



STARS Modern Thinking For Education

HOW DO I? Icons And Symbols

This guide describes the icons and symbols used in STARS. These icons are used throughout STARS to present information about pupils, classes, groups and results and also to allow you to perform certain actions when configuring STARS.

In most cases, hovering your mouse over one of the icons will show more information on what the icon represents.

Terms Used



























Term Used	Description
Archive Class	A class where pupils who have left the school are placed so that their results are preserved and can be compared against other pupils.
Attribute	School specific attributes are pupils in Extended Group that the school wishes to track in a highly visible way. For example, Gifted & Talented pupils.
Class	The grouping of pupils into a National Curriculum year (Y1, Y2, Y3 etc).
EAL	English as an Additional Language. If set to "Y", the first language will also be stored for a pupil.
Extended Group	A mechanism that allows you to group pupils together outside of their classes. For example, pupils from Y1, Y3, Y4 and Y6 may be selected and placed in an Extended Group as they are all members of the School Council.
Graph	A mechanism for producing a graphical report of pupil results. Graphs are produced for classes or Extended Groups of pupils.
Menu Bar	The menu options displayed near the top of the STARS screen. Clicking on a top-level menu option will either run the selected option or show further options related to this menu item if available.
Notes	Notes recorded in the pupil information screen for a specific pupil.
Online Server	A STARS installation hosted by FourForm. Access to these systems is available from anywhere via an Internet connected computer.
SEN	Special Educational Needs. Normally "School Action", "School Action Plus" and "Statemented".
Standalone Server	A STARS installation where a server is installed on site. Access to these systems is only available from the site network and not via the Internet.



Icons Used And Descriptions

STARS presents additional information on the pupils you are viewing by showing icons that represent certain attributes or information stored for each pupil. Other icons are displayed throughout STARS to produce graphs or indicate extra information. These icons are designed as visual cues to save you time looking up pupil details or shortcuts to link you to extra information that may be useful for the action you are performing.

All of the icons used by STARS are shown below:

Item	Name	Description
Class Information		
	Archive	The class is an archive class.
General Icons		
	Caution	A warning indicator to advise caution.
	Help	Click to view help for where this icon is displayed.
	Log Out	Log out of a STARS session
	Tick	An action or operation has completed.
Moving, adding and removing items		
	Add	Add or insert an item.
	Copy Down	Replicate a value into all cells.
	Dustbin	Delete an item.
	Move Down	Move an item down on the screen.
	Move Left	Move an item left on the screen.
	Move Right	Move an item right on the screen.
	Move Up	Move an item up the screen.
Menu Bar Icons		
	More Below	More options are available beneath this menu option.
	More Right	More options are available right of this menu option.
Pupil Information Icons		
	Attributes	The pupil has school specific attributes set.
	Documents	Indicates that documents are stored for this pupil.
	EAL	The pupil has English as an Additional Language.
	Extended Groups	The pupil is a member of at least one Extended Group.
	Free School Meals	The pupil receives Free School Meals.
	Notes	Notes are recorded for this pupil.
	SEN	The pupil has Special Education Needs.
Graphing Options		
	Graph Pupil	Produce a graph showing pupil names.
	Graph Numbers	Produce a graph showing number of pupils.
	Graph Percentage	Produce a graph showing cohort group as a percentage.
Show/Hide Items On The Screen		
	Show	Show items previously hidden on the screen.
	Hide	Hide items on the screen to de-clutter the display.

