



Uploading DfE L3 VA Files for Subject Reports.

If you are registered as a full-year partner school, you can enhance your Final Report with a more detailed set of subject reports.

In order to do this you will need your AMENDED DfE L3 VA report (issued every January). This is provided by DfE via the tableschecking website. A link is provided on the 'Upload your L3 VA' option.

The file you download from the site is a zipped file. This needs to be opened and the L3 VA file saved as an Excel file (.xls). THIS IS VERY IMPORTANT, as the system cannot open the zip file and this will delay the production of the report.

When you click on the 'Upload your L3 VA' option you will need to either click on the 'Click to select file' button and locate your file or 'drag and drop' the file onto that button.

The file is checked before the report is produced which could take up to 1 working day. As soon as the report is ready we will contact the Data Manager listed as the contact – if you are not sure your contact is up to date, please click on Mocks and Monitoring Reports and go to the reports link. The contact we will use is shown on the 'INFO' tab. You can edit this and continue, then logout.

If you have any questions, either e-mail helpdesk@oxfordanalytics.org or call 01865 309617.