# CCCA ALLOCATION SYSTEM Write-up

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# Overview

The objective of CAS is to allocate CCA to students based on their preferences and the CCA parameters within reasonable amount of time.

CAS is very organized. It streamlines the process of CCA Allocation. It is simple to use and can save tremendous amount of time. For example:

Student Choices	<ul> <li>This is online. Student log in to a portal to register their choices. In addition, information like Drug Allergies, Previous Year CCA, Level of Competition and NAPFA can also be collected. There is no need for paper work and collation. All data collected will be merged into CCA directly via text file.</li> </ul>
Allocate CCA	<ul> <li>Allocation is done systematically once all the parameters are defined. You can set Max Number of members allowed in each CCA and the Min number of Members in each CCA to monitor. Allocation is done in the following order: <ol> <li>Students whose CCA are being FIXED for some reasons (Manual)</li> <li>DSA Students</li> <li>Ranked Students (Ranked by CCA Teachers)</li> <li>The rest of the Students based on 1<sup>st</sup> Choice, 2<sup>nd</sup> Choice, 3<sup>rd</sup> Choice and so on Allocation can be completed within seconds except for "Left Over" which you need to allocate manually.</li> </ol> </li> </ul>
Generate Reports	<ul> <li>Class List with their Choices and Allocated CCA</li> <li>CCA List with their Members and choices</li> <li>Allocation Statistics</li> </ul>

# **Work Flow**

The following is the recommended work flow for the CCA Allocation Exercise

<u>Order</u>	Description	Action By
1	Convert Cockpit Data (Class and Pupil)	CAS Administrator
2	Update all the CCA offered and Set Parameters Max and Min	
	Order of Allocation (Preferred Order of Allocation by CCA)	
3	Update CCA Ranking List, if any	
	(Ranking can be updated prior to Allocating CCA to students)	
4	Upload Database to CCA Portal	RJCAT
5	Student Opt for their CCA Choices	Student
6	Download Database from CCA Portal	RJCAT
7	Merging Students' Choices to CAS	CAS Administrator
8	Allocate CCA to Students	CAS Administrator

# Sample Screen #1

## **CCA Setup**

Hart CLA       Group (CA)       Code (CA)       Abbr       Description       Order       Max       Min       Alloc       Free       DSA       H1       H2       H3       H4       H5       H6       H7       H0       DSA       H0       H1       H2       H3       H4       H5       H6       H7       H0       DSA       H0       H1       H2       H3       H4       H5       H6       H7       H0       DSA       H0       H1       H2       H3       H4       H5       H6       H7       H0       DSA       H0       H1       H2       H3       H4       H5       H6       H7       H0       H1       H1       H2       H3       H4       H5       H6       H3       H1       H2       H3       H4       H5       H3       H3       H1 <th>HOOL OGO</th> <th><b>RJCAT Secondar</b> 123 Street Singapore 349692</th> <th>y Sci</th> <th>100 </th> <th></th> <th>Jser ID àroup</th> <th>JON MASTER</th> <th></th> <th>Print</th>	HOOL OGO	<b>RJCAT Secondar</b> 123 Street Singapore 349692	y Sci	100											Jser ID àroup	JON MASTER		Print
System Table       Social       Indiana       Indiana <thindidiana< th="">       Indiana       Indiana<!--</th--><th>Allo Ran <u>CC</u>A</th><th>cate CCA nk CCA <u>A List</u></th><th></th><th>Drag a c Group S&amp;G</th><th>olumn header</th><th>Abbr BAD</th><th>Aain Info Description Orde Badminton</th><th>r Max I 9 35</th><th>Hin 15</th><th>Alloc Free 19 1</th><th>6</th><th>1 11</th><th><b>#2 #3</b> 13 18</th><th><b>#4 #</b>!</th><th>5 <b>#6</b> 4 (</th><th>0 0</th><th>) 1</th><th>1 11</th></thindidiana<>	Allo Ran <u>CC</u> A	cate CCA nk CCA <u>A List</u>		Drag a c Group S&G	olumn header	Abbr BAD	Aain Info Description Orde Badminton	r Max I 9 35	Hin 15	Alloc Free 19 1	6	1 11	<b>#2 #3</b> 13 18	<b>#4 #</b> !	5 <b>#6</b> 4 (	0 0	) 1	1 11
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Order	-	The preferred Order allocating CCA. You will generally order Niche CCAs first.
Max	-	Maximum number of Members allowed in the CCA. Allocation will ignore the rest of the choices
		if the MAX is reached.
Min	-	Minimum number of Members to monitor. This has no effect on the Allocation. It is just an
		indicator to show if the Minimum Number of Member has reached.

Note:

The rest of the columns are statistics generated when you Allocate CCA to students.

# Sample Screen #2A

### **CCA Allocation**

HOOL DGO RJCAT Secondary 123 Street Singapore 349692	School					User ID JON Group MAS	I Print
CCA Admin	Allocate CC/	۱					
	Tools & Utilities	Generate Random	Load Ranking List Co	mpute Statistics	Process Choices		Final Statistic
Allocate CCA	V Max V Min			I			
Rank CCA		- HIGG	Ļ	Max Size 📃	Allocated — Min Size		
CCA List	60					<mark>45</mark>	· · · · · · · · · · · · · · · · · · ·
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Class List							
Pupil List	BAD BE	9 NB SL TF	TT VB GG NC	C NPCC RCY	CCS CHO ELDDS GZ HB IC	S MCS MD SB A'	VP ENV IFC LIB
School List		//			0%		
Password Table	DSA 3	al 2 Bank 4	Choice 286 Total	295 Pupil 322	Nil 27 Current Stage		
	DSA 3	al 2 Rank 4	Choice 286 Total	295 Pupil 322	Nil 27 Current Stage		
Registration Info		al 2 Rank 4		295 Pupil 322	Nil 27 Current Stage		
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Registration Info Syste Cor Loa Cre Load System Utilities Backup Data	Sec 1A 31 Sec 1A 31 Sec 1A 4 Sec 1A 5 Sec 1A 6 Sec 1A 6 Sec 1A 7 Sec 1A 8 Sec 1A 8 Sec 1A 9	Overall Statistics         R.           tere to group by that	NricNo         Stream           \$00001932         Express           \$00000472         Express           \$00000472         Express           \$00000472         Express           \$000000472         Express           \$00000052         Express           \$00000152         Express           \$00000052         Express           \$00000052         Express           \$00000052         Express           \$00000322         Express           \$0000032         Express           \$00001302         Express           \$00001302         Express           \$00001302         Express           \$00001302         Express           \$00001302         Express	Rand#         Rank           9675         948           2201         3883           5258         5536           9952         3157           2361	Sch     Bendemeer Primary School     Hougang Primary School     Greenridge Primary School     Gragsheng Primary School     Yangsheng Primary School     Zhonghua Primary School     Zhonghua Primary School     Zhonghua Primary School     Zhonghua Primary School     Xong Hwa School     Kong Hwa School	CCA Rope Skipping Brownies Netball Scrabble and Drama Volleyball Table Tennis modular sports Science Club Chinese Orchestra	fo Competition Level Member Member Inter-School Inter-School Member Member Member Member Comb-School
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Registration Info Syste Cor Loa Cre Load System Utilities Backup Data	Sec 1A         31           Sec 1A         41           Sec 1A         41           Sec 1A         51           Sec 1A         101           Sec 1A         101           Sec 1A         111           Sec 1A         121	Overall Statistics         R.           Pere to group by that	NricNo         Stream           S00001932         Express           S00001932         Express           S00001242         Express           S00000472         Express           S000003212         Express           S0000052         Express           S000003212         Express           S0000052         Express           S000003212         Express           S000003212         Express           S00000322         Express           S0000132         Express           S0000132         Express           S0000132         Express           S0000142         Express           S00002532         Express	Rand#         Rank3           9675         348           201         3883           5258         3636           9652         3157           2361         5433           5455         6294	Sch     Bendemeer Primary School     Hougang Primary School     Greenridge Primary School     Gragzheng Primary School     Yangzheng Primary School     Zhonghua Primary School     Zhonghua Primary School     Grao Nan School     Xong Hwa School     Xinmin Primary School     Xinmin Primary School     Naval Base Primary School	CCA Rope Skipping Brownies Netball Scrabble and Drama Volleyball Table Tennis modular sports Science Club Chinese Orchestra Gushing Art Club Choir and Art Club	Solution Level Member Member Inter-School Inter-School Member Member Comb-School Comb-School Member

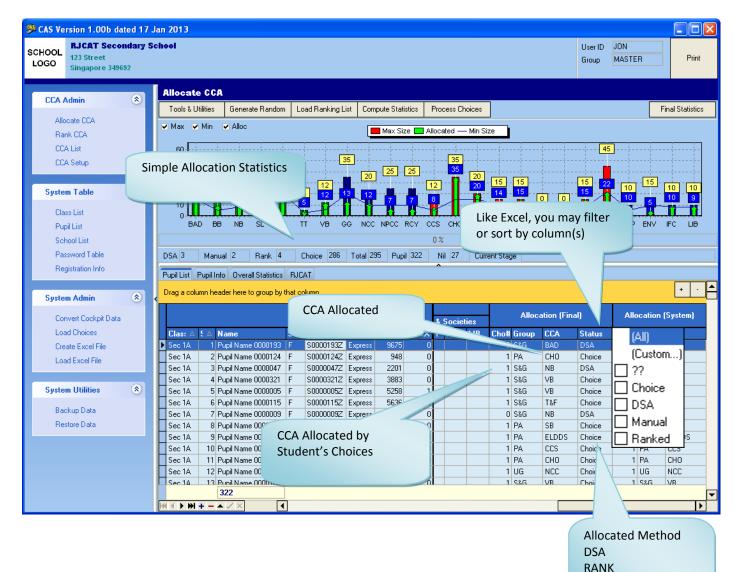
# Sample Screen #2B

#### Students' Choices

CCA Admin Allocate CC Rank CCA CCA List CCA Setup	*	Allocate												
Rank CCA CCA List	<u> </u>		ties Generate Random											
Rank CCA CCA List	X			Load F	Ranking List	Compute Sta	tistics	Process Cha	ices				Fina	al Statistic
CCA List			∕lin <b>v</b> Alloc											
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CCA Setup		60		<u> </u>				· • • • • • • • • • • • • • • • •				45		[]
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		10		5			7	8			0		5 1	0 9
Class List			<mark>┯╼<sub>┲</sub>┩┥</mark> ┠╼┯╼ <mark>╢</mark> ╢ <del>╸╤╤╤╤╱╝</del> ┯╼╼╢ <mark>┥</mark>	└── <b>}<sup></sup><sup></sup></b>	╤╫┨╌╌╴┩╿╌╌	_ <b></b>	- <mark>R</mark>	ŧ <mark>i,</mark> Į	╶┦┦╴╌╴┦╿╌	┯┹┥┖┯╤╤╤	┉┉┉	└──┨		لبلجبار
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School List								0%						
Password T	able	DSA 3	Manual 2 Rank 4	Choic	ce 286 To	tal 295 Pu	oil 322	Nil 27	Current Sta	qe				
Registration	Info							^						
-		Pupil List Pu	pil Info Overall Statistics	RJCAT										
System Admi		Drag a colum	n header here to group by t	hat columr	n									+ ·
System ridini		Ì												
Convert Coo	kpit Data			Main						Ľ	hoices			
Load Choice	s	Clas: A S	△ Name	Sex Nri	icNo Str	eam Rand#	RankX	DSA	#1	#2	#3	#4	#5	BAD
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Load Excel	File	Sec 1A	2 Pupil Name 0000124		000124Z Exp				CHO	T&F	NPCC			
		Sec 1A	3 Pupil Name 0000047		000047Z Exp		-	NB	NB	AV&P	BAD	TT	RCY	
System Utiliti	es 🔿	Sec 1A	4 Pupil Name 0000321 5 Pupil Name 0000005		000321Z Exp 000005Z Exp			-	VB VB	T&F	BB ELDDS	ELDDS HB	NCC	
system offild		Sec 1A Sec 1A	5 Pupil Name 0000005 6 Pupil Name 0000115		0000052 Exp 0001152 Exp			<u>.</u>	VB T25	BCY	BAD	GG	RCY TT	1
Backup Dal	а —	Sec 1A	7 Pupil Name 0000009		00001132 Exp 0000092 Exp		-	NB	-16	ELDDS	SB	TT	RCY	
Restore Dat	3	Sec 1A	8 Pupil Name 0000130		0000032 Exp 000130Z Exp			1	SB	HB	ELDDS	GG	VB	
		Sec 1A	9 Pupil Name 0000191						ELDDS	AV&P	NCC	MD	T&F	
		Sec 1A	10 Pupil Name 0000014		Student	s' Choic	es fro	m	CCS	IFC	AV&P	RCY	TT	
		Sec 1A	11 Pupil Name 0000253	F					СНО	ELDDS	AV&P	TT	RCY	
		Sec 1A	12 Pupil Name 0000199		online C	CA Reg	strati	on	NCC	NPCC	T&F	HB	ELDDS	2
		Sec 14	13 Pupil Name 0000161 322	F					VB	T&F	IFC	66	NB	

## Sample Screen #2C

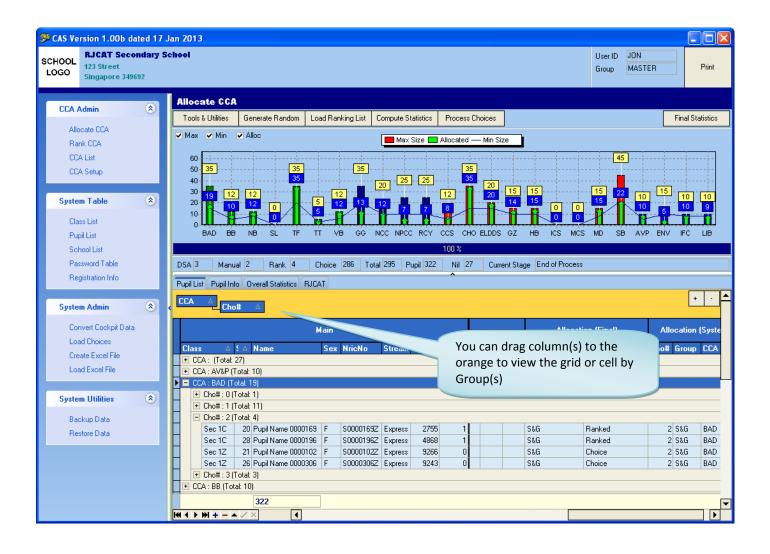
#### Allocated CCA



CHOICE MANUAL

## Sample Screen #2D

#### Grouping by Column(s)



## Sample Screen #2E

#### **Allocation Statistics**



ons <u>N</u> avigate	◀ Page	: 1/15	100.0%	
SCHOOL Logo			RJCAT Secondary School Class CCA List 2013	Date : 27/10/20 Time : 19:18:02 Page : 1 Category : Listing
Class : Sec 1A		Rank	Choices	CCA Allocation
RegNo Description	DSA	TOT CCA RN		Cho# 1st 2nd 3rd Status
1 Pupil Name 0000193	BAD		GG AVP NPCC IFC TT	0 BAD DSA
2 Pupil Name 0000124			CHO TF NPCC	1 CHO Choice
3 Pupil Name 0000047	NB		NB AVP BAD TT RCY	1 NB DSA
4 Pupil Name 0000321			VB TF BB ELDDS NCC	1 VB Choice
5 Pupil Name 0000005		1	VB SB ELDDS HB RCY	1 VB Choice
6 Pupil Name 0000115			TF RCY BAD GG TT	1 TF Choice
7 Pupil Name 0000009	NB		LIB ELDDS SB TT RCY	0 NB DSA
8 Pupil Name 0000130			SB HB ELDDS GG VB	1 SB Choice
9 Pupil Name 0000191			ELDDS AVP NCC MD TF	1 ELDDS Choice
10 Pupil Name 0000014			CCS IFC AVP RCY TT	1 CCS Choice
11 Pupil Name 0000253			CHO ELDDS AVP TT RCY	1 CHO Choice
12 Pupil Name 0000199		1	NCC NPCC TF HB ELDDS	1 NCC Choice
13 Pupil Name 0000161		-	VB TF IFC GG NB	1 VB Choice
14 Pupil Name 0000315			NB TF SB HB NCC	1 NB Choice
15 Pupil Name 0000219			BB AVP ENV NCC TF	1 BB Choice
16 Pupil Name 0000035			MD NB HB TF GG	4 TF Choice
17 Pupil Name 0000034		1 BAD :	BAD MD TF AVP GG	1 BAD Ranked
18 Pupil Name 0000279			BB NB TF VB NCC	1 BB Choice
19 Pupil Name 0000020			GZ HB ENV TT GG	1 GZ Choice
20 Pupil Name 0000178			BB NB TF ELDDSNPCC	1 BB Choice
21 Pupil Name 0000307			HB CHO SB TF RCY	1 HB Choice
22 Pupil Name 0000113			VB TF HB ELDDSNPCC	1 VB Choice
23 Pupil Name 0000175		1	ELDDS AVP NCC VB IFC	1 ELDDS Choice
24 Pupil Name 0000028			AVP BB BAD NCC TF	1 AVP Choice
25 Pupil Name 0000159			ELDDS IFC AVP TT GG	1 ELDDS Choice
26 Pupil Name 0000051			HB IFC SB TF NCC	1 HB Choice
27 Pupil Name 0000146			NCC HB GZ TF CHO	1 NCC Choice
28 Pupil Name 0000292			BB TF VB MD GG	1 BB Choice
29 Pupil Name 0000128			NCC VB NB NPCC TF	1 NCC Choice
30 Pupil Name 0000217			MD TF NB BB NPCC	2 TF Choice
31 Pupil Name 0000240			GZ MD ELDDS GG TF	1 GZ Choice
32 Pupil Name 0000087			CCS BB NB TF GG	1 CCS Choice

SCHOOL LOGO CCA : Netball					AT Se CCA Me										Date : 27/1 Time : 19:1 Page : 16 Category : Listi	9:01
			Rank				Cho	ices					(	CCA Allo	ocation	
Class Description	DSA	тот	CCA RNK#		#2	#3	#4	#5	#6	#7	#8	Cho#	1st	2nd	3rd Status	
1A Pupil Name 0000047	NB			NB	AVP	BAD	Π	RCY				1	NB		DSA	
1A Pupil Name 0000009	NB			LIB	ELDDS		Π	RCY				0	NB		DSA	
1A Pupil Name 0000315				NB	TF	SB	HB	NCC				1	NB		Choice	
1A Pupil Name 0000203												0	NB		Manual	
1M Pupil Name 0000025	_			NB	TF	CHO	BAD	RCY				1	NB		Choice	<u> </u>
1M Pupil Name 0000077				NB	ELDDS		NCC	TF				1	NB		Choice	<u> </u>
1N         Pupil Name 0000001           1N         Pupil Name 0000151				NB	TF	ELDDS		GG				1	NB NB		Choice	
1N         Pupil Name 0000151           1N         Pupil Name 0000226	_			NB MD	NB	AVP TF	GG NCC					1 2	NB		Choice Choice	
10 Pupil Name 0000220	_			NB	HB	SB	TF	NCC				1	NB		Choice	
10 Pupil Name 0000246				NB	SB	MD	RCY	VB				1	NB		Choice	
1P Pupil Name 0000240	_			NB	VB	GG	Π	AVP				1	NB		Choice	<u> </u>

Options <u>N</u> avigate				
<u>Close</u> 100% ▼	Ⅰ II I Page: 1/1 ► ►	100.0%		
SCHOOL Logo		RJCAT Secondary Scho CCA Overview 2013	ol	Date : 27/10/2013 Time : 19:20:12 Page : 1 Category : Analysis
Main Info	Allocation By Group	Allocation By Type	Allocation By Choices	Date Updated : 27/10/2013 Time Updated : 19:17:56
Total CCA:24Total Pupil:322Allocated:295NIL:27	Tot         Pct           S&G         : 93         31.5           UG         : 39         13.2           PA         : 129         43.7           C&S         : 34         11.5	Tot         Pct           DSA         :         3         1.0           MAN         :         2         0.7           RNK         :         4         1.4           CHO         :         286         96.9	Tot         Pct           Cho #0         :         4         1.4           Cho #1         :         211         71.5           Cho #2         :         41         13.9           Cho #3         :         23         7.8           Cho #4         :         11         3.7           Cho #5         :         5         1.7           Cho #6         :         0         0.0           Cho #7         :         0         0.0           Cho #8         :         0         0.0	
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itions <u>N</u> avi	-																		
<u>C</u> los	se 100% 🔽 14 4	Pag	e: 1/3	•	M	100.0%	Ø												
зсноо	1					RJCAT Seco			ool							Date Time		27/10/20 19:20:4:	
LOGO	-					CCA Sta	tistics	2013								Page	: 1		~
																Catego	яу∶А	Analysis	3
CCA Gro	oup : Sports & Games																		
Code	Description	Order	Max	Alloc	Free		DSA	MAN	RNK	сно	#0	#1	#2	#3	#4	#5	#6	#7	ŧ
BAD	Badminton	9	35	19	16	Choices	1					11	13	18	11	4			
						Allocation	1		4	14	1	11	4	3					_
88	Basketball	11	12	10	2	Allocation (%) Choices	5.3		21.1	73.7	5.3	57.9 10	21.1 6	15.8 5	7				-
	Daskelball	''	12	10	2	Allocation	<u> </u>			10		10	0	0	· ·				+
						Allocation (%)				100.0		100.0							+
NB	Netball	8	12	12		Choices	2			-		15	21	13	11	2			1
						Allocation	2	1		9	2	9	1						
						Allocation (%)	16.7	8.3		75.0	16.7	75.0	8.3						
SL	Sports League					Choices													
						Allocation													
TE	Treak 9 Field	1	35	35		Allocation (%) Choices						26	33	27	48	32			-
16	Track & Field	1	35	35		Allocation				35		20	33 10	27	48	32			-
						Allocation (%)	<u> </u>			100.0		57.1	28.6	5.7	8.6				$\vdash$
Π	Table Tennis	5	5	5		Choices						6	2	10	22	32			+
						Allocation				5		4		1					
						Allocation (%)				100.0		80.0		20.0					
VB	Volleyball	4	12	12		Choices						12	11	9	29	27			
						Allocation Allocation (%)				12 100.0		12 100.0							-
						Allocation (%)				100.0		100.0							
	oup : Uniformed Groups						1	1											
Code GG	Description Girl Guides	Order	Max 35	Alloc 13	Free 22	Choices	DSA	MAN	RNK	СНО	#0	#1 6	#2 8	#3 16	#4 30	#5 71	#6	#7	Ŕ
00	Gin Guides		30	13	22	Allocation				13		5	8	10	2	2			-
						Allocation (%)	<u> </u>			100.0		38.5	23.1	7.7	15.4	15.4			+
NCC	National Cadet Corps	-	20	12	8	Choices				1.00.0		7	8	16	11	27			+
						Allocation				12		7	1	1	3				
						Allocation (%)				100.0		58.3	8.3	8.3	25.0				
NPCC	National Police Cadet Corps		25	7	18	Choices						5	3	8	12	25			
						Allocation				7		5		1		1			
						Allocation (%)				100.0		71.4		14.3		14.3			
	fmRpt_ANA_CCAList															System V			