Key Stage 4 Data Collection Notes – Exporting EDI Files from Bromcom

Kent County Council - Management Information (Education) August 2023

This process will need to be completed by someone with Exams Officer access in Bromcom.

Go to the following:

Modules > Examination > Manage Results

Click on the *Previously Imported Files* option at the top.

Import I	Results					
Start Date	28/08/2022	t	End Date	26/08/2023	O Files not yet imported	O Previously imported files

From the list of files that appear, select the files you want from the left hand column.

Start Date	28/08/2022 End Date 26	/08/2023	Files not yet import
	File Name	Date Received ↓7	Board 4
	R6137570.X18	23/08/2023 04:08	AQA
	R6137510.X04	23/08/2023 04:08	Edexcel GCSE
	R6137501.X86	23/08/2023 04:08	OCR
	R6137501.X89	23/08/2023 04:08	OCR

Once all the files have been selected, click on the *Download* button at the top.

Upload	Import	Download	Delete	← Back	
Import	Results				

This should download all the files into a zip folder.

This can then be uploaded to the Local Authority.