

## Data managers:

# Start of Academic Year

This course covers the essentials for a smooth transition into a new academic year. Ensure GO 4 Schools is set up and ready for your school staff with the data they need for effective working.



### COURSE DETAILS

This training session is for Data managers who are going through the change in academic year process for the first time since implementing GO 4 Schools or for those who require a refresher on what is involved in preparing for the start of the academic year.

Key aspects covered:

- Setting up calendar
- Feed rules
- Access for Parents/Students
- Reviewing stats settings and grade settings for the new year
- KS2/ baseline data
- Uploading targets
- Copying markbooks
- Checking Subjects and Qualifications
- Linking Subjects & Qualifications
- Student Attributes

As part of the Data Manager training we offer each delegate a one to one call with the trainer if they would like to follow up on their school set-up in light of what has been covered in the training. This will typically be for 30 to 40 minutes on the same day or very shortly afterwards.

### DATES AND TIMES

- **13/09/2023 & 14/09/2023 10:00—12:00 (2 x 2 hour online training session)**
- **01/07/2024 & 02/07/2024 10:00—12:00 (2 x 2 hour online training session)**

**COSTS AND BOOKING DETAILS**

First delegate: £180; Second delegate: £150. All prices are subject to VAT.

This course is not part of any offers.

Places are limited to a maximum of two delegates per school. Please complete the booking form to secure your place.

Email: [events@go4schools.com](mailto:events@go4schools.com) or Tel: **01223 967556**

If you need to change your booking, please refer to our cancellation policy, details on our booking form.

**GO 4 SCHOOLS TRAINING EVENTS**

Our training events are developed with the ethos of 'Working together' — sharing knowledge and confidence in school data to ensure a 'best practice' approach and maximum value.

**Current training offers include:**

- End and start of academic year set up for Data managers
- Induction for new Data managers or those new to managing GO 4 Schools.
- Set up and use of markbooks
- Analysing data for Data manager, senior leadership and data teams
- Effective use of Behaviour and attendance modules
- Post-16 data analysis

See our website for more details: [www.go4schools/CPD](http://www.go4schools/CPD)

**Maximise your training:**

All courses will be delivered using Microsoft Teams, we recommend that you use the App to access the training as the online version has some reduced functionality that may hinder the visibility of some aspects of the training session.

All delegates will require at least a laptop with a microphone and camera, if possible we suggest access to two screens so you can follow the training and also access GO 4 Schools during the training.

The course is also available to book exclusively for your school and is suitable for all levels of leadership.

Delegates will need to have **School Manager** access in your GO 4 Schools system.



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