Tutors Help

Virtual Assistant (Madge)

Customising Madge (VA)

"Madge" (VA) features

With Madge, you have the flexibility to control her features, easily switching them on or off according to your preference. In the future, we will be adding more features and functionality to Madge. Currently, the following options are available:
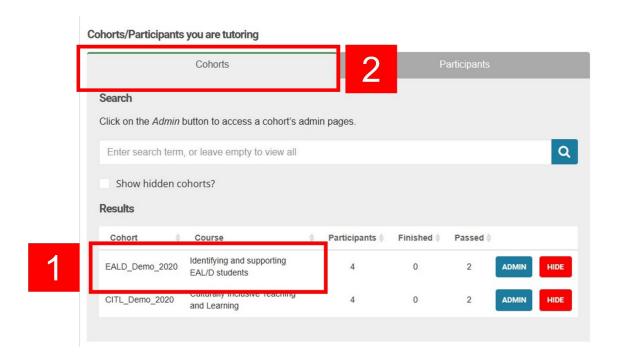
- Course chat (specific to the current page)
- Forum responses (within 30 seconds)
- On-page Quiz to aid knowledge retention (on most course pages)
- VA support for writing SMART goals (coming soon)
- Feedback on goals and interventions to enhance the quality of first drafts (coming soon)
- Feedback on goals and interventions to aid tutor feedback (coming soon)

Enable/Disable Madge (VA)

Madge can be enabled at a global organisation level or for individual cohorts. Your lead/admin can configure the global settings for Madge (VA) at the organisational level, eliminating the need to enable these settings when creating a cohort. However, you still have the flexibility to customise the settings for each cohort if the 'tutor choice' option has been enabled in Admin, Settings.

Troubleshooting tip: If you encounter any issues, please ask your lead/admin to check 'tutor choice' is enabled.

1. To enable Madge's (VA) course chat or forum replies, create your cohort as usual (refer to section 1.c. Set up a new cohort).
2. Once approved by OLT, locate your cohort (1) in your 'cohort results' list (2) within Tutor Hub:

3. Click on the Admin button to open your cohort's home page, (you may need to scroll to the right to see it).
4. Find Madge's cohort settings, positioned towards the middle of the page.
5. Check the 'enable' checkbox to enable course chat and forum replies for your cohort.
6. Unchecking these checkboxes will disable these cohort-specific features.

7. Click 'save settings' to confirm your cohort's configuration settings.