**PUPIL ACADEMIC MONITORING SYSTEM**

**User Guide**

**Analyzing Results**

**(Updated on 30 Mar 2024)**

Contents

[Work Flow 1](#_Toc160408837)

[Cockpit Files Needed 2](#_Toc160408838)

[File Naming Convention 6](#_Toc160408839)

[Convert Cockpit Data – SDT006 7](#_Toc160408840)

[Convert Cockpit Data – PPS010 8](#_Toc160408841)

[Convert Cockpit Data – SAL017 9](#_Toc160408842)

[Convert Cockpit Data – RES090 10](#_Toc160408843)

[Load Subject Teaching Group 11](#_Toc160408844)

[Manage Teaching Group 12](#_Toc160408845)

[Features 13](#_Toc160408846)

[Updating SBB Subject 14](#_Toc160408847)

[Update Teaching Group/ Teachers 15](#_Toc160408848)

[Manage Pupil Group 19](#_Toc160408849)

[Assigning PSLE Tier 20](#_Toc160408850)

[Assigning SBB/OOS Count 21](#_Toc160408851)

[Assigning Laterally Transferred 22](#_Toc160408852)

[Assigning Group 23](#_Toc160408853)

[Load Subject Teachers’ Name 24](#_Toc160408854)

[Check and Verify Subject Combination 25](#_Toc160408855)

[Check and Verify Subject Info 26](#_Toc160408856)

[Print Trend Report 27](#_Toc160408857)

[3-Year Trend Overall Results 28](#_Toc160408858)

[3-Year Trend Aggregate (L1B5) 28](#_Toc160408859)

[Setup Aggregate Target (AL) 29](#_Toc160408860)

[Target Setting by Aggregate (Using Previous Year Results) 31](#_Toc160408861)

[Check Prev Subjects 32](#_Toc160408862)

[Subject Mapping 34](#_Toc160408863)

[Target Option 35](#_Toc160408864)

[Target Generated 36](#_Toc160408865)

[Setup Aggregate Target Based on T-Scores 37](#_Toc160408866)

[Manage SBB/OOS Qualifier 40](#_Toc160408867)

[Print SBB/OOS Qualifier 43](#_Toc160408868)

[Print Target Reports 45](#_Toc160408869)

[Verify Generated Targets 46](#_Toc160408870)

[Exam Label 47](#_Toc160408871)

[Analyzing Results 48](#_Toc160408872)

[Verify Converted Results 49](#_Toc160408873)

[Process Results 50](#_Toc160408874)

# Work Flow

Part 1 – Jan, Feb

To prepare PAMS for Target Setting

* Convert Cockpit Data
* Convert and Manage SBB and Teaching Group
* Check Subject Pairing and Grading Scheme
* Setup Aggregate Target

Part 2 – Mar, May, Aug, Sep, Oct

To Analyzing Results (WAs, MYE, EYE, PRELIM)

* Convert Cockpit Data (with Exam Results)
* Process Results
* Print Reports

Part 3 – Dec, Jan (next year)

To Analyzing Results (GCE “N” and “O”)

* Convert GCE Text Files (I-EXAM)
* Process Results
* Print Reports

# Cockpit Files Needed

While waiting for SAL017 and RES078 from Cockpit, PAMS will explore using these 4 files:

* RE\_SDT\_006 (Class Registration File) - Basic student Info
* RE\_PPS\_010 (Posting) - PSLE Results
* RE\_RES\_090 (Component Mark Sheet) – Subject Offered to students. It also include Subject Teaching Group and Subject Teachers (Subject Teachers at the moment are still not correct)
* *RE\_SDT\_009 (Teaching Group) – There will be many files (Not crucial for now). If RE\_RES\_090 are correct, then these files may not be needed.*
* *RE\_TMT\_010 (Teaching Assignment) – If RE\_RES\_090 are correct, then this file may not be needed.*

**1. RE\_SDT\_006 (Class Registration File)**

This is the main File and MUST be converted first.

Keep Column A to Q, BM to BO. Column R to BL will not be needed. You may blank out the “confidential data” such as parents/guardian info, but DO NOT DELETES any columns.

|  |  |  |  |
| --- | --- | --- | --- |
| **Column** | | **Header** | **Remark** |
| 1 | A | S/N | Registration Number |
| 2 | B | Class |  |
| 3 | C | Class Name |  |
| 4 | D | Form Teacher | As there may be more than 1 Form Teacher, this field will be ignore |
| 5 | E | Student Name |  |
| 6 | F | Hanyu Pinyin Name | Ignore |
| 7 | G | Chinese Name | Ignore |
| 8 | H | Sex |  |
| 9 | I | Stream | Ignore |
| 10 | J | Admission No. | This will be unique and will determine who the student is |
| 11 | K | NRIC/FIN/UIN | Masked. We will not use this anymore |
| 12 | L | ID Type |  |
| 13 | M | Age on 1-Jan |  |
| 14 | N | DOB |  |
| 15 | O | Place of Birth |  |
| 16 | P | Citizenship |  |
| 17 | Q | Race |  |
|  |  |  |  |
| 65 | BM | School Admitted From/  Previous Class | May need this field to identify the primary school for sec 1 |

**2. RE\_PPS\_010 (S1 Posting File)**

This is the PSLE Results. Selected Columns will be used. But do not delete any columns.

|  |  |  |  |
| --- | --- | --- | --- |
| **Column** | | **Header** | **Remark** |
| 4 | D | Name |  |
| 11 | K | PSLE Aggregates |  |
| 22 | V | L1 Grade |  |
| 23 | W | L2 Grade |  |
| 24 | X | Science Grade |  |
| 25 | Y | Math Grade |  |

**3. RE\_SAL\_017 (Subject Combination)**

All columns will be used. This is a very complicated Excel File.

|  |  |  |  |
| --- | --- | --- | --- |
| **Column** | | **Header** | **Remark** |
| 1 | A | Reg# | Registration Number |
| 2 | B | Name |  |
| 3 | C | Mask NricNo |  |
| 4 | D | Sex |  |
| 5 | E | Level |  |
| 6 | F | Civics Group |  |
| 7 | G | Subject List | “Verification” will be the indicator for END of RECORD |

**4. RE\_RES\_090 (Component Mark Sheet)**

This will be temporarily used until RES\_SAL017 and RE\_RES\_078 are available.

All columns will be used. This is a very complicated Excel File (Still have errors…though).

|  |  |  |  |
| --- | --- | --- | --- |
| **Column** | | **Header** | **Remark** |
| 1 | A | Reg# | Registration Number |
| 2 | B | Name |  |
| 3 | C | Sex |  |
| 4 | D | Form Teacher | As there may be more than 1 Form Teacher, this field will be ignore |
| 5 | E | Class |  |
| 6 | F | **Teaching Group** | **If this is correct, then RE\_SDT\_009 may not be needed** |
| 7 | G | CMT |  |
| 8 | H | Weightings, Base Mark, L3 | Ignore |
| 9 | I | Subject/Subject Teacher |  |

**5. RE\_RES\_078 (Mark Sheet)**

All columns will be used.

|  |  |  |  |
| --- | --- | --- | --- |
| **Column** | | **Header** | **Remark** |
| 1 | A | Reg# | Registration Number |
| 2 | B | Name |  |
| 3 | C | Class |  |
| 4 | D | Form Teacher |  |
| 5 | E | Sex |  |
| 6 | F | CMT | Ignore |
| 7 | G | L3 | Ignore |
| 8 | H | Age | Ignore |
| 9 | I | Nationality |  |
| 10 | J | GEP Indicator |  |
| 11 | K | 1st Subject | Exam1, Exam 2 …depend on what you include in the Export |
| 12 |  |  |  |

**6. RE\_SDT\_009 (Teaching Group)**

This is the teaching group files. There will be many files. One file per cohort per subject.

From now on, all analysis will be in teaching groups

These files can be converted later just before the analysis is needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Column** | | **Header** | **Remark** |
| 1 | A | S.No. | Registration Number |
| 2 | B | Name |  |
| 3 | C | Gender |  |
| 4 | D | Class |  |
| 5 | E | Stream |  |
| 6 | F | Teaching Group Stream |  |
| 7 | G | Teaching Group Subject |  |
| 8 | H | Teaching Group |  |
| 9 | I | CMT |  |
| 10 | J | MT |  |

**7. RE\_TMT\_010 (Teaching Assignment)**

This is the teaching assignment (Subjects, Teaching Groups and Teachers). There is only 1 file for the whole school. This file can be converted later just before the analysis is needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Column** | | **Header** | **Remark** |
| 1 | A | Level |  |
| 2 | B | Class/Teaching Group |  |
| 3 | C | Subject |  |
| 4 | D | Subject Level |  |
| 5 | E | Teacher Name |  |
| 6 | F | NRIC/FIN/UIN | Mask |
|  |  |  |  |

**Note:**

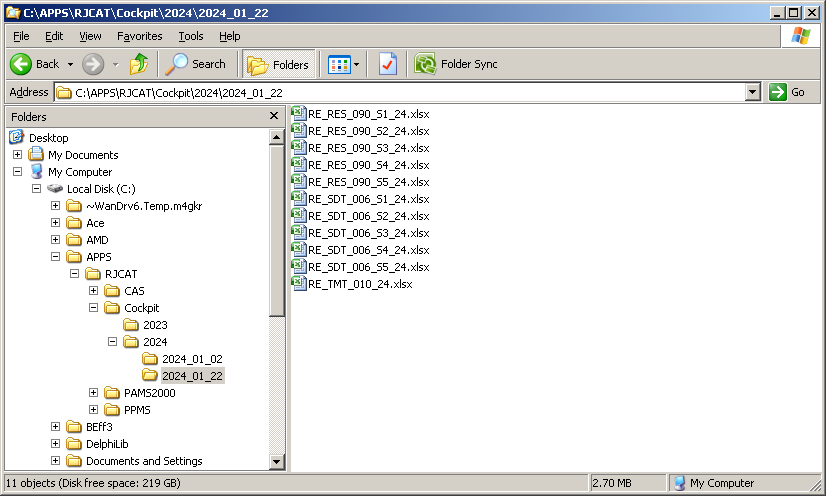
If you need assistance to do the conversion, please send the following info to me:

* PAMS Database (Zip up all the files under C:\APPS\RJCAT\PAMS2000\DATABASE)
* RE\_SDT\_006 - Class Registration File
* RE\_PPS\_010 - Posting File
* RE\_RES\_090 - Component Mark Sheet
* RE\_RES\_078 - Mark Sheet
* RE\_SDT\_009 - Teaching Group
* RE\_TMT\_010 - Teaching Assignment

# File Naming Convention

The File naming convention is as followed:

|  |  |  |  |
| --- | --- | --- | --- |
| SN | Cockpit Files | Remark | File name Convention |
| 1 | RE\_SDT\_006.xlsx | This file contains the basic pupil Info. | RE\_SDT\_006\_S1\_24.xlsx  ..  RE\_SDT\_006\_S5\_24.xlsx |
| 2 | RE\_RES\_090.xlsx | This file contains the Subject pupil are offered and Teaching Group, Subject Teachers and Results.  It this file is OK (No error), then we may not need RE\_SAL\_017 and RE\_RES\_078. | RE\_RES\_090\_S1\_24.xlsx  ..  RE\_RES\_090\_S5\_24.xlsx |
| 3 | RE\_PPS\_010.xlsx | This file contains the PSLE Results. PAMS will only load the PSLE Results. Only Sec one need to be loaded. | RE\_PPS\_010\_S1\_24.xlsx |
| 4 | RE\_SDT\_009.xlsx | This file contains the Subject Teaching Group Assignment. The will be a lot of files. One file for each Level and Subject.  Export by Teaching Group. Not by Class | Any name is fine.  Can follow G1, G2, G3 format.  RE\_SDT\_009\_S1\_24\_G1EL  RE\_SDT\_009\_S2\_24\_G2CL  RE\_SDT\_009\_S3\_24\_G3SSGEOG |
| 5 | RE\_TMT\_010.xlsx | This file contains the Teacher Teaching Assignment. Only one file for the whole school. | RE\_TMT\_010\_24.xlsx |
| 6 | RE\_SAL\_017.xlsx | This file contains the Subjects Pupils are offered. | RE\_SAL\_017\_S1\_24.xlsx  RE\_SAL\_017\_S2\_24.xlsx  RE\_SAL\_017\_S3\_24.xlsx  RE\_SAL\_017\_S4\_24.xlsx  RE\_SAL\_017\_S5\_24.xlsx |
| 7 | RE\_RES\_078.xlsx | This file contains the Results. You should export all the Exam Types (T1WA, MYE, T2WA, EYE, SEM1, Sem2, Overall)  Note: The Export is by Level and Stream. So there will be 3 files for each level:  E – Express  A – Normal (A)  T – Normal (T) | RE\_RES\_078\_S1\_24.xlsx  RE\_RES\_078\_S1\_24.xlsx  RE\_RES\_078\_S1\_24.xlsx  RE\_RES\_078\_S2\_24\_EXP.xlsx  RE\_RES\_078\_S2\_24\_NA.xlsx  RE\_RES\_078\_S2\_24\_NT.xlsx |



You may store the files anywhere in your PC.

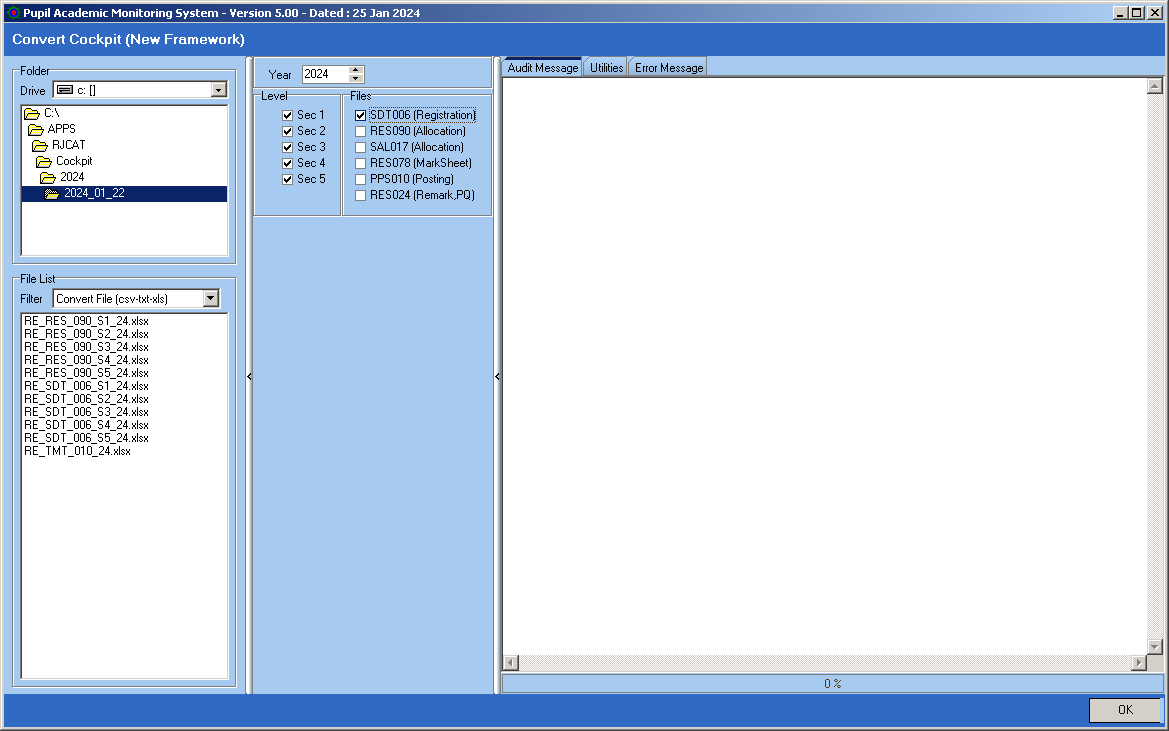
But I will recommend somewhere that is easily located.

e.g. C:\APPS\RJCAT\PAMS2000\Cockpit\2024

# Convert Cockpit Data – SDT006

Objective : Load Pupil basic info

Menu Access : System Admin Menu – Convert Cockpit Data



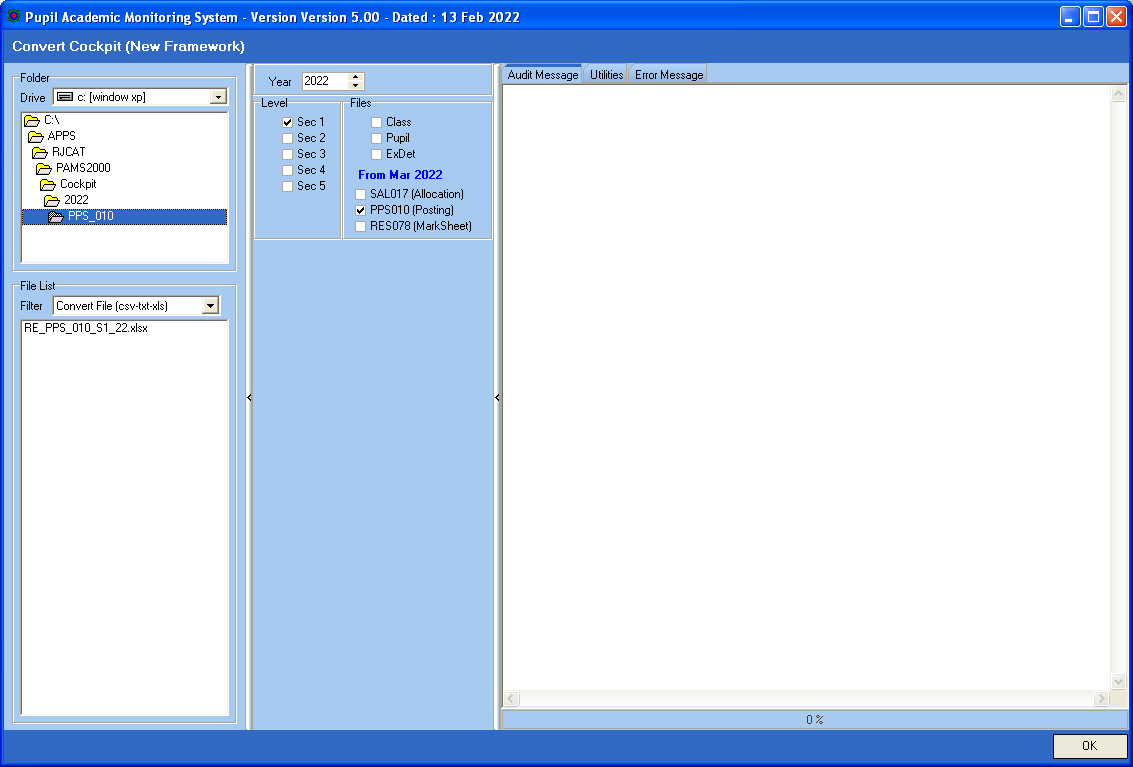
Steps

* Select the folder where you save the Cockpit Files
* Select the Levels
* Tick SDT006
* Click **OK** Button

# Convert Cockpit Data – PPS010

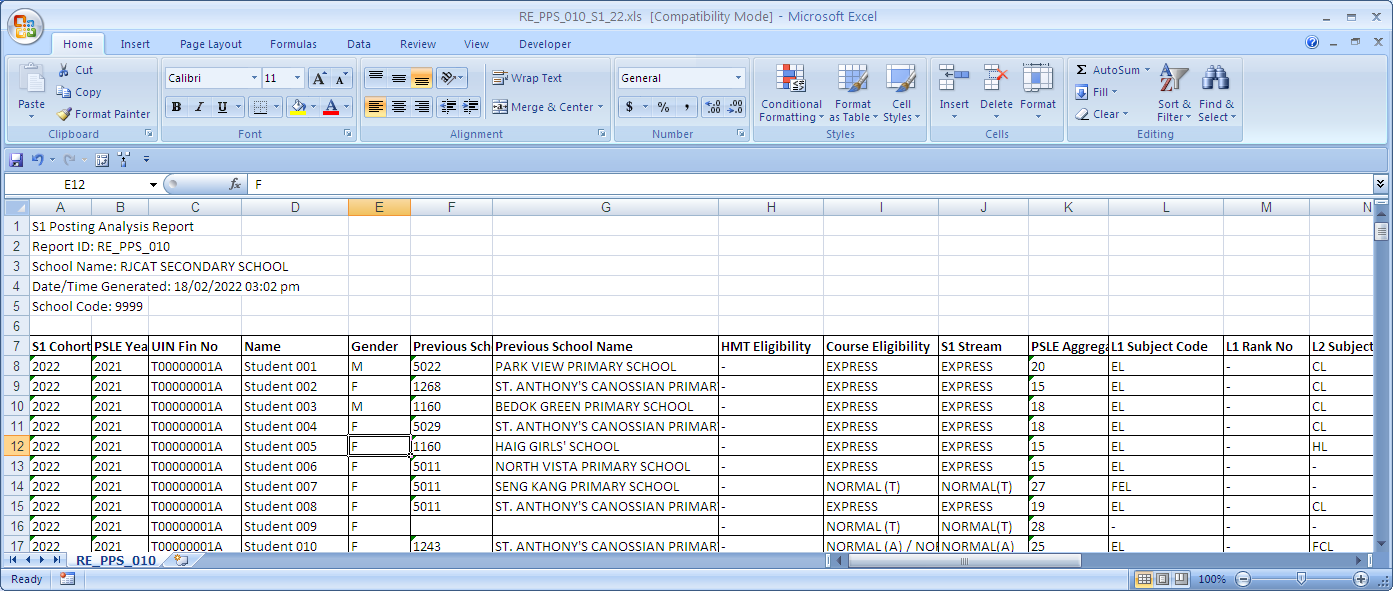
Objective : Load Primary School Info and PSLE Results (For Sec 1 Only)

Menu Access : System Admin Menu – Convert Cockpit Data



Steps

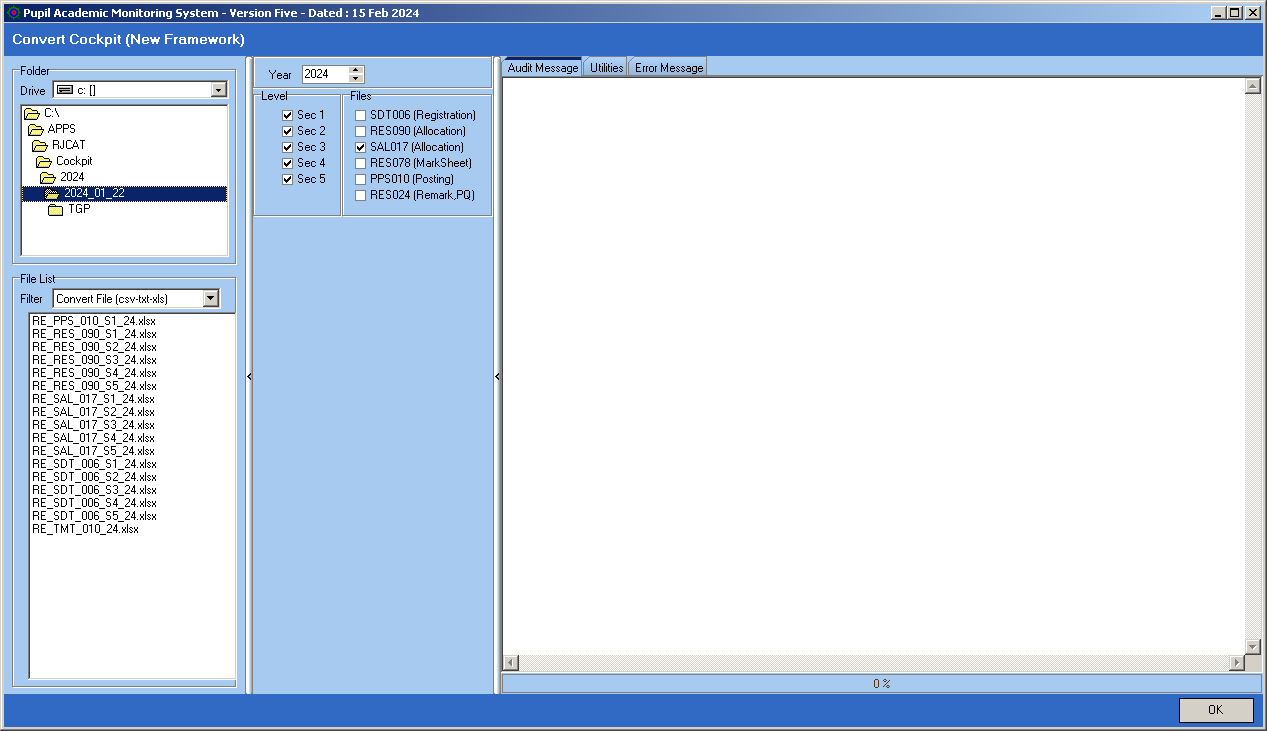
* Select the folder where you save the Cockpit PPS010 Files
* Select Sec 1
* Tick PPS010
* Click **OK** Button



# Convert Cockpit Data – SAL017

Objective : Load Pupil basic info

Menu Access : System Admin Menu – Convert Cockpit Data



Steps

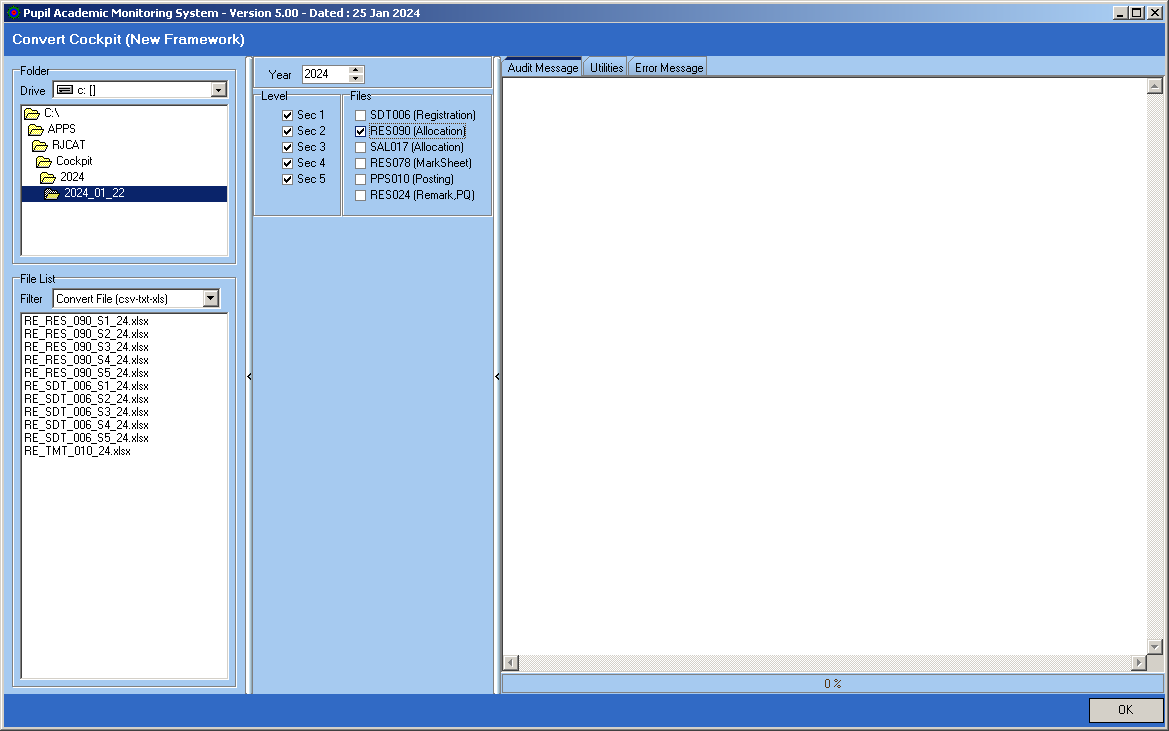
* Select the folder where you save the Cockpit Files
* Select the Levels
* Tick SAL017
* Click **OK** Button

Note: You either convert SAL017 or RES090 (RES090 includes Teaching Groups)

# Convert Cockpit Data – RES090

Objective : Load Pupil Subject Offered

Menu Access : System Admin Menu – Convert Cockpit Data



Steps

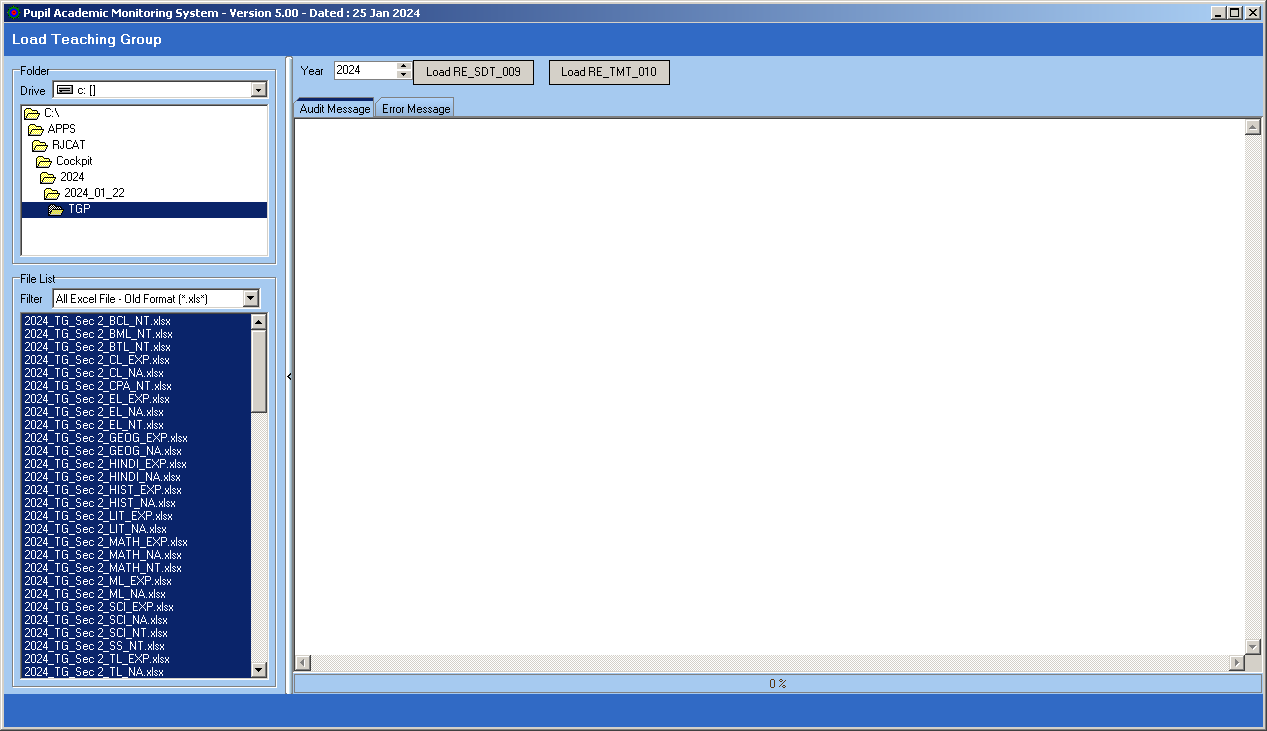
* Select the folder where you save the Cockpit Files
* Select the Levels
* Tick RES090
* Click **OK** Button

Note: You either convert SAL017 or RES090 (RES090 includes Teaching Groups)

# Load Subject Teaching Group

Objective : To Load Subject Teaching Group Assign in Cockpit

Menu Access : System Admin Menu – Load Teaching Group



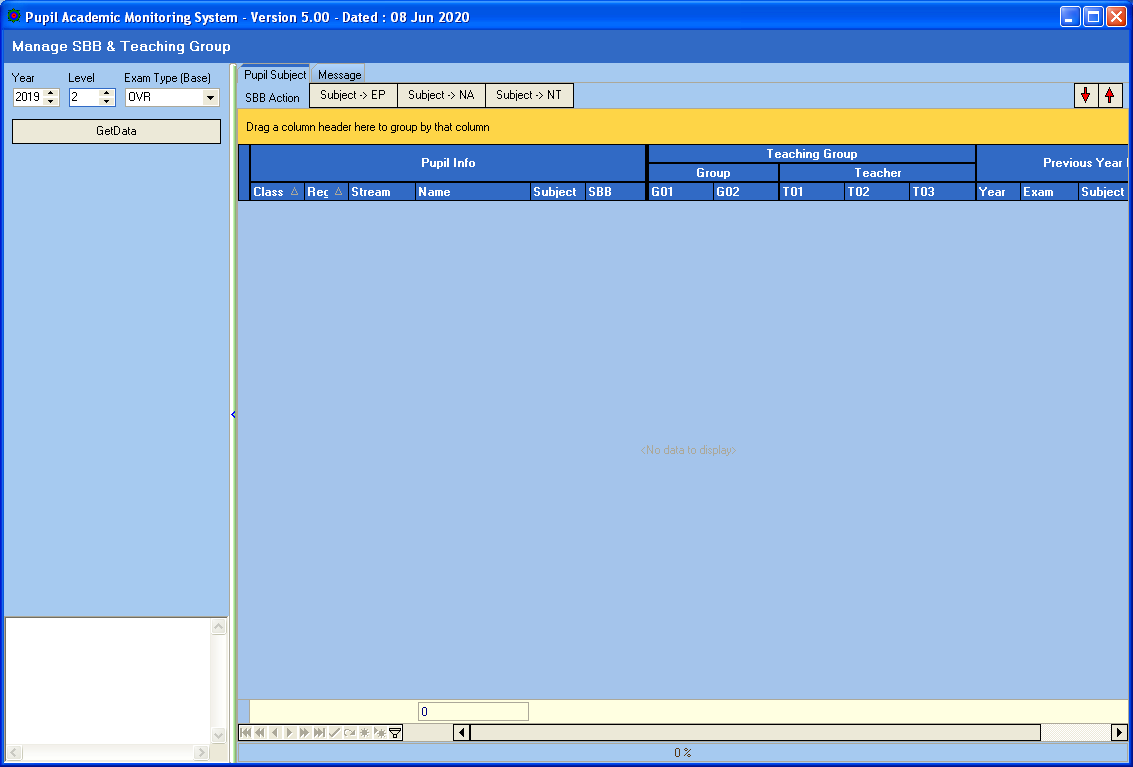
Steps

* Select the folder where you save the Cockpit Files
* Select the Files (Use Shift+Click)
* Click **Load RE\_SDT\_009** Button

# Manage Teaching Group

Most of the SBB and Teaching group are handled by the LOAD function. However, if you need to change manually, you may do so here.

Menu Access: System Admin Menu || Manage SBB & Teaching Group



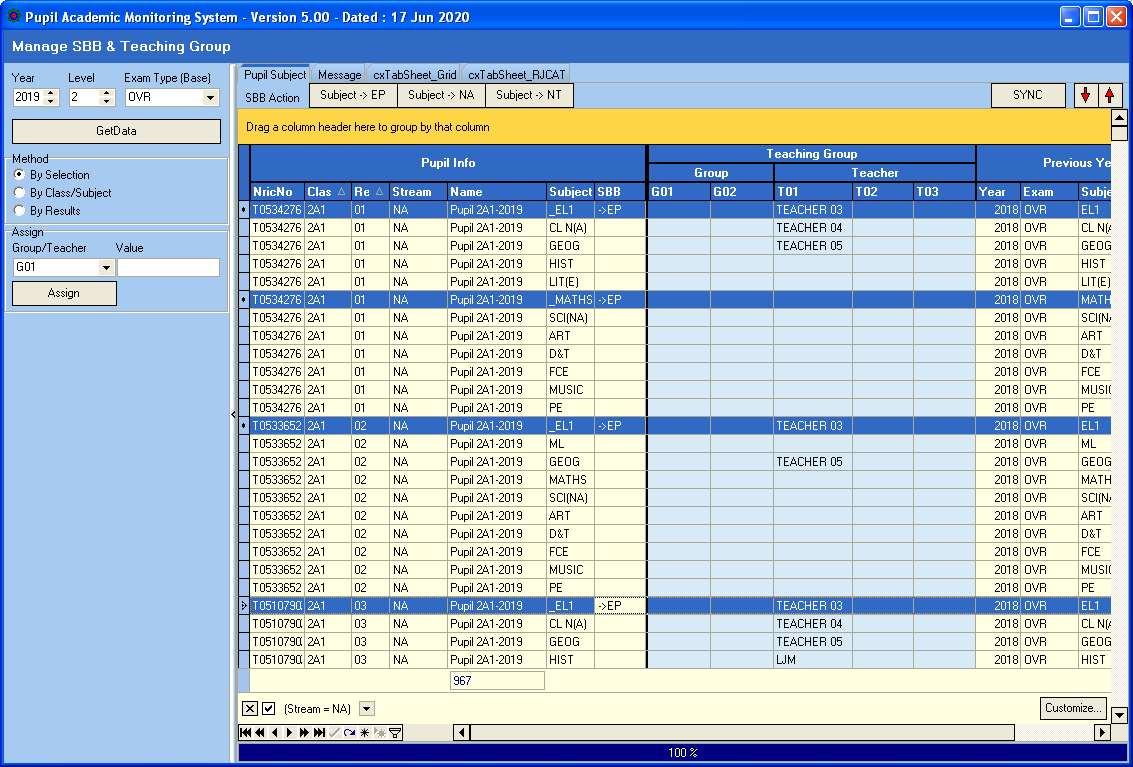
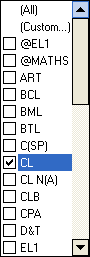
Steps

* Select Year
* Select Level
* Select Exam Type (Previous Year Results)
* Click Get Data button

## Features

The grid on the right panel has features like Sorting, Filtering and Pivoting

Manage SBB

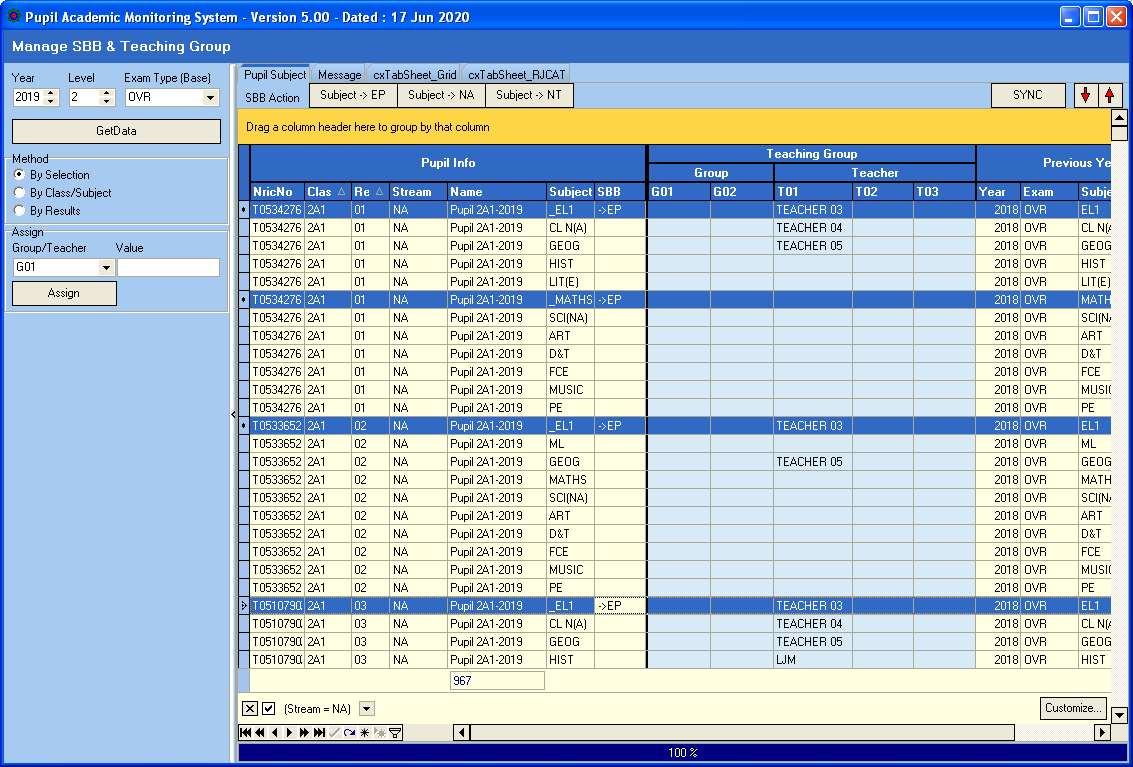


Drag any column to the Orange Panel to Pivot (Group) by the Column.

Move Cursor to column to Filter.

Previous Year Subject and Results

## Updating SBB Subject



Move Cursor to column to Filter.

Steps

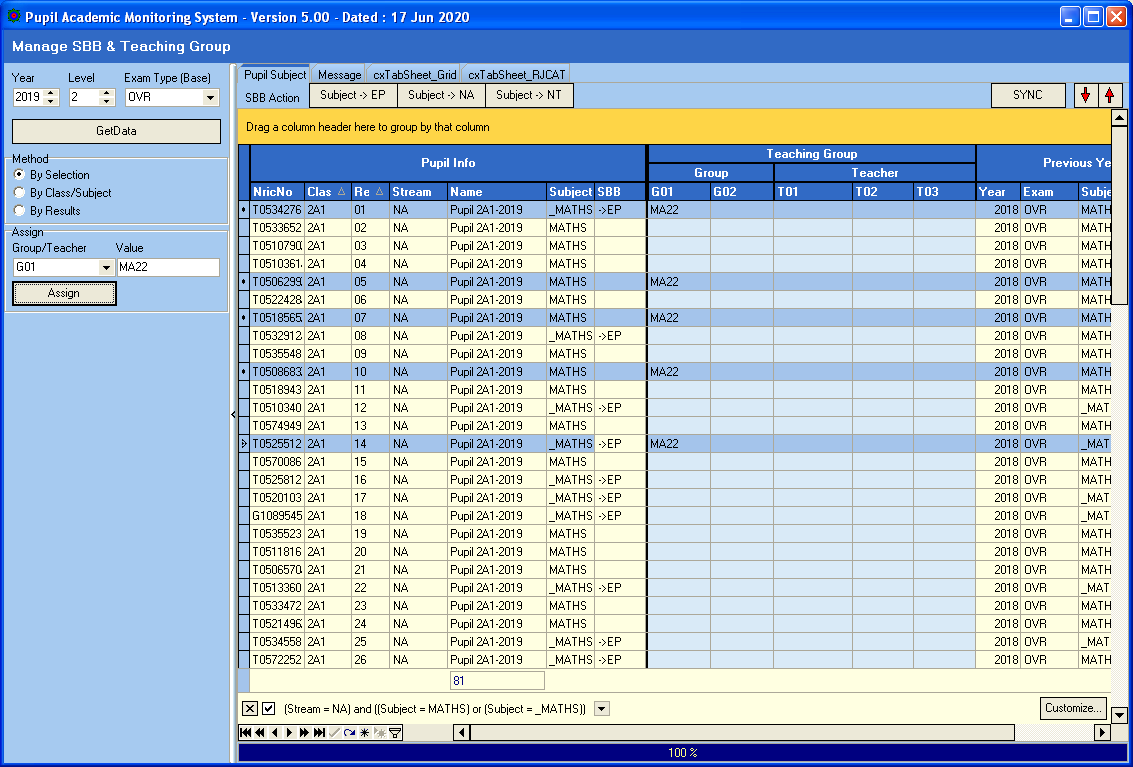
* Click Student (CTRL+Click)
* Click SBB Action Button (e.g. Subject->EP)

## Update Teaching Group/ Teachers

Most of the teaching group will be assigned during the “Load SBB & Teaching Group”.

However, if you need to change any record manually, you can do it here.

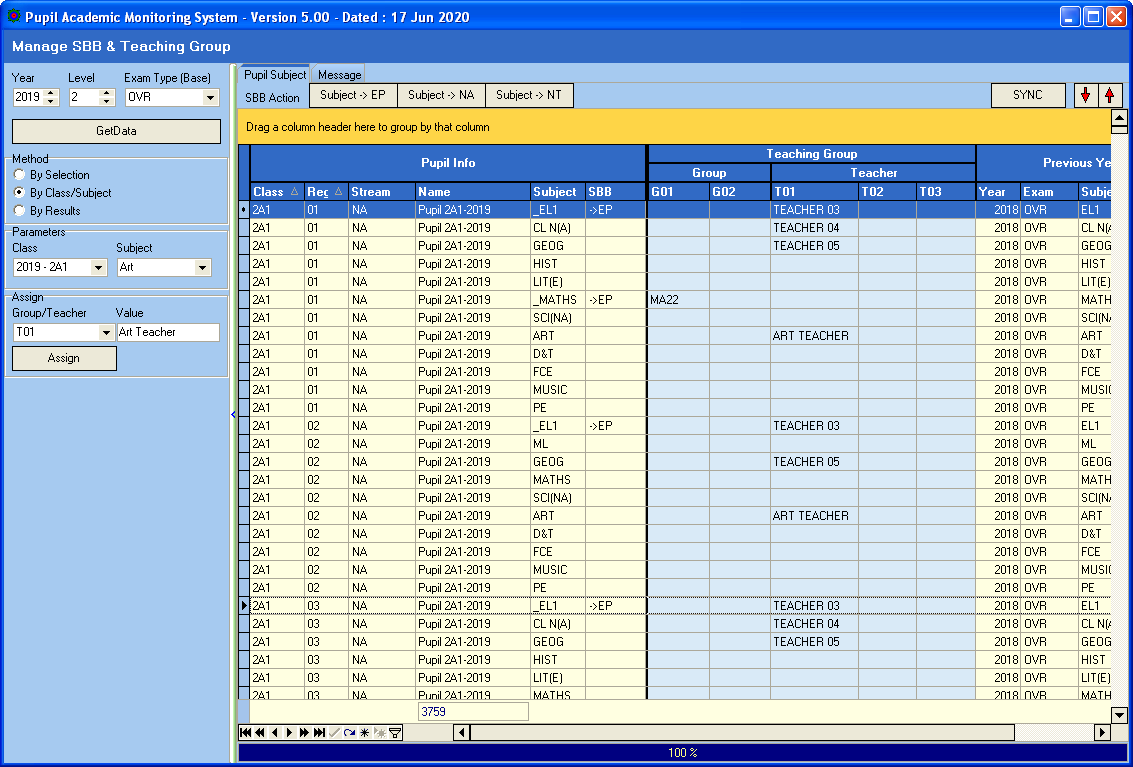
**By Selection**



Steps

* Click Method – By Selection
* Select Assign Group/Teacher (G01, G02, T01, T02 or T03)
* Enter the Value
* Select Students (Use CTRL+Click)
* Click Assign Button

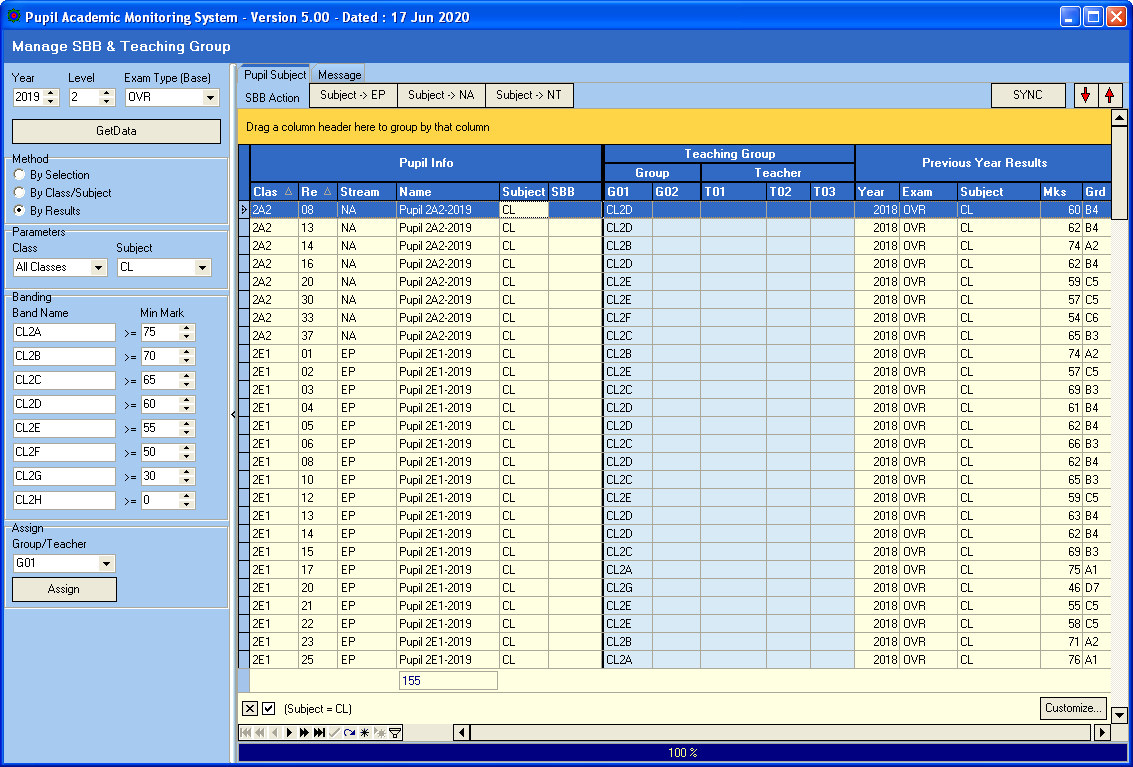
**By Class/Subject**



Steps

* Click Method – By Class/Subject
* Select Class and Subject
* Select Assign Group/Teacher (G01, G02, T01, T02 or T03)
* Enter the Value (e.g. Art Teacher)
* Click Assign Button

**By Results**



Click SYNC once you have finished updating all the teachers.

Steps

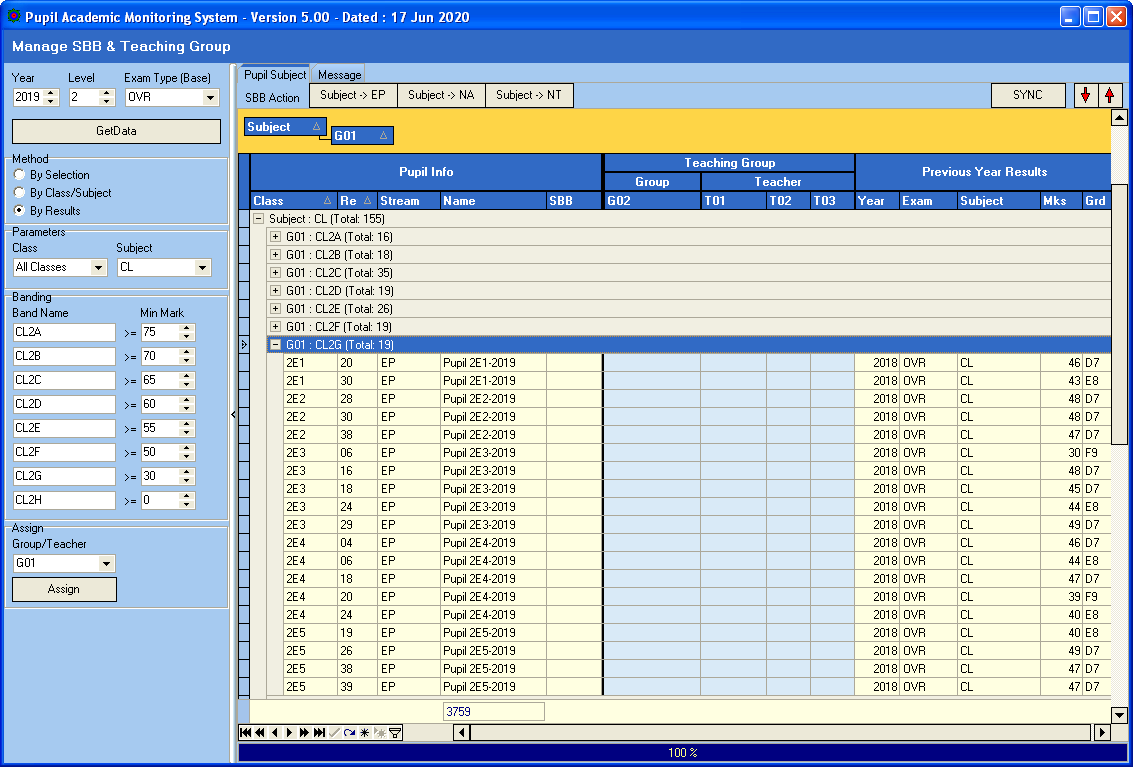
* Click Method – By Results
* Select Class and Subject
* Assign Band Names
* Select Assign Group/Teacher (G01, G02, T01, T02 or T03)
* Enter the Value
* Click Assign Button

Once you have finished Assigning Teachers, you will need to click **SYNC** to Update to Class-Subject Teachers. This will take quite a while.

**Review Summary**

You can GROUP, FILTERED and SORT to review the Allocation summary

GROUP

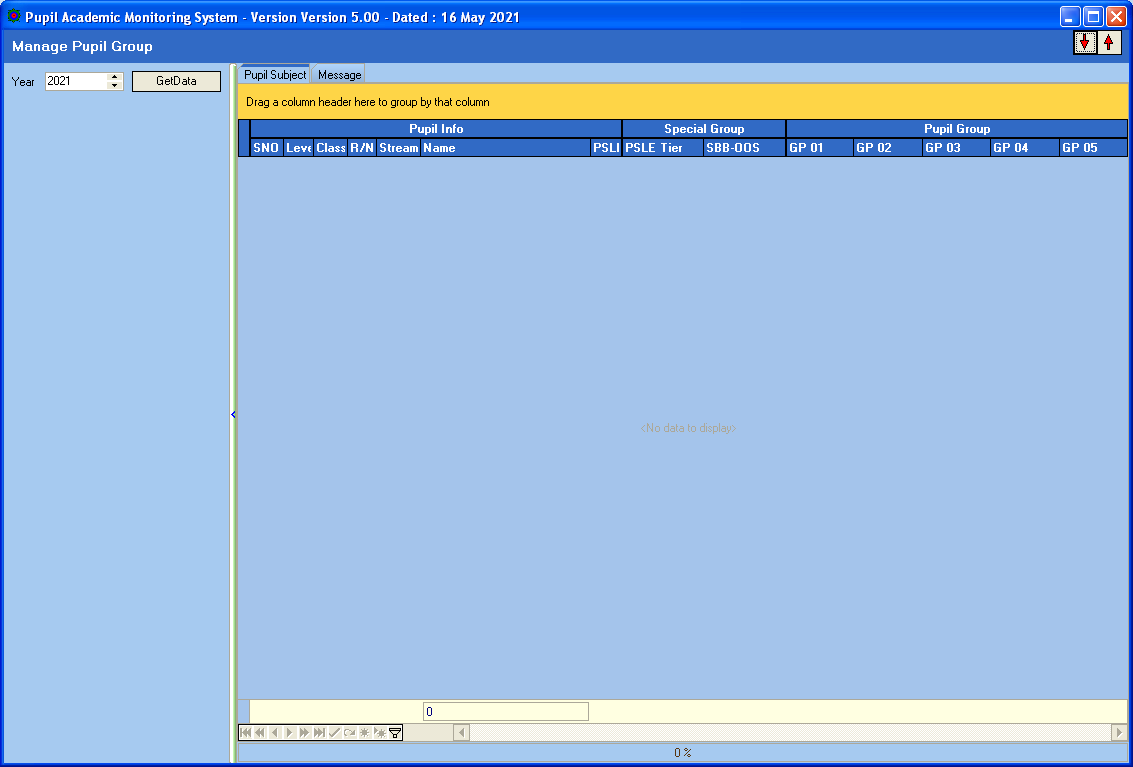


Expand and Collapse

# Manage Pupil Group

You may assign Groups (Up to 3 Groups) to Pupils regardless of Subjects offered to them. These Groups will remain with them throughout all the years. For example: DSA, Scholars etc.

Menu Access: System Admin Menu || Manage Pupil Group

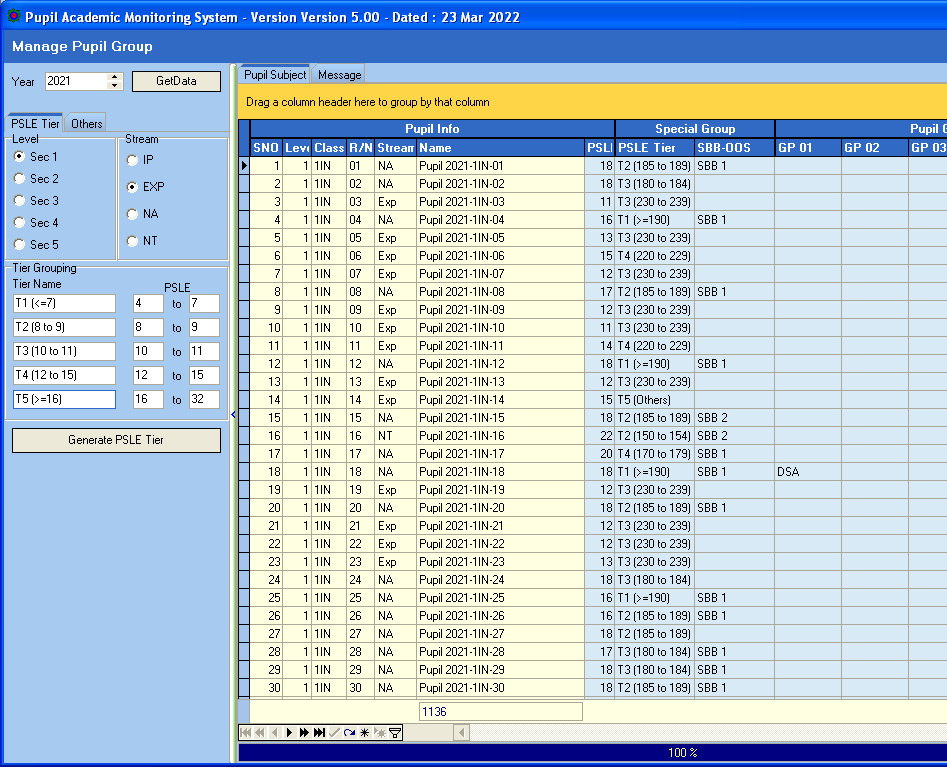


Steps

* Select Year
* Click Get Data button

## Assigning PSLE Tier

Now you can assign Pupils to PSLE Tiers Group according to their PSLE T/Scores or AL Scores. PAMS can analyze based on this Group. For example, Top PSLE Tier students who have not performed well.



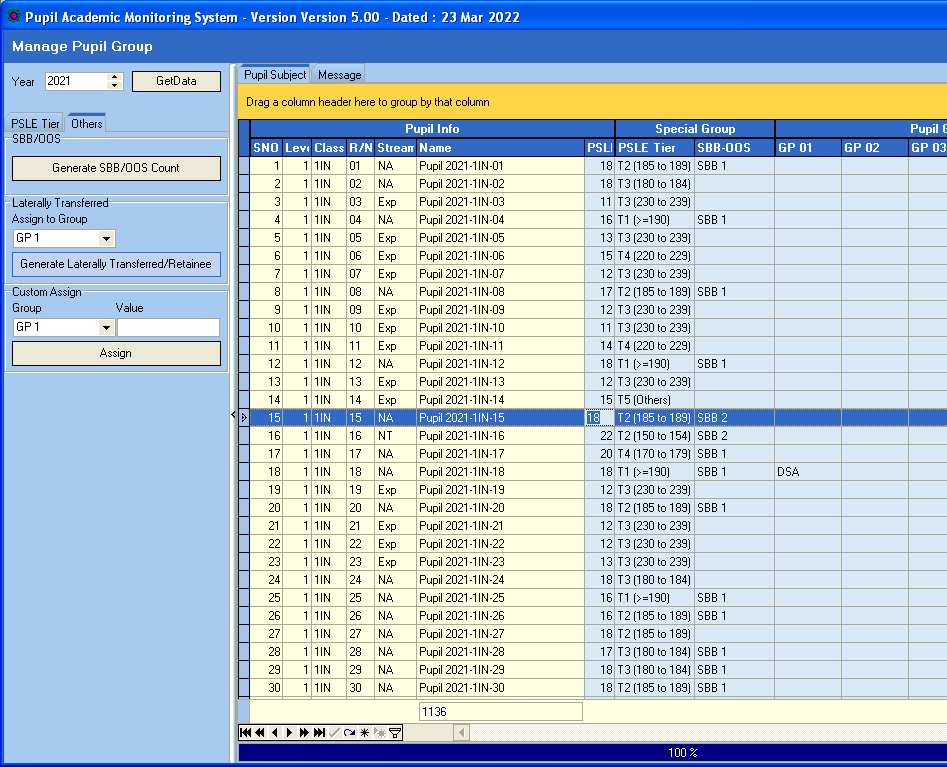
Click Generate PSLE Tier

Steps

* Select Stream
* Enter the Tier Name and PSLE Value
* Click Generate PSLE Tier

## Assigning SBB/OOS Count

Now you can assign Pupils SBB/OOS group based on the Number of SBB or OOS Subjects Offered. PAMS can analyze based on this Group. For example, students with 2 OOS who have not performed well.



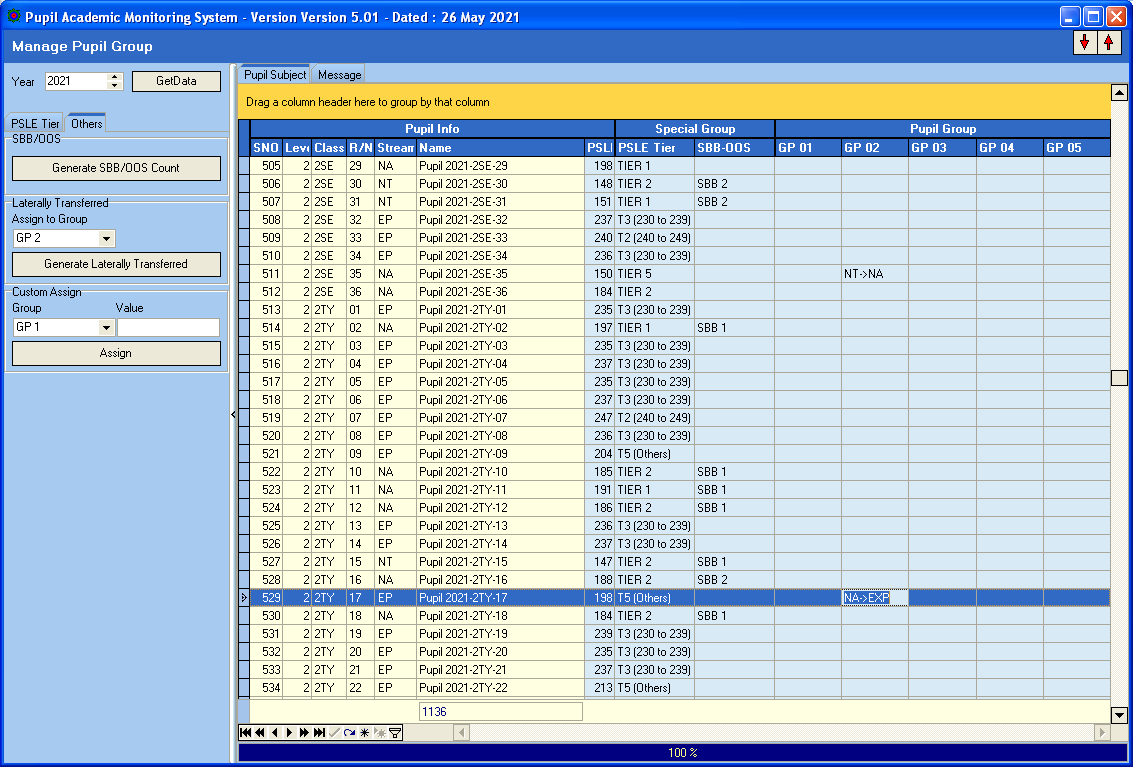
Click Generate SBB/OOS Count

Steps

* Click Generate SBB/OOS Count

## Assigning Laterally Transferred

Now you can assign Pupils who are Laterally Transferred and Analyze them.



Click Generate Laterally Transferred

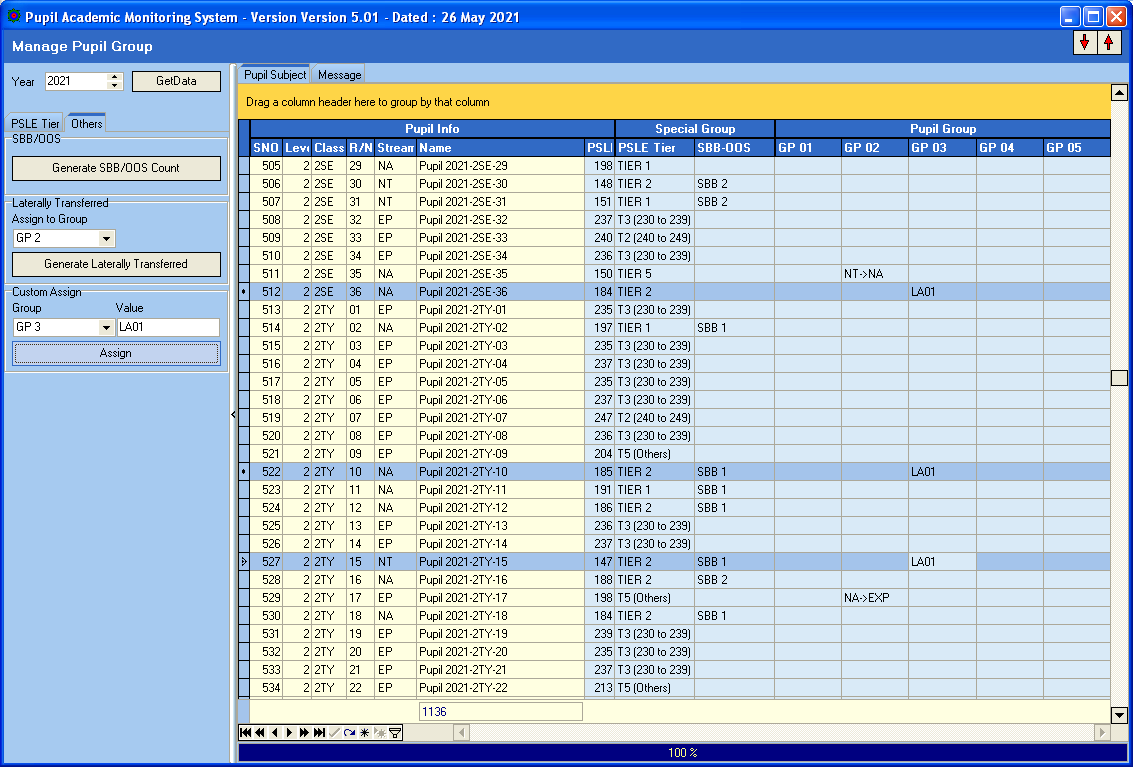
Steps

* Select Group No to Assign to
* Click Generate Laterally Transferred

## Assigning Group

In Addition, you can assign Pupils to Various Group (Up to 5 Groups) which you can analyze later.

For example: Learning Ability Group, DSA, Scholars etc.



Click Assign

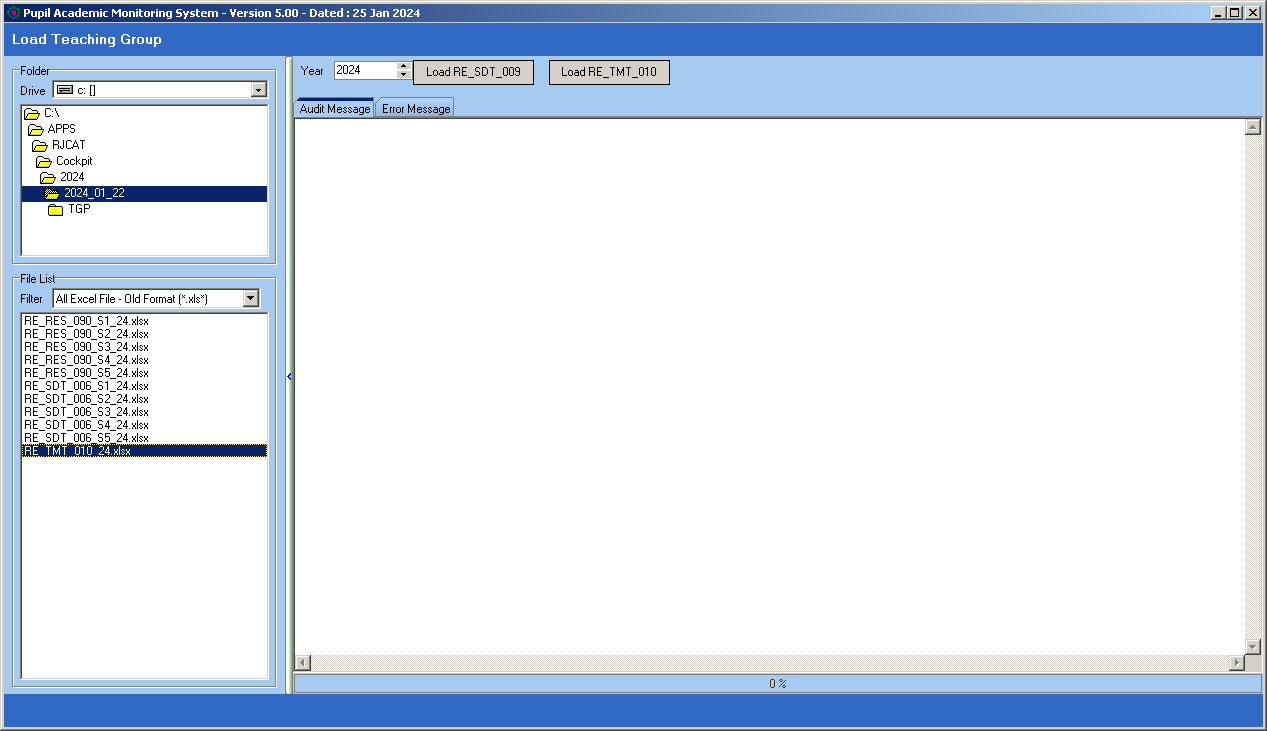
Steps

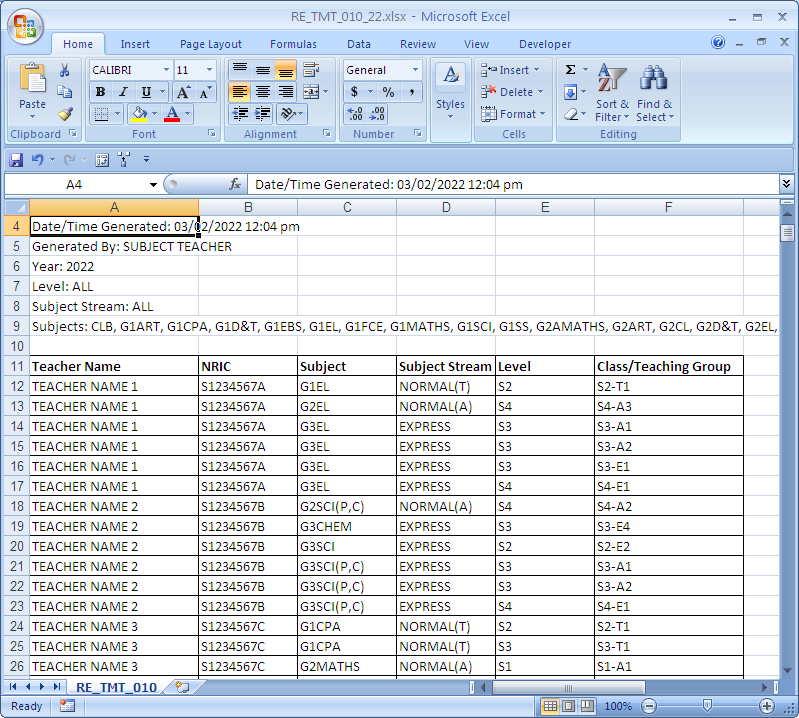
* Select Assign Group (G01, G02, G03, G04 or Gp5)
* Enter the Value
* Select Students (Use CTRL+Click)
* Click Assign Button

## Load Subject Teachers’ Name

Objective : To Load Subject Teachers’ Name

Menu Access : System Admin Menu – Load Teaching Group





Steps

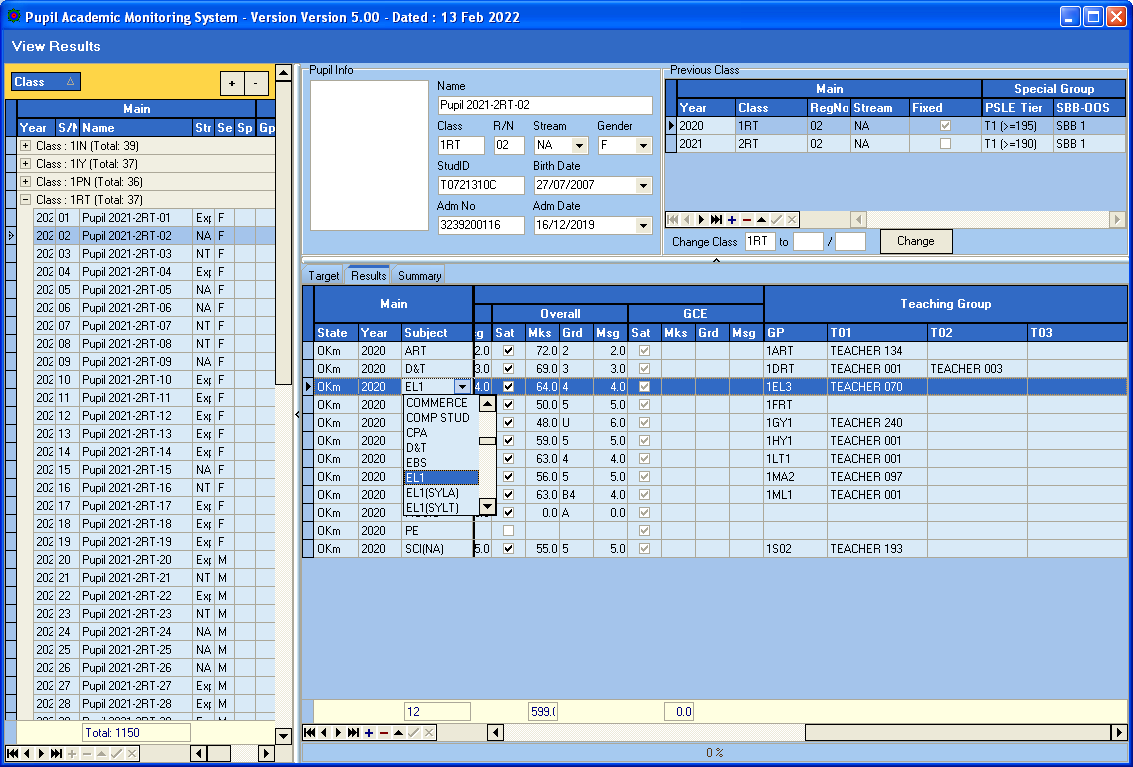
* Select the folder where you save the Cockpit Files
* Select the File
* Click **Load RE\_TMT\_010** Button

Cockpit uses FULL NAME. You may sort the column by Teachers’ Name and edit (shorten) the name first before loading. Max Character is 20.

## Check and Verify Subject Combination

Objective : To check and verify that the Subjects are allocated correctly

Menu Access : Main Menu – View Results



Subject Teaching Group

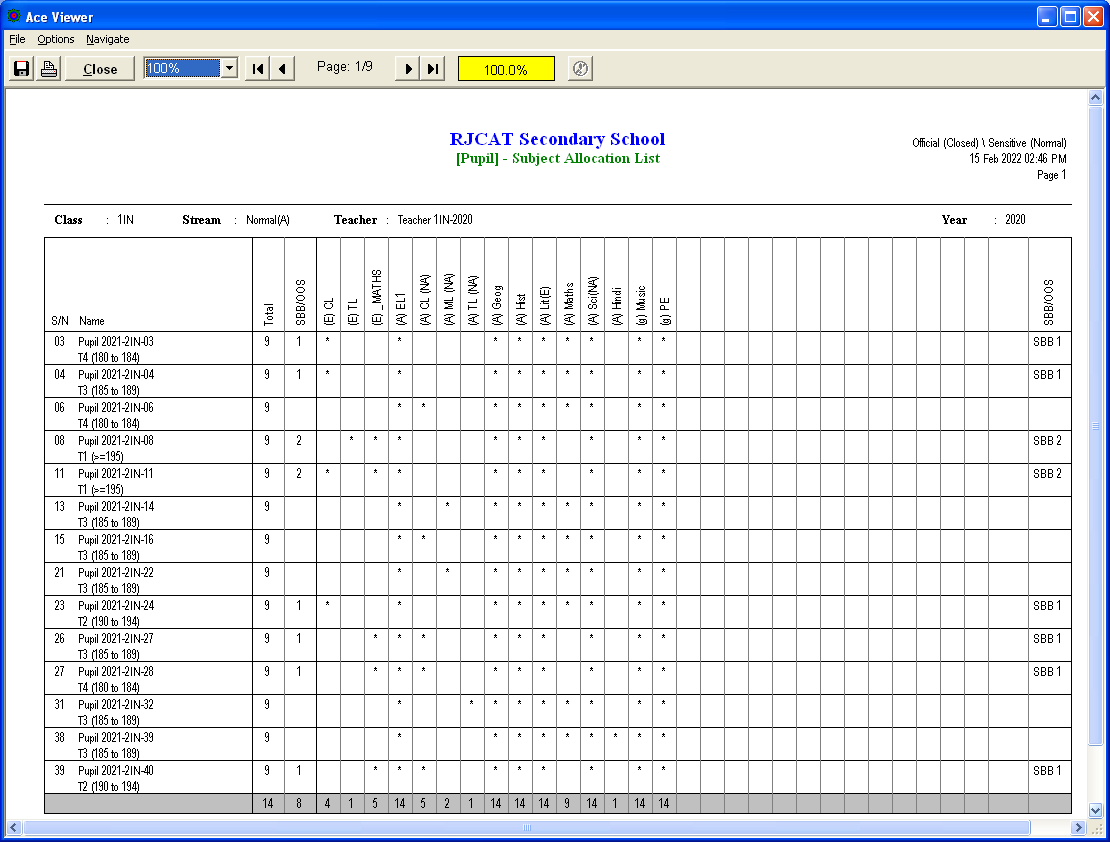
Change Subject. To add New Subject, click INSERT

Subject Allocated to students

Subject Teacher

You may also PRINT the Subject Allocation List to check and verify.

PRINT REPORT - PUPIL - Subject Allocation List.



## Check and Verify Subject Info

Objective : To check and verify that the Subject Info is correct (Cat, Grading Scheme, SBB Conversion)

Menu Access : System Admin Menu – Subject Grading Scheme



Notes

* Scroll through the Subject List and ensure all Subjects have the correct grading Scheme
* For Subjects that are not required to be analyzed, you can set the CAT to “NON”
* For SBB/OOS, Pair the Subject so that only one of them can be considered if students take both Subjects. For example, Maths (NA) and Math (Exp) are paired as 4. You may use any numeric integer for the pairing.
* For Lower Sec SBB, ensure that the mark adjusts are set accordingly.
* For Upper Sec OOS, the mark adjustment will be preset in PAMS based on the Conversion Table.

Grading Scheme

1. EX (A1-F9) - For Express
2. NA (1 to 6) - For Normal (A) – No more Grade U
3. NT (A to E) - For Normal (T) – No more Grade U
4. IP (A+ to F) - For IP
5. GO (A-D) - For Grade only Subject with A to D
6. GO (MPU) - For CLB, MLB, TLB
7. GO (DMP) - For SS N(T), GCE Oral
8. Common (P1-P9) - Common Curriculum Subjects

Sec 1 Common Curriculum Subjects (ART, D&T and FCE)

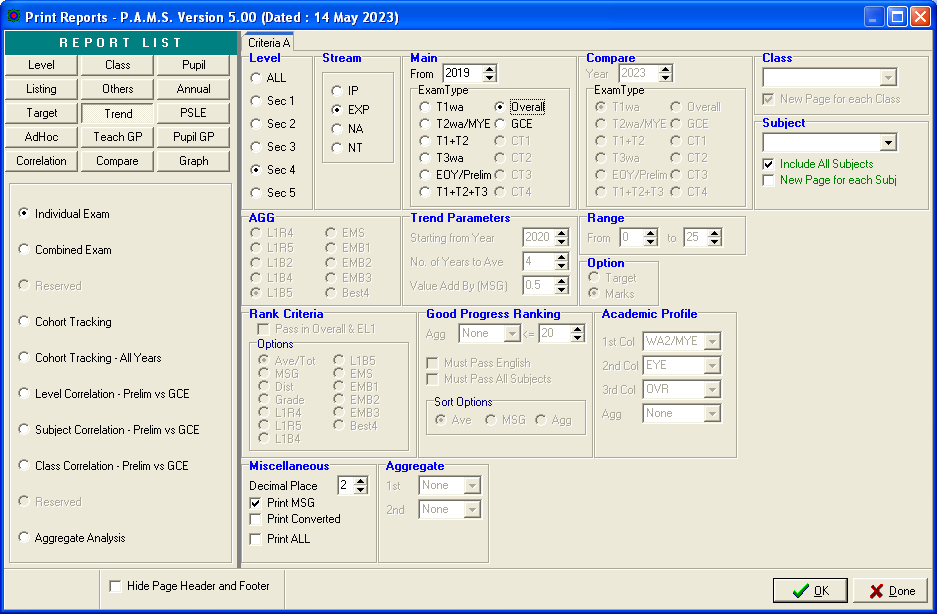
* Common (P1 to F9) - Cockpit use P/F. But it is better to differentiate how well a student pass or how bad a student fails.

# Print Trend Report

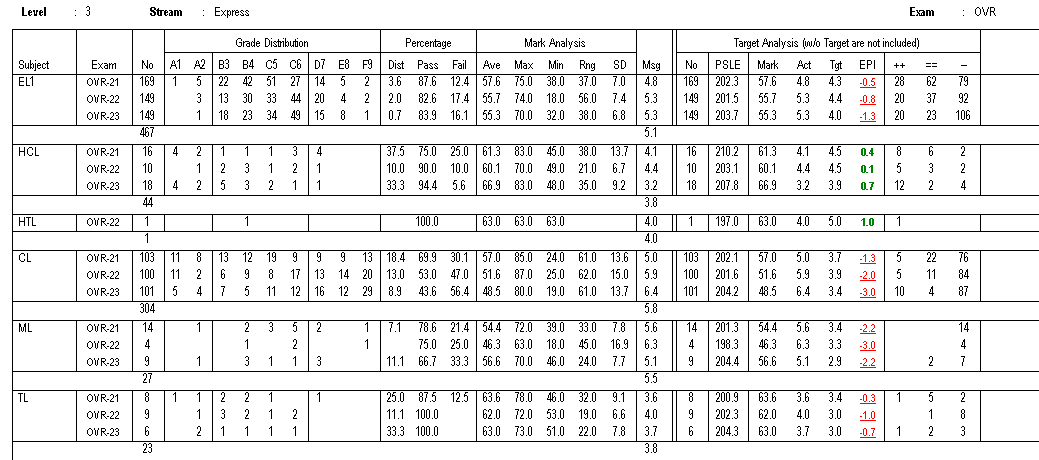
You may print the trend reports to decide the Expected and Min MSG for target setting.

It is recommended to use your internal Exam to set the Expected and Min MSG instead of PRISM which is the National Exam.

The Year will be   
“FROM”



## 3-Year Trend Overall Results



Min MSG=5.3 (2023) or better

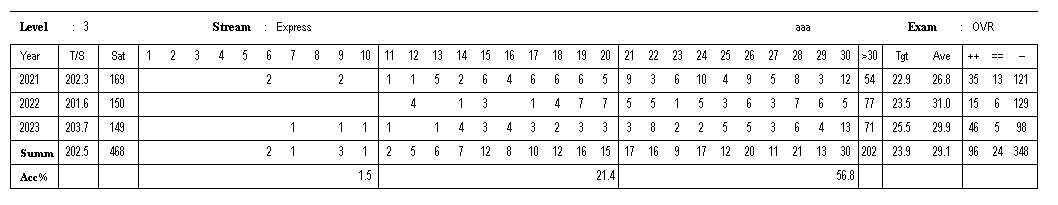
Exp Agg=29.1

For reference

Exp MSG=5.1

For reference

## 3-Year Trend Aggregate (L1B5)

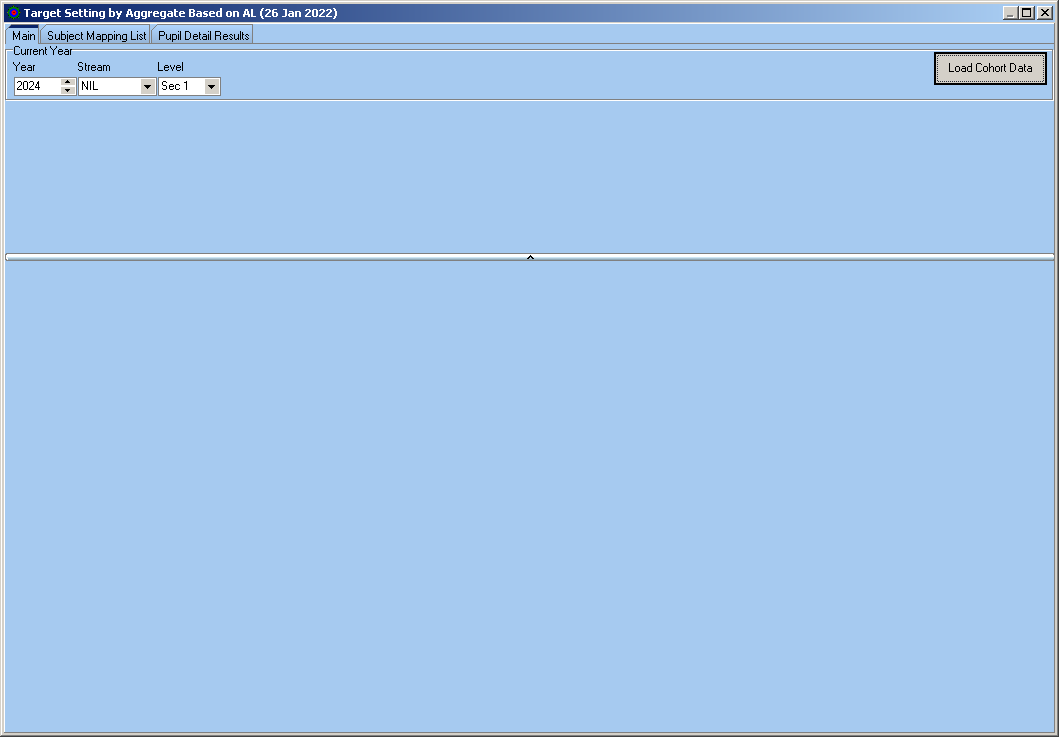


Target AGG = You decide after looking at the trend for the last 3 years

# Setup Aggregate Target (AL)

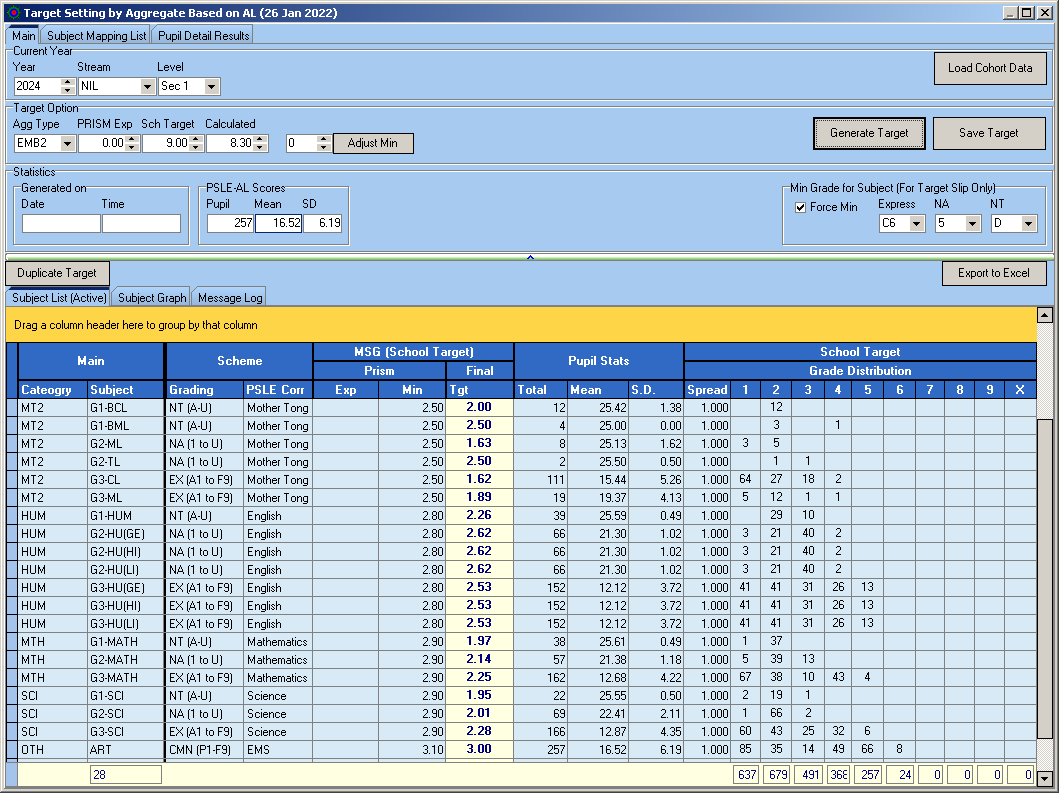
Objective : To Setup Target for Sec 1 using AL Scores

Menu Access : Main Menu – Setup Aggregate Target (AL)



Steps

* Select Year
* Select Stream (NIL)
* Select Level
* Click Load Cohort Data



This is calculated by PAMS

You may adjust the “Spread” to spread out the Grade

This is adjust the MIN for all Subjects

This is to adjust the MIN for all Subjects

Steps  
Target Option

* Select Agg Type (Recommend EMB2)
* Enter PRISM Exp for reference. For Lower Sec, the “PRISM” Exp will the Previous Year Results
* Enter Sch Target. This is the Start MSG for each Subject. You may use Last Year MSG or Subject Trend for the last 3 to 5 Years. You may print this Report from TREND.

1. Click Generate Target
2. If the Aggregate Target is not you want, Adjust the MIN for each Subject
3. Repeat Step 1 and 2 until you get the Target you need
4. Click Save Target

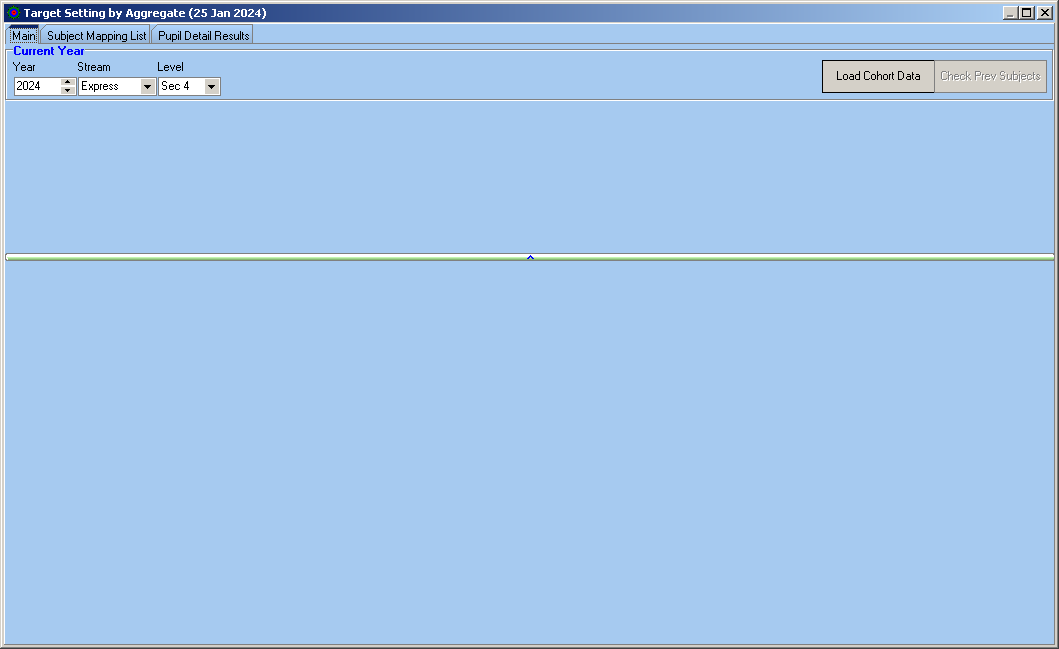
Note:

The final target may be “Far” from the PRISM Min as the AL Grades are very close and discreet.

For 2024 Sec 1 (Stream=NIL), the focus is on Subject MSG rather than the AGG.

# Target Setting by Aggregate (Using Previous Year Results)

Menu Access: Main Menu || Setup Aggregate Target



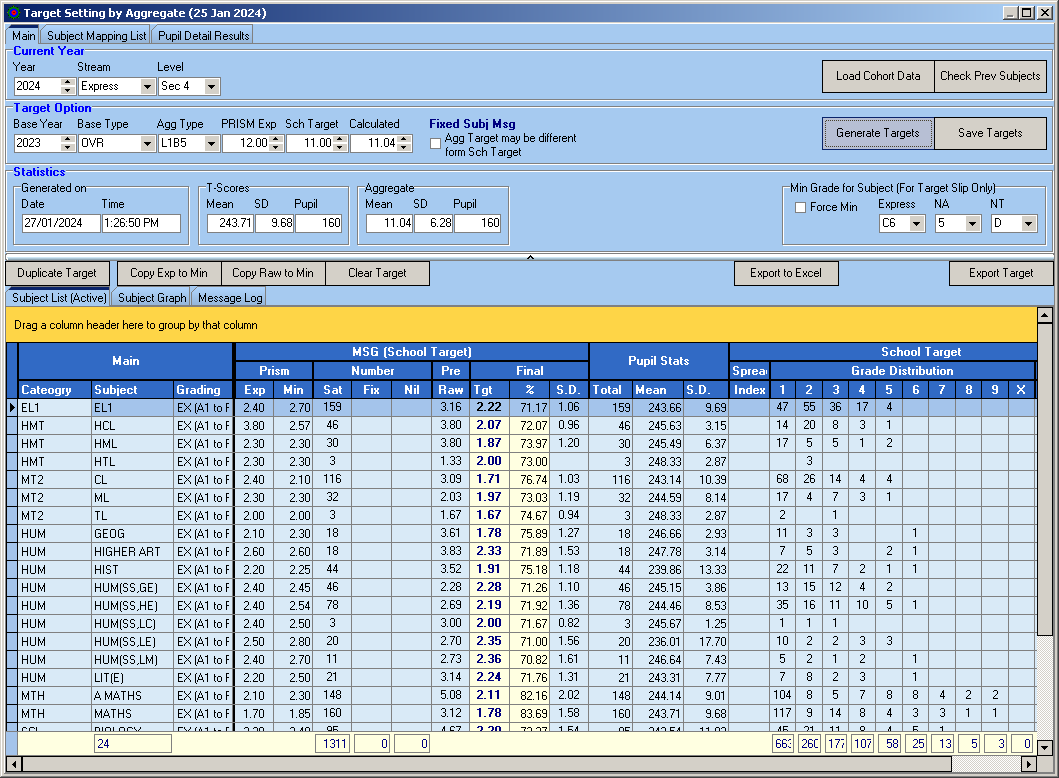
Step

* Enter Current Year Parameters (Year, Stream, Level)
* Click Load Base Data Button

## Check Prev Subjects

Since the Target Setting is based on previous year results, we need to ensure that every student has a corresponding previous year results for each of the subject. This is especially crucial for Sec 3 Students (Sec 2 Subject Codes are different from Sec 3 Subject Codes) and students who are lateral transferred. For example:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sec 3 Subjects | Possible Corresponding Subject (Sec 2 Subjects) | | | | | |
| SS+Geog | Geog |  |  |  |  |  |
| Chemistry | Sci(S/E) | Sci(NA) | Science(T) |  |  |  |
| A Maths | Maths | Maths (NA) | Check Prev Subjects |  |  |  |

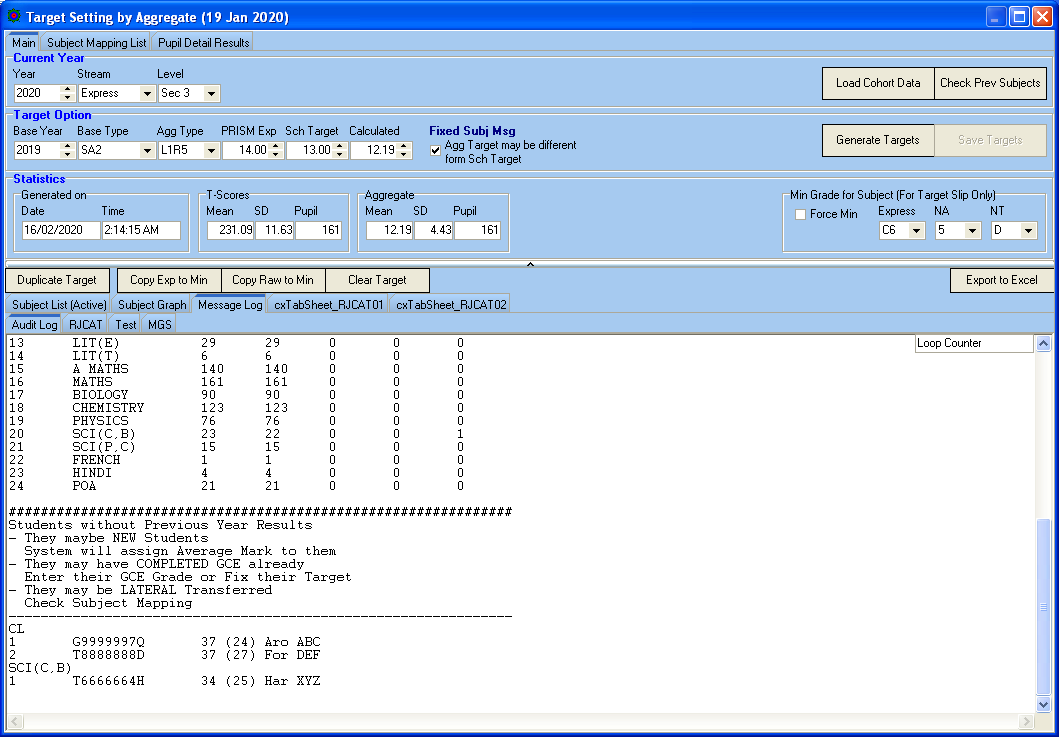


Number of student without previous year results

Here are some of the acceptable cases where Previous Results are not applicable:

New Student - System will assign average marks

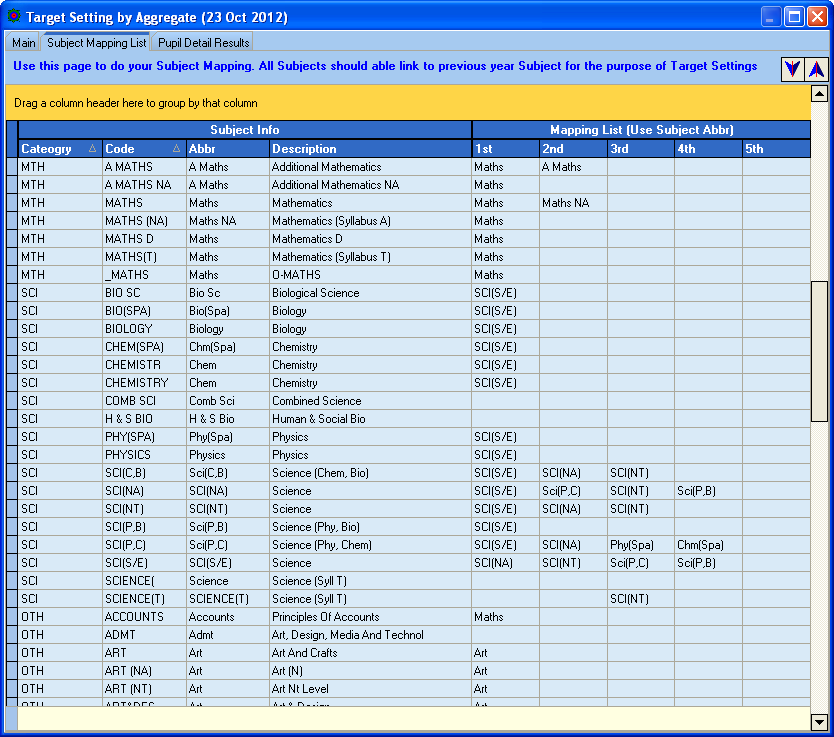
VR Grade - System will assign average marks



## Subject Mapping

The purpose of Subject Mapping is to link the Upper Sec subjects to the Lower Sec subject.

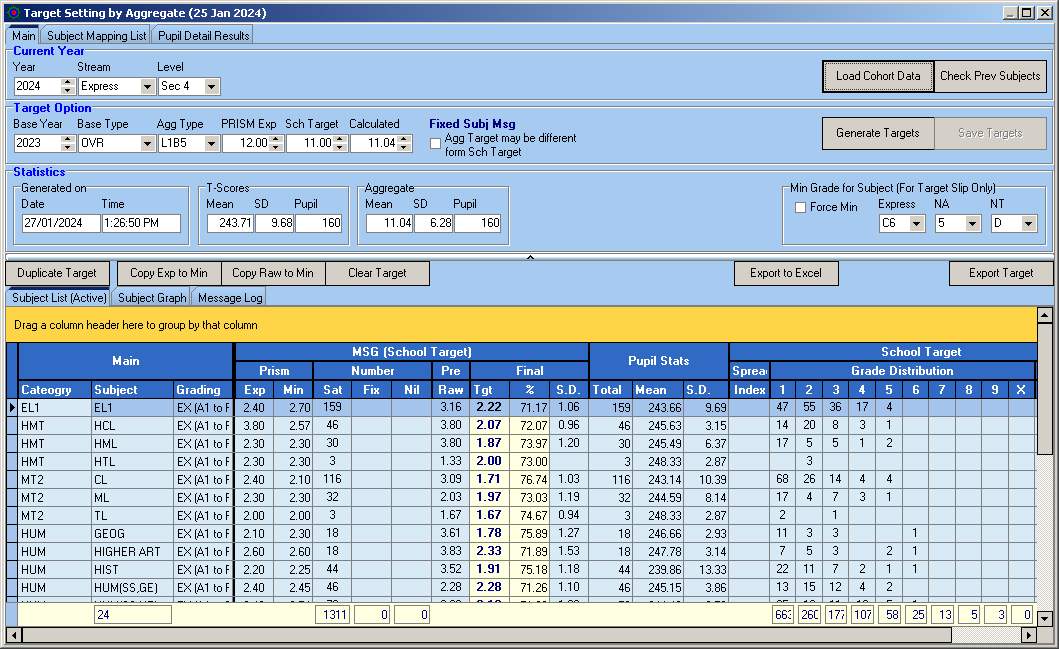
For example, when the system search for previous year result for A MATHS, it should be looking for MATHS or MATHS NA



Steps

* Enter Corresponding Subjects under Mapping List
* To Save, select another record

## Target Option



**PRISM Exp**For reference only

Minimum Grade to Achieve.

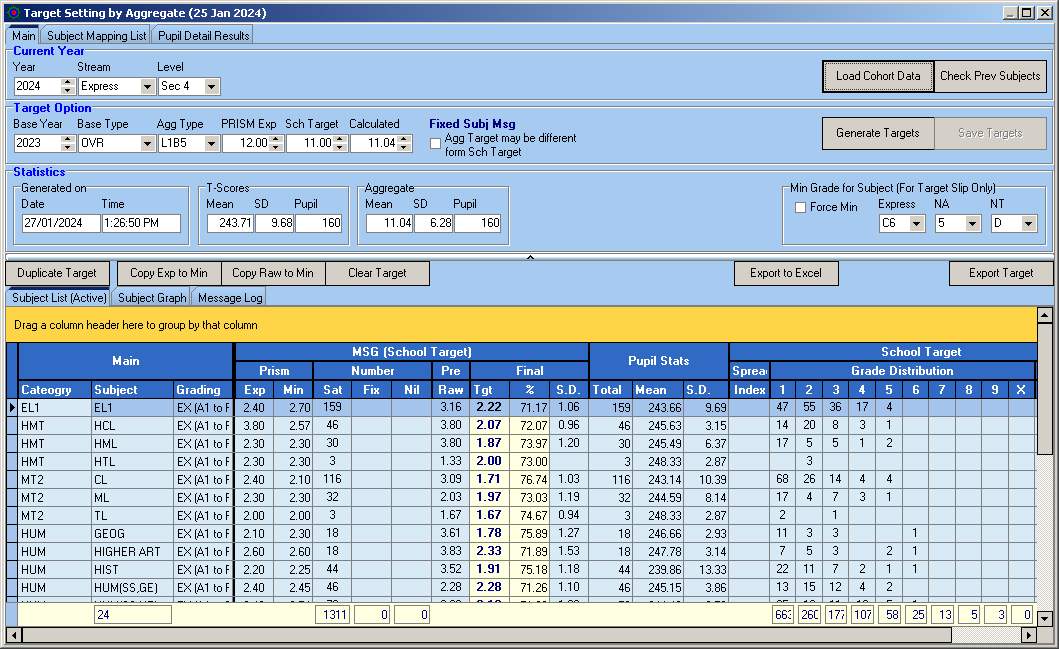
If you do not FORCE, PAMS still able to Print PASS Target for Target Slip,

**PRISM Min**Act MSG from PRISM.   
What your school is actually capable of achieving (or Achieved).

Step

* Under Target Option
  + Select Base Year
  + Select Base Type
  + Select Agg Type
  + Enter PRISM Expected (for reference only)
  + Enter School Target to Achieve
* Under Subject List (Active)
  + Enter PRISM Exp (for reference only)
  + Enter PRISM Min (Capable of achieving)
* Click Generate Targets Button

## Target Generated



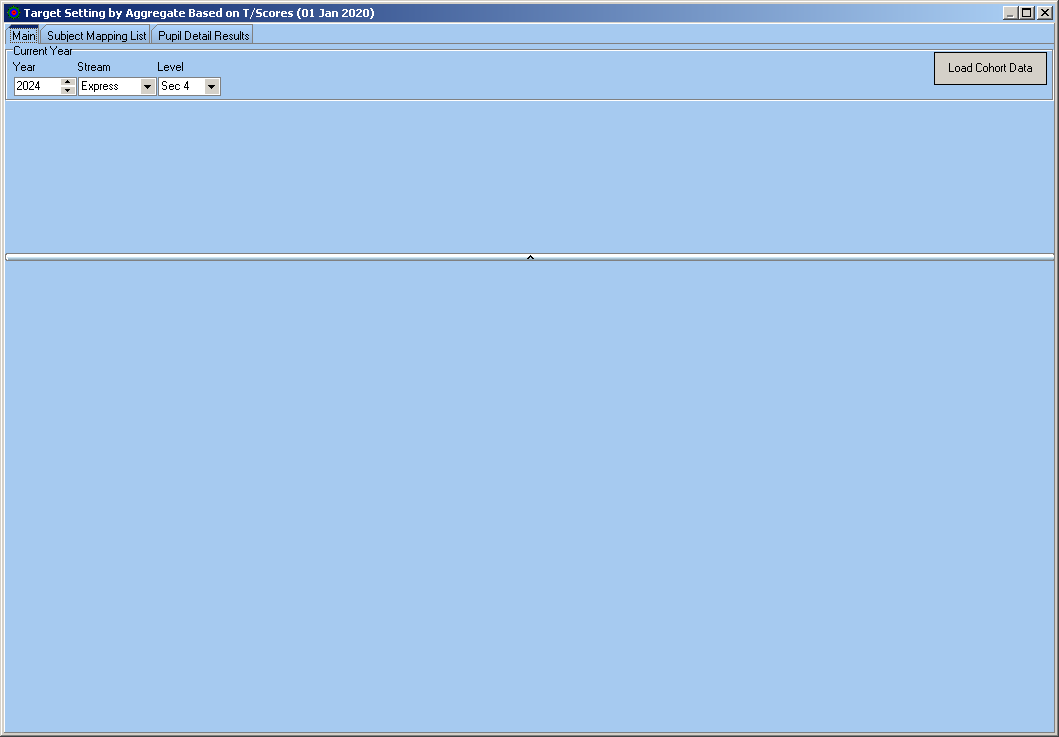
**Statistics**Generated by PAMS.

Step

* Review all the Targets.
* If OK, click Save Targets Button to save the targets to the student database.

# Setup Aggregate Target Based on T-Scores

Menu Access: Main Menu || Setup Aggregate – T/Scores



Click Load Cohort Data

Enter TARGET OPTION Parameters:

* Agg Type
* PRISM Exp (for reference only)
* Sch Target (for reference only)

Enter PRISM Exp and Min:

* Exp (for reference only)
* Min (Min MSG for each Subject)

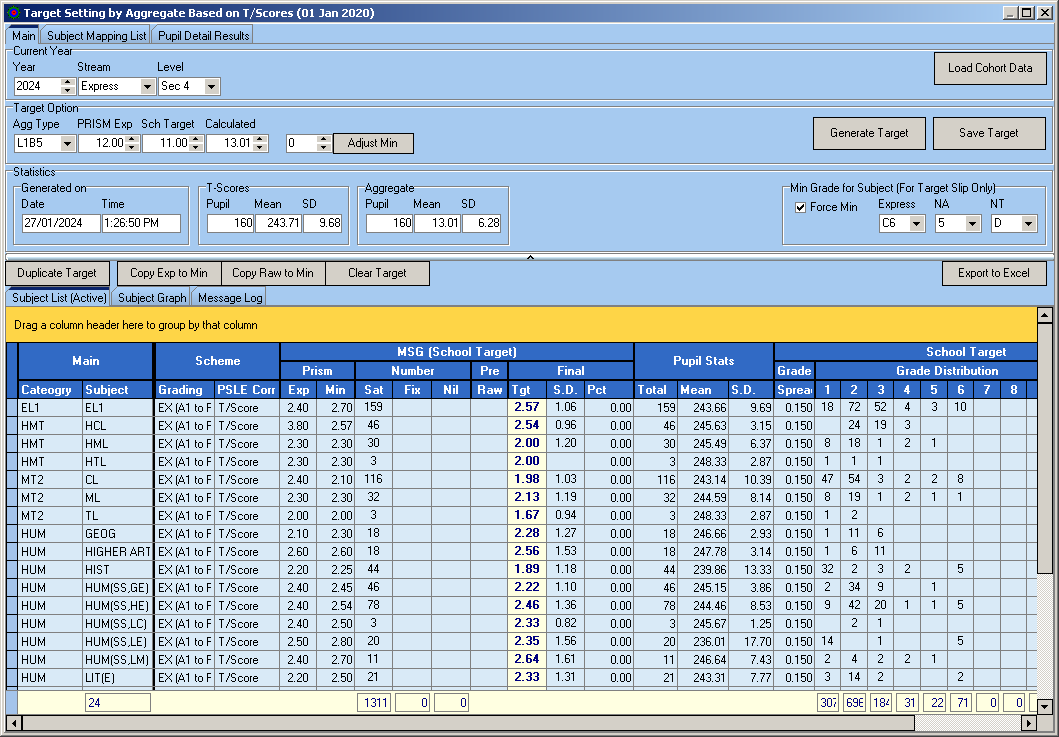
Enter Min Grade for Subject:

* Min Grade for each Stream
* Tick “Force Min” if you

Exp and Min MSG

Enter Spread for Target Grade

* Internal default is 0.05
* If you want More distinction (More spread out for Target Grades), increase the spread to more than 0.05

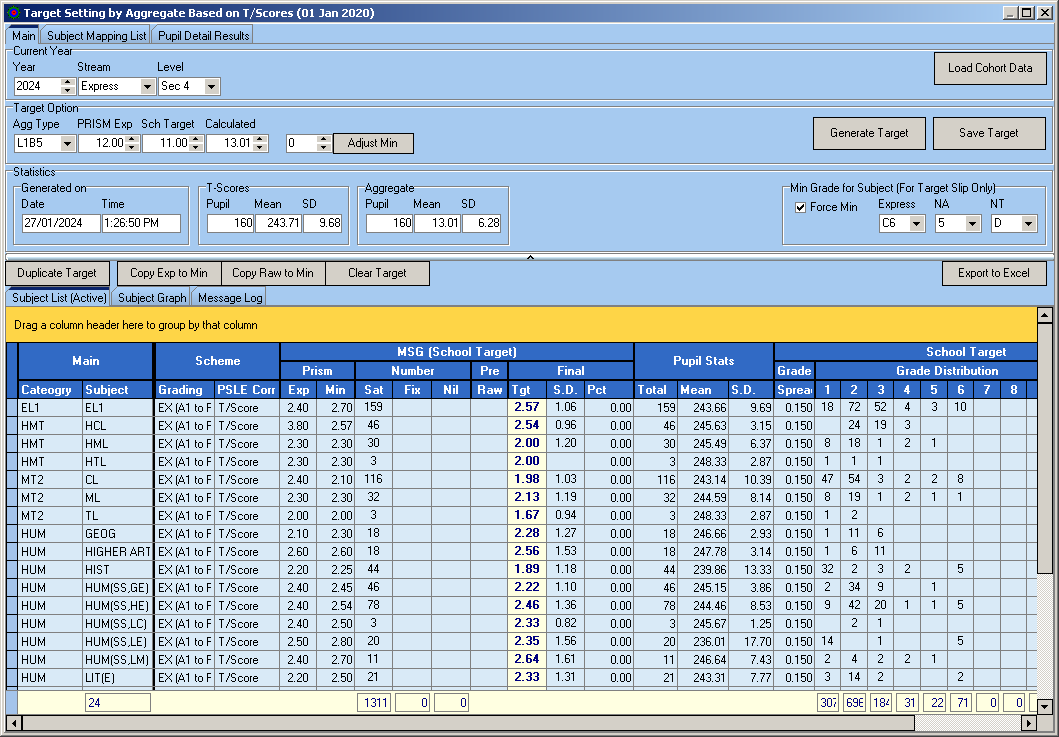


Min Grade

Target Option Parameters

Spread for Target.  
If it is empty (ZERO), the default is 0.05

Click Generate Target button



Target Grade Distribution

Calculated Aggregate Target

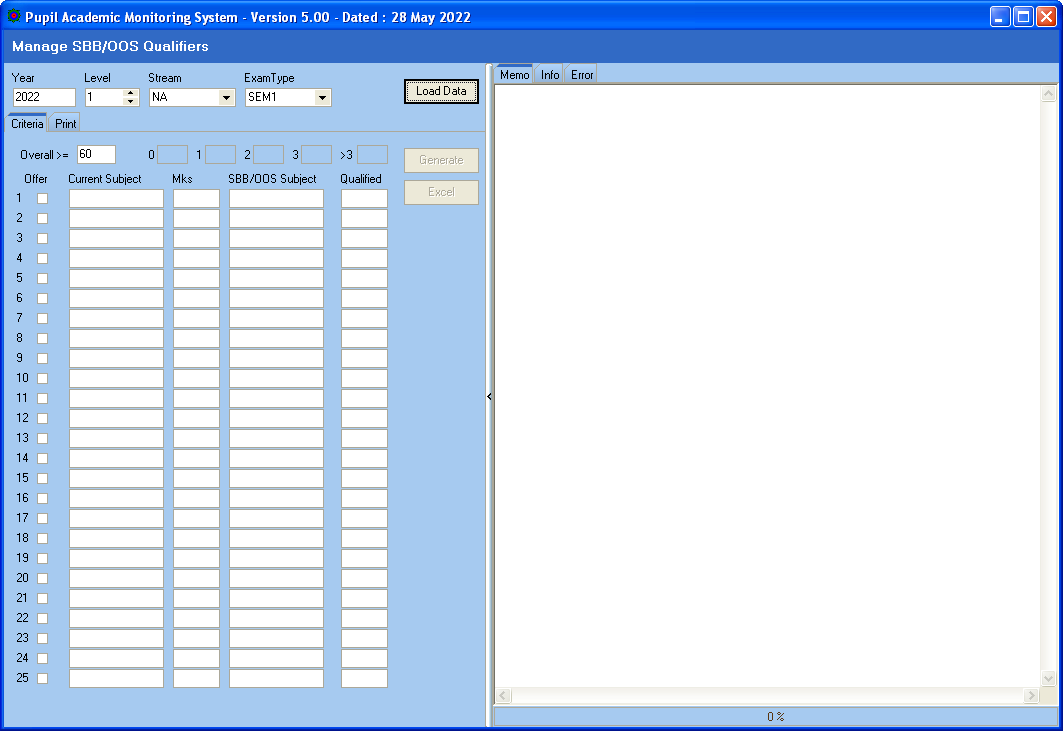
Target MSG

If you like the Target, click Save Target button.

# Manage SBB/OOS Qualifier

Objective : To Identify students for SBB INERTS or OOS

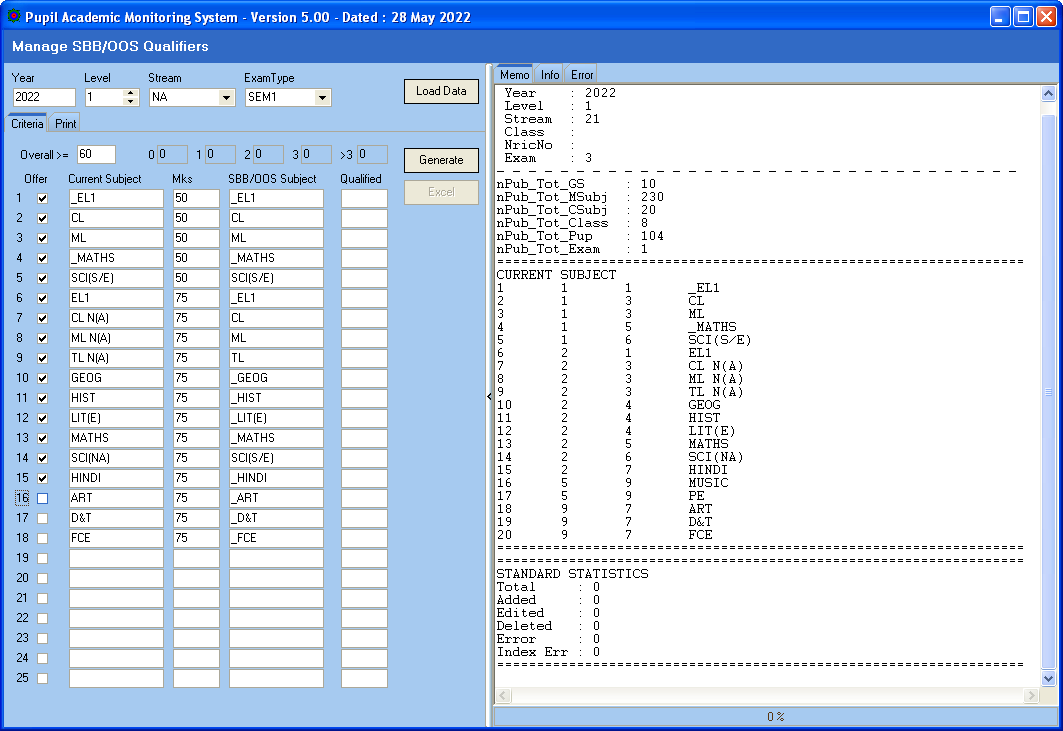
Menu Access : System Admin Menu – Manage SBB/OOS Qualifiers



Steps

* Select Year, Level, Stream and Exam Type
* Click Load Data

Min Overall Average Mks

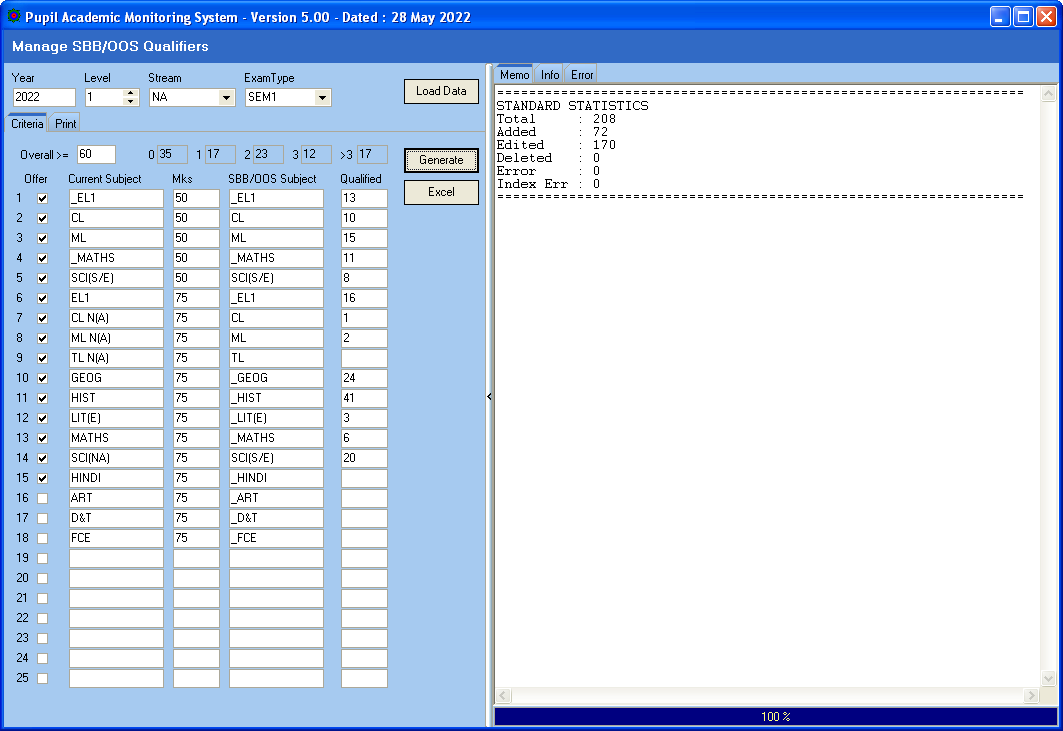


Current SBB/OOS Subjects

Not Offered

Steps

* Tick “Offer” for subjects that will be offered at SBB/OOS
* Update the corresponding SBB/OOS Subject
* Update the Mks (Min) to qualify
* Click Generate



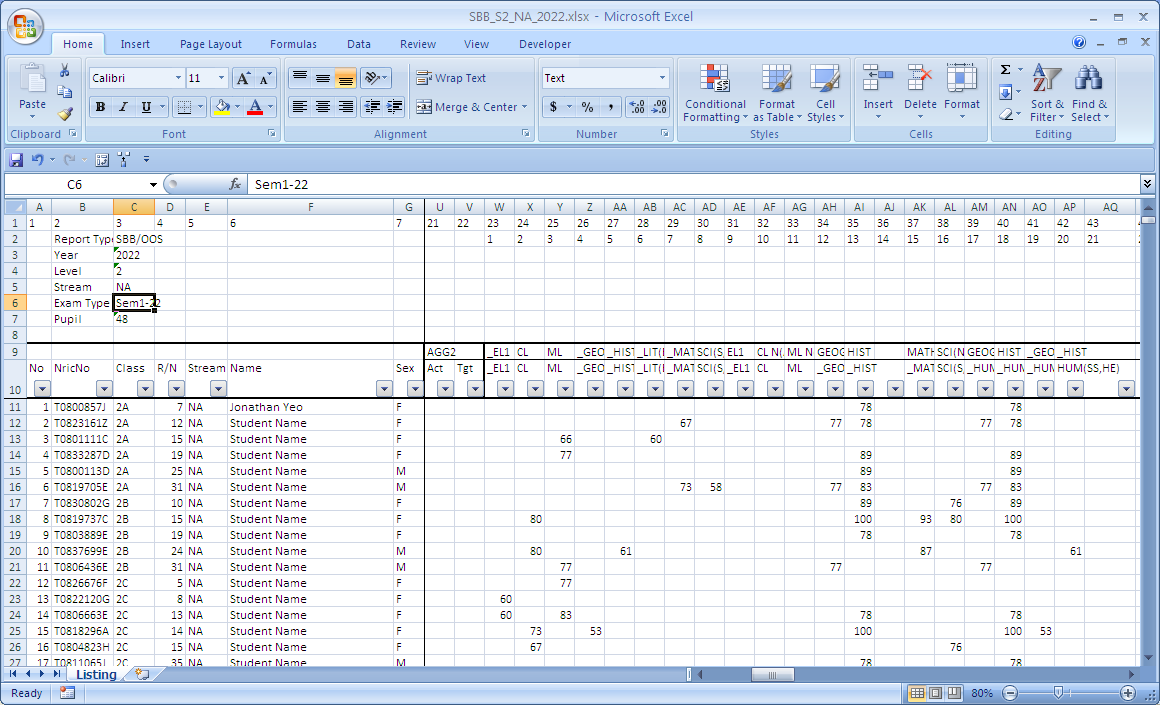
Total Pupil Qualified for Maths:

SBB=11  
STD=6

Total Pupil Qualified for more than 3 SBB/OOS

Steps

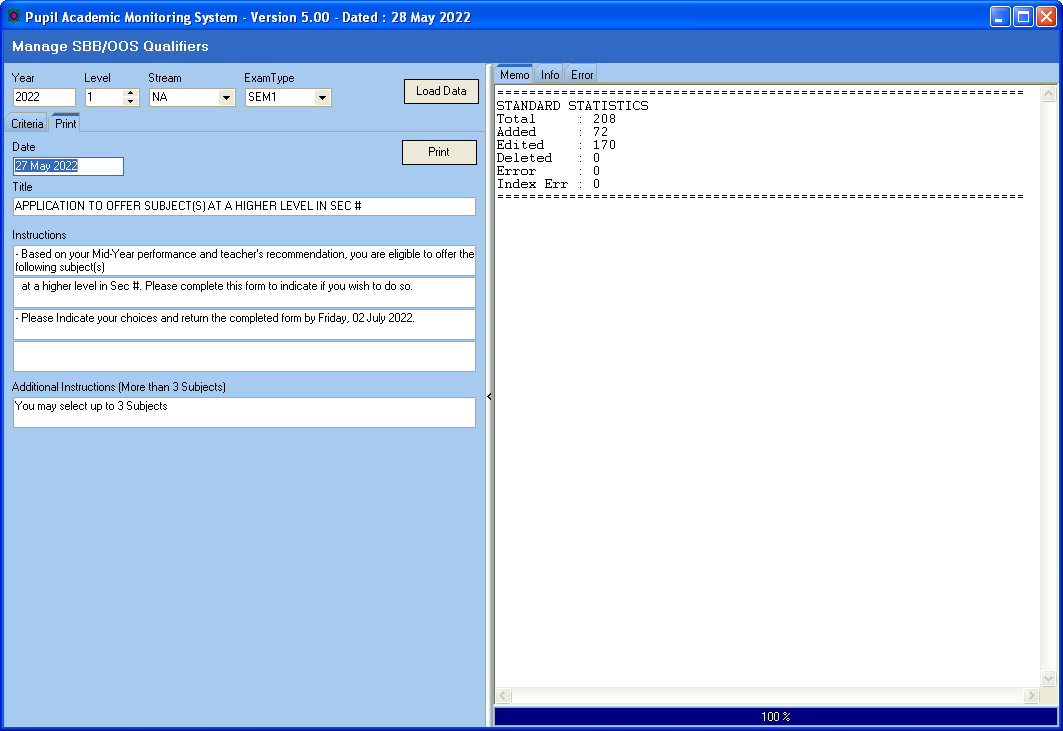
* Click Excel to Export Data to Excel



SBB/OOS Subject

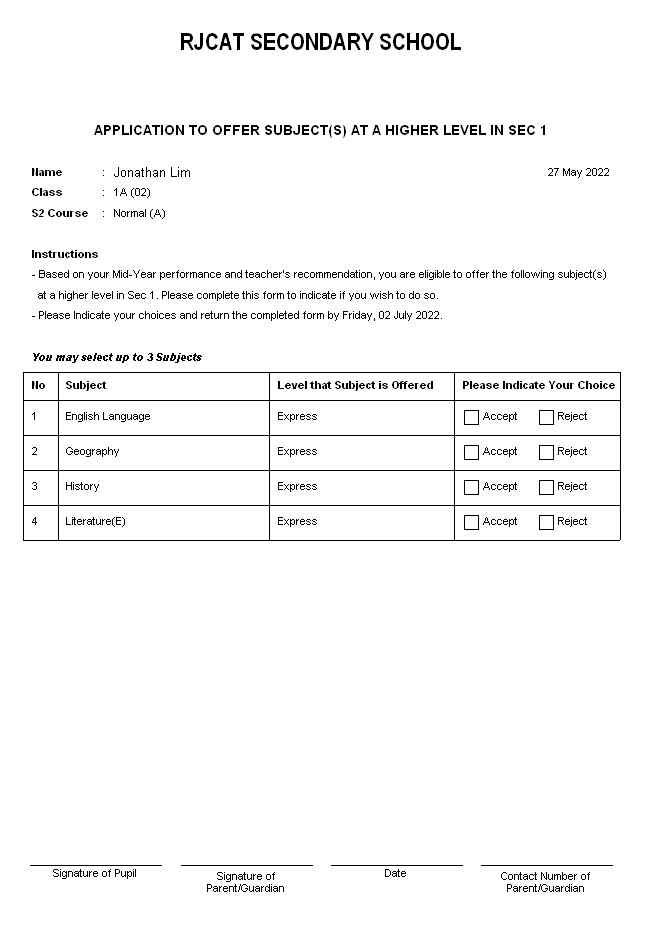
Current Subject

# Print SBB/OOS Qualifier



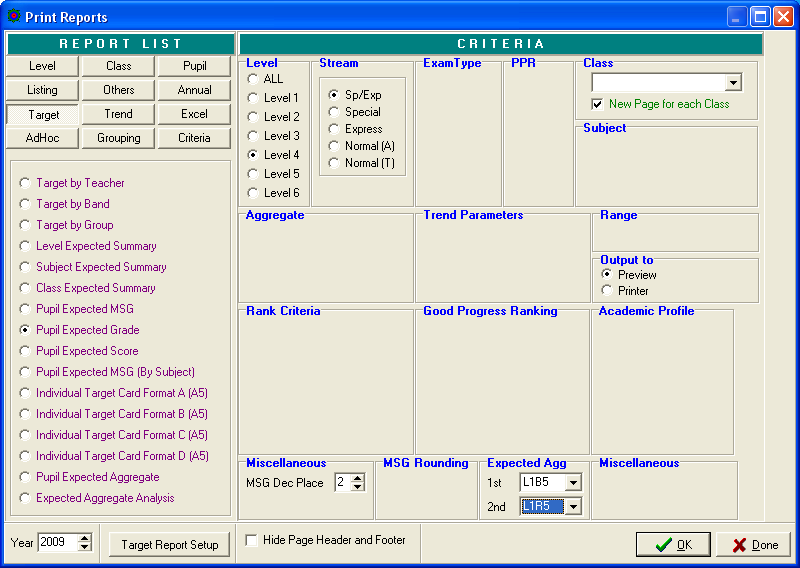
Content to be printed

# will be replace with Level



To Edit the description,   
go to System Table Menu - Subject Table

# Print Target Reports



Reports you may use:

* Level Expected Summary
* Subject Expected Summary

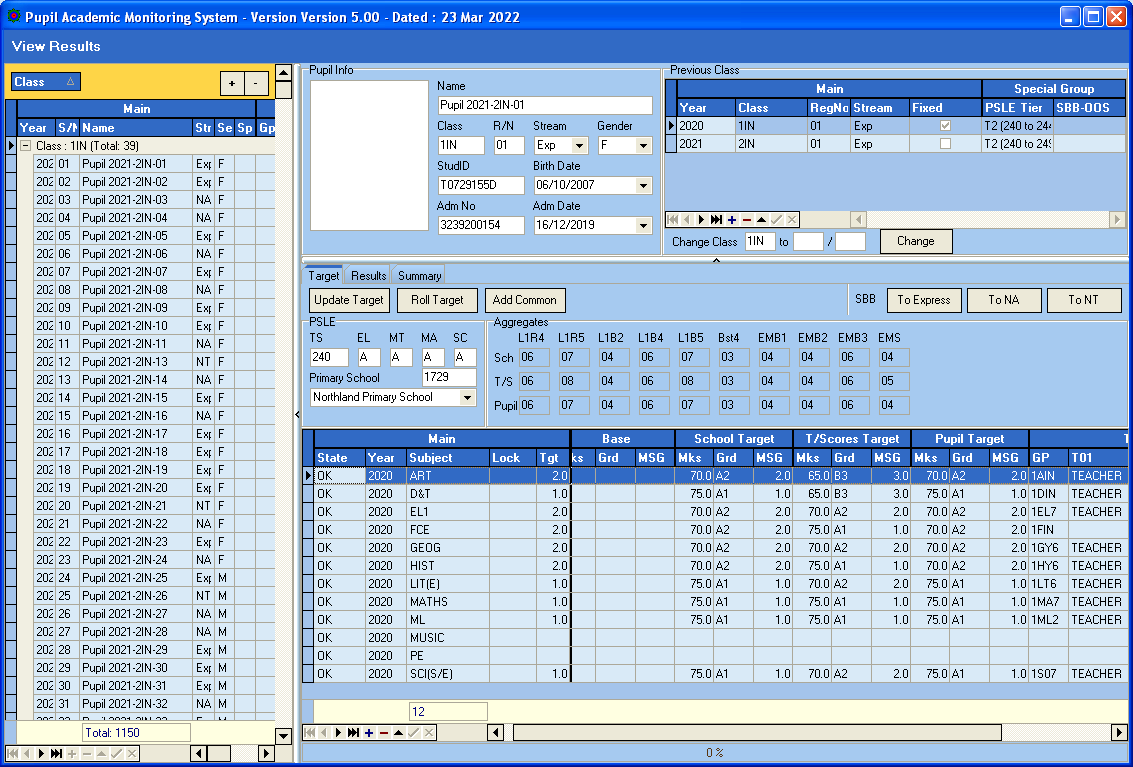
Some basic Layout for Individual Target Card

* Class Expected Summary
* Pupil Expected Grade
* Individual Target Card (Format A to D)

## Verify Generated Targets

Objective : Ensure Targets are stored

Menu Access : Main Menu – View Results

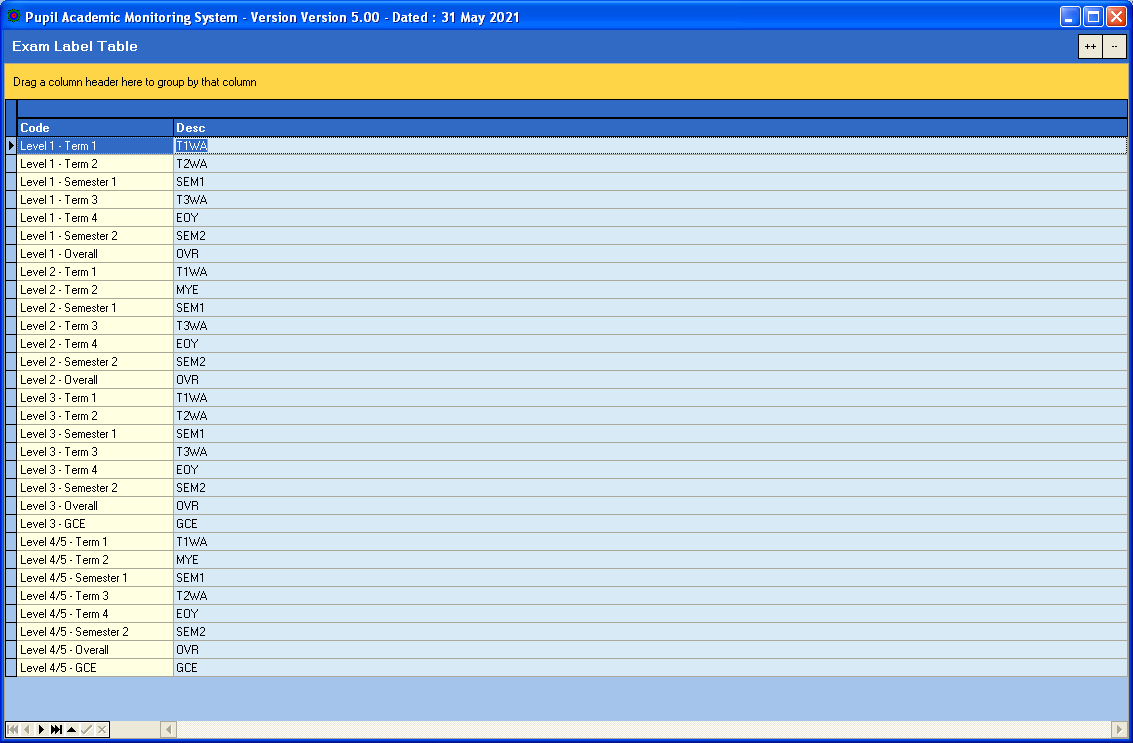


## Exam Label

Now you may rename the Exam Label to WA1, SA1 etc or any customized Label. Please note that the length should be kept at 4 characters or less.

Important Note: If you have not download You need to download SysCode.DB and SysCode.PX from our website into C:\APPS\RJCAT\PAMS2000\DATABASE

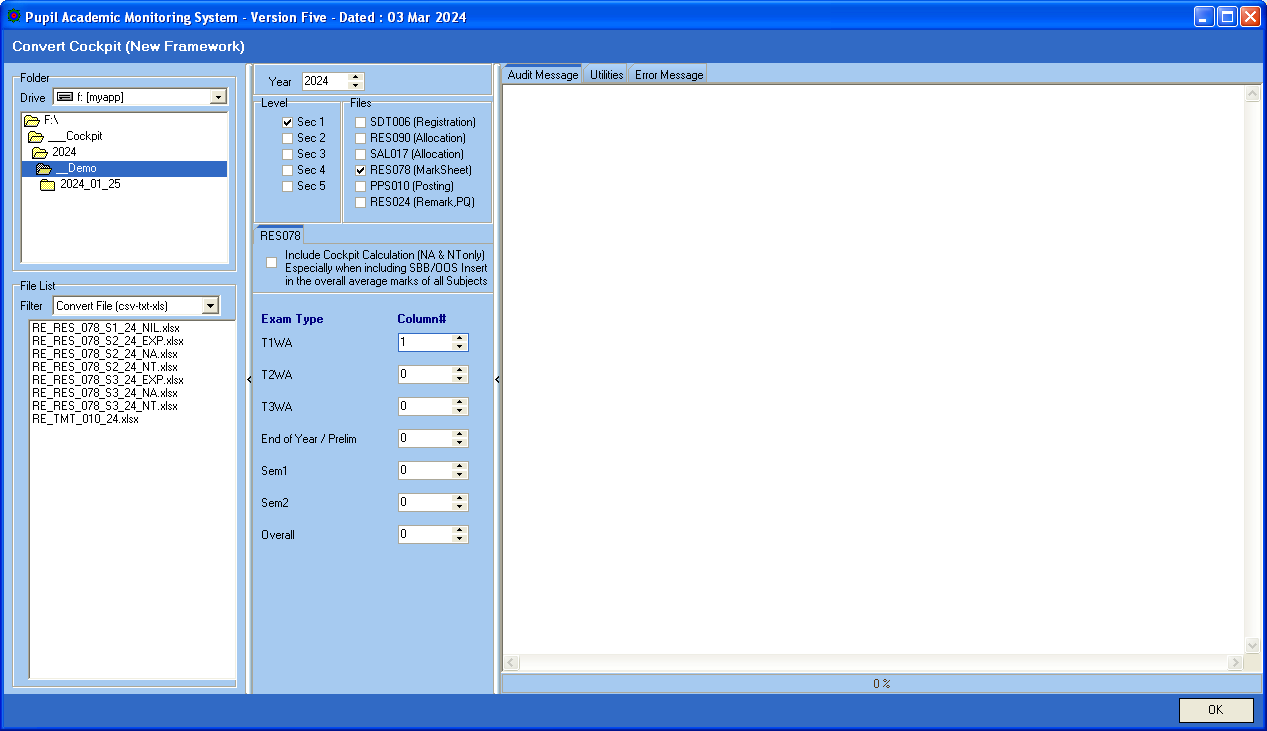
Menu Access: System Table Menu | Exam Label Table



# Analyzing Results

Objective : Load Results for Analysis

Menu Access : System Admin Menu – Convert Cockpit Data



No need to select File. PAMS will auto detect the file based on Level Selected

Zero means Ignore

Col 1

**File Naming Convention for RES078**

Sec 1 – RE\_RES\_078\_S1\_24\_NIL.XLSX

Sec 2 Exp - RE\_RES\_078\_S2\_24\_EXP.XLSX

Sec 2 NA - RE\_RES\_078\_S2\_24\_NA.XLSX

Sec 2 NT - RE\_RES\_078\_S2\_24\_NT.XLSX

Sec 3 Exp - RE\_RES\_078\_S3\_24\_EXP.XLSX

Sec 3 NA - RE\_RES\_078\_S3\_24\_NA.XLSX

Sec 3 NT - RE\_RES\_078\_S3\_24\_NT.XLSX

Sec 4 Exp - RE\_RES\_078\_S4\_24\_EXP.XLSX

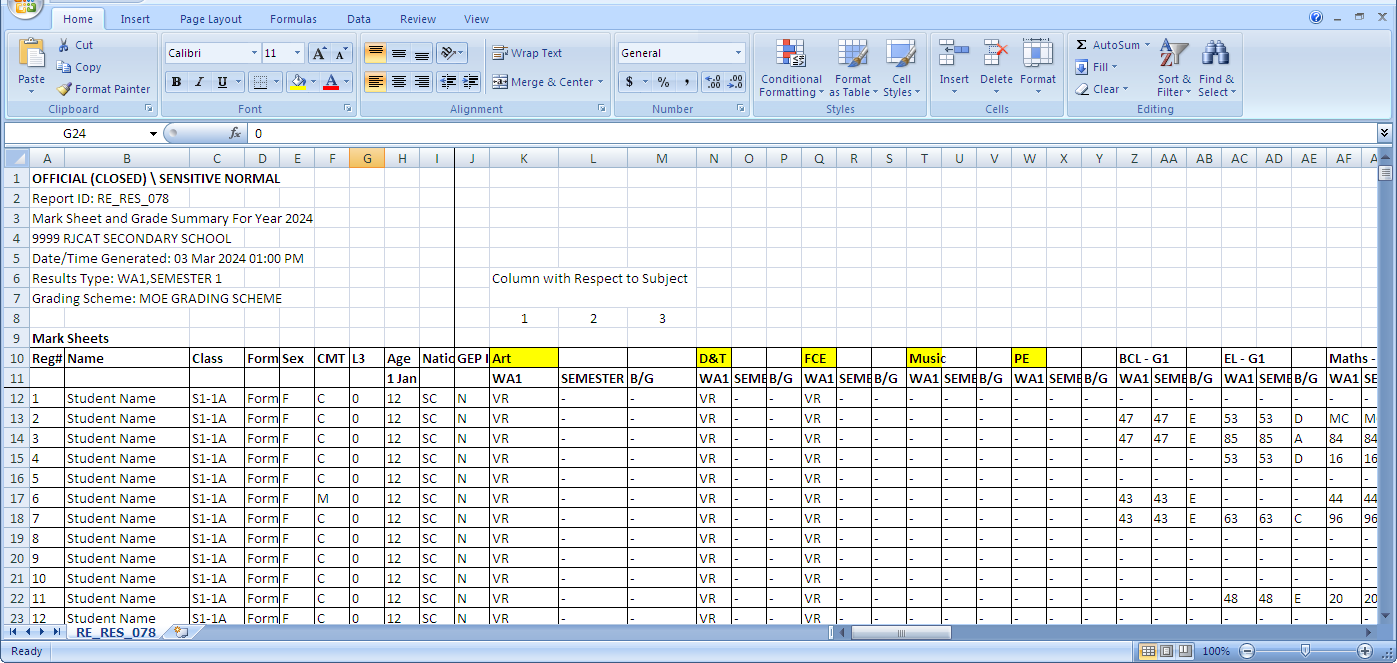
Sec 4 NA - RE\_RES\_078\_S4\_24\_NA.XLSX

Sec 4 NT - RE\_RES\_078\_S4\_24\_NT.XLSX

Sec 5 NA - RE\_RES\_078\_S5\_24\_NA.XLSX

Steps

* Select the folder where you save the Cockpit Files
* Select Level
* Tick RES078
* Indicate Column # (based on what you export in RES078) Zero means ignore.
* Click **OK** Button



Col 3

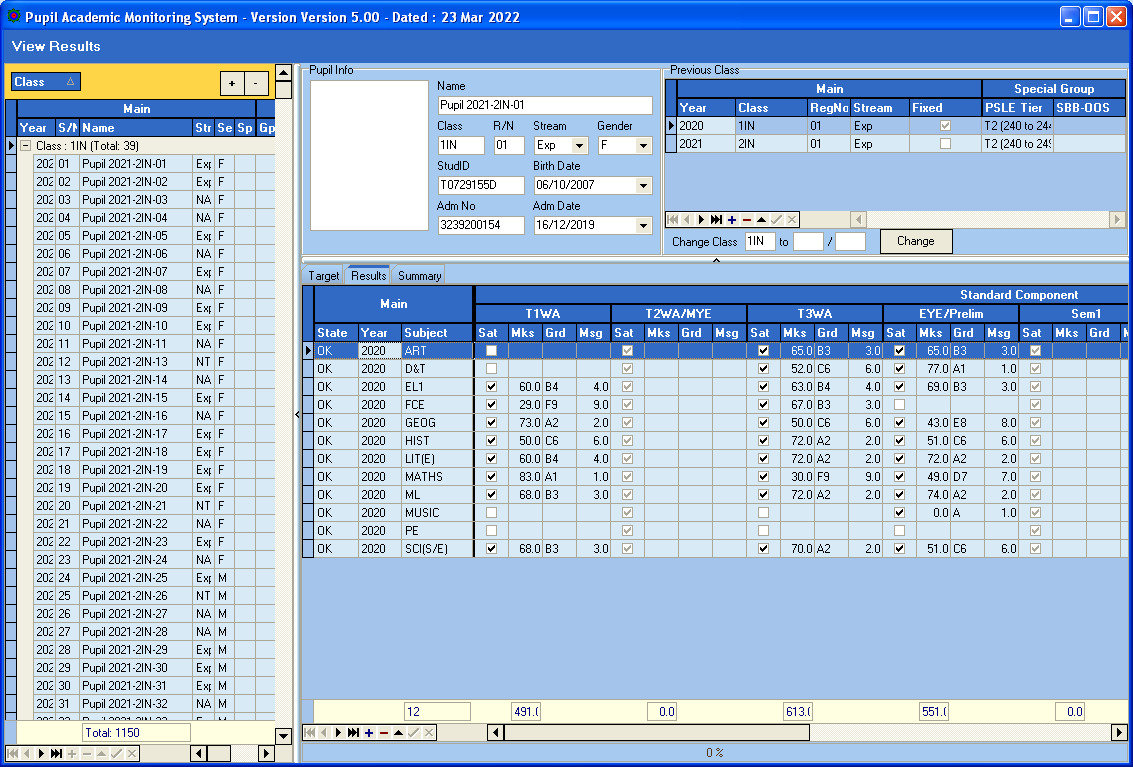
Col 2

Col 1

## Verify Converted Results

Objective : Ensure Converted Results are correct

Menu Access : Main Menu – View Results



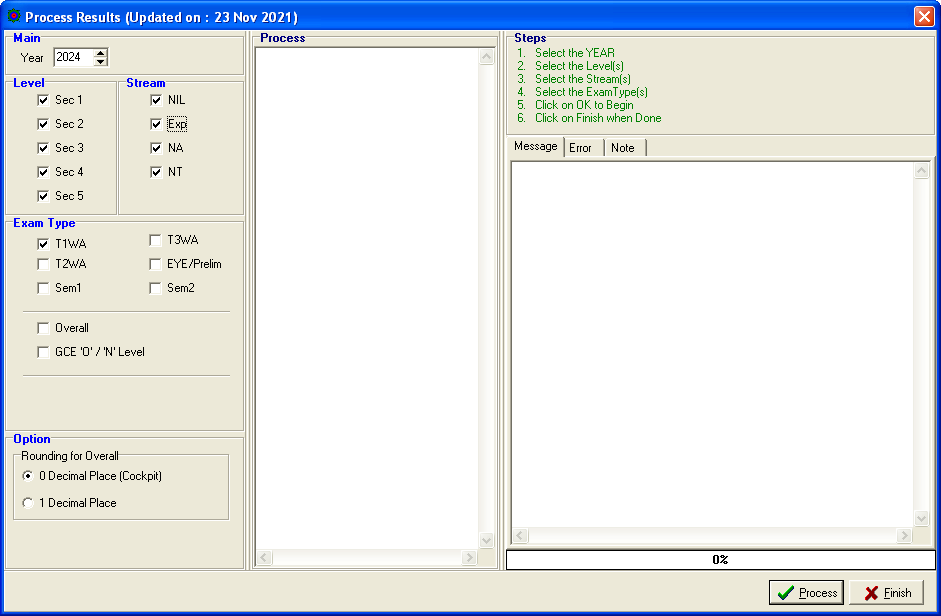
Col 2

Col 1

## Process Results

Objective : Ensure Converted Results are correct

Menu Access : Main Menu – View Results



Steps

* Select Level
* Select Stream
* Select Exam Type
* Click **Process** Button
* Click Finish when done

Proceed to Print Reports (from the Main Menu)