

End User Guide
Linking Subjects



TrackOne
S T U D I O

If you require further expansion or assistance at any point in the document, please do not hesitate to contact TrackOne Studio Support through the Help Desk by sending an email to helpdesk@trackonestudio.com.

Linking Subjects

The purpose of linking subjects is to allow results to be viewed longitudinally. For instance, a user may be interested in how the same cohort has performed in English over time. However, the subject codes for English may be different across the year levels, or the subject codes may have changed at some point. These codes must therefore be linked so that results can be traced over time.

Subjects should only be linked if there is a clear curriculum progression:

- Year 7, 8, 9 and 10 Science would be linked
 - However, these subjects would not be linked to Year 11 and 12 Biology, Chemistry or Physics (as these are separate subjects)
- Year 7, 8, 9 and 10 Mathematics would be linked
 - However, these subjects would not be linked to Year 11 and 12 Mathematics A, B or C (as again, these are separate subjects)
 - Having said that, if the Year 10 subject is Preparation for Mathematics A, B or C, this would be linked to the Year 11 and 12 equivalent.

1 Select **Admin** from the top of the left-hand task panel.

2 Select **Subject Setup**, followed by **Link Subjects**.

3 The subjects that have already been linked will appear in the table (this linking was done by TrackOne Studio during deployment).

Subject Link Name	Learning Area	Core Subject Group	Filterable Subject Group	Excluded From Subject Selection			
Accounting	Accounting	False	False	False			
Ancient History	Ancient History	False	False	False			
Art	Art	False	False	False			
Attitudes to Learning	Attitudes to Learning	False	False	False			
Biology	Biology	False	False	False			
Business	Business	False	False	False			
Business Comm & Tech	Business Comm & Tech	False	False	False			
Business Management	Business Management	False	False	False			
Business Org & Man	Business Org & Man	False	False	False			
Business SAS	Business SAS	False	False	False			
Chemistry	Chemistry	False	False	False			
Civics and Citizenship	Civics and Citizenship	False	False	False			

1. Select **Admin** from the top of the left-hand task panel.
2. Select **Subject Setup**, followed by **Link Subjects**.
3. The subjects that have already been linked will appear in the table (this linking was done by TrackOne Studio during deployment).

Linking Subjects



Administration
Go to Analytics

- Home
- Result Entry
- External Assessment
- Analytics Setup
- Subject Setup
 - Subject and Period
 - Subject Creation
 - Link Subjects**
 - Result Period Filtering
- Report Setup
- General Setup
- Academic Mentoring
- School Activity Setup
- User Management
- Configuration

Demonstration School Learning Analytics Suite (TrackOneAdmin) (Sign Out)

► Link Subjects ► Subject Baskets

Subject Link Name	Learning Area	Core Subject Group	Filterable Subject Group	Excluded From Subject Selection			
Core	Core	False	False	False			
Dance	Dance	False	False	False			
Design and Technology	Design and Technology	False	False	False			
Digital Solutions	Technology	False	False	False			
Drama	Drama	False	False	False			
Economics	Economics	False	False	False			
Engineering Design	Engineering Design	False	False	False			
English	English	False	False	False			
English Communication	English Communication	False	False	False			
English Fundamentals	English Fundamentals	False	False	False			
Essential English	English	False	False	False			
Essential Mathematics	Mathematics	False	False	False			

1 2 3 4 5 6


► Subjects in English ► Add subjects to English

Include	Subject Code	Subject	Area
<input checked="" type="checkbox"/>	0001	English	ENG
<input checked="" type="checkbox"/>	1041	English	ENG
<input checked="" type="checkbox"/>	1042	English	ENG
<input checked="" type="checkbox"/>	1509	English	ENG
<input checked="" type="checkbox"/>	7008	English	ENG
<input checked="" type="checkbox"/>	7019	English	ENG

1. To view the subjects that have been linked under each **Link Subject Name**, click the notepad icon that corresponds to that row.
2. A table will then appear underneath, listing the subjects that have been linked.
3. To remove a subject from this list, untick the row.

Note: Once a row has been ticked/unticked, the results will automatically save.

Creating a New Link



Administration
Go to Analytics

- Home
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System Year: 2019

Demonstration School Learning Analytics Suite (TrackOneAdmin) (Sign Out)

Link Subjects Subject Baskets

Subject Link Name	Learning Area	Core Subject Group	Filterable Subject Group	Excluded From Subject Selection			
Accounting	Accounting	False	False	False			
Ancient History	Ancient History	False	False	False			
Art	Art	False	False	False			
Attitudes to Learning	Attitudes to Learning	False	False	False			
Biology	Biology	False	False	False			
Business	Business	False	False	False			
Business Comm & Tech	Business Comm & Tech	False	False	False			
Business Management	Business Management	False	False	False			
Business Org & Man	Business Org & Man	False	False	False			
Business SAS	Business SAS	False	False	False			
Chemistry	Chemistry	False	False	False			
Civics and Citizenship	Civics and Citizenship	False	False	False			

1 2 3 4 5 6

Subject Link Name:
Drama

Learning Area:
The Arts

2

Mark this 'Linked Subject Group' as a "Core Subject". Core subjects are those determined by the school to be key in determining student performance (e.g. English, Mathematics, and Science). Core subject results will be displayed throughout the Suite and presented on components and reports to allow comparison between the selected subject and core subjects (e.g. Class Summary).

☐ Core Linked Subject Group:

Enable this 'Linked Subject Group' as an additional filtering option throughout the Learning Analytics Suite. Users will be able to filter lists and charts by a student's enrolment or non-enrolment in this subject group.

☐ Enable Filtering:

Exclude this 'Linked Subject Group' to ensure that it will no longer appear as a selectable subject in the Learning Analytics Suite. This option should be selected if the subject group is no longer required or if the subject group is to be used exclusively for filtering (see Filtering Subject Group).

☐ Exclude Linked Subject Group:

Add Soft Link Subjects

Check any existing subject group to include it as a soft link

☐ No subject link groups exist

3

Save Cancel

1. To create a new link, select **New**.
2. Enter the **Subject Link Name** and **Learning Area**.
3. Click **Save**.

Note: At this stage, please disregard the three additional options (Core Linked Subject Group, Enable Filtering and Exclude Linked Subject Setup).

- Return to the list and find the link created in step 3. Click on the notepad icon to add the subjects under this link name.

Demonstration School Learning Analytics Suite (TrackOneAdmin) (Sign Out)

► Link Subjects ► Subject Baskets

Subject Link Name	Learning Area	Core Subject Group	Filterable Subject Group	Excluded From Subject Selection			
Core	Core	False	False	False			
Dance	Dance	False	False	False			
Design and Technology	Design and Technology	False	False	False			
Digital Solutions	Technology	False	False	False			
Drama	Drama	False	False	False			
Economics	Economics	False	False	False			
Engineering Design	Engineering Design	False	False	False			
English	English	False	False	False			
English Communication	English Communication	False	False	False			
English Fundamentals	English Fundamentals	False	False	False			
Essential English	English	False	False	False			
Essential Mathematics	Mathematics	False	False	False			

1 2 3 4 5 6

► Subjects in Drama ► Add subjects to Drama


Area: -- All Areas --

Drama

Include	Subject Code	Subject	Area
<input checked="" type="checkbox"/>	0088	Drama	ART
<input checked="" type="checkbox"/>	1003	Drama	ART
<input checked="" type="checkbox"/>	1004	Drama	ART
<input checked="" type="checkbox"/>	1005	Drama	ART
<input checked="" type="checkbox"/>	1507	Drama	ART
<input checked="" type="checkbox"/>	7002	Drama	ART

- Using the blue horizontal menu bar, click **Add Subjects to...**
 - Search for the subjects you wish to add by typing in the subject name and clicking the search icon.
 - Tick the subjects you wish to link under this heading.
- Note:** Once a row has been ticked/unticked, the results will automatically save.

Reviewing Linked Subjects



Administration
Go to Analytics

- Home
- Result Entry
- External Assessment
- Analytics Setup
- Subject Setup
 - Subject and Period
 - Subject Creation
 - Link Subjects**
 - Result Period Filtering
- Report Setup
- General Setup

Demonstration School Learning Analytics Suite (TrackOneAdmin) (Sign Out)

Link Subjects Subject Baskets

Subject Link Name	Learning Area	Core Subject Group	Filterable Subject Group	Excluded From Subject Selection			
Accounting	Accounting	False	False	False			
Ancient History	Ancient History	False	False	False			
Art	Art	False	False	False			
Attitudes to Learning	Attitudes to Learning	False	False	False			
Biology	Biology	False	False	False			
Business	Business	False	False	False			
Business Comm & Tech	Business Comm & Tech	False	False	False			
Business Management	Business Management	False	False	False			
Business Org & Man	Business Org & Man	False	False	False			
Business SAS	Business SAS	False	False	False			
Chemistry	Chemistry	False	False	False			
Civics and Citizenship	Civics and Citizenship	False	False	False			

1 2 3 4 5 6

- Clicking the green Excel icon will produce a spreadsheet of all subjects.
- Select the **Linked Subjects** tab to view the subjects that have been linked.
 - As shown, 0063, 1163, and 6121 have been linked under 'BCT'

	A	B	C	D
1	Subject Name	Subject Code	Subject	Area
2	Accounting	0060	Accounting	Business
3	Ancient History	0020	Ancient History	Humanities
4	BCT	0063	BCT	Business
5		1163	BCT	Business
6		6121	BCT	Business
7	Biology	0042	Biology	Science
8	Chemistry	0040	Chemistry	Science
9	Drama	0088	Drama	Arts
10		0788	Drama	Arts
11		0789	Drama	Arts
12		0888	Drama	Arts
13		0988	Drama	Arts
14		1088	Drama	Arts
15		1089	Drama	Arts
16		1188	Drama	Arts

Checking which subjects have been linked

Demonstration School Learning Analytics Suite (TrackOneAdmin) (Sign Out)

Link Subjects Subject Baskets

Subject Link Name	Learning Area	Core Subject Group	Filterable Subject Group	Excluded From Subject Selection			
Japanese	Japanese	False	False	False			
Life and Faith	Life and Faith	False	False	False			
Literature	English	False	False	False			
Manufacturing	Manufacturing	False	False	False			
Mathematical Methods	Mathematics	False	False	False			
Mathematics	Mathematics	False	False	False			
Mathematics A	Mathematics A	False	False	False			
Mathematics B	Mathematics B	False	False	False			
Mathematics C	Mathematics C	False	False	False			
Maths Extension Project	Maths Extension Project	False	False	False			
Media	Media	False	False	False			
Modern History	Modern History	False	False	False			

1 2 3 4 5 6

New

3. Select the **Unlinked Subjects** tab to view the subjects that are yet to be linked.

- In this tab, the user could expect to see subjects such as **Assembly, House, Form, Activities** etc.
- This is because, in most instances, results are not recorded for these subjects. As such, there is little need to track them longitudinally.

	A	B	C	D
1	Subject Code	Subject	Dept	Last Used
2	0895	Access	OTH	0
3	0995	Access	OTH	0
4	1095	Access	OTH	0
5	1160	Accounting	BUS	0
6	1098	Activities	OTH	0
7	8003	Activities	OTH	0
8	0851A	Agriculture	AGR	0
9	0951A	Agriculture	AGR	0
10	1120	Ancient History	HUM	0
11	1080	Art	ART	0
12	0880A	Art	ART	0
13	0880B	Art	ART	0
14	0980B	Art	ART	0
15	1199	Assembly	OTH	0
16	8002	Assembly	OTH	0
17	0799	Assembly	OTH	0
18	0899	Assembly	OTH	0
19	1299	Assembly	OTH	0
20	0999	Assembly	OTH	0
21	1099	Assembly	OTH	0

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Subject Details Linked Subjects **Unlinked Subjects**

Creating a 'Soft Link' for a Subject

A 'soft link' can be used to connect a new subject with a different name to a subject that was studied at an earlier date. For example, a student may study Mathematics in Year 9, but may then proceed to study Mathematical Methods in Year 10. Creating a soft link between these subjects will enable the new class teacher to see the previous Mathematics results for their students when they access the Class Summary or Class Placemat.

Demonstration School Learning Analytics Suite (TrackOneAdmin) (Sign Out)

Link Subjects Subject Baskets

Subject Link Name	Learning Area	Core Subject Group	Filterable Subject Group	Excluded From Subject Selection			
Japanese	Japanese	False	False	False			
Life and Faith	Life and Faith	False	False	False			
Literature	English	False	False	False			
Manufacturing	Manufacturing	False	False	False			
Mathematical Methods	Mathematics	False	False	False			
Mathematics	Mathematics	False	False	False			
Mathematics A	Mathematics A	False	False	False			
Mathematics B	Mathematics B	False	False	False			
Mathematics C	Mathematics C	False	False	False			
Maths Extension Project	Maths Extension Project	False	False	False			
Media	Media	False	False	False			
Modern History	Modern History	False	False	False			

1 2 3 4 5 6

New

1. Navigate to Subject Setup/Link Subjects.
2. Find the new subject that needs a soft link to a previous subject (in this case Mathematical Methods).
3. Click on the edit button to the right of the subject you want to add a soft link to.

Creating a 'Soft Link' for a Subject

Subject Link Name:
Mathematical Methods

Learning Area:
Mathematics

Mark this 'Linked Subject Group' as a "Core Subject". Core subjects are those determined by the school to be key in determining student performance (e.g. English, Mathematics, and Science). Core subject results will be displayed throughout the Suite and presented on components and reports to allow comparison between the selected subject and core subjects (e.g. Class Summary).

☐ Core Linked Subject Group:

Enable this 'Linked Subject Group' as an additional filtering option throughout the Learning Analytics Suite. Users will be able to filter lists and charts by a student's enrolment or non-enrolment in this subject group.

☐ Enable Filtering:

Exclude this 'Linked Subject Group' to ensure that it will no longer appear as a selectable subject in the Learning Analytics Suite. This option should be selected if the subject group is no longer required or if the subject group is to be used exclusively for filtering (see Filtering Subject Group).

☐ Exclude Linked Subject Group:

1

Add Soft Link Subjects

Check any existing subject group to include it as a soft link

<input type="checkbox"/> Accounting	<input type="checkbox"/> Ancient History	<input type="checkbox"/> Art	<input type="checkbox"/> Attitudes to Learning
<input type="checkbox"/> Biology	<input type="checkbox"/> Business	<input type="checkbox"/> Business Comm & Tech	<input type="checkbox"/> Business Management
<input type="checkbox"/> Business Org & Man	<input type="checkbox"/> Business SAS	<input type="checkbox"/> Chemistry	<input type="checkbox"/> Civics and Citizenship
<input type="checkbox"/> Core	<input type="checkbox"/> Dance	<input type="checkbox"/> Design and Technology	<input type="checkbox"/> Digital Solutions
<input type="checkbox"/> Drama	<input type="checkbox"/> Economics	<input type="checkbox"/> Engineering Design	<input type="checkbox"/> English
<input type="checkbox"/> English Communication	<input type="checkbox"/> English Fundamentals	<input type="checkbox"/> Essential English	<input type="checkbox"/> Essential Mathematics
<input type="checkbox"/> Fitness	<input type="checkbox"/> French	<input type="checkbox"/> General Mathematics	<input type="checkbox"/> Geography
<input type="checkbox"/> Graphics	<input type="checkbox"/> Health and Physical Education	<input type="checkbox"/> History	<input type="checkbox"/> Humanities and Social Sciences
<input type="checkbox"/> Industrial Design	<input type="checkbox"/> Industrial Tech Skills	<input type="checkbox"/> Info Tech Systems	<input type="checkbox"/> Information Technology
<input type="checkbox"/> Japanese	<input type="checkbox"/> Life and Faith	<input type="checkbox"/> Literature	<input type="checkbox"/> Manufacturing
<input checked="" type="checkbox"/> Mathematics	<input type="checkbox"/> Mathematics A	<input type="checkbox"/> Mathematics B	<input type="checkbox"/> Mathematics C
<input type="checkbox"/> Maths Extension	<input type="checkbox"/> Media	<input type="checkbox"/> Modern History	<input type="checkbox"/> Multi-Strand Science
<input type="checkbox"/> Music	<input type="checkbox"/> Music Extension	<input type="checkbox"/> Music Technology	<input type="checkbox"/> Performance Arts
<input type="checkbox"/> Physical Education	<input type="checkbox"/> Physics	<input type="checkbox"/> Prevocational Maths	<input type="checkbox"/> Robotics & Programming
<input type="checkbox"/> Science	<input type="checkbox"/> Social & Emotional Development	<input type="checkbox"/> Specialist Mathematics	<input type="checkbox"/> Sport
<input type="checkbox"/> Study of Religion	<input type="checkbox"/> Study of Society	<input type="checkbox"/> Study of Society & Environment	<input type="checkbox"/> Technology Studies
<input type="checkbox"/> Visual and Media Arts	<input type="checkbox"/> Visual Art		

2

3

1. Scroll down to the ADD SOFT LINK SUBJECTS pane at the bottom of the subject linking edit panel.
2. Click the checkbox(es) that correspond to the soft link subjects to be added.
3. Click on the UPDATE button.
4. The results of the 'Soft Linked' subjects are used in three areas of the suite: Class Summary, Class Overview and Class Placemat.