

# REAL News

Newsletter for Careerforce Registered Assessors

May 2017



Welcome to the May issue of REAL News. This month we're pleased to confirm that the new iportal has been launched and a link to a helpful user guide is available for more information. We remind those wishing to extend their scope to complete the relevant documentation. Also, we are keen that users of the MyPath Online Learning and Assessment Tool complete our survey to help us understand what's working for you and what we can try to do better.

## New and improved iportal

By now we expect that most of you have begun using the new iportal. The new iportal was rolled out on 10 April. It's a lot more user-friendly, has a handy copy button, and now takes less time to report credits. You do, however, need to re-register before using it for the first time. The instructions can be found on the front page of iportal at the top right.

The iportal User Guide will assist you with the navigation of the new iportal. Download a copy here: [iportal user guide for assessors](#). Please let us know if you have any issues.

## Scope Extension

If you wish to extend your assessor scope to include additional programmes, please complete the [Careerforce Registered Assessor Scope Extension Application Form](#). Please ensure the application is completed in full and that it is signed by your employer prior to submission.

## MyPath Online Learning and Assessment Tool Survey

Those of you who are users of MyPath, the Careerforce Online Learning and Assessment Tool will shortly receive an invitation to complete a survey. We do encourage you to complete the survey. It is essential for us to understand which features of the system are important to you and to find out what can be improved. Thank you.



## MyPath Improvements

We have already been making some improvements to MyPath. When you're recording trainee completions, you may notice that the Groups have changed. These changes should be better for you – fewer empty groups and more relevant groups. If you can't find the right trainee to assess, please email the details to [info@careerforce.org.nz](mailto:info@careerforce.org.nz) or call 0800 277 486 and we'll fix it as quickly as we can.

## Regional Hub Meetings

Careerforce Regional Hub meetings allow assessors, observers, employers and trainees from one region to come together to share ideas and support each other. Invitations will be sent to you once dates and venues are finalised. Here are some provisional dates:



Location	Date
Paraparaumu	10 May
Dunedin	7 June
Timaru	27 July
Christchurch	10 August
Palmerston North	10 August
New Plymouth	17 August

## REAL Assessor training workshops - June 2017

It has been our goal to have all assessors attend these training workshops. If you have already attended a REAL Assessor training workshop, there is no need to attend again. We will soon be offering a new professional development opportunity for you – watch this space.

For those who haven't attended a workshop, please look at the schedule below. It will help you build on your knowledge and skills in assessment. Use the Careerforce REAL model for respectful, efficient, applied and living training and assessment. **Observers are very welcome to attend these workshops as well.** More information about REAL Observers can be found [here](#).

### What past attendees have said

*"Thinking about our workplace evidence in this way is a light bulb moment for us."*

*"I feel inspired to go back to work and try out this approach"*



Location	Date	Venue
Wellington	13 June	Careerforce, Wellington
Christchurch	14 June	Careerforce, Christchurch
Auckland	15 June	Pacific Homecare

To see the full schedule for 2017, an overview of the workshops plus details on how to register via the website, please click the link below:

[\*\*VIEW ALL ASSESSOR TRAINING WORKSHOPS\*\*](#)

## PEER moderation workshops - June 2017

We also encourage our assessors to enrol in a Careerforce Peer Moderation workshop and invite you to attend one near you. See below for details.

Location	Date	Venue
Kapiti	7 June (morning)	TBA
Levin	8 June (morning)	TBA
Blenheim	13 June (afternoon)	TBA
Nelson	14 June (morning)	TBA
Nelson	14 June (afternoon)	TBA
Porirua	15 June (morning)	TBA
Wellington	20 June (morning)	Careerforce, Wellington
Wellington	20 June (afternoon)	Careerforce, Wellington
Masterton	21 June (morning)	TBA
Lower Hutt	22 June (morning)	TBA
Lower Hutt	22 June (afternoon)	TBA
Westport	26 June (afternoon)	TBA
Greymouth	27 June (morning)	TBA
Christchurch	28 June (morning)	Careerforce, Christchurch
Christchurch	28 June (afternoon)	Careerforce, Christchurch
Timaru	29 June (morning)	TBA
Ashburton	29 June (afternoon)	TBA
Rangiora	30 June (morning)	TBA

To see the full schedule for 2017, an overview of the workshops and details on how to register via the website, please click the link below:

**[VIEW ALL PEER MODERATION WORKSHOPS](#)**

## Assessor Newsletters

These Assessor Newsletters are sent to all registered assessors and are now archived on the Careerforce website. Archive copies can be downloaded [here](#). If you are a new Careerforce Assessor you may want to check them out!



## Thank you

As always, we do appreciate all the support and guidance you give to your trainees. If you have any questions, please don't hesitate to contact us. Please also use this email address to request Assessor Guides.

Phone: 0800 277 486

Email: [assessor-admin@careerforce.org.nz](mailto:assessor-admin@careerforce.org.nz)



Enabling workplace training