



Welcome

to the future of learning



AIRBUS

North Bristol
NHS trust **NHS**

national**grid**

 **Manchester
Metropolitan**
University

exeter college 

COSTA

For everyone, everywhere

OneFile is ideal for all types of competence training across all sectors – from plumbing apprenticeships to medical revalidation. It's the only learning software with an integrated assessment eportfolio, learning environment, CPD tracker and reporting suite – so you can access all the training tools you need in one place.

OneFile makes training easy. You can deliver, manage and monitor every aspect of the learning journey at the touch of a button. And you can use OneFile wherever you are – online, offline, anytime, anywhere, on any device.

Eportfolio

OneFile's eportfolio is the central hub of your learning system. Data is shared across the software and synced back to the eportfolio account – so it's easy to work together as a team.

“OneFile is excellent as we can track learner progress across the whole qualification. Staff can assess remotely and give individual feedback to learners to keep them motivated. The gap analysis also helps keep learners focused, reducing the amount of time it takes to reach full completion.”

Dave Ambler

Siemens

All-in-one learning software

Learners have the freedom to work in a way that suits them. They don't have to spend time writing up notes, they can take photos, videos and audio recordings as evidence and sync them to their eportfolio using any device. Mentors and managers can then access their learners' portfolios to monitor progress, set learning plans, access timesheets, create plans and reviews, complete assessments, send feedback, and generate real-time reports.



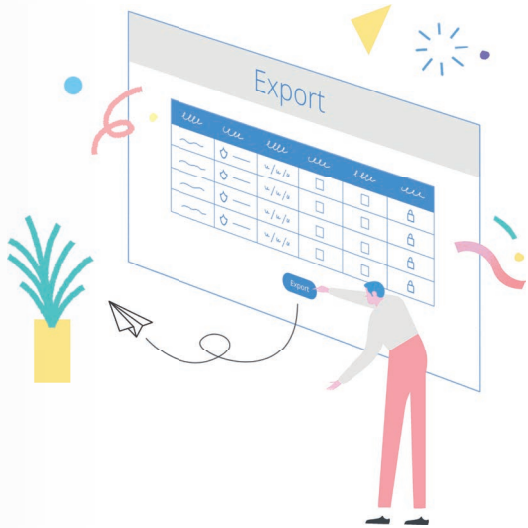
Eforms

Feed your need for speed!
OneFile's eforms are quick to click,
simple to send and easy to analyse –
perfect for people on the go.

“OneFile's eforms are the answer we've been waiting for. After becoming increasingly frustrated with the amount of duplication in our apprenticeship sign-up process, we created one online form on OneFile to capture all the data we need. We can sign up learners offline and sync the data when we have internet access. It's easy.”

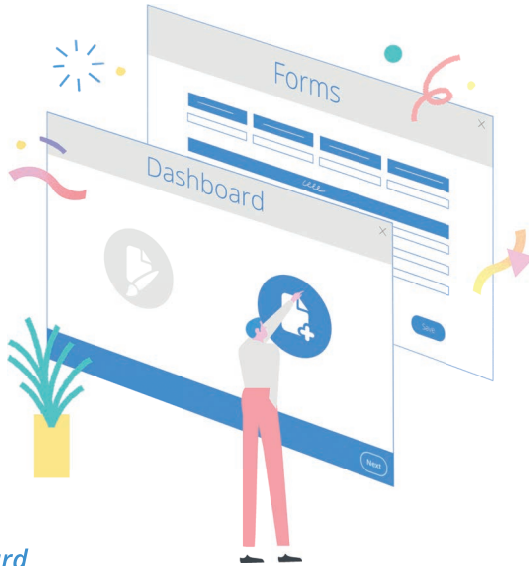
Vicky Neame

Blackpool and The Fylde College



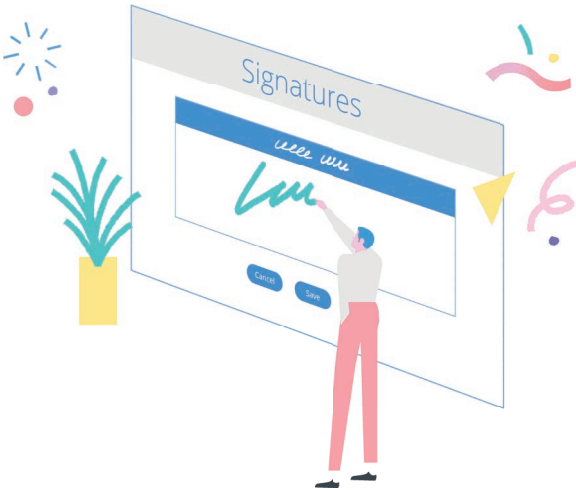
Never pick up a pen again!

With OneFile's eforms feature, you can create, sign and send documents electronically. It's ideal for enrolment forms, surveys and signature pages – basically any type of document-based form.



Export wizard

Using our export wizard, you can create CSV, XML and PDF downloads. This means your forms aren't confined to OneFile, you can share and sync them across multiple platforms.



Sign offline

You can complete digital forms using auditable signatures on any device with our offline eforms app. Then you can sync the data to your online platform when you're connected to the internet.

VLE

Explore the future of online content with OneFile's VLE – the first in the world to fully integrate with an eportfolio.

“OneFile's VLE is an extremely easy-to-use tool, and being able to map automatically to learning aims is a powerful addition. Quizzes are a great way to quickly create automated assessment learning activities which support both apprenticeship frameworks and standards. As the VLE forms part of an integrated OneFile system, it will support our quality and help us identify the activities that learners find effective and enjoyable.”

Tom Cheek

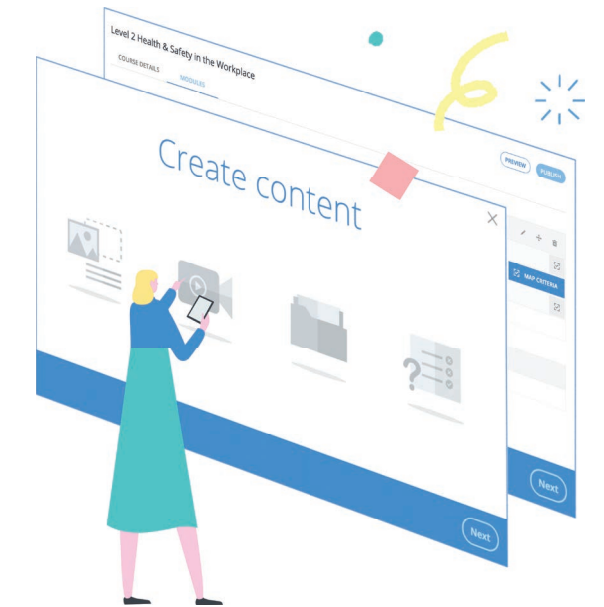
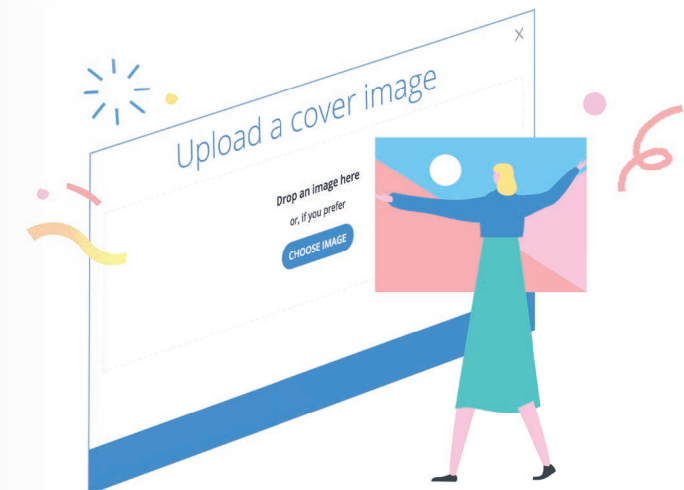
Easton + Otley College

Blended learning

OneFile's virtual learning environment is one of a kind. It fully integrates with our eportfolio so you can build content, map criteria, track progress and send feedback in one unified system.

Prebuilt standards

It's also the only VLE with preloaded standards – helping you map elearning content to learning aims. Progress is automatically synced to your eportfolio centre so it's always up to date.



Drag-and-drop

Building your own courses is easy. Just drag-and-drop to create an interactive hub of videos, resources and quizzes your learners will love. You can also link to external content and use our SCORM feature to upload prebuilt packages. It's ideal for all types of training – including apprenticeships, induction courses, health and safety certificates, and interactive learning resources.

Online content is much more engaging for learners. Plus, it saves money on printing, materials and storage costs.

CPD tracker

Give your staff the boost they need with OneFile's CPD tracker. They can record achievements throughout their career and watch their skills grow.

“I love how I've been able to set up profiles for each award and easily track my CPD activities accordingly. I like the way I can link an activity with more than one profile too, as some fit with a few awards. It's also a real bonus being able to share CPD activities with both my centre manager and EV. CPD records are no longer a chore, and I've found myself making much more regular records as a result!”

Pam Douglas
Cornerstone



Compliant records

Users can upload photos, videos or audio recordings and map them against their development objectives – creating a living portfolio of evidence. They can then monitor their achievements at a glance with our data-driven dashboards and sync progress across the platform.

It means CPD records are always compliant – whether you're attending a conference or reading a book.

Share progress

OneFile's CPD tracker makes professional development easy. Progress is shared across OneFile, so you can monitor your team's achievements.



Reporting suite

Reports can be such a drag. But with OneFile, you just choose the report you want, click, and you're done. Simple.

“We can report on anything within OneFile – accuracy, tracking, activities, profiles, and timely completions. It also supports our quality provision as all evidence is authentic, current and valid. We can also make and track annotations, which makes it easy for the IQA to sample remotely as they don't need to request documents. We even showcase OneFile to management to demonstrate the impact it's made.”

Helen Colbourne

Sandwell and West Birmingham NHS Trust

Access all areas

OneFile's reporting suite is all about accessibility. Information is shared in real time across the entire platform and displayed in live data-driven dashboards.

Custom reports

On the dashboard you can monitor learner progress at a glance or generate custom reports to access the data you need – helping to see the small details and the big picture.

It's easy – that's why we call it click-and-go reporting.



Quality tools

Ace your next inspection with OneFile. Managers and assessors can access all the information they need wherever they are – making inspections less of a stress.

“OneFile made our latest Ofsted inspection easier. One of the inspectors watched an assessor run through a full demo of the system to see how they use OneFile in the business. The Ofsted inspector was really impressed and said the transparency of the eportfolio contributed towards an Outstanding grade for Siemens PLC.”

Dave Ambler
Siemens

100% transparent

With OneFile, the entire audit trail is recorded online and is 100% transparent. Managers and internal assessors can walk through the learners' portfolios to assess quality and highlight any issues that need addressing.

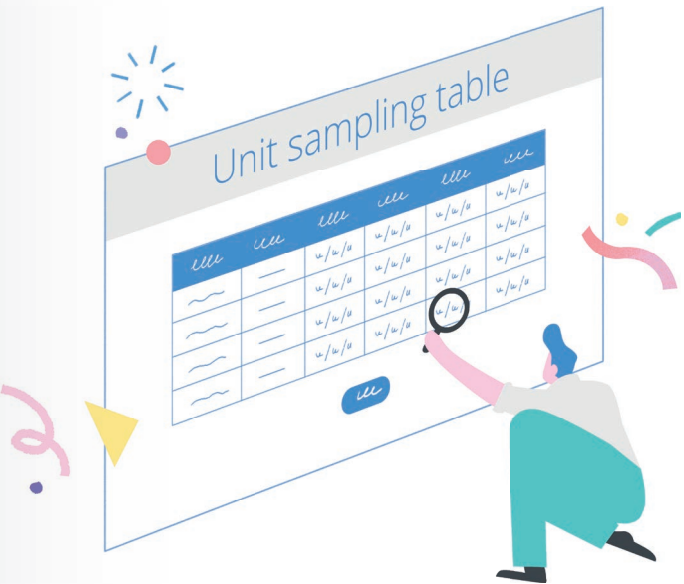
Custom tools

They can also create custom sampling plans, audit reports and standardisation rules to maintain quality across the centre.



Inspection ready

External assessors can also access the information they need at the touch of a button wherever they are. This means you don't have to print off notes, hunt down folders, and post portfolios to prepare for visits – with OneFile, your centre is always inspection ready.



App

Got no Wi-Fi? Working in a remote location? That's no excuse! With the OneFile app everyone can train on the go wherever they are.

“We use OneFile's offline assessment app and we couldn't live without it. It has given my assessors back their work/life balance. What it means for us is 24/7 learning. Our learners love that they are able to use their phones; it's how they want to learn. The limited internet is never a problem for us. We can carry out assessments with the learners and they do not miss out on anything – this is what an apprenticeship is all about.”

Nikki Froud, Director

Nikki Froud Hairdressing

Anytime, anywhere

With the OneFile offline app, you can work anytime, anywhere, on any device. By syncing the data in advance, you can create plans, capture assessment evidence and complete reviews offline. Then when you're connected to the internet again, you can sync your work back to the web and continue to use OneFile as normal.



Snap-and-sync

Using snap-and-sync technology, learners can take photos, videos and audio recordings on their device. Then, they can simply sync them back to their eportfolio as evidence. It's simple, quick and convenient.

The OneFile eportfolio app is available on most Apple, Android and Windows 10 devices – just head to the app store to download it for free!

“OneFile is the single, most valuable tool we have at our disposal.”

WA Academy

Impacts

Happy learning

OneFile makes learning mobile, engaging and active – increasing learner satisfaction rates to 98%.

Lower costs

Ditch the paperwork! OneFile reduces paper, printing, storage and travel costs by 80%.

Increased quality

Thanks to our increased data transparency and automated consistency rules, you can standardise quality across the board.

Higher engagement

OneFile increases learner activity by 50% and timely completions by 35%, helping your users achieve more in less time.

Support

Our support team is by your side from day one. We'll guide you through the whole set-up process, upload your standards, and provide free onsite training to get you up and running. All our account managers are experienced in vocational training, and are always on-hand to offer tips and tricks about the software.

Our technical support team is available 8am 'til 6pm, Monday to Friday – and we provide online training, webinars, and learning resources.

The OneFile community

Join over 200 organisations and 600,000 users already using OneFile! We love to bring our customers together for free best practice events, learning seminars and annual conferences to share stories and shape the future of learning.

Standards

Our in-house standards team builds bespoke standards. Just send us the learning aims or criteria, and we'll create digital qualifications and share them with your centre. We'll set up all your standards for you – whether you're delivering competence training or higher apprenticeships. Or if you're looking for an off-the-shelf option, we already have 100s of standards uploaded to OneFile – so they're ready to go when you are.

“I'm always so pleased with the customer service I receive from OneFile – always polite, professional and doesn't matter which person you speak to; all the staff provide an outstanding service. You should bottle it and sell it to other companies!”

Julie Fox

Technical Professionals Ltd

You're in good company



We're endorsed by all major
awarding bodies, including:

Winner of the 2017 Queen's
Award for Innovation



Partner with the UK's leading learning software.
Find out more at onefile.co.uk – or to take a tour of
the software, book a demo with one of our experts.

www.onefile.co.uk
hello@onefile.co.uk
+44 (0)161 638 3876



2017 Queen's Award for
Innovation