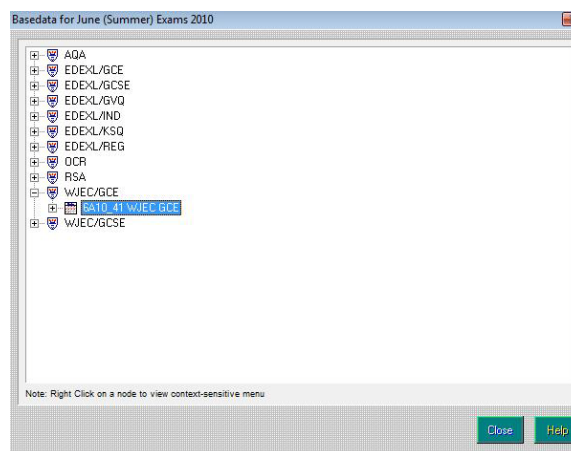


Summer Main Release 2010 Examination update Processes in Examination Organiser

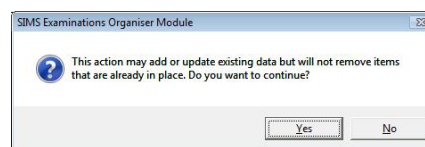
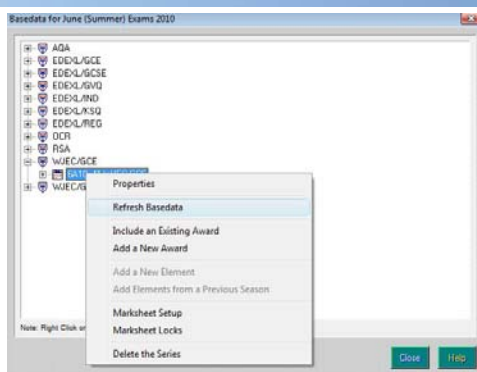
Due to a change in the basedata for the Welsh and Northern Ireland Examination Boards, there has been a re-issue of the SIMS Summer Main Release version 7.132. The earlier versions of basedata from these boards failed to include the new A* grade in A level subjects.

Schools affected by this issue must take this upgrade and carry out the following processes in Examination Organiser **BEFORE** importing Welsh or NI Board A level results files for Summer 2010

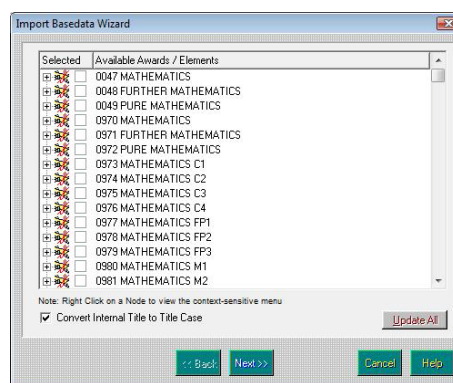
- **Step 1** - Carry out the SIMS upgrade to Summer Upgrade Release 2010. The version of SIMS.net will remain at 7.132 for schools that have already performed the summer upgrade.
- **Step 2** - Visit the Examination Board website for the Welsh and Northern Ireland boards as appropriate to download the latest version of their basedata
- **Step 3** - Extract the downloaded files to replace the existing basedata files for these boards in your EXAMIN folder. If challenged, give permission to overwrite the existing data.
- **Step 4** - Enter SIMS.net and then in Examinations Organiser
 - Select **Focus|Basedata**. Select the Welsh or NI Board. Click on the + symbol to show the summer examination series.



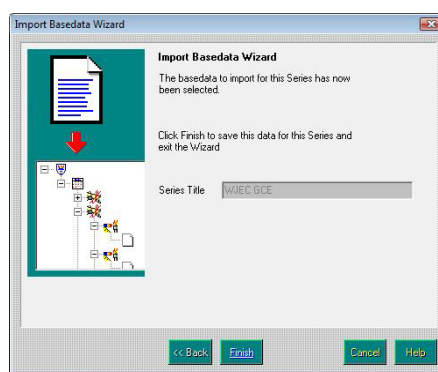
- Highlight the summer series, right click choose **Refresh Basedata**. A warning will appear, click **Yes** to proceed.



- Click on the **Update All** button, this will select all previously imported awards and elements. Then click on **Next**.



- The process will complete with a report that the data has been successfully imported without errors



- Repeat for the other Examination Board if required.
- **Step 5** – import the Welsh/NI Board results file. Results for candidates gaining A* grades will be included.

Any problems with the process should be reported to the helpdesk on 0844 893 8000 for assistance