

The Student Sorting Kit

Design Level 1 - Ebal Comprehensive

On all slides, click the mouse to go on

Press Esc to end

School Details

Ebal School has

- An eight-form entry mixed gender intake
- 3 main feeder schools
- A majority of students of average ability.
- A significant number of students with behaviour problems
- 3 main general ethnic groups
- Information about friends supplied
- Information about “keep-aways” known

Requirements

Ebal School wants to make 8 tutor groups with

- Equal numbers of children in each
- Equal ratios of girls and boys
- An even distribution of students from the 3 main feeders
- Equal ratios of abilities
- Equal numbers of students with behavioural problems
- Equal distributions of the main general ethnic groups
- Place students with positive friends
- Keep students with negative relationships apart

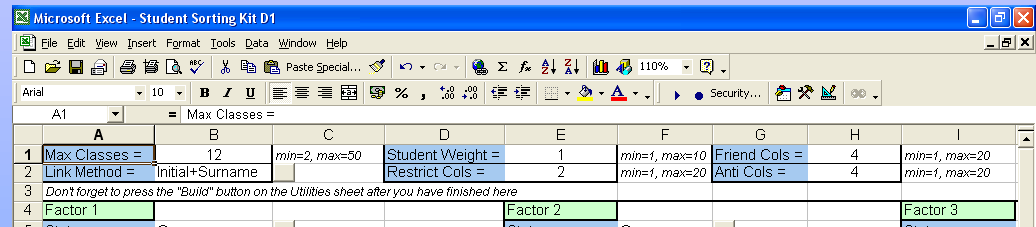
Student Details

The Head of Year gathers the following information:

- Surnames and forenames
- Gender (M or F)
- Feeder school name
- Ability indicator (A = Higher, B = Average, C = Lower)
- Behaviour problem indicator (Blank = None, 1 = Moderate, 2 = Difficult)
- Ethnic Indicator (White, Asian, Black)
- The names of student's friends
- The names of student's "enemies"

Step 1 – Factor Sheet

General Options



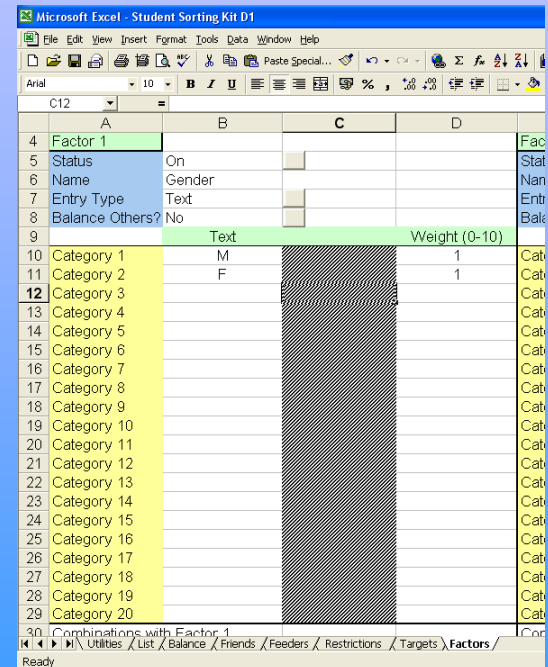
	A	B	C	D	E	F	G	H	I
1	Max Classes =	12	min=2, max=50	Student Weight =	1	min=1, max=10	Friend Cols =	4	min=1, max=20
2	Link Method =	Initial+Surname		Restrict Cols =	2	min=1, max=20	Anti Cols =	4	min=1, max=20
3	<i>Don't forget to press the "Bulk" button on the Utilities sheet after you have finished here</i>								
4	Factor 1				Factor 2				Factor 3

- Max Classes = 12 (only 8 tutor groups but include some more just in case!)
- Link Method = Initial+Surname (Format used to describe friends and enemies)
- Student Weight = 1 (A student counts as one person)
- Restriction Cols = 2 (Can be used to pin students to certain classes)
- Friend Cols = 4 (4 columns for the input of friends)
- Anti Cols = 4 (4 columns for the input of enemies)

Step 2 – Factor Sheet

Factor 1:

- Click Status button to “On”
- Write in the name as “Gender”
- Click the Entry Type button to “Text”
- Leave the “Balance Others” as “No”
- Set the two categories to “M” and “F”
- Give them a weighting of “1”



The screenshot shows a Microsoft Excel spreadsheet titled "Microsoft Excel - Student Sorting Kit D1". The spreadsheet is a Factor Sheet for "Factor 1". The columns are labeled A, B, C, and D. The rows are numbered 4 through 29. The data is as follows:

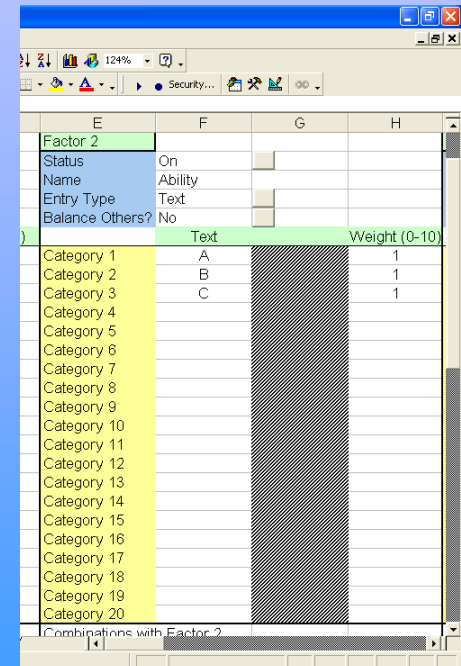
Row	Column A	Column B	Column C	Column D
4	Factor 1			Fac
5	Status	On		Stat
6	Name	Gender		Nan
7	Entry Type	Text		Entr
8	Balance Others?	No		Bals
9		Text		Weight (0-10)
10	Category 1	M		1
11	Category 2	F		1
12	Category 3			
13	Category 4			
14	Category 5			
15	Category 6			
16	Category 7			
17	Category 8			
18	Category 9			
19	Category 10			
20	Category 11			
21	Category 12			
22	Category 13			
23	Category 14			
24	Category 15			
25	Category 16			
26	Category 17			
27	Category 18			
28	Category 19			
29	Category 20			

The status bar at the bottom of the window shows the path: Ready | Combinations with Factor 1 | Utilities | List | Balance | Friends | Feeders | Restrictions | Targets | Factors |

Step 3 – Factor Sheet

Factor 2:

- Click Status button to “On”
- Write in the name as “Ability”
- Click the Entry Type button to “Text”
- Leave the “Balance Others” as “No”
- Set the three categories to “A”, “B” and “C”
- Give them a weighting of “1”



The screenshot shows a software window titled 'Security...' with a zoom level of 124%. The main area displays a configuration table for 'Factor 2'. The table has columns E, F, G, and H. The configuration is as follows:

	E	F	G	H
Factor 2				
Status	On			
Name	Ability			
Entry Type	Text			
Balance Others?	No			
		Text		Weight (0-10)
Category 1	A			1
Category 2	B			1
Category 3	C			1
Category 4				
Category 5				
Category 6				
Category 7				
Category 8				
Category 9				
Category 10				
Category 11				
Category 12				
Category 13				
Category 14				
Category 15				
Category 16				
Category 17				
Category 18				
Category 19				
Category 20				

The status bar at the bottom indicates 'Combinations with Factor 2'.

Step 4 – Factor Sheet

Factor 3:

- Click Status button to “On”
- Write in the name as “Behaviour”
- Click the Entry Type button to “Integer”
- Click to set the “Balance Others?” to “Yes” *
- Set the two categories to “1” and “2”
- Give them a weighting of “1”

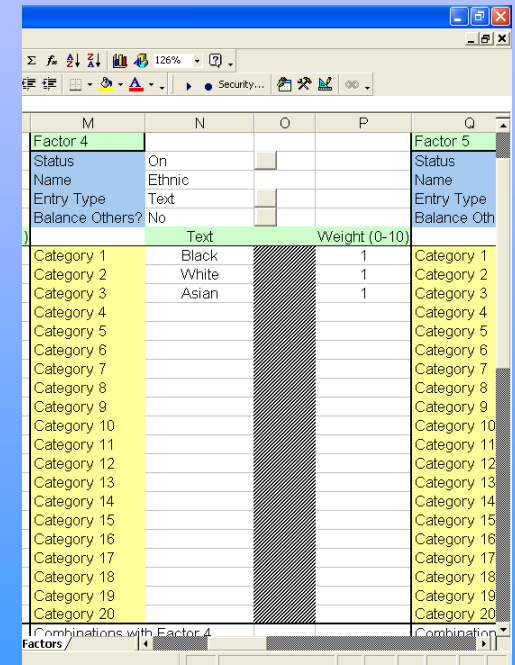
* *There are a lot of “Others”*

Name Box	J	K	L	Fac
4 Factor 3				Fac
5 Status	On			Sta
6 Name	Behaviour			Na
7 Entry Type	Integer			Ent
8 Balance Others?	Yes			Bal
9	Integer		Weight (0-10)	
10 Category 1	1		1	Ca
11 Category 2	2		1	Ca
12 Category 3				Ca
13 Category 4				Ca
14 Category 5				Ca
15 Category 6				Ca
16 Category 7				Ca
17 Category 8				Ca
18 Category 9				Ca
19 Category 10				Ca
20 Category 11				Ca
21 Category 12				Ca
22 Category 13				Ca
23 Category 14				Ca
24 Category 15				Ca
25 Category 16				Ca
26 Category 17				Ca
27 Category 18				Ca
28 Category 19				Ca
29 Category 20				Ca
30 Combinations with Factor 3				Co

Step 5 – Factor Sheet

Factor 4:

- Click Status button to “On”
- Write in the name as “Ethnic”
- Click the Entry Type button to “Text”
- Leave the “Balance Others” as “No”
- Set the three categories to “Black”, “White” and “Asian”
- Give them a weighting of “1”

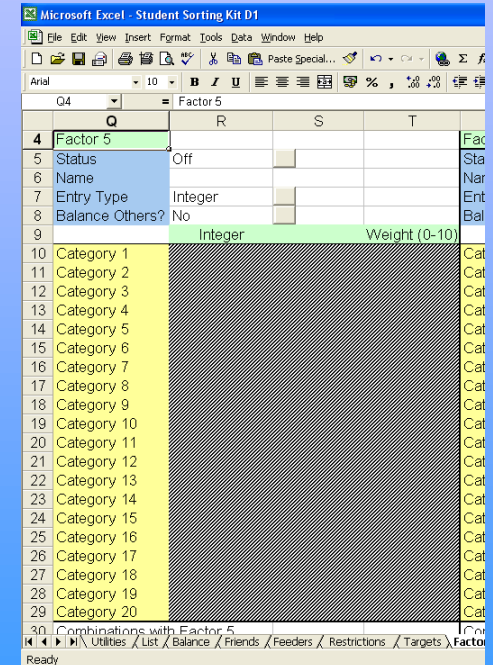


M	N	O	P	Q
Factor 4				Factor 5
Status	On			Status
Name	Ethnic			Name
Entry Type	Text			Entry Type
Balance Others?	No			Balance Oth
	Text		Weight (0-10)	
Category 1	Black		1	Category 1
Category 2	White		1	Category 2
Category 3	Asian		1	Category 3
Category 4				Category 4
Category 5				Category 5
Category 6				Category 6
Category 7				Category 7
Category 8				Category 8
Category 9				Category 9
Category 10				Category 10
Category 11				Category 11
Category 12				Category 12
Category 13				Category 13
Category 14				Category 14
Category 15				Category 15
Category 16				Category 16
Category 17				Category 17
Category 18				Category 18
Category 19				Category 19
Category 20				Category 20

Step 6 – Factor Sheet

Other Factors:

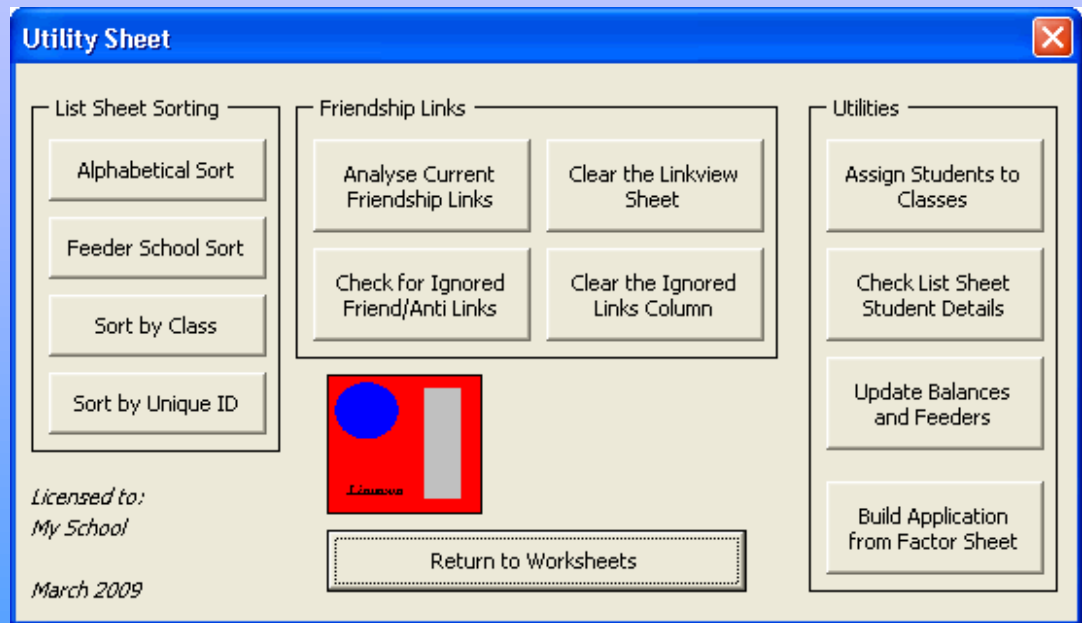
- Turn off all unwanted factors



Step 7 – Utilities Sheet

Building your own application:

- Click the *Utilities* sheet
- Press the “Build Application from Factor Sheet” button
- Answer yes when asked for confirmation



Step 8 – List Sheet

Entering student information:

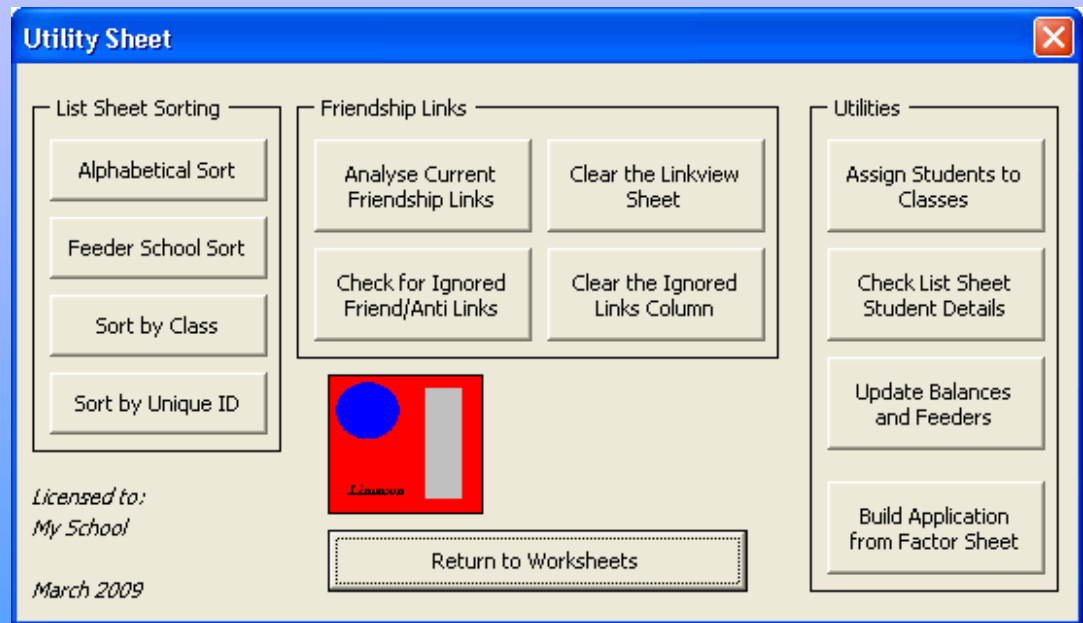
- The columns are now ready
- Enter the student information
- You can type it in
- You can copy and paste it in
- You can often take it directly from your school administration system

1	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
2	Surname	Forename	Factor Gender	Factor Ethnicity	Factor Ability	Factor Behaviour	Factor Learning	Factor Language	Feeder School	Friendships	Friend	Friend	Friend	Friend	Keep Always
3	Abram	Achilles	M	White UK	7.2				Alkham Road Junior	T Tokam	S Atwall				
4	Abriel	Hassan	M	White UK	6.8				Oldham Park Primary	T Tokam					
5	Abwalli	Shranjeet	F	Indian	9				Alkham Road Junior						
6	Bactavatchalam	Mintha	F	Pakistani	5.2				Potter Colvin Primary	H Deel					
7	Barj	Rups	F	White UK	3.8				Hinchel Junior	S Kaur					
8	Benchford	Deborah	F	Indian	1.1		1		Alkham Road Junior					H Bhudia	
9	Bhudia	Heena	F	White UK	4.5				Alkham Road Junior						
10	Biddle	Laura	F	White UK	8				Greenhill Junior						
11	Biddle1	Luke	M	White UK	7.3				All Souls Junior						
12	Bleachin	Tejal	M	White UK	9.2		2		Nearham Green Primary					Z Khan A Mal	
13	Blunkell	Sarah	F	White Other	Unknown				Hinchel Junior	A Kumar					
14	Bontasar	Rachel	F	White UK	7.9				Whitehall Primary						
15	Booker	Nilesh	M	Pakistani	9.1				Greenhill Junior						
16	Chaudry	Ajan	M	White UK	4			1	Greenhill Junior	N Booke	H Cimonon			L Biddle	
17	Chohan	Razeena	F	White UK	3.3			2	Alkham Road Junior						
18	Chuhan	Flick	M	Other	6.3				Hinchel Junior					M Johnson	
19	Cimonon	Harveen	F	Indian	9			2	Greenhill Junior						
20	Clarkes	Michael	M	Bangladesh	8.5				Alkham Road Junior	A Din					
21	Colliss	Tiguvon	M	Indian	6.8				Oldham Park Primary						
22	Cooper	Harry	M	White UK	Abs				Tottenham Lower	H Cooper1					
23	Cooper1	Helen	F	White UK	7.6				Tottenham Lower	E Van Lima					
24	Crampon	Mark	M	Bangladesh	4.6			1	Alkham Road Junior						
25	Curzon	Charlotte	F	White Other	7.9				Alkham Road Junior	Z Simps1	D Martir	R Ford			
26	Dale	Robson	M	White UK	6.4				Waters Primary	G Sidhu	R Vitosa				
27	Delphadi	Olukorede	M	White Other	3.4			1	Alkham Road Junior						
28	Denton	Roney	F	White UK	5.1				St Benedictine's RC Primary						
29	Deel	Hernitage	M	Chinese	2.4				Potter Colvin Primary	M Bactavatchalam					
30	Devgun	Hardj	M	White UK	3.8			2	Alkham Road Junior	A Din					
31	Devguntha	Meena	F	Indian	7.4				Alkham Road Junior						
32	Digpal	Hantha	M	Black African	6.9				Alkham Road Junior	A Din					
33	Dimanche	Courtney	M	White Other	Abs				Greenhill Junior						

Step 9 – Utilities Sheet

Building your own application:

- Click the *Utilities* sheet
- Press the “Update Balances and Feeders” button



Design Complete

The Kit is now customised according to your wishes:

- Now use “Save As” to back it up
- Choose a new name for it
- Every time you make changes....

BACK IT UP!

