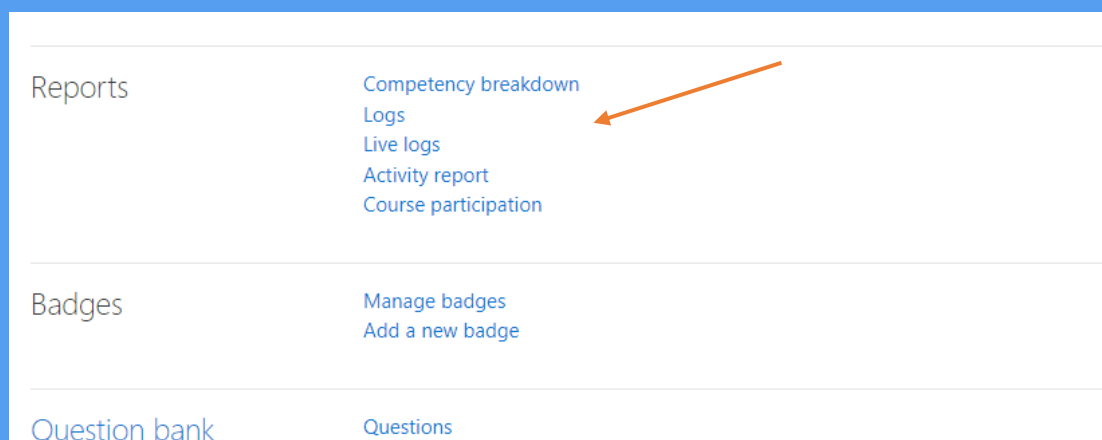
Rating Competencies

It is possible to rate competencies in more than one way..

      1) **Competency Breakdown report** (from a specific course)

      2) **Learning Plans block** (from wherever the **Learning Plans** block is present)

Rating from a Course – Competency Breakdown Report

The main way a tutor can rate a user against a set of competencies is from within a course itself.When in the desired course the tutor can access the **Competency Breakdown** report. This is under the **Reports** section of a course.

This will provide you with a list of a competencies linked to this course and a method in which you can search for or cycle through users in order to provide ratings for them

Learning Plans

- Learners who have been linked to learning plans can access these via their user profile. Any linked plans will be listed alongside their status (e.g. active or complete).