

The Student Sorting Kit

Design Level 4 – Garfield Boys' School

On all slides, click the mouse to go on

Press Esc to end

School Details

Garfield School has:

- A six-form entry boys-only intake
- One main ethnic group
- 3 main feeder schools
- Students across the academic spectrum
- An emphasis on Sporting and Musical achievement
- Students of very varied motivation
- Information about friends supplied
- Information about “keep-aways” known
- Each student numbered with an admission number which will be used for identification purposes

Requirements

Garfield School wants to make 6 tutor groups with

- Equal numbers of children in each
- An even distribution of students from the 3 main feeders
- Equal ratios of abilities including an equal distribution of the lower end
- Equal distributions of “motivations”
- Equal distribution of “Sporting Talent”
- Equal distribution of “Musical Talent”
- Students placed with positive friends
- Students with negative relationships kept apart

Student Details

The Head of Year gathers the following information:

- Surnames and forenames
- Motivation indicator (1 = Excellent, 2 = Good, 3 = Poor)
- Feeder school name
- Ability indicator (1 = Very High, 2 = High, 3 = Average, 4 = Low, 5 = Very Low)
- Sporting Talent Indicator (1 = Good, 2 = Average, 3 = Poor)
- Musical Talent Indicator (1 = Good, 2 = Average, 3 = Poor)
- The names of student friends
- The names of student “enemies”
- Details of students needing to be placed in a particular class
- The Admission Number for each student

Step 1 – Factor Sheet

General Options

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

- Max Classes = 10 (only 6 tutor groups but include some more just in case!)
- Link Method = Unique ID (Format used to describe friends and enemies)
- Student Weight = 1 (A student counts as one person)
- **Restriction Cols = 2 (One will be used to pin students to particular classes)**
- Friend Cols = 2 (2columns for the input of friends)
- Anti Cols = 2 (2columns for the input of enemies)

Step 2 – Factor Sheet

Factor 1:

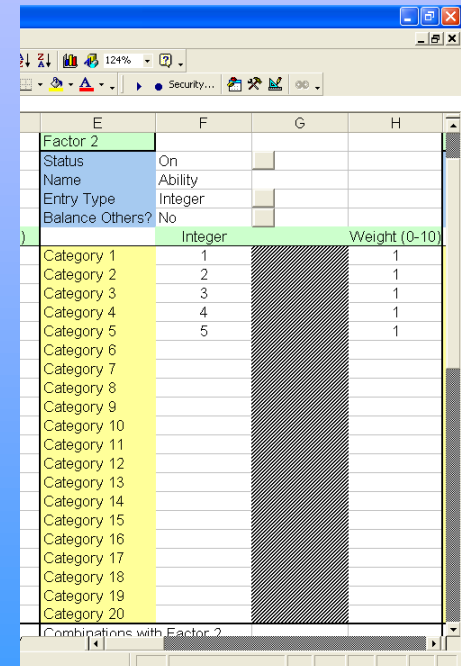
- Click Status button to “On”
- Write in the name as “Motivation”
- Click the Entry Type button to “Integer”
- Leave the “Balance Others” as “No”
- Set the categories to “1”, “2” and “3”
- Give them a weighting of “1”

A	B	C	D	
Factor 1				Fac
Status	On			Stat
Name	Motivation			Nan
Entry Type	Integer			Entr
Balance Others?	No			Bals
	Integer		Weight (0-10)	
Category 1	1		1	Cat
Category 2	2		1	Cat
Category 3	3		1	Cat
Category 4				Cat
Category 5				Cat
Category 6				Cat
Category 7				Cat
Category 8				Cat
Category 9				Cat
Category 10				Cat
Category 11				Cat
Category 12				Cat
Category 13				Cat
Category 14				Cat
Category 15				Cat
Category 16				Cat
Category 17				Cat
Category 18				Cat
Category 19				Cat
Category 20				Cat

Step 3 – Factor Sheet

Factor 2:

- Click Status button to “On”
- Write in the name as “Ability”
- Click the Entry Type button to “Integer”
- Change the “Balance Others” as “No”
- Set the categories from 1 to 5
- 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 sheet for 'Factor 2'. The sheet has columns E, F, G, and H. The configuration is as follows:

	E	F	G	H
Factor 2				
Status	On			
Name	Ability			
Entry Type	Integer			
Balance Others?	No			
	Integer		Weight (0-10)	
Category 1	1			1
Category 2	2			1
Category 3	3			1
Category 4	4			1
Category 5	5			1
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 3a – Factor Sheet

Factor 2 Formula:

- Type in the name “Lower End” meaning the lower end ability totals
- Write in “F2C4,F2C5” meaning that you want to balance the total of Factor 2 Category 4 and Factor 2 Category 5
- Give them a weighting of “1”

Combinations with Factor 2		Combinations with	
Name	Formula	Weight (0-10)	
Lower End	F2C4,F2C5	1	
Extra 1			Extra 1
Extra 2			Extra 2
Extra 3			Extra 3
Extra 4			Extra 4
Extra 5			Extra 5
Extra 6			Extra 6
Extra 7			Extra 7
Extra 8			Extra 8
Extra 9			Extra 9

Thus not only will the two lower ability categories be balanced but their total will also be balanced and displayed

Step 4 – Factor Sheet

Factor 3:

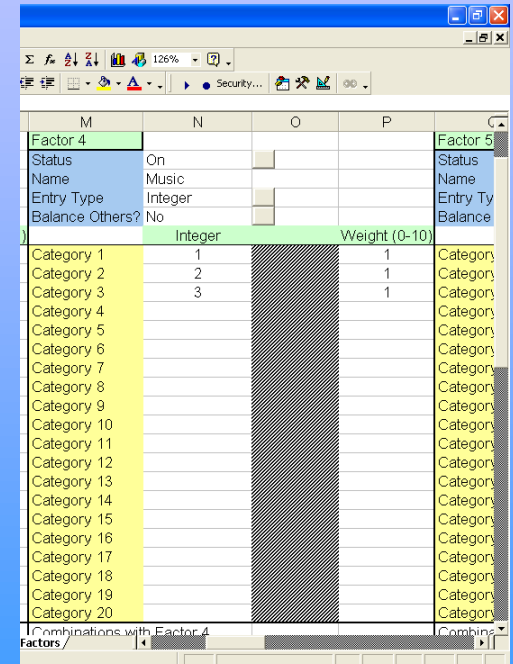
- Click Status button to “On”
- Write in the name as “Sport”
- Click the Entry Type button to “Integer”
- Click to set the “Balance Others?” to “No”
- Set the categories to “1”, “2” and “3”
- Give them a weighting of “1”

	I	J	K	L	
4	Factor 3				Fac
5	Status	On			Sta
6	Name	Sport			Na
7	Entry Type	Integer			Ent
8	Balance Others?	No			Bal
9		Integer		Weight (0-10)	
10	Category 1	1		1	Ca
11	Category 2	2		1	Ca
12	Category 3	3		1	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 “Music”
- Click the Entry Type button to “Integer”
- Leave the “Balance Others” as “No”
- Set the categories to “1”, “2” and “3”
- Give them a weighting of “1”



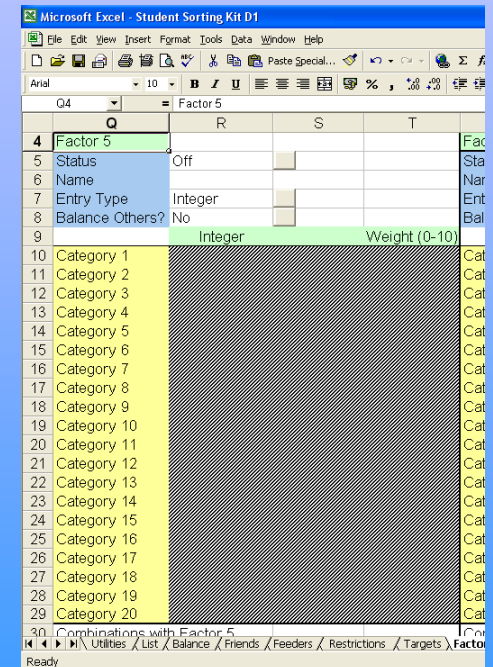
The screenshot shows a software window titled "Security..." with a spreadsheet interface. The spreadsheet has columns M, N, O, and P. The data is as follows:

M	N	O	P
Factor 4			Factor 5
Status	On		Status
Name	Music		Name
Entry Type	Integer		Entry Ty
Balance Others?	No		Balance
	Integer		Weight (0-10)
Category 1	1		1
Category 2	2		1
Category 3	3		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			

Step 6 – Factor Sheet

Other Factors:

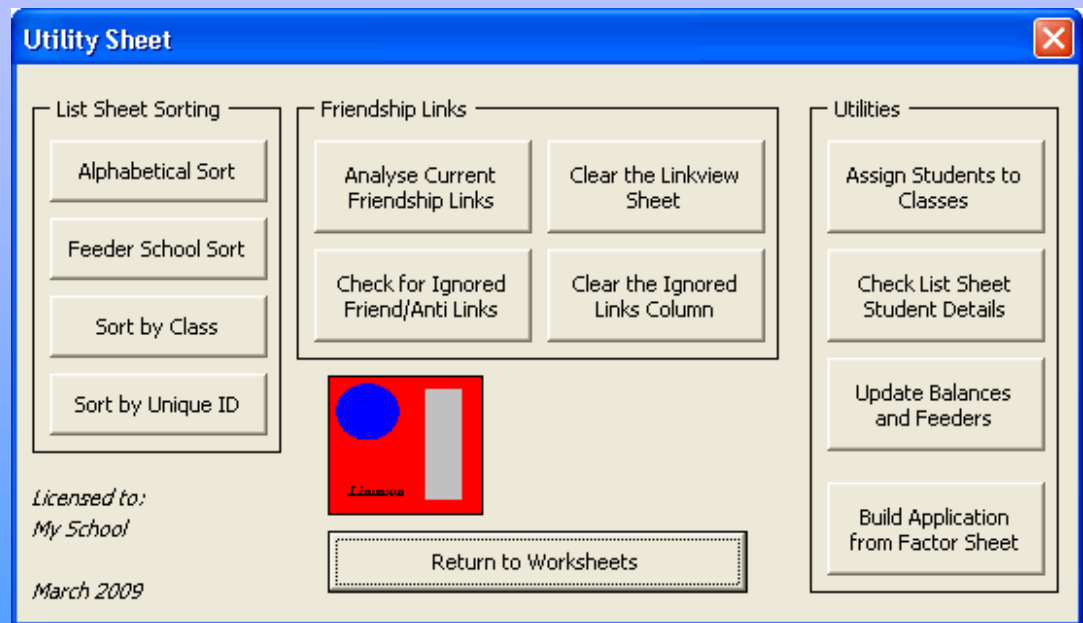
- Turn off all unwanted factors



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
- Enter the restrictions to pin a particular student to a single class in the first Restriction column
- Notice the “Unique ID” column has appeared
- Friends and Keep–Aways must now be indicated by numbers

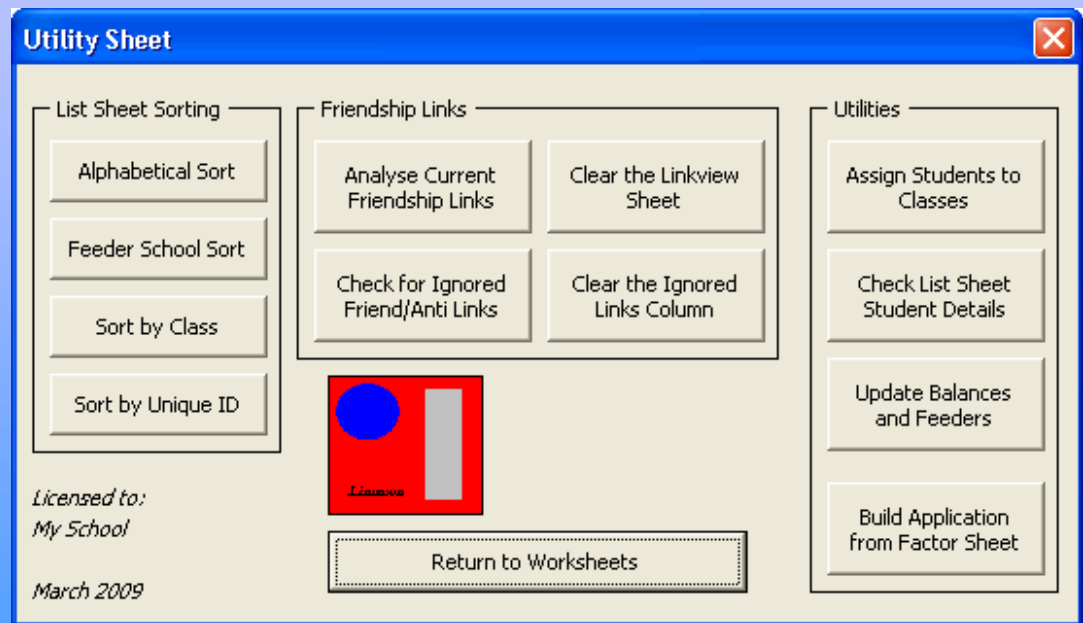
The screenshot shows a Microsoft Excel spreadsheet titled "Student Sorting Kit 2009.xls". The spreadsheet contains a list of students with various attributes. The columns are labeled as follows:

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-Aways
3	Abram	Achilles	M	White UK	7.2				Alkham Road Junior						
4	Abriel	Hassan	M	White UK	6.8				Oldham Park Primary						
5	Atwall	Shranjeet	F	Indian	9				Alkham Road Junior						
6	Bactavatchalam	Mintha	F	Pakistani	5.2				Potter Colvin Primary		H Deol				
7	Barj	Rups	F	White UK	3.8				Hinchel Junior		S Kaur				
8	Benchford	Deborah	F	Indian	1.1	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	Deol	Hermitage	M	Chinese	2.4				Potter Colvin Primary		M Bactavatchalam				
30	Devgun	Hardj	M	White UK	3.8			2	Alkham Road Junior						
31	Devguntha	Meena	F	Indian	7.4				Alkham Road Junior						
32	Digdal	Hantha	M	Black Africar	6.9				Alkham Road Junior		A Din				
33	Dimanche	Courtney	M	White Other	Abs				Greenhill Junior						

Step 9 – Utilities Sheet

Building your own application:

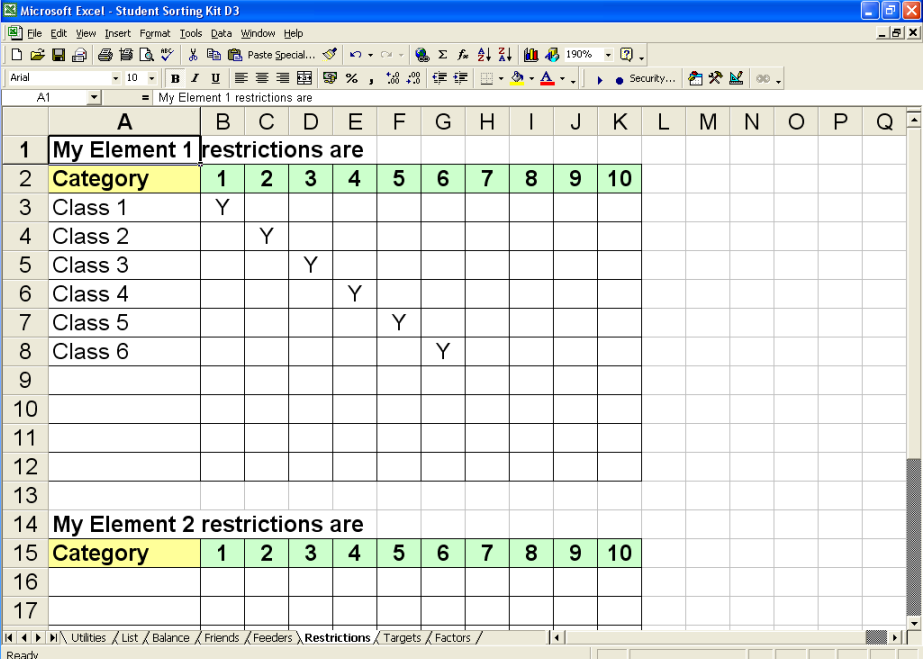
- Click the *Utilities* sheet
- Press the “Update Balances and Feeders” button



Restrictions Sheet

Setting the language restrictions:

- Click on the *Restrictions* sheet
- Columns are your classes
- Rows are restriction categories
- Place a “Y” under each class available to each category



The screenshot shows a Microsoft Excel window titled "Microsoft Excel - Student Sorting Kit D3". The active sheet is named "Restrictions". The spreadsheet contains two tables of restriction categories and classes. The first table, "My Element 1 restrictions are", has a header row with "Category" and columns 1-10. The second table, "My Element 2 restrictions are", has a header row with "Category" and columns 1-10. The data rows show "Y" in various cells, indicating restrictions for specific classes.

1	My Element 1 restrictions are										
2	Category	1	2	3	4	5	6	7	8	9	10
3	Class 1	Y									
4	Class 2		Y								
5	Class 3			Y							
6	Class 4				Y						
7	Class 5					Y					
8	Class 6						Y				
9											
10											
11											
12											
13											
14	My Element 2 restrictions are										
15	Category	1	2	3	4	5	6	7	8	9	10
16											
17											

Class 1 students will be pinned to Class1, Class 2 students will be pinned to Class 2 etc

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!

