

Importing First Language Codes

For the School Census in January 2007, the DfES have issued new First Language codes. Each LA can select the list of First Languages they wish their schools to record the data against using a specific table of codes. A file containing the codes that your authority has chosen to use should have been downloaded and you now need to import the file in SIMS .net.

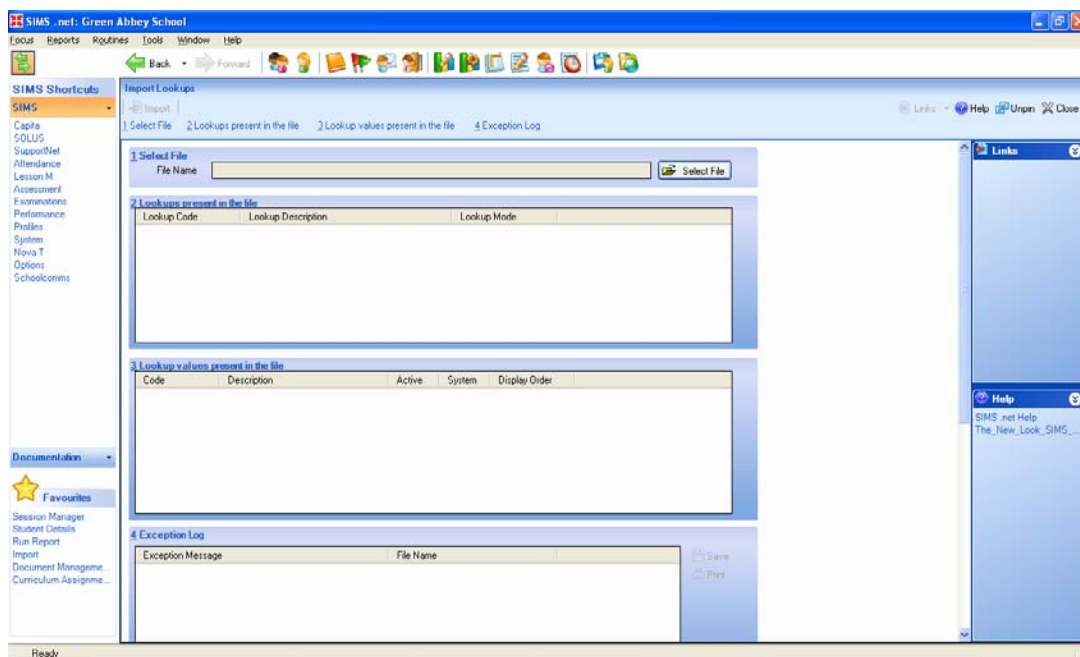
Ensure that the November upgrade has been carried out.

To check, in SIMS.net choose **Help / About**. The version of SIMS.net should be 7.86 and the number of the version of the database should end in 327.



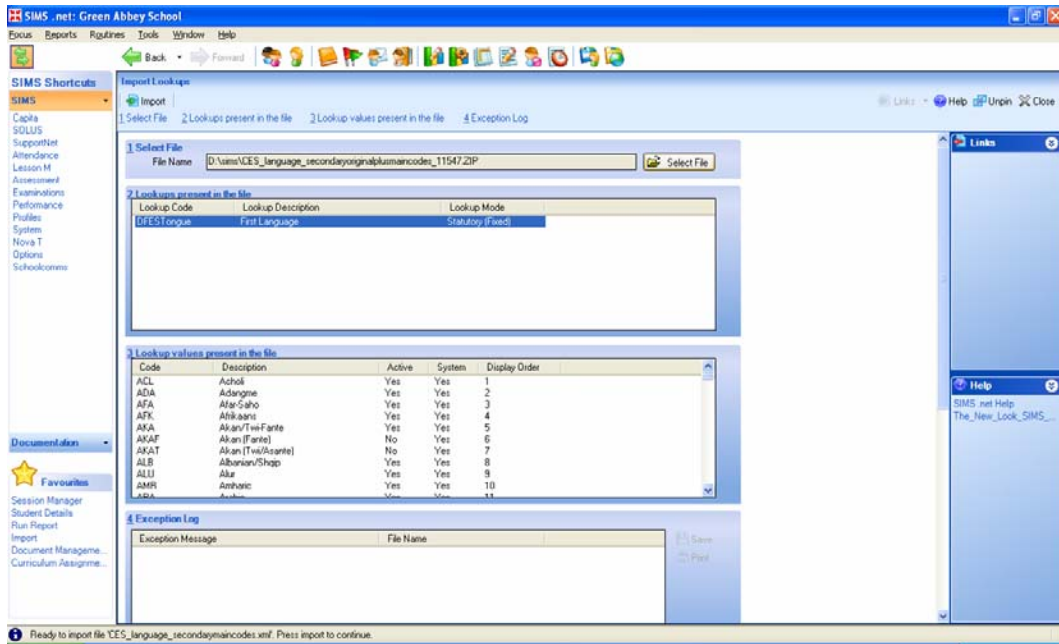
To import the new First Language Codes

Tools / Lookups / Import Lookups



Click on the “Select File” icon to locate the file. The downloaded file will have been automatically saved onto your C: drive in **C:\Temp\First Language**.

Click on **Open** and navigate to this location

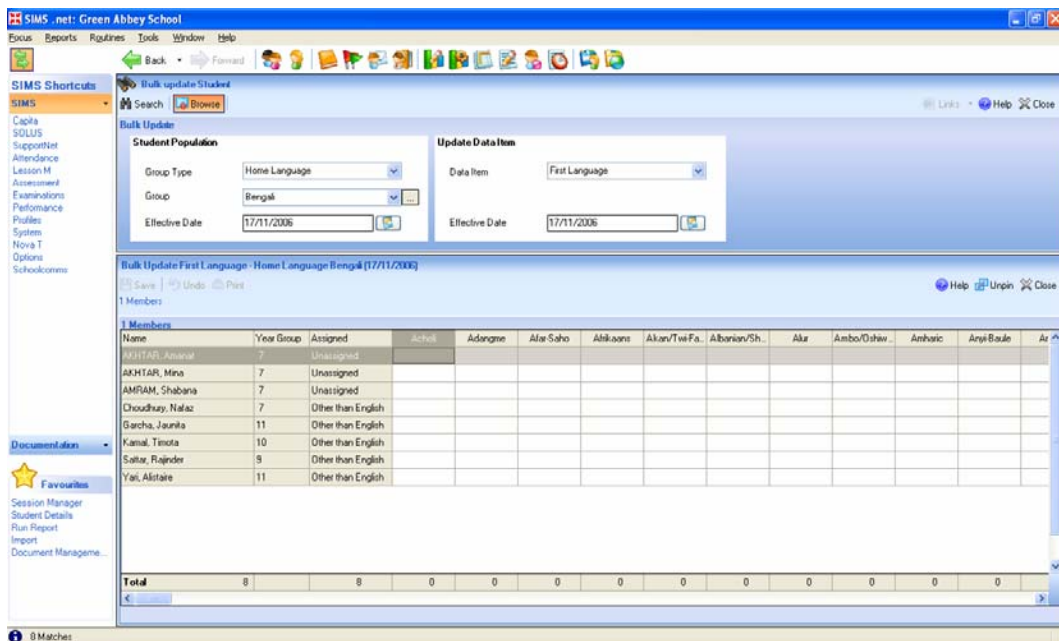


The codes to be imported are listed, select **IMPORT**

Exit SIMS.net and then log back in. The new lookup tables will be activated and available for use.

These new First Language codes can be populated using your Home Language Code you can do this through bulk update by selecting the home language field and the First Language code to populate.

Use Routines / Students / Bulk Update



Select the Group type = Home Language
 Select individual Groups by their home language
 Select in the Update Data Item the First Language
 You can then select the Bengali First Language column and use the right mouse to “Check All”
 This can be used to populate all First Languages where you know the Home Language.

The first language should be the language they were first introduced to which may be different for some students to their home language.