



**INTRODUCING  
THE CITY & GUILDS  
QUALITY ACADEMY**

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# INTRODUCTION

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## WHAT IS THE QUALITY ACADEMY?

The Quality Academy is the home of a range of e-learning courses developed to help centres understand everything they need to know to deliver vocational qualifications to the highest standards.

It is a learning management system (LMS) accessed via the web and helps provide standardisation of your staff training, allowing staff to gain key knowledge more quickly.



# BENEFITS

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## BENEFITS OF THE ACADEMY

- Knowledgeable staff who can carry out their roles with confidence
- Understanding of City & Guilds requirements, policies and procedures
- Opportunities for staff to complete regular CPD activity
- Recognition of learning in the form of certificates and badges
- Efficiency improvements and error reduction
- Quality resource available 24/7
- Easy to use and with self registration staff can begin their learning immediately
- A range of growing content appropriate for every key role within your centre
- Bite size learning – modules cover required knowledge within 30-60 minutes



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## WHAT COURSES ARE AVAILABLE?

- Introduction to Quality Assurance
- Introduction to Malpractice
- Introduction to External Verification
- Internal Verifier Training
- Invigilator Training
- Interlocutor Training
- Centre Administrator Training
- Exam Audit Training
- Introduction to Assessment
- Intermediate Assessor
- Advanced Assessor



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## COMING SOON

- Preparing for an EV visit
- Additional Qualification Approval

Further modules will be announced at point of launch.



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## WHO IS THE QUALITY ACADEMY FOR?

The courses available in the Quality Academy are suitable for most staff members in approved centres. This includes:

- Head of Centre
- Trainers/Tutors
- Assessors
- Internal Verifiers
- Centre Administrators



# ACCESS

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## HOW CAN I ACCESS THE QUALITY ACADEMY?

We have made the Quality Academy as easy as possible for anyone to access. As a centre staff member you can setup your own account and can access the content whenever you like. It really is as easy as that!

Users can manage their own account, so if you forget your password, you can reset it yourself.

All that is needed is an internet connection, a valid email address and your approved centre number.

To start your journey simply go to:  
<https://qualityacademy.kineotrack.com/>



# CONTINUING PROFESSIONAL DEVELOPMENT

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## HOW DOES THIS HELP ME WITH MY DEVELOPMENT?

Users will have a permanent record of learning they have completed, which they can access at any time.

The Quality Academy provides 'certificates of completion' which can be downloaded for any successfully 'passed' courses. This creates a clear Continuous Professional Development (CPD) record, which is attractive to those in the education industry.





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## WHERE TO GO FOR HELP?

Users are able to self-serve setting up their own accounts and resetting passwords directly on the website.

For any technical issues please contact [qualityacademy@cityandguilds.com](mailto:qualityacademy@cityandguilds.com)

And as always your local office is always available to assist with any queries you have.



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### WHY HAVE WE CREATED THE QUALITY ACADEMY

Delivering vocational education requires a lot of knowledge. The learning curve can be steep!

City & Guilds requirements are covered in various policy and procedure documents. We wanted to take these documents and extract the key knowledge and skills and turn it into a rich e-learning experience that can be accessed anytime, anywhere.

We want to raise standards across our centres in an affordable way, and to ensure people delivering our qualifications are confident and knowledgeable to undertake their roles.





**START YOUR**

**JOURNEY AT:**

**[qualityacademy.kineotrack.com](http://qualityacademy.kineotrack.com)**