



Partnership Working Agreement, between;

**Skills Anytime**

and

**Maharaja Ranjit Singh Punjab Technical University**

Oct 2016

Web: [www.skillsanytime.in](http://www.skillsanytime.in)  
Enquiries: [enquiries@skillsanytime.in](mailto:enquiries@skillsanytime.in)

**bksb India Private Limited**  
Shop 2a, Taj Hotel Chandigarh  
Block No 17, Sector 17 A, Chandigarh 160017



## 1. AGREEMENT

### 1.1) Parties

This agreement is between,

1.1.1) **Skills Anytime** of bksb India Private Limited, based at Shop 2a, Taj Hotel, Block No 17, Chandigarh, Sector 17-A, India, a subsidiary company of bksb Limited UK, based at i2 Centre, Hamilton Court, Hamilton Way, Mansfield, Nottinghamshire NG18 5FB United Kingdom, and;

1.1.2) Maharaja Ranjit Singh Punjab Technical University, Bhatinda, India.

### 1.2) About Skills Anytime

1.2.1) Skills Anytime provide online, hosted interactive English language assessments and learning courses, designed to provide individualized learning pathways for English language development. The Skills Anytime product range consists of English Anytime and Speaking, Listening, Reading, Writing ('SLRW') as student programmes/resources, and which are supported by a tutor interface to manage the learning process. Skills Anytime was launched by bksb India Private Limited, founded January 2015, as a subsidiary company of bksb Limited.

1.2.2) bksb Limited is the award-winning UK-based assessment and resource provider, based in Mansfield, Nottinghamshire, UK. bksb has been established for 20 years and currently provides solutions to over 80% of the Further Education colleges in the UK, as well as thousands of other institutions, including universities, training providers, schools, private and public sector organizations, as the largest and most successful online skills development company in the United Kingdom.

1.2.3) bksb Limited is a company wholly owned by Vision West Nottinghamshire College, based at Derby Road, Mansfield, Nottinghamshire NG18 5BH United Kingdom.

### 1.3) About Maharaja Ranjit Singh Punjab Technical University (MRSPTU)

1.3.1) **Maharaja Ranjit Singh Punjab Technical University (MRSPTU)** (formerly part of Punjab Technical University (PTU)) is a State technical university of Punjab located in Bhatinda. It was established in 2014 to promote technical, management and pharmaceutical education in the state of Punjab at the degree level and above. Being an education and research university, it has a mandate to set up centers of excellence in emerging technologies for promoting training and research & development in these areas. This University has jurisdiction up to 11 districts i.e. Bathinda, Ferozepur, Moga, Faridkot, Sri Muktsar Sahib, Barnala, Mansa, Sangrur, Patiala, Fatehgarh Sahib, Fazilka.



## 2. SKILLS ANYTIME PRODUCTS

The Skills Anytime product range comprises interactive and online learning for English language, accessible on all types

of devices, including **PC, Laptop, Tablet, iPad, Android** and cell phones (**Smart Phones**). The system is secured by unique login and the platform is hosted on Amazon servers. Skills Anytime is designed to guide a user through each step of the learning process, and is fully individualised to each users' requirements.

The system also has a tutor and administrator login function. This enables teachers and managers to track the progress of each individual, group/classroom or entire organisation. It can also allow teachers to manage their classrooms and identify collective learning needs, and share student progress information.

The Skills Anytime product range is hosted on an online portal, bksbLIVE2, which allows secure access on any device with internet capability. bksbLIVE2 is also the interface which hosts all the products in the Skills Anytime English language range, for English Anytime, and SLRW, which is detailed as follows:

### 2.1 English Anytime

#### USER INTERFACE

- 2.1.1 Access
  - Each user of the Skills Anytime system is created on the bksbLIVE2 platform, either singularly by the system administrator, a tutor, and/or via the mass-upload function (managed by bksb). Once a user is created on the system, they are able to use their unique login ID to access (and customize) their profile and work through the modules (products) as detailed below.

#### USER PRODUCTS

- 2.1.2 Interactive Initial Assessment
  - A user will undertake the assessment to identify their current level of English language ability. The assessment will define the starting level and Diagnostic Assessment level to undertake (automatically populating the user's interface with the required level Diagnostic at 2.1.3).
- 2.1.3 Interactive Diagnostic Assessment
  - This assessment is designed to identify specific skill gaps or weaknesses at the user's working level. It will also generate an Individual Learning Plan (ILP) of topic areas which the user will need to work through at 2.1.4 and 2.1.5.
- 2.1.4 Interactive Learning Resources
  - These learning resources (each topic) populates in the user's ILP and provides modular, self-marking resources which are designed to build up knowledge, at the appropriate level, in that particular topic area.
- 2.1.5 Interactive Skill Checks
  - The Skill Checks sit alongside the Learning Resource within the user's ILP, and are assigned to each topic area. These are short, topic-tests to verify (test) competence of learning from the Learning Resource stage. Completion of the Skill Check also generates a 'tick' (pass) in the tracking grid (see 2.1.6) for that user, for that particular topic on the designated level.



#### TUTOR/ADMINISTRATOR ACCESS

- 2.1.6 Tutor Functions
  - o Tutors and managers are able to login to bksbLIVE2 (using allocated, unique tutor ID logins) and manage the data of all individuals and/or groups and/or University users within the system. They are able to export these results for evidence of individual and/or group progress, and track individual and group achievement through modules.
- 2.1.7 Administrator Functions
  - o Administrators can manage the settings of the overall University/institution platform in the background. This is typically one (IT based) member of the team and guidance is provided by bksb UK.

#### 2.2. Speaking, Listening, Reading, Writing (SLRW)

The components of which are;

##### USER INTERFACE

- 2.2.1 Access
  - o Each user of the SLRW system is created on the bksbLIVE2 platform, either singularly by the system administrator, a tutor, and/or via the mass-upload function (managed by bksb). Once a user is created on the system, they are able to use their unique login ID to access (and customize) their profile and work through the modules (products) as detailed below.

##### USER PRODUCTS

- 2.2.2 SLRW Products
  - o A user can undertake exercises specific for developing skills in English language reading, writing, speaking and listening. Unlike English Anytime, the SLRW range offers users the ability to move freely between levels and disciplines at the click of a button.

The stages of learning range across 5 levels, from Beginner, Lower Intermediate, Intermediate, Upper Intermediate and Advanced, and users can navigate to whichever level of learning they wish to undertake at any given time, using the menu tabs on their home screen.

The users can also select either Reading, Writing, Speaking or Listening at any of the 5 levels.



#### TUTOR/ADMINISTRATOR ACCESS

- 2.2.3 Tutor Functions
  - The SLRW product is a self-study programme and does not have tutor management and reporting functions.
- 2.2.4 Administrator Functions
  - As with English Anytime, Administrators can manage the settings of the overall institution platform in the background. This is typically one (IT based) member of the team and guidance is provided by bksb UK.

### 3. TERMS OF THE AGREEMENT

The Agreement is for

3.1 One day workshop for 100 English Language teachers of MRSPTU, free of charge to be given by Skills Anytime. MRSPTU will arrange and coordinate the workshop at a mutually agreed and convenient date and venue for which Skills Anytime will provide the trainer(s). Travelling, Lodging and Boarding of Skills Anytime training team will be borne by MRSPTU.

3.2 Student Learners at MRSPTU and affiliated colleges to be allocated the Skills Anytime Programme (inclusive of English Anytime and SLRW) on Licence form and for the duration of 12 months of the agreed start date i.e. 1<sup>st</sup> Jan 2017 at a subsidized price of 500 INR plus taxes per learner. The number of these learners are expected to be around 5000.

3.3 Faculty at MRSPTU and affiliated colleges to be allocated the Skills Anytime Programme (inclusive of English and SLRW) on Licence form free of charges and for duration of 12 months starting 1<sup>st</sup> Jan 2017. All faculty members of the MRSPTU university, its constituent colleges and Two faculty members from each affiliated institution who are engaged in teaching communication skills course to the students shall be extended this facility.

3.4 Fee for the training modules will be paid directly by students online through an App via safe payment gateway to Skills Anytime .

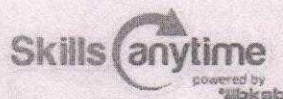
3.5 The Skill Anytime team will support Maharaja Ranjit Singh Punjab Technical University, Bhatinda to manage the process and train the faculty in using the programme, as well as training the managers and administrators in the management of user accounts, reports and data extraction.

3.6 MRSPTU will arrange and coordinate all staff training sessions, at a mutually agreed and convenient date(s) and venue(s) for which, Skills Anytime will provide the trainer(s) and ongoing, remote and on-site (where necessary) support for the management of the system. Travelling, Lodging and Boarding of Skills Anytime training team will be provided by the respective colleges of MRSPTU.

### 4. IMPLEMENTATION, DURATION AND RIGHTS TO TERMINATION

Skills Anytime will license Maharaja Ranjit Singh Punjab Technical University, Bhatinda to use the programme as per the duration mentioned in 3.2 & 3.3 and Maharaja Ranjit Singh Punjab Technical University Bhatinda and its affiliated , will be bound by the terms of the software agreement (licence) which will be presented for signature.





Whilst the programme is provided at subsidized cost during 2017 as per the duration mentioned in 3.2. The acceptance of the terms and conditions of licensing the Skills Anytime programme are still relevant and must be agreed before roll-out.

The implementation of the Skills Anytime system is the responsibility of Maharaja Ranjit Singh Punjab Technical University Bhatinda. Skills Anytime proposes that, for every 30 learners at least one English Coordinator is nominated to manage the learning process within Maharaja Ranjit Singh Punjab Technical University, Bhatinda. At least one system Administrator should be appointed, and at least one nominated contact (project leader) should be allocated in each College of MRSPTU as a communication point for the Skills Anytime team.

#### 5. LEGAL

5.1 Skills Anytime is afforded the opportunity to refer to the collaboration with Maharaja Ranjit Singh Punjab Technical University Bhatinda in its promotional activity and materials where applicable. This may include news stories on the Skills Anytime (and parent) websites, in marketing communications (i.e. fliers, Newsletters and e-Marketing campaigns), and in publications of company brochures, PowerPoints and videos.

Likewise MRSPTU is afforded the same opportunity for promotional activities.

5.2 Both parties retain the right to withdraw from the agreement (within the 12 month period and beyond if applicable) by giving 3 months notice.

5.3 Maharaja Ranjit Singh Punjab Technical University, Bhatinda will be provided with the Skills Anytime programme for the duration of this agreement, but will remain bound to the terms of the Skills Anytime sales software licensing agreement during that time. All upgrades and updates to the Skills Anytime system (and bksbLIVE 2) platform are managed by bksb, at no additional cost to Maharaja Ranjit Singh Punjab Technical University, Bhatinda or other clients, and will be applied only after a consultation period has occurred. Any system bug fixes will occur automatically as standard.

5.4 All other legal and contractual terms of use are contained within the licence agreement.

#### 6. SIGNATURES

##### 6.1 Terms Dates

This agreement is valid from the start date and automatically expires upon the expiry date, unless the terms are altered and then agreed by both parties.

##### 6.1.1 Start Date:

Start Date of the Agreement	Signed (Skills Anytime)	Signed (Maharaja Ranjit Singh Punjab Technical University, Bhatinda )
04 <sup>th</sup> Jan 2017		


##### 6.1.2 Expiry Date:

Expiry Date of the Agreement	Signed (Skills Anytime)	Signed Maharaja Ranjit Singh Punjab Technical University, Bhatinda )
03 <sup>rd</sup> Jan 2018		




6.2. Authorized Personnel

6.2.1 Signed by, and on behalf of Skills Anytime, Chandigarh (bksb India Private Ltd ) and on behalf of bksb UK.

NAME: GURDEEPAK SINGH  
POSITION: REGIONAL DIRECTOR  
SIGNATURE:   
DATE: 14th Dec 2016

6.2.2 Signed by, and on behalf of Maharaja Ranjit Singh Punjab Technical University, Bhatinda

NAME: Prof.(Dr.) JASSIR SINGH HUNDAL  
POSITION: REGISTRAR  
SIGNATURE:   
DATE: 14th Dec, 2016