

Topic	Sub Topic	Feature	Description
Concept Mapping Interface	Interface Feature	Icon Interface	Implement the use of icons to gain access to other portal features, customized for revenue. (Jobs, skills, resources, social
Credentials	Misc. User Resources	Navigation Assistance	Assistance to navigating these providers and their resources. (Obtaining results, practice materials, registration and pricing,
Credentials	Provider	Links to Credential Providers	Links to credential providers (i.e., CompTIA, AHIMA), ability to count users who acquire these credentials
Educational Assistance	Financial Assistance	Links to Financial Assistance Providers	Links and resources dedicated to locating and navigating financial aid, scholarships, and other funding resources.
Educational Assistance	Misc. User Resources	Tutoring Resources	Allow users access to free/low cost tutoring resources tied to competencies. (Revenue generation)
Employers	Interface Feature	Logo Map	Logo Map of employer partners, active promotion of their products (Revenue)
HIM	AHIMA	Promoting HIM/Medial Coders	Large focus on promoting programs to fill the void of medical coders and other professions within HIM.
Jobs & Employment	Misc. User Resources	Career Pathways	Static element/information and links to outside resources regarding career pathways
Misc. Pages	Misc. User Resources	Partners and Affiliates	A page dedicated to partners and affiliates.
Open Educational Resources	Dynamic Data	Suggested OERs	Suggests an OER based on profile information, PLP, and search history.
Open Educational Resources	Interface Feature	Drag and Drop an OER into PLP	Ability to add an OER into PLP.
Open Educational Resources	Rating and Review	Rating Categories	Implement different categories to apply a rating to. (Ease of use, accessibility, clarity...)
Open Educational Resources	Search	Search Constraints	Allow the user to search within a competency, domain, subdomain, industry, academic topic.
Open Educational Resources	Search	Search Filters	Allow the user to search and filter results by keyword and rating.
Open Educational Resources	Sorting/Filters	Search Filters	Allow the user to filter search results by the following:
Open Educational Resources	Sorting/Filters	Sorting Options	Allow the user to sort by the following options: o Date Created: Newest o Date Created: Oldest o Rating: Best o Rating: Worst
Personalized Learning Plans	Importing/Exporting Data	Export PLP Summary as a PDF	Allow the user to save and export learning plan as a PDF.
Personalized Learning Plans	Interface Feature	Drag and Drop Competencies	Ability to add competencies into PLP
Portal Accessibility	Language	English	Site is available in English
Portal Accessibility	Platform	Chrome	Portal functions in Chrome
Portal Accessibility	Platform	Internet Explorer	Portal functions in Internet Explorer
Portal Accessibility	Platform	Mobile Browser	Portal functions on mobile browsers
Portal Accessibility	Platform	Opera	Portal functions in Opera
Portal Accessibility	Platform	Safari	Portal functions in Safari
Portal Accessibility	Visual Disability	Color Blind	Color blind user accessibility
Portal Administration	Dashboard	Advertisement Management	Allow the administrators to create, add, edit, and remove advertisements to be used throughout the portal.
Portal Administration	Dashboard	Dashboard Features	Ability to access all administrative tools o Ability to access portal data sets o Ability to access/edit/sort user lists
Portal Administration	Dashboard	OER Management	Allow Kiri and other administrators to add, edit, and remove an OER
Portal Administration	Dashboard	Tracking of Data	Use search history data and navigation history to track users to figure out future marketing strategies, OER improvement, and
Portal Administration	Dashboard	User Communication	Allow the administrators to construct and send communications to users (Emails, texts, and inner-portal communication)
Portal Administration	Portal Administration	API	API
Portal Administration	Portal Administration	Can Spam	Impliment a feature to electively unsubscribe from notifications and emails.
Portal Administration	Portal Administration	Policies	Terms of use, privacy policies, etc.
Profiles	User Input	Entry Assessment	When making a new profile, the user will answer questions regarding their goals, employment history, previously acquired competencies, and educational background. This will assist them in assessing how much time, money, and other resources
Profiles	User Input	Input of personal information	Personal information, language, professional goals, educational background, employment background, previously obtained competencies, certifications, preferred contact method, social media information (Facebook, twitter, LinkedIn, etc.), Email,
Profiles	User Input	Verification	To reduce the number of redundant users and bot entries, email verification will be needed to ensure the user is unique (and
Project Sustainability	Advertising	Advertisement Locations	Determine various advertisement locations on the site that are dynamically generated based on user preferences.
Project Sustainability	Advertising	Affiliate Providers	Affiliate companies and programs that allow us to get money for sales obtained through our advertising.
Project Sustainability	Marketing	LFCC Website	Encourage a partnership with the LFCC/VCCS
Project Sustainability	Marketing	Marketing Services	SEO? Google Analytics? (Need some insight from Chris and can reuse resources from the K2W website)
Project Sustainability	Marketing	Social Media	Use of Hootsuite and social media outlets to promote features, product specials, articles, and featured OER.
Trade Skills/Apprenticeships	Provider	Individual Course Providers	Link to individual course providers.
Trade Skills/Apprenticeships	Trade Skills/Apprenticeships	Link to Apprenticeships	Link to apprenticeships for each state via DoL and other entities that are grant funded.
User Dashboard	Personalized Learning Plans	Link to their PLP	Allow the user to access to their PLP
User Dashboard	Personalized Learning Plans	View Sample PLP	Allow the user to access to view sample plans
User Dashboard	Search History	Favorites/Bookmarks	Allow the user to be able to mark an OER, search results, resources, employers, job postings, etc. for later review and for their own personal records. Also useful to importing into their personalized learning plan.

Knowledge to Work (K2W):

A Portal for Competencies and Individualized Learning

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KnowledgeToWork.com

HigherEd.org

LFCC.edu



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