

Reviewed 22nd November 2016

RM Integris

Importing KS2 Test Results in to RM Integris

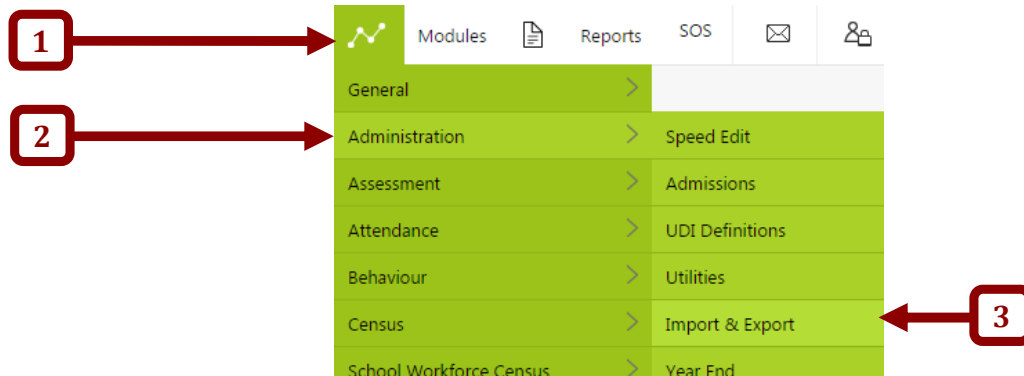
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020 8708 8881 (Int. 88881)

LBR G2 support website: <http://171.33.198.190/g2/Index.htm>

Importing KS2 Test Results in to RM Integris

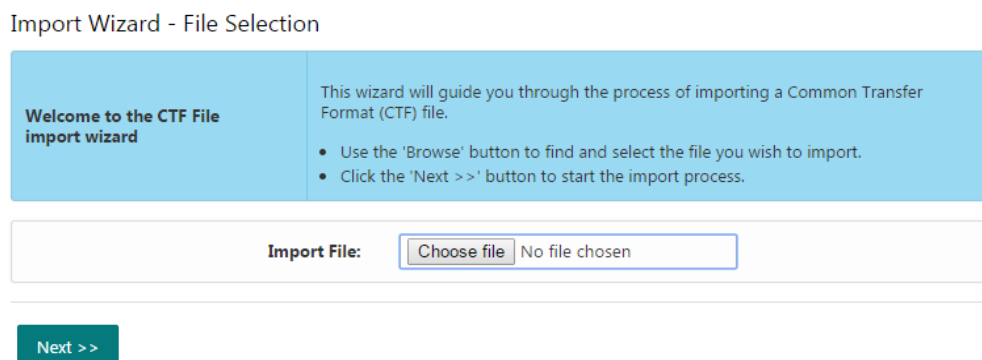
Go to **Modules (1)** > **Administration (2)** > **Import & Export (3)**



Click **CTF Import...**

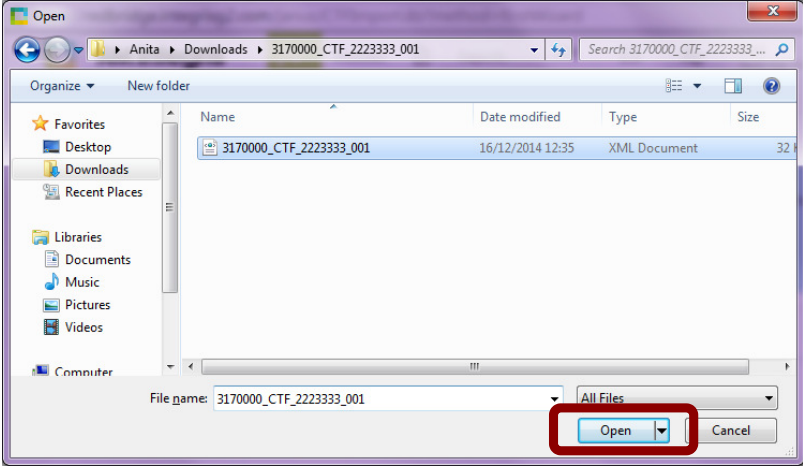


Click **Choose file ...**

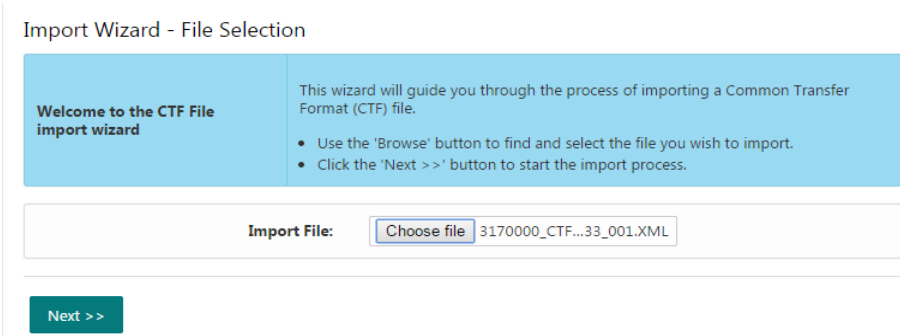


RM Integr8

Navigate to the file downloaded from the NCA tools website and click **Open**



Then click **Next >>**



Click Clear All

Import Wizard - Import Options Reset All | Reset New | Reset Existing | **Clear All** | Clear New | Clear Existing

Import Source: 317/0000 - Redbridge (Schema) School
Import Description: RM SMS - School to School Transfer - for Leavers
Map Source to: 317/0000 - Redbridge (Schema) School

Admissions Batch: ---Not Specified--- Add Batch

Use Extended Checking:

- This table lists data sections.
- Initially, selections default to the recommended setting for a 'full' import.
- You can modify import choices by use of the checkboxes, and top screen menu options.

Data Section in the Import file	Import for New Students	Replace for Existing Students
Basic Details	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Looked After	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SEN History	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Student Address	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contact Details	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Attendance History	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Key Stage Assessments	<input checked="" type="checkbox"/>	<input type="checkbox"/>
School History	<input checked="" type="checkbox"/>	<input type="checkbox"/>
FSM History	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Student Phones	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Student Email	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Extended Student Details	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Medical Details	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Behaviour Details	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<< Back Next >> Cancel

Tick only the **Key Stage Assessments** box in the **Replace for existing Students** column. Then click **Next >>**

Modules > Administration > Import & Export

Import Wizard - Import Options Reset All | Reset New | Reset Existing | Clear All | Clear New | Clear Existing

Import Source: 317/0000 - Redbridge (Schema) School
Import Description: RM SMS - School to School Transfer - for Leavers
Map Source to: 317/0000 - Redbridge (Schema) School

Admissions Batch: ---Not Specified--- Add Batch

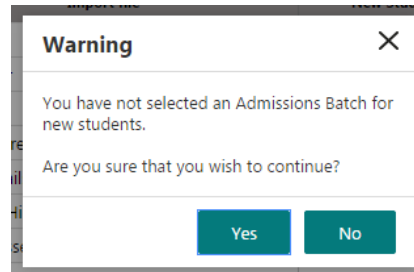
Use Extended Checking:

- This table lists data sections.
- Initially, selections default to the recommended setting for a 'full' import.
- You can modify import choices by use of the checkboxes, and top screen menu options.

Data Section in the Import file	Import for New Students	Replace for Existing Students
Basic Details	<input type="checkbox"/>	<input type="checkbox"/>
Looked After	<input type="checkbox"/>	<input type="checkbox"/>
SEN History	<input type="checkbox"/>	<input type="checkbox"/>
Student Address	<input type="checkbox"/>	<input type="checkbox"/>
Contact Details	<input type="checkbox"/>	<input type="checkbox"/>
Attendance History	<input type="checkbox"/>	<input type="checkbox"/>
Key Stage Assessments	<input type="checkbox"/>	<input type="checkbox"/>
School History	<input type="checkbox"/>	<input type="checkbox"/>
FSM History	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Student Phones	<input type="checkbox"/>	<input type="checkbox"/>
Student Email	<input type="checkbox"/>	<input type="checkbox"/>
Extended Student Details	<input type="checkbox"/>	<input type="checkbox"/>
Medical Details	<input type="checkbox"/>	<input type="checkbox"/>
Behaviour Details	<input type="checkbox"/>	<input type="checkbox"/>

<< Back **Next >>** Cancel

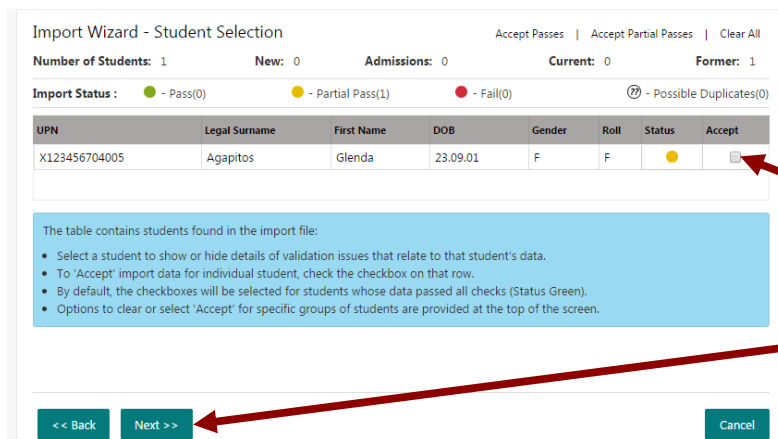
Say **Yes** to the following message



The following screen will indicate if there are any problems importing the file. E.g. If you are importing the file as a brand new student record but the system matches any of the details from the file to a record already on your system, it will flag up a duplicate by displaying '???' in the status column.

Amber dots usually occur when you are importing a file for an existing student if one of the following details First name, Surname, DOB or UPN, do not match the record already on your system but the rest of the details appear correct. You will need to go back and check you records if you receive an amber status.

A green dot is a full pass.



Import Wizard - Student Selection

Accept Passes | Accept Partial Passes | Clear All

Number of Students: 1 New: 0 Admissions: 0 Current: 0 Former: 1

Import Status : ● - Pass(0) ● - Partial Pass(1) ● - Fail(0) ⓘ - Possible Duplicates(0)

UPN	Legal Surname	First Name	DOB	Gender	Roll	Status	Accept
X123456704005	Agapitos	Glenda	23.09.01	F	F	●	<input type="checkbox"/>

The table contains students found in the import file:

- Select a student to show or hide details of validation issues that relate to that student's data.
- To 'Accept' import data for individual student, check the checkbox on that row.
- By default, the checkboxes will be selected for students whose data passed all checks (Status Green).
- Options to clear or select 'Accept' for specific groups of students are provided at the top of the screen.

<< Back Next >> Cancel

Once you are satisfied with your import file check the **Accept** box...

And click **Next >>**

The Summary Report Screen will then appear...

Import Wizard - Summary Print

Import Result Summary

CTF Import File: 3170000_CTF_2223333_001.XML

User: Not Specified IT Unit

Import Started: 22/12/2014 11:19:23 AM

Import Source: 317/0000 - Redbridge (Schema) School

Source Mapped to: 317/0000 - Redbridge (Schema) School

Admission Batch: Not Specified

Import Options

Data Sections in the Import File	Import for New Students	Update for Existing Students
Basic Details	No	No
Looked After	No	Yes
SEN History	No	Yes
Student Address	No	Yes
Contact Details	No	No
Attendance History	No	Yes
Key Stage Assessments	No	Yes

Show full validation and extraction detail:

Details of your selections, validation issues and import results are provided above:

- To see full details, select the 'Show full validation and extraction detail' checkbox.
- To obtain a paper reference copy of this information, select the print option at the top of the screen.

Finish

The CTF has now been imported. Click **Finish** to close the wizard