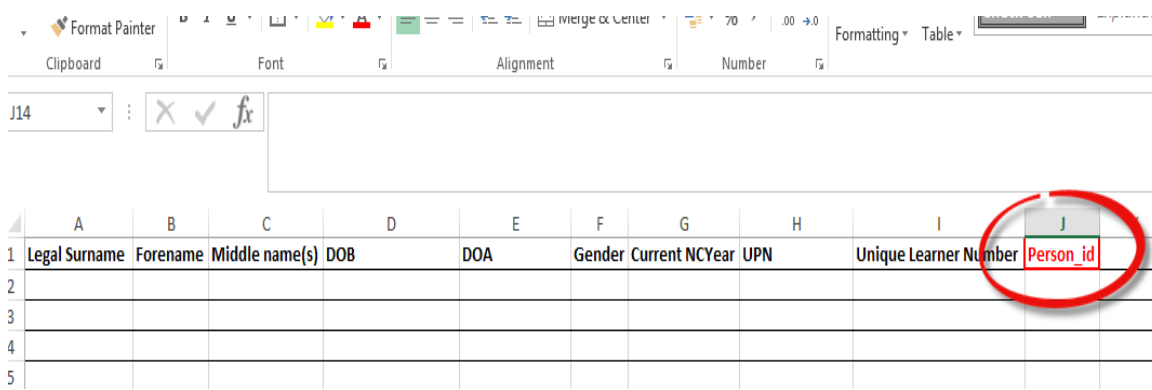


## Pupil Import (Capita SIMS option) compatibility issues

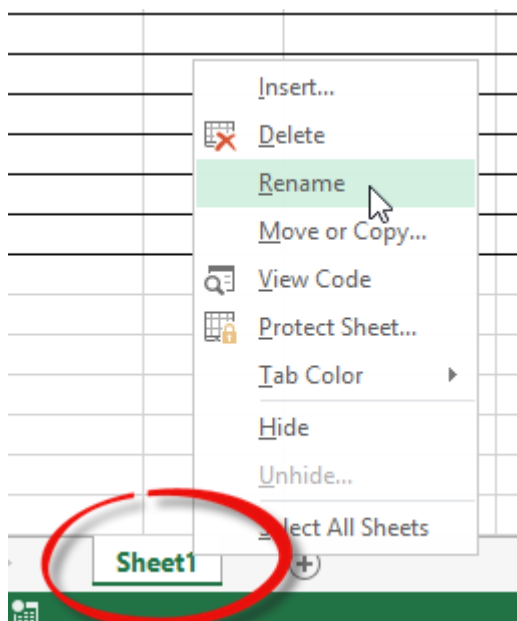
### SIMS Workaround Guidance

Due to compatibility issues between the **Report definition** available from FFT Aspire and some SIMS systems, the file exported from Capita SIMS for upload to FFT Aspire is sometimes rejected. The following modifications to the file should ensure successful upload to FFT Aspire.

1. Add a column header entitled **Person\_id** to column J.



2. Change the name of the worksheet to **Sheet1** by right clicking on the tab at the bottom of the worksheet and selecting **Rename**.



3. Save the file and upload to FFT Aspire as per the **Pupil import** guidance.