



Education & Skills
Funding Agency

ILR FileMerge user guide

**For merging 2 or more files for the
academic year 2024 to 2025**

July 2024

Contents

What is ILR FileMerge?	3
Getting ILR FileMerge	4
ILR FileMerge settings – how to change output location	7
Using ILR FileMerge	8
Error process for ILR FileMerge	11
Known issues	12
Help and support	13
Service Desk opening hours	13

What is ILR FileMerge?

You may wish to collect ILR learner data for academic year 2024 to 2025 in more than one file. But to upload your data to 'Submit Learner Data' or FIS (Funding Information System), you will need to merge your files into one single document.

ILR FileMerge makes easy work of combining .xml files together – even files produced in different MI systems. The ILR FileMerge tool was formerly known as the amalgamation tool.

Getting ILR FileMerge

Before installing, you will need to download ILR FileMerge from the ESFA's [Submit Learner data](#) website.

Please filter on the academic year 2024 to 2025.

GOV.UK

Submit learner data

LIVE

Your feedback (opens in new tab) will help us improve the service.

[< Back](#)

ILR FileMerge

Formerly known as the amalgamation tool.

ILR FileMerge is for learning providers who return Individualised Learner Records (ILR). Use it to combine .xml files into a single file for upload to the Funding Information Service (FIS) or Submit Learner Data.

Filter by year

The page will refresh after you select each filter.

☐ 2024 to 2025

☐ 2023 to 2024

☐ 2022 to 2023

☐ 2021 to 2022

☐ 2020 to 2021

☐ 2019 to 2020

Academic year 2024 to 2025

Version	Date and time uploaded	Download Link
2425.1.24	28 June 2024 at 3:21pm	Download 2425.1.24

Select the most recent file in the Download Link and click to download. We suggest first creating a folder to place the tool, example: File Merge 2024/25. The downloaded tool will be in the form of a compressed zipped file. Move the downloaded tool to the new folder.

<input type="checkbox"/> Name	Status	Date modified	Type	Size
DC-ILR-2425-filemerge.2425.1		30/04/2024 14:24	Compressed (zipped)...	69,019 KB

Right click on the file and then select 'Extract All'.

<input type="checkbox"/> Name	Status	Date modified	Type	Size
DC-ILR-2425-filemerge.2425.1		30/04/2024 14:24	Compressed (zipped)...	69,019 KB

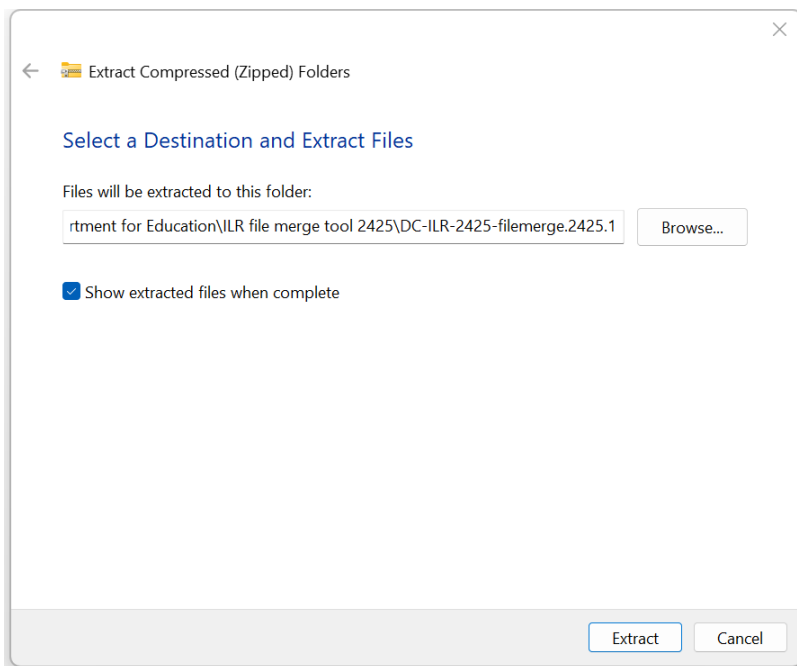
Open

Open in new window

Extract All...

Pin to Start

Select the folder (browse to location if required) where you would like ILR FileMerge to be extracted to and then click on 'Extract'.



Whilst processing a bar will display to indicate completeness of download.



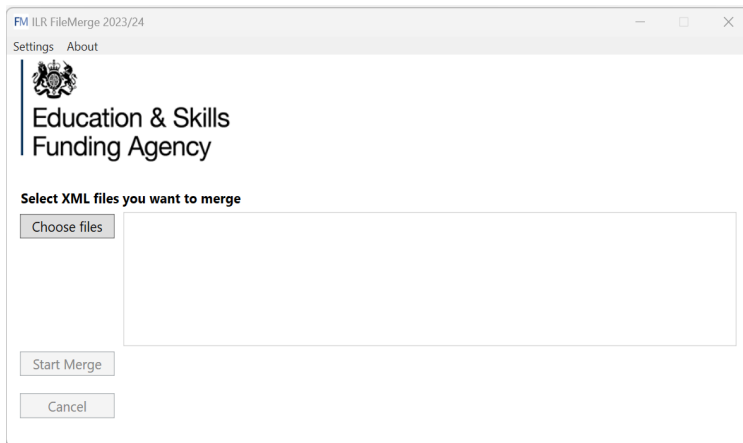
The extract will create a new File Folder, double click on the file name.

<input type="checkbox"/> Name	Status	Date modified	Type	Size
DC-ILR-2425-filemerge.2425.1	✓	30/04/2024 16:58	File folder	
DC-ILR-2425-filemerge.2425.1	✓	30/04/2024 14:24	Compressed (zipped)...	69,019 KB

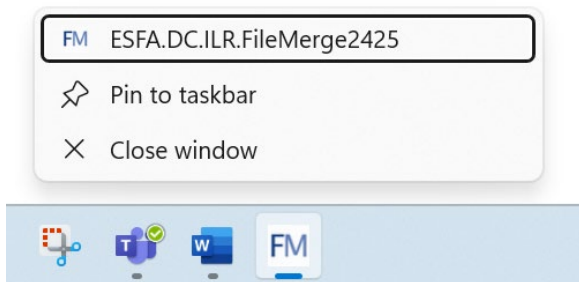
Open the new folder and the ILR FileMerge application will now be displayed. Double click the 'ILRFileMerge 2425' file to open the application.

<input type="checkbox"/> Name	Status	Date modified	Type	Size
ESFA.DC.ILR.FileMerge2425	✓	30/04/2024 16:58	Application	171,762 KB

The ILR FileMerge screen will now be displayed.



When opening ILR FileMerge 2425, the ILR FileMerge 2425 icon will appear on your taskbar. If you use ILR FileMerge often it is a good idea to right click and pin to taskbar

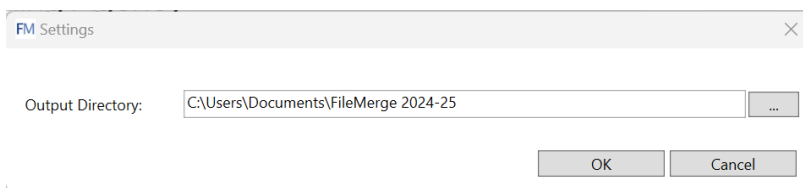


ILR FileMerge settings – how to change output location

When the ILR FileMerge Application is open select 'Settings' in the top left-handed corner. .



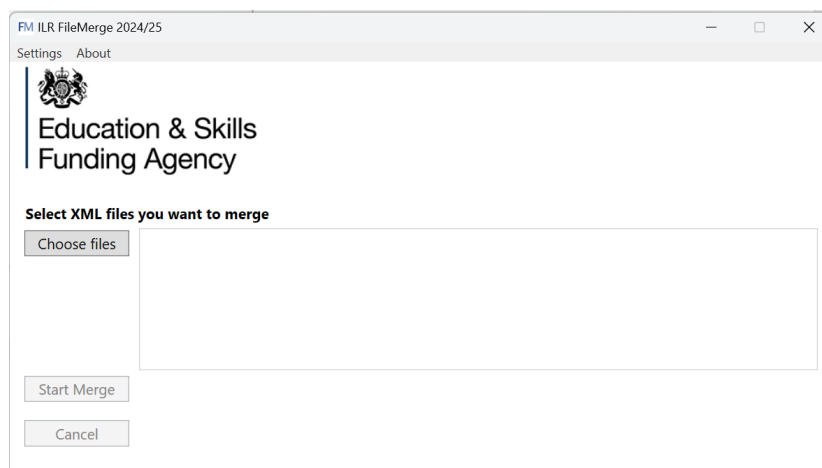
For 'Output Directory', choose the folder where you want the reports ILR FileMerge generates to be exported to. You can also change the location by clicking on the function box.



Using ILR FileMerge

Select 'Choose Files' from the ILR FileMerge main screen.

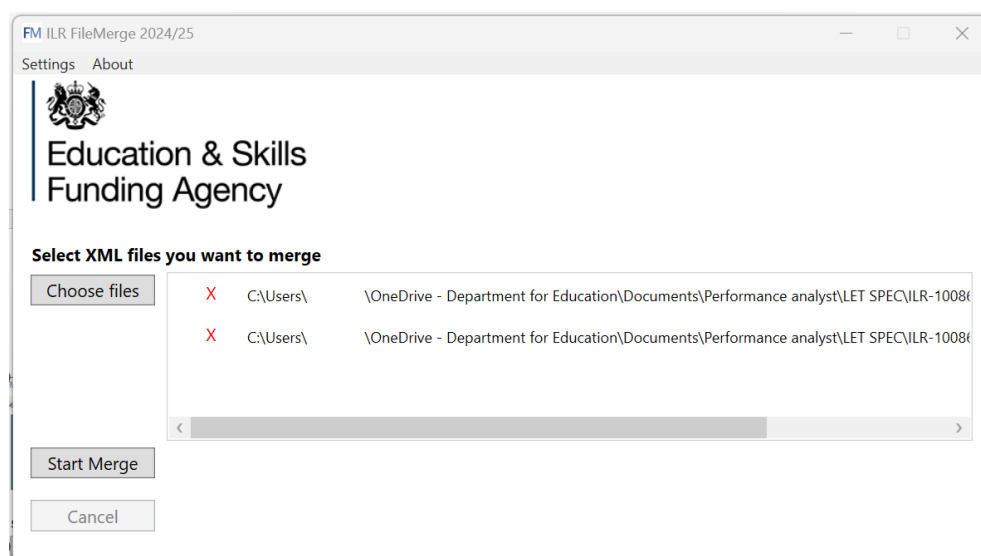
Please note if you are merging ILR files which contain different UKPRN details then the ILR file produced by the tool will be named using the UKPRN from the file you load first. A maximum of 4 ILR files can be loaded and merged in one process when using the ILR FileMerge tool.



Choose the files you want to merge and select 'Open'.

<input type="checkbox"/>	Name	Status	Date modified	Type	Size
<input checked="" type="checkbox"/>	ILR-12345678-2425-20240423-080900-02	✓	09/05/2024 11:10	XML File	42 KB
<input checked="" type="checkbox"/>	ILR-23456789-2425-20240423-080900-03	✓	09/05/2024 11:11	XML File	11,024 KB

Click on 'Start Merge'




A File Merge completed screen will display when the files have been merged.

If you click on the link next to 'Go to 'filemerge output folder' then the filemerge folder will be displayed.

FM ILR FileMerge 2024/25

SettingsAbout



Education & Skills
Funding Agency

File merge Completed [Merge another set of files](#)

Go to filemerge output folder: [Department for Education\Documents\FileMerge 2024-25](#)

Files	Learner Records
ILR-12345678-2425-20240410-154056-03.xml	11
ILR-23456789-2425-20240412-074757-03.xml	6

Count



Learners in all files17

Rejected Learners0





Learners in the merged file17

File merge Errors0

File merge Warnings0

<input type="checkbox"/> Name	Status	Date modified	Type	Size
Today				
 FileMerge-20240514-112534		14/05/2024 11:25	File folder	

The file merge output folder will contain your FileMergeSummaryReport and merged ILR file.

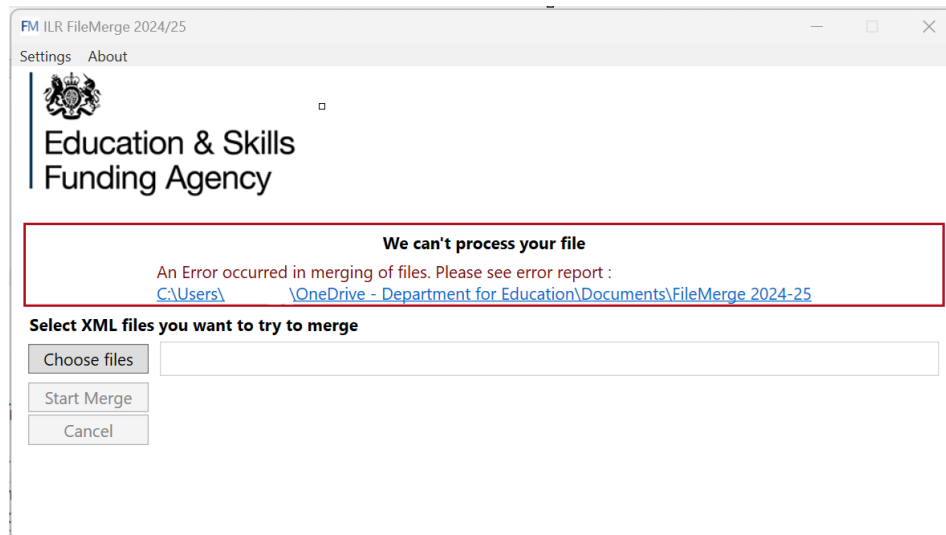
<input type="checkbox"/> Name	Status	Date modified	Type	Size
Today				
 FileMergeSummaryReport		14/05/2024 11:25	Microsoft Excel Com...	1 KB
 ILR-2425-20240514-112534-01		14/05/2024 11:25	XML File	34 KB

The summary report will advise you if there were any conflicts of data (errors and warnings) in the files which you have combined. You can click on the 'Merge another set of files' link from the FileMerge completed Screen if you need to carry out the process again.

LearnRefNumber	Entity	Key	ConflictingAttribute	File	Value	ErrorType	Severity
1	LearnerHE	LearnRefNumber : 1	TTACCOM	ILR-12345678- -20230801-111539-01.XML	6	FieldValueConflict	Error
2	LearnerHE	LearnRefNumber : 2	TTACCOM	ILR-12345678- -20230801-111539-01.XML	1	FieldValueConflict	Error

Error process for ILR FileMerge

If an error occurs when you are trying to merge your ILR files then an error will appear on screen. You can view the Rule Violation Report by clicking onto the 'error report' link, the report will be saved to the folder specified in the 'settings' area.



Select the folder link to access the rule violation report.

<input type="checkbox"/>	Name	Date modified	Type	Size
<input checked="" type="checkbox"/>	Rule Violation Report		Microsoft Excel C...	1 KB

The report will advise of any errors which will need resolving before being submitted to Submit Learner Data.

Severity	Message	LineNumber	LinePosition	FileName
Error	The 'ESFA/ILR/ :PriorLevel' element is invalid - The value " is invalid according to its datatype 'Long' - The string " is not a valid Int64 value.	41	21	ILR-23456789--20230903-161259-01.XML
Error	The 'ESFA/ILR/ :UKPRN' element is invalid - The value " is invalid according to its datatype 'Int' - The string " is not a valid Int32 value.	11	16	ILR-23456789--20230903-161259-01.XML

Known issues

Whilst we try to ensure the ILR FileMerge Tool is accurate, if any issues are identified they will be captured in [ILR File Merge known issues 2024 to 2025](#) referring to the 'Active' tab.

Help and support

If you have a question regarding the ILR File Merge Tool and its' functionality, then please contact the Service Desk using the [Customer help portal](#).

Service Desk opening hours

9:00am to 5:00pm Monday to Thursday

9:00am to 4:00pm Friday

8:30am to 6:00pm Days when ILR returns are closing

The Service Desk is closed weekends and bank holidays. Queries can be raised out of hours by email.

Before reporting issues, please ensure that you are using the latest available version of the ILR FileMerge Tool and have checked the known issues document as the issue may already be identified.



Education & Skills
Funding Agency

© Crown copyright 2024

This publication is licensed under the terms of the Open Government Licence v3.0, except where otherwise stated. To view this licence, visit nationalarchives.gov.uk/doc/open-government-licence/version/3.

Where we have identified any third-party copyright information, you will need to obtain permission from the copyright holders concerned.

About this publication:

enquiries www.gov.uk/contact-dfe

download www.gov.uk/government/publications

Follow us on X: [@esfagov](https://twitter.com/esfagov)

Connect with us on LinkedIn: linkedin.com/company/education-and-skills-funding-agency