October 2016

MAP Candidate Newsletter

This is the latest MAP Candidate Newsletter provided to keep MAP candidates up to date with the latest information relating to MAP.

PEP learning tool

From Monday 17 October 2016, we are no longer able to take any further subscriptions for PEP and PEPplus and these services will be closed permanently from 18 November 2016. As part of the transition to the new GP SelfTest tool and to enable sufficient quality assurance testing, there will be a two week period with no AKT revision tool available. We apologise for any inconvenience this may cause.

If you have already completed both cycles of the PEP and downloaded your certificate, you will be able to use this as part of your MAP portfolio, providing it is no older than one year on the date it is submitted for assessment.

Further information regarding the GP SelfTest tool will be issued in due course

MAP Candidate Study Day - Manchester:

The next MAP study day will be held in Manchester on 16 February 2017. Should you wish to attend, you may book a place using the following link


Please note that places on this day are strictly limited. We would recommend booking early to avoid missing out. Unfortunately the team cannot reserve spaces or take bookings by telephone.

Portfolio Template

There is an updated version of the portfolio template (Oct 16) now on the MAP page. This version fixes some common formatting issues. If you have already started populating your portfolio, it is not necessary to download this version but if you are yet to begin, we would suggest downloading this version to replace the previous version (Jul 16).

Handy Hints
In each newsletter we hope to provide a quick tip to help you with an aspect of your portfolio.

**1) Page Layout/Format**

On occasions, pages may appear in the wrong orientation. To correct this, you will need to amend the page layout.

In the example below, criterion 4 has changed to portrait format:

To correct this, click on “Page Layout” on the top left of the screen and a number of options will be displayed below. Click on “Orientation” and select “Landscape”.

You may notice that the layout of the preceding and following sections changes. If this is the case, you will need to insert “Section Breaks” before the start and after (if necessary) the end of the criterion template (including the assessor comments box).

To do this, click on “Page Layout”, then click on “Breaks” and select “Section Break – Next Page”
You will then need to change the format of the section with the incorrect layout (criterion 3 in the above example) using the first example (But changing the layout to portrait from landscape)

Remember to save the changes to the document!

2) Font and size of text

It is worthwhile to ensure that the material in your portfolio is presented in a consistent font and size of text. This will improve the appearance and make it easier for the marking assessors to read.

If you have a suggestion for a quick tip, something that will help your fellow MAP candidates or are experiencing a problem, please email map@rcgp.org.uk and we will share these in future newsletters

Regards

MAP team

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