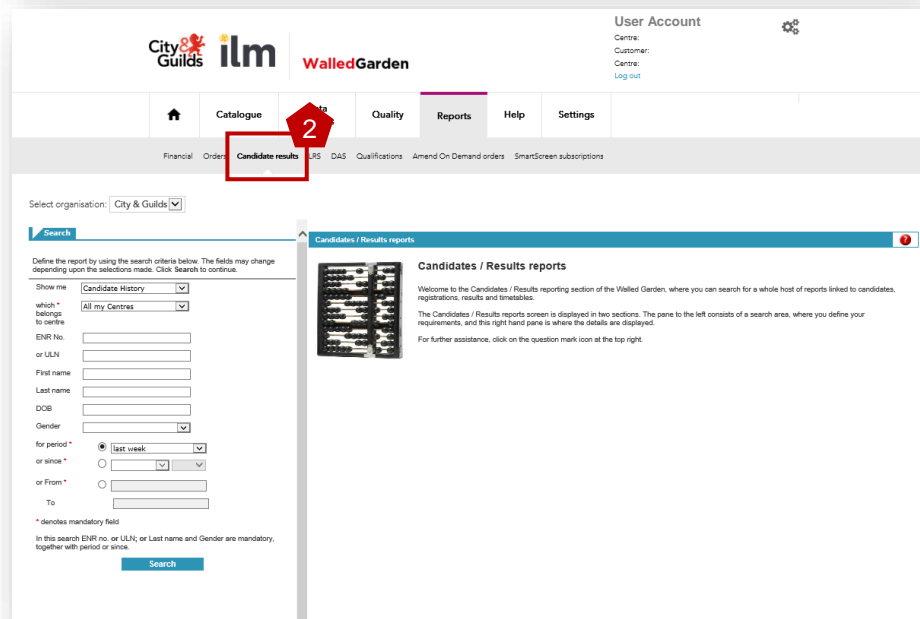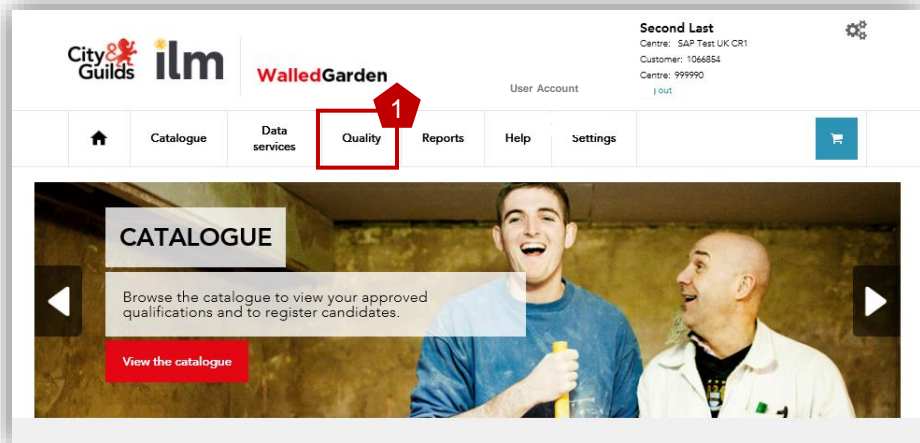# Teacher Assessed Grades
Technical Qualifications, EPQ, Core Maths and Category B1 VRQs

Quick guide to accessing and downloading your candidate results on Walled Garden for TAG

You can use a number of different methods (or reports) in Walled Garden to view candidate results on both an assessment or qualification level, for an individual candidate or a cohort.

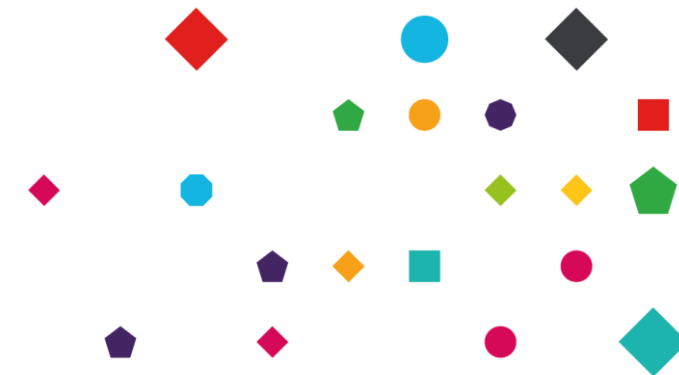The three reports you should use to view TAG results are within:

Report type	Description
Results Listing	Provides a listing of results for candidates, searched by Assessment
Certification Listing	Provides a listing of certifications, searched by Qualification.
Qualification Results List	Provides a listing of results and certificates, searched by Qualification

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.

Section 1 | Results Listing

Provides you with a list of results for candidates, searched by Assessment

City &
Guilds

A City & Guilds Group Business

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

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

3. 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

4. Choose a date range or period to display results. Be careful not to include results from a previous academic year
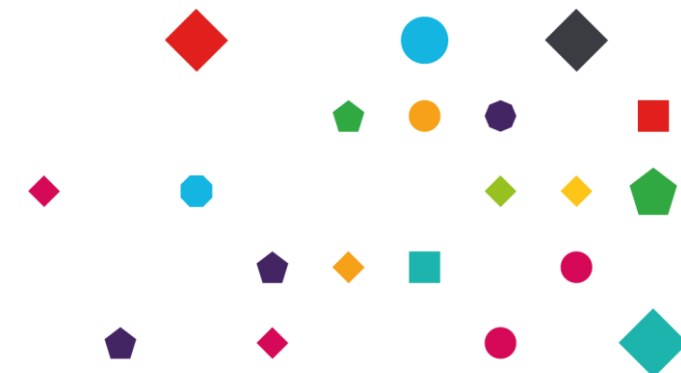
5. Click **Search**

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). For TAGs you will not see any data in Marks column

Section 2 | Certification Listing

Provides you with a list of certifications, searched by Qualification.

City & Guilds
A City & Guilds Group Business

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

2. Select **Certification listing** from the Show me drop down menu

3. You then need to provide the qualification you wish to search results for

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

5. Click **Search**

6. Select the required certificate (component level or full qualification at the top) from the available options to view candidates

Section 3 | Qualification Results List

Provides you with a list of results and certificates, searched by Qualification, which you can also download

City&
Guilds
A City & Guilds Group Business

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

2. Select **Qualification Results listing** from the Show me drop down menu.

3. You then need to provide the qualification number you wish to search results for

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

5. Click **Search**

6. Click **Download** to extract all results into a CSV file, or click into each candidate to view their full achievement

Help and support

If you need any help viewing qualification or component results in Walled Garden for TAGs, please contact our Centre Support team:

☎ 0192 4930 800

✉ centresupport@cityandguilds.com

For queries relating to the TAG process, incomplete results or outstanding Quality Assurance please contact the relevant Quality team:

☎ 0300 303 53 52

✉ technicals.quality@cityandguilds.com

✉ vrq.quality@cityandguilds.com