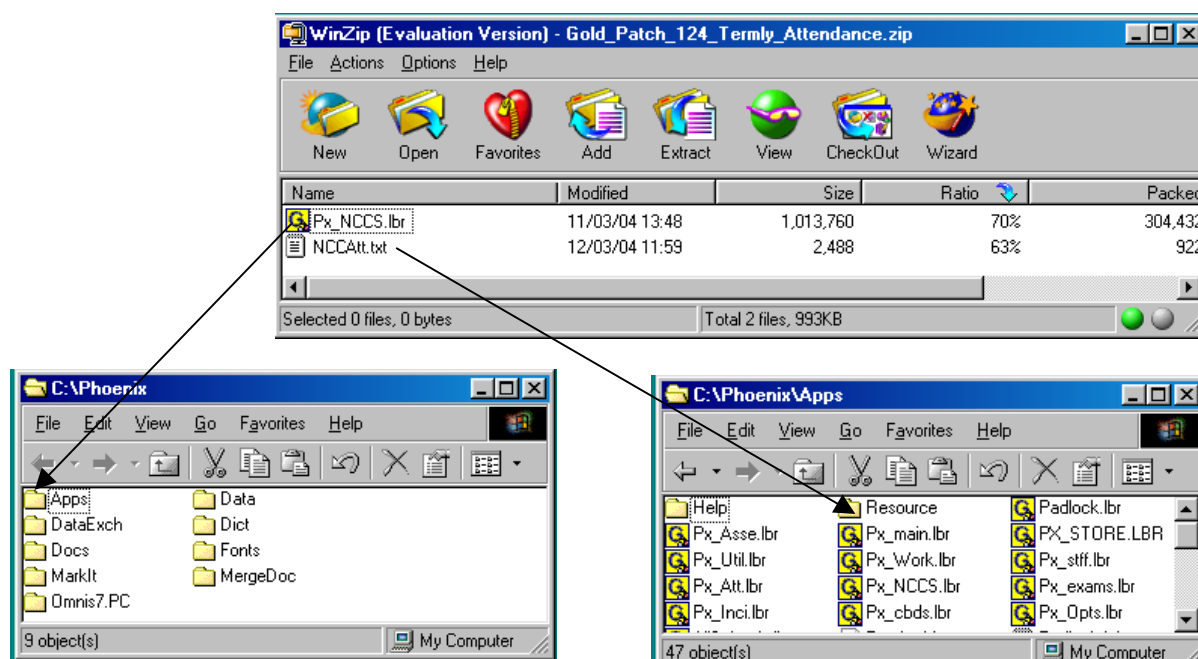# Phoenix Gold
Important - Half Termly Attendance Return

You were requested by the Pupil Attendance Service to produce a Termly Attendance Return from Phoenix Gold. It has become evident that this return is not collecting the data for the current period. A patch file has therefore been produced to correct the error and is ready for your school to download via the AnyComms(AVCO) system.

Action required
- Quit from your Phoenix Gold software
- Double click on the file "**Gold_Patch_124_Termly_Attendance.zip**" in your **AVCO inbox**, this will start up **WINZIP** and you will eventually be presented with the screen below.
- Drag the file "**Px_NCCS.lbr**" from the **WINZIP** window and drop it in the **Apps Folder** within your main Phoenix Folder (overwriting existing file).
- Drag the file "**NCCAtt.txt**" from the **WINZIP** window and drop it in the **Resource Folder** within the **Apps Folder** within your main Phoenix Folder (overwriting existing).

- Restart Phoenix

- Reproduce the export file as required by the Pupil Attendance Service and send in as per the recent helpsheet.

Please contact Education ICT Solutions should you require assistance.

Telephone:	**0845 303 3003**
e-mail:	**ictsolutions@norfolk.gov.uk**
web address:	**http://ictsolutions.norfolk.gov.uk/**