

KS1 Historical Data Entry

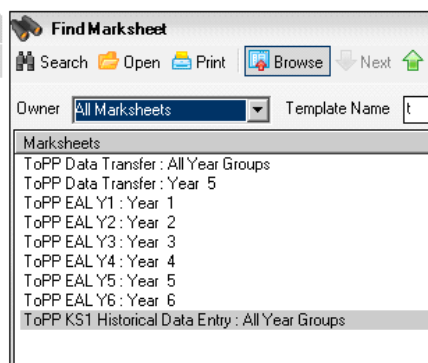
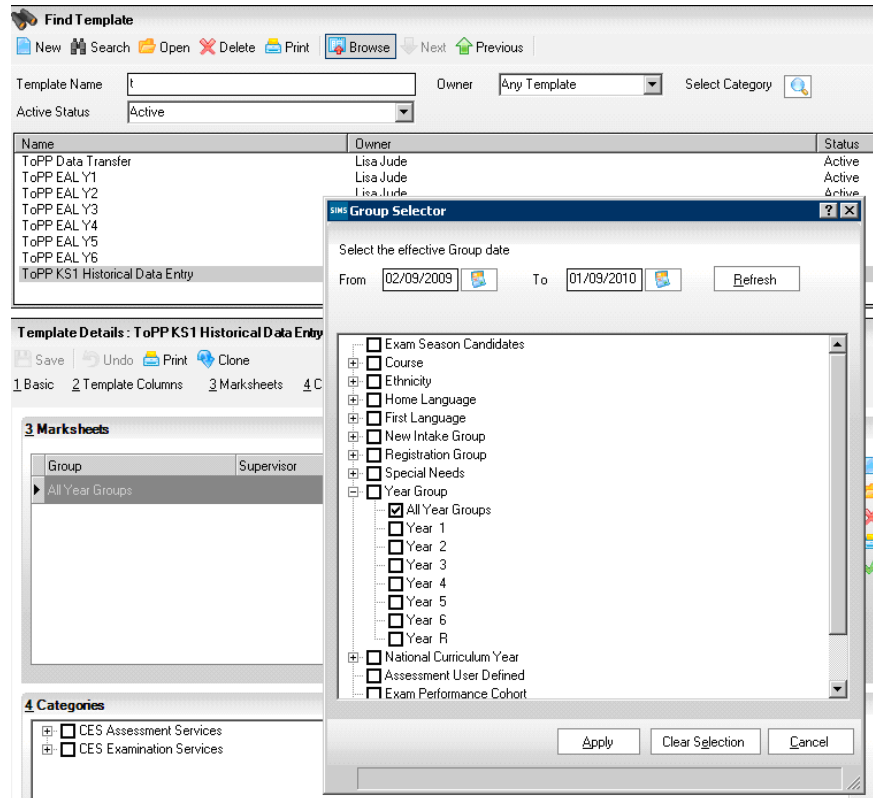
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KS1 Historical Data

Go to Focus | Assessment | Templates and type 't' in to the template name box.

Double Click on the 'ToPP KS1 Historical Data Entry' and go to marksheets.

Expand the Year Group selector and put a tick in the 'All Years Groups' and then Apply and Save.



Go to your marksheets and open up the ToPP KS1 Historical Data Entry: All Year Groups

You will find that the marksheet has a greyed out column with 'NC Year'.

If you left click on this then it will order the children in to year groups as shown below.

2 Marksheet

Result Date: 16/09/2009 Group Membership Date: 16/09/2009

Group Filter: []

Students	NC Year	S&L TA Y2 Summer	Reading TA Y2 Summer
ACKTON, Stan	3	2c	2c
ADEDEJI, Payal	4	P6	1c
AFFLECK, Alexis	3	1b	1b
AGATHOCLEOUS, Joe	4	P3	
AHMAD, Arfa	6	2a	2b
AHMAD, Carina	4	1b	1a
AHMED, Mohan	6		2c
ALDRIDGE, Courtney	4	2c	2b
ALLIM, Farah	4	3c	3c
ALLOIA, Paolo	3	1c	1c
AMIEL, Tanzeel	5	3b	2b

Students	NC Year	S&L TA Y2 Summer	Reading TA Y2 Summer
STEWART, Lisa	1		
ANDREWS, Paul	2		
ATKINSON, Ben	2		
ATKINSON, Ben	2		
BRADBURY, Christina	2		
BROWN, Jeremy	2		
BUCKLEY, Emma	2		
BURNS, S	2		

Data that is already on the system will be seen for Y2 results.

Years where there is no data can also be seen.

You can filter the marksheet by the Group Filter.

Group Filter 

going to

Expand the Year group, select the Year group (typically Y3 each Year) you want and then Apply. You will now just see the Y3 children.

Some of the results will not be accepted into this column - i.e. 3 and 1.
As the column has been ordered, Level 3 will be at the top. Right click in the top cell and choose 'Select grade for cell'. Choose the level you wish to give e.g. 3c and then choose 'Apply & Next'. Scroll down to Level 1 and do the same i.e. input 1b.

Keys Stage validated results will need to be transferred to the requisite ToPP TA column. E.g. 'EN AT2 Reading KS1'
This can be done by right clicking on the column heading, 'Order' the rows 'Descending'. Right click again on the column heading and then left click copy. Right click on the corresponding column and then 'Paste' E.g. Reading TA

Students	NC Year	S&L TA Y2 Summer	Reading TA Y2 Summer	Writing TA Y2 Summer	Maths TA Y2 Summer	Science TA Y2 Summer	EN AT1 Speak & Listen KS1 Key Stage 1 Validated Result	EN AT2 Reading KS1 Key Stage 1 Validated Result
ERDEM, Kaan	6		3b	2a	2a		3	3
FISCHER, Angela	6		3b	3b	3b		3	3
FREEMAN, Nathan	6		3b	2a	2a		2	3
GEAR, Jessica	5	2b	3c	3c	3c	2b	3	3
H&RVFY, Emma	5		3c	3c	3c		3	3

