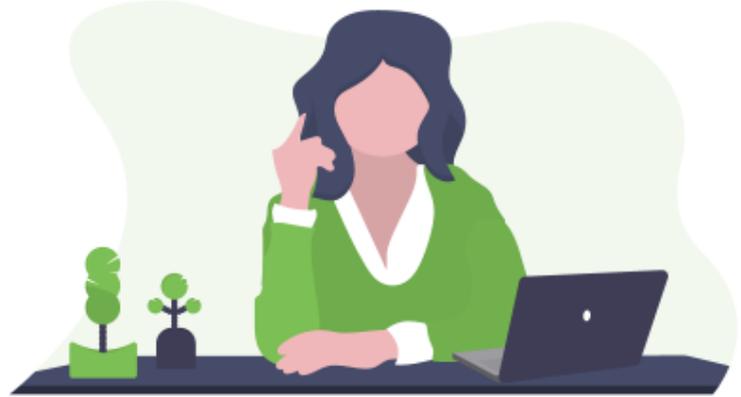


## Data managers:

# 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
- Mapping student emails
- Teacher's homepage
- KS2/ baseline data
- Uploading targets
- Internal & assessment grading schemes
- Copying markbooks
- Linking subjects & qualifications
- Student Attributes

A system health check is completed for all attending schools with advice on your set up. Time will be given for delegates to discuss and share ideas of how they are using GO 4 Schools.

### DATES AND TIMES

We are running courses as online sessions using Microsoft Teams until September 2022.

- **14th & 15th September**                      **10.00– 12.00 (2 x 2 hours online training sessions — Tuesday & Wednesday)**
- **30th June & 1st July 2022**                      **10.00–12.00 (2 x 2 hours online training sessions — Thursday & Friday)**

Delegates need to have **School manager** access in your GO 4 Schools system

The course is also available to book exclusively for your school as a 1:1 session with your Data manager.

## COSTS AND BOOKING DETAILS

First delegate: £120; Second delegate: £90. All prices are subject to VAT.

This course is also included in our course bundle offer of booking 3 half day courses for £300 per delegate.

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**

## EQUIPMENT

- For online training we use Microsoft Teams, we suggest delegates have access to a laptop with a camera and microphone to be fully engaged in the sessions.
- For in-house courses please bring your own laptop as there will be practical time to view and amend your own school set up. Proxy settings need to be checked in advance so that we can provide you with access to our guest wi-fi.

Full details will be sent to delegates at the point of booking.

## 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)

## FURTHER INFORMATION

For additional information about your GO 4 Schools training or consultancy please contact the Customer services team.

Face to face training is based at our Cambridge office:

Hyperspheric solutions Ltd  
Compass House, Vision Park,  
Chivers Way, Histon,  
Cambridge CB24 9AD

Telephone: 01223 967556 Email: [enquiries@go4schools.com](mailto:enquiries@go4schools.com)



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