QA

Learn. To Change.

Digital by Design (DxD) Apprenticeships: Technical Specification Guide

Level 7 Apprenticeship in AI

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1. About this guide

The Level 7 Apprenticeship in AI is one of QA's portfolio of digital-by-design (DxD) apprenticeships.

To help prepare and support you on your digital learning journey, this guide outlines the different technologies used to deliver our apprenticeship, with guidance on what you need to do to ensure you can access them as and when you need to during your programme.

Please pass this document on to your IT department so they can ensure all the required websites are allow-listed and accessible from within your organisation, and all the technologies listed are available to you.

2. Technical Requirements

1. Internet connectivity
2. Internet browser
3. Webcam
4. Enabled microphone (laptop/desktop)

As part of your digital learning journey, our apprenticeships require you to connect with key contacts such as your skills coach via web conferencing.

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3. **Key Technologies & Digital Platforms**

There are two types of link included below.

a. Those marked **[D]** should work via any modern web browser.

b. Those not marked **[D]** are used as integration links between platforms and will not work by clicking the link on its own.

c. For those links marked [D]

Using a laptop/pc build provided by your organisation:

1. Click on the link(s) marked [D], or copy and paste them into your web browser address bar.
2. Can you successfully reach the intended page?
3. If no, please raise this with your internal IT team.

d. For those links not marked [D], or with additional information

Pass these links on to your internal IT team, who will be able to confirm whether or not they will function correctly.

NOTE: for any data location marked with an asterisk (*), data passed to these platforms is pseudonymised.

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Platform	Description	Data Location	URL(s)	Blocking Implications
Microsoft Teams	Microsoft Teams is QA's main tool for video conferencing, online meetings and screen share. You will have your sign-up and programme launch sessions, as well as ongoing reviews, via Microsoft Teams	UK	https://teams.microsoft.com **[D]**	You will be able to communicate live with key delivery staff.
Bud	Bud is QA's DxD apprenticeship delivery platform. This is where you will access learning activity instructions, submit tasks, communicate with your DLC, and keep track of your progress. Bud enables your employers to track and download information on your progress, including training, off-the-job hours and End Point Assessment.	EU	https://web.bud.co.uk **[D]** https://qa-auth.bud.co.uk/Account/Login? **[D]** https://auth.bud.co.uk/Account/Login? **[D]** https://rise.articulate.com/share/8dajBDDqFzl7phHILVdd6WWkEsnF87Pp#/ **[D]** https://support.bud.co.uk/hc/en-gb/articles/8377652301853-Learners-Off-The-Job-Hours-Log-OTJH **[D]**	You will be able to access Bud from the workplace, to work on your apprenticeship. Your employers will be able to gain access to your progress information and other key data.
BKSB	BKSB is an online platform for assessing your English and Maths functional skills. You will be required to take a functional skills assessment as part of your application process.	Republic of Ireland	https://www.bksblive2.co.uk **[D]** https://bksbcloudfront.bksblive.co.uk/test/test.txt **[D]** https://cdn.bksb.co.uk/test/test.txt **[D]** https://www.services.bksb-demo.co.uk (advised by BKSB)	You will be able to complete the application process on signing up to your apprenticeship.

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Adobe Sign	Adobe Sign is used during regular progress reviews.		*.adobesign.com	You will be unable to sign off your progress reviews.
SCORM Cloud	SCORM Cloud is a cloud-based course delivery platform that QA uses in the delivery of courses.	USA*	https://cloud.scorm.com **[D]**	Vital content for your apprenticeship will be available.
Zendesk Chat	This is a live chat tool used by QA to provide you with real time, live support.	EU	https://static.zdassets.com (requested by Zendesk)	You will have access to real-time, live support.
The QA platform	The QA platform is QA's own enterprise digital skills platform, providing Learning Paths, hands-on labs and technical skills assessments. It may be used in any IT / technical programme involving coding.	USA	https://app.qa.com **[D]**	You will have access to content and labs that may support you in completing your degree apprenticeship. The QA platform is accessible via SSO in Bud. No additional login is required.
Labs on Demand	Used to remote onto your PC (which is set up in classroom) Generic user login will be provided for use during classroom events. The content is destroyed immediately after.	USA	https://lod.one/TestLab	
GoToMyPC	Used to host virtual machines in the cloud. You will need to provide your own Microsoft account and Training key (provided by QA).		https://www.gotomypc.com/members/login.tmpl Please see our GoToMyPC guidance doc for test logins.	

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			https://support.logmeininc.com/gotomypc/help/what-are-the-optimal-firewall-configurations-1110617141	
VLeBooks	Use this site to access the reading list for your apprenticeship.		https://www.vlebooks.com	
Kortext	Use this site to access the reading list for your apprenticeship.		https://app.kortext.com/	
Mimeo	Use this site to access live event materials.		https://mimeo.digital/QALtd/	

4. Websites

Category	URL(s)	
Safeguarding	https://www.bbc.co.uk https://podcasts.apple.com https://open.spotify.com https://www.citizensadvice.org.uk https://www.apprenticeextra.co.uk https://www.childrenssociety.org.uk https://www.nationaldebtline.org https://www.moneyadviceservice.org.uk https://www.moneysavingexpert.com	https://educateagainsthate.com https://www.universitiesuk.ac.uk/topics/equality-diversity-and-inclusion/safe-and-inclusive-campuses https://www.crosstheline.co.uk https://act.campaign.gov.uk https://homeofficemedia.blog.gov.uk https://www.remploy.co.uk https://youngminds.org.uk https://www.childline.org.uk https://www.themix.org.uk

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	https://www.gov.uk https://www.victimsupport.org.uk https://www.mind.org.uk	https://www.samaritans.org https://www.refuge.org.uk
General (likely sites)	https://www.youtube.com	https://skillsengland.education.gov.uk/

5. Email Domains

Domain	Description
qa.com	Throughout your apprenticeship, you and your line manager will need to be able to receive emails from various teams within QA.
bud.co.uk	Bud will send out automated messages throughout your learning journey, from asking you to set a password, to informing you when your Digital Learning Consultant provides you with feedback.

NOTE: Detailed documentation on data and storage available on request.

6. Software

For all programmes, we recommend that you should have access to the standard MS Office suite, or an equivalent that is able to run macros. You will also need a recognised, up-to-date browser.

7. Programme-specific requirements

a. Technologies and Platforms

Platform name	Description/ Use Case	URL
Google Colaboratory	We use Google Colaboratory frequently in the workshops to develop and run Python programmes.	Welcome To Colaboratory - Colaboratory (google.com)

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Openai Hugging Face GitHub Kaggle	We run transformers on the Openai platform. We use some transformers from Hugging Face. We download some software from Github that has been provided by authors of the set texts. We sometimes explore data sets provided on Kaggle.	OpenAI https://huggingface.co GitHub: Let's build from here · GitHub Kaggle: Your Machine Learning and Data Science Community

b. Websites

Website name	Description/ Use Case	URL
Information Commissioner's Office	This is a useful site that we sometimes refer to, to understand the legalities in handling data.	Information Commissioner's Office (ICO)

c. Software

Python environment of choice

MS PowerBI

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