Saving your e-asTTle data

The Ministry of Education has advised that e-asTTle will not be available after the end of 2026, and data stored within the system may no longer be accessible beyond that point. These steps cover the reports most worth saving for your current students.

Before you start

- Agree who will lead this process and where you will store this data. Choose a secure location with limited access. These files include students' names, ID numbers and demographic details.
- Work through one area or year at a time. Remember to include Pānui, Pāngarau and Tuhituhi if your school or kura tested in these areas.
- Use clear file names, such as "2026 Year 7 Reading Tabular".
- Save your 2026 results now and add any end of year test results when they become available.
- Aim to finish by the end of Term 4.

Find your tests

1. Log in to e-asTTle and select **View Reports** from the left menu.
2. Set your filters, such as subject, year, and owner. You can include tests set by other teachers.
3. Select **Search**, tick the test or tests you want, then select **View Reports**.
4. Check the **Year** drop-down. It shows the most recent year first, so choose another year or **All** for earlier results.
5. Use the **Group** filter to narrow your selection, then select the report you want.

Create and save each report

Report	How to create it	Good to know
Tabular Report	Tick one or more tests and select **Tabular Report**. Save each version: **Tabular Report (SMS compatible)** and **Tabular Report by Group**.	Saves as a .csv file, up to 2,000 student results. Only the SMS-compatible version imports into your SMS.
Individual Learning Pathway (ILP) – more than one at a time	Tick one test. Tick **Select Students**, select the first student, hold **SHIFT** and select the last. Select the ILP icon, choose the default or StudentSpeak ILP, then **View Report**.	Works for one test at a time. A whole class or group can be saved as one file, a page for each student.
Group Learning Pathway	Tick one test, or several sat around the same time. Choose your group, then select **Group Learning Pathway**.	Combining tests from a long period can misrepresent current strengths and gaps.
Progress report	Search by group or year level. Tick several tests sat at least three months apart, then select **Progress** or **Progress by Term**.	Use for groups and year groups. Student Result Summaries cover individuals.
Student Result Summary	From the left menu, select **Manage Students**, then **Student Results and Targets**. Choose the subject and group, select **Add**, then **Continue** and **Save PDF: All**.	Saves up to 50 students at a time, so work class by class. Results from earlier schools will only appear if the student's NSN has been loaded in e-asTTle by both schools.
Console and Curriculum Levels	For Curriculum Levels, tick one test. For Console, tick one test or several sat around the same time. Then select the report.	Useful for planning and board reporting.

Large reports

- e-asTTle sends reports with more than about 300 results to an overnight queue. Select **OK** when the pop-up appears.
- The next morning, select **Report Inbox**, then the download link, and save the file. The inbox holds reports for seven weekdays only.
- When you finish, open a sample of the saved files to confirm they have downloaded correctly and contain the expected data.

Need help? Call the **Education Service Desk on 0800 422 599**.

Checklist for exporting data

(Tick once exported and saved)

Export type	2026	2025	2024	2023	2022	2021
Tabular Report						
Individual Learning Pathways (ILP)						
Group Learning Pathway						
Progress report						
Student Result Summary						
Console and Curriculum Levels						