

Service Definition – G-Cloud 15

Service name:

Digital Logbooks and
Workplace Experience Recording

Supplier:

Axia Digital Ltd

Framework:

G-Cloud 15
Lot 2b – Software as a Service (SaaS)
Framework reference: RM1557.15

Purpose of this document:

This document provides an overview of the Digital Logbooks and Workplace Experience Recording SaaS service listed on the G-Cloud 15 Digital Marketplace. The definitive service description, security controls, accessibility standards, pricing and contractual commitments are set out in the G-Cloud 15 service listing and apply in full to this service.

Authoritative service information:

The definitive service description, security controls, accessibility standards, pricing, service levels and contractual commitments are set out in the G-Cloud 15 service listing on the Digital Marketplace and apply in full to this service.

Scope:

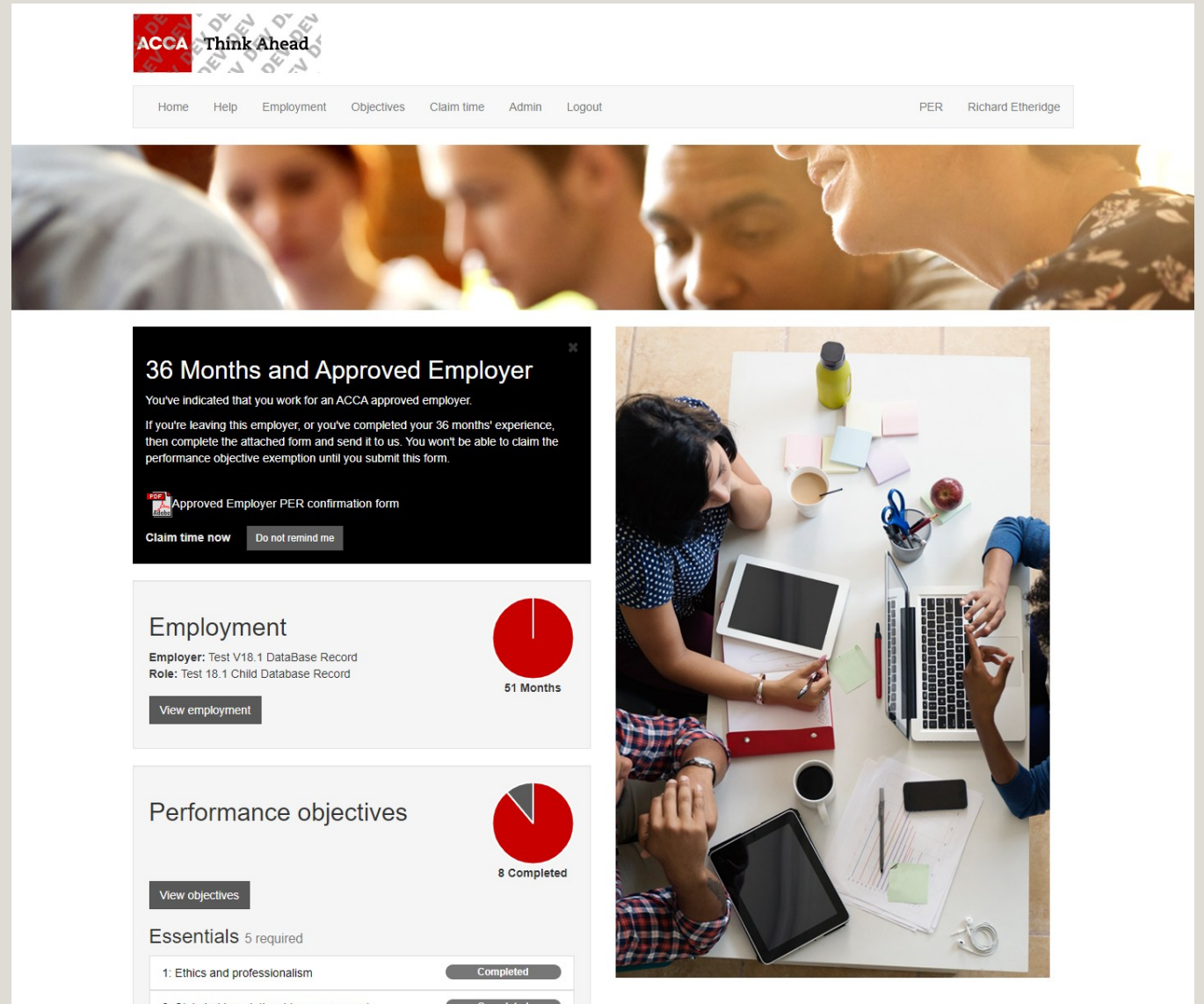
This document does not override or amend the G-Cloud framework terms or the service listing.

About Us

Axia Digital Ltd is a UK supplier of digital evidence gathering and assessment services. The Digital Logbooks and Workplace Experience Recording service is used by public sector organisations, universities and professional bodies to record, validate and review workplace experience, activities and supervised practice.

Logbooks

Digital logbooks enable individuals to record workplace activities, tasks and learning events against defined requirements or competencies. Entries can include narrative descriptions and supporting evidence, and are reviewed and validated by supervisors or assessors. The service provides a structured, auditable record of experience over time.



The screenshot displays the ACCA Think Ahead digital logbook interface. At the top, the ACCA logo and "Think Ahead" tagline are visible, along with a navigation menu (Home, Help, Employment, Objectives, Claim time, Admin, Logout) and a user profile (PER, Richard Etheridge). Below the header is a large image of a group of people. The main content area features a dark card titled "36 Months and Approved Employer" with instructions on claiming time. To the right is a large image of people working at a desk. Below the dark card are two white cards: "Employment" showing a progress bar for 51 months and a "View employment" button, and "Performance objectives" showing a progress bar for 8 completed objectives and a "View objectives" button. At the bottom, an "Essentials" section lists two required items, both marked as "Completed".

ACCA Think Ahead

Home Help Employment Objectives Claim time Admin Logout PER Richard Etheridge

36 Months and Approved Employer

You've indicated that you work for an ACCA approved employer.

If you're leaving this employer, or you've completed your 36 months' experience, then complete the attached form and send it to us. You won't be able to claim the performance objective exemption until you submit this form.

 Approved Employer PER confirmation form

[Claim time now](#) [Do not remind me](#)

Employment

Employer: Test V18.1 DataBase Record
Role: Test 18.1 Child Database Record

[View employment](#)

51 Months

Performance objectives

[View objectives](#)

8 Completed

Essentials 5 required

1: Ethics and professionalism	Completed
2: Stakeholder relationship management	Completed

Placements

The service supports structured placement programmes by enabling individuals to record experience gained during supervised placements or rotations. Placement requirements, activities and evidence can be configured per programme, with supervisors reviewing progress and confirming completion. Administrators can monitor placement activity and outcomes across cohorts.

OXFORD
BROOKES
UNIVERSITY

BePAD

Logout
Summer Sun - Practice Assessor

Home

Help/Contact Us

Change PIN

Active placements

Spoke placements

Inactive placements

Completed Students

Students on active placements

Type to Filter

Jill Valentine

Course: B950 - Paramedic Science - BSc (Hons)
Placement: Oxford University Hospitals NHS Foundation Trust >> John Radcliffe Hospital >> West Wing

View

Max Test1

Course: NTA - Placement

View

Max Test2

Course: PW - B950 - Paramedic Science - BSc (Hons)
Placement: Paramedic: Bletchley Resource Centre/Ambulance Station

View

Max Test2020

Course: NSA - 2020 - Nursing (Adult)
Placement: Adult Nursing: Acute Stroke Unit (RBH)

View

Max Test2020 2

Course: ANT - 2020 - Nursing (Mental Health)
Placement: Adult Nursing: City Community Hospital

View

Max Test-Paramedic

Placement Sign-Off Checklist

Placement Start & End Date:

01/05/2023 - 13/06/2023 (6 weeks)

Number of Hours Required During Placement:

210 (35 per week)

	Is this Required?	Status	Has this been Completed?
Attendance Record	☒ Optional	24 hrs 0 mins / 210 hrs 9.59 weeks / 6 weeks	Not Applicable
Preliminary Interview	☒ Yes	Complete	☒
Mid Interview	☒ Yes	Not Complete	☒
Reflective Practice: Nursing Student Reflection Using Gibbs Model Of Reflection	☒ Yes	Complete	☒
Progress Notes	☒ Optional	7 Completed	Not Applicable
Six Domains of Competence	☒ Yes	65 / 66 Completed	☒
Final Interview	☒ Yes	Not Complete	☒

Time

Time recording allows individuals to log hours, sessions or periods of supervised practice as part of a programme or requirement. Logged time can be reviewed and approved by supervisors and contributes to overall completion and progress tracking. This supports programmes where minimum time or attendance thresholds apply.

Max Test3's Logbook

Download Logbook PDF

Max Test3

Email Address: max@axia.email

Student Number: 123456

Printed on: 21/05/2024

Overview

Training Contract Start Date:01/08/2020

Ethics Statement Agreement Date:16/08/2023

Employer Name:Axia Digital

Employment Start Date:01/08/2020

Reviewer:No Reviewers Linked

Counselling Member:MaxCM Test1

Progress

CA Qualification

Employment Days

Relevant Practical Experience Days

Competencies

Audit Time (Not Required for CA Qualification)

Audit Days

Statutory Audit Days

Overview

Audit Days

Statutory Audit D

BU
Bournemouth
University

Online Practice
Assessment for
Learning

HomeHelp/Contact UsViewPrintLogout

Midwifery (MORA) | 👤 Jojo Zaharievskil

Record of Practice Hours

202 hrs 5 mins

Year One - 750 hours

Year Two - 1000 hours

Year Three - 2400 hours

Required Hours: 2400 hours

Total signed hours: 202 hrs 5 mins

Total unsigned hours: 44 hrs 30 mins

Year One *Year TwoYear Three

Year One Record of Practice Hours

Add New

202 hrs 5 mins

60% - 600 hours

Year One required Hours: 750 hours

Year One total signed hours: 202 hrs 5 mins

Year One total unsigned hours: 2 hrs 30 mins

Number of hours from previous portfolio: 110

Sign as Practice Assessor/Practice Supervisor

Date	Placement	Shift Start Time	Shift End Time	Breaks in Minutes	Hours	Minutes	Shift Type	Signed	
21/07/2022	New Placement	00:15	03:45	60	2	30	Day Shift		EditDelete
08/02/2022	New Placement	02:45	12:30	30	9	15	Day Shift	Max Mentor Test on 02/03/2022	



Capturing work-based assessments

Capturing work-based assessments enables supervisors and assessors to evaluate activities and experience as they occur in practice. Assessments can be linked directly to evidence and competency frameworks, supporting consistent and auditable decision-making.

Centre for Advancing Practice

[Home](#)[Evidence](#)[Applications and Reports](#)[Contact List](#)[Messaging](#) 0[Help](#)

Reviews ▼[Admin](#)[Logout](#)

Welcome Richard Etheridge

Active Applications/Reports

Application Name	Date Started	Application Status	Progress Summary
ePortfolio (supported) Route	18/08/2022	Started	View Progress Summary
Advanced Practitioners Accredited Programme Route	18/08/2022	Started	View Progress Summary
	21/05/2019	Started	View Progress Summary

Richard Etheridge

richard@axia.email

retheridge

-



[Edit My Details](#)

[Change Password](#)

[Change Of Circumstances](#)

[Capability Evidence Matrix](#)

[Contact List](#)

CPD Progress

+

Adding Evidence

Users can upload evidence to support logbook entries and assessments using configurable forms and workflows. Evidence requirements and assessment rules can be tailored to programme or organisational needs.

Centre for Advancing Practice

[Home](#)[Evidence](#)[Applications and Reports](#)[Contact List](#)[Messaging 0](#)[Help](#)

Reviews

Admin

Logout

General

Career Details

Qualifications

Achievements

Other Learning/Training

Portfolio Route

Evidence to be confirmed

Externally Verified Evidence

CPD

CPD Activities

CPD Reflections

Annual Clinical Competence Reviews

Tool Box

CPD Activities - Attachments

Please use the form below to manage your attachments.

File Upload



Drag & drop files here or [Browse Files](#)

Max file size 52MB

Finish

 **AXIA**Digital

Linking evidence to competencies

Evidence can be linked directly to defined competencies or requirements at the point of submission. This ensures that progress against frameworks is automatically tracked and visible.

The screenshot displays a web interface for editing a 'Practice Based Learning' entry. On the left is a vertical sidebar with a menu containing: 'Career Details', 'Qualifications' (highlighted in purple), 'Other Learning/Training', 'Achievements', 'Assessed Practice Based Learning' (highlighted in dark grey), 'Verified Evidence', and 'Externally Verified Evidence'. The main content area is titled 'Assessed Practice Based Learning - Edit' in purple, with a sub-instruction 'Please complete the fields below.' Below this, the 'Title' field contains the text 'Research'. The 'Date Undertaken' field shows '29/11/2019' with a calendar icon. The 'Summary' section includes an 'Edit' dropdown and a rich text editor with a toolbar. The text in the editor reads: 'My research project extends to be working with community pharmacists to understand the advice they are giving to patients requiring help with pain relief. This has required me to develop effective working relationships with them in order that I can understand their approach. I have demonstrated sensitivity in managing those relationships mindful of the pressures they are under. [[COMP4.1]]'. At the bottom right of the form is a button labeled 'insert competence reference' with a link icon.

Competence evidence matrix

The framework evidence matrix is then instantly populated and by selecting the framework, the evidence linked to that framework appears and the complete evidence can then be reviewed (See next slide).

The screenshot displays the 'Competence Evidence Matrix' interface. At the top, the title 'Competence Evidence Matrix' is shown in a purple font, with 'Guidance Text' below it. The main content area is divided into two sections: '1. Pillar One: Clinical Practice' and '2. Pillar Two: Leadership and Management'. Each section contains a list of competencies, each preceded by a circular icon with a number. In the '1. Pillar One' section, the icon for '1.4. Work in partnership with...' is highlighted in blue and labeled '1 - VIEW'. A pop-up window titled 'Evidence containing competency' is overlaid on the right side of the screen. It contains a single entry: 'Practice Based Learning'. The pop-up has a close button in the top right corner.

Competence Evidence Matrix

Guidance Text

1. Pillar One: Clinical Practice

- 1.1. Practise in compliance...
- 1.2. Demonstrate a critica...
- 1.3. Act on professional ju...
- 1.4. Work in partnership w...
- 1.5. Demonstrate effectiv...
- 1.6. Use expertise and de...
- 1.7. Initiate, evaluate and...
- 1.8. Exercise professional judgement to manage risk appropriately, especially where there may be complex and unpredictable events and supporting teams to do l...
- 1.9. Work collaboratively with an appropriate range of multi-agency and inter-professional resources, developing, maintaining and evaluating links to manage risk ...
- 1.10. Act as a clinical role model/advocate for developing and delivering care that is responsive to changing requirements, informed by an understanding of local p...
- 1.11. Evidence the underpinning subject-specific competencies i.e. knowledge, skills and behaviours relevant to the role setting and scope, and demonstrate appli...

2. Pillar Two: Leadership and Management

- 2.1. Pro-actively initiate and develop effective relationships, fostering clarity of roles within teams to encourage productive working. [[COMP2.1]]
- 2.2. Role model the values of their organisation/place of work, demonstrating a person-centred approach to service delivery and development. [[COMP2.2]]
- 2.3. Evaluate own practice, and participate in multi-disciplinary service and team evaluation, demonstrating the impact of advanced clinical practice on service fun...
- 2.4. Actively engage in peer review to inform own and other's practice, formulating and implementing strategies to act on learning and make improvements. [[COM...
- 2.5. Lead new practice and service redesign solutions in response to feedback, evaluation and need, working across boundaries and broadening sphere of influen...
- 2.6. Actively seek feedback and involvement from individuals, families, carers, communities and colleagues in the co-production of service improvements. [[COMP...
- 2.7. Critically apply advanced clinical expertise in appropriate facilitatory ways to provide consultancy across professional and service boundaries, influencing clini...
- 2.8. Demonstrate team leadership, resilience and determination, managing situations that are unfamiliar, complex or unpredictable and seeking to build confidenc...
- 2.9. Continually develop practice in response to changing population health need, engaging in horizon scanning for future developments (e.g. impacts of genomic...
- 2.10. Demonstrate receptiveness to challenge and preparedness to constructively challenge others, escalating concerns that affect individuals, families', carers', c...
- 2.11. Negotiate an individual scope of practice within legal, ethical, professional and organisational policies, governance and procedures, with a focus on managin...

Evidence containing competency

- Practice Based Learning

Close

Peer / manager assessment

The service supports flexible assessment models, allowing evidence to be reviewed by peers, managers, mentors or appointed assessors. Both permanent and ad hoc assessment relationships are supported.

Home

My Details

Contact Us

My Trainees (DS)

DS Self Development Area ^

Logout

Click to open/close full menu

Session expires in 34:45

Designated Supervisor: Please complete declaration of competence within the DS Self Development Area.

Your Trainees

Below is a list of all Trainee Pharmacists you are currently linked to along with information about their progress with the Foundation Training Year.
The information entered by your Trainee Pharmacist(s) within the E-portfolio is live and updated every 5 minutes, please remember to refresh the page.

Trainee Name	Evidence awaiting DS action	Progress against LO	Progress against NHS England assessment activities	Meeting count	Absence			13 W	26 W	39 W	52 W
					AL	SL	Other				
Example Trainee 2		0		0	0	0	0	N/A	N/A	N/A	N/A
Richard Etheridge Demo1		0		0	0	0	0	N/A	N/A	N/A	N/A
Test Trainee		5		1	10	20	20	S	S	S	S
Sibtain Ali		0		0	0	0	0	S	N/A	N/A	N/A
ChrisT Test		0		0	0	0	0	N/A	N/A	N/A	N/A
Richard Etheridge Demo4		0		0	0	0	0	N/A	N/A	N/A	N/A
Test Trainee3		0		0	0	0	0	U	N/A	N/A	N/A
Richard Etheridge Demo6		0		0	0	0	0	N/A	N/A	N/A	N/A
Richard Etheridge Demo3		0		0	0	0	0	N/A	N/A	N/A	N/A

Why is my trainee not linked to me on the system?

Until your Trainee Pharmacist has received their login details and registered with the E-portfolio, they will not be linked to you. Linking will happen automatically after the registration process is complete.
Your Trainee Pharmacist will need to start using the E-portfolio for you to activate this link.
Please encourage your Trainee Pharmacist to keep recording their evidence using the downloadable forms on the NHS England website, ready to upload into the E-portfolio once they have access.
Refer to the frequently asked questions on the NHS England E-portfolio and downloadable resources [webpage](#).

Submission with the evidence embedded

Users can create structured submissions that reference and embed evidence within narrative entries. This supports clearer assessment by linking experience, context and supporting material together.

Critical Narrative with Linked Evidence

Use the edit button below to link any items out of your portfolio of evidence to support your application.

✓ Complete your Critical Narrative

Over the last 10 years I have demonstrated a strong commitment to my own professional development. I enrolled in the Faculty programme with the Royal Pharmaceutical Society, having previously completed the Foundation programme and have regularly captured examples of the way my work and learning over the past few years. I have mapped these against the RPS' s competency framework over the years and have now reached the point where I have the required evidence to submit an application.

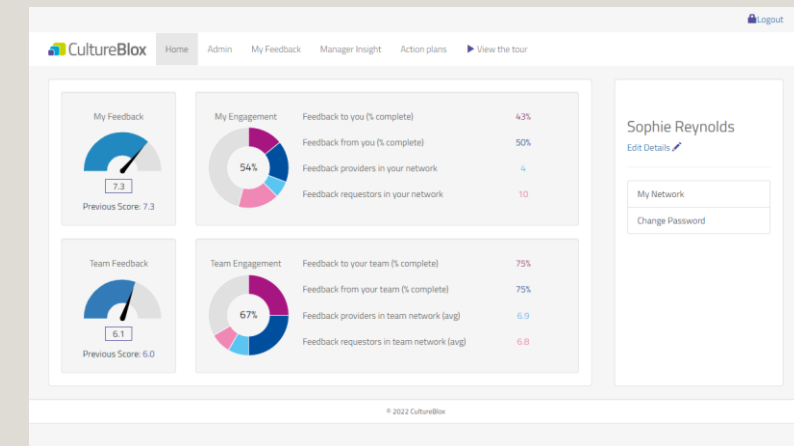
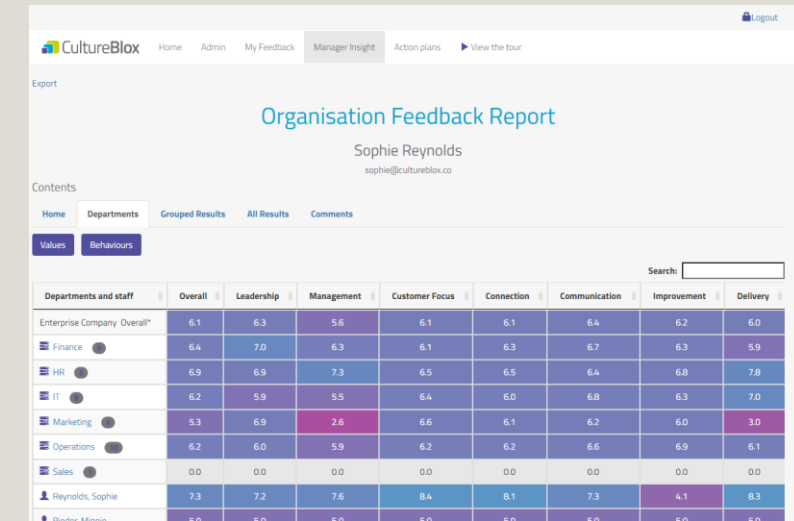
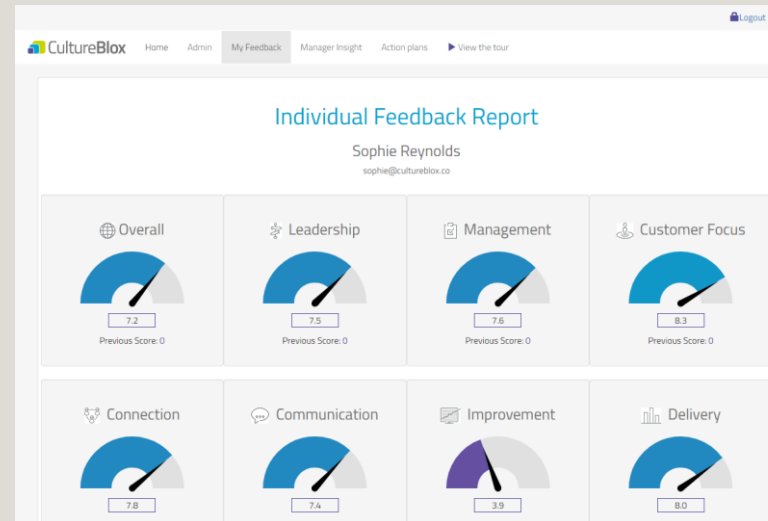
I have consistently demonstrated in the workplace that I have been operating an advanced practitioner. To mention one of numerous examples I now frequently work with the medical team to develop personalised prescriptions for individual patients. [Assessed Practice Based Learning Record \[CLICK TO VIEW\]](#)

I have also demonstrated a committed to research in order to further my knowledge and advance prescription practice. I am currently one of the local contacts for a major national research study.

Edit

Dashboards

Dashboards provide real-time visibility of progress, completion status and outstanding requirements. Administrators and supervisors can monitor activity across individuals, cohorts or programmes.



Test Scheme - DFT

Reports

	Induction	ESR	PSQ	MSF	IRCP	FRCP	ADEPTS	CbDs	Reflections	Tutorials	Study Days	Clinical Exp Log	Clinical Activity Log
Armstrong, Henry	●●●●●●●●	●●●	●●	●●	●●	●●	0 - 1	0 - 1	0 - 2 - 0	0 - 0	0 - 0 - 0	0 - 11	0 - 11
test fd, kacper	●●●●●●●●	●●●	●●	●●	●●	●●	0 - 2	0 - 1	0 - 1 - 0	0 - 1	0 - 0 - 0	1 - 12	0 - 12
Test QA, Max	●●●●●●●●	●●●	●●	●●	●●	●●	0 - 0	0 - 0	0 - 0 - 0	0 - 0	0 - 0 - 0	0 - 6	0 - 6
Test1, Max	●●●●●●●●	●●●	●●	●●	●●	●●							
Test2, Max	●●●●●●●●	●●●	●●	●●	●●	●●							
Whitworth, Harry	●●●●●●●●	●●●	●●	●●	●●	●●							
Zavala, Elaine	●●●●●●●●	●●●	●●	●●	●●	●●							

ACCA Think Ahead

Home Help Logout

Charlotte Kowalski

Supervisor overview

IFAC member body

Unlisted - Non-IFAC accountancy body
Asia testing

Membership number

123

Attachments

another file here
an test.pdf
test

East details

Active Trainers

Demant Trainers

Trainee	Pathway	Permissions	Items submitted
Helmanczyk David	PER	Can approve performance objectives Can approve time	Objectives waiting for assessment 1 Time claims waiting for assessment 0 View trainee
MacCalman - Test Account (an TEST)	PER	Can approve performance objectives Can approve time	Objectives waiting for assessment 0 Time claims waiting for assessment 0 View trainee
David Queen	PER	Can approve time	Time claims waiting for assessment 0 View trainee
Vivak Yong	PER	Can approve performance objectives Can approve time	Objectives waiting for assessment 0 Time claims waiting for assessment 0 View trainee

in

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YouTube

Facebook

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Contact us

Contact information for your local office

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Additional reporting and dashboards

Our approach to onboarding



SKILLED AT UNDERSTANDING
REQUIREMENTS/IDENTIFYING
IMPROVEMENTS



A FULL AND PROACTIVE
PARTNERSHIP



AGILE APPROACH
UNDERPINNED BY RIGOROUS
PROCESSES



COMMITTED TO
CONTINUOUS
IMPROVEMENT



FUTURE PROOFED,
COMMITTED TO INNOVATION

Service Levels and Maintenance

- Service availability, support hours, incident response and escalation arrangements are defined in the G-Cloud 15 service listing and apply in full to this service.
- Maintenance activities are provided in line with the service listing and pricing document. Changes outside routine maintenance are subject to formal change control.
- Minor configuration or content changes may be implemented where agreed and in accordance with Axia Digital's formal change control process. Changes requiring significant development effort, including new sections, new forms or major dashboard redesigns, fall outside routine maintenance and are subject to separate agreement.

Onboarding

- Onboarding timescales vary depending on configuration complexity and client readiness and are agreed during project initiation.
- Security, accessibility and data protection controls are defined in the G-Cloud 15 service listing and apply in full to this service.
- You will have a dedicated client manager who will oversee your implementation
- A senior technical resource may be assigned to support solution onboarding where appropriate.
- Your solution will be brought up in our QA environment and moved to production after user acceptance testing
- Once in the live environment you will receive intensive support for the initial post go-live period
- We have annual review meetings with clients as a minimum and prefer regular dialogue to ensure the solution meets your needs

Offboarding

- Our standard contract is very clear. The data you have created is yours, as is all the data created by your userbase
- We will work with your technical team or the future supplier technical team to determine the best export solution
- Given the relational nature of the data, structured formats such as XML and JSON are recommended
- All customer data is securely deleted after contract expiry, following confirmation of successful data extraction unless there is a legal requirement to keep data
- All domains and content are your IPR
- The Core platform IPR remains with Axia Digital at contract expiry.