

## Stage 3A - Enter EYF data 2022 directly into EYF Specific & Prime Markbooks FOR SCHOOLS USING THE INTEGRIS EYFS PRIME & SPECIFIC MARKBOOKS

To be undertaken by the Year R teacher(s)

Enter end of YR data (i.e. 1,2 & A) directly into columns within the **EoYR DfE Return** unit in **BOTH** the **EYF YR Prime Termly Progress** and **EYF YR Specific Termly Progress** markbooks.

- Log in to Unify/Integris > Go to **Modules > Assessment > Markbook** > click + next to **My Markbooks** folder > select either **EYF YR Prime Termly Progress** or **EYF YR Specific Termly Progress** markbook as normal.

### Data entry:

- Complete either the **Summer 1 TA** columns or the **EoYR TA** columns as normal

### 3. Open the EoYR DfE Return unit

You will see that the Summer 1 and EoYR TA band columns are copied here alongside data columns in which you can record your end of YR outcomes (1,2 & A) for reporting to the DfE.

Markbook - EYF YR Prime Termly Progress - Class 3A (2021/2022)

		EoYR DfE Return													
		Baseline	Autumn 2	Overall Aut2	Spring 2	Summer 1	Overall Sum1	EoYR	Overall EoYR	YR LAU Sum1 Band	YR LAU TA Band	YR Speaking TA Band	YR SelfReg TA Band	YR ManSelf TA Band	YR BuildRel TA Band
		Baseline	Autumn 2	Overall Aut2	Spring 2	Summer 1	Overall Sum1	EoYR	Overall EoYR	YR LAU Sum1 Band	YR LAU TA Band	YR Speaking TA Band	YR SelfReg TA Band	YR ManSelf TA Band	YR BuildRel TA Band
Name		Baseline	Autumn 2	Overall Aut2	Spring 2	Summer 1	Overall Sum1	EoYR	Overall EoYR	YR LAU Sum1 Band	YR LAU TA Band	YR Speaking TA Band	YR SelfReg TA Band	YR ManSelf TA Band	YR BuildRel TA Band
Ball, Luce									60-71b	ELGb	ELGb	ELGb	ELGb	60-71a	ELGb
Branston, Pickie									60-71a	ELGb	ELGb	ELGb	ELGb	60-71a	ELGb
Demskey, Darling									ELGb	ELGb	ELGb	ELGb	ELGb	60-71a	ELGb
Houdini, Harry									ELGa	ELGb	ELGb	ELGb	ELGb	60-71a	ELGb

- Enter the EYFS outcomes (1,2 or A) into these columns – as per example above

**Tip!** – why not sort the Band column to group the values together to make data entry easier? Simply left click the Band column heading and select **Sort on Column** in the pop-up menu.

- You can enter a result at a time for each individual pupil

Click into a cell for a pupil and enter a value and press <Enter> key to move down to the next pupil in the same column or press <TAB> to move across to the next column for same pupil

**Tip!** You can click on a surname letter in the left margin to view only pupils with surnames starting with selected letter and then click into their individual cells and enter/edit data. [Then click \* at the top of the left margin to view ALL pupils again].

OR

- You can populate ALL the column with same value and then edit individual pupil results

Left click the heading cell of the column you want to complete and select **Modify Column Values New Value** in the pop-up window > select the value you want (e.g. 2 and click **OK**).

You can then make changes to individual cells by clicking a cell and entering data

- Click **Save** regularly!

- Click **BACK** (bottom left of screen) to exit the markbook

When you have completed the data entry for all the required columns for your class/year group, please inform your administrator.