

SCORZ: Correcting a wrong date of birth after results have been calculated

Question

I put the incorrect DOB for one pupil and noticed it when I was inputting test results...I went back to his details and changed and saved the correct date but it is still incorrect on the test page..

Answer

We are currently working to fix this. In the meantime here is a workaround;

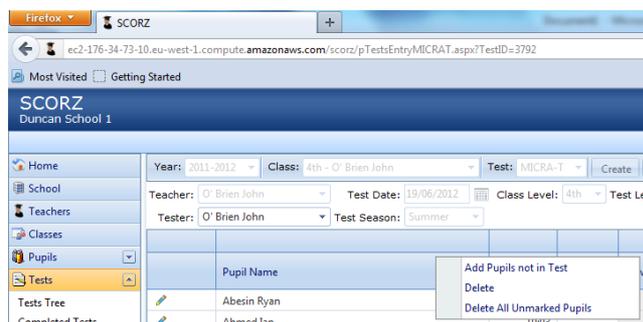
- Open the Completed Test in question



- Click the **Edit Test** symbol ringed in red
- Highlight the child whose Date of Birth is incorrect, in this case Flony Corcoran

Corcoran Aidan	10:08	-	0	0	0	0	0	0	0	
Corcoran Flony	10:08	A	55	120	91	8	OAR	0	0	13:00
Cyril Ciaran		-	0		0	0		0	0	
Devan Evans Helena		-	0		0	0		0	0	
Diakanua Lukau Patricia	10:08	-	0		0	0		0	0	

- Right click and select **Delete** – you will be asked are you sure you want to delete this Pupil Test Record – select **OK**
- Find this pupil in **Pupils by Class**. Select and press the Edit symbol (the pencil) on the toolbar. This brings you into the **Pupil Information** form for this child. Change the Date of Birth and **Save**
- Find this child's class test in **Tests Completed Tests**; the test you have deleted him from
- Click on the **Edit** symbol and right click on the **Pupil Name** Menu bar



- Select **Add Pupils not in Test** – this pupil will now re-appear in the class list with the correct date of birth and you can now enter results for him.