

Set up Guide

Thank you for choosing to use Renaissance products for another school year. We know that getting set up for a new school year can take time and be a little daunting especially if you have not done it before, so we have created this document to support you with a smooth school set up.

Follow the steps in the timeline below to help you get up and running. Click the buttons to discover useful links and resources.



How to log into your school Renaissance platform

Step 1: Add new school year dates, marking periods, screening windows and days off

Follow instruction in the resources linked below for guidance.

1. Adding School Years:

[Web](#)

[Video](#)

2. Adding Marking Periods:

[Web](#)

[Video](#)

3. Adding Screening Windows:

[Web](#)

[Video](#)

4. Adding Days Off:

[Web](#)

[Video](#)

Step 2: Setting up your CSV file (Please note: The MIS system must be up-to-date)

We recommend using Wonde for importing your new school year data spreadsheet.

Follow the guide below to export your information ready to upload to your Renaissance site.

[Wonde CSV Download: Renaissance User Guide](#)

Step 3: Importing data to your Renaissance site

Follow the instructions in the guide below (1). Once complete, your Renaissance site should look like the reference image (2), and you can proceed to assign specific products to classes (3).

[1. Import Guide](#)

[2. Reference image](#)

[3. Assigning products to classes](#)

Step 4: Deleting student records

To delete students that have left the school, such as Year 6 or Year 11 students, follow the instructions linked below.

[1. Deleting multiple students](#)

[2. Deleting individual students](#)

For further support, please check out the [FAQ](#), or contact our support team at: support@renlearn.co.uk | +44 (0)207 184 4000



FAQ

[Click here to find the answers to frequently asked questions](#)