

# Perspective Lite – KS1/2 Guide



From 2021-22 we will be using Perspective Lite to report on school assessment collections. This short guide will show you how to;

- Log into Perspective Lite
- Navigate to the KS1/2 area
- Report overview
- Check your pupil cohort

## 1. Login to Perspective Lite:

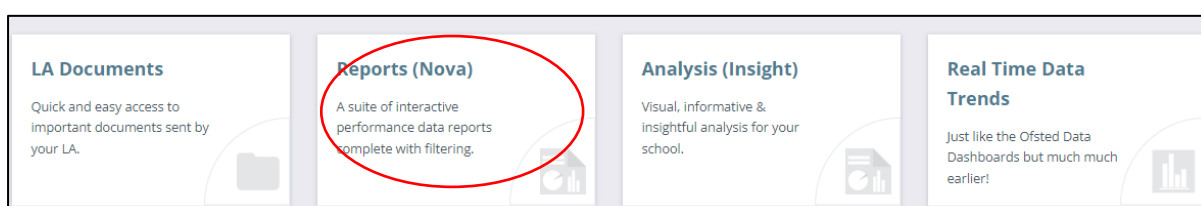
<https://perspective.angelsolutions.co.uk/perspective/login.aspx>

A screenshot of the Perspective Lite login page. At the top, it features the 'Perspective' and 'Lite' logos. Below the logos, there are two columns of text: 'Management and improvement toolkit for schools, academies & MATs.' and 'Useful tools, resources and reports for schools & teachers.' The login form includes fields for 'Username:' and 'Password:', a 'Forgotten password?' link, and a red 'LOGIN' button. At the bottom, there is a small disclaimer: 'By logging in, you are agreeing to the Terms & Conditions of use. (Last updated on 22/08/2018)'.

If you do not know your school's Lead User, or you are having trouble logging in, please contact [IMTDataTeam@bradford.gov.uk](mailto:IMTDataTeam@bradford.gov.uk) and we will assist you ASAP.

## 2. Navigate to the KS1/2 area within Perspective Lite...

From the Home screen, select the Reports (Nova) option as shown below.

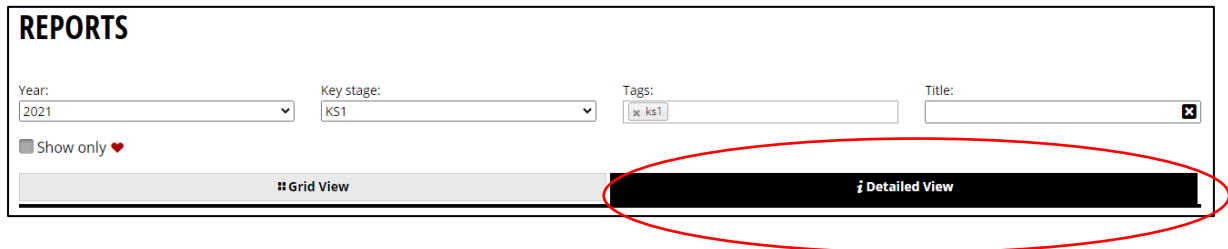


In the reports section, select the desired year and key stage from the available dropdown menus as shown below

A screenshot of the 'REPORTS' section in Perspective Lite. It features two dropdown menus. The first is labeled 'Year:' and has '2021' selected. The second is labeled 'Key stage:' and has 'KS1' selected. Both dropdown menus are circled in red.

### 3. Reports Overview

Within the reporting section, once you have selected the required key stage, Perspective Lite will show the available reports in a thumbnail format. Clicking on the 'i' icon next to the run button will display the report detail, or alternatively you can select the 'detailed view' option to the right of the screen as shown below;



**REPORTS**

Year: 2021 Key stage: KS1 Tags: ks1 Title: [x]

Show only ♥

Grid View Detailed View

This will list the available reports for KS1/2 and will show a brief description of each report along with the thumbnail visual which shows how the report will look.

Click the 'Run' button to go to the relevant report screen & choose your parameters and aggregations. You can choose to look at particular pupil cohorts such as Gender, SEN, Disadvantaged etc. and can also choose to compare with LA, Regional and National figures.

Once you have chosen your parameters, click the green 'Apply All' button to launch your report.

Multiple filters can be selected, but they are cumulative, so will show increasingly smaller pupil groups. To remove all filters, simply click on the reset button as shown below;



**REPORT PARAMETERS** [x]

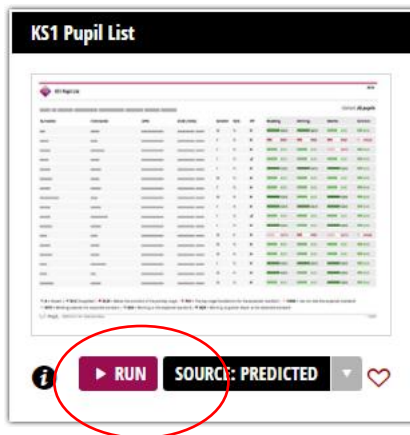
Using Default Parameters

✓ APPLY ALL SAVE PARAMS RESET

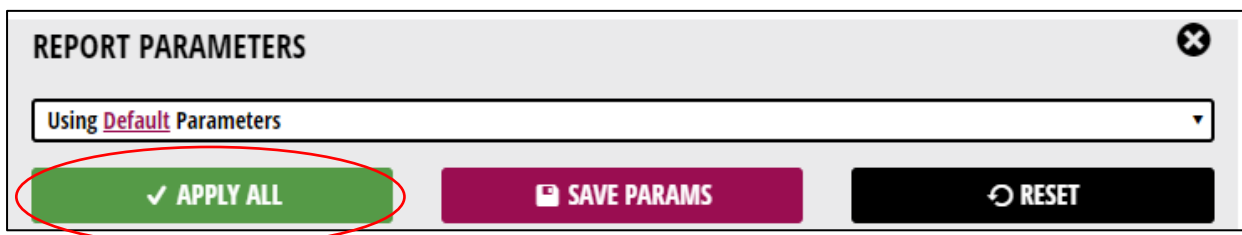
Data within Perspective Lite cannot be deleted or overwritten by the user, so you are encouraged to experiment with the report parameters & familiarise yourself with the available output options.

#### 4. Checking your pupil cohort

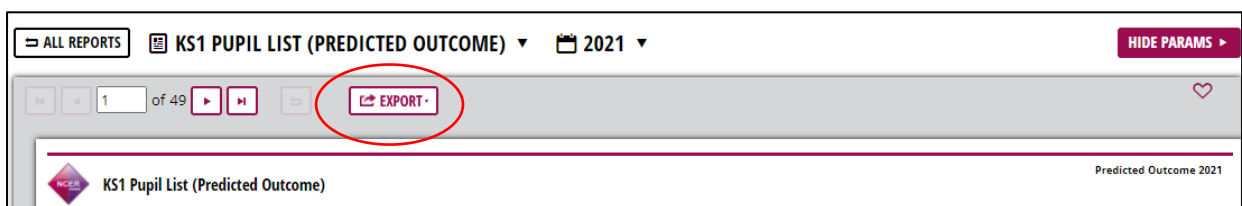
Select the KS1/2 pupil list report as appropriate from the available options and click the 'Run' icon as shown.



Use the report filters to Select the desired pupil cohort and select the 'apply all' button to launch your report as shown below.



Your report should now be displayed on the left side of the screen. Once you can see your report you will need to extract it by clicking on the 'Export' button as shown below



It is recommended that you export the report in '.pdf format'. Once you have successfully exported your pupil list, you will need to carefully check it against your own school MIS and contact [IMTDataTeam@bradford.gov.uk](mailto:IMTDataTeam@bradford.gov.uk) as soon as possible if you spot any discrepancies