

The new preparedEPA Cockpit/AdminPortal

how to profit most

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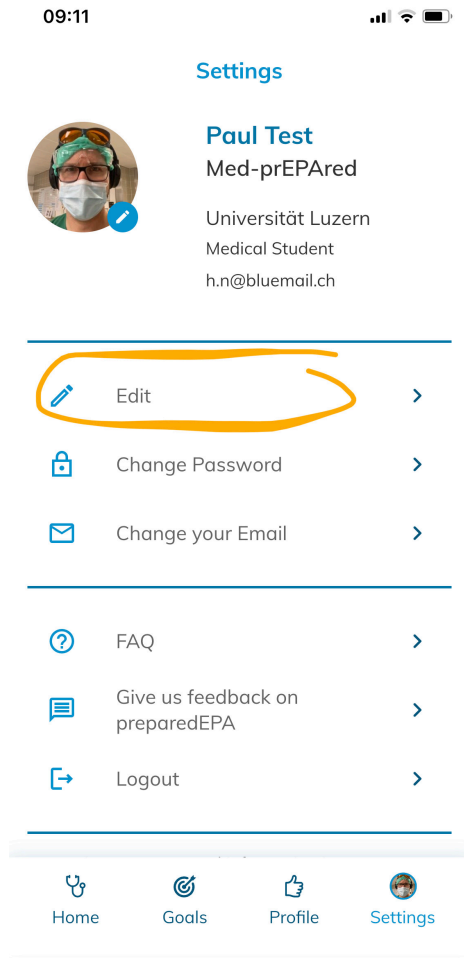


preparedEPA

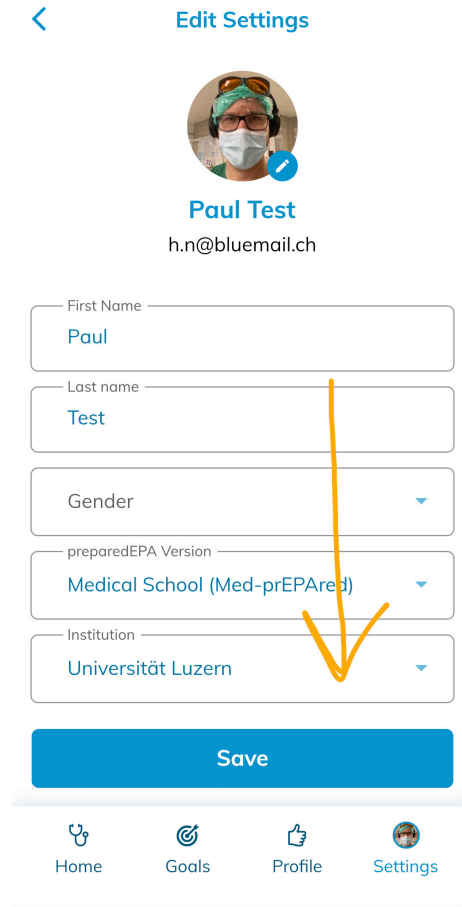
Workplace-based assessments along
entrustable professional activities (EPAs)

Steps for the trainees/supervisors

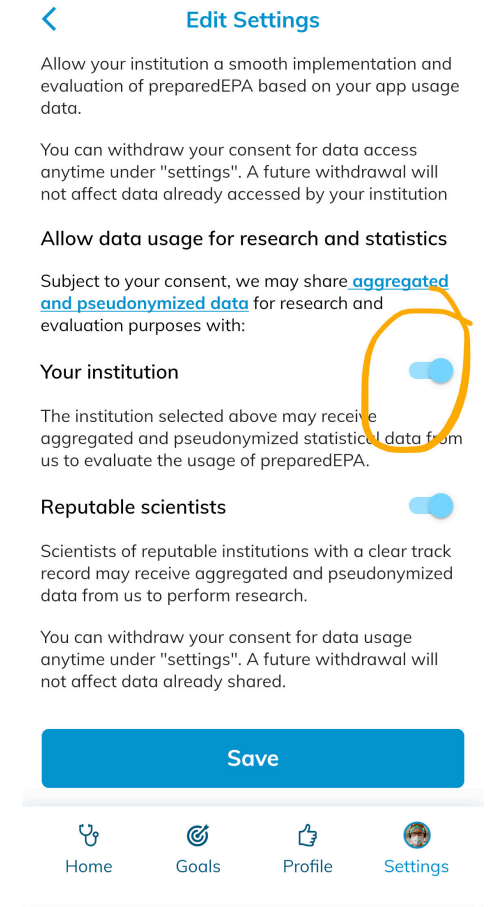
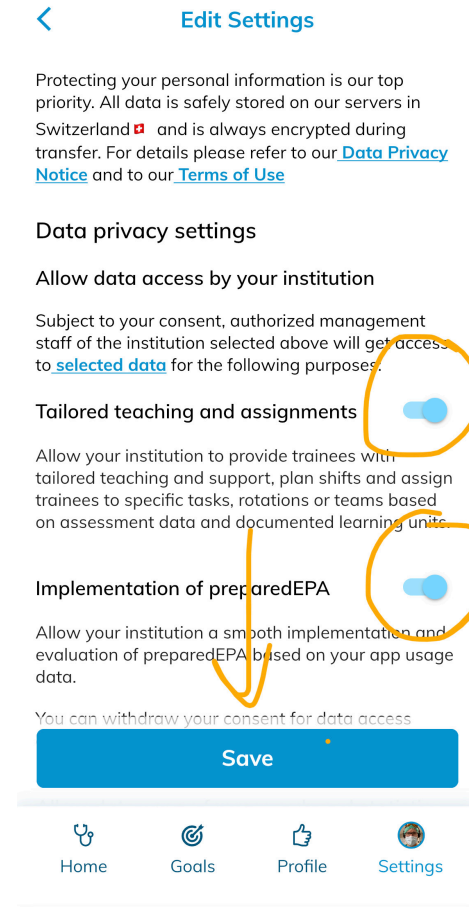
1. Click „Edit“ in „Settings“



2. Scroll down















3. Allow data sharing to profit the most for your training



Options for Program Directors

1. Open [adminportal.prepared.app](#) in your browser
2. **Login with your regular prepared-credentials**
(you need to be approved for the admin-role to enter)
3. **You will have an overview over the usage data and competence data**
(if trainees have activated data sharing in their profile, see previous slide)

Options for Program Directors

-  Dashboard 
 - Overview over usage data
 - Leaderboard for trainees and supervisors regarding app usage
-  Competency explorer 
 - Filter trainees according roles (e.g., night shift) or EPA
-  Competency profiles 
 - Define expected competence for specific roles (e.g. night shift)
-  Supervisor requests 
 - Approve or revoke Supervisor-roles
-  Courses 
 - Define mandatory courses at your institution
 - Courses can be attributed to specific stages of training (e.g., 3rd-year students)
-  Documented Courses 
 - Check course attendance of your trainees