

JTL Remote Learning Weekly News
Issue 4 (24.04.20)

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Hi <<First Name>>,

Welcome to issue 4 of **JTL Remote Learning Weekly News!** We hope you had a relaxing Easter break and that you are keen to get stuck back into your learning.

This week's issue features guidance on how to record your 20% off the job evidence, an update on remote learning sessions and online 1:1 support, along with helpful resources you can use to practice your maths and English skills.

This week's updates

20% off the job evidence

Over the past few weeks we have asked you to focus on updating your 20% OTJ evidence on Smart Assessor. Remember you can also do this from your phones, so watch this short video below which shows you how this can easily be done.



Remote learning sessions and online 1:1 support

Those of you that attend JTL centres for your course, will begin to be invited to remote learning sessions by your tutors. Your tutor will have created a Google login for you to use and, if they haven't already, will have invited you to the virtual classroom.

Tasks will be set for you to complete via Google Classrooms, and these materials have

continuing to progress through your apprenticeship.



Online 1:1 support is also available from this week. These sessions will be conducted using Zoom, and all online support will be recorded to ensure the safety of all participants. Feel free to ask your tutor as many questions as you need to just as you would in a face to face classroom session. They are here to support!

For all JTL learners, (including those that attend a college/other training providers) you have access to a wealth of resources which can be accessed via Smart Assessor. For further guidance on this, speak to your Training Officer. It is important that you continue with your learning and keep your knowledge up to date during this time while you are unable to attend any face to face lessons.

Maths and English

If you still have your Functional Skills test to do, please continue to complete the learning activities on bksb. It is really important that you complete the skills checks and progress checks on the system so we can see that you are learning new maths and English skills.

Here is the link to access the bksb system:

[Practice Your Maths and English Skills](#)

For any issues with your bksb account, please email ExternalSupportTeam@Jtltraining.com or call 0800 085 2308.

Refer to the [step by step guide](#) if you are still unsure on how to use the bksb system.

Remote Learning for Maths and English

The bksb online teaching and learning resource will allow you to continue to practice and improve your maths and English skills. You can access the system from a desktop, tablet or a mobile phone.



To access JTL's bksb site, click on the link below:
<https://jtltraining.bksblive2.co.uk>

If you have forgotten your log in details, click on 'forgotten details?', enter your email address and you will be emailed your log in details.

For any other issues with your bksb account, please email ExternalSupportTeam@jtltraining.com or call 0800 085 2308



Online learning powered by
bksb

Once you receive an invite from a Functional Skills Trainer (usually by text or email), make sure you respond to let them know you are able to attend. If you are not available, still let them know so another suitable time can be arranged. The session with your Functional Skills Trainer may take 15 minutes to an hour depending on your requirements.. However, if you require a longer session, then please let your Functional Skills Trainer know. This may be done on the phone or through Smart Assessor using Zoom.

If you still have your Functional Skills to do and haven't been invited to a session via Smart Assessor yet, then don't worry. You must continue to use bksb to improve your maths and/or English skills until a Functional Skills Trainer gets in touch. Any concerns or questions on this, please contact your Training Officer.

You can also work through sample assessment questions. Refer to [this guide](#) on how to access the sample assessments. Any further questions, please speak to your Training Officer.

Accessing Functional Skills Sample Tests

Working through the sample tests, will better prepare you for your Functional Skills test. Any questions please contact your Training Officer or Functional Skills Trainer.

Click on the link below to access Functional Skills level 2 sample tests on the City and Guilds website:
<https://www.cityandguilds.com/qualifications-and-apprenticeships/skills-for-work-and-life/english-mathematics-and-ict-skills/4748-functional-skills#sub-information&acctlevel2>

If you are a learner in Wales, then you will need to continue to work through the WEST system. For further guidance on this, please contact your Training Officer. You can also view Essential Skills Wales sample assessments by clicking on the green button below:

Essential Skills Wales Sample Assessments

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Additional support

Helpful advice for learners on our website

Don't forget, you can access a range of helpful advice and guidance on the JTL website to support you during the Covid-19 crisis by clicking the blue button below. Information includes advice on protecting your mental health and wellbeing, cyber security awareness as well as FAQs if you are concerned about how the pandemic is affecting your apprenticeship.

[Advice for JTL learners](#)

So that's all from us this week. In the meantime, if you have any general questions or concerns about your learning contact your Training Officer or call JTL's customer services team on **0800 085 2308** if your Training Officer is unavailable. You can also email info@jtltraining.com

With best wishes

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