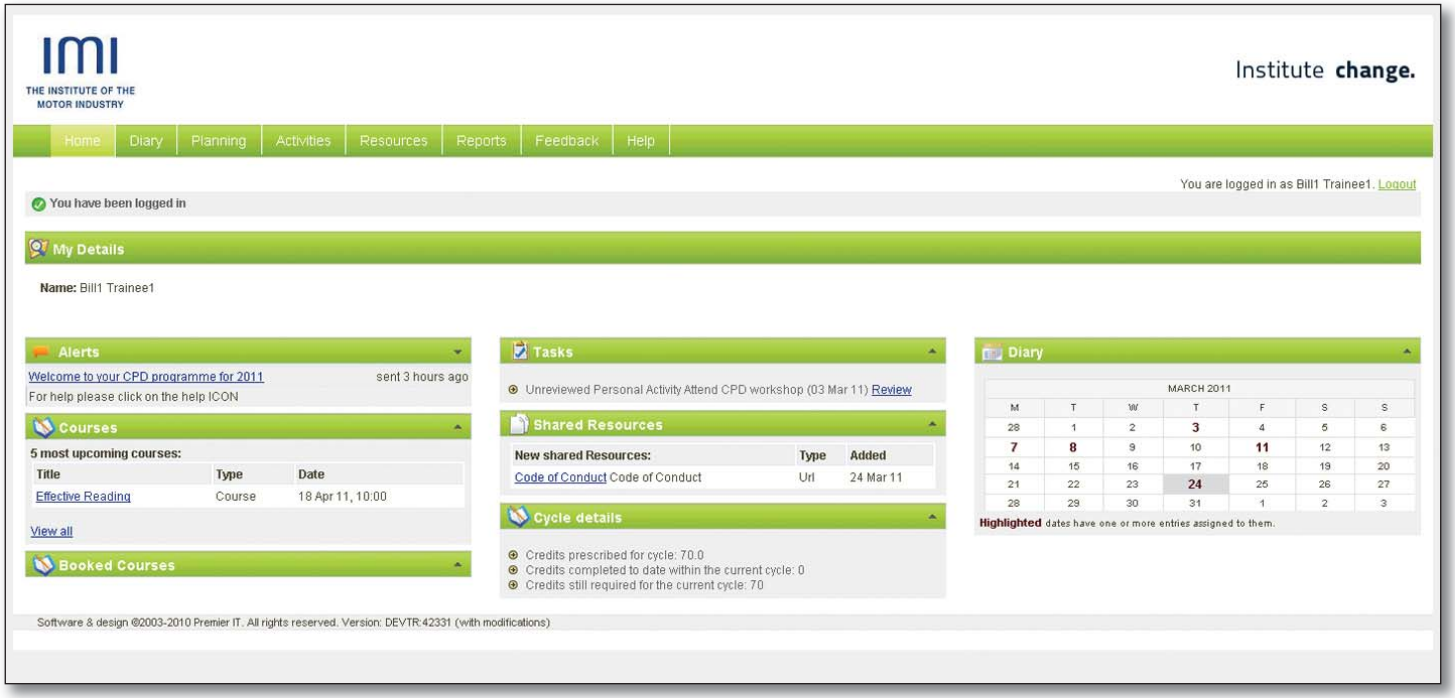
PRePare for professional development

PReP - Premier IT e-Portfolio



PReP - one system to support the management, administration and delivery of your entire professional development programme:

- improve membership recruitment, retention and loyalty levels by adding value to your membership offering
- meet regulatory and mandatory compliance requirements and align programmes to CPD and learning frameworks/competencies
- streamline and reduce the costs of administering your learning programmes and negate the need for a paper based system
- modernise your professional development programmes and improve auditing capabilities
- generate additional/incremental revenue and strengthen relationships with training providers and partners

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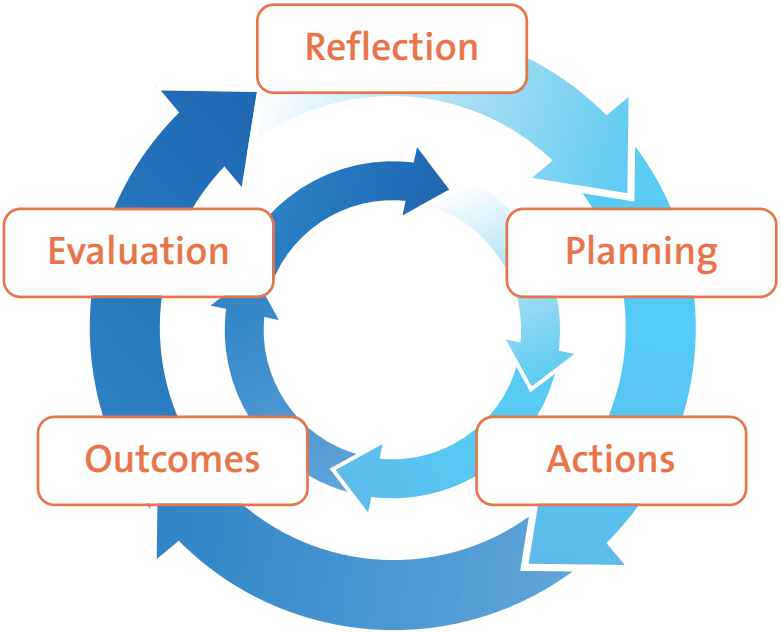
Manage your professional development cycle



PReP is a cost effective, flexible, scalable and customisable e-Portfolio system to help meet all your professional development needs.

Personal Development Plans (PDP)

Reporting and management information

evidence and reflection linked to objectives and learning frameworks

Portfolio of all personal and shared events, activities and resources

annual appraisals, assessments and Multi Source Feedback

record of professional compliance

external access for quality assurance

Premier IT provides e-Portfolio services to over 40 professional bodies, associations and institutes

Reflection

- "what do I need to know/be able to do?"
- user reflects on previous year and identifies learning needs
- completed using the PReP Appraisal/Review function

Planning

- "how can I learn?"
- user creates a Personal Development Plan (PDP) and assigns objectives to the year ahead
- completed using the PReP Planning function

Actions

- "what learning am I undertaking?"
- user undertakes and records activities in support of objectives and plans
- completed using the PReP Diary, Events, Activities and Resources functions

Outcomes

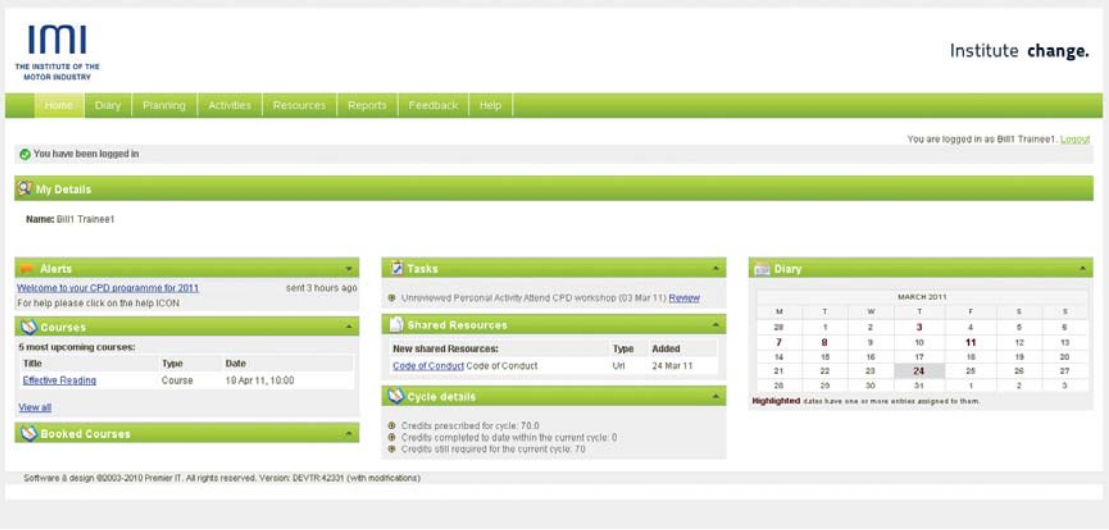
- "what did I achieve?"
- user reflects on activities carried out and assigns completed activities to plans, objectives and learning outcomes/frameworks/curriculum
- completed using the PReP Planning, Learning Frameworks and Reporting functions

Evaluation

- "how has my learning benefitted myself, others and my organisation?"
- user or others undertake evaluation of performance related to activities, objectives and plans along with the resulting change
- completed using the PReP Assessments and Multi Source Feedback functions

The PReP system

Flexible and easy to use interface

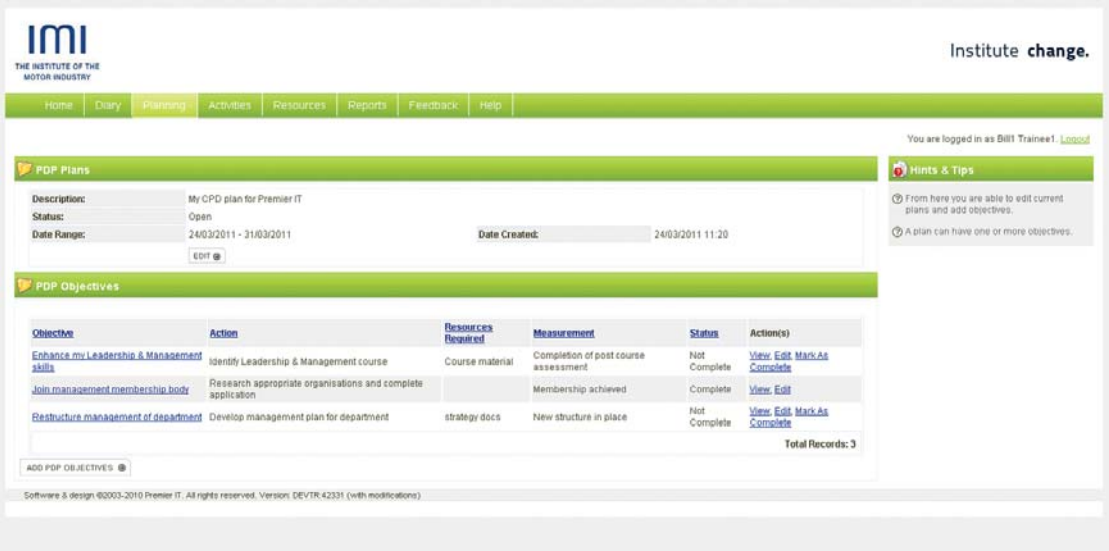


Configurable, drag and drop dashboard style homepage

Fast access to key features of the system

Intuitive design, branded with your logo/colour scheme

Plan in detail and set objectives for the year ahead

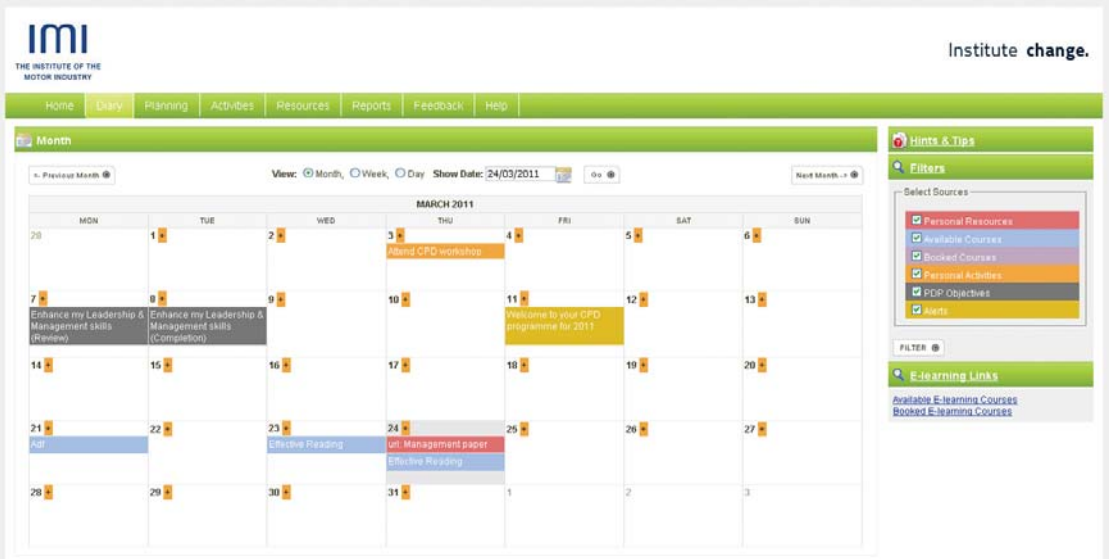


Create multiple PDP's for both professional body membership and employer

Assign multiple objectives to PDP's

Identify resources and measurement criteria in support of plans and objectives

Stay on schedule from one central place

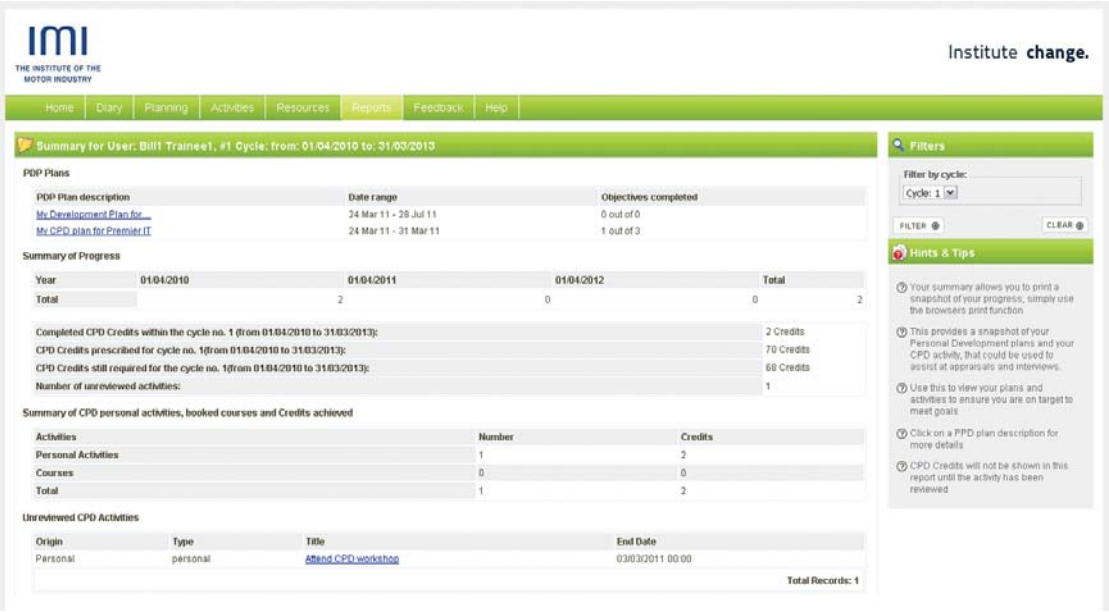


Central access to all planned and scheduled activities and events

Integrate with and display third party events and e-Learning

Colour coded to improve usability and differentiate between types of diary entries

Monitor and evaluate progress and achievement of objectives



Realtime snapshot of progress to date

Traffic light reporting of evidence in support of competencies and frameworks

Full record of completed PDP's and assessments with branded print certificate function for evidence

Contact us: 020 7837 2690 eportfolio@premierit.com premieriteportfolio.co.uk

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