

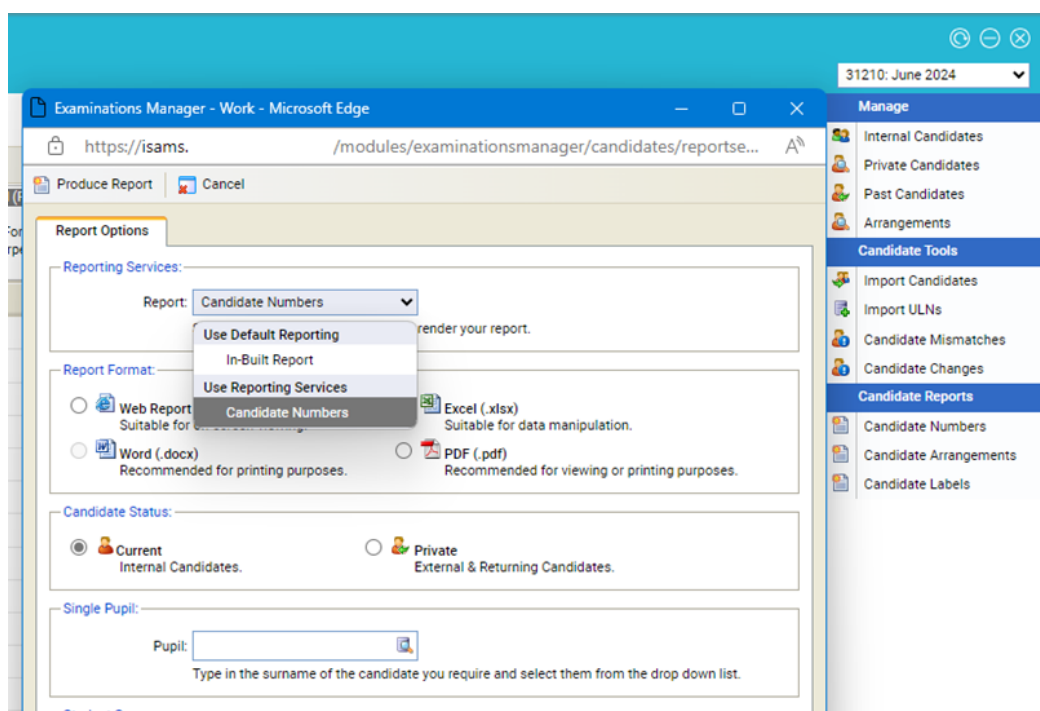
iSAMS Exports for import into SchoolWorkSpace Exams Assist

Candidate Numbers and Candidate Arrangements

These 2 reports work together to provide candidate numbers and UCI for the students, as well as the Access arrangements from iSAMS data that does not come in from Wonde or Xporter but is needed for exams.

In iSAMS

Open Exams Manager and then go to the Candidates tab. From the wizard bar on the right-hand side, select 'Candidate Numbers' from the Candidate Reports Options



Select Candidate Numbers under 'Use Reporting Services', Report Format = Excel, Candidate Status = Current or Private (as applicable), and select student groups if applicable.

	A	B	C	D	E	F	G	H
1				Candidate Numbers Report				
2								
3								
4								
5	Cand. #	Surname, Forename(s)	UCI	Year	Form	Boarding House	Academic House	
6	8015	Cooper, Edward	951370208015T	Year 10	10F	PC Sixth Form	Fisher	
7	Total	750 Candidates						
8								

This produces an Excel that looks like this – Year and Forms and candidate name are used to match the students so we can set the Cand # and UCI.

Repeat for the 'Candidate Arrangements' Report.

Which produces an Excel file that looks like:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1																
2																
3																
4																
5	Cand. #	Surname, Forename(s)	Exam	Dates	Extra Time	Processor	Dictionary	Rest Breaks	Prompter	Reader	Scribe	Colour Naming	Separate Invigilation	Read Aloud/Reading Pen	Enlarged Papers	
6	8015	Cooper, Edward			35%		✓	✓	✓				✓		✓	
7	Notes: Sm Group, Coloured glasses															
8	Total	168 Candidates														
9																
10																
11																

In Exams Assist

From the Actions button on the Exams Assist Overview screen select “Upload iSAMS xlsx files”

In the popup

File upload

Upload a file - select the file type to upload.

File type:

iSAMS Candidate Numbers and Arrangements (*.xlsx)

File

Choose filesNo file chosen

Please upload 2 Excel Files (*.xlsx)

- Candidate Numbers.xlsx
- Candidate Arrangements Report.xlsx

or

- Candidate Entries Report.xlsx
- Candidate Timetable Report.xlsx

Help

Submit

Click Choose files and select the 2 Excel files exported from iSAMS, and then Submit.

Candidate Entries and Timetable

In addition to the Candidate Numbers and Candidate Arrangements Report we can import the Entries and Timetable. These 2 excel work together to provide the details required for Exams Assist.

In iSAMS

Create the Candidate Entries Report – which looks like:

	A	B	C	D	E	F	G	H	I
1	Surname	Forenames	Candidate #	UCI	Subject	UAB	Module Code	Module Title	Level
2	Adams	Ethan James	9001	680000249001Y	Biology	Edexcel GCSE	4BI1	BIOLOGY	GCSE
3					Chemistry	Edexcel GCSE	4CH1	CHEMISTRY	GCSE
4					Design and Technology	WJEC GCSE & FSKL	C600QS	Design and Technology	GCSE
5					English	OCR	J351A	ENGLISH LANGUAGE - OCR REP	GCSE
6					English	OCR	J352	ENGLISH LITERATURE	GCSE
7					History	Edexcel GCSE	1HI0FQ	HISTORY OPTION FQ	GCSE
8					Latin	OCR	J282F	LATIN OPTION F	GCSE
9					Mathematics	Edexcel GCSE	4MA1H	MATHEMATICS A OPTION H	GCSE
10					Mathematics	OCR	6993	MATHS: ADDITIONAL MATHEMATICS	FSMQ
11					Physics	Edexcel GCSE	4PH1	PHYSICS	GCSE
12					Religious Education	Edexcel GCSE	1RA0ZZ	RELIGIOUS STUDIES A	GCSE
13					Spanish	AQA	8698H	SPANISH TIER H	GCSE
14									
15	Allen	Eva	9004	680000249004B	Biology	Edexcel GCSE	4BI1	BIOLOGY	GCSE
16					Chemistry	Edexcel GCSE	4CH1	CHEMISTRY	GCSE
17					English	OCR	J351A	ENGLISH LANGUAGE - OCR REP	GCSE
18					English	OCR	J352	ENGLISH LITERATURE	GCSE
19					French	AQA	8658H	FRENCH TIER H	GCSE
20					History	Edexcel GCSE	1HI0FQ	HISTORY OPTION FQ	GCSE
21					Mathematics	Edexcel GCSE	4MA1F	MATHEMATICS A OPTION F	GCSE
22					Photography	AQA	8206	ART & DESIGN (PHOTOGRAPHY)	GCSE
23					Physics	Edexcel GCSE	4PH1	PHYSICS	GCSE
24					Religious Education	Edexcel GCSE	1RA0ZZ	RELIGIOUS STUDIES A	GCSE

And the Candidate Timetable report – which looks like:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Surname	Forenames	Candidate #	UCI	Date	Board	Programme	Comp. Code	Comp. Title	Subject	Location	Seat Number	Time	Duration incl Allowance	Scheduled Exam Duration
2	Adams	Ethan James	9001	680000249001Y		AQA	GCSE Spanish	8698/SH	SPANISH SPEAKING TEST TIER H	Spanish					
3					09/05/2024	Edexcel GCSE	GCSE Religious Studies	19A0 1A	CATHOLIC CHRISTIANITY	Religious Education	SportsHall	D3	09:00	1 hr 45	1 hr 45
4					10/05/2024	Edexcel GCSE	IGCSE Biology	4BI1 1B	WRITTEN PAPER 1B	Biology	SportsHall	B4	09:00	2 hrs	2 hrs
5					13/05/2024	OCR	GCSE English Literature (OCR)	J352/01	ENG LIT. EXPLR MOD & LIT HRTGT WRTN	English	SportsHall	C3	09:00	2 hrs	2 hrs
6					14/05/2024	OCR	GCSE Latin	J262/01	LATIN LANGUAGE WRTN	Latin	NR2	B4	13:30	1 hr 30	1 hr 30
7					15/05/2024	Edexcel GCSE	GCSE History (Edexcel)	1H0 11	MEDICINE IN BRITAIN	History	SportsHall	G3	09:00	1 hr 15	1 hr 15
8					16/05/2024	Edexcel GCSE	IGCSE Maths	4MA1 1H	WRITTEN PAPER 1H	Mathematics	Sport	M4	09:00	2 hrs	2 hrs
9					16/05/2024	Edexcel GCSE	GCSE Religious Studies	1RA0 2C	ISLAM	Religious Education	Sport	N3	13:30	50 mins	50 mins
10					17/05/2024	Edexcel GCSE	IGCSE Chemistry	4CH1 1C	WRITTEN PAPER 1C	Chemistry	Sport	K3	09:00	2 hrs	2 hrs
11					20/05/2024	OCR	GCSE English Literature (OCR)	J352/02	ENG LIT. EXPLR PTYR & SHKSPRE WRTN	English	SportsHall	C3	09:00	2 hrs	2 hrs
12					22/05/2024	Edexcel GCSE	IGCSE Physics	4PH1 1P	WRITTEN PAPER 1P	Physics	SportsHall	G3	09:00	2 hrs	2 hrs
13					22/05/2024	OCR	GCSE Latin	J262/03	LATIN PROSE LITERATURE B WRTN	Latin	SportsHall	G4	13:30	1 hr	1 hr
14					23/05/2024	OCR	GCSE English Language (OCR)	J351/01	ENG LANG COMMCTNG INFRMTN IDEAS WTN	English	Sport	J5	09:00	2 hrs	2 hrs
15					03/06/2024	Edexcel GCSE	IGCSE Maths	4MA1 2H	WRITTEN PAPER 2H	Mathematics	Sport	J4	09:00	2 hrs	2 hrs
16					04/06/2024	AQA	GCSE Spanish	8698/LH	SPANISH LISTENING TEST TIER H	Spanish	SBTR	B1	09:00	45 mins	45 mins
17					04/06/2024	AQA	GCSE Spanish	8698/RH	SPANISH READING TEST TIER H	Spanish	SBTR	B1	10:00	1 hr	1 hr
18					04/06/2024	Edexcel GCSE	GCSE History (Edexcel)	1H0 2Q	SUPERPOWER HENRY	History	Sport	H2	13:30	1 hr 45	1 hr 45
19					04/06/2024	Edexcel GCSE	GCSE History (Edexcel)	1H0 B3	HENRY VII MINISTERS	History			13:30	-	-
20					04/06/2024	Edexcel GCSE	GCSE History (Edexcel)	1H0 P4	SUPERPOWER RELATIONS	History			-	-	-
21					06/06/2024	OCR	GCSE English Language (OCR)	J351/02	ENG LANG EXPLRNG EFFCTS & IMPCT WTN	English	Sport	K3	09:00	2 hrs	2 hrs
22					07/06/2024	Edexcel GCSE	GCSE Religious Studies	19A0 3A	CATHOLIC CHRISTIANITY	Religious Education	Sport	D3	09:00	50 mins	50 mins
23					07/06/2024	Edexcel GCSE	IGCSE Biology	4BI1 2B	WRITTEN PAPER 2B	Biology	SportsHall	F4	13:30	1 hr 15	1 hr 15
24					10/06/2024	AQA	GCSE Spanish	8698/WH	SPANISH WRITING TEST TIER H	Spanish	SportsHall	A6	13:30	1 hr 15	1 hr 15
25					10/06/2024	OCR	GCSE Latin	J262/05	LATIN VERSE LITERATURE B WRTN	Latin	SportsHall	A6	15:00	1 hr	1 hr
26					11/06/2024	Edexcel GCSE	IGCSE Chemistry	4CH1 2C	WRITTEN PAPER 2C	Chemistry	SportsHall	C3	09:00	1 hr 15	1 hr 15
27					11/06/2024	Edexcel GCSE	GCSE History (Edexcel)	1H0 31	WEIMAR & NAZI GERMANY	History	SportsHall	G4	13:30	1 hr 20	1 hr 20
28					14/06/2024	Edexcel GCSE	IGCSE Physics	4PH1 2P	WRITTEN PAPER 2P	Physics	SportsHall	E3	13:30	1 hr 15	1 hr 15
29					18/06/2024	WJEC GCSE & FSKL	GCSE Design & Technology (Eduqas)	C500/10-1	D&T Comp 1 D&T in the 21st Century	Design and Technology	SportsHall	F3	09:00	2 hrs	2 hrs
30					18/06/2024	OCR	FSMQ Additional Maths	6993/01	MATHS ADDITIONAL MATHS PAPER 1	Mathematics	SportsHall	B4	13:30	2 hrs	2 hrs
31															
32	Allen	Eva	9004	680000249004B		AQA	GCSE Photography	8206/X	ART & DES (PHOTOGRAPHY) EXT SET	Photography				10 hrs	10 hrs
33					09/05/2024	Edexcel GCSE	GCSE French	8656/SH	FRENCH SPEAKING TEST TIER H	French					
34					10/05/2024	Edexcel GCSE	GCSE Religious Studies	19A0 1A	CATHOLIC CHRISTIANITY	Religious Education	SportsHall	D4	09:00	1 hr 45	1 hr 45
35					10/05/2024	Edexcel GCSE	IGCSE Biology	4BI1 1B	WRITTEN PAPER 1B	Biology	SportsHall	C2	09:00	2 hrs	2 hrs
36					13/05/2024	OCR	GCSE English Literature (OCR)	J352/01	ENG LIT. EXPLR MOD & LIT HRTGT WRTN	English	SportsHall	C4	09:00	2 hrs	2 hrs
37					14/05/2024	AQA	GCSE French	8656/LH	FRENCH LISTENING TEST TIER H	French	SBTR	C3	09:00	45 mins	45 mins
38					14/05/2024	AQA	GCSE French	8656/RH	FRENCH READING TEST TIER H	French	SBTR	C3	10:00	1 hr	1 hr
39					15/05/2024	Edexcel GCSE	GCSE History (Edexcel)	1H0 11	MEDICINE IN BRITAIN	History	SportsHall	G4	09:00	1 hr 15	1 hr 15
40					16/05/2024	Edexcel GCSE	IGCSE Maths	4MA1 1F	WRITTEN PAPER 1F	Mathematics	Sport	K2	09:00	2 hrs	2 hrs
41					16/05/2024	Edexcel GCSE	GCSE Religious Studies	19A0 2C	ISLAM	Religious Education	Sport	N4	13:30	50 mins	50 mins
42					17/05/2024	Edexcel GCSE	IGCSE Chemistry	4CH1 1C	WRITTEN PAPER 1C	Chemistry	Sport	K5	09:00	2 hrs	2 hrs
43					20/05/2024	OCR	GCSE English Literature (OCR)	J352/02	ENG LIT. EXPLR PTYR & SHKSPRE WRTN	English	SportsHall	C4	09:00	2 hrs	2 hrs
44					22/05/2024	Edexcel GCSE	IGCSE Physics	4PH1 1P	WRITTEN PAPER 1P	Physics	SportsHall	G4	09:00	2 hrs	2 hrs
45					23/05/2024	OCR	GCSE English Language (OCR)	J351/01	ENG LANG COMMCTNG INFRMTN IDEAS WTN	English	Sport	J6	09:00	2 hrs	2 hrs
46					24/05/2024	AQA	GCSE French	8656/WH	FRENCH WRITING TEST TIER H	French	Sport	K4	09:00	1 hr 15	1 hr 15
47					03/06/2024	Edexcel GCSE	IGCSE Maths	4MA1 2F	WRITTEN PAPER 2F	Mathematics	Sport	G2	09:00	2 hrs	2 hrs
48					04/06/2024	Edexcel GCSE	GCSE History (Edexcel)	1H0 2Q	SUPERPOWER HENRY	History	Sport	H3	13:30	1 hr 45	1 hr 45

Together these 2 Excel reports detail who is doing what and when and optionally where.

In Exams Assist

Ensure you have a season created and with the correct dates to cover the exams. E.g. “November 2024 Mocks” 01/11/2024 to 30/11/2024

Ensure this is the current season and from the Actions menu on the overview tab “Import iSAMS xlsx files” – select the 2 files you have just created from iSAMS.