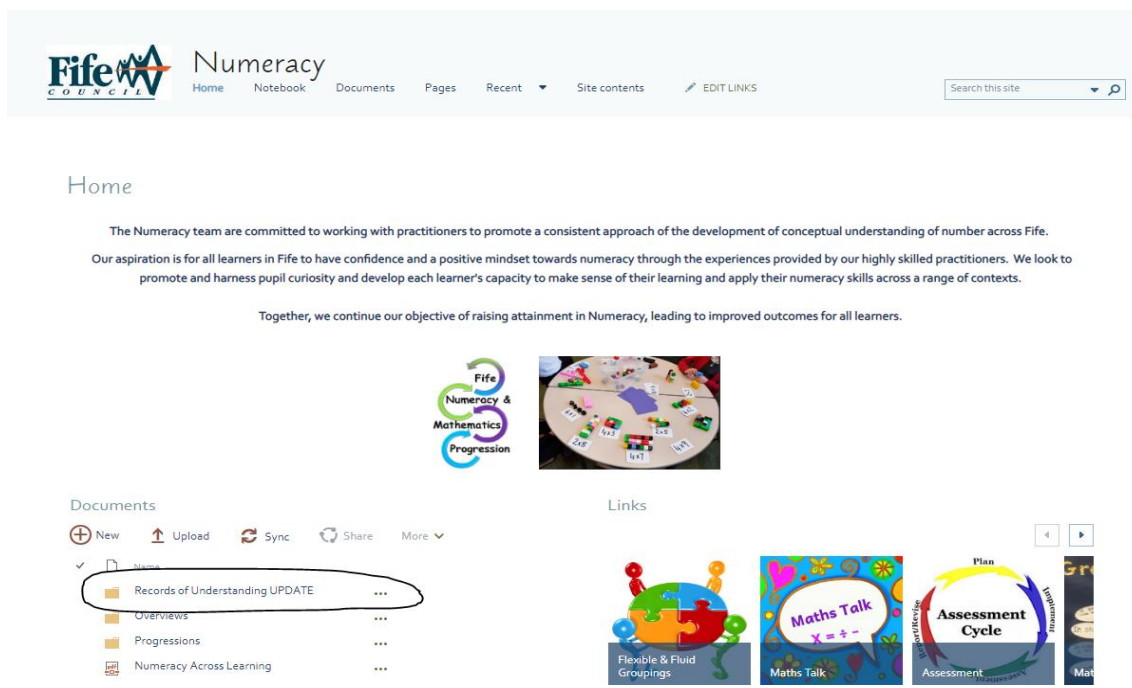


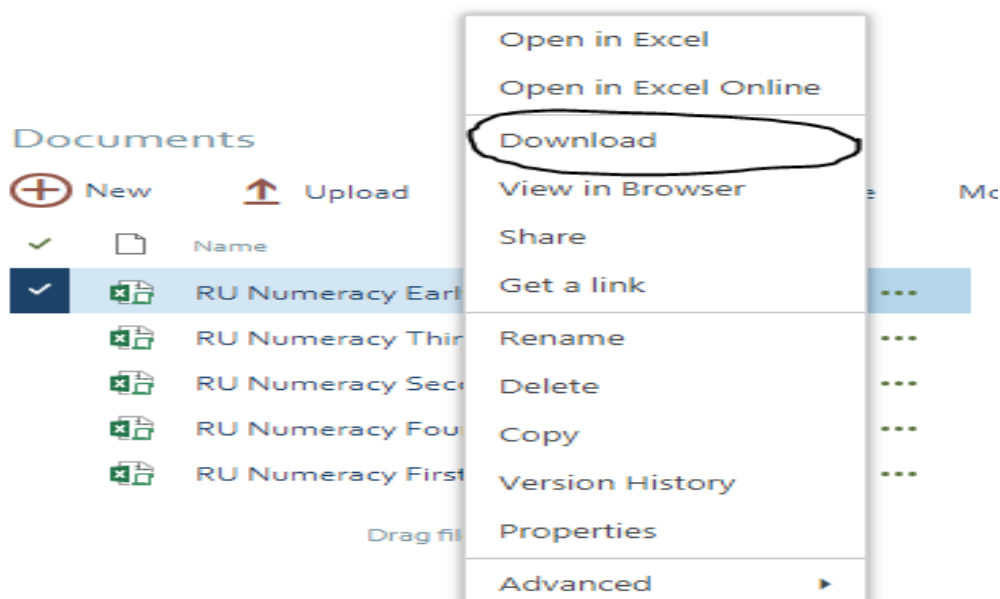
There are 3 Sections to this document: Getting Started, Inputting Class Data and Moving Data

Getting Started

1. Log onto GLOW and click on FIFE PEDAGOGY TEAM tile and then NUMERACY
2. Click on the 'Records of Understanding UPDATE' folder within the 'Documents' section.



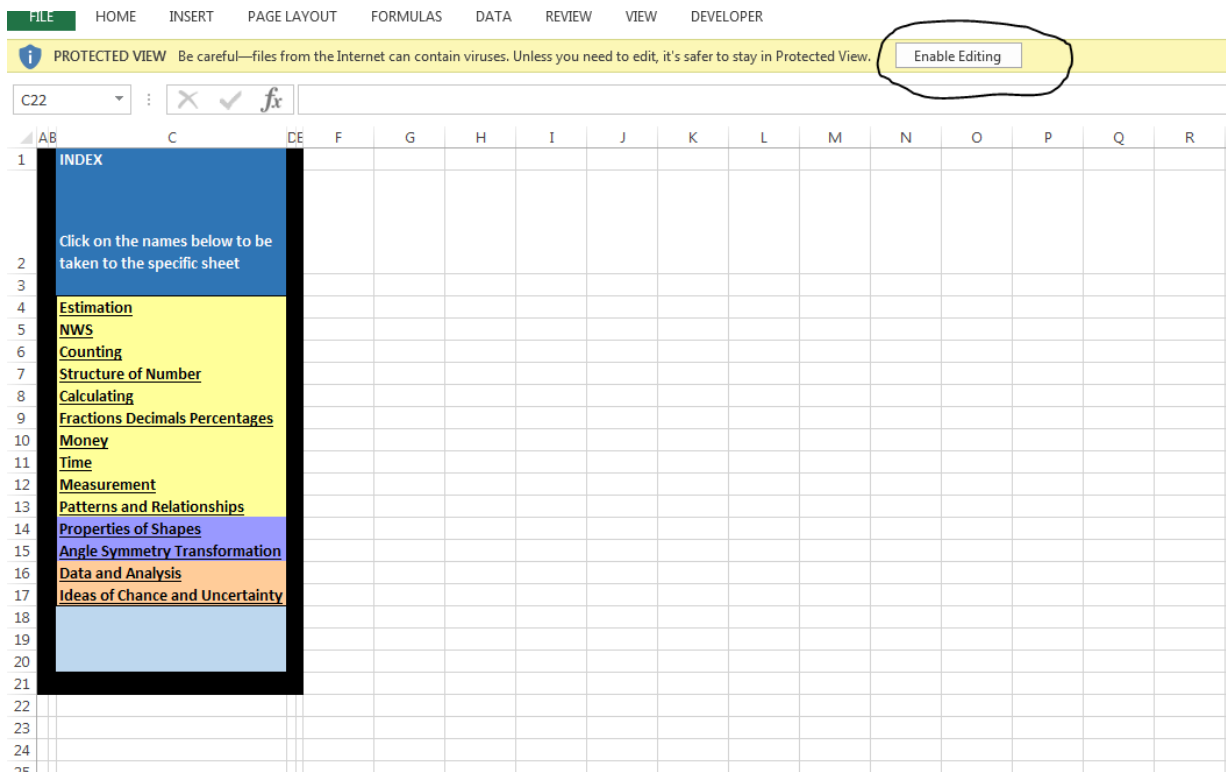
3. Right click to highlight the Level you require and then click DOWNLOAD.



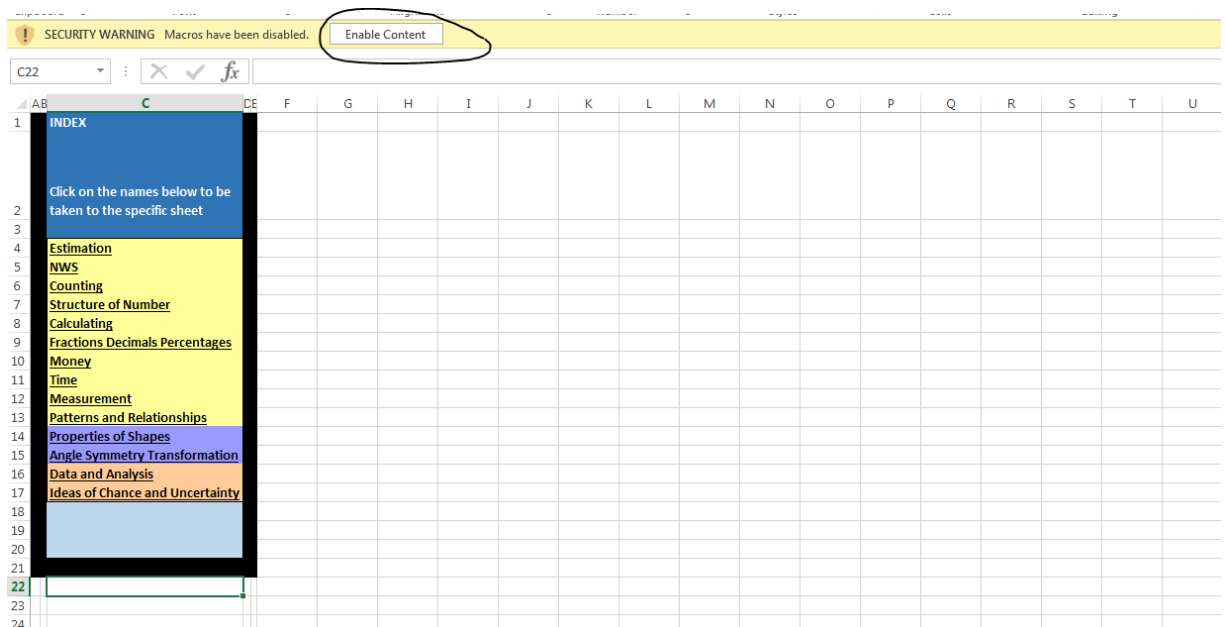
4. Save to relevant folder on your device.

Inputting Class Data

1. Double click to open Record of Understanding.
2. Click Enable Content.



3. Click Enable Macros.



4. Click on 'Estimation' using Index .

Moving Data / Grouping Learners

1. Right click to select the column / pupil that you wish to move and select 'CUT'

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ	AK	AL
		Pupil A	Pupil B	Pupil C	Pupil D												Pupil P																					
1	EARLY LEVEL																																					
2	Estimation and Rounding																																					
	Aim: Identify the quantity in a group and use that fact to reasonably estimate the quantity of objects in other groups. Use relevant vocabulary to demonstrate estimation skills.																																					
	MNU 0-01a																																					
	Model, represent or draw to show 'big', 'bigger', 'biggest', 'small', 'smaller', 'smallest' etc. in relation to size.																																					
	Use vocabulary such as 'bigger', 'smaller' and 'the same' to compare size.																																					
	Model, represent or draw to show 'big', 'bigger', 'biggest', 'small', 'smaller', 'smallest' etc. in relation to amount.																																					
	Use vocabulary such as 'bigger', 'smaller', 'longer' and 'the same' to compare groups of items.																																					
	Recognises the number of objects in a group without counting (Subitising).																																					
	Use 'more', 'less' and 'the same' to compare groups of items.																																					
	Orally find a number more or less than.																																					
	Demonstrates skills of estimation in a context using relevant vocabulary including less than, longer than, more than and the same																																					
1	Estimate the number of objects in																																					

FIX names

2. Right click on the ROW letter where you wish to place the pupil and then select 'Insert Cut Cells'

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ	AK	AL
		Pupil A	Pupil B														Pupil P																					
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9																																						

FIX names

