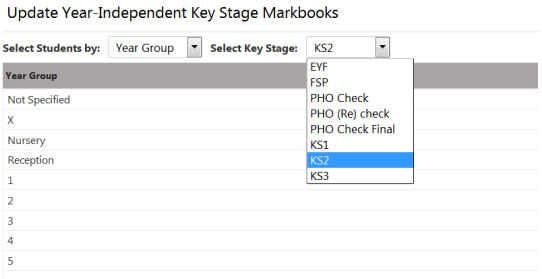
KS2 Recording and Reporting for Integris Assessment
Stage 5: Pull KS2 data into Objectives tracking books

If you are using the Y6 Writing Objectives/Tracking Markbooks for Year 6 pupils for this academic year, you will need to pull through your KS2 TA data from your NC Key Stage 2 2019 markbook so that it appears within your Y6 Writing **Tracking** markbook.

Stage 5: To do this, follow these steps:

1. Go to **Administration > Utilities > Update Year Independent Key Stage Markbooks**

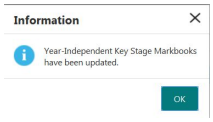
2. At the ***Select Key Stage*** drop-down box, select **KS2**



3. Then select **Year 6** from the list of year groups

4. Click **Update** and say Yes to any prompts that may appear

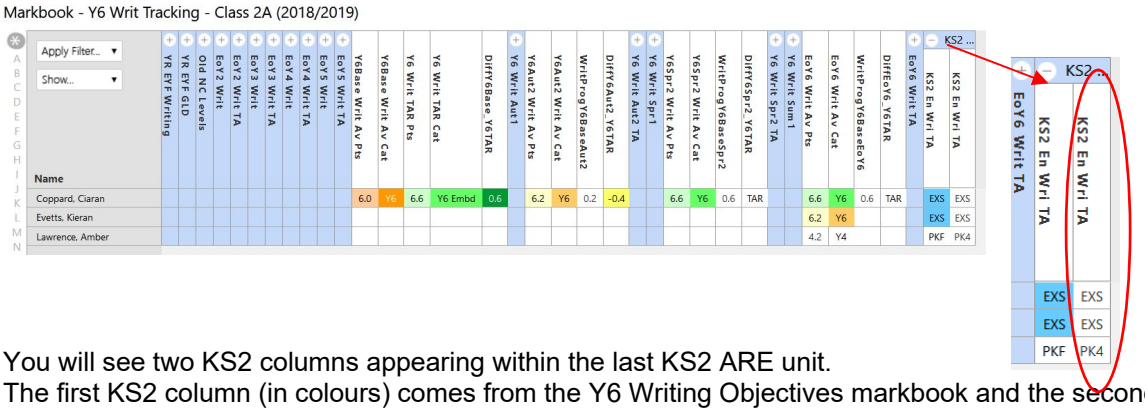
   A ***Progress*** window appears for a few seconds. When complete, you will see the following message:



5. Click **OK**.

   At this point, all the KS2 data from your NC Key Stage 2 2019 markbook will have been captured by your Y6 Writing Tracking book.

6. To check that the data has come through, open **Y6 Writing Tracking** book and open the last unit called **KS2 ARE**. You should now see the KS2 column populated as in the example below:



You will see two KS2 columns appearing within the last KS2 ARE unit.
The first KS2 column (in colours) comes from the Y6 Writing Objectives markbook and the second comes from the official NC Key Stage 2 2019 markbook. The second column of data represents the data that forms the KS2 TA return to the DfE.
The data in both columns should be the same except for PK values where the second column should contain the actual PK value (PK1-6).

Now progress to **Stage 6 – Create KS2 Reports for parents**