

# Apprenticeship Management Suite – 11/06/2026

## Release Notes

This page contains details of new and amended functionality included in the software update deployed on **11/06/2026**.

### Evidence – Send Back Workflow – ePortfolio

#### **What have we done?**

Assessors can send evidence back to learners for resubmissions, allowing them to upload new versions that take feedback into account.

#### **Why have we done this?**

Following user feedback, resubmitting evidence is a key workflow that will improve usability of Apprenticeship Management.

#### **How will you benefit?**

Assessors can easily provide feedback when sending evidence back to learners. Learners will see a task in their To Do list so they're aware further action is required on their evidence upload.

#### **Details of the change**

Assessors can check evidence for review in three locations:

- From the Delivery Staff Homepage > Evidence to Review within the To Do section.
- When drilling into a Learner's profile, recently evidence uploads requiring review are visible in the Requires Attention list of the 'Tasks' tab.
- When drilling into a Learner's profile, evidence can be viewed in the 'Evidence' tab. Records requiring review will have a 'Check' button visible.

Whilst reviewing the evidence, in the 'Feedback' section there are two options available for the Assessor to choose from:

- Mark as complete – this will update the evidence upload record to be considered as completed and no further action to be taken.
- Send back – this will indicate that the evidence upload record will require further action from the Learner.

When an option is selected, the Assessor can then provide written feedback to be viewed by the Learner. After selecting 'Send back' and providing the feedback, the Assessor can then save the record.

After the record is saved as sent back to the Learner, then the Learner will view a new 'You have evidence to update' task in their To Do list. The Learner can view the record that requires further attention, including the feedback left by the Assessor. The Learner can then choose to upload a new version of the evidence record.

The learner will then be able to upload new files as a new version of the evidence record. The evidence name, description and mappings will automatically populate from the previous version, but the learner can update these if required. The Learner can then save the changes.

When users view evidence with multiple versions, then a dropdown will display the different versions available of the evidence with a timestamp of when the version was last edited. The latest version will be the default version displayed.

Only the latest version of evidence can be edited or starred. When deleting an evidence record with multiple versions, then all versions of the evidence upload record will be deleted.

## **Delivery Staff Homepage - Filters - ePortfolio**

### **What have we done?**

Delivery Staff have additional filtering options available for their list of learners on the homepage.

### **Why have we done this?**

Following user feedback, we wanted to allow Assessors to filter based on the OTJ and Evidence data against learners.

### **How will you benefit?**

This update allows Assessors to filter learners by the last time OTJ and Evidence was added, as well as only showing those learners who are behind in their OTJ and Evidence progress.

### **Details of the change**

When an Assessor is on the Delivery Staff Homepage, they can select the 'Filters' button in their list of learners. The filters drawer now allows the following filters to be applied for both OTJ and Evidence:

- Last logged before – This date filter will only display learners who have logged OTJ or Evidence prior to added date.
- Show behind only – This checkbox filter will ensure that only learners behind in their OTJ or Evidence progress are displayed.

## **Employers – Learner Tasks – ePortfolio**

### **What have we done?**

Employers now have visibility of the Learner's To Do list for outstanding and completed tasks.

### **Why have we done this?**

This update provides Employer's with sight of the Learner's workload and what actions they need to prioritise and what has recently been completed.

### **How will you benefit?**

Following other recent updates, this now provides Employers with visibility of the same ePortfolio tabs of the Learner Profile that Assessor's have access to, giving Employers detailed views of learner portfolios.

### **Details of the change**

When an Employer drills into a Learner from their homepage, then the 'Tasks' tab is available to view when the Learner Profile loads.

The Tasks tab has two separated lists for Employers to view:

- Upcoming – this list shows the outstanding tasks that learners need to complete.
- Completed – this list shows the completed tasks that the learner has fulfilled.

## **Employers – Evidence Tab - ePortfolio**

### **What have we done?**

Employer users can drill into learners from their homepage and can view their library of evidence. OneAdvanced AI can be leveraged from the side-drawer for contextual queries.

### **Why have we done this?**

By providing access to the learner's library of evidence, Employers no longer need to navigate to Smart Assessor to view evidence records.

Integrating OneAdvanced AI so the data onscreen can be contextualised in queries and responses keeps the experience consistent with other pages available to Assessor users.

### **How will you benefit?**

This update enriches the Employer's view of their learners and reduces the need to navigate to Smart Assessor to view the details of their learners. Integration with OneAdvanced AI improves the quality of responses by directly referencing the data visible onscreen.

### **Details of the change**

From the Employer Homepage, each learner can be drilled into to open the Learner Profile. The Evidence tab displays the same view of evidence that Learners and Assessors have today.

Employer users have read-only access to evidence and cannot edit or delete any records.

Users who are allocated to the 'OneAdvanced AI Intelligent Chat' licence can navigate to the Evidence tab in the Learner Profile. The Intelligent Chat side-drawer can be opened from the page header allowing the user to write a prompt that links into the data visible onscreen.

## Assessment & Learning: Tutor – Outstanding tasks for Functional Skills courses

### **What have we done?**

Added an **Overdue** chip and **Nudge** button for outstanding module targets.

### **Why have we done this?**

By adding overdue tasks to the **Outstanding tasks** section on the learner's course page, tutors will be able to see immediately which tasks are outstanding and have a means to direct the learner to the outstanding module.

### **How will you benefit?**

This provides a quick method to see which modules are outstanding and a **Nudge** button to open a prepopulated email to direct a learner to the outstanding module.

### **Details of the change**

Any outstanding modules will appear in the **Outstanding tasks** section on the learner's course page. Tutors will see an overdue chip, the date the module task was due, and a **Nudge** button. Selecting the **Nudge** button will open an email in Outlook prepopulated with the learner's email address, details of the task outstanding and a direct hyperlink to the learning module.