

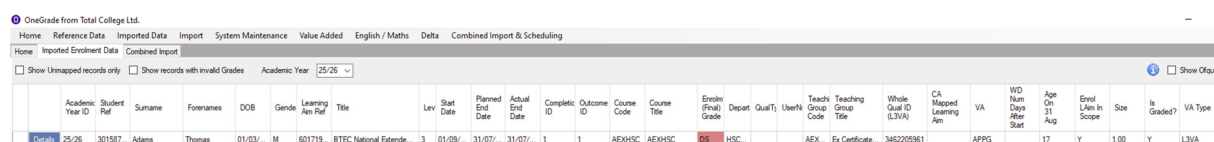
A Brief Guide to Mapping Enrolment Grades and Quals on Entry Grades

There may be cases where Enrolment and Qual on Entry grades are imported into OneGrade that require mapping to grades that OneGrade already knows about. This brief guide will give you the essential information to introduce you to the mapping processes within OneGrade.

Enrolment Grade Mappings

For VA Types: CA and L3VA

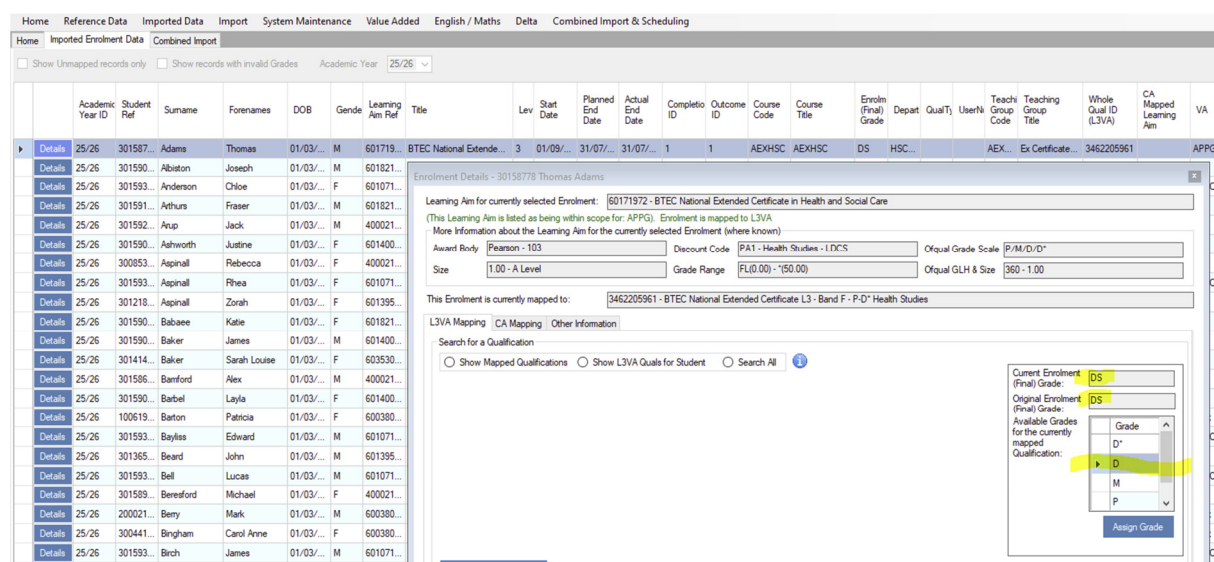
Using the Imported Enrolment Data screen (from Main Menu | Imported Data | Enrolment and Mapping):



Academic Year ID	Student Ref	Surname	Forenames	DOB	Gender	Learning Aim Ref	Title	Lev	Start Date	Planned End Date	Actual End Date	Completion ID	Outcome ID	Course Code	Course Title	Enrolment (Final) Grade	Depart	QualT	Teach Group Code	Teaching Group Title	Whole Qual ID (L3VA)	CA Mapped Learning Aim	VA	WD Num Days After Start	Age On 31 Aug	Enrolment in Scope	Size	Is Graded?	VA Type
25/26	301587	Adams	Thomas	01/03/...	M	601719	BTEC National Extended Certificate in Health and Social Care	3	01/09/...	31/07/...	31/07/...	1	1	AEXHSC	AEXHSC	DS	HSC		AEX	Ex Certificate	3462205961	APPG			17	Y	1.00	Y	L3VA

In this example, a final grade of DS has been imported. This is highlighted in red because OneGrade is expecting a P, M, D, D*. To filter for all unmapped grades like this, use the checkbox in the top left hand corner.

Press *Details* to open the details screen to map the grade:



Enrolment Details - 30158778 Thomas Adams

Learning Aim for currently selected Enrolment: 60171972 - BTEC National Extended Certificate in Health and Social Care
(This Learning Aim is listed as being within scope for: APPG). Enrolment is mapped to L3VA
More Information about the Learning Aim for the currently selected Enrolment (where known)

Award Body: Pearson - 103 Discount Code: PA1 - Health Studies - LDCS Ofqual Grade Scale: P/M/D/D*
Size: 1.00 - A Level Grade Range: FL(0.00) - 150.00 Ofqual GLH & Size: 360 - 1.00

This Enrolment is currently mapped to: 3462205961 - BTEC National Extended Certificate L3 - Band F - P-D* Health Studies

L3VA Mapping CA Mapping Other Information

Search for a Qualification

☐ Show Mapped Qualifications ☐ Show L3VA Quals for Student ☐ Search All

Current Enrolment (Final) Grade: DS
Original Enrolment (Final) Grade: DS
Available Grades for the currently mapped Qualification: D*, D, M, P
Assign Grade

At the right side of the details screen, the DS grade is shown. To map this grade to a D, select the D grade in the list and press *Assign Grade*.

The Current Enrolment (final) Grade will then be updated: (this is applied to all enrolments on this qualification with this grade)

A Brief Guide to Mapping Grades

Home Reference Data Imported Data Import System Maintenance Value Added English / Maths Delta Combined Import & Scheduling

Home Imported Enrolment Data Combined Import

☐ Show Unmapped records only ☐ Show records with invalid Grades Academic Year 25/26

	Academic Year ID	Student Ref	Surname	Forenames	DOB	Gender	Learning Aim Ref	Title	Lev	Start Date	Planned End Date	Actual End Date	Complete ID	Outcome ID	Course Code	Course Title	Enrolment (Final) Grade	Depart	QualT	User/ID	Teaching Group Code	Teaching Group Title	Whole Qual ID (L3/VA)	CA Mapped Learning Aim
Details	25/26	301587...	Adams	Thomas	01/03/...	M	601719...	BTEC National Extended Certificate in Health and Social Care	3	01/09/...	31/07/...	31/07/...	1	1	AEXHSC	AEXHSC	D	HSC...		AEX...	Ex Certificate...		3462205961	
Details	25/26	301590...	Albiston	Joseph	01/03/...	M	601821...	Advanced Certificate in...	3	01/09/...	31/07/...	31/07/...	1	1	BADCBK	BADCBK		Busi...		BAD...	Advanced C...			

Enrolment Details - 30158778 Thomas Adams

Learning Aim for currently selected Enrolment: 60171972 - BTEC National Extended Certificate in Health and Social Care
(This Learning Aim is listed as being within scope for: APPG). Enrolment is mapped to L3/VA
More Information about the Learning Aim for the currently selected Enrolment (where known)

Award Body Pearson - 103 Discount Code PA1 - Health Studies - LDCS Oqual Grade Scale P/M/D/D+
Size 1.00 - A Level Grade Range FL0.00 - 150.00 Oqual GLH & Size 360 - 1.00

This Enrolment is currently mapped to: 3462205961 - BTEC National Extended Certificate L3 - Band F - P-D+ Health Studies

L3/VA Mapping CA Mapping Other Information

Search for a Qualification

☐ Show Mapped Qualifications ☐ Show L3/VA Quals for Student ☐ Search All

Current Enrolment (Final) Grade: D
Original Enrolment (Final) Grade: DS
Available Grades for the currently mapped Qualification:
D+
D
M
P
Assign Grade

For VA Type: Pass Only

Again, using the Imported Enrolment Data screen, there is a grade PAS which must be mapped. Because this is a Pass Only (see the column 2nd from right), we use the "Pass/Fail Qualifications Points Grades" lookup screen.

Home Imported Enrolment Data Combined Import English/Maths Enrolments Imported Quals On Entry Data By Qual Pass / Fail Qualifications Points Grades

☐ Show Unmapped records only ☐ Show records with invalid Grades Academic Year 25/26

	Academic Year ID	Student Ref	Surname	Forenames	DOB	Gender	Learning Aim Ref	Title	Lev	Start Date	Planned End Date	Actual End Date	Complete ID	Outcome ID	Course Code	Course Title	Enrolment (Final) Grade	Depart	QualT	User/ID	Teaching Group Code	Teaching Group Title	Whole Qual ID (L3/VA)	CA Mapped Learning Aim	VA	WD num Days After Start	Ass On 31 Aug	Enrol Line In Scope	Size	Is Graded?	VA Type	Map Info
Details	25/26	301590...	Babae	Kate	01/03/...	F	601821...	Advanced Certificate in...	3	01/09/...	31/07/...	31/07/...	1	1	BADCBK	BADCBK	PAS	Busi...		BAD...	Advanced C...						17	N	N	N	Pass Only	

From the Main Menu, select Reference Data | Pass/Fail Quals Points Grades.

OneGrade from Total College Ltd.

Home Reference Data Imported Data Import System Maintenance Value Added English / Maths Delta Combined Import & Scheduling

Home Pass / Fail Qualifications Points Grades

	Grade	Points	GradeNo	Default Target Grade	Default Target Inflated Grade	View On Website	Obsolete
Details	P++	3.00	1	False	False	True	False
Details	G	3.00	1	False	False	False	False
Details	D	3.00	1	False	False	False	False
Details	DIS	3.00	1	False	False	False	False
Details	P+	2.00	2	False	True	True	False
Details	S	2.00	2	False	False	False	False
Details	M	2.00	2	False	False	False	False
Details	MER	2.00	2	False	False	False	False
Details	P	1.00	3	True	False	True	False
Details	B	1.00	3	False	False	False	False
Details	PAS	1.00					False
Details	U	0.00					False
Details	F	0.00					False
Details	FAI	0.00					False

14 rows

New Delete Set to Default

Rather than deleting or editing grades that have been used, set them to be obsolete if you no longer wish to use them.

Pass / Fail Qualification Grade Details

Grade PAS
Points 1.00
GradeNo 3
View On Website ☐
Obsolete ☐

The lowest Grade must have the highest GradeNo
e.g. U = 4, P = 3, P+ = 2, P++ = 1

Rather than deleting or editing grades that have been used, set them to be obsolete if you no longer wish to use them.

< Back Next > Save & Close Cancel

A Brief Guide to Mapping Grades

Simply add in a new grade PAS - assign it 1 point and ensure it is not visible on the website. This will then map the PAS grade to 1 point - the same as a P grade or a PA grade.

For VA Type: Graded

In this case, there is a grade Bee which needs to be mapped to a grade B. This qualification has a VA Type of "Graded":

Home																																Reference Data			Imported Data			Import			System Maintenance			Value Added			English / Maths			Delta			Combined Import & Scheduling																																																																																																										
Home			Imported Enrolment Data					Combined Import					English/Maths Enrolments					Imported Quals On Entry Data By Qual					Pass / Fail Qualifications Points Grades					Ofqual Grading Schemes																																																																																																																																			
☐ Show Unmapped records only																																☐ Show records with invalid Grades																																Academic Year																																25/26																																☐ Show Ofqual fields																															
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Details																																25/26			3012...			Aspinall			Zorah			01/0...			F			6013...			Certificate in Prepar...			3			01/0...			31/0...			31/0...			1			1			SEYE...			SEYECC			Bee			Ear...						SE...			Certificate ...																		17			N						Y			Graded																																					

Identify the Ofqual Grading Scheme by pressing the details button:

Enrolment Details - 30121854 Zorah Aspinall

Learning Aim for currently selected Enrolment: 60139559 - Certificate in Preparing to Work in Early Years Education and Care (VRQ)

More Information about the Learning Aim for the currently selected Enrolment (where known)

Award Body: NCFE - 175 Discount Code: PT21 - Childcare Skills - LDCS Ofqual Grade Scale: A*/A/B/C/D
Size: 0.50 - A Level Grade Range: Ofqual GLH & Size: 223 - 0.50

This Enrolment is currently mapped to:

L3VA Mapping CA Mapping Other Information

Search for a Qualification

☐ Show Mapped Qualifications ☐ Show L3VA Quals for Student ☐ Search All

Current Enrolment (Final) Grade: Bee
Original Enrolment (Final) Grade: Bee
Available Grades for the currently mapped: Grade

Open the Ofqual Grading Schemes screen from the main menu (Reference Data | Ofqual Grading Schemes) and find the grading scale (A*/A/B/C/D in this case).

Because we want to match Bee to the grade B, click the *Details* button for the grade B and enter Bee into one of the Alt Grade fields:

OneGrade from Total College Ltd.

Home Reference Data Imported Data Import System Maintenance Value Added English / Maths Delta Combined Import & Scheduling

Home Imported Enrolment Data Combined Import English/Maths Enrolments Imported Quals On Entry Data By Qual Pass / Fail Qualifications Points Grades Ofqual Grading Schemes

	OfqualGradingScheme	Grade	Points	GradeNo	Alt Grade 1
Details	A*/A/B/C/D	A*	5.00	1	
Details	A*/A/B/C/D	A	4.00	2	
Details	A*/A/B/C/D	B	3.00	3	
Details	A*/A/B/C/D	C			
Details	A*/A/B/C/D	D			
Details	A*/A/B/C/D	U			

Ofqual Grading Scheme Grade Details

Grading Scheme: A*/A/B/C/D
Grade: B
Alt Grade 1: Bee
Alt Grade 2:
Alt Grade 3:
< Back Next > Save & Close Cancel

Then press *Save & Close*.

A Brief Guide to Mapping Grades

English and Maths

Mapping Grades is a similar story for English and Maths (from the main menu Select English/Maths | Imported Data | Enrolment) as for the CA and L3VA grade mapping....

Use the checkbox in the top left to filter for Invalid Grades.

In this example, a grade of 4P has been imported, so this will need mapping to a grade 4.

OneGrade from Total College Ltd.

Home

Reference Data

Imported Data

Import

System Maintenance

Value Added

English / Maths

Delta

Combined Import & Scheduling

Home

Imported Enrolment Data

Combined Import

English/Maths Enrolments

☐ Show records with invalid Grades

	Academic Year ID	Student Ref	Surname	Forenames	DOB	Gender	Learning Aim Ref	Title	Level	Start Date	Planned End Date	Actual End Date	Completion ID	Completion Status	Outcome ID	Outcome Desc	Course Code	Enrolment (Final) Grade	Department	QualType	UserNumber	Teaching Group Code	Teaching Group Title	Capped Points	Mapped Grade	Approved?	Count of GCSE	Eng Mat Type	
Details	25-26	30159095	Albiston	Joseph	01/03/2...	M	60142823	GCSE (9-1) in English Language	2	01/09/2...	31/07/2...	31/07/2...	1	Continuing	1	Achieved	ENGL001	4P	English				ENGL25...	GCSE (9-1) in E...			Y	3	English
Details	25-26	30159095	Albiston	Joseph	01/03/2...	M	60146084	GCSE (9-1) in Mathematics	2	01/09/2...	31/07/2...	31/07/2...	1	Continuing	1	Achieved	MATH001	4P	Maths D...				MATH25...	GCSE (9-1) in ..			Y	0	Maths

Press the details button, then select the Enrolment Grade to Map to from the drop down list (4), and then choose the first Alternative Grade (in this case it is 01 - nothing else is mapped to a grade 4 in this example). Then press **Map Grade**.

in English Language ... 2 01/09/2... 31/07/2... 31/07/2... 1 Continuing 1 Achieved ENGL001 English ... ENGL25... GCSE (9-1) in E...

in Mathematics 2 01/09/2... 31/07/2... 31/07/2... 1 Continuing 1 Achieved MATH001 4P Maths D... MATH25... GCSE (9-1) in ..

English / Maths Enrolment Details - 30159095 Joseph Albiston

Grade and Mapping

Learning Aim for currently selected Enrolment: 60146084 - GCSE (9-1) in Mathematics

Grade for currently selected Enrolment: 4P Mapped Grade for currently selected Enrolment:

This Grade is currently unmapped.
To map this grade, select the Grade to map it to, then select an available Alternative Grade to which to save it.
Then press the "Map Grade" button.
Note that the Grade selection is only available for Learning Aims in Scope.

Map the Enrolment Grade to: 4 (4.00)

and save this as: Alternative Grade 01 - [available]

Map Grade

< Back Next >

Close

Finally, after the Grade mappings, run the Summaries again. (e.g. use the Summary buttons on the Combined Import screen)

Quals on Entry Grade Mapping

Value Added

From the main menu, select Imported Data | Quals on Entry By Qual and Mapping. Use the checkbox in the top left to identify unmapped grades. Count of Students is shown so you can tackle the largest numbers of unmapped grades first...

In this example, the grade 8P is not mapped:

Home Imported Enrolment Data Combined Import English/Maths Enrolments Imported Quals On Entry Data By Qual

☐ Show Unmapped records only

	Academic Year ID	Entry Learning Aim Ref	Title	Entry Learning Aim Type Title	Original Grade	Grade	CountOfStudent	Count Of Students 16-18	Size	Ofqual Grading Scale	NVQ Level
Details	25/26	60183019	GCSE (9-1) in Computer Science	GCSE	8	8	10	10	1.00	9/8/7/6/5/4/3/2/1	2
Details	25/26	60183019	GCSE (9-1) in Computer Science	GCSE	7	7	8	8	1.00	9/8/7/6/5/4/3/2/1	2
Details	25/26	60183019	GCSE (9-1) in Computer Science	GCSE	6	6	7	7	1.00	9/8/7/6/5/4/3/2/1	2
Details	25/26	60183019	GCSE (9-1) in Computer Science	GCSE	5	5	5	5	1.00	9/8/7/6/5/4/3/2/1	2
Details	25/26	60183019	GCSE (9-1) in Computer Science	GCSE	9	9	4	4	1.00	9/8/7/6/5/4/3/2/1	2
Details	25/26	60183019	GCSE (9-1) in Computer Science	GCSE	4	4	2	2	1.00	9/8/7/6/5/4/3/2/1	2
Details	25/26	6018355X	GCSE (9-1) in Computer Science	GCSE	2	2	2	2	1.00	9/8/7/6/5/4/3/2/1	2
Details	25/26	60183019	GCSE (9-1) in Computer Science	GCSE	2	2	1	1	1.00	9/8/7/6/5/4/3/2/1	2
Details	25/26	60183019	GCSE (9-1) in Computer Science	GCSE	3	3	1	1	1.00	9/8/7/6/5/4/3/2/1	2
Details	25/26	60183019	GCSE (9-1) in Computer Science	GCSE	8P		1	1	1.00	9/8/7/6/5/4/3/2/1	2

Student QCE By Qual Details

Learning Aim: 60183019 - GCSE (9-1) in Computer Science

Type: GCSE (GCSE)

Note: This Entry Learning Aim Type cannot be changed because it is a system setting.

Students with Quals on Entry for this Learning Aim and showing if the grade is mapped:

Student Ref	Surname	Forenames	Learning Aim Ref	Title	Original Grade	Grade	Is Grade Mapped
30159049	Kenny	Uly	60183019	GCSE (9-1) in ...	8P		No

1 row

Grade Mapping

Grade for currently selected Entry record: 8P

Mapped Grade for currently selected Entry record:

This Grade is currently unmapped. To map this grade, select the Grade to map it to, then select an available Alternative Grade to which to save it. Then press the "Map Grade" button. Note that the Learning Aim must first be mapped to a Type.

Map the Entry record Grade to: 8 (8.00)

and save this as: Alternative Grade 08 - [available]

Map Grade

< Back Next > Close

10 rows (filtered)

Press the details button, then select the grade to map to (from the drop down box) and save this as the next available grade (08 in this example). Then press *Map Grade*.

For Quals on Entry that have no Type (in this example, the type is GCSE), you can set up Types and Grades using the maintenance screens from the Main Menu | Reference Data | EntryLearningAim.

English / Maths

This is very similar to the Quals on Entry Mapping for VA. From the Main Menu, select English/Maths | Imported Data | Student Quals on Entry By Qual.

Filter for the Invalid grades - checkbox in the top left. In this example, the grade F3 needs to be mapped to an F (It's an old-style A*-G GCSE English qualification)

Choose the grade to map to, then save as the next alternative grade. Then press *Map Grade*.

A Brief Guide to Mapping Grades

Home | Imported Enrolment Data | Combined Import | English/Maths Enrolments | Imported Quals On Entry Data By Qual | Entry Learning Aim Type | Entry Learning Aim Type Grade | English/Maths Student Quals on Entry By Qual

☐ Show records with invalid Grades

Academic Year ID	Entry Learning Aim Ref	Title	Grade	Mapped Grade	Capped Points
25/26	60131585	GCSE in English Language	F	F	1.50
25/26	60131561	GCSE in English Language	F3		1.50
25/26	50078872				
25/26	60131585				
25/26	60095064				
25/26	60095076				
25/26	10020032				
25/26	10019790				
25/26	50078562				
25/26	50079165				
25/26	50079165				
25/26	10064333				
25/26	50084951				
25/26	50084951				
25/26	10064308				
25/26	10064345				
25/26	10064345				
25/26	10064370				
25/26	60147003				
24/25	60148366				
24/25	60146060				

English / Maths Student QOE Details - 60131561 GCSE in English Language

Learning Aim for currently selected Entry record: 60131561 GCSE in English Language

Grade for currently selected Entry record: F3 Mapped Grade for currently selected Entry record:

This Grade is currently unmapped. To map this grade, select the Grade to map it to. Then select an available Alternative Grade to save it to. Finally, press the "Map Grade" button. If you cannot select a grade to map to, it is because this Learning Aim is not included in the DfE base data.

Map the Entry Grade to: F (1.50)

and save this as: Alternative Grade 03 - [available]

Map Grade

Students with Quals on Entry for this Learning Aim and showing if the grade is mapped:

Student Ref	Surname	Forenames	Learning Aim Ref	Title	Grade	Mapped Grade	Capped Points
30121854	Aspinall	Zorah	60131561	GCSE in English ...	E	E	2.00
30137380	Devon	Jake	60131561	GCSE in English ...	F3		

2 rows

< Back Next > Close

Finally, after any grades have been mapped using the screens detailed above, you must regenerate the Value Added and/or the English/Maths summaries. You can find the summarisation buttons on the "Combined Import" screen (from the Main Menu, select Combined Import & Scheduling | Combined Import).

Further Reading – more Brief Guides

Further information on mapping Enrolment Grades is available at:

https://totalcollege.co.uk/wp-content/uploads/2020/10/QuickGuide3_MappingFinalGrades.pdf

And further information on Quals on Entry is available at:

https://totalcollege.co.uk/wp-content/uploads/2021/02/QuickGuide5_QOE.pdf