

# Pupil Academic Monitoring System

## Check List for GCE 'O' Level Results – 2020

The following is the Guideline for Converting and Analysing GCE 'O' Level Results. Your PAMS should be Version **5.00 dated 20 Dec 2020** or later. If not, you may upgrade from <https://www.rjcat.com/pams> (**only schools with Service Contract for Year 2020 may upgrade**)

### S.T.E.P.S.

- 1 Change System Year - 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.
- 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 2019.  
(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

**Setup Table**

Change to 2020

**Main**

Current Year: 2020

Photograph Location (Drive & Folder):

Backup Location (Drive & Folder):

Last AutoBackup Date/Time: 1111111111

Target Method:

Computation Method: Enhanced Method

Expected MSG: Truncated MSG

**Max Subject to Count (Average Marks)**

	Express	Normal (A)	Normal (T)
Level 1	99	99	99
Level 2	99	99	99
Level 3	99	99	99
Level 4	99	99	99
Level 5		99	

Add Delete Save Cancel Close

### STEPS:

1. Change the Current Year to 2020
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 1<sup>st</sup> GCE for the main mapping. The 2<sup>nd</sup> GCE is meant for Subject with different GCE Syballus.

You should ensure that ALL the GCE Codes for Level 4 Express 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 Version 5.00 - Dated : 20 Dec 2020

Subject Grading Scheme

Drag a column header here to group by that column

Main			Subject Info					SBB Conversion		GCE Code	
Year	Leve	Stream	Code	Abbr	Desc	Cat	Grading Scheme	Type	Mks	1st	2nd
2020	4	EP	EL1	EL1	English Language	EL1	EX (A1 to F9)			1128	1127
2020	4	EP	CL	CL	Chinese	MT2	EX (A1 to F9)			1160	1162
2020	4	EP	ML	ML	Malay	MT2	EX (A1 to F9)			1148	1132
2020	4	EP	GE0G	Geog	Geography (Revised)	HUM	EX (A1 to F9)			2236	2235
2020	4	EP	HIGHER MUS	Higher Mus	Higher Music	HUM	EX (A1 to F9)			6086	
2020	4	EP	HUM(SS,GE)	HUM(SS,GE)	Humanities (Ss, Geography)	HUM	EX (A1 to F9)			2272	
2020	4	EP	HUM(SS,HE)	HUM(SS,HE)	Humanities (Ss, History)	HUM	EX (A1 to F9)			2273	
2020	4	EP	LIT(E)	Lit(E)	Literature(E)	HUM	EX (A1 to F9)			2065	
2020	4	EP	A MATHS	A Maths	Additional Mathematics	M	EX (A1 to F9)			4047	
2020	4	EP	MATHS	Maths	Mathematics	M	EX (A1 to F9)			4048	4016
2020	4	EP	BIOLOGY	Biology	Biology	SCI	EX (A1 to F9)			6093	
2020	4	EP	CHEMISTRY	Chem	Chemistry	SCI	EX (A1 to F9)			6092	
2020	4	EP	PHYSICS	Physics	Physics	SCI	EX (A1 to F9)			6091	
2020	4	EP	SCI(C,B)	Sci(C,B)	Science (C, B)	SCI	EX (A1 to F9)			5078	5118
2020	4	EP	SCI(P,C)	Sci(P,C)	Science (P, C)	SCI	EX (A1 to F9)			5076	5116
2020	4	EP	ART('O')	Art('O')	Art	ART	EX (A1 to F9)			6123	
2020	4	EP	D&T	D&T	Design & Technology	OTH	EX (A1 to F9)			7059	7051
2020	4	EP	F&N	F&N	Food & Nutrition	OTH	EX (A1 to F9)			6087	6082
2020	4	EP	FRENCH	French	French	OTH	EX (A1 to F9)			3917	3012
2020	4	EP	HINDI	Hindi	Hindi	OTH	EX (A1 to F9)			3194	3195
2020	4	EP	POA	POA	Principles Of Accounts	OTH	EX (A1 to F9)			7175	
2020	4	EP	CLB	CLB	Chinese B	GRD	GO (MPU)			1153	1163
2020	4	EP	PE	PE	Physical Education	NON	GO (A to D)				
2020	4	NA	EL1	EL1	English Language	EL1	EX (A1 to F9)			1128	1127
2020	4	NA	EL1(SYLA)	EL1(NA)	English Language (Syll A)	EL1	NA (1 to U)			1190	
2020	4	NA	CL	CL	Chinese	MT2	EX (A1 to F9)			1160	
2020	4	NA	CL N(A)	CL N(A)	Chinese N(A)	MT2	NA (1 to U)			1196	
2020	4	NA	ML	ML	Malay	MT2	EX (A1 to F9)			1148	1182
2020	4	NA	ML N(A)	ML N(A)	Malay N(A)	MT2	NA (1 to U)			1197	
2020	4	NA	HUM(SS,GE)	HUM(SS,GE)	Humanities (Ss, Geography)	HUM	NA (1 to U)			2175	
2020	4	NA	HUM(SS,HE)	HUM(SS,HE)	Humanities (Ss, History)	HUM	NA (1 to U)			2176	

(Level = 4) Customize...

*Check Grading Scheme*

### STEPS:

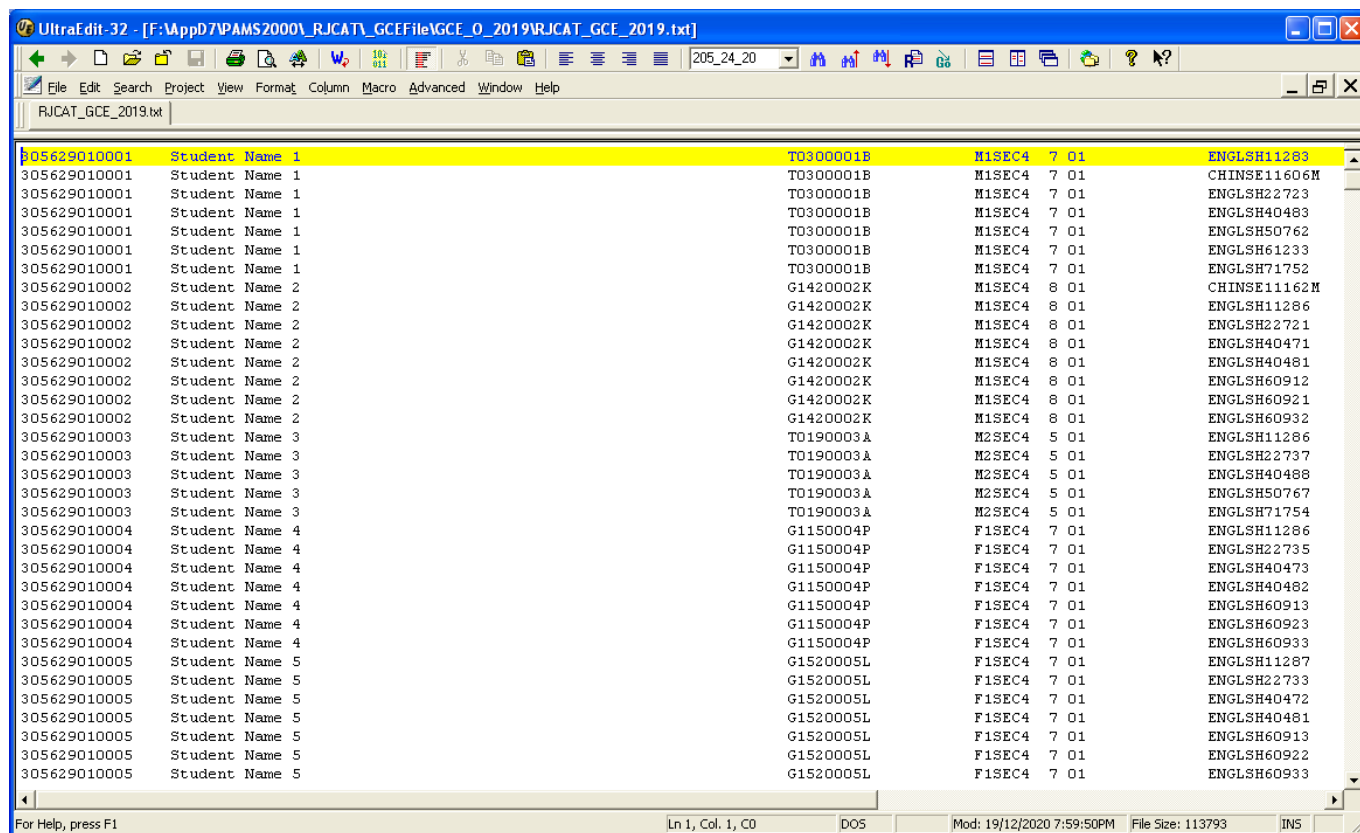
- Select a Subject
- Enter the GCE Code – Sec 3 (Express MT only) and Sec 4 to Sec 5 Express Subjects (including OOS)
- Check the Grading Scheme
- Repeat the above Steps for the rest of the Subjects

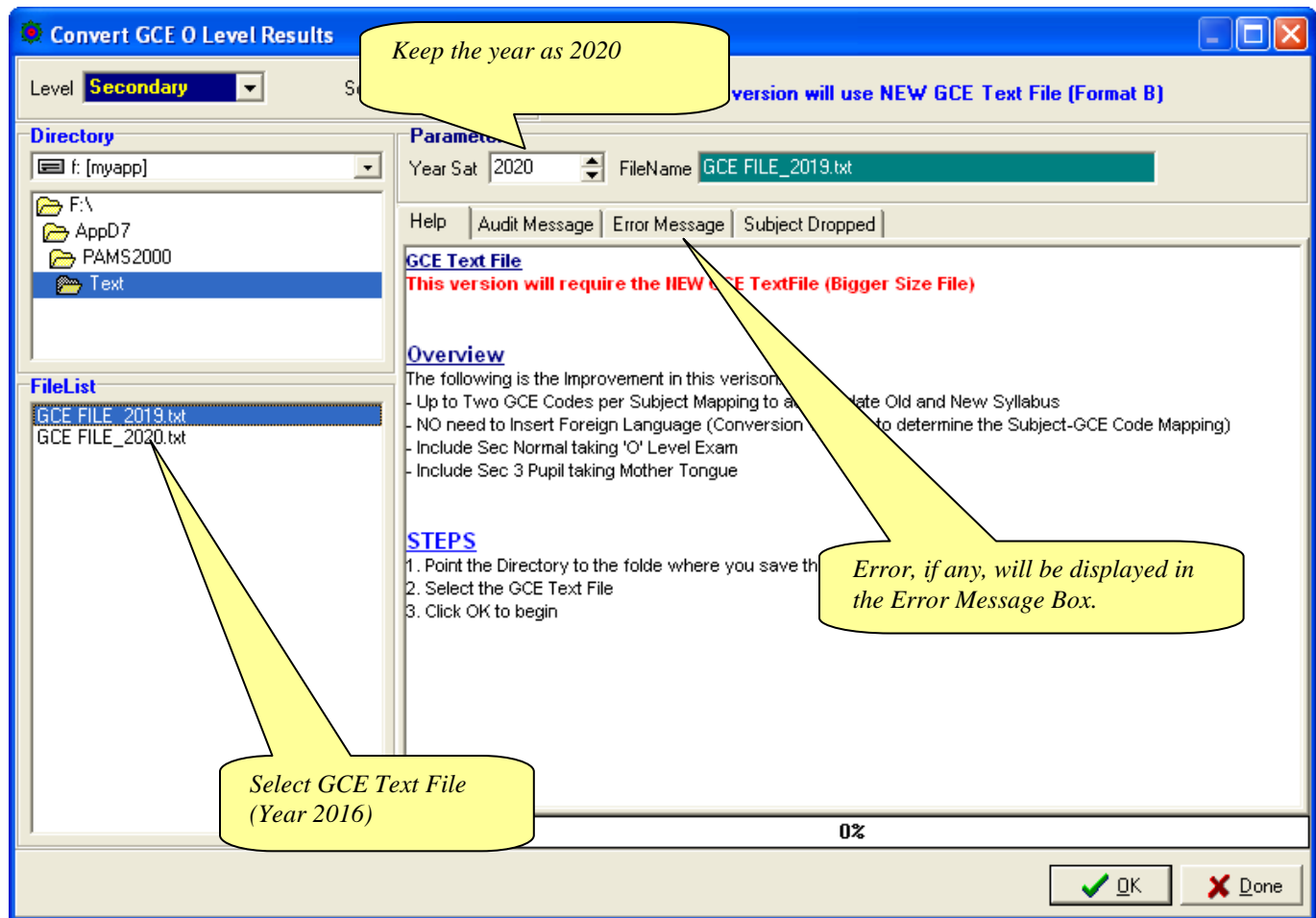
### Step 3 - Convert GCE 'O' Level Results (Previous Sitting)

To convert GCE 'O' Level Results from Previous Sitting (Year 2019) 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.





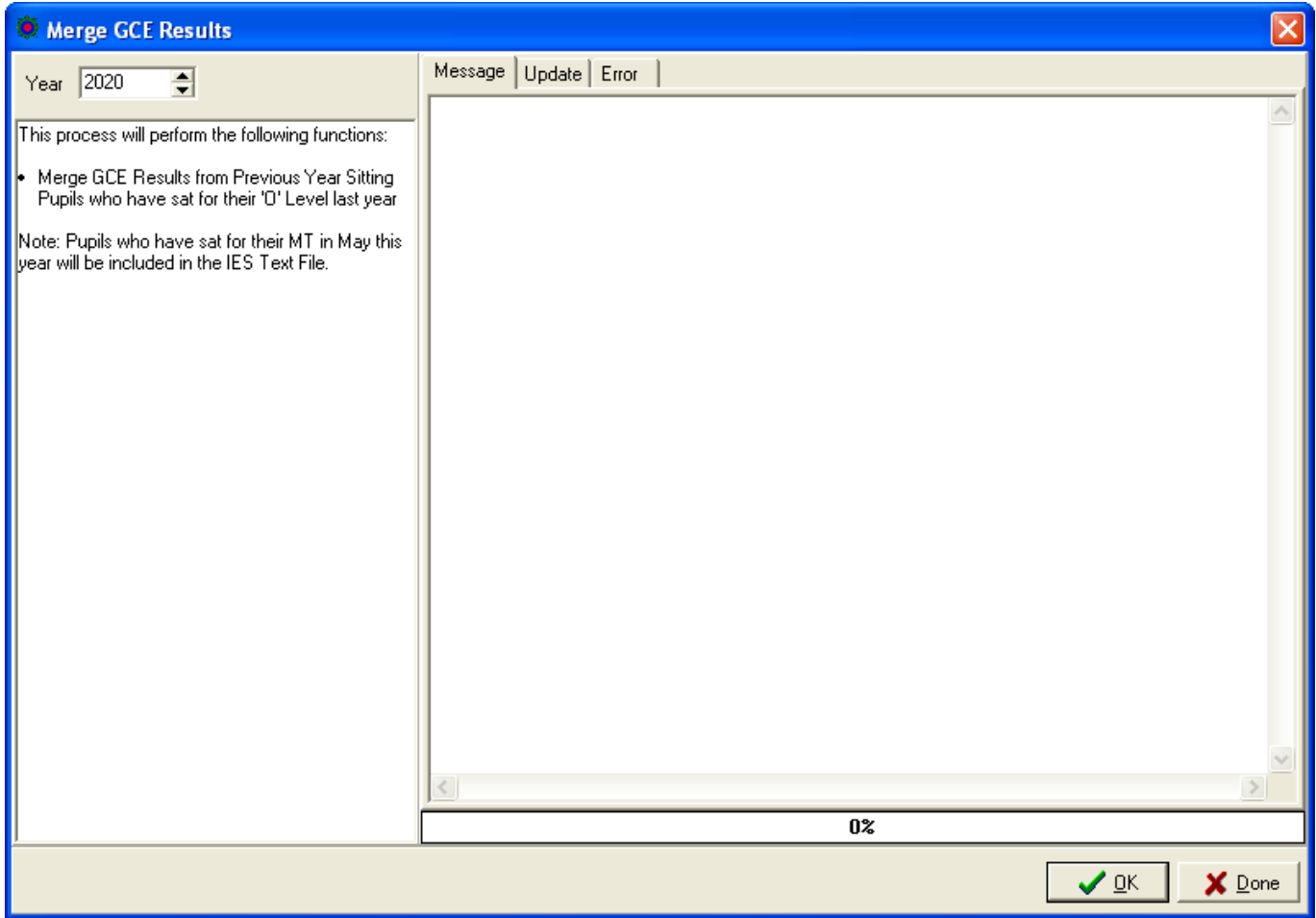
**STEPS:**

1. Keep the Year as **2020**
2. Select the Directory or Drive
3. Select the **2019** 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 2019 GCE 'O' Level Results in 2019, you can just "Merge GCE Results" from their Sec 3 Results in PAMS.



**STEPS:**

1. Keep the Year as **2020**
2. Click the **OK** button

## Step 4 - Convert GCE 'O' Level Results (2020)

To convert GCE 'O' Level Results into PAMS format. Prior to converting, you will need to download the GCE Text File from [IEExam](#). This version will use the NEWER GCE Text File (Bigger Size)

Menu Access: System GCE Menu || Convert GCE 'O' Level

The screenshot shows the 'Convert GCE O Level Results' application window. The title bar reads 'Convert GCE O Level Results'. The interface includes a 'Level' dropdown set to 'Secondary', a 'SchCode' field with '3027', and an 'IMPORTANT' notice. The 'Parameters' section has 'Year Sat' set to '2020' and 'FileName' set to 'GCE FILE\_2020.txt'. A 'Directory' pane on the left shows 'f:\myapp' with subfolders 'F:\', 'AppD7', 'PAMS2000', and 'Text'. The 'FileList' pane below it shows 'GCE FILE\_2019.txt' and 'GCE FILE\_2020.txt'. The main area contains a 'GCE Text File' section with a red warning: 'This version will require the NEW GCE TextFile (Bigger Size File)'. Below this is an 'Overview' section with improvement details and a 'STEPS' section with three numbered instructions. At the bottom, there is a progress bar at '0%' and 'OK' and 'Done' buttons. Yellow callouts provide additional instructions: 'Keep the year as 2020' points to the 'Year Sat' field; 'Processing Stages will be displayed here' points to the main text area; 'Error, if any, will be displayed in the Error Message Box.' points to the 'Error Message' tab; and 'Select GCE Text File' points to the 'GCE FILE\_2020.txt' file in the FileList.

### STEPS:

1. Change the Year to 2020
2. Select the Directory or Drive
3. Select the 2020 GCE Text File (Format B)
4. Click the **OK** button
5. Click **Done** Button

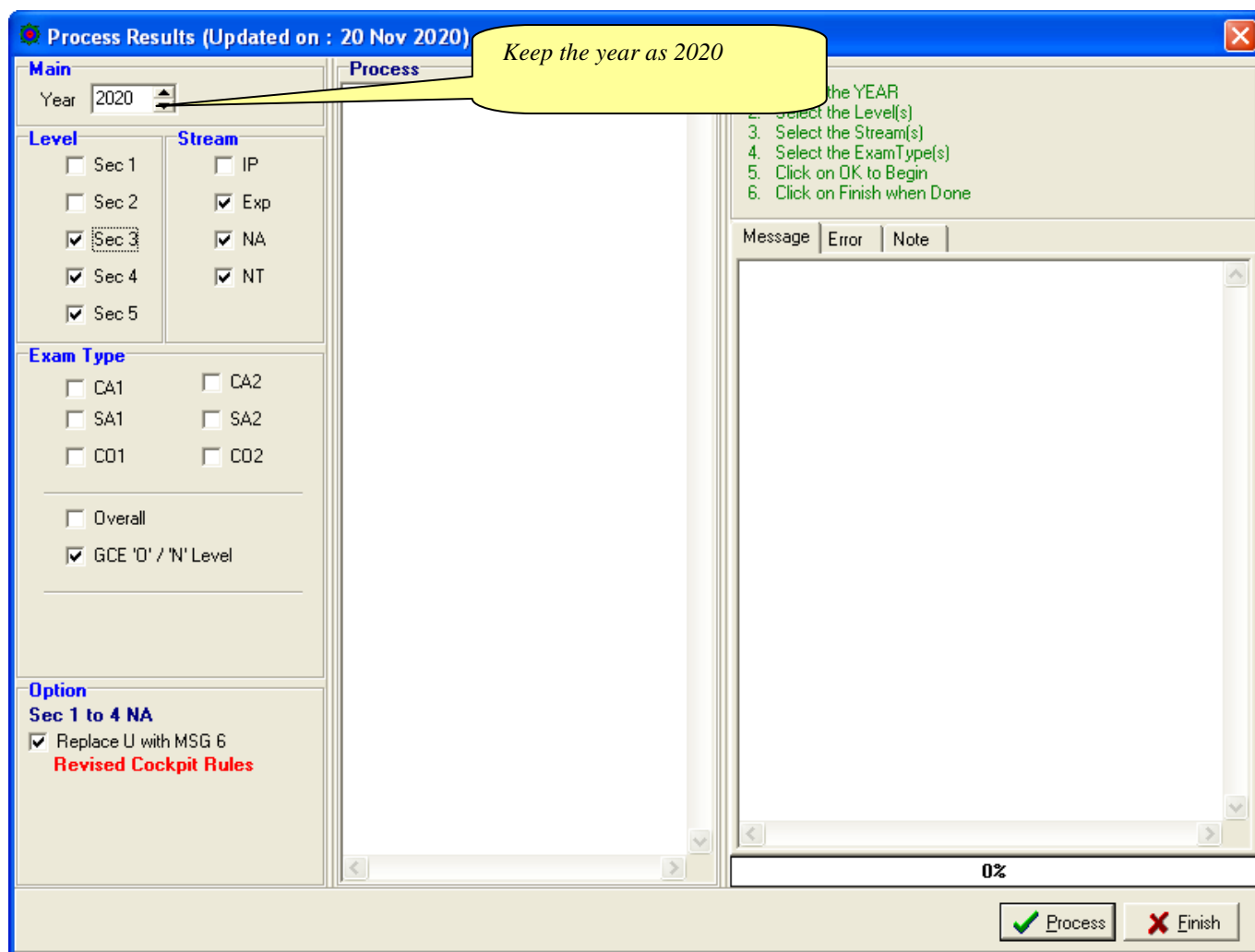
### Note:

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 2020
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.



## Append New Subject

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

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 Version 5.00 - Dated : 20 Dec 2020

View Results

Class: [Main] + -

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 Adm Date: 01/01/2016

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"/>

Change Class: 4E1 to / / Change

Target Results Summary

Year	Subject	RJ	CA1			Standard Component							
			Sat	Mks	Grd	Grd	Mks	Grd					
2019	A MATHS	0	<input checked="" type="checkbox"/>	34.0	F9	9.0	<input checked="" type="checkbox"/>	C6	6.0	<input checked="" type="checkbox"/>	38.0	F9	
2019	EL1	0	<input checked="" type="checkbox"/>	65.0	B3	3.0	<input checked="" type="checkbox"/>	B4	4.0	<input checked="" type="checkbox"/>	60.0	B4	
2019	HCL	0	<input checked="" type="checkbox"/>	59.0	C5	5.0	<input checked="" type="checkbox"/>	D7	7.0	<input checked="" type="checkbox"/>	56.0	C5	
2019	HCL_OR	0	<input checked="" type="checkbox"/>				<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"/>	68.0	B3
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"/>	61.0	B4
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"/>	48.0	D7
2019	PE	M	<input type="checkbox"/>				<input checked="" type="checkbox"/>	0.0	C	1.0	<input type="checkbox"/>		
2019	SCI(P,C)	0	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>	69.0	B3	3.0	<input checked="" type="checkbox"/>	69.0	B3
2019	SSS4EXP-1	M	<input type="checkbox"/>				<input type="checkbox"/>			<input type="checkbox"/>		0.0	B

Total: 913

10 355.0 389.0 0.0 418.0 400.0

0%

Enter the New NRIC NO as reported in the the Error.

### 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 1<sup>st</sup> Code is for Current Syllabus and the 2<sup>nd</sup> 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 <sup>st</sup>	2 <sup>nd</sup>			1 <sup>st</sup>	2 <sup>nd</sup>
<b>EL1</b>	English Language	1128		<b>OTH</b>	Economics	2286	
					Drama	2299	
<b>HMT</b>	Higher Chinese	<b>1116</b>			Art	6123	
	Higher Malay	<b>1117</b>			Food & Nutrition	6087	
	Higher Tamil	<b>1147</b>			Music	6085	
					Electronic	6063	
<b>MT2</b>	Chinese	<b>1160</b>			PE	6080	
	Malay	<b>1148</b>			ESS	6081	
	Tamil	<b>1157</b>			Business Studies	7085	
					Computing	7155	
<b>HUM</b>	Literature (English)	2065			Religious Studies	2049	
	History	2174			Islamic Religious Knowledge	2080	
	Geography	2236					
	Literature (Chinese)	2093	<b>2031</b>		D&T	7051	<b>7059</b>
	Literature (Malay)	2238	<b>2032</b>		POA	7175	<b>7087</b>
	Literature (Tamil)	2098	<b>2033</b>				
					French	3012	<b>3917</b>
	SS+Geog	2272			German	3028	<b>3918</b>
	SS+Hist	2273			Japanese	3261	<b>3919</b>
	SS+Lit (E)	2274			Spanish	3034	
	SS+Lit (C)	2275	<b>2287</b>		Thai	3260	
	SS+Lit (M)	2276	<b>2288</b>		Burmese	3249	
	SS+Lit (T)	2277	<b>2289</b>		Bengali	3215	
					Gujarati	3199	
	Chinese (SP)	1166			Hindi	3194	
	Malay (SP)	1133			Panjabi	3203	
	Arabic (3 <sup>rd</sup> Lang)	1135			Urdu	3196	
	Bahasa Indonesia (3 <sup>rd</sup> Lang)	1136					
	Higher Music	6086			Biotechnology	NP04	
	Higher Art	6124			Design Studies	NP05	
<b>MTH</b>	Additional Mathematics	4047	<b>4049</b>				
	Mathematics Syllabus A	4048					
<b>SCI</b>	Physics	6091		<b>GRD</b>	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					