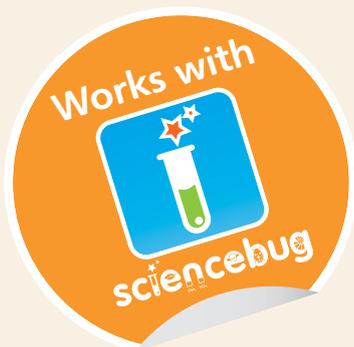


Pearson Primary Progress & Assess

Science

Getting Started Guide



Welcome to Pearson Primary Progress & Assess Science

Pearson Primary Progress & Assess Science has been designed to support the assessment of pupil progress and attainment in your school.

It's powered by ActiveLearn Primary, a powerful teaching and learning platform, that together with Progress & Assess Science, gives you everything you need for assessment in science along with a tracking and reporting tool to measure your pupils' attainment and progress, all in one place.

This Getting Started Guide has been created to help you familiarise yourself with Progress & Assess Science and the features of ActiveLearn, so that you can get going as quickly as possible. We've also included information on where you can find additional help and support should you need it.



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What is Progress & Assess?

Progress & Assess Science is a robust assessment service created by expert practitioners to help you track whether your pupils are on track and making progress.

Progress & Assess Science is underpinned by a detailed progression map which helps you understand what is expected of pupils at six points throughout the school year. This helps you to monitor whether children are on track for Age Related Expectations and target remediation for individuals and groups.

Our attainment measures

To help you with your ongoing assessment, we have provided you with a view on your pupils' attainment across different intervals so that you can track how they are progressing over time.

In Progress and Assess Science we have divided up the National Curriculum objectives from the Programme of Study into six half termly assessments per year group. Therefore, you can choose the summative assessment activity best suited to what you have just taught.



Attainment

Exceeding Age Related Expectations

Exceeding Age Related Expectations

The pupil has demonstrated a deep understanding of the required knowledge and skills in a given assessment.

On track for Age Related Expectations

On track for Age Related Expectations

The pupil is on track to achieve Age Related Expectations by the end of the year group they are in.

Working towards Age Related Expectations

Working towards Age Related Expectations

The pupil is not currently on track, but has demonstrated some of the necessary knowledge and skills for the end of their year group.

Below Age Related Expectations

Below Age Related Expectations

The pupil is working significantly below the level expected for his or her year group.



What is included in Progress & Assess Science?

Resources

Progression Maps

At the heart of Progress & Assess Science are our Progression Maps – created by science experts. These maps give you a rigorous structure for progress that is based on a deep understanding of how children’s learning develops and what the Age Related Expectations are.

In Progress & Assess Science, you have the choice of viewing the Science Progression Map in its entirety, which covers all year levels from Year 1 to Year 6, or you can choose simply the year that suits you to view in more detail. This flexibility makes it easier for you to plan for remedial action should skill gaps become apparent in your class following your assessments.

The Science Progression Map helps to define Age Related Expectations meaning that the attainment judgment a pupil is given is based on the progression map. This can then be looked at in conjunction with your formative assessment judgments to give you a holistic picture of children’s attainment and progress.

Summative assessments (tests)

Written by science experts in line with our Science Progression Map, the collection of science summative assessments (tests) in Progress & Assess Science are child-friendly and cover Years 1 to 6. The summative assessments (tests) are available as photocopyables in the printed assessment guides for each year group or you can download a version from ActiveLearn by going to **Resources** and clicking on **Progress & Assess Science** or the **Assessment Collection** (if you are a Science Bug customer or if you have more than one Progress & Assess product). Then use the left hand menus to find the correct summative assessment (test).

Progress & Assess Science includes:

- One *summative assessment* (test) per half-term for all years.
Note: there are five tests for Year 6 due to SATs in the summer term.



Assessment Guides

The Assessment Guide for each year level gives you everything you need to administer and give attainment judgments to the science summative assessments (tests), including guidance on how to set up and facilitate the written and practical elements of the summative assessments, a detailed progression map for the relevant years, the photocopiable summative assessments and writing frames (where applicable). There is one Assessment Guide per year level and guidance on all summative assessments (tests) appropriate to that year is available within the one resource. A digital copy can be found online on ActiveLearn.

Each digital version of the summative assessments (tests) also comes with its specific set of teacher guidance notes and writing frame (where applicable) which can be found on ActiveLearn by finding the relevant summative assessment (test) and clicking on the linked resources. Instructions on how to find resources are on page 15 of this guide.

Some assessments (tests) have writing frames to support children in structuring their written work. These are optional and you can use them to capture children's writing. The only assessments which we haven't provided writing frames for are ones which do not require children to create a structured piece of writing. They are available within the printed assessment guides and also as linked resources to the summative assessments (tests) in ActiveLearn.

Technology

Tracking and reporting function

When you input your science summative assessment (test) attainment judgments into ActiveLearn, the platform will allow you to track the attainment of each pupil for both knowledge and working scientifically.



How to get started with Progress & Assess

Setting up your account in four easy steps

If you are new to ActiveLearn, here are four easy steps to set up your new account.

1 **Activate your account**

You should by now have received an email from us (digital.support@pearson.com) asking you to activate your subscription.

To do this, you simply need to accept our terms and conditions - follow the instructions in the email if you haven't yet done so.

This will generate a second email with your login details, including username, password and school code.

Still waiting on your activation email, or having trouble activating?
Give us a call on 0845 3 13 88 88 or email digital.support@pearson.com

2 **Logging In**

Visit www.activelearnprimary.co.uk to log into Progress & Assess Science in ActiveLearn Primary. You may want to bookmark the site.

Enter your username, password and school code into the login box. You will have received these details as part of step 1 above.

3 **Check that you have everything you need to use Progress & Assess Science**

We strongly recommend using Google Chrome or Mozilla Firefox web browsers.

If you prefer to use Internet Explorer, you will need at least IE9 in order for everything to work as it should.

Whichever browser you are using, you need to make sure it is set as your default browser. This will ensure that resources always open in



the same browser. You can set your default browser by going into the 'settings' area within your chosen browser.

3 Create your teacher and profile accounts

The first teacher to log in can add teacher and pupil details in order to set up accounts and logins, although most schools usually arrange for their administrator to support with this. The good news is this can be done as a bulk import. To do this, go to **Admin** in the top right-hand corner of ActiveLearn, click the **Import** tab and follow the instructions on the screen. Any teacher with an account can add user details for new accounts or edit existing ones.

For more help on how to add teachers, pupils, classes, groups and cohorts take a look at the **Administration** section in ActiveLearn's **Help** section.

We can help!

We make setting up our programmes as simple as possible so you and your colleagues can get started independently. If you would like a little support setting up teacher and pupil accounts across your school, our Digital Account Consultants can help.

Email digitalaccounts@pearson.com or call 0345 478 8802



Home screen

This is the screen you'll see after logging in for the first time.

ActiveLearn Home Resources Assessment Resource search Help Admin My Account

John Smith

Allocations

Class: Mrs Dodds' class

Name	Allocations
Becky Dodds	0
Thomas Foster	0
Sarah Jennings	0
Leah Shepherd	0

My Recently Opened

- Science Progression Map
- Y1 Science Assessment Guide
- Year 1 Parts of Animals Test

My Messages

Recent Activity

- 15 Oct 2015 J. Smith Created 'sarajenn'
- 15 Oct 2015 J. Smith Created 'password'
- 15 Oct 2015 J. Smith Created 'thomfost'
- 15 Oct 2015 J. Smith Updated 'beckadodds'

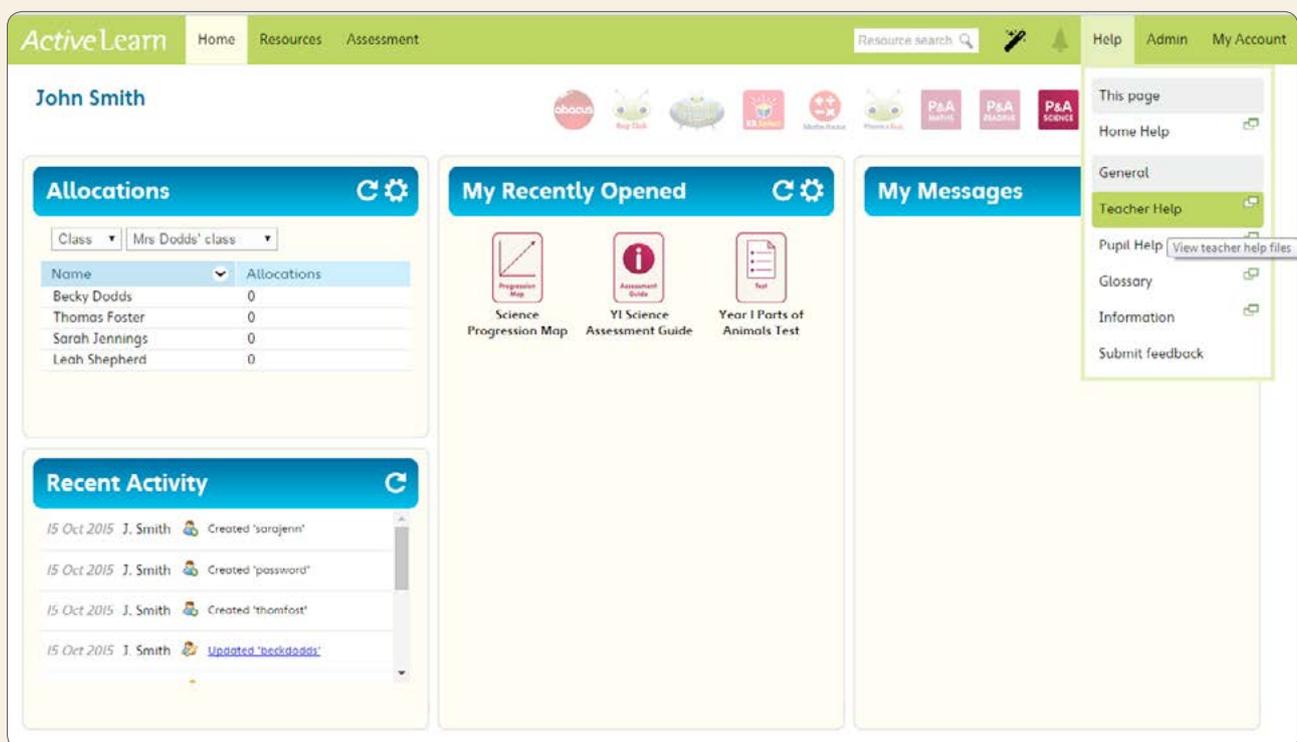
The next time you log into ActiveLearn, you will be taken to the last place you were when you logged out previously. Clicking on **Home** in the top menu will bring you back to this screen.



Setting up pupils, cohorts, groups and classes

It is very important when setting up your pupils in ActiveLearn, that you assign them to the correct cohort. This is because a pupil's cohort in ActiveLearn dictates the year they are in.

Step-by-step instructions on how to set up new pupils, cohorts, groups and classes, as well as how to import details in bulk from a spreadsheet, are available online once you have logged into your ActiveLearn account. Please click on **Help** in the far-right corner of the screen, and select **Teacher Help**.



However, to help you get started straight away, included below are step-by-step instructions on how to create cohorts and set up new groups.

Creating a cohort

In the Admin menu, select the Cohort tab and then click **New Cohort**. This will create a new, empty cohort.

Cohorts are always named after an academic year. For example, the new intake of pupils in 2020-2021 would be placed in the cohort '2020'. This cohort then stays with those pupils as they progress through the system so they can always be identified together.



Adding pupils to a cohort

A newly-created cohort doesn't contain any pupils. To add pupils, navigate to the **Pupils** tab.

When you upload any pupil's details, they are added automatically to a cohort. A pupil is always a member of a cohort, so if no cohort is specified it will be set to the current academic year.

To specify a cohort during import, add a column called 'Cohort' to your spreadsheet or table and fill it in. If a cohort for this year does not exist, it will be created automatically. See **Import** for more information. In this way you can add pupils to different cohorts in a single import, modify existing cohorts if they were set incorrectly, or add pupils from an old cohort.

Viewing cohort membership

When you open the Cohorts tab in **Admin**, all the cohorts in your school are displayed in order. It is possible to edit individual pupil data from here by clicking on the number of pupils and clicking the icon next to each name.

<input type="checkbox"/>	Year	Created	Pupils
<input type="checkbox"/>	2020	10 Aug 2015	2
<input type="checkbox"/>	2016	12 Aug 2015	528
<input type="checkbox"/>	2015	6 Mar 2015	438
<input type="checkbox"/>	2014	20 Jun 2013	129
<input type="checkbox"/>	2013	20 Jun 2013	86
<input type="checkbox"/>	2012	20 Sep 2012	26
<input type="checkbox"/>	2011	2 Oct 2012	22
<input type="checkbox"/>	2010	23 Oct 2012	24
<input type="checkbox"/>	2009	14 Nov 2012	5



Editing a cohort

To change the cohort of one or more pupils, navigate to the **Pupils** tab.

Select the pupils you want to move, or click the checkbox at the top left of the list to select all pupils.

Next, click **Bulk Edit Options** then choose **Set cohort**. You will then be prompted to choose the cohort they will be moved to:

The screenshot shows the ActiveLearn interface with the 'Pupils' tab selected. The 'Bulk Edit Options' menu is open, showing options like 'Set passwords', 'Set class', 'Set cohort', and 'Set groups'. The 'Set cohort' option is selected. Below the menu is a table of pupils with columns for Username, Class, Cohort, Groups, and Created.

Username	Class	Cohort	Groups	Created
baleruth	Becky's class	2014		12 Feb 2015
buckewou	Becky's class	2014		10 Jun 2015
coesarah	Becky's class	2014		12 Feb 2015
Rebecca Foster	Becky's class	2012		29 Apr 2013
Inti Mantripp	Becky's class	2014		10 Jun 2015
Tom McWhirter	Becky's class	2014		12 Feb 2015
Ame Quantill	Becky's class	2014		17 Feb 2015

Deleting a cohort

In order for a cohort to be deleted it has to be empty. It can then be selected and the **Delete** button will become active.

The screenshot shows the ActiveLearn interface with the 'Cohorts' tab selected. The 'Delete' button is active. Below the buttons is a table of cohorts with columns for Year, Created, and Pupils.

Year	Created	Pupils
<input checked="" type="checkbox"/> 2013	19 Nov 2015	0
<input type="checkbox"/> 2014	15 Oct 2015	4
<input type="checkbox"/> 2015	15 Oct 2015	0

To delete all the pupils in a cohort use the Pupils tab.



Setting up groups

Setting up groups will allow you to quickly and easily enter summative assessment (test) results for each of your science groups. You can also use this feature to set up pupils you wish to track as a group, for example you could add all your Pupil Premium or EAL pupils to one group to enable you to quickly demonstrate their progress. Pupils can be added to more than one group. Groups can be found in the **Groups** tab within the **Admin** menu.



Creating a group

To create a new, empty group, click **New Group** at the top of the screen.

To rename a group, simply click on the current name then type the new name when prompted.

Adding pupils to a group

A newly created group doesn't contain any pupils. To add pupils, navigate to the **Pupils** tab.

Pupils can either be added to a group automatically during an import or manually at a later time.

To specify a group during import, add a column called 'Group' to your spreadsheet or table and fill it in. If a group of this name does not exist, it will be created automatically.

To add existing pupils manually to a group, select the names of the pupils you want to add and click **Bulk Edit Options**, then **Set Groups** and finish by choosing the group you wish to add the pupils to.



Viewing group membership

When you open the **Groups** tab in **Admin**, all the groups in your school are displayed in order. It is possible to edit individual pupil data from here by clicking on the number of pupils and clicking the icon next to each name.

Editing group membership

Select the pupils you want to move, or click the checkbox at the top left of the list to select all pupils.

Next, click **Bulk Edit Options** then choose **Set group**. You will then be prompted to choose the group they will be moved to.

Deleting a group

To delete one or more groups, select them using the checkboxes then click **Delete Selected**. Deleting a group does not delete the pupils it contains. To delete all the pupils in a group use the Pupils tab.

Linking teachers to groups

A teacher can be associated with multiple groups. Click **Bulk Edit Options** then **Set groups** to link one or more teacher to a group.





Finding resources

If you are searching for a particular Progress & Assess resource such as a summative assessment (test), then the Resources section at the top of the screen will help you do just this. The Resources page works in a similar way to a lot of online shopping websites, allowing you to filter search results to find exactly what you need. You can filter which resources you want to see by year level and resource type. Additional filters are available to Bug Club, Abacus and Science Bug customers when you access your Progress & Assess resources through your existing subscription.

To access your Progress & Assess Science resources, click on **Resources** at the top of your screen and select your subscription. If you are a Science Bug customer, you will be able to access your Progress & Assess Science resources by clicking on **Science Bug** in this menu. If you are not a Science Bug customer, then you will see the **Progress & Assess Science** option in this menu.

The screenshot displays the ActiveLearn interface. At the top, there's a navigation bar with 'Home', 'Resources', and 'Assessment'. A search bar is on the right. Below the navigation, the user's name 'John Smith' is shown. A dropdown menu is open under 'Resources', listing 'Product', 'Progress & Assess: Science', 'Collections', 'Current Allocations', and 'My Files'. The main content area is divided into three sections: 'My Recently Opened' (with icons for Science Progression Map, Y1 Science Assessment Guide, and Year 1 Parts of Animals Test), 'My Messages', and 'Recent Activity' (with a list of recent actions like 'Created sarajenn', 'Created password', 'Created thomfost', and 'Updated beckdodds').

For help on using the Resource Finder, see the Browsing Resources section in Help on ActiveLearn.

Progress & Assess is also available as part of our flagship programmes for reading, maths and science: Bug Club, Abacus and Science Bug. Please contact customer services if you would like to talk to us about converting your Progress & Assess subscription into a full Bug Club, Abacus or Science Bug subscription.



If you have a Science Bug subscription...

You can access all your Progress & Assess Science resources easily in the one place within Science Bug. From the Resources menu in ActiveLearn, select **Science Bug**.

In the Type filter, click the **Assessment, Assessment Guide, Progression Map**, and **Test** filter options to access all your Progress & Assess Science resources. You can further narrow your search by filtering by Year group and NC Topic.

The screenshot displays the ActiveLearn interface for Science Bug resources. The top navigation bar includes 'Home', 'Resources', 'Assessment', and 'Planning'. A search bar is present with the text 'Resource search'. The main content area is divided into a left sidebar and a main list of resources.

Left Sidebar:

- Year:** Yr 1/P2 (2)
- NC Topic:** Animals, including humans (2)
- Type:**
 - Additional Resource (62)
 - Assessment (48)
 - Assessment Guide (6)
 - Interactive whiteboard (263)
 - Lesson plan (216)
 - Photocopiable (155)
 - Progression Map (7)
 - Pupil book (110)
 - Test (35)

Main Resource List:

- Science Progression Map (All Years)**
 - Suggested for: Yr 1, 2, 3, 4, 5, 6
 - Link: <http://branch6.primaryhubs.surge.it/resource/500255>
- Y1 Science Assessment Guide**
 - Suggested for: Yr 1
 - Link: <http://branch6.primaryhubs.surge.it/resource/500256>
- Y1 Science Progression Map**
 - Suggested for: Yr 1
 - Link: <http://branch6.primaryhubs.surge.it/resource/500249>
- Y2 Science Assessment Guide**
 - Suggested for: Yr 2
 - Link: <http://branch6.primaryhubs.surge.it/resource/500257>



If you have a Progress & Assess Science subscription...

From the Resources menu in ActiveLearn, select **Progress & Assess Science**.

You can then choose to filter by **Year** and **Type** to find all your Progress & Assess Science resources. In this section, you will find the Science Progression Map, Assessment Guides, as well as PDF versions of all the summative assessments (tests) including teacher guidance and writing frames (where appropriate).

The screenshot shows the ActiveLearn interface for the Progress & Assess Science subscription. The top navigation bar includes 'Home', 'Resources', and 'Assessment'. A search bar is present with the text 'Resource search'. The main content area is divided into a left sidebar and a main panel. The sidebar has a 'P&A SCIENCE' header and two filter sections: 'Year' with options from Yr 1/P2 to Yr 6/P7, and 'Type' with options for Assessment Guide (6), Progression Map (7), and Test (35). The main panel shows a list of resources. The first resource is 'Science Progression Map (All Years)' with a suggested year of 'Yr 1, 2, 3, 4, 5, 6' and a link. The second is 'Y1 Science Assessment Guide' with a suggested year of 'Yr 1'. The third is 'Y1 Science Progression Map' with a suggested year of 'Yr 1'. The fourth is 'Year 1 Changing Seasons Test' with a suggested year of 'Yr 1' and a list of linked resources including 'Year 1 Changing Seasons Marking Guidance', 'Year 1 Changing Seasons Test Guidance', and 'Year 1 Changing Seasons Writing Frame'. Each resource card features a small icon representing its type: a progression map, an assessment guide, a progression map, and a test.

Assessment Collections

If you hold multiple ActiveLearn subscriptions, you will be able to access all your Progress & Assess Reading, Progress & Assess Maths and Progress & Assess Science resources in one place.

From the Resources menu in ActiveLearn, under the Collections heading select **Assessment**.



You can then choose to filter your search by **Year**, **Type** and **Subject**.

The screenshot shows the ActiveLearn interface with the following elements:

- Navigation:** Home, Resources, Assessment, Planning. Search bar: Resource search. User options: Help, Admin, My Account.
- Assessment Section:** Product, Support pages, My Abacus, My Bug Club, My Science Bug, Collections, Current Allocations, My Files, Assessment.
- Year Filter:** R/P1 (3), Yr 1/P2 (35), Yr 2/P3 (34), Yr 3/P4 (31), Yr 4/P5 (31), Yr 5/P6 (31), Yr 6/P7 (32).
- Subject Filter:** English (59), Mathematics (78), Science (48).
- Type Filter:** Assessment Guide (18), Progression Map (22), Test (145).
- Search Results:** 185 resources found. Results include:
 - Progression Map (All Years):** Lists key outcomes for Autumn, Spring and Summer terms for all year groups.
 - Reading Progression Map (All Years):** Lists key outcomes for all book bands for all year groups.
 - Science Progression Map (All Years):** Lists key outcomes for all year groups.
 - Reception Maths Progression Map:** Lists key outcomes for Autumn and Spring terms.

How to administer the summative assessments (tests)

For full information on how to administer the summative assessments (tests), please refer to the printed Assessment Guide for each year group. Assessment Guides are also available in PDF form in ActiveLearn.

We recommend that you administer the summative assessments (tests) at half-termly intervals. The teacher guidance documents detail which National Curriculum objectives are being assessed in each summative assessment (test). You can use this to determine which assessment to set, based on what you have just taught.



Entering Results

Overview page

Once a summative assessment (test) has been completed, you can enter the attainment judgments for each pupil directly into ActiveLearn. You will then be able to view all your attainment judgments for each pupil in a really useful overview to help you monitor progress. Once populated, the Overview page will show pupils' attainment in each half term. In the top-left hand corner you can filter the view to show your class, an entire cohort, or a specific group of pupils.

Term tabs

To enter an attainment judgment for a pupil once they have completed a summative assessment (test), select **Science** under the Test Results heading in the Assessment menu in ActiveLearn. This will open to the Science Overview page.

The screenshot shows the ActiveLearn interface. The top navigation bar includes 'Home', 'Resources', and 'Assessment'. The 'Assessment' menu is open, showing options for 'Test Results', 'Science', 'Observations', and 'Pupil Profiles'. The 'Science' option is highlighted. Below the menu, the 'Recently Opened' section displays three items: 'Science Progression Map', 'Y1 Science Assessment Guide', and 'Year 1 Parts of Animals Test'. The 'My Messages' section is empty. The 'Allocations' table shows the following data:

Name	Allocations
Becky Dodds	0
Thomas Foster	0
Sarah Jennings	0
Leah Shepherd	0

The 'Recent Activity' section shows the following log entries:

- 15 Oct 2015 J. Smith Created 'sarajenn'
- 15 Oct 2015 J. Smith Created 'password'
- 15 Oct 2015 J. Smith Created 'thomfost'
- 15 Oct 2015 J. Smith Updated 'beckydodds'



Select a class or group, and check that the year group assigned to each pupil in your class is correct. If it isn't correct, you can update it from here by clicking on the year group and altering the cohort (a cohort will need to have been created already for this to work). Make sure you are in the correct academic year (the current academic year will always show as default).

If you have not yet entered any attainment judgments into the software, then each cell will be blank. The cell will populate to show the pupil's attainment against Age Related Expectations once you have entered attainment judgments for each term.

To enter the attainment judgments, click on the relevant term tab, highlighted in blue at the top of the page.

If you have not yet entered any attainment judgments for your pupils, your screen will open in edit mode. If you are returning to enter new scores or amend previous data, you will need to click the **Edit** button on the right of the screen first. You will need to select the unit assessment that each pupil has taken. You can do this in bulk by selecting pupils by checking the tick boxes by their names and setting the unit for selected pupils in the top left of the screen. Alternatively, if you want to input assessments for individual pupils, you can do this by selecting the unit by each pupils' name. For each pupil, select attainment descriptors from the dropdowns for both knowledge and working scientifically to enter your judgments. If a pupil has not taken a summative assessment (test), or was absent, leave the box blank.

<input type="checkbox"/>	Pupil name	Year	Unit	Knowledge	Working Scientifically	Comments
<input type="checkbox"/>	Becky Dodds	Y1/P2	Year 1 Changing Seasons Test	Select attainment	Select attainment	
<input type="checkbox"/>	Thomas Foster	Y1/P2	Year 1 Changing Seasons Test	Exceeding	Select attainment	
<input type="checkbox"/>	Sarah Jennings	Y1/P2	Year 1 Changing Seasons Test	On track	Select attainment	
<input type="checkbox"/>	Leah Shepherd	Y1/P2	Year 1 Changing Seasons Test	Working towards	Select attainment	
<input type="checkbox"/>				Below	Select attainment	
<input type="checkbox"/>				No data	Select attainment	



You can also choose to add any comments using the comments box. Once you have entered your pupils' results, click **Save**. If you don't have all results for your class, you can also save as you go and complete at a later date. Once you have finished entering attainment judgments, click **Done** to display the attainment measure for each child you have entered results for.

Pupil name	Year	Unit	Knowledge	Working Scientifically	Comments
Becky Dodds	Y1/P2	Year 1 Changing Seasons Test (Knowledge , WS)	Exceeding	Exceeding	
Thomas Foster	Y1/P2	Year 1 Changing Seasons Test (Knowledge , WS)	Working towards	Working towards	
Sarah Jennings	Y1/P2	Year 1 Changing Seasons Test (Knowledge , WS)	On track	Below	
Leah Shepherd	Y1/P2	Year 1 Changing Seasons Test (Knowledge , WS)	Exceeding	On track	

Interpreting Results

Once you have clicked **Done** in a term tab, the page will refresh and display each pupil's attainment measure for both knowledge and working scientifically. You can choose to turn the comments on or off by selecting the **Show Comments** box.

If you go back to the Science Overview tab, you will now see that this attainment measure has been added into the relevant term column.



Understanding attainment results

If you click on any attainment measure cell in the overview page, a pop-out box will appear which gives you more information about a pupil's attainment.

ActiveLearn Home Resources Assessment Resource search Help Admin My Account

P&A SCIENCE Class: Mrs Dodds' class Academic Year 2015 Export Print

Science Overview Autumn Term 1 Autumn Term 2 Spring Term 1 Spring Term 2 Summer Term 1 Summer Term 2

Attainment

	Knowledge	Working Scientifically
Exceeding ARE	2 pupils (50%)	1 pupil (25%)
On track for ARE	0 pupils (0%)	1 pupil (25%)
Working towards ARE	2 pupils (50%)	2 pupils (50%)
Below ARE	0 pupils (0%)	0 pupils (0%)
No data	0 pupils (0%)	0 pupils (0%)

Useful Resources

- Getting Started Guide
- Y1 Science Assessment Guide
- More resources...

Pupil name	Year	Autumn Term 1		Autumn Term 2		Spring Term 1		Spring Term 2		Summer Term 1		Summer Term 2	
		Knowledge	Working Scientifically										
Becky Dodds	Y1/P2	E	E	WT	WT								
Thomas Foster	Y1/P2												
Sarah Jennings	Y1/P2												
Leah Shepherd	Y1/P2												

Year 1 Comparing Materials Test X

Becky Dodds

Knowledge: Working towards

Working Scientifically: Working towards

In this pop-out box, you can see which summative assessment (test) a pupil took and the attainment judgment for both knowledge and working scientifically. You can also see any additional comments made when inputting attainment judgments, and see whether data is complete or partial.



Reports

To print or export a report of your class, cohort, group or individual child's results, first select the report you want by using the class/group/cohort dropdown on the left-hand side of the results screen. To access an individual's report click on their name. Then select the Print or Export button in the top right section of the page. The Export button will create a .csv file that you open in Excel.

The screenshot shows the 'ActiveLearn' interface for the 'Assessment' section. The user is logged in as 'Becky Dodds'. The interface includes a navigation bar with 'Home', 'Resources', and 'Assessment' tabs. Below this is a dropdown menu for 'Becky Dodds' and buttons for 'Export' and 'Print'. The main content area shows a table of assessment results for 'Year 1 / P2'. The table has columns for 'Term', 'Unit', 'Knowledge', 'Working Scientifically', and 'Comments'. The results are as follows:

Term	Unit	Knowledge	Working Scientifically	Comments
Autumn Term 1	Year 1 Changing Seasons Test (Knowledge , WS)	Exceeding	Exceeding	
Autumn Term 2	Year 1 Comparing Materials Test (Knowledge , WS)	Working towards	Working towards	
Spring Term 1	No assessment selected			
Spring Term 2	No assessment selected			
Summer Term 1	No assessment selected			
Summer Term 2	No assessment selected			



Technical FAQs

If you are having trouble accessing ActiveLearn or viewing and downloading content, try these steps.

1. Are you using the recommended web browser?

We strongly recommend using Google Chrome or Mozilla Firefox web browsers with Science Bug in ActiveLearn. If you prefer to use Internet Explorer, you will need at least IE9 in order for everything to work as it should.

2. Have you set your default browser?

Whichever browser you are using to access ActiveLearn, you need to make sure it is set as your default browser. This will ensure that resources always open in the same browser.

You can set your default browser by going into the 'settings' area within your chosen browser.

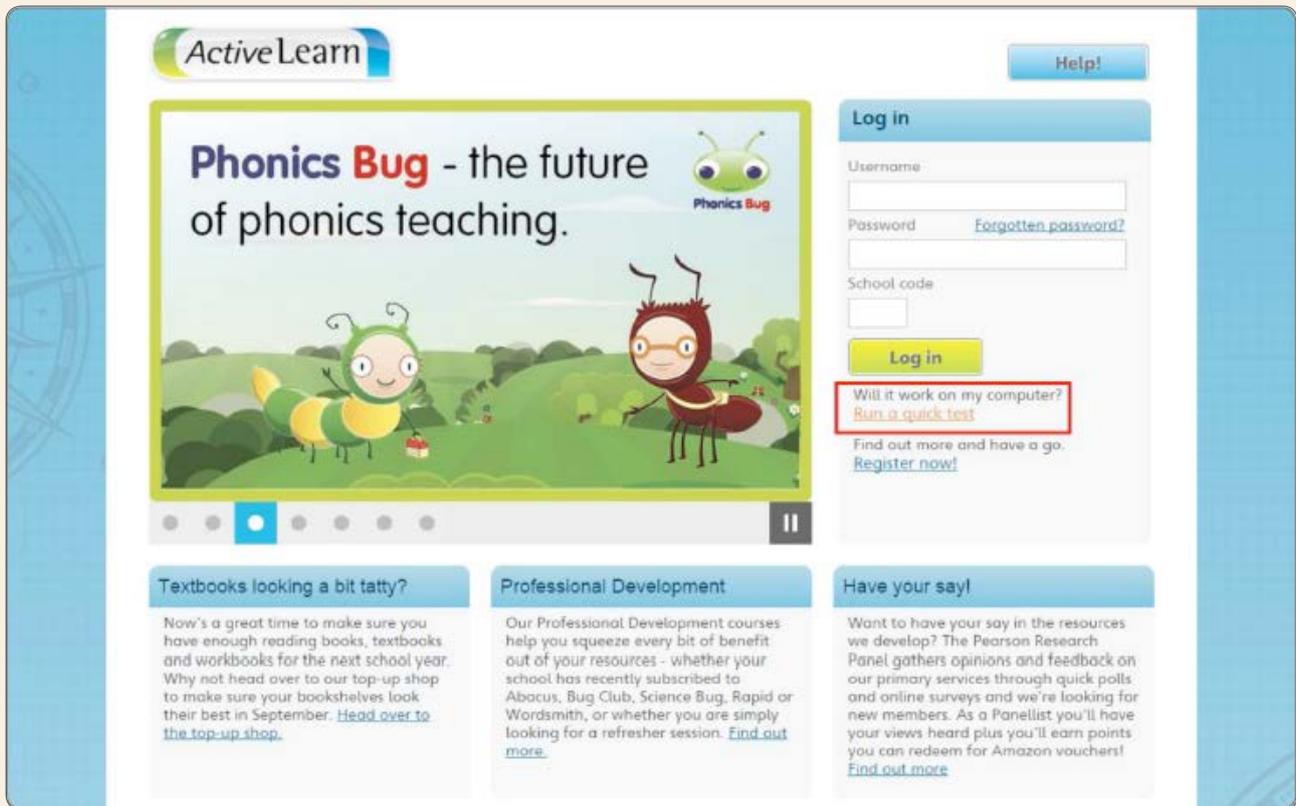
If you are using IE9 or above and still having trouble, you may need to turn on 'Compatibility View':

- With ActiveLearn open, go to 'Tools' (if the Tools tab is not visible press the 'Alt' key on keyboard).
- Select 'Compatibility View Settings'
- Copy and paste <https://www.activelearnprimary.co.uk> into the box and click 'add' then close the window.



3. Do you have everything you need to run ActiveLearn?

To check that you have everything you need to run ActiveLearn, click on the 'Run a quick test' link on www.activelearnprimary.co.uk



4. Do you have the latest version of Adobe Reader?

If you are having trouble opening PDFs specifically, it's worth checking to see if you have the latest version of Adobe Reader. To do this, type "latest version of Adobe Reader" into an online search engine to find and download the latest version.

5. Have you tried clearing your browser's cache?

Firstly try a forced refresh, by pressing Ctrl+F5, to see if this makes any difference. If not, it may be necessary to clear the cache:

- To clear the cache on a Windows PC, simply press Ctl+Shift+Delete to bring up the Delete Browsing History option in the browser. From here you can delete the appropriate history files.
- To clear the cache on an Apple Macintosh machine when using Safari, click the Safari menu and select 'Empty Cache', then click 'Empty'.



6. Is ActiveLearn Primary a ‘trusted site’?

It’s possible you may need to check that ‘https://www.activelearnprimary.co.uk’ has been added to your school network list of ‘trusted sites’ (especially if you have had set restrictions previously). To do so, contact your school’s network technician or, if your school’s internet connection is provided by your LEA, you’ll need to contact your LEA ICT contact.

Note: You may require admin rights to edit browser/computer settings. Your network technician should be able to apply these changes on the school network. However, some settings might still be controlled or overridden at a Local Education Authority level.

What to do if...

You’ve forgotten your password

Forgotten password? From the ActiveLearn login page, click on the **Forgotten password?** link and enter the email associated with your account. If you don’t have an email associated with your account, you can always ask another teacher in your school to change your password for you. For help on how to do this, go to ‘Changing a teacher’s password’ in Help.

You’ve forgotten your school code

School codes are the same for all teachers and pupils in your school so if you can’t remember yours, try asking another teacher. If no one has the school code, call our Digital Support team on 0845 313 8888 who will be able to help.



Further support and feedback

How to get support and help

You'll find free support at www.pearsonprimary.co.uk/assessLB to help you as you adapt to 'life after levels', with some great examples of innovative approaches to assessment that really work for the pupil and for the school.

Technical queries

Call our Digital Support team on 0845 313 8888 or email digital.support@pearson.com with your query. The team will be available to answer queries weekdays (excluding bank holiday weekends) between the hours of 8:00am to 5:00pm.

How to provide feedback

We're always seeking to improve our service to you and welcome feedback, good or bad. The beauty of Progress & Assess Science being online and in ActiveLearn Primary is that it has the ability to update and evolve, so if you think we could improve on anything, then let us know! Click on the **Help** button in the top-right corner of ActiveLearn Primary when you're logged in, then select **Submit Feedback**.

