

Athena Spectrum Licence Options & Additional Services



About Athena Spectrum

Athena Spectrum is a comprehensive software suite for independent training providers (ITP's) which has been designed to simplify the entire learner journey. From initial enrolment to course completion, our platform streamlines your processes with integrated features like ePortfolio and digital document creation.

At the heart of **Athena Spectrum** lies **Athena MIS**, providing robust data management and reporting capabilities. By combining this suite of powerful tools, we empower your learners to develop essential digital skills by uploading evidence, recording OTJT and completing eLearning assignments while you focus on delivering exceptional training.

It's not just about software! We provide a unique combination of our software and support services for small ITP's to help navigate the complexity of ESFA funding rules, compliance and to ensure the all important funding is drawn down.

Athena Spectrum currently comprises of:

Athena MIS	Athena ePortfolio	Athena eDocs
Desktop Application Web Application	Web Application	Desktop Application

Key Features include:

Athena MIS - Dashboards:

- **Home** - monitoring mandatory data including missing ILR data, passed planned end date etc.
- **Visits** - create, monitor and report on contact, visits & progress reviews through the learner journey.
- **Attendance** - monitor, create and report on individual or cohort attendance and OTJT hours.
- **IQA** - for IQA's to perform duties including IQA reports, assessor actions and evidence verification with progress map.
- **Evidence** - overview of ePortfolio activity, learners with /without an ePortfolio by type, assessor and year.
- **ILR Report** - monitor and validate learner ILR data requirements and generate ILR's required for ESFA or lead providers.
- **Messages** - internal message centre for IQA, learner, assessor / tutor with automated reminders of visits booked.
- **My IQA Activity** - for assessors / tutors to track IQA reports and actions set by your IQA.
- **Applicant Onboarding** - create profiles on the fly, email eDoc link to applicant, import data, & convert applicants to learners.

Athena MIS - ePortfolio & IQA Management:

- **ePortfolio** - create & assign access, map evidence to outcomes, units, reviews, visits & OTJT and provide feedback.
- **IQA management** - assessor/tutor risk assessment, create sample plans, IQA monitoring.
- **My Profile** - staff/user ePortfolio for course resources, eLearning workbooks, CPD, digital signature & IQA actions.

Athena MIS - Course Management:

- **Course Creator** - build courses available in the LAR's database or bespoke content across all funding streams. (Provided)
- **Unit Criteria** - add outcome criteria to units for evidence mapping, feedback and learner journey progression. (Provided)
- **Curriculum Manager** - build sessions/assignments from course resources and eDocs, assign to course & automate mapping
- **Resources & eDocs** - add any resources and eDoc workbooks, forms, surveys, diagnostics at the course level, cohort assigned

Athena MIS - Statistics & ESFA Funding Reports:

- **General** - including; age, gender, ethnicity, disability, learning difficulties, prior attainment, functional skills, destination etc.
- **QAR** - Import ESFA generated QAR .csv files and compare with real-time live data.
- **EDIMS** - Import ESFA generated .csv files and compare with live data.
- **ILR & Period End Reports** - Import ILR submission & PE Reports, compare Indicative Earning with PE Monthly Payments etc.

Athena MIS - Attendance:

- **Classroom Manager** - create classroom groups across funding years and cohorts, message entire class to schedule activities.
- **Classroom Registers** - build registers from classroom groups, log OTJT hours, track attendance / not required to attend etc.

Athena ePortfolio - versions for:

- **Learner** - for all learner types to access learning, upload evidence, track progress, log OTJT, complete forms, surveys, feedback
- **Employer** - for employers to track apprenticeship progress, complete & sign forms, log and approve OTJT hours
- **External Quality Assurance** - create login for EQA to assess specific learner ePortfolios, IQA reports & actions

Athena eDocs:

- **Desktop application** to create digital workbooks, forms, surveys, diagnostics, quizzes and to easily re-purpose paper based application forms and training materials for online signature & completion from within both **Athena ePortfolio** and from our **Athena eDocs viewer**.

Licence options

Athena Spectrum is available on an annual SaaS licence agreement with the flexibility of either an up front single payment or spread the cost with our monthly subscription via GoCardless Direct Debit, at no additional cost.

Choose your **Athena Spectrum** licence type by functionality:

Standard includes:

Athena MIS only - for:

- **ILR creation**
- **data management**
- **course management**
- **IQA management**
- **progression tracking.**

Premium includes:

The full Athena Spectrum:

- **Athena MIS**
- **Athena ePortfolio**
- **Athena eDocs**

Enterprise includes :

The full Athena Spectrum:

- **ILR validation**
- **Monthly ILR submissions**
- **ILR reports & PE Reports**
- **DfE & AS help desk support**
- **QAR support.**

Enterprise - Unleash the Full Power of Athena Spectrum with Our Comprehensive Support Services

While we provide expert guidance on using our suite of software applications, we understand that successful funded delivery requires additional support, from Apprenticeships to AEB and everything in between, that's where our comprehensive Support Services come in. We act as your trusted data management and compliance partner, going the extra mile to ensure your success.

Our pricing structure is based on learner numbers, for example in a year you may have:

• 15 Apprentices		• 75 Bootcamps
• 60 Adult learner loans		• 150 Adult Education Budget - subcontracted
totalling of 300 learners across 4 funding streams, depending on the licence type your fees would be as follows:		
Standard	up to 300 learners	£4,200 pa (£350.00 pm) Athena MIS only
Premium	up to 300 learners	£6,600 pa (£550.00 pm) Athena Spectrum
Enterprise	up to 300 learners	£13,200 pa (£1,100.00 pm) Athena Spectrum & ILR support.

You may be new to funded delivery, such as being newly approved as a lead provider on the APAR, in which case the following example may better apply to you:

• 5 Apprentices		• No data management / compliance team
Initial learner count is less than 10 apprentices, depending on the licence type your fees would be as follows:		
Standard	up to 10 apprentices*	£2,400 pa (£200.00 pm) Athena MIS only
Premium	up to 10 apprentices*	£3,000 pa (£250.00 pm) Athena Spectrum
Enterprise	up to 10 apprentices*	£9,000 pa (£750.00 pm) Athena Spectrum & ILR support.

*We offer an initial license fee for training providers new to apprenticeship delivery, covering up to 10 apprentices. If your current ILR already manages 10 or fewer apprentices, this fee will remain unchanged. For providers with more than 10 apprentices, the standard license fee will apply.

Onboarding Process:

- To start the service, a setup fee is required, from £750.00 and will not exceed £2,500. VAT will be added to all charges.
- The standard license covers one database and one location.

Your **Athena MIS** will be available and accessible within a few hours of receiving:

- Set up fee by bank transfer
- Set up of GoCardless direct debit
- Signed SaaS licence agreement
- Signed Data Processing Agreement.

The setup process for the system can take several days to complete, depending on your specific needs. This process includes; Creating courses, contracts and cohorts, user accounts, initial eDocs and importing ILRs. An ILR import fee of £150 per day will be charged during this setup period. Completing these steps ensures a smooth and efficient start to using the system.

Athena MIS Licence Fees

We understand that our pricing structure may not suit every business. If you have specific needs or requirements, please don't hesitate to contact us for a personalised discussion. We're happy to help!

Experience significant cost savings by choosing our enterprise licence. You'll get both the software and expert support, making it a more cost-effective solution than hiring a compliance manager and purchasing additional systems.

Standard	Premium	Enterprise
Athena MIS only - basic data management needs across all learner types, including ILR creation.	The full Athena Spectrum: Athena MIS, Athena ePortfolio & Athena eDocs.	The full Athena Spectrum plus monthly and year end ILR submissions & compliance support services.
Up to 10 Apprentices* £2,400 pa (£200.00 pm)	Up to 10 Apprentices* £3,000 pa (£250.00 pm)	Up to 10 Apprentices* £9,000 pa (£750.00 pm)
Up to 50 Learners £2,700 pa (£225.00 pm)	Up to 50 Learners £3,600 pa (£300.00 pm)	Up to 50 Learners £9,600 pa (£800.00 pm)
Up to 100 Learners £3,000 pa (£250.00 pm)	Up to 100 Learners £4,200 pa (£350.00 pm)	Up to 100 Learners £10,200 pa (£850.00 pm)
Up to 150 Learners £3,300 pa (£275.00 pm)	Up to 150 Learners £4,800 pa (£400.00 pm)	Up to 150 Learners £10,800 pa (£900.00 pm)
Up to 200 Learners £3,600 pa (£300.00 pm)	Up to 200 Learners £5,400 pa (£450.00 pm)	Up to 200 Learners £11,400 pa (£950.00 pm)
Up to 250 Learners £3,900 pa (£325.00 pm)	Up to 250 Learners £6,000 pa (£500.00 pm)	Up to 250 Learners £12,000 pa (£1000.00 pm)
Up to 300 Learners £4,200 pa (£350.00 pm)	Up to 300 Learners £6,600 pa (£550.00 pm)	Up to 300 Learners £12,600 pa (£1,050.00 pm)
Up to 350 Learners £4,500 pa (£375.00 pm)	Up to 350 Learners £7,200 pa (£600.00 pm)	Up to 350 Learners £13,200 pa (£1,100.00 pm)
Up to 400 Learners £4,800 pa (£400.00 pm)	Up to 400 Learners £7,800 pa (£650.00 pm)	Up to 400 Learners £13,800 pa (£1,150.00 pm)
Up to 450 Learners £5,100 pa (£425.00 pm)	Up to 450 Learners £8,400 pa (£700.00 pm)	Up to 450 Learners £14,400 pa (£1,200.00 pm)
Up to 500 Learners £5,400 pa (£450.00 pm)	Up to 500 Learners £9,000 pa (£750.00 pm)	Up to 500 Learners £15,000 pa (£1,250.00 pm)
Up to 550 Learners £5,700 pa (£475.00 pm)	Up to 550 Learners £9,600 pa (£800.00 pm)	Up to 550 Learners £15,600 pa (£1,300.00 pm)
Up to 600 Learners £6,000 pa (£500.00 pm)	Up to 600 Learners £10,200 pa (£850.00 pm)	Up to 600 Learners £16,200 pa (£1,350.00 pm)
Up to 650 Learners £6,300 pa (£525.00 pm)	Up to 650 Learners £10,800 pa (£900.00 pm)	Up to 650 Learners £16,800 pa (£1,400.00 pm)
Up to 700 Learners £6,600 pa (£550.00 pm)	Up to 700 Learners £11,400 pa (£950.00 pm)	Up to 700 Learners £17,400 pa (£1,450.00 pm)
Up to 750 Learners £6,900 pa (£575.00 pm)	Up to 750 Learners £12,000 pa (£1,000.00 pm)	Up to 750 Learners £18,000 pa (£1,500.00 pm)
Up to 800 Learners £7,200 pa (£600.00 pm)	Up to 800 Learners £12,600 pa (£1,050.00 pm)	Up to 800 Learners £18,600 pa (£1,550.00 pm)
Up to 850 Learners £7,500 pa (£625.00 pm)	Up to 850 Learners £13,200 pa (£1,100.00 pm)	Up to 850 Learners £19,200 pa (£1,600.00 pm)
Up to 900 Learners £7,800 pa (£650.00 pm)	Up to 900 Learners £13,800 pa (£1,150.00 pm)	Up to 900 Learners £19,800 pa (£1,650.00 pm)
Up to 950 Learners £8,100 pa (£675.00 pm)	Up to 950 Learners £14,400 pa (£1,200.00 pm)	Up to 950 Learners £20,400 pa (£1,700.00 pm)
Up to 1000 Learners £8,400 pa (£700.00 pm)	Up to 1000 Learners £15,000 pa (£1,250.00 pm)	Up to 1000 Learners £21,000 pa (£1,750.00 pm)
Up to 1500 Learners £8,700 pa (£725.00 pm)	Up to 1500 Learners £18,000 pa (£1,500.00 pm)	Up to 1500 Learners £24,000 pa (£2,000.00 pm)
Up to 2000 Learners £9,000 pa (£750.00 pm)	Up to 2000 Learners £21,000 pa (£1,750.00 pm)	Up to 2000 Learners £27,000 pa (£2,250.00 pm)
Unlimited Learners £9,600 pa (£800.00 pm)	Unlimited Learners Call to discuss	Unlimited Learners Call to discuss

What makes Athena Spectrum Different?

Key Benefits:

- **Holistic licence for business wide access.**
- **Comprehensive support services** to help you maintain contractual obligations & liaise with DfE / AS help desks.
- **Data Management Services** including ILR submissions to the DfE's submit learner data service.
- **ILR data monitoring** for the production successful ILR returns.
- **Integrated ePortfolio** - create your own learner ePortfolio user accounts, monitor and map evidence against outcomes within the learner profile.
- **IQA Management** - create sample plans, risk assessments, IQA Monitoring across provision, tutor & year.
- **My Profile** - staff ePortfolio for CPD, digital signatures, actions, course resources & eDocs / diagnostics.
- **Course Management tools** - we create your courses and build in learning outcomes, KSB's & Duties for evidence mapping.
- **Curriculum Management** - build sessions / assignments from eDocs and resources for ePortfolio completion.
- **Attendance Registers** - build registers on the fly, automate OTJT hours for validation, report on cohorts & retention etc.
- **Internal message centre** - ideal for IQA's to set assessor / tutor actions and deadlines and for learners to message tutors.
- **Export reports** - to MS Excel or PDF for use in your own annual reports or to further interrogate data.
- **Athena ePortfolio** - web application **for learners, employers, Ofsted** to track progression, upload and map evidence share feedback, log OTJT hours, complete online workbooks and complete and sign administrative forms and documents. (Access controlled by training provider.)
- **Athena EQA** - web application for your awarding organisation's EQA to access assigned learners and their ePortfolio's for assessment. (Access controlled by training provider.)
- **Athena eDocs** - desktop application designed to transform your paper-based learning materials into interactive, online resources. It also streamlines your internal administrative tasks by replacing paper forms with digital documents and time-stamped signatures. All documents are completed and signed online, within Athena ePortfolio or Athena eDocs Viewer.
- **Applicant Onboarding** - create profiles on the fly, email eDoc link to applicant, import data, & convert applicants to learners.
- **No additional hosting charges.**
- **No third party software to purchase.**
- **No customer support fees.**
- **No hardware to purchase** – usual computer & internet connection.
- **All upgrades are made in-house and included in licence fee.**
- **Fixed fee annual contract** (based on number of learners / in current ILR if applicable)
- Pay annually by one upfront payment or monthly by GoCardless direct debit.
- **Create your own role based user accounts.**
- Built in 'How to.' videos, video requests & regular updates newsletter with latest videos.
- Telephone & email support.

Additional Services:

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|--|---|
| • On site training | - £650.00* per day *Additional expenses may apply. |
| • Initial ILR import | - £150.00 per day |
| • Monthly Retainer - up to 8 hours support with ILR errors, funding rules, Apprenticeship Service, SLD etc. | - £200.00 per month |
| • Ad hoc support requests with ILR errors, funding rules, Apprenticeship Service, SLD etc. | - £75.00 per request |
| • Urgent support requests immediate attention needed for Ad hoc request | - £150.00 per request |
| • Reinstatement of records from database backups due to user error. | - £250.00 per day |

Development Services:

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|---|---------------------------|
| • Bespoke Development day rate (small) | - £250.00 per day |
| • Larger development requests can be quoted either by day rate or project. | - Quote by request |
| • Development we consider beneficial to all clients will be absorbed. | |

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Athena Spectrum - Licence Options & Additional Services V1.3 supersedes all previous Athena MIS versions.