

PPOD Progression 2017

PROGRESSION

- Progression is using the function in P-POD to update the data of students on P-POD to reflect the start of the upcoming new school year. It can be referred to as end of school year routine and/or rollover as well.
- The progression function in P-POD takes each student who has not been marked as a repeat or an early leaver and creates enrolment and subject details for that student for the upcoming year in line with how the majority of students progress in your school.
- To reflect any minority who may progress differently you can use the Batch routines within P-POD to select these minority of students and define the programme and/or subjects which are relevant to them for the upcoming year.
- Any individual changes which may occur later in September can be reflect by changing the individual record of the student concerned.
- Read the User Guide

<http://www.education.ie/en/Schools-Colleges/Services/Returns/Post-Primary-Online-Database-P-POD-Project/P-POD-User-Guide.pdf>

PROGRESSION

PLAN

- Do your planning and timetabling for the upcoming school year i.e. 2017/18 as usual on your local system
- (Advanced Learning Schools – watch out for changes to Class Code/Roll Class and in Programmes)

IDENTIFY

- The route which the MAJORITY of your students will take from Junior to Senior cycle
 - These progression routes are set-up under School Details > Misc tab on P-POD
- The route/s which MINORITIES of your student may take
 - These will be corrected after progression by using the **BATCH UPDATE** routine in P-POD
- Confirm core subjects by programme for 2017/18 – make changes under School Details if required

NOTE

- Keep a note of any individual changes by students to their programme and/or subjects which may be made after the main PROGRESSION task on P-POD has been undertaken,

Remember the data as at 30th September on P-POD must be accurate especially for exam entrants.

PROGRESSION Process - an example

2016/17 100 students in year 3 Junior Cert

Majority take TY



Run PROGRESSION

1st Phase 100 JC 3 move to TY for 2017/18

2nd Phase 20 of the 100 JC 3 as identified wish to go into LC 1 for 2017/18

Use the BATCH UPDATE

To move subset of 20 from TY

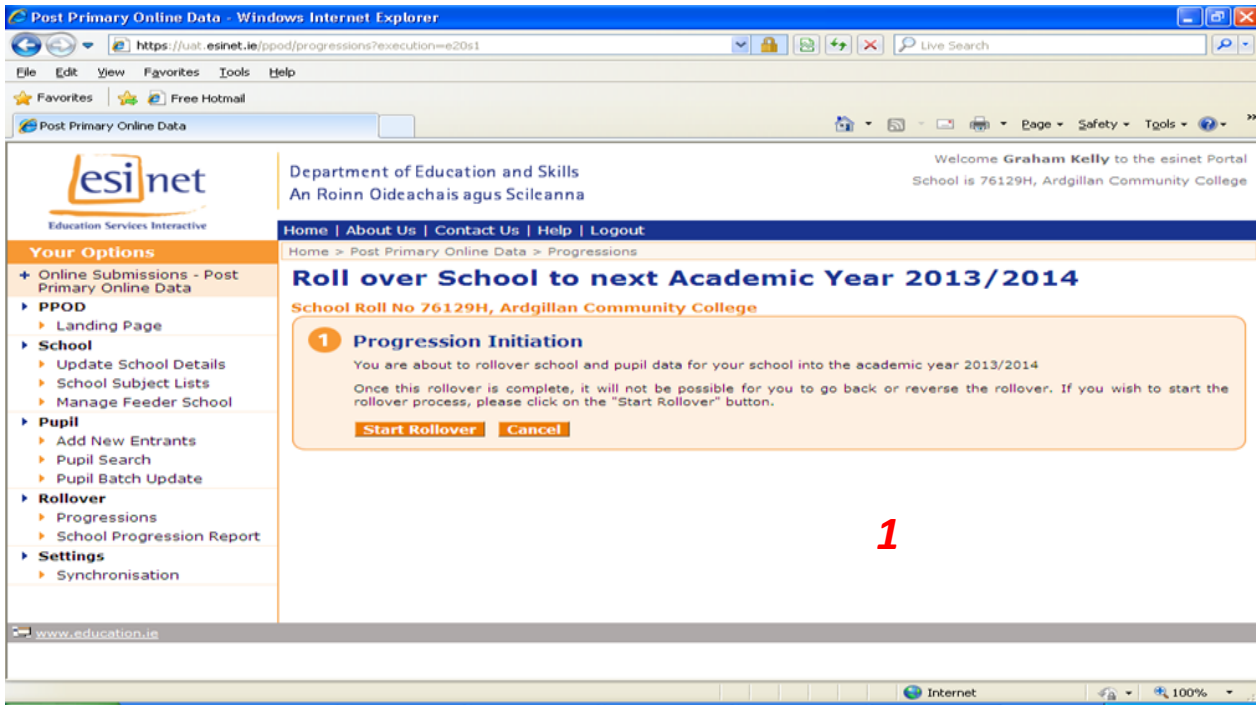
To LC 1



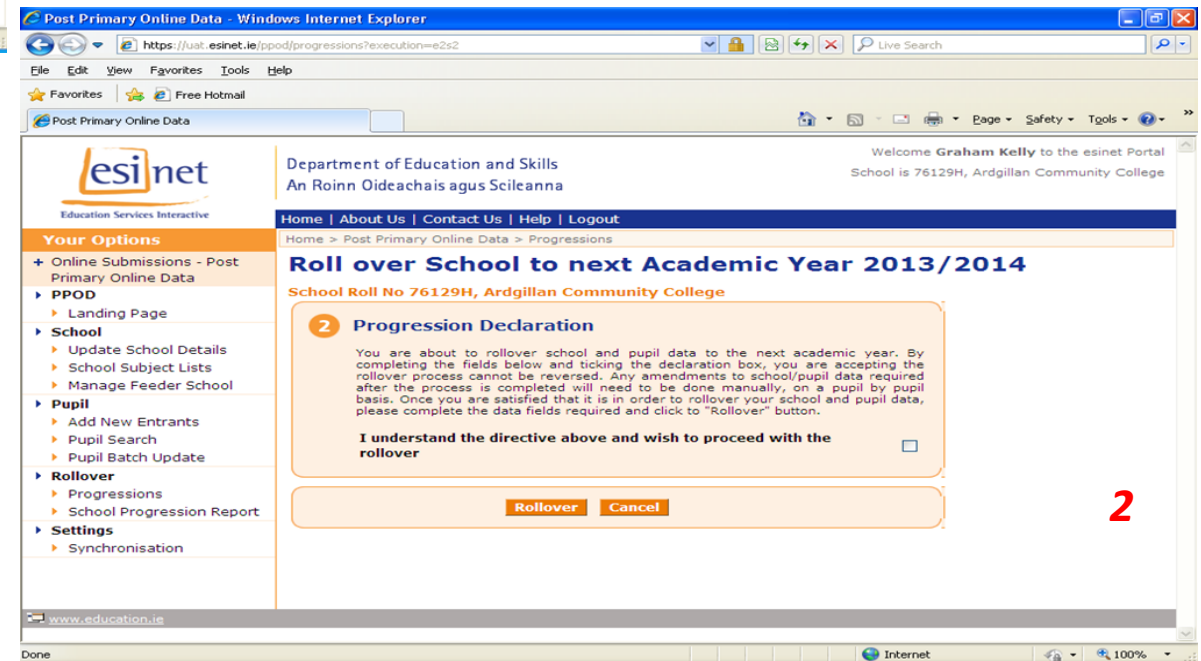
3rd Phase assign additional subjects using BATCH UPDATE to subgroups as required in each programme

4th Phase – identify those repeating the year, change programme back to last years, record exemption

5th Phase – update any changes to individual students programme or subjects in September



School Users should ensure they read the ‘Progression Declaration’ and click on the indicator box when you understand and comply with the declaration. Finally click on the ‘Rollover’ button. Pupil Progression has now commenced.



Post Primary Online Data - Windows Internet Explorer

https://uat.esinet.ie/ppod/progressions?execution=e2s3

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Post Primary Online Data

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Welcome **Graham Kelly** to the esinet Portal
School is 76129H, Ardgillan Community College

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Roll over School to next Academic Year 2013/2014

School Roll No 76129H, Ardgillan Community College

3 Progression In Progress

The rollover for the current academic year is currently underway. The PPOD application is currently locked until the rollover has completed. The PPOD application should become unlocked 15 minutes from now.

Your Options

- Online Submissions - Post Primary Online Data
- PPOD**
 - Landing Page
- School**
 - Update School Details
 - School Subject Lists
 - Manage Feeder School
- Pupil**
 - Add New Entrants
 - Pupil Search
 - Pupil Batch Update
- Rollover**
 - Progressions
 - School Progression Report
- Settings**
 - Synchronisation

www.education.ie

Done

Internet 100%

This process could take up to 5 minutes, depending on the size of the school, during which the following screen will appear.

Post Primary Online Data - Windows Internet Explorer

https://uat.esinet.ie/ppod/progressions?execution=e3s1

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Post Primary Online Data

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Roll over School to next Academic Year 2012/2013

School Roll No 76129H, Ardgillan Community College

Progression Summary

*Items in blue have been progressed to the next relevant programme and year. Items in red have not been progressed.

TOTAL ENROLMENTS PROCESSED:	411
New Entrants->JC/JCSP Year 1:	3
JC/JCSP Year 1->JC/JCSP Year 2:	121
JC/JCSP Year 2->JC/JCSP Year 3:	116
JC/JCSP Year 3->TRANSITION YEAR:	106
TRANSITION YEAR->LC/LCA/LCVP Year 1:	65
LC/LCA/LCVP Year 1->LC/LCA/LCVP Year 2:	0
LC/LCA/LCVP Year 2:	0
Repeat Leaving Certificates:	0
Early Leavers:	0
Short Term Pupils:	0
CORE VTOS Pupils:	0
PLC Pupils:	0

Your Options

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PROGRESSION and an ADVANCED LEARNING local system

1. Read the Advanced Learning manual on Data Synchronisation – Know which fields are synched
2. Back-up Advanced Learning system prior to commencing rollover
3. Create 2017/18 dataset in Advanced Learning
4. Finalise as far as possible on Advanced Learning
5. Do NOT synch with P-POD when working on your rollover UNLESS all changes have been made to P-POD in particular the class code/roll class are the same on BOTH systems for each student
6. Familiarise yourself with P-POD Progression – look at the tutorial video
7. Use the plan for progression as worked out in the rollover on Advanced Learning to guide progression on P-POD
8. Ensure progression path set for majority on P-POD
9. After Progression assign minorities to appropriate programme using the batch update
10. Synchronise
11. Cross-check a sample of records (i.e. years/programmes) between both P-POD and Advanced Learning systems
12. Ensure subsequent changes to individual students are reflected on both systems

PROGRESSION and a VSware local system

1. Read the VSware manual on Data Synchronisation – Know which fields are synched
2. VSware is cloud based so is backed-up at regular intervals
3. Note that VSware treats subsets in different ways when synchronising
 - a. Main data
 - b. Programme and subject data – may not be automatically downloaded
4. Do the timetable
5. Create the programme and subjects on VSware from timetable
6. Remember once VSware is populated for 2017/18 during any subsequent synchs the system will prompt and not update when data is different for programme and subjects on P-POD and VSware for a student
7. Familiarise yourself with P-POD Progression – look at the tutorial video
8. Use the plan for progression as used in timetabling to guide progression on P-POD
9. Ensure progression path set for majority on P-POD
10. After Progression assign minorities to appropriate programme using the batch update
11. Synchronise
12. Cross-check a sample of records (i.e. years/programmes) between both P-POD and AL systems
13. Ensure subsequent changes to individual students are reflected on both systems

PROGRESSION and a Dataset/SIMS local system

- SYNCHRONISATION may take place ANYTIME when using the Dataset/SIMS database.
- Student details are held in a separate P-POD table within the database.
- When Synchronisation takes place, all new students that are not in the SIMS database are identified, they are then marked as ON-Roll or if they are the new incoming 1st Year for the next academic year they are placed in the NEW ENTRANT category. These are then promoted from New Entrants to 1st Year during the process below:
- There is no change to the SIMS database with running the Year End Procedure but you can create any number of future academic years at any time. Promotions may also be performed in a future academic year
- This routine will promote all students upward 1 academic year and mark the existing 6th years as off roll.
- Students who are not taking Transition Year will be promoted collectively or individually upward to 5th year and vice versa if any students are repeating a particular year.
- Refer to the user notes provided by Dataset to Create a new Academic Year.
- Refer to the user notes provided by Dataset to Promote Students to the new Academic Year.
- There is no need for any cross-checking as no duplications are allowed with DPIN number.