

## How to ... Customising Curriculum Content

<p>1. From the Settings page, click on <b>Configuration</b> from the left-hand tool bar.</p>	
<p>2. Click on the <b>Curriculum Settings</b> tab at the top of the page.</p> <p>Ensure the curriculum you want is turned on <b>Tiny Tracker (1) from Educater</b> <input checked="" type="checkbox"/> On?</p> <p>Then select <b>Customise Content</b> </p>	
<p>3. Once the curriculum template has loaded, click <b>Edit</b> in the bottom righthand corner.</p>	
<p>If the curriculum content has been created by Educater and marked with “from Educater” in the title, once you save any changes to the curriculum content or how it is structured, Tiny Tracker will create a copy of the original template to continue working on. This way, if you decide later that you want to abandon any changes, you can revert back to the original version of the curriculum.</p> <p>If you are making changes to the assessment framework – <i>for example, the number/name of the judgements</i>, Tiny Tracker will override the current settings without needing to make a copy.</p>	
<p>4. Depending on your screen size, you may have a help guide on the right-hand side to help explain each of the sections, or it may be at the bottom of the screen.</p>	


You can save your work at any time by clicking **Save** and returning to it later. You do not have to customise your whole curriculum in one go. You can cancel any changes before clicking Save by pressing **Cancel**.


**Curriculum templates are broken into different layers**



- **Age band or grade** Titles applied to the assessed age band. You can choose not to use these at all. *For example, the Early Learning Goals do not use Age Bands.*
- **Curriculum Section** Overarching curriculum areas.
- **Curriculum Statements** Either titles or strands of learning or broader objective statements. *This is the element that summative achievements will be recorded against.*
- **Curriculum Descriptors** Fine details of curriculum content. *This is the element that formative assessments can be made against.*



5. We recommend you start by giving your curriculum your own name, for example St Peter’s EYFS or Old Lane Development Matters. This will save any confusion later.

Curriculum ⓘ

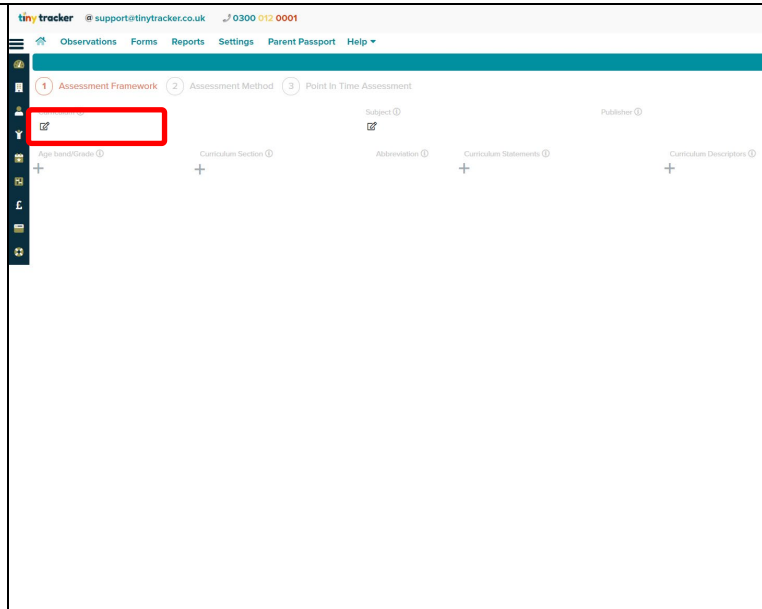


Click  to start Curriculum

Old Lane Development Matters  



Click  to confirm the change, or  to undo.


*You need to ensure you press Save in the bottom right-hand corner of the screen to lock all changes in.*

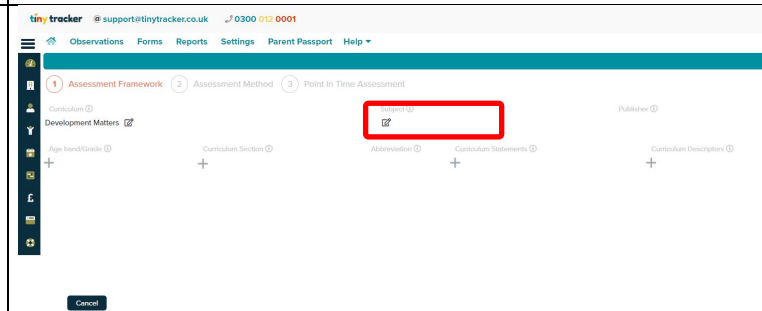


6. Then Edit the subject description for your curriculum if you wish.

Subject

EYFS  

Remember to click  to confirm before you move on.



## 7. Editing Age Bands

Now you can edit the age bands for your curriculum. This could be by pupil age or year group, for example.

Simply click on an existing age band to edit the details.

**Title:** the name of the age band

**Abbreviation:** how it will appear on certain screens and reports

**Age Range:** the typical age in months for a child accessing this age band.

Click to undo.

adds a new age band. Add the basic details for the first age band.

allows you to re-order age bands and all the content they contain.

will remove all age bands and merge all of the content together.

will merge the current age band and all of the curriculum statements with the one above or below it.

will copy the current age band and all the objectives associated with it. *You can choose to copy just the curriculum structure or include the assessment for each curriculum area as well.*

**Title**

**Abbreviation**

Age band/Grade ⓘ

0-3

0-3

Min (Months) 48

Nursery 1

Nursery 2

Reception

**Typical Age Range**

## 8. Editing the Content

To edit the curriculum strands within an age band, first choose the age band you want to edit – this then opens the strands it already contains.  
*Depending on your screen size, this may be the next section along, or underneath the age bands.*

Click on a Curriculum Section to begin, then Edit the basic details, if required.

**Title:** the name of the strand or area  
**Abbreviation:** how it will appear on certain screens and reports  
**Colour code:** how it will be coded on the screen – *clicking on the box will open the colour picker screen.*

Click the to undo.

Click to add a new curriculum strand.

will merge the objectives in the current strand with the one above or below it.

will copy the current section and all the curriculum content associated with it.

*You can choose to copy just the curriculum structure or include the assessment for each curriculum area as well.*

The screenshot shows the 'Curriculum Section' editor in Tiny Tracker. The 'Prime Areas' section is selected, and its details are shown below. The 'Title' field contains 'Prime Areas', the 'Abbreviation' field contains 'Prime', and the 'Colour Code' field is set to '#65b7ed'. A color picker is open, showing a blue gradient. The 'Section Name' and 'Abbreviation' fields are also visible at the bottom of the editor.

9. For each area of the curriculum, you can now Edit, Add or Delete curriculum statements or strands within that area, for example, Communication and Language, Physical Development etc.  
*Depending on your screen size, this may be the next section along, or underneath the age bands.*

Click the statement to begin editing.

The screenshot shows the 'Curriculum Section' editor in Tiny Tracker. The 'Prime Areas' section is selected, and its details are shown below. The 'Communication and Language' statement is highlighted with a red box. The 'Personal, social and emotional development' and 'Physical Development' statements are also visible below it.

<p>10. Edit the basic title details for the first curriculum statement/strand you wish to Edit.</p> <p>Click  to undo.</p> <p>Click  to add a new curriculum strand.</p> <p> will merge the objectives in the current strand with the one above or below it.</p> <p> will copy the current strand and all the objectives associated with it. <i>You can choose to copy just the curriculum structure or include the assessment for each curriculum statement/strand as well.</i></p>	
<p>11. For each curriculum statement/strand, you can now Edit, Add or Delete the finer details or objectives for that particular age band.</p> <p>Click  to add each new descriptor. You can copy and paste them in individually if that is quicker.</p> <p> allows you to drag and change the order of a descriptor.</p> <p><input type="text" value="Label"/> marks the descriptor as a heading.</p>	
<p>12. When you have finished, click .</p> <p>Now your Assessment Framework is complete, you are then ready to move onto customising the Assessment Method.</p> <p>Click  to continue.</p> <p>The <b>Setting Your Assessment Method</b> helpsheet will guide you through the next stage.</p>	