

# Competency Software Updates

*Competency* is continuously evolving to better serve your needs with monthly updates. To stay informed about the latest features and improvements, please check the [Competency Software Resources](#) webpage regularly. Your feedback is invaluable, and we're committed to ensuring that *Competency* remains a helpful tool for your program.

## March 2025

### Blackboard LMS Integration

Blackboard assignments with rubric grading can be imported to Competency. Imported data, including criteria and point scores, can be mapped to competencies and other configurations in Question Mapping for comprehensive competency tracking. A user guide and video tutorial will be posted on the ACEND website in the future.

### ExamSoft LMS Integration

ExamSoft assignments with rubric grading can be imported to Competency. Imported data, including criteria and point scores, can be mapped to competencies and other configurations in Question Mapping for comprehensive competency tracking. A user guide and video tutorial will be posted on the ACEND website in the future.

### Hours Tracking

The Hours Tracking panel now displays a learner's complete hour submission history, including submitted and approved hours. Preceptors, Program Directors, and Admins can now approve or reject hours directly within this panel, removing processed hours from the Hours Tracking Report.

Date	Student Name	Hours:Minutes	Comments	Status	Action
02/10/2025	Danielle	5:00	Paoli Hospital Oncology	Pending for approval	Approve   Reject
02/07/2025	Danielle	4:15	Rotation with Dr. Oliver	Pending for approval	Approve   Reject
02/05/2025	Danielle	2:30	Paoli Hospital ICU	Approved	Approved   Reject
04/14/2021	Danielle	4:00	Click to enter comments	Rejected	Rejected

### Program Email Logs:

Program Directors can now view emails sent from their associated programs, providing improved visibility and control over program communications.

### Reports:

The Rubric Assessment report was updated to showcase improved organization when exporting the report, making it easier to review individual student performance. Display labels were also updated to their correct terminology.

## February 2025

### D2L Integration

Assignments with rubric grading can be imported to Competency. The step-by-step user guide and video tutorial are not yet available but will be posted on our Competency Software Resources webpage when available.

## Competency Software Updates

### Reports

A new Individual Learner Rotation Report is now available. This report enables program directors to select a specific student/intern and view the rotations, preceptors, and sites assigned to the student. This report is found under Rotations in your settings menu.

The screenshot shows the 'Settings' page with a search bar at the top right. Below the search bar are several tabs: Organization and Users, Curriculum, Competencies, Mapping, Assessments, **Rotations**, Reports, and ALL. The 'Rotations' tab is highlighted with a red box. Below the tabs are four cards: 'Sites' (View Sites), 'Rotation Overview' (View and manage Rotation Overview), 'Rotation Details' (View Rotation Details), and 'Individual Learner Rotation Report' (View Individual Learner Rotation Report). The 'Individual Learner Rotation Report' card is also highlighted with a red box.

The screenshot shows the 'Individual Learner Rotation Report' page. At the top right are 'Back' and 'Download' buttons. Below are filters for Cohort (Cohort 2027), Phase (Year 2), Block (Fall 2024), and Learner (Dogson, Maverick). An 'Apply' button is located below the filters. Below the filters is a table with the following data:

Learner Name	Learner...	Learner Email	Site	Uploaded Docs	Preceptor	Start Date	End Date	Rotation Notes	Rotation Status
Dogson, Maverick	MD1234	MD@mail.com	NFA	No	Mitchell, Rose	09/09/2024	12/20/2024		
Dogson, Maverick	MD1234	MD@mail.com	Princeton EDU	No	Mitchell, Rose	09/09/2024	12/20/2024		
Dogson, Maverick	MD1234	MD@mail.com	Princeton EDU	No	Mitchell, Rose	09/09/2024	12/20/2024		
Dogson, Maverick	MD1234	MD@mail.com	SCHA	No		06/21/2024	12/20/2024		

At the bottom, there is a pagination bar showing 'View 100 entries', '1 to 4 of 4', and 'Page 1 of 1'.

Program directors can also add notes and the rotation status (completed, incomplete, and in progress) for each of the students assigned to a rotation detail. These fields will show on the Individual Learner Rotation Report. To add notes and rotation status, go to **settings – rotations – rotation details**. Search for the rotation detail you want to access. Click the **student** tab. In the **actions** column, click the **edit icon** for the student you want to add information for.

The screenshot shows the 'Edit Rotation Details - Disordered Eating' page. On the left is a sidebar with navigation options: Organization and Users, Curriculum, Competencies, Mapping, Assessments, **Rotations**, Sites, Rotation Overview, **Rotation Details**, and Individual Learner Rotation Report. The 'Rotations' and 'Rotation Details' options are highlighted with red boxes. The main content area has tabs for 'General Info', **Students**, and 'Preceptors'. The 'Students' tab is highlighted with a red box. Below the tabs are filters for Cohort (Cohort 2027) and an 'Add Students' button. Below the filters is a table with the following data:

Student Name	Submission due ...	Student Email	Student Contact	Preceptor Name	Preceptor Contact	Ac...
Dogson, Maverick		MD@mail.com		Mitchell, Rose		
Lawrence, Ruth		ruth@mail.com		Mitchell, Rose		
Omalley, Grace		GOM@mail.com		Mitchell, Rose		

At the bottom, there is a pagination bar showing '1 to 3 of 3' and 'Page 1 of 1'.

In the popup, you can add notes about the student related to this rotation and update the status. Adding this information is optional.

## Rotation Notes ✕

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**Notes**

**Status**

Completed

In Complete

In Progress

## November 2024

### Multiple Roles

Users can toggle between primary and secondary roles using the dropdown at the top of the screen and the dashboard dynamically displays for that role.

The screenshot shows the ACEND dashboard with the 'Role' dropdown menu open. The current role is 'Program Director'. The dropdown menu lists 'Preceptor' and 'Program Director' (which is selected). A message below the dropdown states: 'Application will refresh on switching role.'

### Email Templates

Program directors can activate, deactivate, and edit Hours Tracking emails for preceptors and students.

To manage emails, click [Settings- Users and Organization – Email Templates](#). To edit the template, click on the name.

**Email Templates** ← Back

Name	Subject	Status
Competency - Hours Tracking - Hours Resubmitted for Approval	Competency - Hours Tracking - Hours Resubmitted for Approval	Active
Competency - Hours Tracking - Hours Submitted Approved	Competency - Hours Tracking - Hours Submitted Approved	Active
Competency - Hours Tracking - Hours Submitted Rejected	Competency - Hours Tracking - Hours Submitted Rejected	Active
Competency - Hours Tracking - New Hours Submission for Approval	Competency - Hours Tracking - New Hours Submission for Approval	Active

### Canvas Integration

Canvas assignments with rubric grading can be imported from Canvas to Competency. The rubric criteria will import along with the points and convert to a percentage. Program directors can then map each rubric question within Competency. A Canvas Integration User Guide will be posted soon on the ACEND website.

## Competency Software Updates

### Site Import User Creation Validations

When importing sites, you are required to add the preceptor's name and email address. A fix was added to recognize if the preceptor user has already been entered in the system, and if so, not create a duplicate preceptor user.

### Hours Tracking Report

The Hours Tracking report has been updated to include the following fields in the download file: Student Name, Date, Hours Logged, Rotation, Approver, Comments, and a subtotal per student.

### Checklist Report

Fixed an issue where the student column was not populating correctly on the downloadable Excel file and removed bad data when downloading.

### Rubrics

Bug was fixed that allowed rubric criteria to be mapped to parent competency. You now can only map to the sub-competency level.

Updated the software to allow users to update the assessment type (summative or formative) for a rubric assessment if that has not been used yet. This will allow for a rubric which had the incorrect assessment type assigned to be changed without impacting historical data.

Added the ability to clone a rubric but not copy the assessment type setting, and only copy the rubric questions and mapping. This allows the program director to select the assessment type for the cloned record.

Fixed an issue where when adding a rubric to a rotation, a duplicate rubric was also being added to another incorrect rotation.

## October 2024

### Patient Encounter Notes

Preceptors can now view Patient Encounter Submission History on mobile devices (Android and iOS).

### Rubric Description and Instruction

Rubric descriptions and instructions now show on the rubric for the evaluator (preceptor or program director) when grading rubric assessments.

**Description:** Evaluate the student's abilities to meet the competencies. Note the scoring scale: 1- Unsatisfactory, 2- Needs Improvement, 3-Satisfactory, 4-Excellent. All competencies on this formative assessment must be met with a score of 2 or higher.

**Instruction:** Evaluate the student's abilities to meet the competencies. Note the scoring scale: 1- Unsatisfactory, 2- Needs Improvement, 3-Satisfactory, 4-Excellent. All competencies on this formative assessment must be met with a score of 2 or higher.

Criteria	Performance Standards				
	Unsatisfactory	Needs Improvement	Satisfactory	Excellent	N/A
2.4.6 Applies education theories, adult learning, pedagogy and education principles when developing, modifying, delivering or implementing education materials.	Student does not include clear learning strategies and/or is not able to deliver the nutrition education.	Delivers education and learning strategies used demonstrates one of the following: <ul style="list-style-type: none"><li>• Are evidence-based.</li><li>• Are audience appropriate.</li><li>• Support the stated objectives.</li></ul>	Delivers education and learning strategies used demonstrates two of the following: <ul style="list-style-type: none"><li>• Are evidence-based.</li><li>• Are audience appropriate.</li><li>• Support the stated objectives.</li></ul>	Delivers education and learning strategies used demonstrates all three of the following: <ul style="list-style-type: none"><li>• Are evidence-based.</li><li>• Are audience appropriate.</li><li>• Support the stated objectives.</li></ul>	

## Competency Software Updates

### Canvas Integration

Added support for multiple attempts for Canvas API import. This feature will support when an assessment is set to allow multiple attempts in Canvas. When the option to keep the highest or latest score is selected, the same assessment can be re-imported and the questions and score updated to the latest data in Canvas. The preview page will display whether the question/score already exists or will be updated.

### Reports

Updated filters on the Rubric Assessment report to generate data correctly:

- Fixed “Show Report by Competency” option to display data.
- Displayed the overall score for the learner correctly when selecting to show reports by the Criteria option.
- Removed narrative when “includes narrative” option is not selected.

Rubric Assessments Report ← Back Download

Filters

Saved Filters  
Select

Cohort All	Phase All	Block All	Course All
Rubric All	Assessments Select Assessments	Competency Competency 1.1 x +256	Conditions or Disease States Select
Populations and Diverse Culture Select	GP- Skills Select	Student All	Faculty All

Include Narratives  
 Show raw score

**Show Report By**

Criteria

Competency / Conditions or Disease States / Populations and Diverse Culture / GP- Skills

Download Assessment comparison report by:

By Competency  By Conditions or Disease States

By Populations and Diverse Culture  By GP- Skills

Apply Save

Updated Checklist report to fix an error that caused the page to not load.

## September 2024

### Bulk Import Sites Form

When bulk importing rotation sites using the Bulk Import Site Form, only **name** and **type** are required on the form.

If you are adding preceptor information to this bulk import site template (not required), please include first name, last name, and email address. Leaving the name blank but adding an email address will create a user profile for your preceptor with no name which you will not be able to edit.

### Patient Encounter Notes

Preceptors are now allowed to sign off on patient encounter notes on mobile devices (Android and iOS).

### Competency App

The web and mobile app are now synchronized so data is immediate between the two.

### Confirmation Pop-Ups for Mac Users

Fixed an issue with Mac computers where confirmation dialogue boxes were not displaying. As a Mac user, you will now see the confirmation pop-ups when making a new selection such as changing a rubric from draft to active.

## Competency Software Updates

### User Permissions

Fixed an issue where program directors with a secondary user role of preceptor were only seeing a preceptor dashboard instead of the primary program director dashboard.

### Adding a Preceptor to Rotation Site

Resolved an issue where a deleted user with the role of preceptor was still able to be added to a rotation site.

### Checklist Report

Checklist reports will now filter out checklists that have been deleted.

### Conditions and Disease States/Populations and Diverse Cultures/GP Skills

Updated all conditions and disease states, populations and diverse cultures, and GP skills for all program types to only display the content relevant to the program type.

### Duplicate users

Resolved an issue where rotation site and rotation detail bulk import forms were creating duplicate users.

## August 2024

### Assign preceptor/faculty to a rubric (DPDs only)

Program directors can now assign a preceptor role to a rubric for DPD programs. This enables your preceptor/faculty to only have access on their dashboard to the rubrics and students that they teach, better aligning with FERPA laws.

Please download the [DPD Program Director User Guide](#) or watch [this training video](#) for step-by-step instruction on how to assign a preceptor to a rubric.

### Dashboard data updates

Previously, data from scored rubrics were not populating on the dashboard. This has been fixed and rubric data will now populate. In addition, it was previously understood that rubric data displays as a percentage based on how the student scored on a rubric. For example, if a student scored a 3 on a 4-point rubric, the percentage on the dashboard would display as a 75% (3/4) for that competency. Now, you can set your own scoring levels for your rubrics so that the dashboard populates with your specific scoring levels. For example, if 3 and 4 are both considered “passing” you can set the scoring level as 100 for the level 3 and level 4 options. If the student scores a 3 on the 4-point rubric, the dashboard would display a 100% for the competency.

### Assign yourself as a preceptor to a rotation

If you are a program director with a secondary role of preceptor, you now have the ability to assign yourself as a preceptor to a rotation. Under Rotation Details on the preceptor tab, your name will populate as an option.

Edit Rotation Details - Clinical Rotation

[← Back to List](#)

The screenshot shows a web application interface for managing preceptors. At the top, there are three tabs: 'General Info', 'Students', and 'Preceptors', with 'Preceptors' being the active tab. Below the tabs, there is a search bar for 'Preceptor Name' and a list of preceptors. One preceptor, 'Taylor, Ethan', is listed with a profile picture icon. A modal window titled 'Select Preceptors' is open in the center, featuring a search bar and a list of roles, with 'Director, Training' selected and highlighted in yellow. On the right side of the interface, there is a button labeled 'Add Preceptor' with a plus icon, and a 'Delete' button with a trash icon. At the bottom right, there is a pagination indicator showing 'Page 1 of 1'.