

Technical Qualifications

Complete guide to accessing and downloading your candidate results on Walled Garden, including understanding grade boundaries.

Version 2.0

Contents

Overview / Published grade boundaries

Section 1 Access candidate grades and marks in the Walled Garden

Section 2 Download candidate grades and marks in the Walled Garden

Section 3 Grade prediction calculator

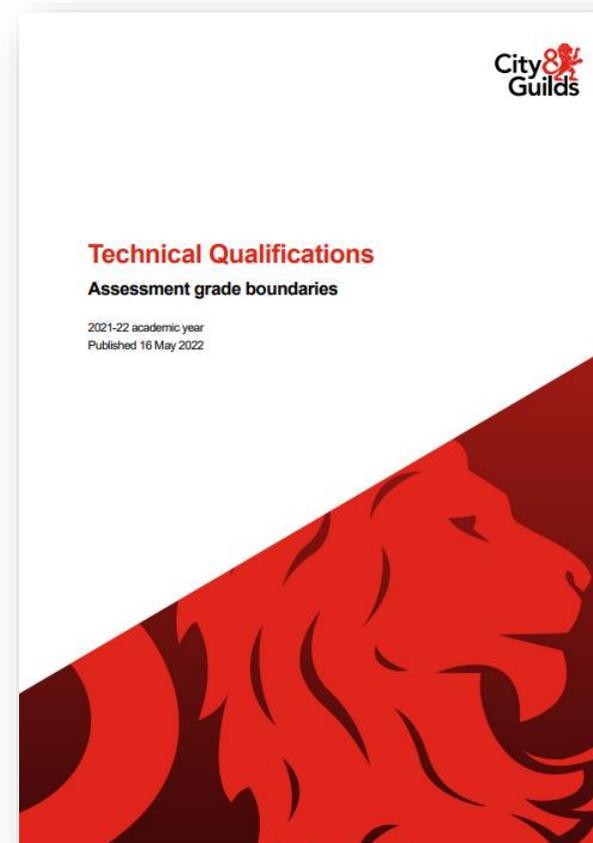
Overview

Centres will be able to view individual candidates' grades and marks for an assessment in the Walled Garden. Within the reports section you will also be able to download these results to an Excel / CSV file.

Published Grade Boundaries

Either on or just after each of the results release dates, we will publish a list of assessment grade boundaries on our website.

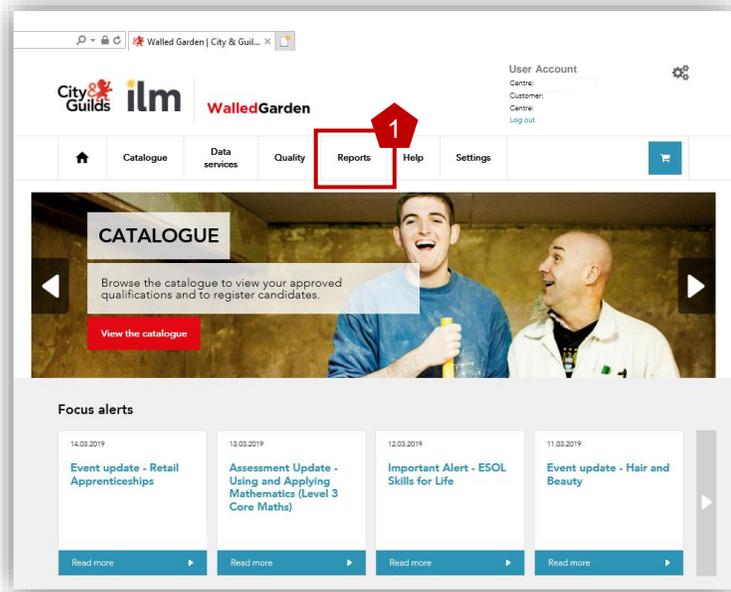
You will find the published grade boundaries under the **Results and grades information** drop down menu, [here](#) on our website, along with anything else you require regarding results.



Section 1

Access candidate grades and marks in the Walled Garden

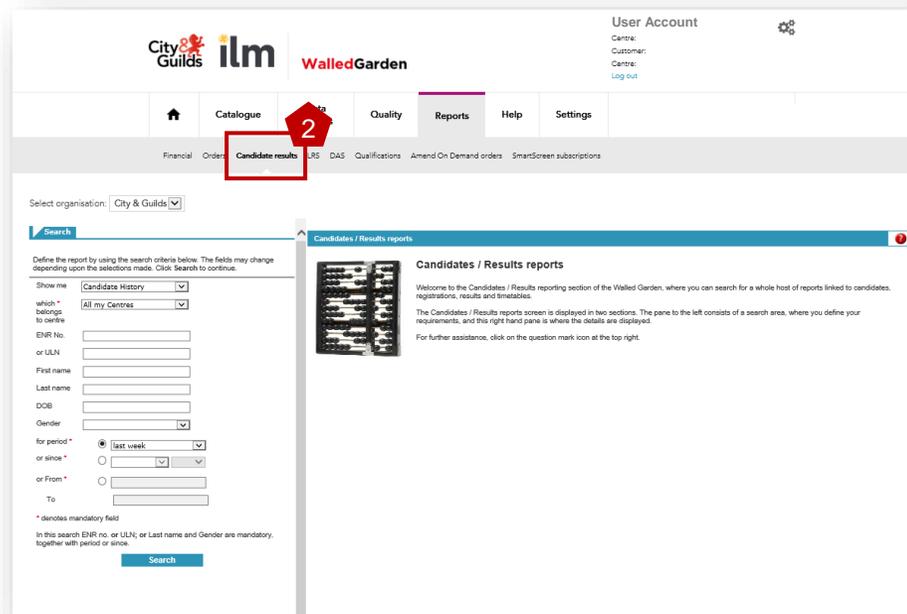
This section explains how to access your candidate grades and marks in the Walled Garden.



Log into the Walled Garden and select the **Reports** tab from the top navigation bar.



Select the **Candidate results** tab from the grey navigation bar.



The screenshot shows the 'Candidate listing - Results' page in the WalledGarden system. The top navigation bar includes 'City & Guilds', 'ilm', and 'WalledGarden' logos, along with a 'User Account' section. The main menu has 'Reports' selected. Below the menu, there are tabs for 'Financial', 'Orders', 'Candidate results', 'LRS', 'DAS', 'Qualifications', 'Amend On Demand orders', and 'SmartScreen subscriptions'. The 'Candidate results' tab is active, showing a search form and a table of results.

3 Select organisation: City & Guilds

4 Show me Results Listing

5 for Assessment 1234-030

6 for period last year

7 Search

Candidate listing - Results

Centre No.	Customer No.	Centre name

Your search results

Order code	Description	Assessment Type
1234-030	L3 Example Qualification – Theory Exam (1)	Dated Entry

Candidate List

ENR no.	ULN	First Name	Middle Name	Last Name	DOB	Gender	Result	Result Date	Version	Marks
FKQ7826		Apprentice		Epa	01.01.1970	M	Pass	05.04.2018	180301-EN2	35
FKQ7826		Apprentice		Epa	01.01.1970	M	Pass	05.04.2018	180301-EN2	15
FKQ7826		Apprentice		Epa	01.01.1970	M	Pass	05.04.2018	180301-EN2	25
FKQ7826		Apprentice		Epa	01.01.1970	M	Pass	05.04.2018	180301-EN2	49
FKQ7826		Apprentice		Epa	01.01.1970	M	Pass	06.04.2018	180301-EN2	16
FKQ7826		Apprentice		Epa	01.01.1970	M	Pass	06.04.2018	180301-EN2	42
FKU2181		ASDFASDF	ASDFASDFF		01.01.1990	M	Pass	09.04.2018	180501-EN1	46
FKU2181		ASDFASDF	ASDFASDFF		01.01.1990	M	Pass	09.04.2018	180501-EN1	35
FKU2193		SDFASDF	ASDF		01.01.1990	M	Pass	13.04.2018	180501-EN1	16
FKU2193		SDFASDF	ASDF		01.01.1990	M	Pass	09.04.2018	180501-EN1	54

Candidate listing [Print](#)

3

In the reports screen ensure you have selected **City & Guilds** and not ILM.

4

Select **Results listing** from the Show me drop down menu. Make sure you have the right centre number selected underneath before proceeding further.

5

You then need to provide the assessment code you wish to search results for. You can find the correct code from the Walled Garden catalogue or the relevant qualification handbook.

6

Choose a date range or period to display results. Be careful not to include results from a previous academic year.

7

Click **Search**.

City & Guilds ilm WalledGarden

User Account
Centre:
Customer:
Centre:
Log out

Home Catalogue Data services Quality Reports Help Settings

Financial Orders **Candidate results** LRS DAS Qualifications Amend On Demand orders SmartScreen subscriptions

Select organisation: City & Guilds

Search

Define the report by using the search criteria below. The fields may change depending upon the selections made. Click Search to continue.

Show me: Results Listing

which belongs to centre: [dropdown]

for Assessment non-nonn: 1234-030

for period: last year

or since: [dropdown]

or From: [dropdown]

To: [dropdown]

* denotes mandatory field

Search

Candidate listing - Results

Centre No.	Customer No.	Centre name

Your search results

Order code	Description	Assessment Type
1234-030	L3 Example Qualification – Theory Exam (1)	Dated Entry

Candidate List

ENR no.	ULN	First Name	Middle Name	Last Name	DOB	Gender	Result	Result Date	Version	Marks
FKQ7828					01.01.1970	M	Pass	05.04.2018	180301-EN2	35
FKQ7828					01.01.1970	M	Pass	05.04.2018	180301-EN2	15
FKQ7828					01.01.1970	M	Pass	05.04.2018	180301-EN2	25
FKQ7828					01.01.1970	M	Pass	05.04.2018	180301-EN2	49
FKQ7828					01.01.1970	M	Pass	06.04.2018	180301-EN2	16
FKQ7828					01.01.1970	M	Pass	06.04.2018	180301-EN2	42
FKU2181					01.01.1990	M	Pass	06.04.2018	180501-EN1	46
FKU2181					01.01.1990	M	Pass	09.04.2018	180501-EN1	35
FKU2193					01.01.1990	M	Pass	13.04.2018	180501-EN1	16
FKU2193					01.01.1990	M	Pass	09.04.2018	180501-EN1	54

Candidate listing **Print**

Centre details, the assessment code and assessment name will be displayed.

The candidate results list provides details of the assessment results for the time period selected in the search options.

The table will include the candidate grade (Fail, Pass, Merit or Distinction) and also the mark achieved for the assessment.

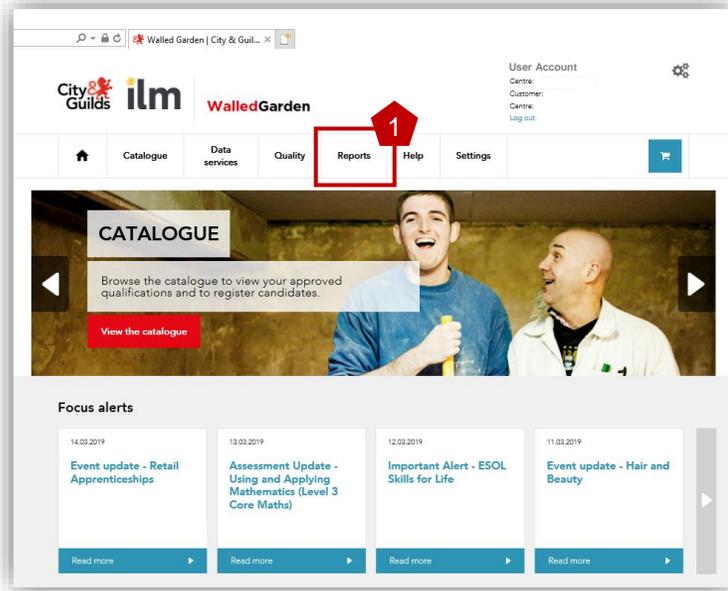
The table will not show the total marks available for the assessment or the grade boundaries.

Result	Result Date	Version	Marks
Pass	17.08.2022	180301-EN2	35
Pass	17.08.2022	180301-EN2	15
Pass	17.08.2022	180301-EN2	25
Pass	17.08.2022	180301-EN2	49
	17.08.2022	180301-EN2	

Section 2

Download candidate grades and marks from the Walled Garden

This section explains how to download your candidate results from the Walled Garden to a CSV file which you can then save and open using a programme such as Microsoft Excel.

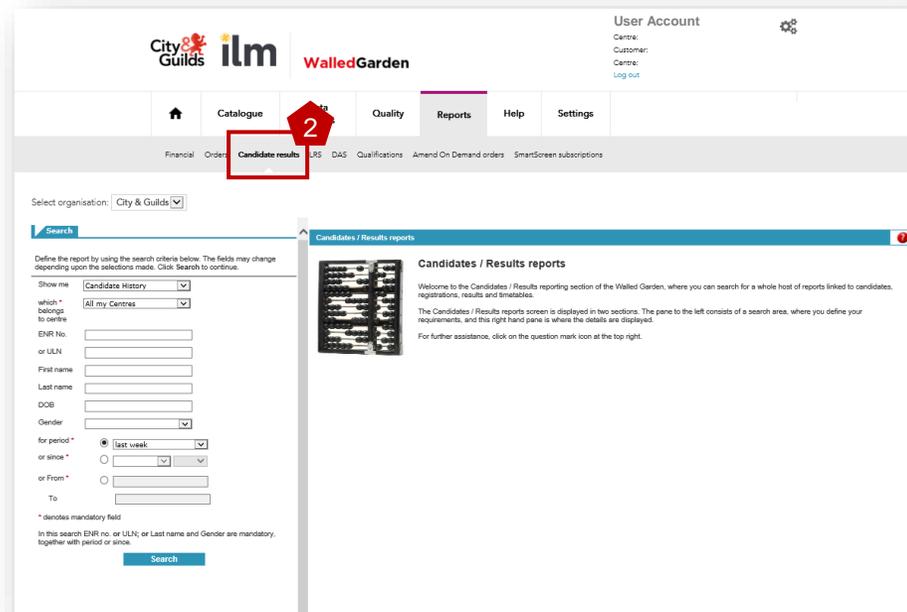


1

Log into the Walled Garden and select the **Reports** tab from the top navigation bar.

2

Select the **Candidate results** tab from the grey navigation bar.



The screenshot shows the 'WalledGarden' interface. At the top, there are logos for City & Guilds, ilm, and WalledGarden. A navigation menu includes 'Home', 'Catalogue', 'Data services', 'Quality', 'Reports', 'Help', and 'Settings'. Below the menu, there are sub-menus for 'Financial', 'Orders', 'Candidate results', 'LRS', 'DAS', 'Qualifications', 'Amend On Demand orders', and 'SmartScreen subscriptions'. The main area is titled 'Search' and contains a form to define search criteria. A dropdown menu for 'Select organisation' is set to 'City & Guilds'. The 'Show me' dropdown is set to 'Qualification Results List'. The 'Qualification' field contains '6010-30'. The 'for period' dropdown is set to 'last year'. A 'Search' button is at the bottom of the form. To the right, a 'Results listing - Qualification' table shows a single entry for 'Level 3 Advanced Technical Diploma in Be'. Below this is a 'Candidate List' table with columns for 'Select', 'ENR No.', 'ULN', 'First Name', 'Middle Name', 'Last Name', 'DOB', 'Gender', 'Merged to', and 'Merged Date'. The table contains five rows of candidate data. A 'Download' button is at the bottom right of the candidate list.



With this report you only need to search on a qualification level. The benefit of this is that as the academic year progresses, all results can be included from the Spring and Summer exam series and the synoptic results when they are released. There's no need to piece together separate reports.



In the reports screen ensure you have selected **City & Guilds** and not ILM.



Select **Qualification Results listing** from the Show me drop down menu. Make sure you have the right centre number selected underneath before proceeding further.



You then need to provide the qualification number you wish to search results for. You can find the correct number from the Walled Garden catalogue or the relevant qualification handbook.



Choose a date range or period to display results. Be careful not to include results from a previous academic year.



Click **Search**.

City & Guilds ilm WalledGarden

Second Last
Centre: SAP Test UK CR1
Customer: 1066854
Centre: 999990
Log out

Home Catalogue Data services Quality Reports Help Settings

Financial Orders Candidate results LRS DAS Qualifications Amend On Demand orders SmartScreen subscriptions

Select organisation: City & Guilds

Search

Define the report by using the search criteria below. The fields may change depending upon the selections made. Click Search to continue.

Show me Qualification Results List

which belongs to centre

for Qualification 6010-30

for period last year

or since

or From To

* denotes mandatory field

Search

Results listing - Qualification

Centre No.	Customer No.	Order code	Description
000000	0001066854	0010-30	Level 3 Advanced Technical Diploma in Be

Candidate List

Choose the required candidate by clicking on the button in the Select column

Select	No.	UJLN	First Name	Middle Name	Last Name	DOB	Gender	Merged to	Merged Date
<input type="checkbox"/>	FKU0728		Derek		Valland	27.10.1985	M		
<input type="checkbox"/>	FKU0730		Ben		Curin	28.10.1985	M		
<input type="checkbox"/>	FKU0950		Tremain		Thamell	13.10.1974	M		
<input type="checkbox"/>	FKU0982		Dalli		Corn	28.09.1987	M		
<input type="checkbox"/>	FKU0974		Perice		Kieff	23.08.1974	M		

Download

Do you want to open or save candidate_results18-03-19.csv from wdrqa.walled-garden.com?

Open Save Cancel

8

Once you have selected the date range and clicked search a list of candidates will appear. You can click into the candidate record for the qualification by selecting the red options box. This doesn't, however, tell you the mark for an assessment.

9

Click **Download** underneath the data table. An information bar will appear at the bottom of your internet browser. The example shown here is in Internet Explorer. This may differ slightly if you are using Chrome, Safari, Firefox, Edge etc.

10

Next either press **Open** to open the file and then save to your preferred file location, or click **Save** to save the file directly to the location.

Section 3

Grade prediction calculator

This section supports the use of our grade prediction calculator. The calculator can be used to predict a potential qualification grade based upon data entered by the user.

The purpose of this calculator is to help the user predict what overall grade a student may achieve based on their projected performance on each individual unit or achievements so far during their programme of study.

The spreadsheet can also be used to see how changes in a particular assessment grade can affect the overall grade of a candidate.

Any grade prediction that has UCAS points will have the UCAS points displayed. However there is a link to the UCAS website if required.



In this example we use a 1080 GLH Technical Qualification. The tool provides instructions on how to use each different qualification.

- 1 Enter actual and/or predicted grade boundaries of the exam and synoptic units (The Merit boundary will calculate itself if a Pass and Distinction is entered).

1080 GLH Courses									
Unit	Marks or Interval	Candidate Result	Pass Boundary	Merit Boundary	Distinction Boundary	Marks Available	Assessment Grade	Qualification Grade	UCAS Points
Theory (1)	Marks	24	36	42	48	60	Fail	Incomplete	0
Synoptic (1)	Marks	22	33	39	45	60	Fail		
Theory (2)			0			60	Incomplete		
Synoptic (2)			0			60	Incomplete		

- 2 Some theory exams have more or less than 60 marks available. You can adjust the marks available in this section using the drop-down box provided.

Distinction Boundary	Marks Available	Assessment Grade
48	60	Fail
45	40	Fail
	50	Incomplete
	60	Incomplete
	65	
	70	
	75	
	80	
	90	

3

Once you have entered all grade boundaries and selected the correct marks available you can enter the candidates' actual and/or predicted marks (or grade interval) for each assessment. Once a mark is entered the calculator will calculate the grade achieved for that unit.

1080 Courses									
Unit	Marks or Interval	Candidate Result	Pass Boundary	Merit Boundary	Distinction Boundary	Marks Available	Assessment Grade	Qualification Grade	UCAS Points
Theory (1)	Marks	27	26	37	48	60	Pass	Incomplete	0
Synoptic (1)	Marks	34	22	33	45	60	Merit		
Theory (2)				0		60	Incomplete		
Synoptic (2)				0		60	Incomplete		

4

Only after all assessments have had marks and boundaries entered will the Qualification Grade be displayed. The UCAS points that would be awarded for that Qualification grade will also be displayed, however please go to the homepage of our Grade Prediction Calculator to find a link to UCAS' own website and Tariff Calculator.

1080 GLH Courses									
Unit	Marks or Interval	Candidate Result	Pass Boundary	Merit Boundary	Distinction Boundary	Marks Available	Assessment Grade	Qualification Grade	UCAS Points
Theory (1)	Marks	27	26	37	48	60	Pass	Pass, Merit, Merit (MMP)	80
Synoptic (1)	Marks	34	22	33	45	60	Merit		
Theory (2)	Marks	36	25	36	48	60	Merit		
Synoptic (2)	Marks	33	21	32	44	60	Merit		

5

After calculating the Qualification grade you can adjust a particular unit result to see what affect this will have on the overall grade, for example if the candidate in the example below was to resit the Theory Exam we can see what change it would have on the overall grade if they achieved a Merit on the second sitting.

1080 GLH Courses								Qualification Grade	UCAS Points
Unit	Marks or Interval	Candidate Result	Pass Boundary	Merit Boundary	Distinction Boundary	Marks Available	Assessment Grade	Pass, Merit, Merit (MMP)	80
Theory (1)	Marks	26	24	36	48	60	Pass		
Synoptic (1)	Marks	34	22	33	45	60	Merit		
Theory (2)	Marks	36	25	36	48	60	Merit		
Synoptic (2)	Marks	33	21	32	44	60	Merit		

1080 GLH Courses								Qualification Grade	UCAS Points
Unit	Marks or Interval	Candidate Result	Pass Boundary	Merit Boundary	Distinction Boundary	Marks Available	Assessment Grade	Merit, Merit, Merit (MMM)	96
Theory (1)	Marks	36	24	36	48	60	Merit		
Synoptic (1)	Marks	34	22	33	45	60	Merit		
Theory (2)	Marks	36	25	36	48	60	Merit		
Synoptic (2)	Marks	33	21	32	44	60	Merit		

Help and support

If you need any help viewing the grades and marks in Walled Garden, downloading the candidate data or using our new tools please contact our Quality team. The team is available Monday to Friday 8:30am to 5pm excluding UK public holidays.



0300 303 53 52



technicals.quality@cityandguilds.com

About City & Guilds

Since 1878 we have worked with people, organisations and economies to help them identify and develop the skills they need to thrive. We understand the life changing link between skills development, social mobility, prosperity and success. Everything we do is focused on developing and delivering high-quality training, qualifications, assessments and credentials that lead to jobs and meet the changing needs of industry.

We work with governments, organisations and industry stakeholders to help shape future skills needs across industries. We are known for setting industry-wide standards for technical, behavioural and commercial skills to improve performance and productivity. We train teams, assure learning, assess cohorts and certify with digital credentials. Our solutions help to build skilled and compliant workforces.

general.enquiries@cityandguilds.com

www.cityandguilds.com/about-us

01924 930 801
City & Guilds
Giltspur House
5-6 Giltspur Street
London
EC1A 9DE

Every effort has been made to ensure that the information contained in this publication is true and correct at time of going to press. However, City & Guilds' products and services are subject to continuous development and improvement and the right is reserved to change products and services from time to time. City & Guilds cannot accept responsibility for any loss or damage arising from the use of information in this publication.

©2022 The City & Guilds of London Institute. All rights reserved. City & Guilds is a trademark of the City & Guilds of London Institute.

