

2011 16+ PERFORMANCE DATA REQUIRED BY NORTHAMPTONSHIRE LOCAL AUTHORITY

It is imperative that schools have completed the 2011 Summer SIMS Main Release before calculating 2011 Performance Indicators.

Please return to the LA on Thursday 18th August 2011.

These instructions will guide you through collecting the information required using SIMS Examinations Organiser.

The following reports should be run *after* you have downloaded your GCE Results into Exams Organiser and calculated your PI data as instructed below

You are advised that prior to downloading Results, you ensure that you are using the latest version of Basedata for each different Exam Series.

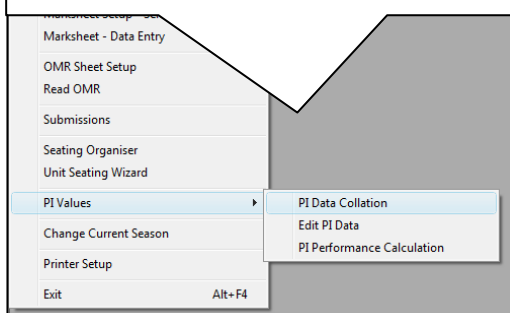
CALCULATE PI DATA

The Calculate PI routine must be completed by all schools to produce “official” analysis returns after the import of Results.

This routine consists of a two step process: The creation of the PI Groups of Students (**PI Cohort 2011 Age 16+** and **PI Cohort 2011 KS4**) plus the appropriate Analysis of Results.

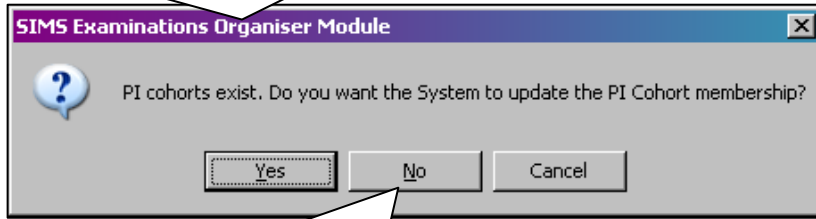
Schools who have already calculated their PI Data for the June (Summer) 2011 Season will need to redo the routine after downloading GCE Results on Wednesday 17th August as the previous routine will have created your PI Cohort groups but they will not contain any result data for analysis. The Calculation of PI Data must now be re-run to include the results within the 16+ analysis. This will also need to be repeated again after the download of GCSE Results on Wednesday 24th August.

In **SIMS Examinations Organiser**
Select the route: **Focus | PI Values | PI Data collation**



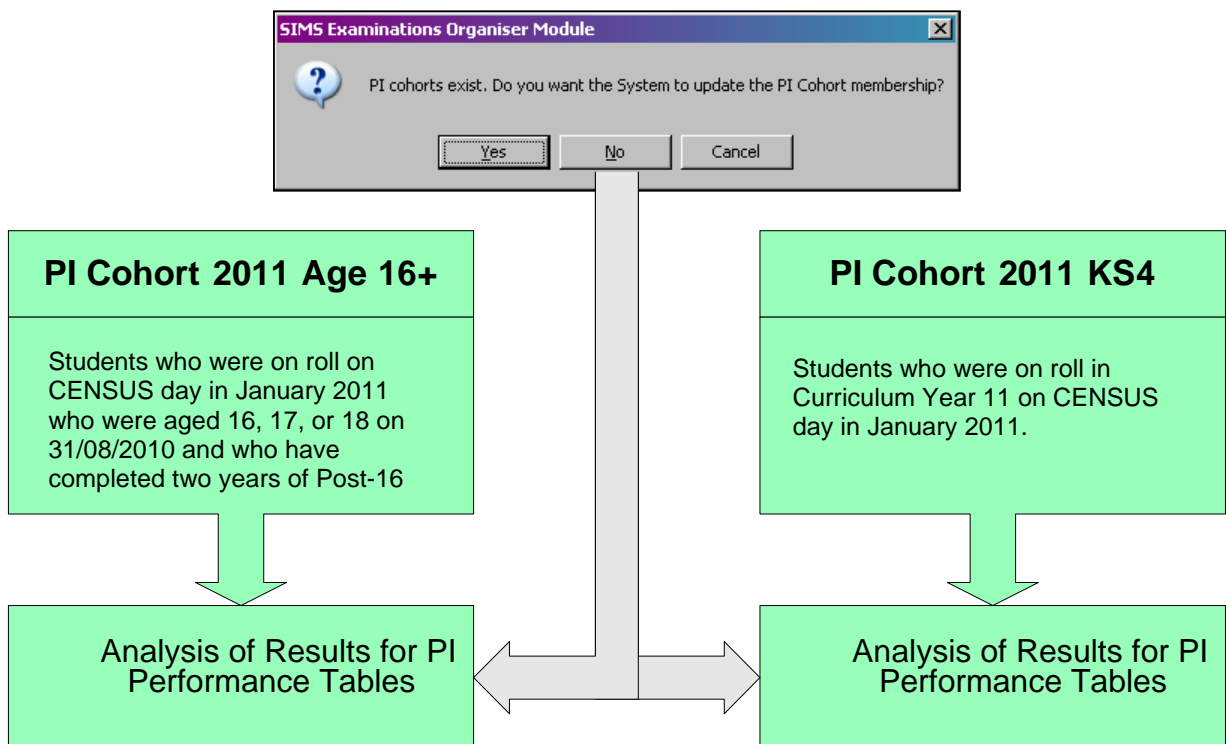
NOTE: This may take several minutes and will be complete when the Please wait... message disappears.

The following message will appear **other than the first time this routine is run.**



Select **NO**, the screen will disappear upon completion.

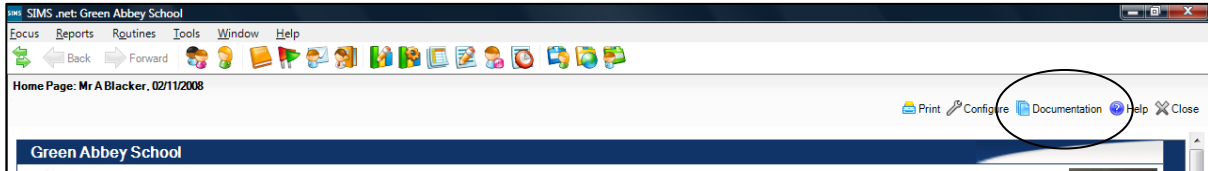
By selecting No, the system will leave in place the Student Groups (PI Cohorts) already created and move straight to recalculating Student Scores.



The Exams Organiser module provides the information required in a sufficient format for IMRS to use.

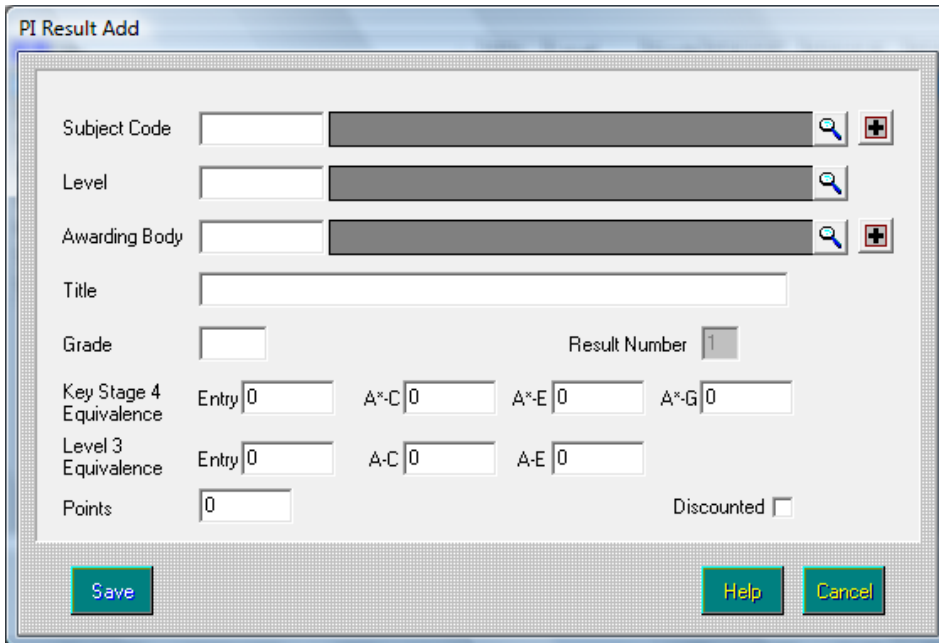
Non-EDI Data in PI

Exams Officers are reminded that they now have the ability within SIMS Examinations Organiser to add results that have not been administrated within the module (for which you don't have Basedata). Please refer to **Chapter 12 (from page 205)** of the SIMS Examinations Organiser Handbook which is available via the Documentation area on your SIMS Homepage.



The chapter also contains details of Level 3 Equivalence, plus Point Values for additional results. These can be input at Individual Candidate level, though a Batch entry option is also available. Additional Results should be added and PI Recalculated prior to producing Performance Tables. Your Performance Tables will then include these additional qualifications.

Route: **Focus\PI Values>Edit PI data**. Select (Highlight) a student. Click **Add Result**. Add results and **Save**.

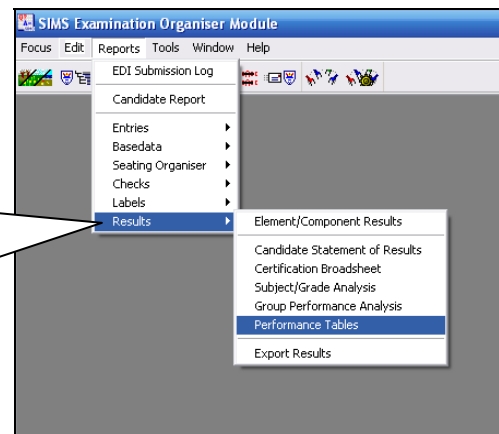


Subject Code	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Level	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Awarding Body	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title	<input type="text"/>			
Grade	<input type="text"/>	Result Number	<input type="text" value="1"/>	
Key Stage 4 Equivalence	Entry <input type="text" value="0"/>	A*-C <input type="text" value="0"/>	A*-E <input type="text" value="0"/>	A*-G <input type="text" value="0"/>
Level 3 Equivalence	Entry <input type="text" value="0"/>	A-C <input type="text" value="0"/>	A-E <input type="text" value="0"/>	
Points	<input type="text" value="0"/>	Discounted <input type="checkbox"/>		

CREATE PERFORMANCE TABLES REPORT

Ensure you are in Season **June (Summer) 2011**.

Select the route:
Reports | Results | Performance Tables



Accept the default **Season** (ensure that it is June (Summer) 2011).

Level: Select **Age 16-18**.

Report Criteria : Performance Tables

Season: June (Summer) Exams 2011

Level: Age 16-18

Group: PI Cohort 2011 Age 16+

Report Type: Summary

Order: [Empty]

Qualifying Date: 01/05/2011

Format: DCSF

Buttons: Print, Export, Cancel, Help

Description
Age 16-18
Keystage 4

Group: Choose **PI Cohort 2011 Age 16+**

Description
PI Cohort 2011 Age 16+
PI Cohort 2011 KS4

Report Type: Select **Summary**.

Qualifying Date: Leave as the default - the Season start date.

Accept the **Format** default: **DCSF**.

Select **Print** to preview your report on screen.

Green Abbey School

Performance Tables Information

Scope: Exam Performance C

Summary Data	All	Percentage	Male	Percentage	Female	Percentage
Number of Candidates	80	(100.00%)	43	(53.75%)	37	(46.25%)
Average Point Score per Student	645.38		667.67		619.46	
Average Point Score per Entry	227.95		229.68		225.81	

The Performance Table introduced in Examination Organiser Version 6.83 and above provides the information required by IMRS.

The Report now needs to be exported:

Export Report

Save in: Desktop

File name:

Save as type: Comma Separated (*.CSV)

QuickReport file (*.QRP)
Tab Separated (*.TSV)
Comma Separated (*.CSV)
Text file (*.TXT)

Save

Cancel

Save the file in a suitable area (where you will be able to find it to attach to an email).

Input the Filename **928XXXX_16+_2011**
Where xxxx = your DfE Number.

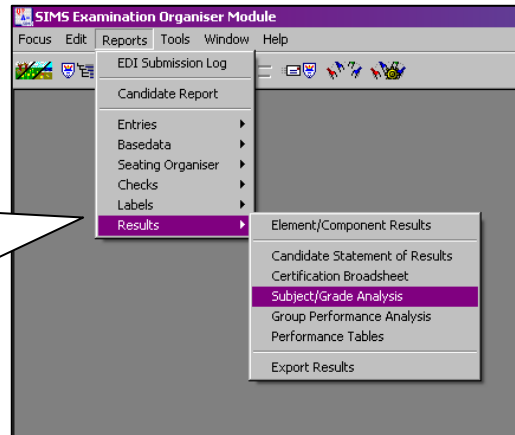
Save the file as a **.CSV** file using the drop down, as shown.

Select **Save** and close Report

CREATE SUBJECT GRADE ANALYSIS REPORT

Ensure you are in Season **June (Summer) 2011**.

Select the route:
Reports | Results | Subject/Grade Analysis.



Accept the default **Season** (make sure that it is June (Summer) 2011).

The 'Report Criteria : Subject/Grade Analysis' dialog box is shown with the following fields filled out:

- Season: June (Summer) Exams 2011
- Qualification: GCE
- Level: A (with a dropdown menu showing 'GCE Advanced')
- Group: June (Summer) Exams 11 Int
- Mode: Raw
- Order: Code
- Show Cumulative:

 At the bottom of the dialog, there are buttons for 'Print', 'Export', 'Cancel', and 'Help'.

Qualification: Select GCE

Level: Select A (GCE Advanced)

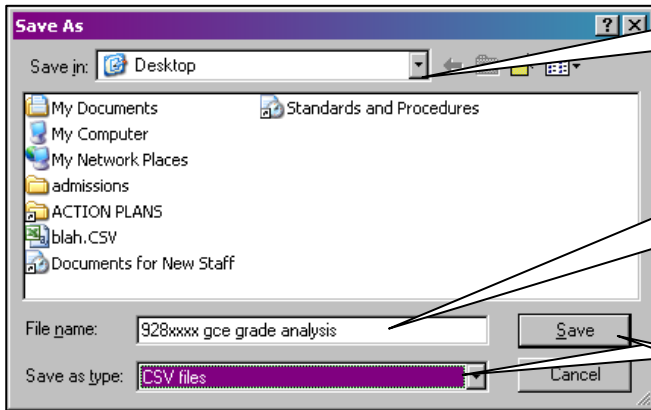
Group: Select June (Summer) Exams 11 Int (Internal Candidates)

Mode: Select Raw

Order: Select Code

DO NOT tick Show Cumulative

EXPORT to produce Report.



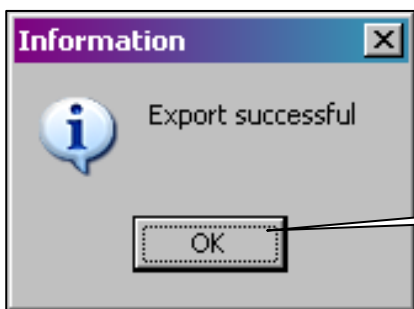
Save the file in a suitable area (where you will be able to find it to attach to an email).

Input the Filename
928XXXX_GCE_GRADE_ANALYSIS

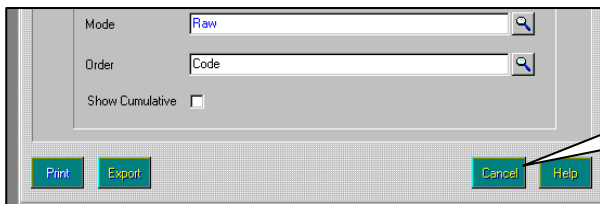
Where xxxx= your DfE Number.

Save the file as a **.CSV** file using the drop down.

Select **Save**, this will produce the file.



You will receive notification when the Export file been created, select **OK**.



You are returned to the report criteria page.
This can be closed, select **Cancel**.

EMAIL REPORTS TO IMRS

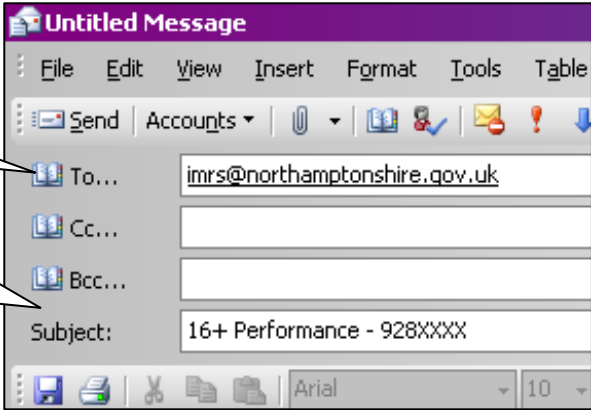
You must **not** email the Reports produced to IMRS before **Thursday 18th August 2011.**

You could however, produce the reports on Wednesday 17th August ready for sending on Thursday.

Email the Report to IMRS as detailed below.

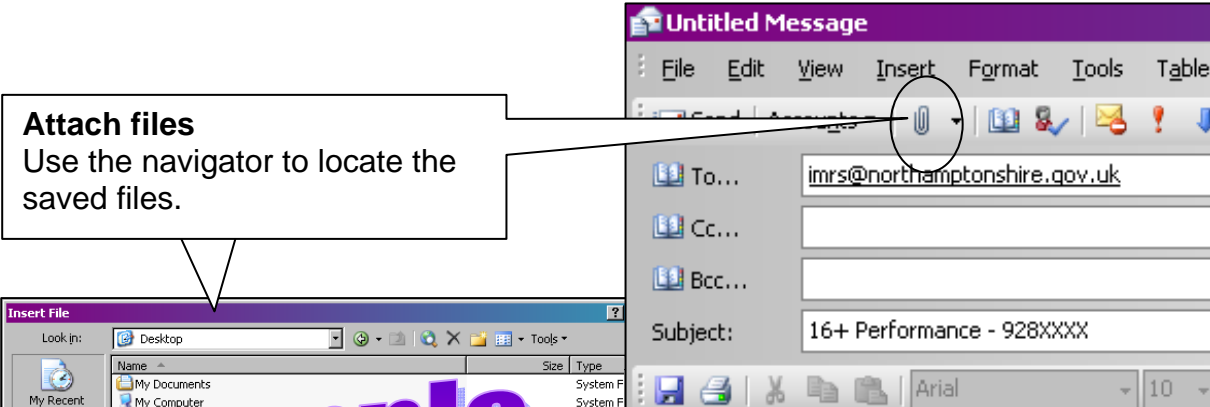
Enter email address:
imrs@northamptonshire.gov.uk

In Subject, please enter:
16+ Performance-928XXXX
Where xxxx= your DfE Number.

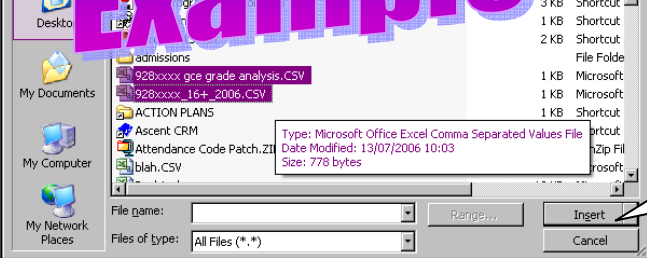


Attach files
Use the navigator to locate the saved files.

Select Insert
This will attach the file to the email.
Ensure you attach both files.



Once the files are attached to the email (as in the diagram), select **Send** to despatch the file to IMRS.



The 16+ Performance Return to the LA is complete.

