

Pupil Academic Monitoring System

Check List for GCE 'O' Level Results – 2023

The following is the Guideline for Converting and Analysing GCE 'O' Level Results. Your PAMS should **Version 5 dated 31 Jul 2023** or later.

If not, you may upgrade from <https://www.rjcat.com>

only schools with Service Contract for Year 2023 may upgrade

S.T.E.P.S.

- 1 Change System Year - You will need to change the System Year to 2023 so that PAMS can reminder the Year you are processing.
- 2 Check GCE Code Mapping & Subject Grading Scheme - You will need to ensure that the GCE Codes are mapped to the PAMS Subject Codes accordingly. Otherwise, you will get "Undefined GCE Codes" during the Conversion.
You will first download the GCE Text File from MOE and save it into your computer. Convert will import the Data from the TextFile into PAMS format.
- 3 Convert GCE 'O' Level Results from Previous Sitting or Merge GCE Results - You will need to merge the Previous GCE Results to compute the complete Aggregate from 2 Sittings, especially for HMT students who sat for their T GCE in 2022.
(You should already have this file from last year)
- 4 Convert GCE 'O' Level Results - You will first download the GCE Text File from MOE and save it into your computer. Convert will import the Data from the TextFile into PAMS format.
- 5 Process Results - After you have converted the GCE Results, you are ready to process the GCE Results. Processing will compute and tabulate the Results, preparing data for Printing.

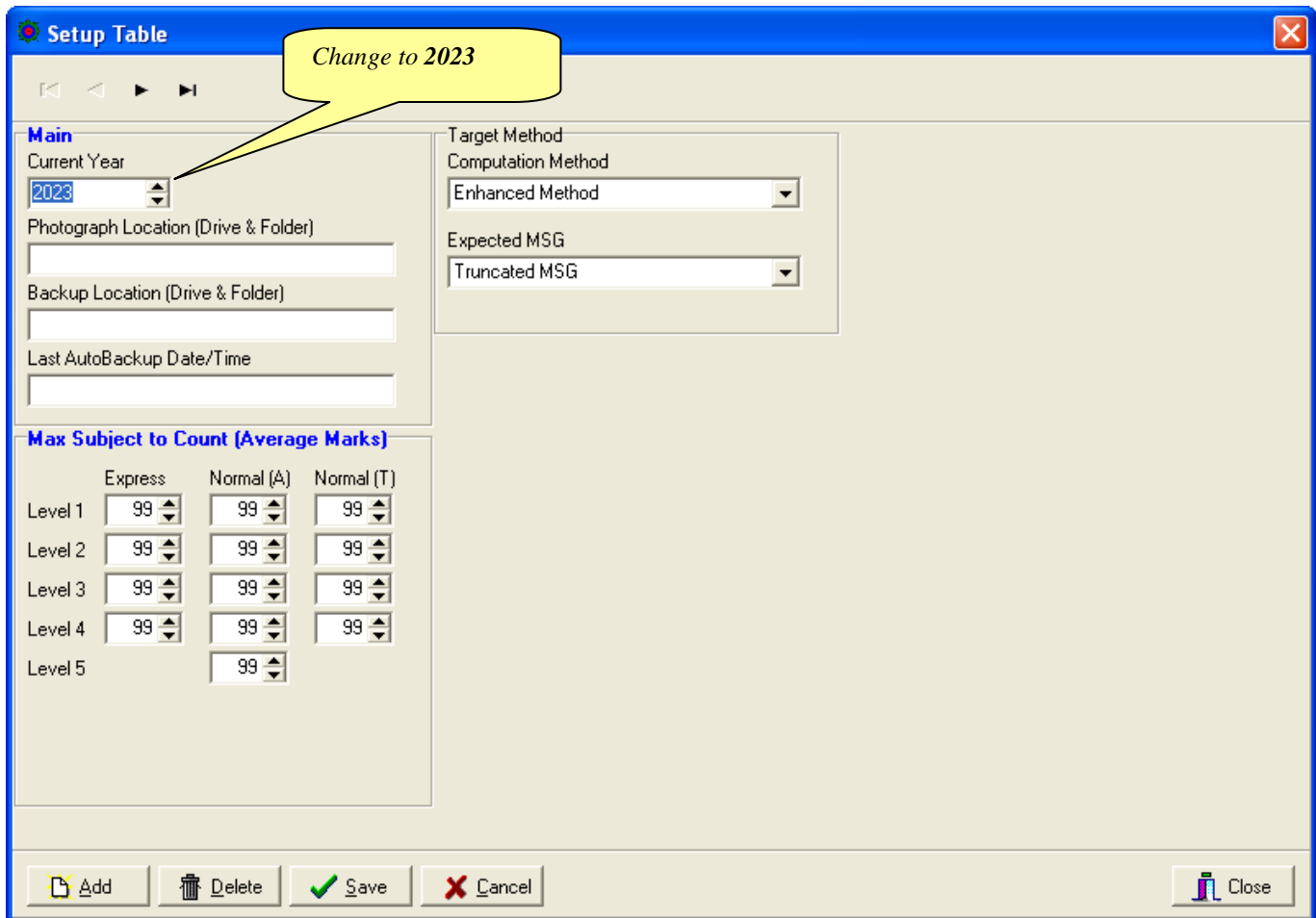
The first 3 steps can be done prior to release of GCE Results.

After you have gone through all the STEPS, you may proceed to Print all the relevant Reports for Analysis.

Step 1 - Change System Year

This is to ensure that you are dealing with the correct year data.

Menu Access: System Table Menu || Setup Table



The screenshot shows the 'Setup Table' dialog box. A yellow callout bubble with the text 'Change to 2023' points to the 'Current Year' dropdown menu, which is currently set to '2023'. The dialog is divided into several sections:

- Main**: Contains fields for 'Current Year' (set to 2023), 'Photograph Location (Drive & Folder)', 'Backup Location (Drive & Folder)', and 'Last AutoBackup Date/Time'.
- Target Method**: Contains 'Computation Method' (set to 'Enhanced Method') and 'Expected MSG' (set to 'Truncated MSG').
- Max Subject to Count (Average Marks)**: A table with columns for 'Express', 'Normal (A)', and 'Normal (T)' and rows for 'Level 1' through 'Level 5'. Each cell contains a dropdown menu set to '99'.

At the bottom of the dialog, there are buttons for 'Add', 'Delete', 'Save', 'Cancel', and 'Close'.

STEPS:

1. Change the Current Year to **2023**
2. Click Save Button
3. Click Close Button

Step 2 - Check GCE Code Mapping

Since the Subject Codes and the GCE Codes are not the same, you will need to map them accordingly. Otherwise, you may encounter “GCE Codes not defined” when you convert the GCE Results.

Use the 1st GCE for the main mapping. The 2nd GCE is meant for Subject with different GCE Syballus.

You should ensure that ALL the GCE ‘O’ Codes for Sec 3, Sec 4 and Sec 5 Normal (A) are defined.

Menu Access: System GCE Menu || [Subject Grading Scheme](#)

Map GCE Code for Level taking GCE Examinations

Pupil Academic Monitoring System - Version 5.00 - Dated : 31 Jul 2023

Subject Grading Scheme

Drag a column header here to group by that column

Main			Subject Info						SBB Conversion		GCE Code	
Year	Levl	Stream	Code	Abbr	Desc	Cat	Grading Scheme	Pair	Type	Mks	1st	2nd
2023	4	Exp	EL1	EL1	English Language	EL1	EX (A1 to F9)				1128	1184
2023	4	Exp	CL	CL	Chinese	MT2	EX (A1 to F9)				1160	
2023	4	Exp	ML	ML	Malay	MT2	EX (A1 to F9)				1148	
2023	4	Exp	TL	TL	Tamil	MT2	EX (A1 to F9)				1157	
2023	4	Exp	GEOG	GEOG	Geography (Revised)	HUM	EX (A1 to F9)				2236	
2023	4	Exp	HIGHER ART	HIGHER ART	Higher Art	HUM	EX (A1 to F9)				6124	
2023	4	Exp	HIST	HIST	History (Revised)	HUM	EX (A1 to F9)				2174	
2023	4	Exp	HUM(SS.GE)	HUM(S/G)	Humanities (Ss, Geography)	HUM	EX (A1 to F9)				2272	
2023	4	Exp	HUM(SS.HE)	HUM(S/H)	Humanities (Ss, History)	HUM	EX (A1 to F9)				2273	
2023	4	Exp	LIT(E)	LIT(E)	Literature(E)	HUM	EX (A1 to F9)				2065	
2023	4	Exp	A MATHS	AMATH	Additional Mathematics	MTH	EX (A1 to F9)				4049	
2023	4	Exp	MATHS	MATH	Mathematics	MTH	EX (A1 to F9)				4048	6052
2023	4	Exp	BIOLOGY				EX (A1 to F9)				6093	
2023	4	Exp	CHEMIST				EX (A1 to F9)				6092	
2023	4	Exp	PHYSICS				EX (A1 to F9)				6091	
2023	4	Exp	SCI(C.B)				EX (A1 to F9)				5078	
2023	4	Exp	SCI(P.C)				EX (A1 to F9)				5076	
2023	4	Exp	ART(O)	Art(O)	Art	OTH	EX (A1 to F9)				6123	
2023	4	Exp	BENGALI	BENGALI	Bengali	OTH	EX (A1 to F9)				3215	
2023	4	Exp	D&T	D&T	Design & Technology	OTH	EX (A1 to F9)				7059	
2023	4	Exp	FRENCH	FRENCH	French	OTH	EX (A1 to F9)				3917	
2023	4	Exp	HINDI	HINDI	Hindi	OTH	EX (A1 to F9)				3194	
2023	4	Exp	POA	POA	Principles Of Accounts	OTH	EX (A1 to F9)				7087	
2023	4	Exp	CLB	CLB	Chinese B	GRD	GO (MPU)				1153	
2023	4	Exp	PE	PE	Physical Education	NON	GO (A to E)					
2023	4	NA	EL1	EL1	English Language	EL1	EX (A1 to F9)	1	MDE		1128	
2023	4	NA	EL1(SYLA)	EL1 (NA)	English Language (Syll A)	EL1	NA (1 to U)	1			1190	
2023	4	NA	CL	CL	Chinese	MT2	EX (A1 to F9)	2	MDE		1160	
2023	4	NA	CL N(A)	CL N(A)	Chinese N(A)	MT2	NA (1 to U)	2			1196	

Check Grading Scheme

(Level = 4)

Customize...

STEPS:

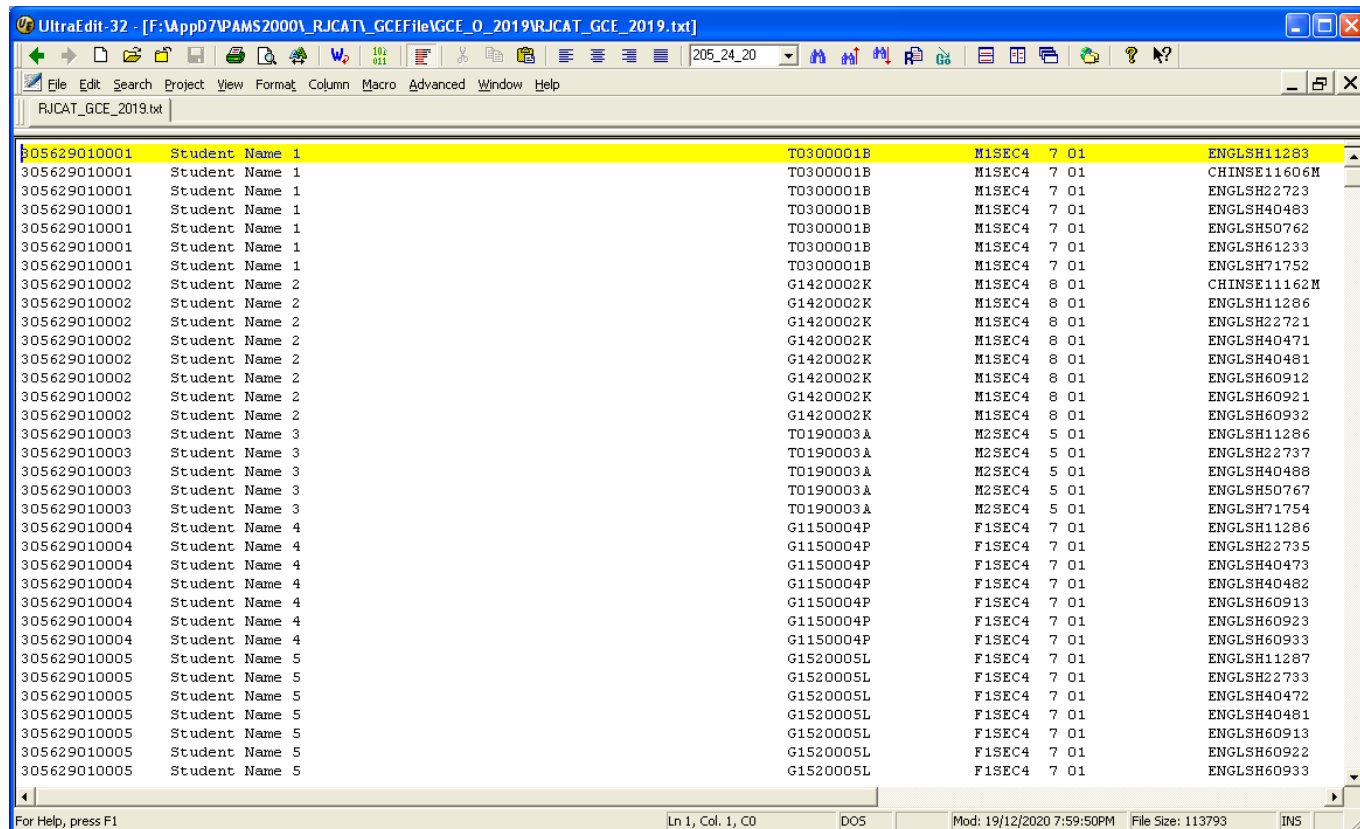
- Select a Subject
- Enter the GCE Code – Sec 3, Sec 4 and Sec 5 (Express Subjects, including OOS)
- Check the Grading Scheme
- Repeat the above Steps for the rest of the Subjects

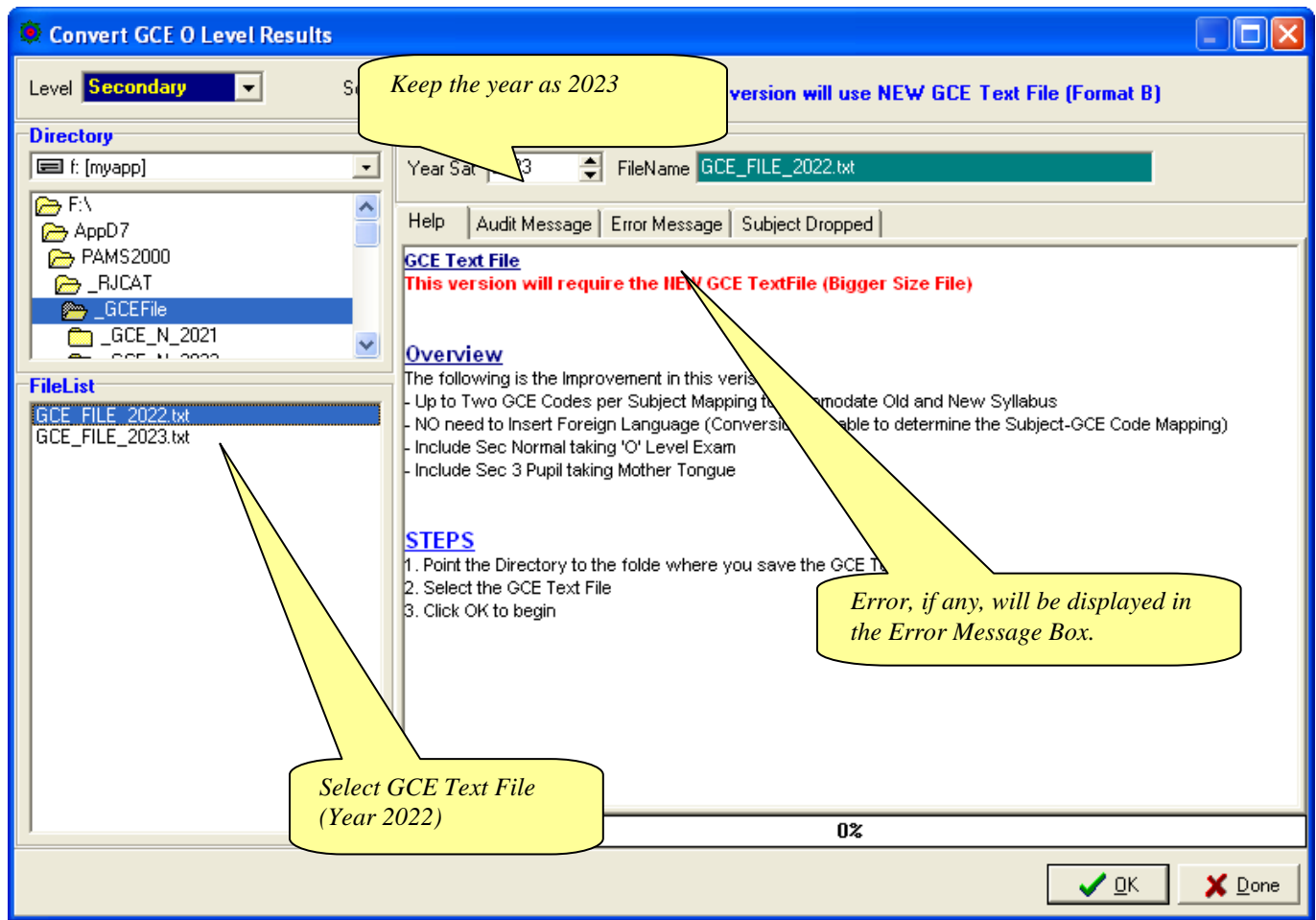
Step 3 - Convert GCE 'O' Level Results (Previous Sitting)

To convert GCE 'O' Level Results from Previous Sitting (Year 2022) into PAMS format. You should already have this file.

IES provides 2 sets of text file. **(Use the correct format).**

You can open up the text file to check.





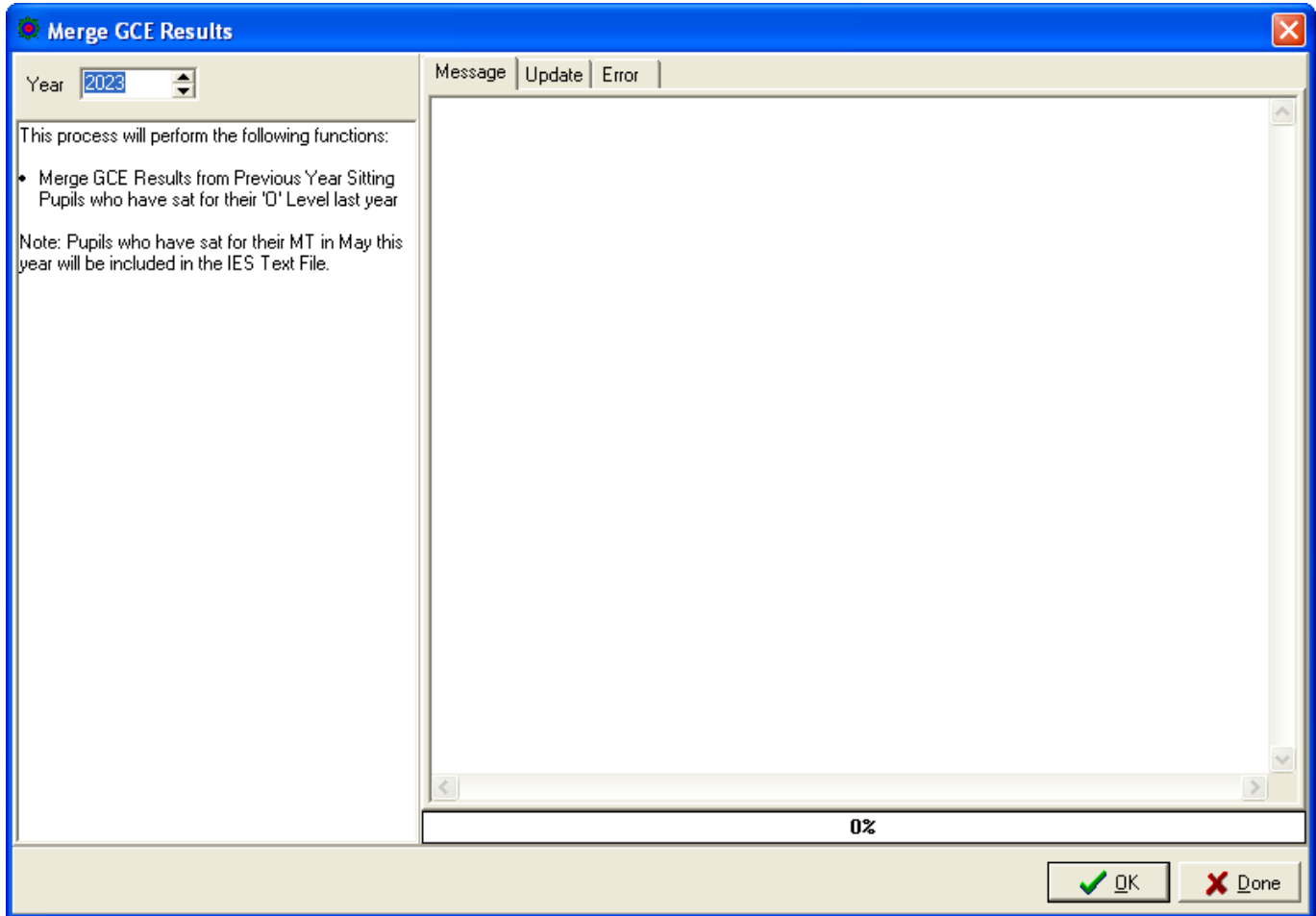
STEPS:

1. Keep the Year as **2023**
2. Select the Directory or Drive
3. Select the **2022** GCE Text File
4. Click the **OK** button
5. Click **Done** Button

Note:

You will see a lot of error messages (Ignore them) as last year students have already graduated. We only want to convert results of the students who are still with the school (for example, Sec 4 Repeats and Sec 5 Students who sat for some of their GCE Results in 2019)

If you already converted 2022 GCE 'O' Level Results in 2022, you can just "Merge GCE Results" from their Sec 3 Results in PAMS.



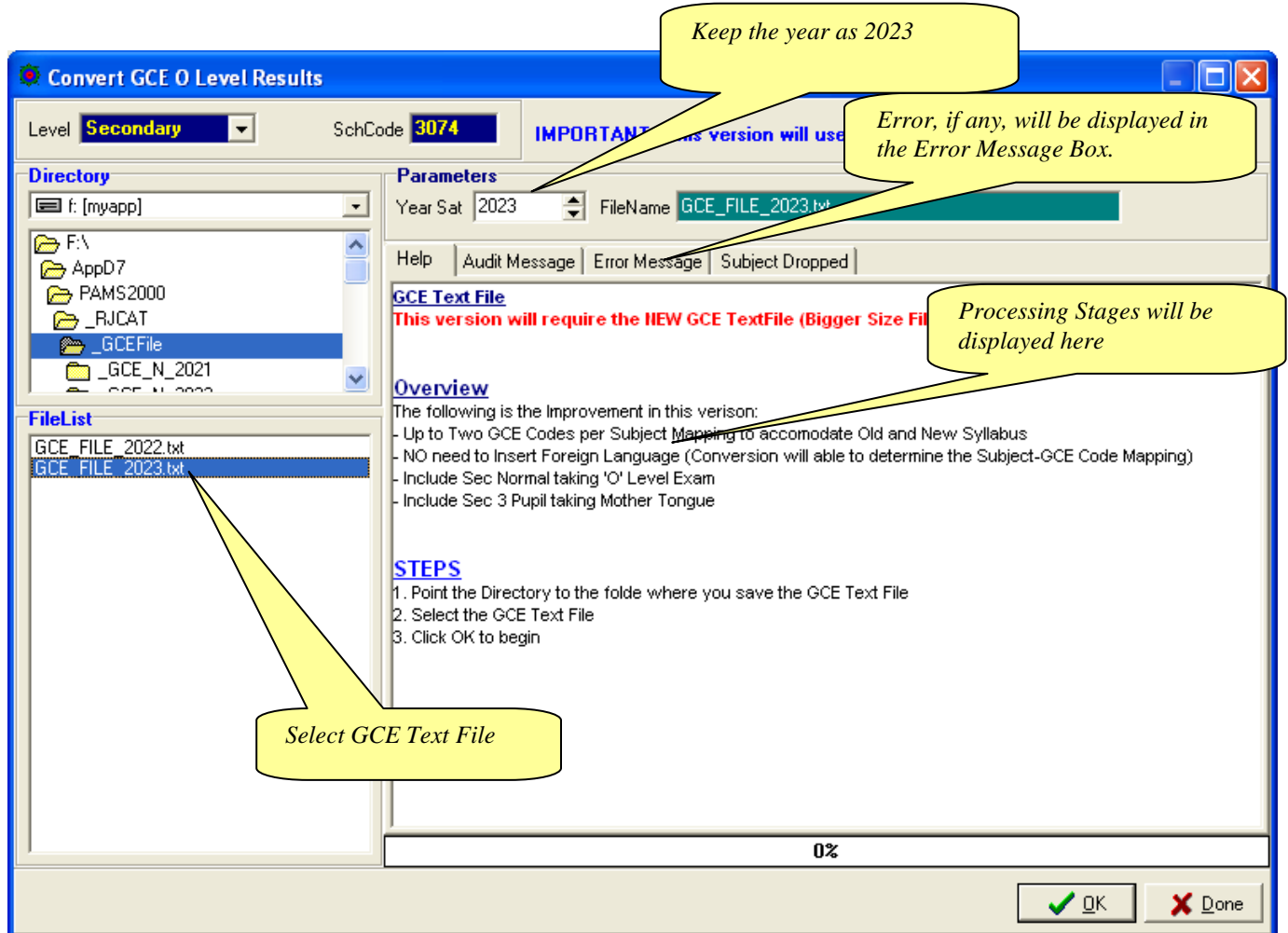
STEPS:

1. Keep the Year as **2023**
2. Click the **OK** button

Step 4 - Convert GCE 'O' Level Results (2023)

To convert GCE 'O' Level Results into PAMS format. Prior to converting, you will need to download the GCE Text File from [IExam](#).

Menu Access: System GCE Menu || [Convert GCE 'O' Level](#)



STEPS:

1. Change the Year to **2023**
2. Select the Directory or Drive
3. Select the 2022 GCE Text File
4. Click the **OK** button
5. Click **Done** Button

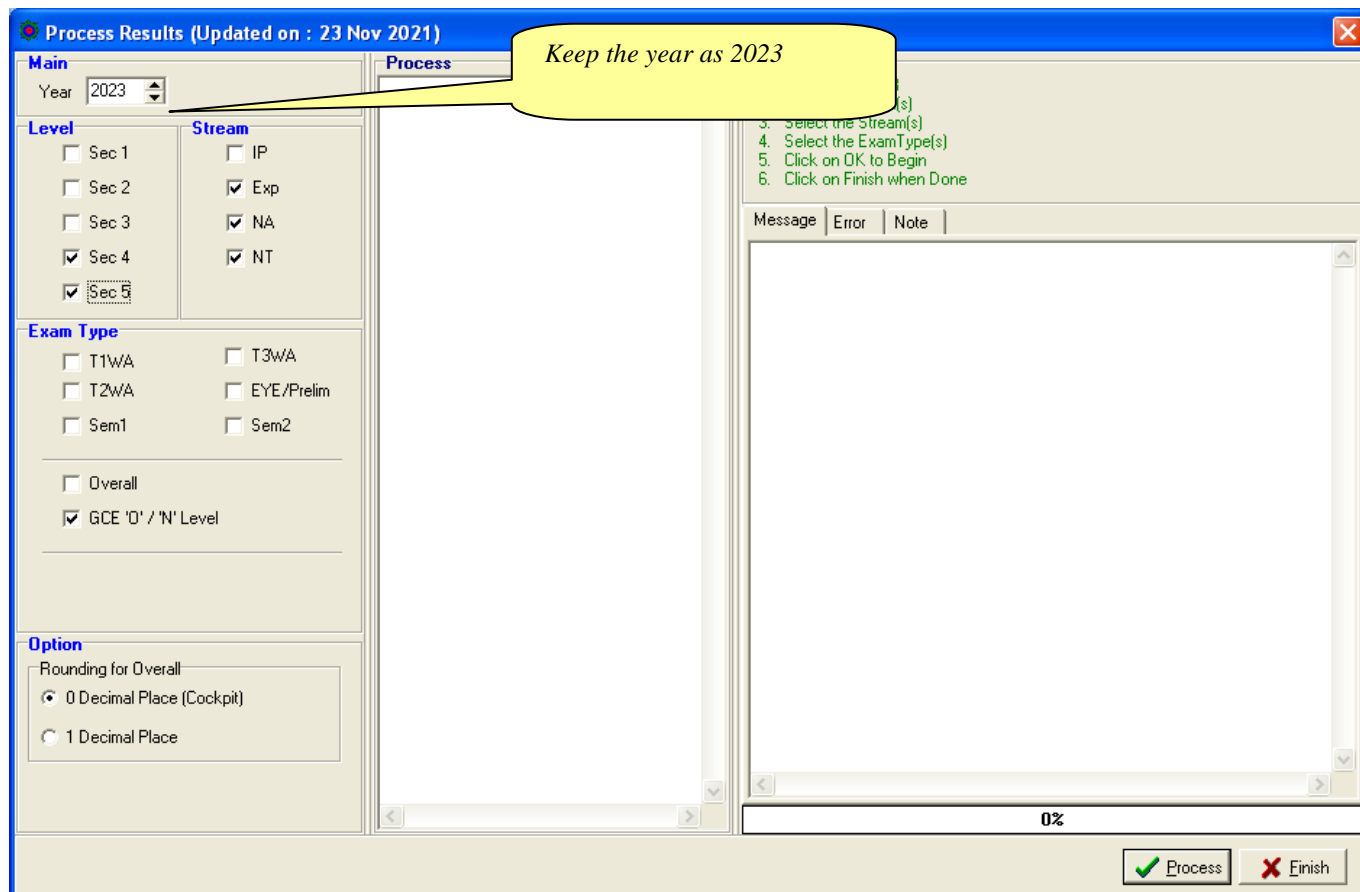
Note:

Please note that all the GCE 'O' Level Subjects MUST be mapped with a corresponding GCE Codes before conversion can be completed successfully.

Step 5 - Process Results

Processing Results basically prepare the data for Printing.

Menu Access: System GCE Menu || Process Results



STEPS:

1. Change the Year to **2023**
2. Select the Level(s)
3. Select the Stream(s)
4. Select the Exam Type – “GCE ‘O’/‘N’ Level
5. Click the **OK** button
6. Click **Finish** when done

During the Processing, the Audit Report will appear in the Process Box and Message Tab. Should an error occurs, the error message will appear in the Error Tab. Once the Processing is completed, you are ready for Printing.

Note: This will re-process Sec 4 NA and NT students who have sat for GCE ‘O’ and ‘N’ Level Exam.

Manual Change to GCE Results

You may check what you have converted or manually change the results.

Menu Access: Main Menu || [View Results](#)

Pupil Academic Monitoring System - Version 5.00 - Dated : 07 Jan 2022

Pupil Table

Pupil Info

Name: Pupil 2020-44-01
 Class: 44 R/N: 01 Stream: EP Gender: F
 NricNo: T0426303G Birth Date: 08/09/2004
 Adm No: 3239170175 Adm Date: 14/12/2016

Results

State	Year	Subject	Sem2			Overall			GCE			Teaching Group				
			ks	Grd	Msg	Sat	Mks	Grd	Msg	Sat	Mks	Grd	Msg	GP	T01	T02
OKm	2020	A MATHS	44.0	E8	8.0	✓	44.0	E8	8.0	✓	B4	4.0	4AM2	TEACHER 021		
OKm	2020	D&T	77.0	A1	1.0	✓	77.0	A1	1.0	✓	B3	3.0	4T05	TEACHER 001		
OKm	2020	EL1	59.0	C5	5.0	✓	59.0	C5	5.0	✓	C6	6.0	4E10	TEACHER 110		
OKm	2020	HUM(SS.HE)	57.0	C5	5.0	✓	57.0	C5	5.0	✓	B3	3.0	4HE2	TEACHER 001	TEACHER 003	
OKm	2020	MATHS	59.0	B3	3.0	✓	59.0	B3	3.0	✓	A2	2.0	4MA6	TEACHER 021		
OKm	2020	PE														
OKm	2020	SCI(C.B)	52.0	B4	4.0	✓	52.0	B4	4.0	✓	B3	3.0	4S17	TEACHER 629	TEACHER 030	
OKm	2020	TL	52.0	B4	4.0	✓	52.0	B4	4.0	✓	B3	3.0	4TL1	TEACHER 001		
OKm	2020	TL_OR				✓				✓	DI	0				

Special Group

PSLE Tier: SBB-00S
 T5 (Others)

Callouts:

- These are converted from I-Exam Text File
- Change Grade and MSG and click another record to SAVE

Note: If you have manually changed the results, you will need to process results again.

Append New Subject

Version 5.00 or later will automatically append these subjects (GCE Code starting with '3'). As such, you may skip this steps.

Generally, there is no need to add New Subject Codes as they are handled by the Conversion Routines. However, there may be some subjects which are not captured in Cockpit especially subjects that are taken outside schools. For example: Foreign Languages (Japanese, German, French) and Mother Tongue (Burmese, Punjabi, Gujarati).

In any case, you may Append them manually if needed.

If you are not too sure about the Subject and the Class, you may skip this step and go through the Convert GCE Result where it will display the Error Message indicating the "Undefined GCE Subject". With the list, you can then append the subjects and continue with the rest of the steps sequentially.

Menu Access: System GCE Menu || Class Table

Pupil Academic Monitoring System - Version Version 5.00 - Dated : 20 Dec 2020

Class Table

Drag a column header here to group by that column

Main					Teacher	
Year	Level	Class	ClassName	Stream	Teacher	Co-Form
2020	1	1A	1A	EP		
2020	1	1B	1B	EP		
2020	1	1C	1C	EP		
2020	1	1D	1D	EP		
2020	1	1E	1E	NA		
2020	1	1F	1F	NA		
2020	1	1G	1G	NT		
2020	2	2A	2A	EP		
2020	2	2B	2B	EP		
2020	2	2C	2C	EP		
2020	2	2D	2D	EP		
2020	2	2E	2E	NA		
2020	2	2F	2F	NA		
2020	3	3A	3A	EP		
2020	3	3B	3B	EP		
2020	3	3C	3C	EP		
2020	3	3D	3D	EP		
2020	3	3E	3E	NA		
2020	3	3F	3F	NA		
2020	4	4A	4A	EP		
2020	4	4B	4B	EP		
2020	4	4C	4C	EP		
2020	4	4D	4D	EP		
2020	4	4E	4E	NA		
2020	4	4F	4F	NA		
2020	4	4G	4G	NT		
2020	5	5A	5A	NA		

Total: 27

Year Level Class ClassName Stream

2020 4 4A 4A EP

Subject

Drag a column header here to group by that column

Main				Teachers (Code)
Year	Class	Stream	Subject	Teachers (Code)
2020	4A	EP	A MATHS	
2020	4A	EP	CHEMISTRY	
2020	4A	EP	CL	
2020	4A	EP	CLB	
2020	4A	EP	EL1	
2020	4A	EP	GEOG	
2020	4A	EP	HINDI	
2020	4A	EP	HUM(SS,GE)	
2020	4A	EP	HUM(SS,HE)	
2020	4A	EP	LIT(E)	
2020	4A	EP	MATHS	
2020	4A	EP	ML	
2020	4A	EP	PE	
2020	4A	EP	PHYSICS	
2020	4A	EP	POA	
2020	4A	EP	SCI(P,C)	

Total: 16

Click "+" to Add Subject

STEPS:

1. Select the Class
2. Click the **“+”** Button to Add Subject
3. Select the New Subject - eg. Mother Tongue (PU)
4. Click the **“Tick”** button to Save

Updating Pupil's NRIC No

Menu Access: System GCE Menu || Pupil Table

Pupil Academic Monitoring System - Version 5.00 - Dated : 20 Dec 2020

View Results

Class [Main] [Class List]

Pupil Info

Name: Pupil 2019-4E1-01

Class: 4E1, R/N: 01, Stream: EP, Gender: F

NRICNo: T0302675I

Birth Date: 22/01/2003

Adm No: 3061160204

Previous Class

Year	Class	RegNo	Stream	Fixed
2016	1E2	02	EP	<input checked="" type="checkbox"/>
2017	2E2	02	EP	<input checked="" type="checkbox"/>
2018	3E1	01	EP	<input checked="" type="checkbox"/>
2019	4E1	01	EP	<input checked="" type="checkbox"/>

Target Results Summary

Year	Subject	RJ	CA1				Standard Component						
			Sat	Mks	Grd	Msg	Sat	Mks	Grd	Msg			
2019	A MATHS	0	<input checked="" type="checkbox"/>	34.0	F9	9.0	<input checked="" type="checkbox"/>						
2019	EL1	0	<input checked="" type="checkbox"/>	65.0	B3	3.0	<input checked="" type="checkbox"/>						
2019	HCL	0	<input checked="" type="checkbox"/>	59.0	C5	5.0	<input checked="" type="checkbox"/>						
2019	HCL_OR	0	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>						
2019	HUM(SS.HE)	0	<input checked="" type="checkbox"/>	82.0	A1	1.0	<input checked="" type="checkbox"/>	62.0	B4	4.0	<input checked="" type="checkbox"/>	63.0	B4
2019	LIT(E)	0	<input checked="" type="checkbox"/>	60.0	B4	4.0	<input checked="" type="checkbox"/>	61.0	B4	4.0	<input checked="" type="checkbox"/>	59.0	C5
2019	MATHS	0	<input checked="" type="checkbox"/>	55.0	C5	5.0	<input checked="" type="checkbox"/>	45.0	D7	7.0	<input checked="" type="checkbox"/>	64.0	B4
2019	PE	M	<input type="checkbox"/>				<input checked="" type="checkbox"/>	0.0	C	1.0	<input type="checkbox"/>		
2019	SCI(P.C)	M	<input type="checkbox"/>				<input checked="" type="checkbox"/>	69.0	B3	3.0	<input checked="" type="checkbox"/>	71.0	A2
2019	SSS4EXP-1	M	<input type="checkbox"/>				<input type="checkbox"/>				<input checked="" type="checkbox"/>	0.0	B

Callout: Enter the New NRIC NO as reported in the Error Message.

STEPS:

1. Select the Class
2. Select the Pupil
3. Type the NRICNO
4. Click another student to Save button

GCE 'O' Level - Subject Code (Extracted from SEAB Website for your reference)

There are 2 GCE Codes for some of the subjects. The 1st Code is for Current Syllabus and the 2nd Code is for the New syllabus (The order is not crucial).

Subjects highlighted are New GCE Codes (Subjects with Green Background are for Year 2021. Not in use now).

Cat	Subject	GCE Code		Cat	Subject	GCE Code	
		1 st	2 nd			1 st	2 nd
EL1	English Language	1128	1184	OTH	Economics	2286	
					Drama	2299	
HMT	Higher Chinese	1116			Art	6123	
	Higher Malay	1117			Nutrition Food Science (NFS)	6097	
	Higher Tamil	1147			Music	6085	
					Electronic	6063	
MT2	Chinese	1160					
	Malay	1148			Exercise And Sports Science	6081	
	Tamil	1157			Business Studies	7085	
					Computing	7155	
HUM	Literature (English)	2065			Religious Studies	2049	
	Literature (Chinese)	2031			Islamic Religious Knowledge	2080	
	Literature (Malay)	2032					
	Literature (Tamil)	2033			D&T	7059	
	History	2174			POA	7087	
	Geography	2236					
					French	3917	
	SS+Geog	2272			German	3918	
	SS+Hist	2273			Japanese	3919	
	SS+Lit (E)	2274			Spanish	3034	
	SS+Lit (C)	2287			Thai	3260	
	SS+Lit (M)	2288			Burmese	3249	
	SS+Lit (T)	2289			Bengali	3215	
					Gujarati	3199	
	Chinese (SP)	1166			Hindi	3194	
	Malay (SP)	1133			Punjabi	3203	
	Arabic (3 rd Lang)	1135			Urdu	3196	
	Bahasa Indonesia (3 rd Lang)	1136					
	Higher Art	6124			Biotechnology	NP04	
	Higher Music	6086			Design Studies	NP05	
MTH	Additional Mathematics	4049					
	Mathematics Syllabus A	4048	4052				
SCI	Physics	6091		GRD	Chinese B	1153	
	Chemistry	6092			Malay B	1151	
	Biology	6093			Tamil B	1152	
	Science (Phy, Chem)	5076					
	Science (Phy, Bio)	5077					
	Science (Chem, Bio)	5078					