ASDAN course admin process explained وه

This applies to the PDP and PfA programmes and all ASDAN qualifications (except EPQ).



online administration at asdan.org.uk/member (click to view)



offline



Add learners to the ASDAN website

• see learners explained guide



Create cohorts to add learners to courses

• see cohorts explained guide



Start delivering your ASDAN course with ongoing internal quality assurance



Manage learner units throughout

i see units explained guide



Assign cohorts to moderation



Confirm completed learner units



Carry out final internal quality assurance



Book moderation

see moderations explained guide



Assign learners and units to moderation



Provide requested sample to ASDAN for moderation



View moderation feedback and any action points



Receive certificates

