



Data Imports

College Level data (Student, Enrolment, Qualifications on Entry) should be regularly imported - usually every week or two in order to establish target grades, calculate final value added / progress (based on achievement grades) and enable In Year progress to be monitored for current students. Every 3 to 4 months, a OneGrade update is released containing the most recently available DfE and Ofqual national data.

Identify Un-mapped Qualifications and Grades

Imported Data and Mapping Statistics can be viewed on the Statistics screen available from the Home screen. This allows you to clearly identify the data that has been imported, what is missing and how it is mapped. Where possible, suggestions for mapping the data are shown. The screen allows data to be summarised based on enrolment status (e.g. continuing, completed enrolments) and features expandable split-screen summary grids together with direct links to the applicable mapping screens.

Reconcile Mappings

OneGrade allows qualifications to be mapped flexibly, so new qualifications or those without historical data can be mapped to similar qualifications that do have national data. By doing this, the widest possible range of target grades can be established. Mapping facilities are also available for Qualifications on Entry and enrolment grades. Reconciling mappings using the tools available to identify any necessary mappings on a monthly basis will ensure your imported data can be used effectively by OneGrade.

Add In Year Progress

OneGrade Web is the ideal way to quickly and simply track In Year progress - currently up to 8 times per year. Each enrolment is linked to a list of available grades eliminating the need to verify and map invalid grades. As soon as the data is saved, progress against target is calculated for each the enrolments. In Year progress grades may also be imported from your student tracking or data collection system (e.g. markbook projected grades or teacher estimated grades). The timing of recording In Year progress at different points during the year will vary according to college policy, but every term or half-term is common.

Analysis and Reporting

At the start of the academic year, the focus is on establishing target grades for students. As the year progresses, In Year progress is of most interest and analysis can range from individual through to high level aggregated reporting using the reporting tools available in OneGrade Web and the administration utility. This range of reporting could, for example, analyse progress by a wide range of measures including College Division, Cohort, Gender, or Free School Meal. (A large number of user defined fields are available for this purpose). When final grades are recorded, Value Added can be analysed.

Refine System Settings

OneGrade has a wide range of system settings that deal with various elements, for example: calculating point scores; how data should be presented; which student cohorts to include in summaries; whether to overwrite or update Quals On Entry imported data etc. These are all specified in detail in the User Guide that is included within the OneGrade system. Typically they should only need reviewing very infrequently.