



Literacy User Guide



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The screenshot shows the 'People' page in the 'IDM' application. The left sidebar contains a tree view with 'People' selected. The main area displays a table of people with columns for Name, Address, City, and Phone. A red arrow points from the 'People' link in the sidebar to the 'People' tab in the main area. A red arrow points from the 'Add' button in the top right corner to the 'Add' button in the bottom right corner.

Save Changes

With Selected ▾

- Group
- Enroll
- Message
- Download QR codes
- Pupil Progress Reports
- Group Progress Report
- Transition
- Export
- Delete

[illegible]

Schedule Test

<

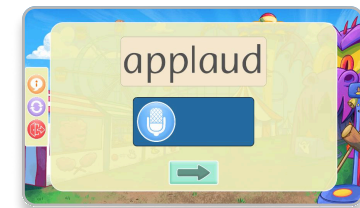
September 2026

>

Su	Mo	Tu	We	Th	Fr	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3

☐ Schedule offline reading test
☐ Schedule offline spelling test

Assign Test



v. 08.09.26

Offline Placement Test

Learners must take a Reading and Spelling Test before being entered on to IDL Literacy.

You can find printable copies of the test paper through the Test section of the Resources tab.

Doing the Test

Here are some recommendations for getting the best results out of our placement test.

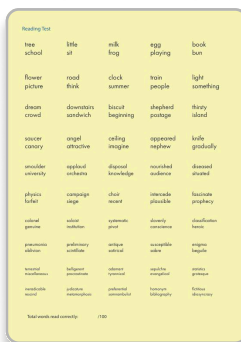
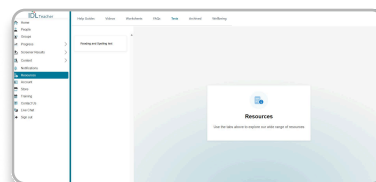


- Guiding their direction of reading or highlighting the word is allowed
- Pupils can break up or segment the word as long as they can say the whole
- Pupils are allowed to skip words, simply mark them as incorrect
- Use your discretion; self correction is allowed
- Stop the test after 3 consecutive wrong answers or a total of 5 wrong answers



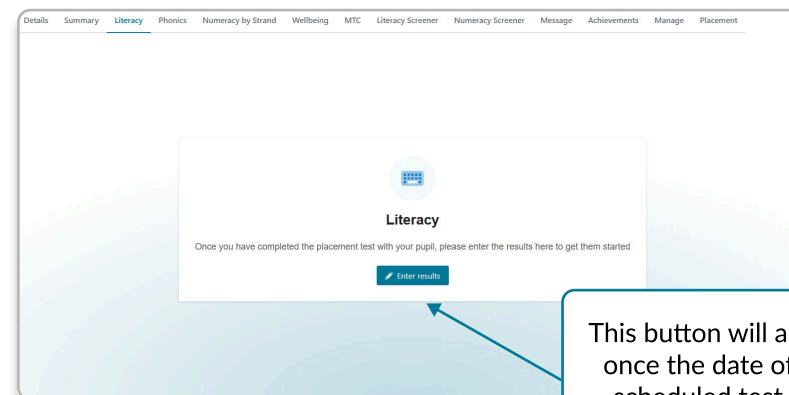
- Don't suggest corrections
- Don't give prompts
- Don't hurry them
- Don't ask for an incorrect answer to be re-read
- Don't give the pronunciation of a word they do not know. The test will be used again later to measure progress

Note that moving a learner **forwards** results in their current objective progress being deleted. If moving **backwards**, progress between the selected objective and their current objective will be deleted.



Entering Scores

If a learner takes the offline Placement Test, you need to enter their score to complete placement. Navigate to the Literacy tab of their profile and click the Enter Results button.



This button will appear once the date of the scheduled test has elapsed

Entering Scores

Clicking the Enter Results button will open this form.

Enter the Reading and Spelling scores into the correct fields. If they took an online test, you simply check the box.

You can reschedule a test using the Test Date field, manually or by using the calendar button.

Once you have finished, click the Save button to confirm.

Update Test

Reading Score

0-100

Online

Spelling Score

Online

Test Date

04/08/2026

Delete

Save

Seeing Improvement

Where the learner was initially placed in the program

The results of previous tests are here

The total number of stars that a pupil has and could have achieved.

Clicking the Full and Detailed Progress button will take you to this screen

Use this to navigate between different modules

You can filter by lesson type with these buttons

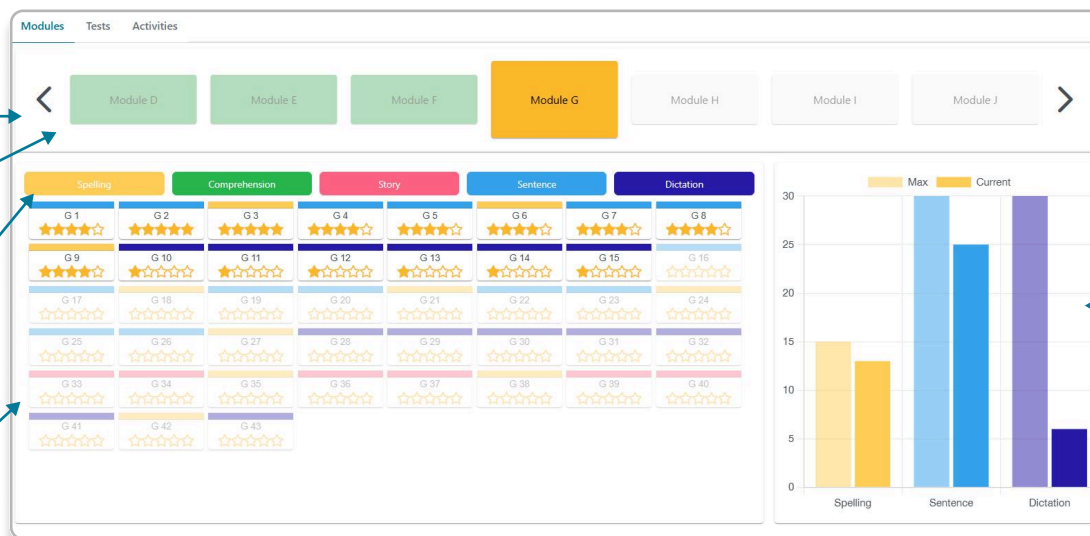
You can view results and content of each lesson here



How well they have done at the last ten activities

This graph shows their reading and spelling ages with their actual age

Click here to schedule a test



This graph shows how well they are doing in each lesson type for that module

Browsing Lessons

IDL Teacher

Home
People
Groups
Progress
Phonics
Literacy
Numeracy by Strand
Wellbeing
MTC
Screener Results
Content
Notifications
Resources
Account
Store
Training
Contact Us
Live Chat
Sign out

Literacy Content

Spelling ✓ Comprehension Story Sentence Dictation

Main Structured Program

D E F G H I
J K L M N O
P Q R S T U

Uppercase

A B C

Spelling Lists

X Y Z

Choose Lesson

L 1 L 2 L 3 L 4 L 5 L 6
L 7 L 8 L 9 L 10 L 11 L 12
L 13 L 14 L 15 L 16 L 17 L 18
L 19 L 20 L 21 L 22 L 23 L 24
L 25 L 26 L 27 L 28 L 29 L 30
L 31 L 32 L 33 L 34 L 35 L 36
L 37 L 38 L 39 L 40 L 41 L 42
L 43 L 44 L 45 L 46 L 47

Lesson L 9

age

Lesson L 9
Assistant

Spelling lesson.
Long vowel sounds: a and u with magic e.
Hard and soft 'g' sounds.
age gym huge
rigid stage range
damage garage manage

Play

Browse to Content >
Literacy

Select the module and
lesson you want

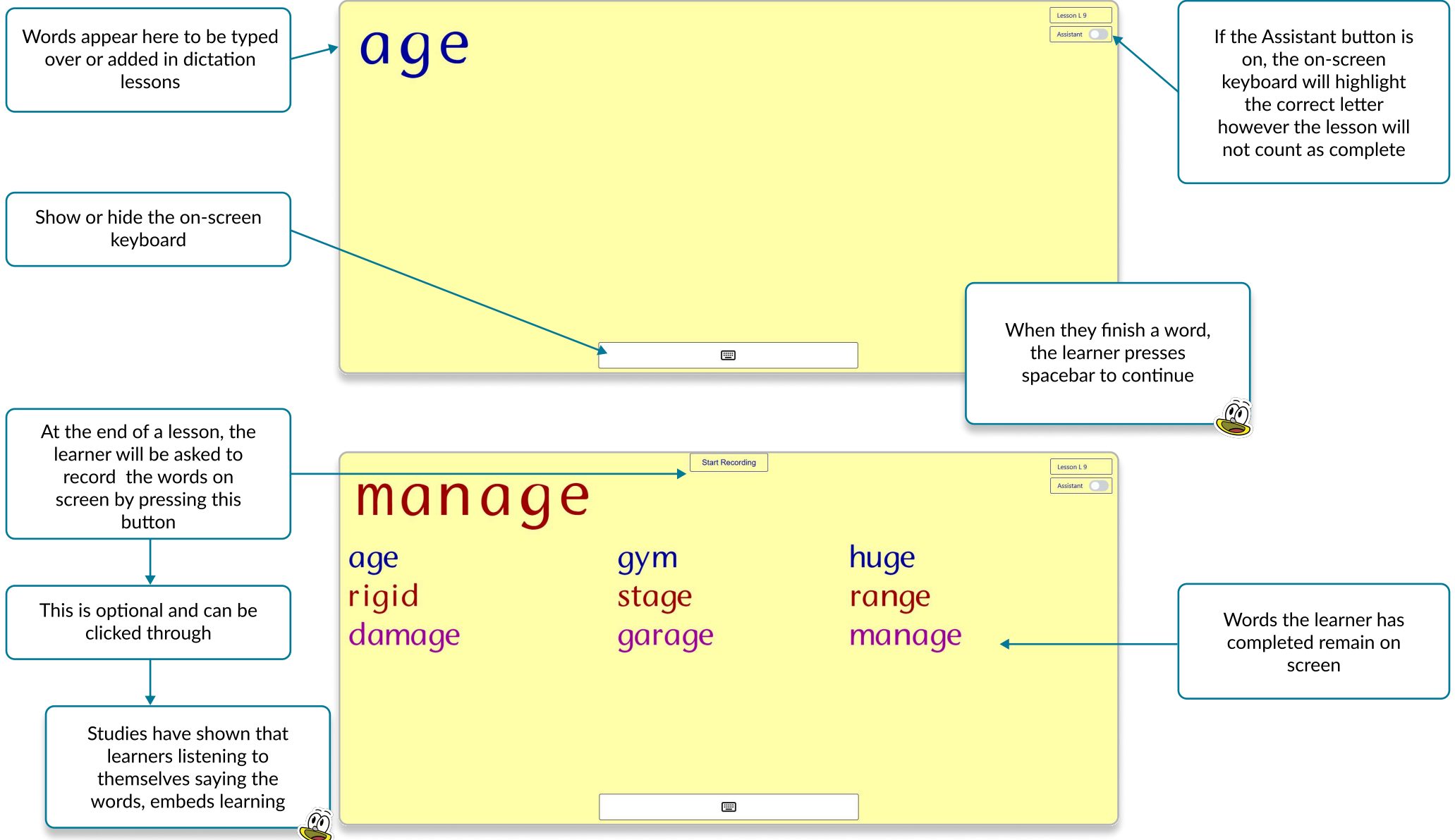
Clicking the Start button will play the
lesson in the window whilst pressing Play
will enter full-screen mode

You can use the Play
button mode to
demonstrate to a whole
class!



The lesson's
content is
summarised here

What Learners See



Accessibility

Learners click here to start the program

This button lets the learner access all lessons if they have permission

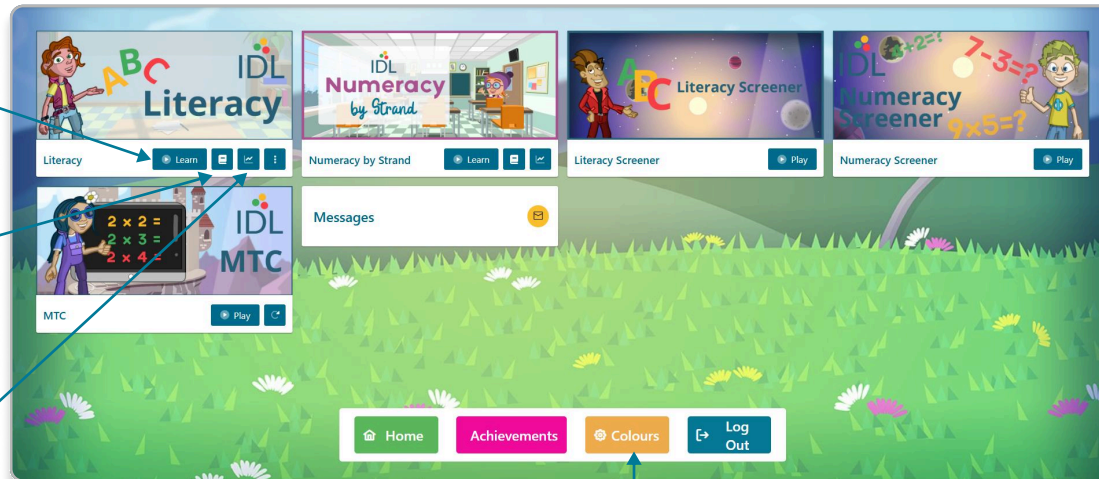
This button lets the learner view their progress or reattempt a lesson (if they have permission from the Manage tab of their profile)

Choosing the correct colours for your learner helps with visual processing difficulties.

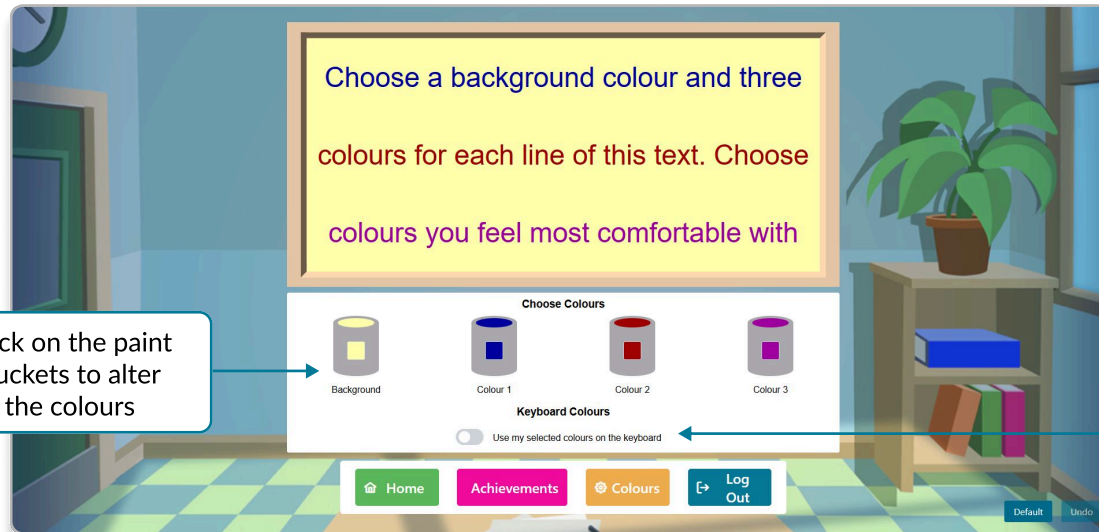
Contrasting colours are easier to read!



Click on the paint buckets to alter the colours



You can change the default colours by clicking this button. This is on by default but can be turned off in the Manage tab,



You can apply these colours to the in-app keyboard using this toggle

Lesson Types

Spelling

fin

Learners are presented with words to type over. The third repetition is without guidance

Sentence

tog*th**
The letters o and u

Full sentence and spelling lessons, some of them will include dictation elements where the learner must type a word they hear

Comprehension

Mum drove slowly in the snow but we still got stuck

Learners type over a short sentence followed by answering comprehension questions about what they read

Dictation

rare
The thin man hoards

Lessons without visual guidance, the learner must type the words that they hear

Story

Sooty just sat in the tree. She did not seem to want to get the Frisbee for us

Longer spelling exercises without missing letter questions

Learners should use headphones to get the most out of listening and dictation lessons!

