

Nova Reports

In this document we will explain how you can produce your own reports from Perspective Lite. As we receive your assessment scores via S2S, we download them to our servers and upload the data to Nexus. Nexus is the LA version of Perspective Lite. Once your data has been uploaded, it is validated, and a validation report produced. We will email this report to you in an encrypted email, using the Egress Protect service. Many schools already use this service. Details of the product can be found at [Egress Protect: Secure email encryption software](#).

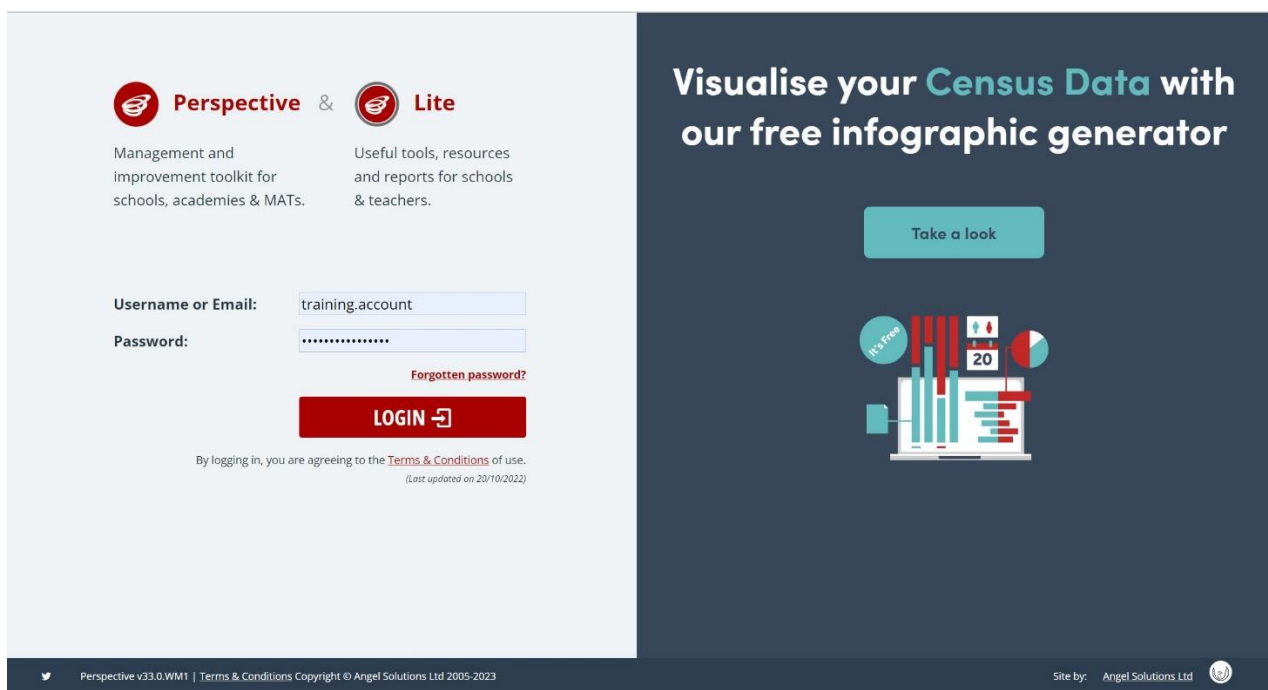
In the longer term we will migrate to Perspective Lite/Broadcast Plus. When Broadcast Plus is fully operational you will not need to use Egress Protected email or S2S when submitting assessment scores to Hillingdon. Last year we, and other LA's, had problems with S2S. At busy times it would take up to 24-hours to deliver CTF files to us, or they just disappeared. In the future Broadcast Plus will help us avoid these issues.

After your data is validated as correct, and we have emailed you your validation report, we will email you to produce your own reports from Perspective Lite. You can select which reports are relevant to your school, and who uses them to ensure all your pupils scores have been included. The more schools' data is uploaded, the more robust the Hillingdon comparisons will be.

The images used in the remainder of this document are from the Training Account. It contains up-to-date software and sufficient data to demonstrate functionality. The data has been made up; it does not represent any of the schools in Hillingdon. We wish to emphasise that the school's name is *A Demo School 2014*, this is just a name, and does not reflect the software or data as at that date. Within the Nova Reports section, we will use the 2022 data.

In your web browser navigate to the Perspective Lite login page using the URL below. You head teacher must allocate an account for you.

[Perspective Lite Login Page](#)

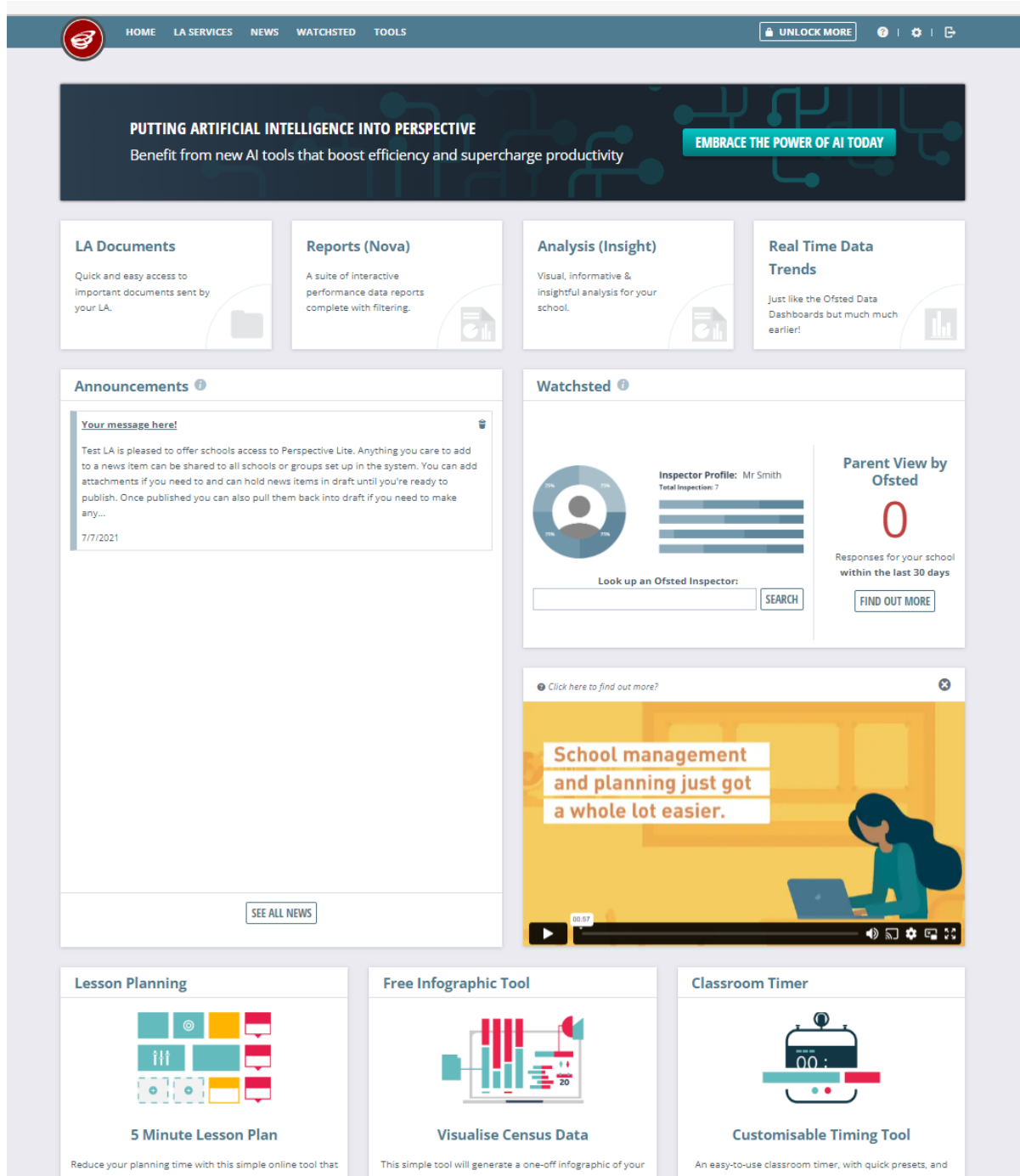


Graphic 1 – Perspective Lite Login Page.

Using Perspective Lite to Produce Reports

Any issues with logging into your Perspective Lite account initially needs to be referred to your head teacher. As this service holds sensitive data about your pupils, your head teacher should decide and configure who has access to it. Your head teacher can delegate this task to another staff member and configure their access appropriately. Of course, we can offer some remote support, but we cannot access your Perspective Lite service.

Once you have logged into the service you will be presented with the [Home Page](#), as shown below in Graphic 2



The screenshot shows the Perspective Lite Home Page dashboard. At the top, there is a navigation bar with links for HOME, LA SERVICES, NEWS, WATCHSTED, and TOOLS, along with an UNLOCK MORE button and utility icons. The main content area features a large banner for 'PUTTING ARTIFICIAL INTELLIGENCE INTO PERSPECTIVE' with a call to action 'EMBRACE THE POWER OF AI TODAY'. Below this are four main service tiles: 'LA Documents', 'Reports (Nova)', 'Analysis (Insight)', and 'Real Time Data Trends'. A central section contains an 'Announcements' box with a message dated 7/7/2021 and a 'Watchsted' section showing an 'Inspector Profile' for Mr Smith and a 'Parent View by Ofsted' section with a large '0' and a 'FIND OUT MORE' button. A video player is embedded, showing a woman at a laptop with the text 'School management and planning just got a whole lot easier.' At the bottom, there are three tool tiles: '5 Minute Lesson Plan', 'Visualise Census Data', and 'Customisable Timing Tool'.

Graphic 2 – Perspective Lite Home Page.

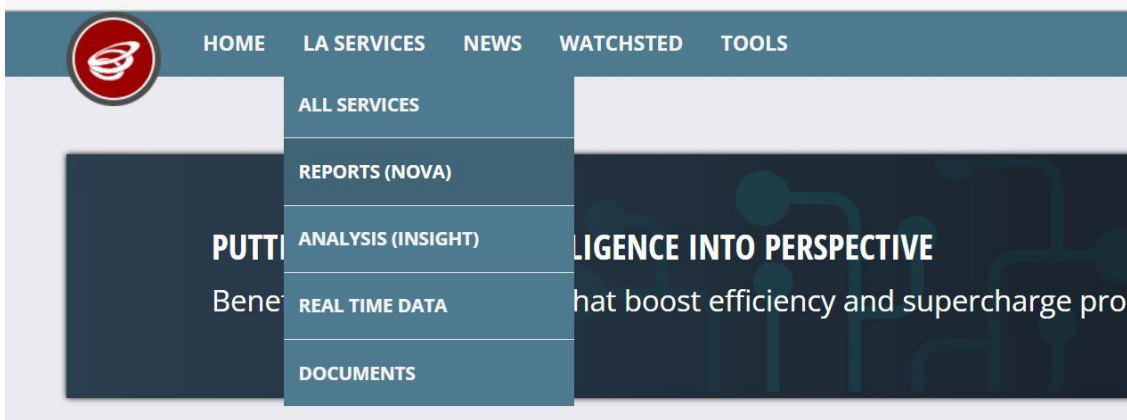
Using Perspective Lite to Produce Reports

The reports option will take you to a suite of interactive reports which contain your schools' performance data. Access to these reports is managed by your LA Performance Data Team on a school level and by your Perspective Lite administrators on an individual permission level.

How to Run a Data Report

Producing reports is a simple *point-and-click* process. It will require some practice to get to the point that it is second nature. Report creation is a read-only process, play with Perspective Lite, you cannot harm the system or compromise the data by producing reports.

[Click on LA Services > Reports \(Nova\).](#)



Graphic 3 – Select Reports (Nova)

On the main reports page, you will be able to select filters (Year, Key Stage, Tags, Title) to narrow down the report to the data that you want to see.

Start by selecting the results year that you wish to report upon. For the early years assessment results/scores choose the current calendar year. As of now (May 2023) there will not be any results to choose, select 2022.



Graphic 4 – Select Reports (Nova)

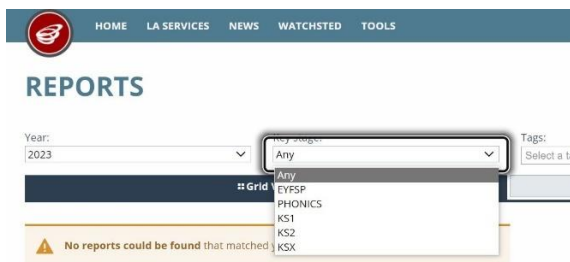
From the Autumn onwards different KS4 results files are made available to Hillingdon, these are uploaded to Nexus and hence Perspective Lite. As appeals etc., take place the more confident we can be in the results.

These results are uploaded to Nexus and hence Perspective Lite. Only your schools' results will be visible to you, but you do have access to LA, Regional and National data aggregations for comparison against your school. In the Spring term the final NPD results will be available and uploaded to Nexus by Hillingdon.

You can get your results uploaded and analysed in Perspective Lite on results day, giving you access to information months ahead of others.

Choose which Key Stage results you wish to report upon. The choices are:

- EYFSP
- Phonics
- KS1
- KS2
- KSX

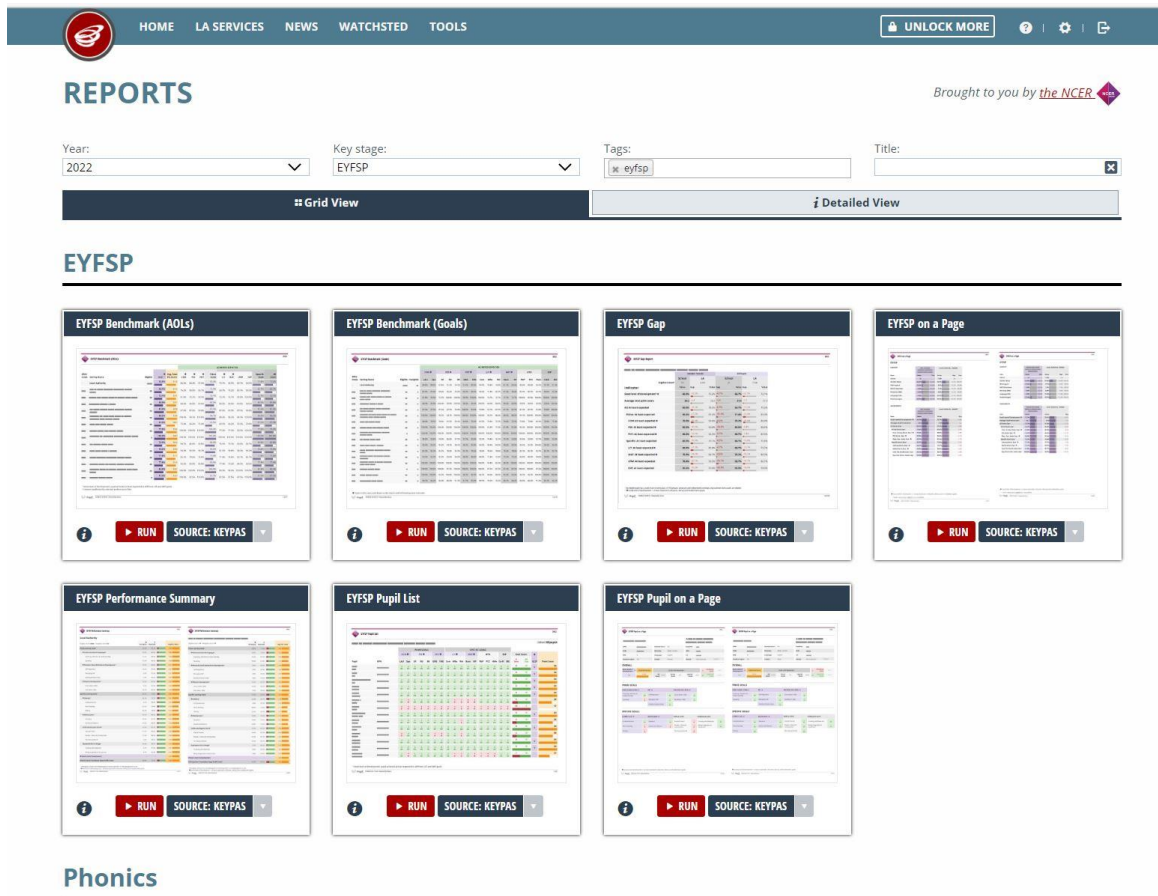


Graphic 5 – Choose the Key Stage

Using Perspective Lite to Produce Reports

In our example we have chosen EYFSP, click EYFSP. The report list will be filtered to only EYFSP. Refer to [EYFSP Nova Reports](#) for a list of the available reports.

Choose your desired report and click **RUN**.



Graphic 6 – Available EYFSP Reports

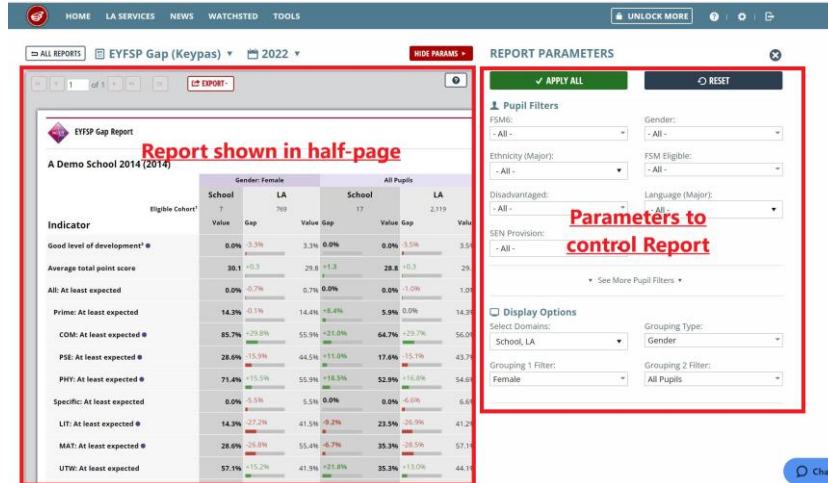
You can select one of two different data sources when running a report, depending on which data has been released. The **KEYPAS** data will return data sets such as DfE and AAT available to your LA (data that your Local Authority has imported). The **NPD** data will return data that has come directly from the DfE (usually a more finalised version of the data). For early years assessments scores use **KEYPAS**

Depending on your school type, your Reports section may not look exactly like the image above.

Click on **Run** to generate the report. Perspective Lite will immediately run your report and display the following webpage.

Define Your Report Parameters

Perspective Lite runs your report and displays a webpage which is divided into two halves. On the left-hand side is your report with full data. On the right are a set of parameters that can be used to filter the volume of data displayed, and also set options for how the data is displayed. These filters and options are configured by drop-down menus.



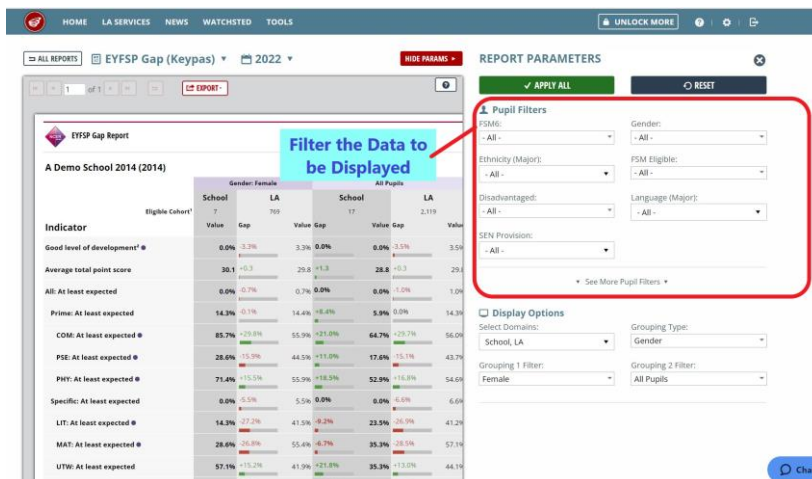
Graphic 7 – Basic Report Display

Use the Report Parameters to configure exactly what data you want displayed, and how it is to be displayed in your report.

Pupil filters determine the exact pupils that are returned within the data on the report.

For example:

- If you only want to return the data for your SEN pupils, use the SEN Pupil Filter.
- When you want to view **all** pupils, but group them into SEN and NOT SEN, then you would need to use the SEN grouping type within the Display Options.



Graphic 8 – Filtering Report Parameters

There is a long list of report filters that control how much pupil data is displayed. Practically every pupil characteristic that is included in the school census can be used as a filter.

Using Perspective Lite to Produce Reports

Pupil Filters

FSM6:

Gender:

Ethnicity (Major):

FSM Eligible:

Disadvantaged:

Language (Major):

SEN Provision:

Term Of Birth:

Ethnicity:

Ethnicity (Minor):

Language:

Language (Minor):

Primary SEN Type:

Secondary SEN Type:

Adopted:

In Care:

Service Child:

Graphic 9 – Full Set of Report Filters

When you select a filter or display option, it will turn orange. This is to show that the filter is not currently applied to the report. Click **Apply All** to generate the report using your chosen filters.

Display Options

Show Columns:

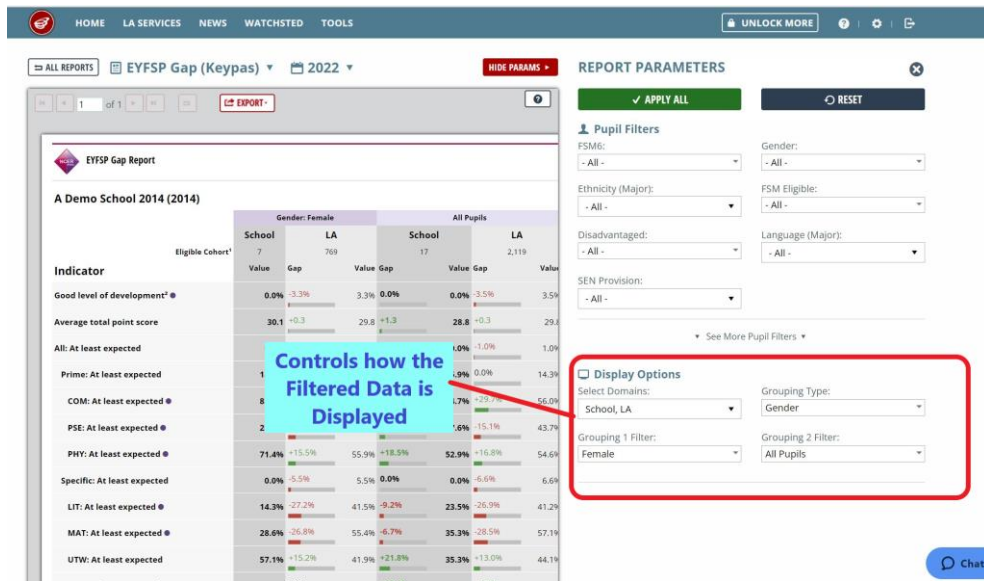
Grouping Type:

Grouping 1 Filter:

Grouping 2 Filter:

Graphic 10 – Changed Filters & Options

Display Options determine how the pupils you selected using the pupil filters are displayed.



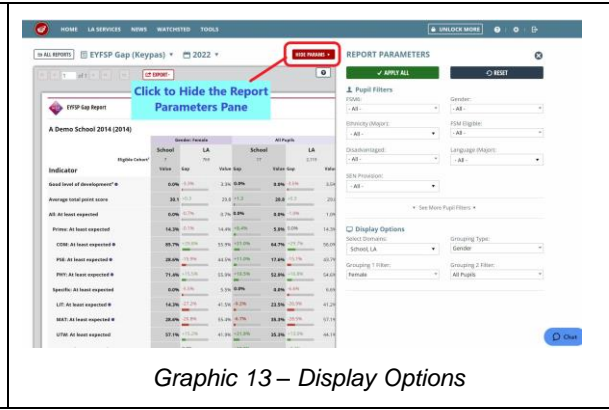
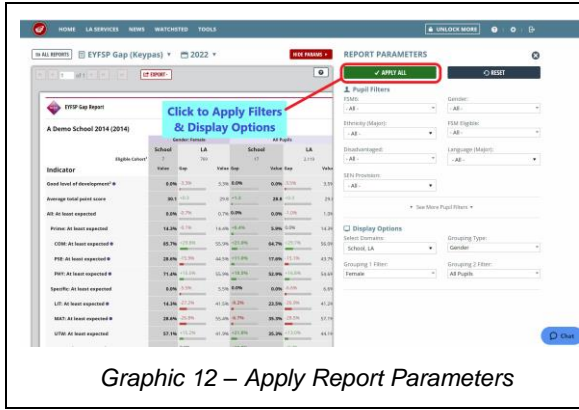
The screenshot shows the 'EYFSP Gap Report' for a demo school in 2014. The table displays data for 'Good level of development', 'Average total point score', and various 'At least expected' categories, broken down by gender (Female) and school type (School, LA). The 'Display Options' panel on the right is highlighted with a red box, showing 'Select Domains' set to 'School, LA', 'Grouping Type' set to 'Gender', 'Grouping 1 Filter' set to 'Female', and 'Grouping 2 Filter' set to 'All Pupils'. A blue callout box with the text 'Controls how the Filtered Data is Displayed' points to the table data.

Graphic 11 – Display Options

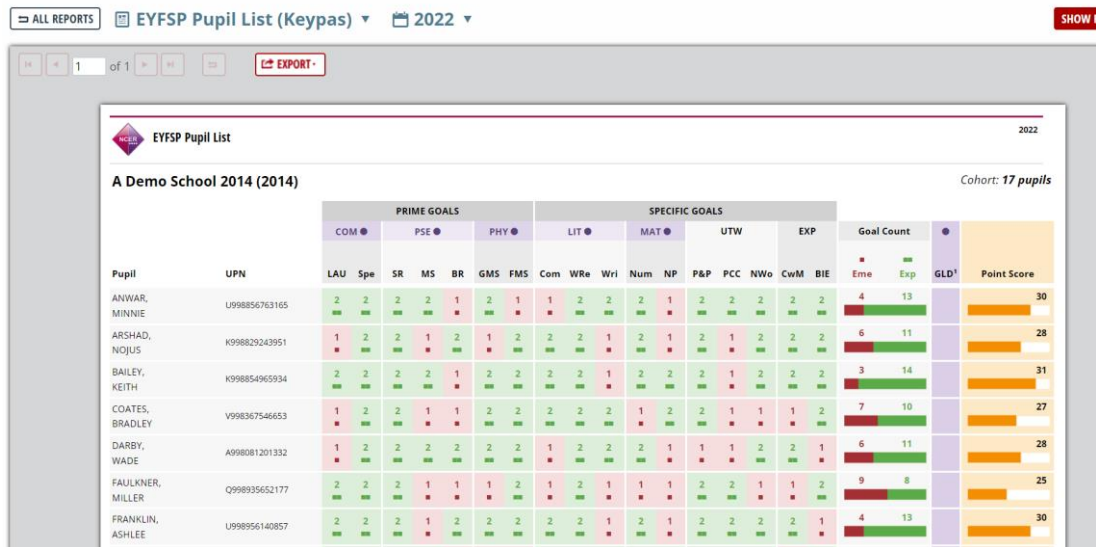
As this point you have defined the results year, the key stage you want to report on, the pupils to be included in your report, and how the data is to be filtered and displayed.

Next click the **Apply All** button in the pupil filters pane, this will make Perspective Lite re-run your report with your report filters and display options. To see a full-page display of the report; click the **Hide Params** button.

Using Perspective Lite to Produce Reports



Your report will now be displayed in full width across your webpage. Depending on the cohort chosen and report filters the report will contain to many pages. Use the pages arrows in the top left-hand corner of the webpage to move through each page.



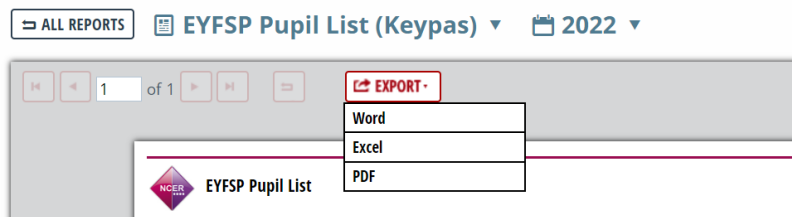
EYFSP Pupil List (Keypas) 2022

A Demo School 2014 (2014) Cohort: 17 pupils

Pupil	UPN	PRIME GOALS						SPECIFIC GOALS						Goal Count	GLD ¹	Point Score					
		COM		PSE		PHY		LIT	MAT	UTW	EXP	Eme	Exp								
		LAU	Spe	SR	MS	BR	GMS										FMS	Com	WRe	Wri	Num
ANWAR, MINNIE	U998856763165	2	2	2	2	1	2	1	2	2	2	1	2	2	2	2	2	2	4	13	30
ARSHAD, NOJUS	K998829243951	1	2	2	1	2	1	2	2	2	1	2	1	2	1	2	2	2	6	11	28
BAILEY, KEITH	K998854665934	2	2	2	2	1	2	2	2	2	1	2	2	1	2	2	2	3	14	31	
COATES, BRADLEY	V998367546653	1	2	2	1	1	2	2	2	2	2	1	2	2	1	1	2	7	10	27	
DARBY, WADE	A998081201332	1	2	2	2	2	2	2	1	2	2	2	1	1	1	2	2	1	6	11	28
FAULKNER, MILLER	Q998935652177	2	2	2	1	1	1	2	1	2	1	1	1	2	2	1	1	2	9	8	25
FRANKLIN, ASHLEE	U998956140857	2	2	2	1	2	2	2	2	2	1	2	1	2	2	2	2	1	4	13	30

Graphic 13 – Your Report

Export the results of your report by clicking the **Export** button and then selecting the file type you wish to download.



Graphic 14 – Export Options

When you export your report as a PDF file it has the same look and feel as shown in Graphic 13, it looks good. Exporting Excel or Word does not deliver the same excellent look and feel as the PDF. The Word file is a document with a table containing your data. The highlight bars that show percentages are, in my opinion, too small. Making them larger and maintaining consistency is a challenge, especially with long reports. Excel is of course a lot of rows and columns, changing the layout will quickly become challenging – there are merged cells, columns and rows with minimal width and height, and hidden cells, rows, and columns.

EYFSP Nova Reports

Available Reports	Description
EYFSP Benchmark (AOLs)	<i>A benchmark report, aggregated by your school, LA, region and national, offering a comparison in performance of key indicators, such as a good level of development, average total points score, prime and specific goals and each area of learning (AOL). The report can be tuned to see the proportion of pupils in the cohort who have achieved all emerging or all expected in focus. School census-based filters are available to select groups and the same can be used for aggregations.</i>
EYFSP Benchmark Gosals	<i>A benchmark report, aggregated by your school, LA, region and nation, offering a comparison of performance at goal level. The report can be tuned to see the proportion of pupils in the cohort that have achieved all emerging or all expected in each goal.</i>
EYFSP Gap	<i>A customisable gap analysis report allowing you to compare the performance of your school to that of the Hillingdon and national averages in across two contextual groups and various EYFSP indicators.</i>
EYFSP on a Page	<i>EYFSP on a Page.</i>
EYFSP Performance Summary	<i>A cohort-on-a-page report which shows the proportion of pupils achieving emerging or expected in each area of focus, and the average points per goal for each area.</i>
EYFSP Pupil List	<i>A pupil list report detailing each pupil's performance in every EYFSP goal, flags whether they've reached a good level of development, at least expected in all goals, and sums up their total point score. You can opt to view all pupils, those achieving certain thresholds such as GLD (or not) and can also filter the report to show subsets of pupil groups within those display options.</i>
EYFSP Pupil on a Page	<i>EYFSP Pupil on a Page.</i>

Phonics Nova Reports

Available Reports	Description
Phonics Benchmark	<p><i>A benchmark report, aggregated by school, LA, region and national, offering a comparison in performance of key phonics indicators, working at, working towards, APS and the distribution of marks gained. The report can be tuned to see pupil numbers or percentages as well as to display year 1, year 2, year 1 and year 2 (in the same academic year) or the end of Key Stage position (regardless of which year the test was taken in).</i></p>
Phonics Pupil List	<p><i>A pupil list report detailing each pupil's performance in the phonics test including their mark and the outcome, together with some key contextual factors as well as the NC year in which the test was taken. The report can be tuned to see pupil numbers or percentages as well as to display year 1, year 2, year 1 and year 2 (in the same academic year) or the end of Key Stage position (regardless of which year the test was taken in).</i></p>
Phonics Trend	<p><i>A trend report showing year-on-year change across key Phonics indicators plus a relative comparison to LA, Regional or National year-on-year change. The report can be tuned to see pupil numbers or percentages as well as to display year 1, year 2, year 1 and year 2 (in the same academic year) or the end of Key Stage position (regardless of which year the test was taken in). Pupil group filters can also be selected.</i></p>

KS1 Nova Reports

Available Reports	Description
KS1 Gap Analysis	<i>Compare the performance of two contextual cohorts across three domains – your school, LA and national - for a range of key stage indicators.</i>
KS1 on a Page	<i>KS1 on a Page</i>
KS1 Pupil List	<i>In this list report see the TA outcome in reading, writing, mathematics, and science for each pupil alongside some basic identification and context data.</i>
KS1 Pupil on a Page	<i>A pupil's identification information, school details (including latest Ofsted inspection), contextual data, P Scale results and teacher assessments, condensed onto a single page.</i>
KS1 Subject Summary List	<i>A benchmark report which breaks down the distribution of TA outcomes in each subject as well as summarising the proportions of pupils achieving below, above, and high standards. Compare school performance to LA and national averages.</i>
KS1 Summary	<i>A domain-per-page report that shows the distribution of TA outcome across single-subject and multi-subject indicators. Displays the proportions of pupils that are below, at and above the expected standard. Available to run for national, LA and school domains.</i>
KS1 Summary List	<i>A summary report which displays the headline indicators for reading, writing, mathematics, RWM combined and RWMS. Values show the proportions of pupils below, at and above the expected standard, while the visualisation bars show the distribution of individual TA outcomes.</i>
KS1 Trend	<i>A trend report showing year-on-year changes across various selectable KS1 indicators plus a relative comparison to LA, Regional or National year-on-year change (as selected by the user). The user can also choose the indicators they wish to display as well as any pupil groups required.</i>

KS2 Nova Reports

Available Reports	Description
KS2 Attainment Summary List	<i>A summary report which displays the headline indicators for reading, writing TA, maths, GPS and RWM combined. Values show the proportions of pupils below, at and above the expected standard, while the visualisation bars show the distribution of individual subject test outcomes. For tests, the average scaled score is also shown.</i>
KS2 Floor Standards	<i>KS2 Floor Standards</i>
KS2 on a Page	<i>KS2 on a Page</i>
KS2 Progress Matrix	<i>KS1-2 Progress Matrix</i>
KS2 Progress Pupil List	<i>This report lists pupils who were assessed at KS2 at the school shown, indicating their KS1 results and their KS1-KS2 progress results. The actual scaled score is what they actually achieved in the KS2 tests while the estimated scaled score is the average achieved by all other pupils nationally with the same starting point. The progress score (greater or less than the baseline of 0) is shown as a positive or negative number with coloured text and a bar to show the extent of the score.</i>
KS2 Progress Summary List	<i>A summary report which displays the average KS1 to KS2 progress score in each subject, the KS1 average points score, the proportion of pupils covered in the progress measure (i.e., those who had a KS1 start point) and the proportion of pupils with a progress score >0.</i>
KS2 Pupil List	<i>This report lists pupils who were assessed at KS2 at the school show. As well as indicating the gender, SEN, and disadvantaged status of the pupil, it displays the Mark achieved in each SATS paper and scaled score (Reading, GPS and Maths) as well as the Writing Teacher Assessment outcome. Coloured text as well as bar visuals indicate whether those results are above or below the required standard.</i>
KS2 Pupil on a Page	<i>KS2 Pupil on a Page</i>
KS2 TA Pupil List	<i>KS2 TA Pupil List</i>
KS2 TA Summary	<i>KS2 TA Summary</i>
KS2 TA Trend	<i>KS2 TA Trend</i>
KS2 Test Gap	<i>KS2 Gap</i>
KS2 Test Subject Summary List	<i>KS2 Test Subject Summary List</i>
KS2 Test Summary	<i>KS2 Test Summary</i>
KS2 Trend	<i>A trend report showing year-on-year changes across various selectable KS2 indicators plus a relative comparison to LA, Regional or National year-on-year change (as selected by the user). The user can also choose the indicators they wish to display as well as any pupil</i>

Using Perspective Lite to Produce Reports

Available Reports	Description
	<i>groups required. The report allows a mixture of attainment and progress measures to be displayed on the same report.</i>

END