



Exam Results Day



# Managing Performance Measures for England Preparation

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## Introduction

### Managing Performance Measures for England in 2024

This document has been put together to help customers understand the process involved for schools in England, give an overview of the process and understand the amount of time this may take.

### What has changed for England schools for 2024?

On the latest Summer version of SIMS (7.218) there are no major changes for Examinations Organiser, PI Reports or Managing Performance Indicators. We expect Exams Season 2024 to be business as usual, with schools importing the results and the majority sending the results via InTouch. Progress 8 can be calculated this year. Further down in this guide will be instructions on which Template to import and use. As of yet, we have not identified any major issues with Basedata, SIMS or Exams Organiser.

### Will there be a Performance Measures file released for schools in England?

No, Performance Measures files are a thing of the past for schools in England, so they will have to manually update the qualifications, if incorrect. However, we still release Performance Measures files for Welsh schools which can be downloaded from the article [here](#)

In allowing schools in England to now own and take responsibility for the Performance Indicators in their data, they are in control of the data that is used in the PI Reports. Managing the indicators also brings the following advantages:

- In previous years, ESS SIMS have issued numerous PM Files for schools in England, usually due to late changes to qualifications, for example in a previous year, there were 20 qualifications that were added to the Ebacc lists with only weeks to go until the results were available, each time an alteration was needed, a new file was produced and even if these qualifications were not in place in a school, there was a compulsion to import the new PM File anyway. Now schools are in control of the qualifications, they can update just the qualifications that are applicable to them.
- If a QN is not counting correctly for Ebacc, the user can simply open the QN in Manage Performance Indicators and tick the bucket in which the QN can count. They can then re-collate the results and run the reports and perform their analysis.
- With this functionality, any issues a school has with their Performance Indicators can easily be resolved.

## Important Notes

- Changes made to grade details and equivalences are not validated so extreme care must be taken to ensure that changes accurately reflect DfE guidelines
- If you are a new school to SIMS that has never used the Manage Performance Indicator section, you may find that when you try to clone the Performance Years, you will receive a message saying “No QN’s to clone”. If you have used MPI before, new functionality will allow you to clone from any Season and you will not need the patch. To resolve this issue, you will need to apply Patch 22967 and follow advice from [KB0020427](#)
- With **SIMS Connected**, there is a different method to importing Result Files and placing them on a shared folder. Please see KB article [KB0051548](#) as well as a link to a video below which will guide you through the process:  
<https://ess-cs.s3.amazonaws.com/Web/DYK/SIMS+7/How+to+Import+Exam+Results.mp4>

## Overview of the process

The process for managing your Performance Indicator files can be summarised in the following 7 steps, more detail can be found in chapter 3 of the [Processing Results and Calculating PI Data in Exams and SIMS](#) handbook on the indicated page.

Step	Action	Location or Menu Route	Page No.	Complete
Step 1	Define the new Summer season in Examinations Organiser.	In Examinations Organiser, via <b>Tools   School Setup   Seasons</b>	-	<input type="checkbox"/>
Step 2	Download and import the most up-to-date <a href="#">QWS files</a> <sup>1</sup> .	In SIMS, via <b>Tools   Examinations   Import Qualification Data</b>	14	<input type="checkbox"/>
Step 3	On the PI Setup page, set the new Summer season as the default PI Summer season and ensure it is unlocked.	In SIMS, via <b>Tools   Examinations   PI Setup</b>	17	<input type="checkbox"/>
Step 4	Clone the QNs used in the previous year so that they are copied into the new Summer season.	In SIMS, via <b>Tools   Examinations   PI Setup</b>	18	<input type="checkbox"/>
Step 5	Search for and delete any QNs that will not be in use this year.	In SIMS, via <b>Tools   Examinations   Manage Performance Indicator</b>	-	<input type="checkbox"/>
Step 6	Manually add any additional QNs that will be required for the new season.	In SIMS, via <b>Tools   Examinations   Manage Performance Indicator</b>	41	<input type="checkbox"/>
Step 7	Work through the Performance Indicator Details for each QN type and check that the details and point values are recorded accurately for both Key Stage 4 and 16-18 for the forthcoming exams season.	In SIMS, via <b>Tools   Examinations   Manage Performance Indicator</b>	26	<input type="checkbox"/>

### Where can I find additional resources

You can find additional resources from the following links:

[Exams Information](#)

[Exam Reports](#)

[Results Day Survival Guide](#)

<sup>1</sup> [https://collectdata.education.gov.uk/qwsweb/\(S\(tr0gbpge3f5zbd20aqx0123z\)\)/Main.aspx](https://collectdata.education.gov.uk/qwsweb/(S(tr0gbpge3f5zbd20aqx0123z))/Main.aspx)

## Overview of Manage Performance Indicator screen with links

Below is a screen shot of the Manage Performance Indicator screen with a key and links to the relevant websites where the information can be found out. This is an extract from page 26 of chapter 3 of the [Processing Results and Calculating PI Data in Exams and SIMS](#) handbook:

The screenshot shows the 'Manage Performance Indicator' interface. It is divided into three main sections: 1 Basic Details, 2 Performance Indicator, and 3 Grade Details. Callouts 1-11 point to specific elements: 1 (QN field), 2 (Grade Set dropdown), 3 (Title field), 4 (Discount Code table), 5 (Discounting Family dropdown), 6 (Counts in the following categories list), 7 (Tech Level and Tech Bacc list), 8 (Grade table), 9 (KS4 table), 10 (EBacc Subject list), and 11 (Discount Code table).

1	Ofqual Register <a href="http://register.ofqual.gov.uk/">http://register.ofqual.gov.uk/</a>
2	Ofqual Register <a href="http://register.ofqual.gov.uk/">http://register.ofqual.gov.uk/</a>
3	JCQ Awarding Body Gradesets <a href="https://www.jcq.org.uk/exams-office/entries">https://www.jcq.org.uk/exams-office/entries</a>
4	Performance Table Discount Codes 16-18 2018-2026 <a href="https://assets.publishing.service.gov.uk/media/6616ac6d56df202ca4ac05e3/16_to18_qual_discount_codes_2018_to_2026.ods">https://assets.publishing.service.gov.uk/media/6616ac6d56df202ca4ac05e3/16_to18_qual_discount_codes_2018_to_2026.ods</a>
5	Discounting Families <a href="https://www.gov.uk/government/publications/16-to-19-qualifications-discount-codes-and-point-scores">https://www.gov.uk/government/publications/16-to-19-qualifications-discount-codes-and-point-scores</a>
6	Department for Education 16-18 Accountability Measures Technical Guide <a href="https://www.gov.uk/government/publications/16-to-19-accountability-headline-measures-technical-guide">https://www.gov.uk/government/publications/16-to-19-accountability-headline-measures-technical-guide</a>  Technical Awards <a href="https://www.gov.uk/government/publications/14-to-19-technical-and-applied-qualifications-technical-guidance">https://www.gov.uk/government/publications/14-to-19-technical-and-applied-qualifications-technical-guidance</a>

	<p>Technical Certificates  <a href="https://www.gov.uk/government/publications/14-to-19-technical-and-applied-qualifications-technical-guidance">https://www.gov.uk/government/publications/14-to-19-technical-and-applied-qualifications-technical-guidance</a></p> <p>Tech Level Category  <a href="https://www.gov.uk/government/publications/14-to-19-technical-and-applied-qualifications-technical-guidance">https://www.gov.uk/government/publications/14-to-19-technical-and-applied-qualifications-technical-guidance</a></p> <p>Applied General Category  <a href="https://www.gov.uk/government/publications/14-to-19-technical-and-applied-qualifications-technical-guidance">https://www.gov.uk/government/publications/14-to-19-technical-and-applied-qualifications-technical-guidance</a></p> <p>A Level / A &amp; AS Level Combined / Facilitating Subject – are all covered in 16-18 Accountability Measures Technical Guide.</p>
7	<p>Tech Level &amp; Tech Bacc  <a href="https://www.gov.uk/government/publications/14-to-19-technical-and-applied-qualifications-technical-guidance">https://www.gov.uk/government/publications/14-to-19-technical-and-applied-qualifications-technical-guidance</a></p>
8	<p>Post 16 Performance Points  <a href="https://www.gov.uk/government/publications/16-to-19-qualifications-discount-codes-and-point-scores">https://www.gov.uk/government/publications/16-to-19-qualifications-discount-codes-and-point-scores</a></p>
9	<p>KS4 Performance Points  <a href="https://www.gov.uk/government/publications/key-stage-4-qualifications-discount-codes-and-point-scores">https://www.gov.uk/government/publications/key-stage-4-qualifications-discount-codes-and-point-scores</a></p>
10	<p>English Baccalaureate Eligible Qualifications  <a href="https://www.gov.uk/government/publications/english-baccalaureate-eligible-qualifications">https://www.gov.uk/government/publications/english-baccalaureate-eligible-qualifications</a></p>
11	<p>Performance Table Discount Codes KS4 2014-2024  <a href="https://www.gov.uk/government/publications/key-stage-4-qualifications-discount-codes-and-point-scores">https://www.gov.uk/government/publications/key-stage-4-qualifications-discount-codes-and-point-scores</a></p>

## How much time will this take me?

To help customers understand how much time this activity will take, the process was carried out on a number of real databases with Exams Officers and Data Managers, the following is a summary of this activity:

Activity	Notes	Time Taken
Updating the QWS Files	Importing the latest <a href="#">QWS Files</a> (Page 14 <sup>2</sup> )	15 minutes
Setting PI Seasons	Setting the Summer 2024 Season in SIMS .net as the current PI Season and cloning 2023 PI data to 2024 (Page 18). The clone process copies from 2023 to 2024 only those QNs which in 2023 had a result, as this is likely to be the same QNs used for 2024, albeit with some additions (new 9-1 GCSEs) and some removals (legacy English and Maths GCSEs). This was preferable to do as the 2024 list for your school will be reduced from approximately 22,000 QNs to just those used in your school.	5 minutes
Removing QNs not required for 2024	Using the searching tips on this page, delete QNs (this does not delete data, simply removes them from the 2024 PI tables, but can be re-added if needed). It is likely that most Exam Officers will know what qualifications from the cloned list are not going to be used in 2024, the legacy English and Maths GCSEs, any exam board and qualifications no longer in use, e.g. if a school switches from AQA French to OCR French for 2024.	Removed 10 qualifications in 5 minutes
Updating legacy GCSEs	It is easier to work on one type of qualification at a time. Properties of the QN such as discount codes and Ebacc buckets will be correct, but for 2024, the PI values for each grade may need updating.	Updated 40 GCSEs in 20 minutes
Updating AS Levels	This step is a little more involved as you have to update both the KS4 PI values and the 16-18 values. Typically, schools have around 35 AS Levels, but this year it may be that many schools are taking fewer.	Updated 20 AS Levels in 15 minutes
Updating A Levels	This was about the same amount of effort as updating the GCSEs as you only have to update data in the 16-18 column. An average school has around 30 A Levels.	Updated 30 A Levels in 15 minutes
Other qualifications	There will, no doubt, be other qualification that you need to update, BTECs for example, these will be similar in effort to an A level, numbers in each school vary.	
Adding new qualifications	Schools will need to add in qualifications that are new for 2024. Starting with those which are brand new for 2024, i.e. reformed English and Maths GCSEs. There is a little more information to add, such as the Gradeset, but the information is in the guidance.	Added 10 new qualifications in 20 minutes

## QN Reports

### Unmatched QN Report

The Unmatched QN Report is found under **Tools | Examinations | Import Qualification Data**. The Unmatched QN Report acts essentially as a warning, advising which qualifications are currently imported into the Examinations Organiser basedata but do not appear in the Manage Performance Indicator area within SIMS. Meaning any unneeded basedata you may have in Examinations Organiser will show within the report.

We would recommend ensuring your basedata is tidy, only importing the basedata you need, in order to keep the report as concise as possible. This will give you the clearest indication as to whether you have any qualifications missing from the performance indicators.

Certification Elements with unmatched QANs

Series Code	Series Desc	Board	Entry Code	Title	QAN
6A19_70	AQA A-Level	AQA	7356	Mathematics AS	60311954
6A19_70	AQA A-Level	AQA	7192	Sociology ADV	60136948
6A19_70	AQA A-Level	AQA	7517A	Comp Sci ADV (CS)	60145699
6A19_70	AQA A-Level	AQA	7282	Drama and Theatre ADV	60184942
6018_11	Edexcel A-Levels	EDEX/GCE	9850	Business	60146734
6018_10	Edexcel GCSE	EDEX/GCSE	1FR0F	French Option F	60187088
6018_10	Edexcel GCSE	EDEX/GCSE	1FR0H	French Option H	60187088

### QN Correlation Report

The QN Correlation Report is found under **Tools | Examinations | QN Correlation Report**.

The QN Correlation Report is similar to the Unmatched QN Report in that it is a warning showing that there are qualifications not showing in the performance indicators that have either at least one entry this year or results against them. The report will show results against them from previous years, if you have results against qualifications in the past and no longer use the qualification(s) then these can be ignored.

The report will also show qualifications within the performance indicators, where there are no entries or results against them.

## QN Correlation Report for MPI Qualifications 2024

### Missing PI QNs where Exam Entries or Results exist for Students for MPI Qualifications 2024

QN	Title	Grade Set	Season
60153271	AQA Level 3 Advanced GCE in English Literature A	JC 4 Result	June (Summer) Exams 2024
60183019	AQA Level 1/Level 2 GCSE (9-1) in Computer Science	JC 40 Result	June (Summer) Exams 2022
60185752	AQA Level 1/Level 2 GCSE (9-1) in Drama	JC 40 Result	June (Summer) Exams 2024
60185752	AQA Level 1/Level 2 GCSE (9-1) in Drama	JC 40 Result	June (Summer) Exams 2022

### PI QNs where no relevant Exam Entries or Results exist for Students for MPI Qualifications 2024

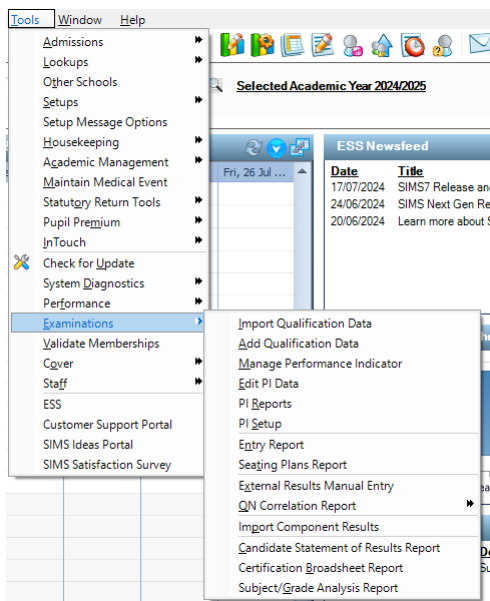
QN	Title
50087708	Pearson BTEC Level 1 Diploma in an Introduction to Hair and Beauty
60302446	Pearson Edexcel Level 1/Level 2 GCSE (9-1) in Astronomy

End of Report



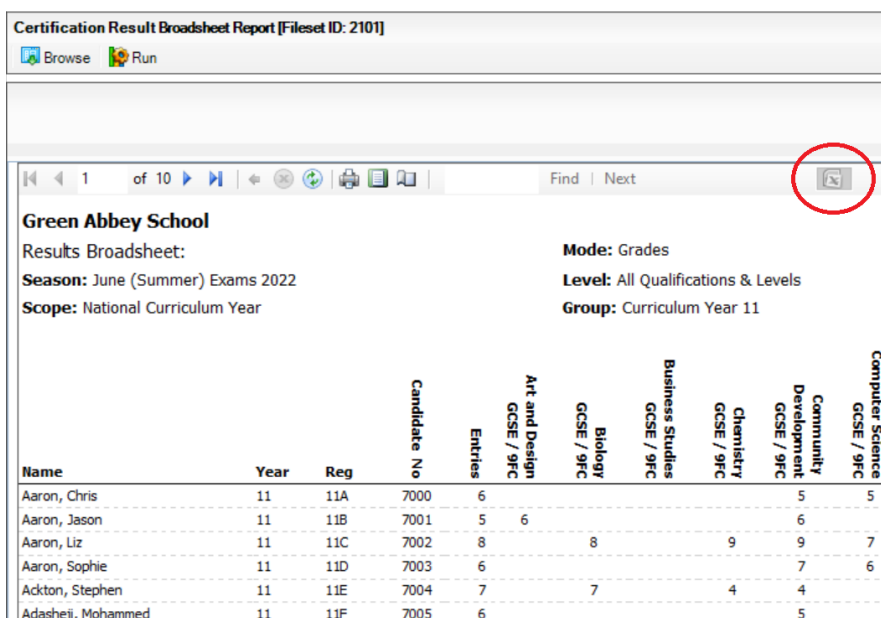
## Candidate Statement of Results, Certification Broadsheet Report & Subject/Grade Analysis

The most common reports that are run are the Candidate Statement, Results and Certification Broadsheet and Subject/Grade Analysis Report. Usually, these reports are generated in Exams Organiser via **Reports | Results**. However, these reports have now been added into SIMS via **Tools | Examinations**.



The reports can be accessed from the menu route from the screenshot. These reports will run in the same way as Exams and the report can be run from both areas in SIMS or Exams.

A common question we have pop up is that when you run the Certification Broadsheet report, the option for Excel is greyed out:



To have the Excel export option available, all that you will need to do is make sure the "Display as wide report" is ticked before running the report and the Excel output option will be available for selection when you run the report



## Adding QN's not included in QWS files

It is possible to add in new QNs for Pre-16 only qualifications that are not funded for Post-16 study and are not included in the QWS file. To do this, you can add these QN's via **Tools | Examinations | Add Qualification Data:**

The screenshot shows a software interface for adding qualification data. At the top, there is a title bar 'Find QN and Discount Code' and a menu bar with options: New, Search, Open, Delete, Print, Browse, Next, and Previous. Below the menu bar is a sub-header 'Add QN and Discount Code' with 'Save' and 'Undo' buttons. A status bar indicates '1 QN and Discount Code'. The main form area is titled '1 QN and Discount Code' and contains the following fields:

QN	<input type="text"/>	Title	<input type="text"/>
Discount Code / Subject	<input type="text"/>		
Awarding Body / Board	<input type="text"/>		
Qual Type / Level	<input type="text"/>		
Expiry Date / Certification End Date	<input type="text"/>	<input type="button" value="📅"/>	

## Dealing with Errors when Importing Results

When importing the results, you may discover a number of errors, either in the results file itself or in the data on your system. A summary of the import errors can be found below, together with an explanation of how to resolve such errors.

Error	Cause	Resolution
Results for elements absent from imported basedata	Results have been imported for elements that were not imported as basedata	Refresh basedata with the missing elements
Results not matched by an entry	Results imported from the results file do not have a corresponding entry in Examinations Organiser	No action necessary as the results may stand by themselves
Results indicated as being returned against a different element entry	Results imported for an element that is different to the element for which an entry was made	The system will check that the element for which the grade is issued has been imported and record the result against this
Results with a Partial Absence flag	The examination board has recognised that the grade issued is awarded against less than the complete list of components	This report is for information only
Results which differ from a previous import	The examination board has updated a result	This report is for information only as the system will overwrite the existing result
Result not in range defined for the aspect	Results imported are deemed to be invalid, according to the range of valid entries in its associated aspect	Contact the appropriate examination board
Results not matched by an enrolment	Results imported from the results file do not have a corresponding enrolment in Examinations Organiser	No action necessary as the results may stand by themselves

## Progress 8

Progress 8 measures the progress that pupils make in a school from the end of Primary school to the end of Year 11, effectively measuring their KS2 and GCSE Results in single value which is then used to compare other pupils nationally

For schools to report on Progress 8, they need to make sure that the students in Year 11 have their KS2 data recorded in the Template named: [KS2 Average Scaled Score](#)

This Template can be accessed in SIMS via **Focus | Assessment | Template**

The Template is available to import into SIMS via **Routines | Data In | Assessment | Import** and the file can be found in the AMPARK folder. The file is called: [Progress 8 - KS2 Scaled Score Template](#)

## Useful Patches

Patch 22967 – Patch which will allow schools to use Manage Performance Indicators if they are a new school (See KB article ([KB0020427](#)) for instructions)