RENAISSANCE®

Transferring student data between primary and secondary schools

Many secondary schools receive students from their feeder primaries with inconsistent assessment data. Accelerated Reader and Star Reading make it easy to transfer students' primary school data into their secondary school RP site.

How to import and export student data

The exporting process – for primary schools

1. In Renaissance Place, navigate to Courses and Classes.
   - Create a class
   - Enrol the students whose data you wish to transfer
   - Assign Teacher & Products
2. Navigate to Users
3. Click Export Information
4. Click Classes
5. Export against the Class
6. Select Renaissance Place Export to export the data into a file compatible with other Renaissance Place databases
   - Select Products you wish to export, including the student information
7. Click Next
8. Click Download
9. Save the file.

The XML file that is generated is encrypted, making it safe to email to a contact at the school you wish to transfer the data to.

The importing process – for secondary schools

1. In Renaissance Place, navigate to Users.
2. Click Import Information
3. Browse for the exported file you've received from your primary school
4. Click Next
5. Select Import Student Information and the products you wish to import data for, e.g. Accelerated Reader, Star Reading
6. Click Next
7. Select from the following:
   - Import

- i. All Students
  - Merge Students with Matching
    - i. First, Middle and Last Name
    - ii. Student ID and Last Name
  - New Students (no match found)
    - i. Import as New Students
    - ii. Do Not Import

8. Click Import.

If you experience any issues, please email our Customer Service team at support@renlearn.co.uk.