



User Guide

Contents

Parnassus User Guide	3
Getting started	3
Adding Users	4
Centre Details	5
Learner Details.....	6
Creating Cohorts to register Learners	8
Registering Learners into Cohorts	9
Adding Units to the Registration File	9
Adding the Registration File to the Cohort	10
Registration Import Checking and Validation.....	11
Managing Duplicate Learner Registrations	12
Confirmation and Processing the Registration File	13
Additional Unit Registration	14
Online Exam Bookings	15
Attendance List – Reporting	16
Learner Management.....	17
Entering Results.....	19
Achievement Upload Checking and Validation	21
Result Processing	23
Certification	24
Certificate Validator	24
Achievement List – Reporting.....	25
Results Matrix Report (AHED).....	26
Documentation.....	27
Viewing and Adding Centre Documents.....	27
Viewing and Downloading Assessment Documents	27

Parnassus User Guide

This guide provides instructions on how to use Parnassus and relates to the process's centres require.

Access to Parnassus is provided to centres on completion of an approved centre recognition status.

Getting started

To log in to Parnassus, navigate to <https://parnassus.ascentis.co.uk/>

Enter your Username (this is not your email address) and Password into the relevant boxes and click 'Log in'.

Username

Password

Remember Username

☐

[Forgot Password?](#)

Log in

Select the 'Remember Username' tick box and Parnassus will store your Username for the next time you log in.

It is recommended that this tick box is only selected if you are the sole user of your desktop/laptop/mobile device. If you are using a shared device, please do not select this option.

If you have forgotten your password, select '**Forgot Password?**'. Enter your Username and click 'Submit'.

A password reset link will be emailed to you to allow you to set a new password.

Adding Users

Only users with the 'Admin/Centre' role will have the ability to create user accounts on Parnassus.

If you require a new user account creating, please contact one of your centre's 'Admin/Centre' users.

If you require amendments to a user's account or currently have no members of staff who have 'Admin/Centre' users, please contact Ascentis and we will be able to assist.

Within Parnassus you can create five different types of user roles which will allow for customised read/write access to various parts of the platform.

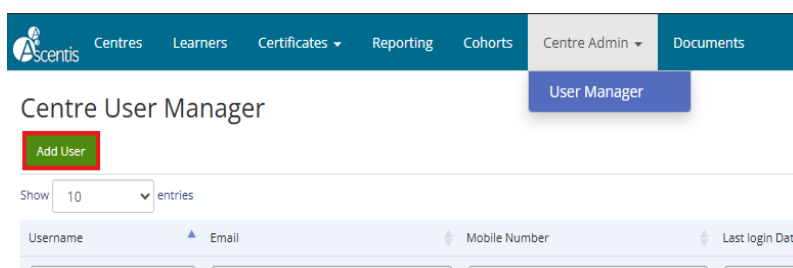
Below is a matrix which will show the permissions allocated to each available role.

The top row shows the name the overall role is known as, and the second row shows the roles which must be allocated to the user to activate the relevant role.

Name [Parnassus]	Centre	Exams Officer	IQA	Tutor	External Read Only
Actual roles to give user in Parnassus	Centres, CentreUserManager	Centres, Exams Officer	Centres, IQA	Centres, Tutor	Centres, External Read Only
QWEquivalent	SuperUser	Exams	IV	Tutor	Rhombus - RO - Tutor Profile
ViewCentre	1	1	1	1	1
View Sites	1	1	1	1	1
View Learners	1	1	1	1	1
Register New Learner	1	1	0	1	0
ViewCertificates [via Learner]	1	1	0	1	1
eCertificates screen	1	1	0	0	0
ViewReporting	1	1	1	1	1
View Contacts * ²	1	1	1	1	1
Edit Contacts * ²	1	0	0	0	0
Create Contact * ²	1	0	0	0	0
ViewUserManager	1	0	0	0	0
EditUserManager	1	0	0	0	0
Create UserManager	1	0	0	0	0
ViewCohorts	1	1	1	1	1
Create Cohorts	1	1	1	1	0
ViewDocuments	1	1	1	1	1
Up/DownloadDocuments	1	1	1	1	0
ViewLiveExamPapers	1	1	0	0	0
ViewPracticePapers	1	1	0	1	0
ViewAssignmentBriefs	1	1		1	0

To create a new user, navigate to

- 'Centre Admin'
- 'User Manager'
- Select 'Add User'
- Add a username, email address and temporary password for the user and select 'Create User'.
- Select the role(s) you require for the user and click 'Finish'.



NB: For security reasons, it is highly recommended that the user resets their password via the 'Forgot Password?' link on the login page once their account is created.

You can edit roles later by searching for the user within the 'Centre Admin' page. After finding the user you would like to modify, press the 'Edit User' button. This will then allow you to change the roles.

It is important that a user only ever has two roles. 'Centre' and then their required role.

The Centre role is given by default and identifies that the user is registered to a centre.

If you wish to attach a contact to your user's role, for example a tutor, you can do so. If your new user does not currently appear as a contact, please navigate to the 'Centre' screen and add a new contact to allow them to be selected.

Once this has been confirmed, the user account has been created and will be visible in the list of centre users. The user will now be able to log in to Parnassus.

To add a Tutor, select 'Add New Contact', fill in the required information and save.

The Contact will open, under the title 'Associate Role with' - change from 'Centre' to 'Site' in the drop-down menu.

Change the job role to Tutor.

For existing contacts, click on the existing contact and select 'Add Job Role' from the green buttons on the right.

The tutor option is not available until you select 'Site' in the previous box. Select Save

Centre Details

Once logged in, clicking on the 'Centre' heading on the top ribbon will take you to your Centre home where you can find an overview of your Centre.

Example:

Lune Valley College (1236)
Centre Home | Contacts

Centre Code 1236	Centre Status Approved	Old Code 1236	UKPRN Not Supplied	First Approved 02 Apr 2023	QAA Provider Number Not Supplied
Renewal Date 20 May 2024	Date Closed n/a	Renewal Status New Centre	Default Assessment Language English	Main Site Telephone 01524789654	Allow eCertification Yes
Allow printed Qualification Certificates Yes	Learner email Mandatory on Registrations No	Allow direct learner eCertificate Email No	Use Main Site EV Allocation For All Sites Yes		
Main Site Email uigf@HOTMAIL.COM		Main Site Website Not Supplied			
Main Site Address Lune Road, Lancaster, Lancashire, TESTING ONLY, UNITED KINGDOM, LA3 1SW					
Groups					
Not in any Groups					
Sites					
Site Name Lune Valley College - Main Site		Site Code 1236.0001		Site Status Approved	

At the bottom of the Centre page, you will be able to view Sites that are associated with your centre, clicking one of these sites will take you to the site home.

Example:

Lune Valley College (1236)
 Lune Valley College - Main Site (1236.0001)
[Site Home](#) | [Qualifications](#)

Site Code 1236.0001	Site Status Approved	Function Registration	Site Type 02 - FE College / Tertiary College	Telephone 01524789654	Main Site Yes
				Email uigf@HOTMAIL.COM	
Website not supplied		Assessment Language English			
Address Lune Road, Lancaster, Lancashire, TESTING ONLY, UNITED KINGDOM, LA3 1SW				Regulator Region not supplied	
Centre Code 1236	Centre Status Approved	Centre Name Lune Valley College			
Mandatory PO Yes	Is for private study No	Account Number 7777777777	AO Category not supplied	AO Country not supplied	AO Region not supplied
PrCohort Direct Registration Import No	eCertification Email not supplied				
Certificate Site Name THIS IS A TEST					

Qualifications active for registration ([Show all site qualifications](#))

Clicking into a qualification within a site will list information regarding any approval, statuses, approval dates or the Direct Claim Status.

Example:

Qualification Title Access to Higher Education Diploma (Computing)	Qualification Code 127170	Status Approved
Approval Date 25 Sep 2019	Direct Claims Status None	

Learner Details

Learner details can be found through the blue ribbon at the top of the page under the heading 'Learners'.

Learners

[Registration Upload](#)
[Achievement Upload](#)

Centre
Lune Valley College

Site
All


[Advanced Search Options](#)

[Clear](#)
[Search](#)

Learner Code	First Name	Last Name	Gender	DOB	Created
1451254	Parnassus	Training 2	Male	10/06/2000	11/09/2025 15:34:29
1451253	Parnassus	Training 1	Female	09/06/2000	11/09/2025 15:34:27
1451247	John	MacArthur	Male	11/05/1969	11/09/2025 12:39:02
1451246	Elisabeth	Elliot	Female	12/07/1999	11/09/2025 12:39:01
1451245	Charles	Spurgeon	Male	09/08/1977	11/09/2025 12:39:00
1451222	Spire	Profile	Male	10/10/2000	11/09/2025 11:44:40
1451221	Charles	Spurgeon	Male	08/10/1979	11/09/2025 10:50:53
1447800	Example	Example	Not Supplied	10/10/2000	05/09/2025 17:04:16
1447200	Stella	Cox	Female	11/10/1979	14/08/2025 13:41:54
1447199	Alberta	Skinner	Female	10/10/1979	14/08/2025 13:41:53

[1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) ...

You can search for the learner here via their learner ID or name by adjusting the search field.

Search 

Centre



Site


[Advanced Search Options](#)

Clicking into a learner using the blue arrows next to their name will show details for that learner.

Learner

[Close](#) [Learner Documents](#)

First Name  Middle Names  Last Name

Title Learner Code ULN 

DOB Ethnic Origin Gender

SCN Nationality

☐ Opt out of receiving emailed certificates

[Details](#) [Access](#) [Registrations](#) [Cohorts](#) [Certificates](#) [Site Associations](#)

Qual/Unit Code	Title	Registration Date	Centre - Site	Status	Standalone Registration	Qualification Set	Created By	Cohort Number	Cohort Title
127242	Ascentis Entry 3 Award in Equality and Diversity (127242)	11/09/2025	Lune Valley College - Lune Valley College - Main Site (1236.0001)	In Progress	No		chris_centre	9521156	Zoom Webinar SOQ cohort - 11th September 2025

There are also further details for the learner, clicking the fields near the middle of the page will show these. To note you will only see what the learner is registered on and achieved at your centre.

[Details](#) [Access](#) [Registrations](#) [Cohorts](#) [Certificates](#) [Site Associations](#)

Details: Shows information on the learner, e.g. address, email address and other personal information.

Access: Shows any access needs the students has.

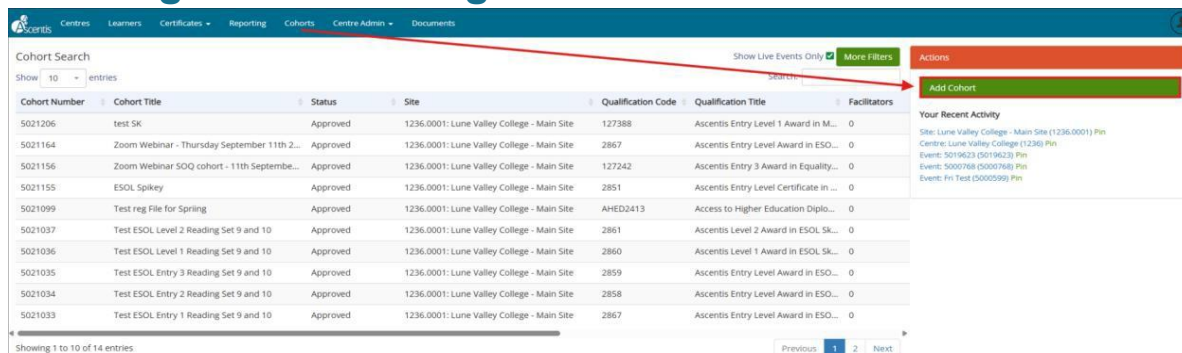
Registrations: Shows any current or previous qualifications the learner has.

Cohort: Shows any current or previous cohorts the learners have.

Certificates: Shows any achievements the learner has.

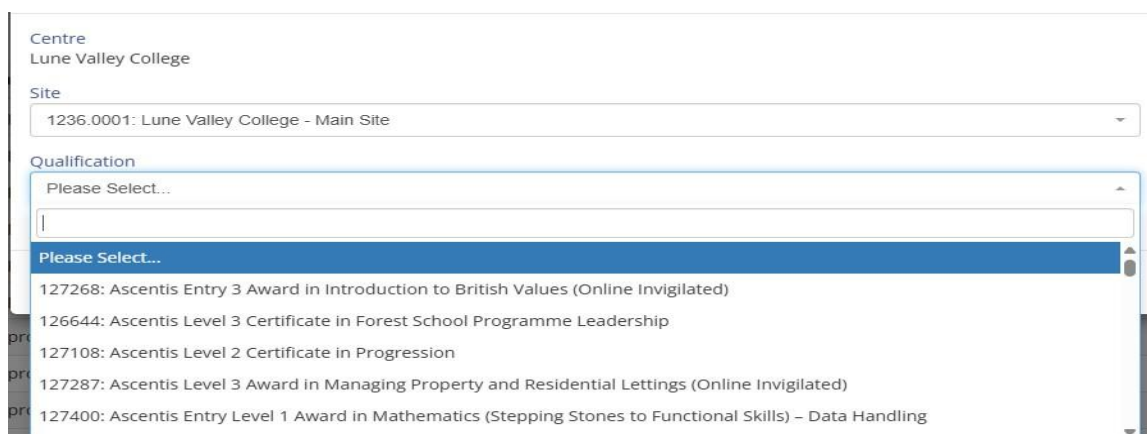
You may see less options on your account depending on your permissions.
Please contact your Centre User Manager if these need to be adjusted.

Creating Cohorts to register Learners



To add a new cohort, navigate to the 'Cohorts' main menu option, then click the 'Add Cohort' button.

You will be prompted to select the site where learning is taking place, as well as the qualification which the learner(s) will be working towards.



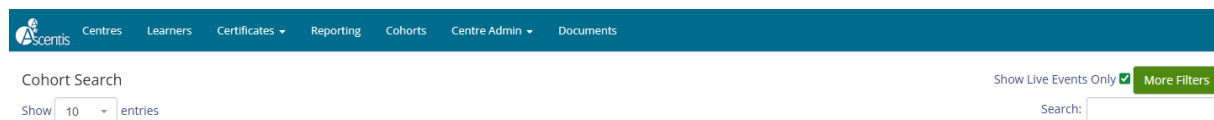
The screenshot shows the 'Add Cohort' form. It has two main sections: 'Centre' and 'Site'. The 'Centre' section is set to 'Lune Valley College'. The 'Site' section is a dropdown menu with the selected value '1236.0001: Lune Valley College - Main Site'. Below the 'Site' section, there is a 'Qualification' section with a dropdown menu. The dropdown menu is open, showing a list of qualifications. The first option is 'Please Select...'. Below it, there are several qualifications listed, including '127268: Ascentis Entry 3 Award in Introduction to British Values (Online Invigilated)', '126644: Ascentis Level 3 Certificate in Forest School Programme Leadership', '127108: Ascentis Level 2 Certificate in Progression', '127287: Ascentis Level 3 Award in Managing Property and Residential Lettings (Online Invigilated)', and '127400: Ascentis Entry Level 1 Award in Mathematics (Stepping Stones to Functional Skills) – Data Handling'.

Once you have completed your site and qualification you will be prompted to enter the following additional information for your cohort:

Information	Requirement
Cohort title	Optional (If not added, Cohort ID will be used)
Tutor	Optional
Start Date	Mandatory
End Date	Mandatory
Max Registrations	Optional
No of Resources	Optional
Estimated Attendees	Optional
Purchase Order	Mandatory (Has to be an official centre purchase order from your Finance Department otherwise invoices will be rejected by the centre and could delayed results and certificates)

Once you have added in the relevant information for your cohort, click the 'save' button.

You can search for Live or Closed cohorts by using the search option at the top of the Cohort overview page.



Unchecking the 'Show Live Cohorts Only' will show Live and Closed Cohorts. Leaving the option checked will only show Live Cohorts.

You can search by using the Cohort Number or the title of the Cohort. Note: if you cannot see a cohort, please ensure that if the end date is beyond the current date, that the 'show live cohort only' box is unchecked.

A cohort is created before adding in learner registrations.

Registering Learners into Cohorts

The Ascentis registration file template to use is available via the Ascentis website (www.ascentis.co.uk), or via the 'Documents' section of Parnassus (Registration File Template).

Clicking the link below will download this Registration file automatically in your browser

[Registration-File-Master.xlsx](#)

Complete the following mandatory and non-mandatory fields in the file as identified below:

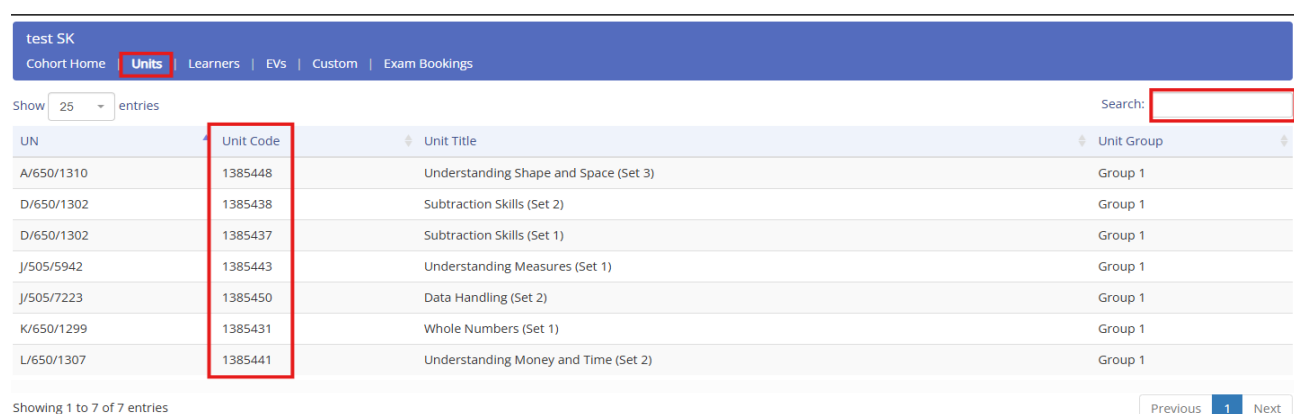
Information	Requirement
Unique Learner Number (ULN)	Optional
Learner Code	To be entered <u>for existing learners only</u> (code generated by Parnassus)
Title – (Mr., Mrs, Miss etc.)	Optional
First Name	Mandatory
Middle Name	Optional
Surname	Mandatory
DOB	Mandatory
Gender	Mandatory
Email	Mandatory (for Online Invigilated Qualifications)
Ethnicity	Optional (will default to 'Not known/not provided' if not entered)
LDD (Learning Difficulties &/or Disabilities)	Optional (will default to 'No information provided by learner' if not entered)
Disability Name	Optional (will default to 'Not known/not provided' if not entered)
SPLD (Specific Learning Difficulty)	Optional (will default to 'Not known/not provided' if not entered)
Post Code	Mandatory (for Access registrations only)
Unit Code	Optional (required for Access registrations)

Adding Units to the Registration File

If **Unit Registrations** are to be included on the Registration File, one line per Unit Registration must be added. Data can be copied and pasted down to speed up the entering of data.

NB: If a unit within a Qualification is mandatory (i.e. it must be taken as part of the Qualification structure) you do not have to add this as a unit code. Parnassus will automatically register learners on mandatory units within a Qualification.

To identify the correct unit code(s) to register your learner(s) on, navigate to the **'Units'** tab of the cohort. This will give you a list of available units within the qualification you have selected. You can search for specific units using the Search box, increase the number of units you can see at any time by selecting a new number from the 'Show XXX entries' field, or sort the information by any column by clicking the relevant header:

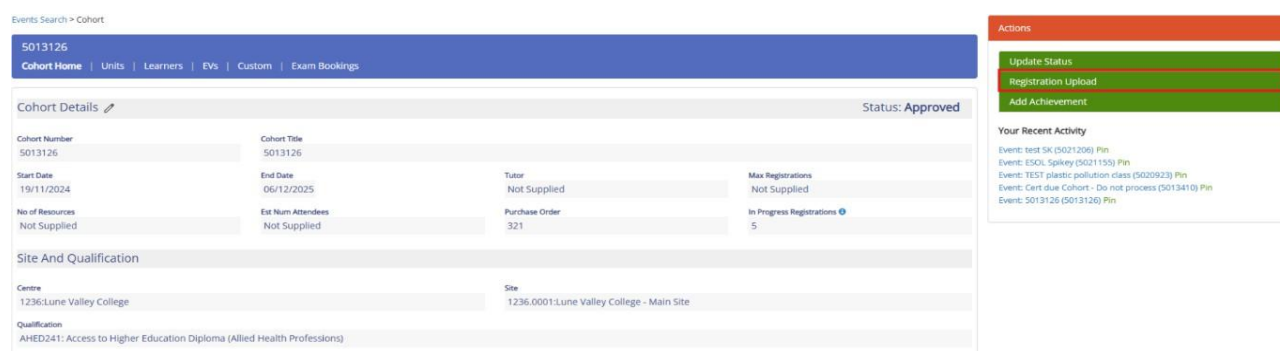


UN	Unit Code	Unit Title	Unit Group
A/650/1310	1385448	Understanding Shape and Space (Set 3)	Group 1
D/650/1302	1385438	Subtraction Skills (Set 2)	Group 1
D/650/1302	1385437	Subtraction Skills (Set 1)	Group 1
J/505/5942	1385443	Understanding Measures (Set 1)	Group 1
J/505/7223	1385450	Data Handling (Set 2)	Group 1
K/650/1299	1385431	Whole Numbers (Set 1)	Group 1
L/650/1307	1385441	Understanding Money and Time (Set 2)	Group 1

Once you have completed your registration file, save this to a secure location.

Adding the Registration File to the Cohort

You will now be able to add registrations to your cohort by clicking the button located in the top right of the cohort screen.

Registration Upload


Cohort Details

Cohort Number: 5013126 | Cohort Title: 5013126

Start Date: 19/11/2024 | End Date: 06/12/2025 | Tutor: Not Supplied | Max Registrations: Not Supplied

No of Resources: Not Supplied | Est Num Attendees: Not Supplied | Purchase Order: 321 | In Progress Registrations: 5

Site And Qualification

Centre: 1236:Lune Valley College | Site: 1236.0001:Lune Valley College - Main Site

Qualification: AHED241: Access to Higher Education Diploma (Allied Health Professions)

Actions

- Update Status
- Registration Upload**
- Add Achievement

Your Recent Activity

Event: test SK (5021206) Pin

Event: ESOL Spiky (5021155) Pin

Event: TEST plastic pollution class (5020923) Pin

Event: Cert due Cohort - Do not process (5013418) Pin

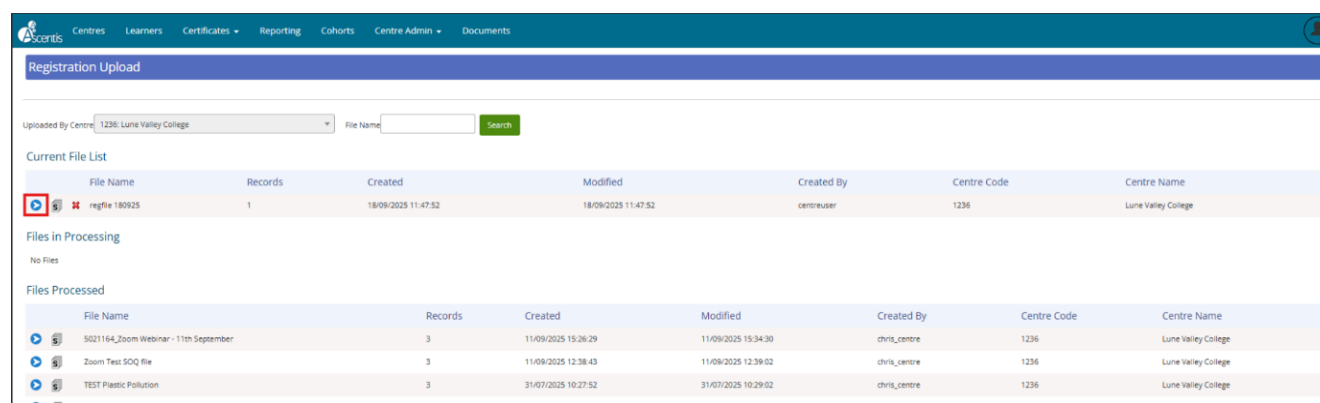
Event: 5013126 (5013126) Pin

Enter a name for your Registration Import File and choose the file you have created using the **'Choose file'** button and select **'Import'**. You can also add notes to your registration import if required.

Registration Import Checking and Validation

The imported Registration File will go into the **'Current Files List'** section of the Registration Upload screen to be checked by you before validating.


Navigate to Learners > Registration Upload > Current File List



The screenshot shows the 'Registration Upload' interface. At the top, there's a navigation bar with 'Centres', 'Learners', 'Certificates', 'Reporting', 'Cohorts', 'Centre Admin', and 'Documents'. Below this, the 'Registration Upload' section has a dropdown for 'Uploaded By Centre' (1236: Lune Valley College) and a 'File Name' input field with a 'Search' button. The 'Current File List' table shows the following data:

File Name	Records	Created	Modified	Created By	Centre Code	Centre Name
regfile 180925	1	18/09/2025 11:47:52	18/09/2025 11:47:52	centresuser	1236	Lune Valley College

Below the table, there are sections for 'Files in Processing' (No Files) and 'Files Processed' (a table with 4 rows of processed files).

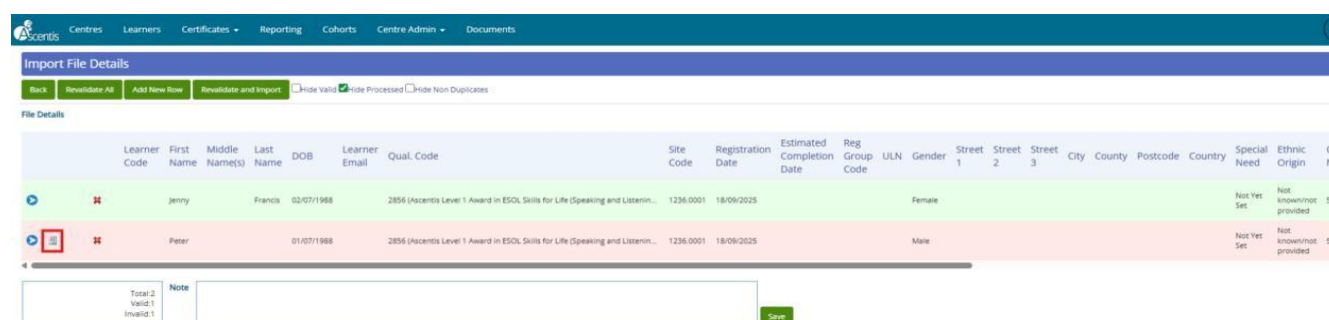
By clicking the  icon next to your Import File, you can then review and amend your Learner Registration Data.

The Import File Details screen will show you a summary of your Learner Registration file, including each individual learner to be imported, a duplicate learner check if the learner is a potential duplicate and overall import statistics.

If the learner's information is accepted and in the correct format, the learner(s) will be displayed in **green**.

If there are any issues, such as potential duplicate registrations, the line will be displayed in **yellow**. The learner import can still be processed; however, it is important that the information is checked before proceeding.


If there are any errors, such as missing mandatory information, or incorrect unit codes, the line will be displayed in **red**. In this instance, the registration line must be cancelled and/or resubmitted before proceeding with the learner registration.





The screenshot shows the 'Import File Details' screen. At the top, there's a navigation bar with 'Centres', 'Learners', 'Certificates', 'Reporting', 'Cohorts', 'Centre Admin', and 'Documents'. Below this, the 'Import File Details' section has buttons for 'Back', 'Revalidate All', 'Add New Row', 'Revalidate and Import', and checkboxes for 'Hide Valid', 'Hide Processed', and 'Hide Non Duplicates'. The 'File Details' table shows the following data:

Learner Code	First Name	Middle Name(s)	Last Name	DOB	Learner Email	Qual. Code	Site Code	Registration Date	Estimated Completion Date	Reg Group Code	UIN	Gender	Street 1	Street 2	Street 3	City	County	Postcode	Country	Special Need	Ethnic Origin	Col Nui
▶	Jenny		Francis	02/07/1988		2856 (Ascentis Level 1 Award in ESOL Skills for Life (Speaking and Listen...	1236.0001	18/09/2025				Female								Not Yet Set	Not known/not provided	5011
▶	Peter			01/07/1988		2856 (Ascentis Level 1 Award in ESOL Skills for Life (Speaking and Listen...	1236.0001	18/09/2025				Male								Not Yet Set	Not known/not provided	5011

At the bottom, there's a 'Note' field and a 'Save' button.

In any circumstance where the Learner Import is **not green**, further information as to the nature of the error can be found by clicking the  icon next to the relevant Learner Import.

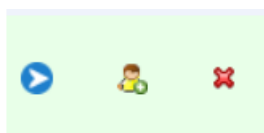
If any errors are found which prevent the Learner Registration File from being processed, one of two methods must be used to rectify this:

1. The data must be removed by clicking the  icon next to the relevant line(s) flagged as erroneous.
2. The Import file must be cancelled, amended and resubmitted. This can be done by clicking 'back' at the top left-hand corner of the screen and then selecting the  icon next to the relevant Registration Import file. Once the Registration Import file disappears, it can be resubmitted using the method described above.

Managing Duplicate Learner Registrations

On occasion, you may register learners in Parnassus who have previously registered on other qualifications/cohorts. This process can be managed when registering your learners using the 'Potential Duplicate' button next to your learner registrations.

If a learner is identified as being a potential duplicate an icon will appear next to them:




Note: If a duplicate registered learner is not resolved using the manage duplicate learner process, then certificates will not be available. In all instances where duplicate learners exist you must manage the situation as per this guide.


Once this button is clicked, Parnassus will give you the option to either merge the learner with an existing one, or create a new learner:

Duplicates Available						
Create New Learner		Close				
	Name	DOB	Learner Code	ULN	Created	Postcode
Use	John Smith	01/02/1988	1295047		11/05/2023	LA1 1BG
	Lune Valley College - Lune Campus (1236.0001)					
Use	John Smith	01/02/1988	1295125		01/06/2023	
	Lune Valley College - Lune Campus (1236.0001)					

Once a selection is made, Parnassus will revalidate the relevant learner(s), and they will display in **green** with a tick if valid:

	Learner Code	First Name	Middle Name(s)	Last Name
		John		Smith

If there are any issues/discrepancies, the learner will show in **yellow** with an error report button which can be clicked to identify the issue:

	Learner Code	First Name	Middle Name(s)	Last Name
	1295047	John		Smith

NB: If no choice is made the default action will be to create a new learner. Please check for the duplicate learner button before proceeding with your registrations.

Confirmation and Processing the Registration File

Once you are satisfied with the Registration File and the data has been validated, select the **'Revalidate and Import'** button at the top of the screen to process your Learner Registration file:

Import File Details

[Back](#) [Revalidate All](#) [Add New Row](#) [Revalidate and Import](#) ☐ Hide Valid ☒ Hide Processed ☐ Hide Non Duplicates

File Details

Learner Code	First Name	Middle Name(s)	Last Name	DOB	Learner Email	Qual. Code	Site Code	Registration Date	Estimated Completion Date	Reg Group Code	ULN	Gender	Street 1	Street 2	Street 3	City	County	Postcode	Country	Special Need	Ethnic Origin	Cohort Num
	Jenny		Francis	02/07/1988		2856 (Ascentis Level 1 Award in ESOL Skills for Life (Speaking and Listen...	1236.0001	18/09/2025				Female								Not Yet Set	Not Independent provided	50134

Note: Total: 1 Valid: 1 Invalid: 0

[Save](#)

This will move your Learner Registration File from **'Current Files List'** to **'Files Processed'**

You will now be able to see your newly imported Learner(s) within their Cohort (below), or via the **'Learners'** screen.

Centres Learners Certificates Reporting **Cohorts** Centre Admin Documents

Events Search > Cohort

Morning Cohort 2/12 set 2

[Cohort Home](#) [Units](#) [Learners](#) [EVS](#) [Custom](#) [Exam Bookings](#)

Show 10 entries Search:

Learner Code	First Name	Last Name	Registration Status	Registration Date
Type to filter	J	Type to filter	Select values	
1451608	Jenny	Francis	In Progress	18/09/2025

Showing 1 to 1 of 1 entries (filtered from 5 total entries)

Previous 1 Next

Online Exam Bookings

Once a registration file has been uploaded and the learners are appearing in the cohort, exams can now be scheduled. Within the Cohort itself, you can see an option for 'Exams Bookings' at the end of the row of headings.

Morning Cohort 2/12 set 2

Cohort Home | Units | Learners | EVs | Custom | **Exam Bookings**

Cohort Details Status: **Approved**

Cohort Number 5013423	Cohort Title Morning Cohort 2/12 set 2	Purchase Order 45345345345345
Centre 1236:Lune Valley College	Site 1236.0001:Lune Valley College - Main Site	Qualification 2856: Ascentis Level 1 Award in ESOL Skills for Life (Speaking and Listening)

Booking Details

Unit
Please Select...

Start Date
02/12/2024

End Date
31/12/2026

Select Learner(s)

Search:

Select	Learner Code	First Name	Last Name	DOB	Extra Time	Registration Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

In the middle of the page, you will find the 'Unit' drop down box where you can select a unit.

Once a unit is selected you will see a list of learners who are registered for this cohort and are available for scheduling.

'Start Date' and 'End Date' needs to be entered.

Now the details for the exam have been entered you can select which learners will take this exam.

Once done, select the 'Submit Bookings' option at the top right of the page. A confirmation will appear at the top of the web page confirming if the details are correct.

The Exam Booking will now move to Surpass where the key codes and exam details can be viewed.

Exams are voided in Surpass and no longer require action from within Parnassus itself. Once taken, the results will be sent from Surpass back into Parnassus.

**The learners will free up automatically in Parnassus if they did not achieve, were absent or were voided from their exam. They can then be rebooked as seen above.
(Subject to qualification resit restrictions)**

Attendance List – Reporting

Attendance lists are located within the 'Reporting' heading located at the top of the page.

Once you have clicked Reporting, select 'Custom Reports' and then 'Attendance Lists'.

Reports

Loading Reports From: <http://ec2amaz-onvrl1/ReportServer/ReportService2005.asmx>

Standard Reports
 Custom Reports
 Achievement List
 Attendance Lists
 ESOL Assessment Task Tracker

Cohort ID:

Centre Id:

Input the Cohort ID and select the save icon to download a copy which will then make the report editable.

Reports

Report Viewer

Close

1 of 1

Attendance list for all Controlled Assessments

Lune Valley College - Main Site

Qualification Code: 2867

Qualification Title: Ascentis Entry Level Award in ESOL Skills for Life (Reading) (Entry 1)

Cohort ID: 5000979

Test Date:

Learner Code	Last Name	Middle Name	First Name	DOB	Signature of Learner
1357369	Three		Ascentis	20/06/1979	
1357563	Five		Ascentis	20/08/1998	
1357564	One		Ascentis	20/12/1994	
1357565	Speak		Ascentis	20/12/1968	
1357566	Speakinggg		Ascentis	20/02/1957	
1357567	Testonee		Ascentis	20/10/1971	
1357568	Two		Ascentis	20/01/1971	

Number of Learners: 7

Invigilator's Name (Please Print) _____

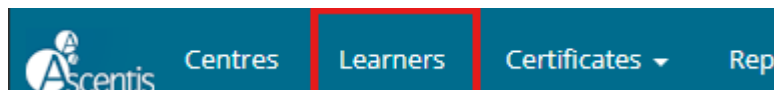
Invigilator's Signature _____ Date _____

Important – The Attendance List is a required document for the IQA and EV Process. This report must be printed off and signed by learners and any exam staff involved in the assessment.

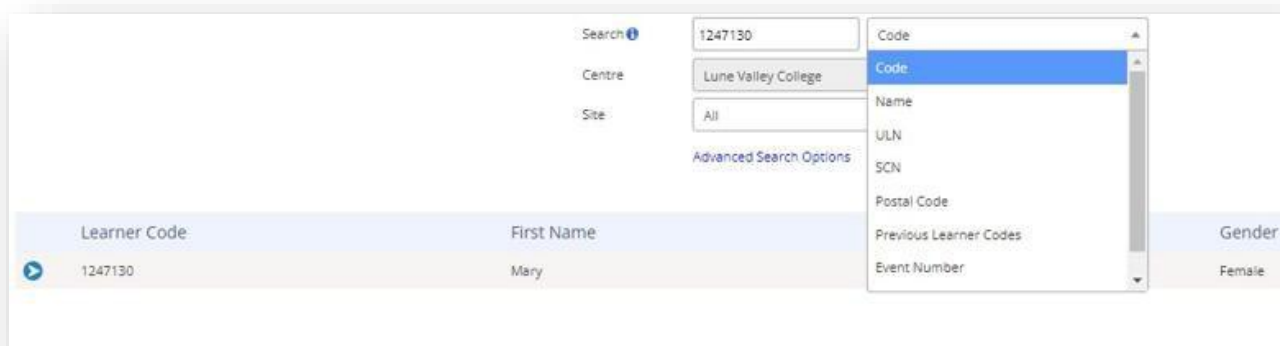
Learner Management


There are two main methods of individually managing your learners in Parnassus:

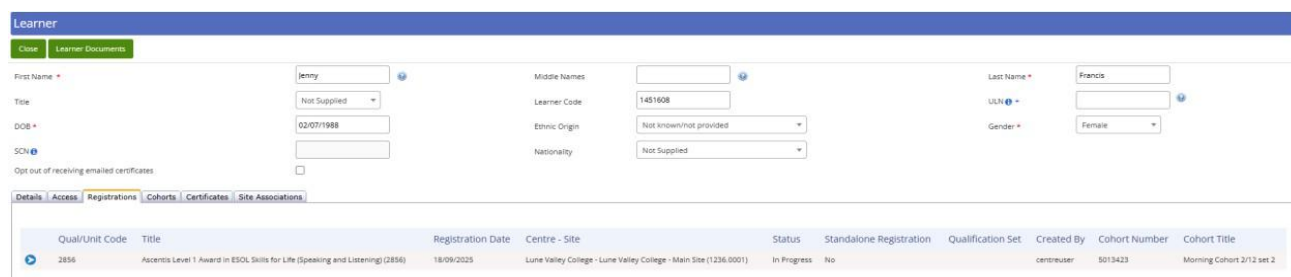
1. For a summary view of learner information, use the **'Learners'** option via the main Parnassus screen:



Via the Learner Screen you will be able to search for your learners using different criteria:



Once you have identified your learner, click the  icon to open the learner record. Here you will be able to view key learner information:




Qual/Unit Code	Title	Registration Date	Centre - Site	Status	Standalone Registration	Qualification Set	Created By	Cohort Number	Cohort Title
2856	Ascentis Level 1 Award in ESOL Skills for Life (Speaking and Listening) (2856)	18/09/2025	Lune Valley College - Lune Valley College - Main Site (1236.0001)	In Progress	No		centreuser	5013423	Morning Cohort 2/12 set 2

NB: You will be unable to edit learner information via this screen. If you require any amendments to learner information, such as name changes or date of birth alterations, please contact Ascentis.

2. To view learner information on a cohort level, select **'Cohorts'** via the main Parnassus screen.

Select the cohort you wish to view and navigate to the **'Learners'** section of the cohort:





Through this learner screen you can withdraw/un-withdraw learners by clicking the  icon next to the relevant learner:

Morning Cohort 2/12 set 2

Cohort Home | Units | **Learners** | EVs

Show entries

Learner Code


 **1451608** 

Withdraw/Un-withdraw

Showing 1 to 1 of 1 entries (filtered from 5 total entries)

Once the learner has been withdrawn, their Registration Status will change to **'Withdrawn'**: You can also click on the learners' ID to see more information about their cohort registration, such as registration date, unit registrations and general cohort information

Learner Code	First Name	Last Name	Registration Status	Registration Date
<input type="text" value="Type to filter"/>	<input type="text" value="Type to filter"/>	<input type="text" value="Type to filter"/>	<input type="text" value="Select values"/>	
 1247130	Mary	Black	In Progress	17/05/2022
 1247128	Bob			

Learner Code	First Name	Last Name	Registration Status	Registration Date
<input type="text" value="Type to filter"/>	<input type="text" value="Type to filter"/>	<input type="text" value="Type to filter"/>	<input type="text" value="Select values"/>	
 1247130	Mary	Black	Withdrawn	17/05/2022
 1247128	Bob			


Cohorts Search > Cohort


5000087


Cohort Home | Units | **Learners** | EVs | Custom

Show entries

Learner Code **First Name**

 1247130 Mary

 1247128 Bob

 1247129 James

Showing 1 to 3 of 3 entries

Edit Qualification Registration - Ascentis Level 1 Award in Mathematical Skills - Understanding and Using 2D Shapes

Close

Qualification
Centre/Site
Pathway

Qualification Set
Registration Date
Expiry Date
Earliest Certificate Date
Last Assessment Date
Certificate Expires Date

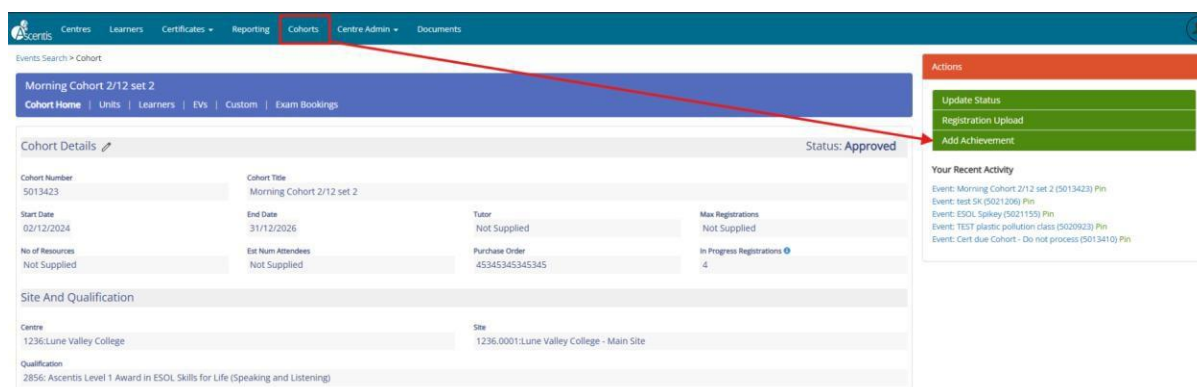
Height M ft in
Weight kg st lb
Study Mode
Assessment Language

Status
Reg Group Code
Extend Expiry ☐
Withdrawn ☐
Unsuccessful ☐

Total Credit Registered To Date
Total Credit To Date
Grade

Entering Results

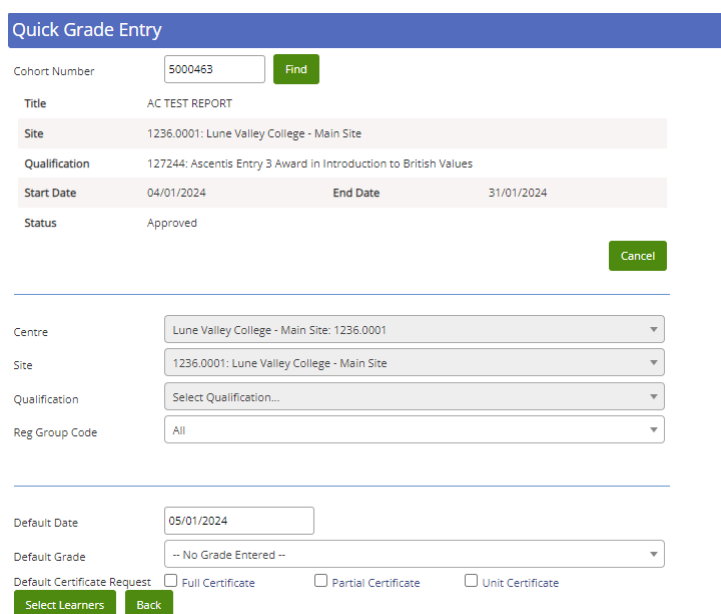
Results are added to Parnassus via 'Quick Grade Entry'. Unlike Learner Registration, there is no Import File for Results Upload.



The screenshot shows the Ascentis Parnassus interface. The top navigation bar includes 'Centres', 'Learners', 'Certificates', 'Reporting', 'Cohorts', 'Centre Admin', and 'Documents'. The 'Cohorts' menu is highlighted. Below the navigation bar, the 'Morning Cohort 2/12 set 2' page is displayed. The page has a header with 'Cohort Home', 'Units', 'Learners', 'EVs', 'Custom', and 'Exam Bookings'. The main content area shows 'Cohort Details' with a status of 'Approved'. The details include Cohort Number (5013423), Cohort Title (Morning Cohort 2/12 set 2), Start Date (02/12/2024), End Date (31/12/2026), Tutor (Not Supplied), Max Registrations (Not Supplied), No of Resources (Not Supplied), Est Num Attendees (Not Supplied), Purchase Order (45345345345345), and In Progress Registrations (4). The 'Site And Qualification' section shows Centre (1236:Lune Valley College), Site (1236.0001:Lune Valley College - Main Site), and Qualification (2856: Ascentis Level 1 Award in ESOL Skills for Life (Speaking and Listening)). On the right-hand side, there is an 'Actions' panel with buttons for 'Update Status', 'Registration Upload', and 'Add Achievement'. The 'Add Achievement' button is highlighted with a red arrow pointing to it from the 'Cohorts' menu in the top navigation bar.

To add Results to a Learner(s), navigate to the Cohorts Menu option, search for and select your Cohort, and click the green '**Add Achievement**' button on the right-hand side of the screen.

From the drop-down menus, you can choose to add results to one or all Units within a Cohort of Learners. Once you have chosen your Unit(s), enter a Default Date and Grade for your results. If no date is entered, then the default date of the day of entry will be populated.



The screenshot shows the 'Quick Grade Entry' form. The form has a header with 'Quick Grade Entry'. Below the header, there are input fields for 'Cohort Number' (5000463) and a 'Find' button. The form also has a 'Title' field (AC TEST REPORT), a 'Site' field (1236.0001: Lune Valley College - Main Site), a 'Qualification' field (127244: Ascentis Entry 3 Award in Introduction to British Values), 'Start Date' (04/01/2024), 'End Date' (31/01/2024), and 'Status' (Approved). There is a 'Cancel' button. Below the form, there are dropdown menus for 'Centre' (Lune Valley College - Main Site: 1236.0001), 'Site' (1236.0001: Lune Valley College - Main Site), 'Qualification' (Select Qualification...), and 'Reg Group Code' (All). At the bottom, there are input fields for 'Default Date' (05/01/2024) and 'Default Grade' (-- No Grade Entered --). There are also checkboxes for 'Default Certificate Request' (Full Certificate, Partial Certificate, Unit Certificate) and buttons for 'Select Learners' and 'Back'.

Click '**Select Learners**'

Select the tick box next to the Learner(s) you would like to add a result for and then click '**Enter Grades**'

Quick Grade Entry

Select the learners you wish to enter results for

Grades for approximately 1000 learners can be entered at a time

<input type="checkbox"/>	Learner Code	First name	Last name	DOB	Registration Date
<input type="checkbox"/>	1247130	Mary	Black	06/02/1982	17/05/2022
<input checked="" type="checkbox"/>	1247128	Bob	Smith	01/02/1988	17/05/2022
<input checked="" type="checkbox"/>	1247129	James	White	02/06/1982	17/05/2022

Enter Grades

Back

Once you have confirmed the learner(s) you would like to enter the results for you will have the opportunity to add, remove or edit results for the learners registered unit(s) result(s). The default grade and achieved date you selected within the previous window will be auto populated; however, you are able to edit these details if required.

The learners will only populate automatically here if they have units registered, otherwise the units will need to be added manually.

Your selection criteria:

Cohort: 500087-500087 Cohort Dates: 17/05/2022 to 02/06/2023

Centre: Lure Valley College - Lure Campus: 1236.0001 Site: 1236.0001 Lure Valley College - Lure Campus

Qualification: 127036 Ascentis Level 1 Award in Mathematical Skills - Understanding and Using 2D Shapes Reg Group Code: All Unit: All

1. Enter results for units already registered without a grade

☒ Show these units

Last Name	First Name	UJN	Learner Code	Qualification Code	UJN	Unit Code	Unit Title	Date	Grade
Smith	Bob		1247128	127036	H/503/31/09	1385138	Understanding and Using 2D Shapes Set 4 (e-assessment Single Unit)	31/05/2022	Pass
White	James		1247129	127036	H/503/31/09	1385138	Understanding and Using 2D Shapes Set 4 (e-assessment Single Unit)	31/05/2022	Pass

If there are units which do not appear in the section above, you will also be afforded the opportunity to add these results to the learner(s) in the second section of the window.

2. Enter results for units not included above

Enter the learner code and unit details below, then click the Add button.

Learner Code	All Learners	Pathway	Default
Unit	O (1383187) Understanding and Using 2D Shapes Set 1		
Assessment Date	20/09/2022	Grade	Pass

Add

NB: If you are unable to see the correct units for results to be added against, it may be that you are adding results to the incorrect cohort, or the learner(s) is not currently registered on the correct unit combination. Please ensure you have checked both these things before attempting to add additional unit results via this screen.

Once you are happy that all your results appear correctly, name your file and select '**Save and Create Import File**':

It is recommended that the name of your results file is kept consistent to allow you to quickly identify

3. Enter details for your import

Filename

Save and Create Import File

Back

which file is in reference to which results.

Ascentis recommends that the format of *Cohort Number*: *Today's date* is used as per the example above.

Once you have created your import file, you will be given an opportunity to check the validity of the information you are submitting.

Achievement Upload Checking and Validation

The Import File Details screen will show you a summary of your Learner Results file, including each individual result to be imported, a duplicate results check if the result is a potential duplicate, and overall import statistics. If the result added is accepted and in the correct format, the result line will be displayed in **green**.

If there are any potential issues, such as duplicate results, the line will be displayed in **yellow**. The result import can still be processed; however, it is important that the information is checked before proceeding.


If there are any errors, such as missing mandatory information, or incorrect unit results, the line will be displayed in **red**. In this instance, the result line must be cancelled and/or resubmitted before proceeding with the results import.





The screenshot shows the 'Import File Details' screen. At the top, there are buttons: 'Back', 'Summary Report', 'Revalidate', 'Validate and Send', 'Add New Row', and 'Hide Valid'. Below these is a table with columns: Learner Code, First Name, Last Name, Site - Qualification, Mark, Unit Code, Unit, and Re. The table contains three rows of data. The first row is highlighted in red, indicating an error. An error message box is open, showing the following details:

Field Name	Error Message	Severity
Maximum Rests Would be Exceeded	Uploading grades within this file for unit 1385138, would exceed the number of rests allowed being (2)	Error

At the bottom left of the table, there is a summary: 'Total: 3', 'Valid: 1', 'Invalid: 2'.

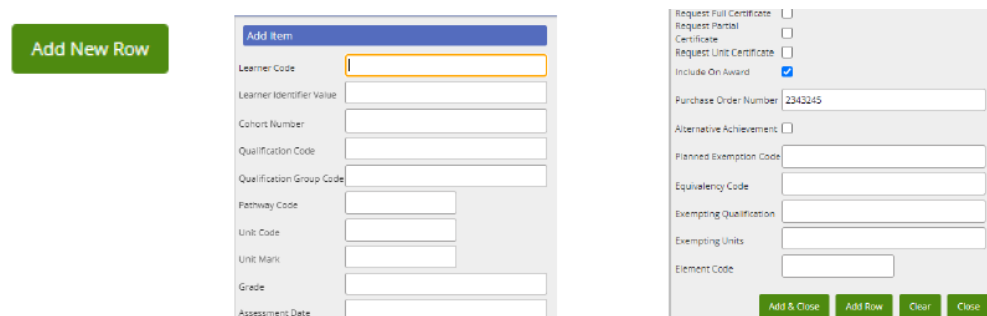
In any circumstance where the line in the results file is NOT GREEN, further information as to the nature of the error can be found by clicking the  icon next to the relevant registration import.

If any errors are found which prevent the Results File from being processed, one of two methods must be used to rectify this:

1. The data must be removed by clicking the  icon next to the relevant line(s) flagged as erroneous.
2. The data must be cancelled, amended and resubmitted. This can be done by clicking 'Back' at the top left-hand corner of the screen and selecting the  icon next to the relevant Results Import file. Once the Results import file disappears, it can be resubmitted using the method described above.

NB: If you choose to remove a single line(s) from the results file, you must also click the 'Revalidate' button at the top of the screen to allow the system to recheck the data before validating and sending.

If you need to add a new row at this stage, you can complete this action by clicking the add row button next to validate and send. If you then fill out the screen which pops up can enter a new row.



The left screenshot shows the 'Add New Row' button. The right screenshot shows the 'Add item' form with the following fields:

- Learner Code (text input)
- Learner Identifier Value (text input)
- Cohort Number (text input)
- Qualification Code (text input)
- Qualification Group Code (text input)
- Pathway Code (text input)
- Unit Code (text input)
- Unit Mark (text input)
- Grade (text input)
- Assessment Date (text input)
- Request Full Certificate (checkbox)
- Request Partial Certificate (checkbox)
- Request Unit Certificate (checkbox)
- Include On Award (checkbox, checked)
- Purchase Order Number (text input, value: 2343245)
- Alternative Achievement (checkbox)
- Planned Exemption Code (text input)
- Exemption Code (text input)
- Exempting Qualification (text input)
- Exempting Units (text input)
- Element Code (text input)

At the bottom of the form are buttons: 'Add & Close', 'Add Row', 'Clear', and 'Close'.

Once you are happy with the results file and the data has been checked, select the **'Validate and Send'** button at the top of the screen to process your Results file.

Import File Details

Back
Summary Report
Revalidate
Validate and Send
Add New Row
☐ Hide Valid

File Details

	Learner Code	First Name	Last Name	Site - Qualification	Mark	Unit Code
▶	✖ 1247128	Bob	Smith	1236.0001 - Ascentis Level 1 Award in Mathematical Skills - Understanding and Using 2D Shapes		1385138
▶	✖ 1247129	James	White	1236.0001 - Ascentis Level 1 Award in Mathematical Skills - Understanding and Using 2D Shapes		1385138

Total:2

Valid:2

Invalid:0

Note

Save

This will move your results file from **'Current File List'** to **'Files in Processing'**

Result Processing

At this stage in the results process, your submitted results will be processed in one of two ways:

1. Direct Claim Status (DCS) Results

- If your centre currently has DCS for the results you have submitted, you will receive an email from Ascentis when they have been processed.
- The results file will move down to the third section of the Results Import screen to **'Files Processed'**. The results have been successfully imported and added to the relevant learner(s).

2. Non-Direct Claim Status DCS Results

- The results submission will be verified by your dedicated Ascentis External Quality Assurer (EQA).
- You can identify results of this nature via the **'Status'** column in the main Achievement Upload screen. The status will be **'Needs EV Approval'** and the file will move down into the middle section of the Results Import screen.
- After your results have been verified, you will receive an automated email advising that the result(s) have been processed, and the results file will move to the 'Files Processed' section of the Achievement Upload screen.

In either instance of result submission (either DCS or non-DCS), once the learner is ready for certification, their Registration Status will update within the cohort to reflect this. They will change from **'In Progress'** to **'Cert. Due'**

Cohort Home | Units | **Learners** | EVs | Custom | Exam Bookings

Show 10 entries Search:

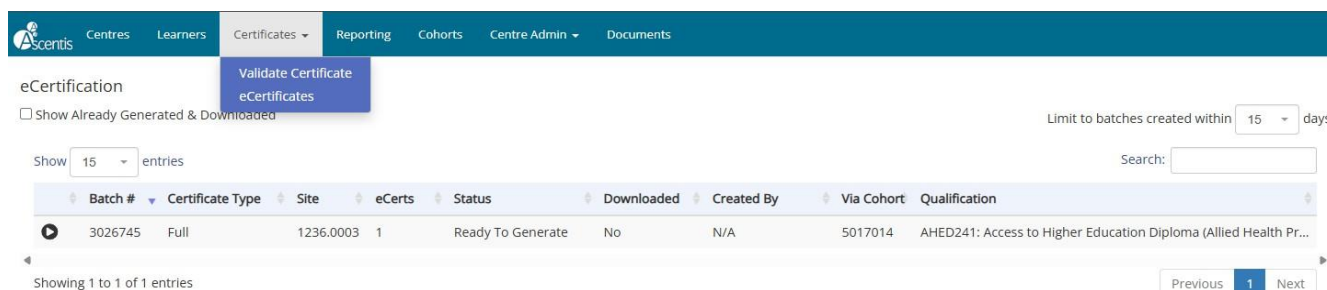
Learner Code	First Name	Last Name	Registration Status	Registration Date
<input type="text" value="Type to filter"/>	<input type="text" value="Type to filter"/>	<input type="text" value="Type to filter"/>	<input type="text" value="Select values"/>	
1295046	Beth	Smith	Complete	01/04/2023
1295047	Sarah	Thetest	Cert. Due	01/04/2023

Showing 1 to 2 of 2 entries
Previous 1 Next

Certification


Once a learner has completed a qualification within a cohort Ascentis will generate the relevant certificate(s) for you.

If you are expecting paper copies certificates, they will be printed and posted to your designated certificate site.



If you wish to download eCertificates for your learners, they will be available once you have received your email notification.

To view and/or download the eCertificates navigate to Certificates > eCertificates.

To generate the eCertificates, click the  icon. A zip folder will be downloaded to your default download location. Once clicked, you will be able to view, save and print the certificates as required.

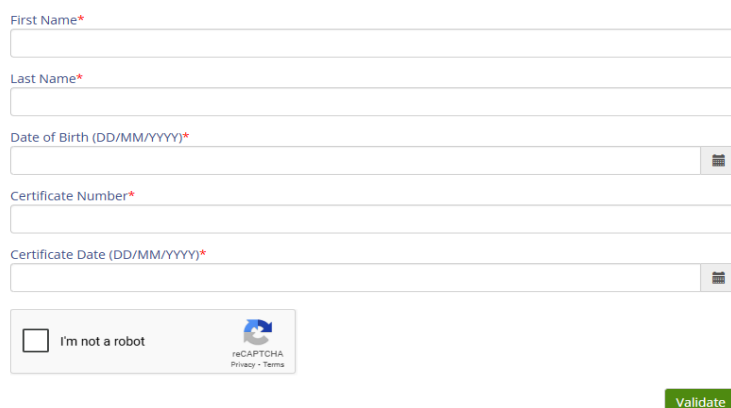
Once you have downloaded the eCertificate batch, the eCertificates will move to the 'Already Generated & Downloaded' section of the eCertificate screen. To view and download previously generated eCertificates, click the '**Show Already Generated & Downloaded**' tick box at the top left-hand side of the screen. You will then be able to view an archive of all eCertificates generated.

Certificate Validator

Learner Certificate Validator

Either [Scan a Certificate QR Code](#)

Or complete the fields below to validate a certificate.



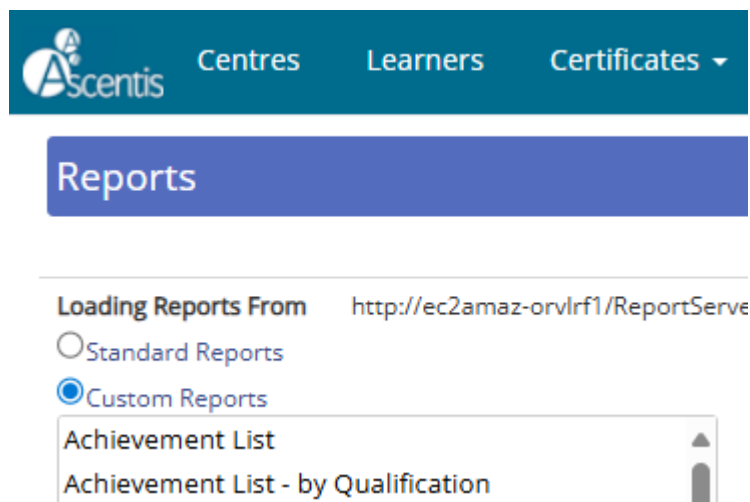
To validate a certificate, navigate to the Parnassus login screen.

Select the '**Validate a Certificate**' button, enter the learner's details and click '**Validate**' to check the authenticity of a learner's certificate.

Achievement List – Reporting

Achievement Lists are a type of report that can be used to see which learners have had their results claimed for against a specific Cohort or Qualification.

Navigate to 'Reports' > 'Custom Reports' > Achievement List and/or Achievement List – by Qualification.



The screenshot shows the Ascentis web interface. At the top is a navigation bar with the Ascentis logo and links for 'Centres', 'Learners', and 'Certificates'. Below this is a large blue button labeled 'Reports'. Under the 'Reports' button, there is a section titled 'Loading Reports From' with the URL 'http://ec2amaz-orv1rf1/ReportServe'. Below this, there are two radio buttons: 'Standard Reports' (unselected) and 'Custom Reports' (selected). Under 'Custom Reports', there is a dropdown menu with two options: 'Achievement List' and 'Achievement List - by Qualification'. The 'Achievement List' option is currently selected.

The report labelled 'Achievement List' will require a Cohort ID –

Cohort Number	<input type="text"/>
Centre Id	<input type="text" value="Lune Valley College"/>

The report labelled 'Achievement List – by Qualification' will ask for the qualification you would like the check the achievements for. This is useful as this report will search across all cohorts which have that qualification.

Centre Id	<input type="text" value="Lune Valley College"/>
Qualification	<input type="text" value="Ascentis Entry Level Award in ESOL Skills for Life (Speaking and Listening) (Entry 1)"/>

Results Matrix Report (AHED)

This report produces a matrix where Access to HE Centres can view learners' progress and where results submitted by Centres have been processed.

Navigate to 'Reports' > 'Custom Reports' > AHED Results Matrix and input the Cohort ID.

This gives centres a mechanism to help to identify any missing results for individuals in the run-up to the Final Awards Boards (FABs) for Access to HE Centres.

Reports

Loading Reports From <http://ec2amaz-orvlf1/ReportServer/ReportService2005.aspx>

☐ Standard Reports

☒ Custom Reports

Achievement List

Achievement List - by Qualification

AHED Results Matrix

Ascentis Qualification Codes

Attendance Lists - by cohort

Attendance Lists - by qualification

Attendance Lists - by qualification by reg date

Certificate Batch Numbers

Confirmation Letter

ESOL Assessment Task Tracker

ESOL EQA Claim Summary

In Progress ESOL Learners

Learner Information Report

Learner Registration and Achievement - by Achiev

Learner Registration and Achievement - by Registr

Learner Registration Summary - by Registration D

Learners in Progress

Quals by Qual Aim

Results Upload by Unit

Results Upload file by Cohort

[View Report](#)

In order to reset a filter, please select the 'All' option.

Centre Id

Cohort Id

Documentation

Parnassus allows users to view, download and upload documents directly into the platform (dependent on the role of the user logged in).

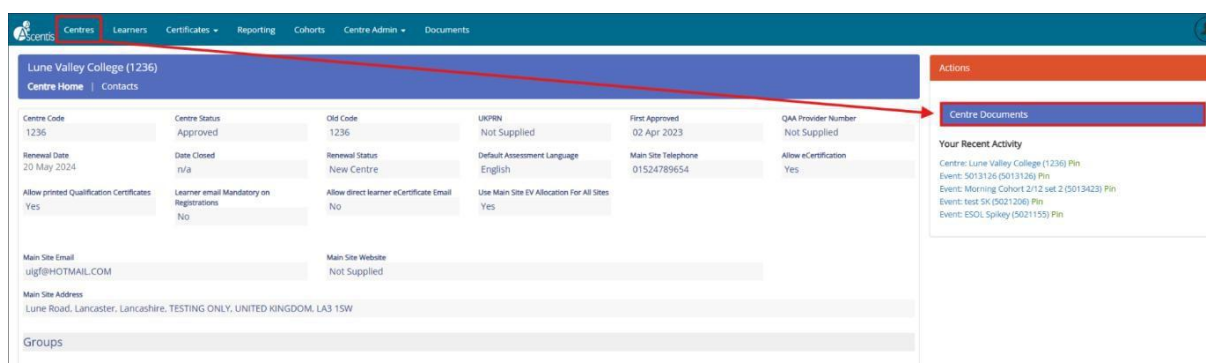
There are two groups of documents in Parnassus, '**Centre Documents**' and '**Assessment Documents**'.

Centre documents are files relating to your centre specifically such as EQA Reports.


Any **Assessment Documentation** is found within the '**Documents**' tab at the top right of the web page within the blue ribbon.

Viewing and Adding Centre Documents

To add or view centre-specific documents, such as Centre Training documents or Registration documents directly to your centre, navigate to the Centres section of Parnassus and select '**Centre Documents**'



Via the Centre Documents screen, you will be able to view, download and upload documents that are specific to your centre.

To view currently available centre documentation, such as Administration documents or Centre Training documents, click the  icon and the selected document will be downloaded.

You are also able to leave or review notes attached to the document by selecting the  icon.

Viewing and Downloading Assessment Documents

To view and download documents that are not for your Centre only, such as Assessment Papers and resources, select the main '**Documents**' menu option.

Please be aware that when you first click onto this, the page will take around 10/15 seconds to load. To view specific documents, you will need to have the correct user roles and permissions.

Documents

Show 10 entries

External Entry Type Filter

External Entry

Only returns up to 35 items

Actions

Add New Document

Enter search criteria

	CODE	DOCUMENT NAME	TYPE	LINKED TO	CATEGORY	CREATED	CREATED BY
	60602	U2001013 Writing for Academic Purposes 2.d...		AHED243 : Access to Higher Education Diploma	AHED Assignment Briefs 2024...	15/09/2025 09:40:44	DaisyHuaShen
	60600	U2001097 Study Techniques 2.docx		AHED243 : Access to Higher Education Diploma	AHED Assignment Briefs 2024...	15/09/2025 09:29:57	DaisyHuaShen
	60599	U2001097 Study Techniques 2.docx		AHED243 : Access to Higher Education Diploma	AHED Assignment Briefs 2024...	15/09/2025 09:29:55	DaisyHuaShen
	60470	U2000132 Introduction to Cell Biology 5.docx		AHED243 : Access to Higher Education Diploma	AHED Assignment Briefs 2024...	09/09/2025 11:25:14	DaisyHuaShen
	60447	G2000370 Analysis of a Novel 2.docx		AHED243 : Access to Higher Education Diploma	AHED Assignment Briefs 2024...	08/09/2025 09:18:35	DaisyHuaShen
	60309	G2000541 Cell Biology 2.docx		AHED243 : Access to Higher Education Diploma	AHED Assignment Briefs 2024...	28/08/2025 11:03:26	DaisyHuaShen
	60306	G2000541 Cell Biology 1.docx		AHED243 : Access to Higher Education Diploma	AHED Assignment Briefs 2024...	28/08/2025 10:55:13	DaisyHuaShen
	60108	WithAnInit.txt		1236 : Lune Valley College	DOCTEST	20/08/2025 09:33:52	GA
	60068	G2000620 Further Algebra 2 (Mark Scheme).d...		AHED241 : Access to Higher Education Diploma	AHED Assignment Briefs 2024...	18/08/2025 15:50:00	Karen.Walker
	60066	G2000620 Further Algebra 1 (Mark Scheme).d...		AHED241 : Access to Higher Education Diploma	AHED Assignment Briefs 2024...	18/08/2025 15:39:12	Karen.Walker

Page 1 of 308 (3075 items)

Documents can be searched in a variety of ways. We would recommend following this search format.

Clicking within the 'Category' search box will allow you to select a pre-existing search option. You can choose from the Categories that show for you by clicking the dropdown or by starting to type within the Category filter 'ESOL' and then choose the relevant Category.

Documents

Show 10 entries

External Entry Type Filter

External Entry

Only returns up to 35 items

Enter search criteria

	CODE	DOCUMENT NAME	TYPE	LINKED TO	CATEGORY	CREATED	CREATED BY
	41626	Entry 1 - ESOL - Speaking and Listening - Audi...		2870 : Ascentis Entry Level Award in ESOL Skills	ESOL Practice Papers [Entry Level 1]	23/01/2024 14:55:21	Louise.Stewart
	41389	Entry 1 - ESOL - Speaking and Listening - Audi...		2870 : Ascentis Entry Level Award in ESOL Skills	ESOL Practice Papers [Entry Level 1]	19/01/2024 15:09:15	Karen.Nixon
	41385	Entry 1 - ESOL - Speaking and Listening - Audi...		126987 : Ascentis Entry Level Certificate in ESOL	ESOL Practice Papers [Entry Level 2]	19/01/2024 15:04:28	Karen.Nixon
	41110	Zip - Entry 1 - ESOL - Practice Paper F		126987 : Ascentis Entry Level Certificate in ESOL	ESOL Practice Papers [Entry Level 3]	17/01/2024 11:23:42	Karen.Walker
	41109	Zip - Entry 1 - ESOL - Practice Paper E		126987 : Ascentis Entry Level Certificate in ESOL	ESOL Practice Papers [Entry Level 3]	17/01/2024 11:22:18	Karen.Walker
	41107	Zip - Entry 1 - ESOL - Practice Paper D		2868 : Ascentis Entry Level Certificate in ESOL SI	ESOL Practice Papers [Entry Level 3]	17/01/2024 11:11:39	Karen.Walker
	41106	Zip - Entry 1 - ESOL - Practice Paper C		2868 : Ascentis Entry Level Certificate in ESOL SI	ESOL Practice Papers [Entry Level 3]	17/01/2024 11:10:38	Karen.Walker
	41105	Zip - Entry 1 - ESOL - Practice Paper B		126987 : Ascentis Entry Level Certificate in ESOL	ESOL Practice Papers [Entry Level 3]	17/01/2024 11:09:03	Karen.Walker
	41103	Zip - Entry 1 - ESOL - Practice Paper A		2868 : Ascentis Entry Level Certificate in ESOL SI	ESOL Practice Papers [Entry Level 3]	17/01/2024 11:05:37	Karen.Walker
	41062	Entry 1 - ESOL - Speaking and Listening - Audi...		2868 : Ascentis Entry Level Certificate in ESOL SI	ESOL Practice Papers [Entry Level 3]	17/01/2024 09:12:05	Elle.Hallahan

Page 1 of 6 (60 items)

Once you have done this, it will filter to only documents available within this Category. Then in the Document Name, if you enter the relevant area you need e.g. within this chosen Category, you could enter Practice Paper F and this will then filter to documents with this title. You could also do this within other Categories via the Set number.

Show 10 entries

Search:

Document Name	Type	Linked To	Category	Available From	Available To	Hidden	Created	Created By
practice paper f	Type to filter	ESOL Practice Paper						
41389 - Entry 1 - ESOL - Speaking and U...	4 Qualifications	ESOL Practice Papers...	01/12/2023				19/01/2024	Karen.Nixon
41110 - Zip - Entry 1 - ESOL - Practice Pa...	2 Qualifications	ESOL Practice Papers...	01/12/2023				17/01/2024	Karen.Walker
41058 - Entry 1 - ESOL - Speaking and U...	4 Qualifications	ESOL Practice Papers...	01/12/2023				17/01/2024	Elle.Hallahan
Entry 1 - ESOL - Writing - Assessor Guid...	4 Qualifications	ESOL Practice Papers...	01/12/2023				04/01/2024	Elle.Hallahan
Entry 1 - ESOL - Writing - Assessment P...	4 Qualifications	ESOL Practice Papers...	01/12/2023				04/01/2024	Elle.Hallahan
Entry 1 - ESOL - Speaking & Listening - ...	4 Qualifications	ESOL Practice Papers...	01/12/2023				04/01/2024	Elle.Hallahan
Entry 1 - ESOL - Speaking & Listening - ...	4 Qualifications	ESOL Practice Papers...	01/12/2023				04/01/2024	Elle.Hallahan
Entry 1 - ESOL - Speaking & Listening - ...	4 Qualifications	ESOL Practice Papers...	01/12/2023				04/01/2024	Elle.Hallahan
Entry 1 - ESOL - Reading Assessor Guid...	4 Qualifications	ESOL Practice Papers...	01/12/2023				04/01/2024	Elle.Hallahan
Entry 1 - ESOL - Reading - Assessment P...	4 Qualifications	ESOL Practice Papers...	01/12/2023				04/01/2024	Elle.Hallahan


Showing 1 to 10 of 10 entries (filtered from 8,404 total entries)


Previous 1 Next

Then if you wanted to filter even further you could search in the top right Search 'Speaking' and it will filter again to just those Speaking and Listening documents.

Columns can be dragged to resize them if all the text cannot be seen. Alternatively, you can hover over the title to see the full information.

Entry 1 - ESOL - Speaking & Listening Mark Scheme - Pra...	4 Qualifications
Entry 1 - ESOL - Writing - Assessor Guidance and	Entry 1 - ESOL - Speaking & Listening Mark Scheme - Practice Paper B

When ready, you can download the document by pressing the  Icon.

NB: The number next to the speech bubble  indicates the number of notes attached to a document.

Here is a link to a video demonstration of accessing Assessment Documents

<https://youtu.be/HaL3F-N0ZPw>

