

Tutoring For All: Technology Requirements

Introduction

The Tutors' Association (TTA) will be submitting a consortium bid to become an approved provider within the National Tutoring Programme, under the banner: 'Tutoring For All' (TFA).

There will be three main areas in which technology will be required to facilitate the effective central co-ordination of tuition across the country, in conjunction with consortium members.

- 1) Administrative technology.
- 2) Content, assessment and tracking.
- 3) Virtual classroom / online tuition delivery platform.

This document sets out the requirements that we think will be needed for these solutions. We welcome bids from any providers which feel that they can meet the criteria set out below. Providers may offer their products or services in one or more of the areas outlined above.

Please note that there is no standard form or template for bids, so please send them in whatever format suits you best.

Please send your bid to ruth@thetutorsassociation.org.uk by 5pm Wednesday 16th September.

In submitting a bid, providers are asked to explain how they meet the requirements set out. The requirements are either stated as 'Mandatory' or 'Desirable'. 'Mandatory' requirements are expected to be fulfilled a provider to be eligible; 'Desirable' requirements are not required but would enhance a provider's bid.

All bids should include an accurate cost quotation. Where there is any uncertainty around cost, a range should be given along with any appropriate detail to allow TFA to accurately estimate the costs involved. TFA will be unable to agree to higher costs at a later stage and reserves the right to reject any provider on this basis.

Bids offering to provide technology for more than one of the three areas detailed should break the costs down for each area. For example, if a product or service is being offered for all three areas, the costs for each area should be detailed separately in the section below).

Bids that do not include a cost quotation will not be considered.

A provisional decision on which providers to use will be made prior to the submission of the Tutoring For All bid (on the 18th of September). A final decision, and the agreement of contracts, will not be made unless and until TFA is appointed as one of the approved providers (which is expected to be announced after the 31st of October).

Requirement 1: Administrative technology

- 1) Mandatory: Provide a database of user accounts, including:
 - a) Central TFA administrator accounts;
 - b) Accounts for corporate consortium members, to which multiple users may be attached (i.e. tuition company administrative staff);
 - c) Either:
 - i) Accounts for individual tutors, linked to one (or more) corporate consortium members, or;
 - ii) A record or entry for each tutor, editable by the corporate consortium members to which they are attached.

- 2) Mandatory: Tutor details to be stored:
 - a) Name.
 - b) Subject(s) taught.
 - c) Age range(s) taught.
 - d) Prior tuition experience.
 - e) Prior relevant qualifications.
 - f) TFA training completed (from an array of modules to be specified).
 - g) DBS check within the past 12 months (yes/no).
 - h) Contact details.
 - i) Email
 - ii) Telephone
 - i) Geographic location.
 - j) Availability (hours per week/weeks available, other indication).
 - k) Availability for face-to-face tuition (i.e. within a given distance of the tutor's location, or a specific geographic area).
 - l) Desirable: Single Sign-On for tutors to log in to their account using Google/Microsoft accounts (or other common credentials).

- 3) Mandatory: Booking enquiry form for schools to request tuition blocks, to include:
 - a) Name of the school.
 - b) Address of the school.
 - c) Contact person and their contact details.
 - d) Number of tuition blocks requested, including the subjects and age ranges of the students involved.
 - e) Online/face-to-face tuition preference.
 - f) Desirable: automatically calculate and present to the school the cost to the school of the tuition blocks being requested.
 - g) Desired tuition start date.
 - h) Space to enter specific student requirements (e.g. SEND, EAL)
 - i) Opportunity to add further details.
 - j) Source of enquiry (how the school heard about TFA).

- k) Means of identifying any pre-existing relationships with corporate consortium members.
- 4) Mandatory: Centralised management of school booking enquiries.
 - a) List of enquiries (and date stamps for each).
 - b) The ability to filter corporate consortium members able to deal with an enquiry based on the availability of appropriate tutors by:
 - i) Subject taught;
 - ii) Age range taught;
 - iii) Geographic location.
 - c) The ability to automatically allocate blocks within a booking request to different corporate consortium members.
 - d) The ability for corporate consortium members to accept or decline a booking request.
 - e) Desirable: corporate consortium members to be able to assign a tutor to a booking request and this to be made available to TFA administrative staff.
- 5) Desirable: The ability to integrate with other technology providers.
- 6) Desirable: The ability for the technology to be 'white-labelled' and use TFA custom branding (and, if possible, a custom web domain).
- 7) Mandatory: Appropriate security provisions to prevent unauthorised access to sensitive commercial / personal data including compliance with GDPR and any other relevant industry standards, legislation and regulation.

Requirement 2: Content, assessment and tracking.

- 1) Mandatory: A bank of educational content (in the form of e-books or other similar digital content) available for:
 - a) Mandatory: English, covering National Curriculum requirements for the Year 6 to Year 11 age range.
 - b) Mandatory: Mathematics, covering National Curriculum requirements for the Year 6 to Year 11 age range.
 - c) Mandatory: Science, covering National Curriculum requirements for the Year 6 to Year 11 age range.
 - d) Desirable: Humanities, covering National Curriculum requirements for the Year 6 to Year 11 age range.
 - e) Desirable: Modern Foreign Languages (MFL), covering National Curriculum requirements for the Year 6 to Year 11 age range.

Note: 'Crowd-sourced' content, content 'scraped' from the internet or content which the provider does not hold the copyright for, or an explicit license to use at no additional cost, will not be eligible.

- 2) Mandatory: Assessment/practice tasks that can be set to students by tutors, including:
 - a) An appropriate number of varying types of questions to reflect those that can be set on paper, including:
 - i) Multiple choice questions.
 - ii) Questions requiring students to enter a free-text/extended written response (especially for English and science).
 - iii) Questions requiring students to enter a mathematical calculation, formulae or similar entry (especially for mathematics and science).
 - b) Mandatory: the ability for tutors to be able to select which questions to present to their students as part of assessment/practice tasks and to edit such assessment practice tasks quickly and easily, where required.
 - c) Desirable: the ability for assignments to be set to students using some form of adaptive learning/automatic differentiation (using algorithms, AI, or any other technology which can produce an equivalent outcome).
 - d) Desirable: the ability for tutors to use their own questions in practice tasks.
 - e) Desirable: automated marking (where it can be reliably implemented).
 - f) Desirable: pre-loaded feedback, solutions, mark schemes or other guidance, accessible to students.
 - g) Desirable: the ability for tutors to mark and/or review student work and offer feedback to students through the content, assessment and tracking platform.

- 3) Mandatory: Tracking for student areas of strength and/or weakness, automatically recorded based on student performance.
 - a) Mandatory: The ability for TFA administrative staff to have real-time oversight of student progress.
 - b) Mandatory: The ability for school clients to be provided with real-time information on:
 - i) The content their students are covering in tutorials;
 - ii) The practice assignments they have been set (either within/between tutorials);
 - iii) Their attainment/performance level on practice assignments set.
- 4) Desirable: Clear links between the evidence base for educational interventions and the design of the content, assessment and tracking tool.
- 5) Mandatory: Mobile responsiveness, with the technology readily usable on different sized devices (subject to the inherent restrictions involved when using smaller devices).
- 6) Desirable: The ability to integrate with other technology providers.
- 7) Desirable: The ability for the technology to be 'white-labelled' and use TFA custom branding (and, if possible, a custom web domain).
- 8) Mandatory: Appropriate security provisions to prevent unauthorised access to sensitive commercial / personal data including compliance with GDPR and any other relevant industry standards, legislation and regulation.

Requirement 3: Virtual classroom / online platform

- 1) Mandatory: An online virtual classroom / online whiteboard with the following functionality:
 - a) The ability to draw diagrams and write text during an online tutorial.
 - b) Clear audio between up to four devices with a stable internet connection.
 - c) Clear video between up to four devices with a stable internet connection.
 - d) The ability for tutors to upload images (e.g. of past paper questions, diagrams or other educational resources).
 - e) The ability for tutors to save a page which has been worked on and create a new, supplementary page during the tutorial (without significant disruption to the lesson).
 - 2) Mandatory: Recording of tutorials and playback for playback later.
 - a) Tutorial recordings **must** be made available to TFA administrative staff and be unable to be deleted or edited by tutors themselves.
 - b) Desirable: the ability to search lesson recordings for terms of interest.
 - 3) Desirable: A scheduling tool, enabling tutorials to be scheduled / links to be synchronised with a calendar.
 - 4) Desirable: email, text or other kind of notification for participants of an upcoming tutorial.
 - 5) Desirable: The ability for the tutor to share their screen with students during a tutorial.
 - 6) Mandatory: Some kind of central organisation of lesson recordings for TFA administrative staff.
 - 7) Mandatory: Mobile responsiveness, with the technology readily usable on different sized devices (subject to the inherent restrictions involved when using smaller devices).
 - 8) Desirable: The ability to integrate with other technology providers.
 - 9) Desirable: The ability for the technology to be 'white-labelled' and use TFA custom branding (and, if possible, a custom web domain).
 - 10) Mandatory: Appropriate security provisions to prevent unauthorised access to sensitive commercial / personal data including compliance with GDPR and any other relevant industry standards, legislation and regulation.
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