Using Grade History or Band History

Analysing and comparing patterns of results for students at your school may help confirm that your proposed patterns of Stage 5 and Stage 6 Preliminary course grades are supported.

A. Grade History
To help monitor your proposed Stage 5 or Preliminary course grades, you can use the Grade History tools

B. HSC Band History
To help monitor your proposed Preliminary course grades, you may wish to view the HSC band history for your past students
A. Using Grade History

1. Log on to Schools Online Administration and under the Data Collection heading select Grades.
2. Use the drop-down menu to select the stage you wish to view. A list of all Stage 5 or Preliminary courses for your school will appear.

3. Select a course – for example, Science.

If BOSTES requests work samples from your school, this will be indicated on this page.
The screen will list all students studying the selected course at your school.

4. View the course grade history for your school by selecting grade history.

Grades will appear in this column when entered by the school.
5. To view the data in different formats, select **show grade history in tabs**.

The **Grade History** graph displays in percentages the grades for students at your school in recent years.

The key shows the grade colours used in the graph.

The average is shown by a red line. It is based on total grade history and does not include the current year’s grades.

Course candidate numbers for each year.

When grades for the current year are entered in **Schools Online**, a new column will appear showing this data. This will allow an easy visual comparison of the current grade pattern with the historical pattern.
7. If Adobe Flash is detected, tick the box. The graphics will then be displayed with more clarity.

6. Select the tab for the historical data you want to view.
Caution should be exercised when comparing this year’s grades to historical data where a course contains fewer than 25 students or has less than 4 years of data.

8. Select **CSV of Grade History** to export data.
The data will then be exported as an Excel file like this one.
9. Select the Average tab.

As grades are entered, information for the current year will be immediately updated.

Average percentages of grades awarded shown in two formats.
10. Select the Minimum/Maximum tab.

As grades are entered, the information for the current year will be immediately updated.

The minimum (low range) and maximum (high range) percentages of grades shown in two formats.
11. To view the graph and numerical data together, select **Show analysis in a single page**.

The view will change from a tab format to show all the information on a single page.
B. Using HSC Band History

1. Log on to Schools Online Administration and select the HSC Band History under the Results tab.
Band History allows schools to view the past HSC performance band results for candidates from their school in graphical format.

If schools choose to consider their HSC performance band patterns for past students to assist in monitoring the Preliminary course grades they award, they should be mindful that there is no direct correlation between HSC performance bands and Preliminary course grades. General patterns over time, however, may provide some information about the performance of students at the school.

2. Select the course that you wish to view. The graph will show your HSC band history pattern over time.
Further support for grading

More information on awarding, moderating and checking your Stage 5 and Preliminary course grades is available under ‘Grades’ in the Record of School Achievement (RoSA) section of the BOSTES website.