



helping schools inspire

SIMS 2017 Spring Release Note

7.174 Combined Edition - version 1.3

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Welcome to the SIMS 2017 Spring Release

Please read these notes carefully before installing or upgrading your software. Do not attempt any installation or upgrade without first making a fully restorable backup of your SIMS system. For instructions on how to do this, please go to the SIMS backup section of our website (<http://www.capita-sims.co.uk/backupsims>).

We publish highlights of the changes and benefits of each release on our blog (<http://www.capita-sims.co.uk/resources/blog>). The blog is available shortly after the release date.

Capita SIMS has made this release note available in PDF and Word formats. To take full advantage of the functionality available in this release note (e.g. links to handbooks and video tutorials), you must use the PDF version. Capita SIMS cannot be held responsible for any changes, errors or omissions resulting from subsequent editing of the supplied document.

Important Information – please read before upgrading

If you are performing a SIMS upgrade spanning more than one release, it is essential that you read the release note associated with each version.

Important Information for Schools in England

At the time this release note was produced, we had not yet received the validation and summary report files from the DfE for School Census Summer 2017. Recent experience suggests that the DfE will not provide these files before the SIMS 2017 Spring Release is made available so we have provided text in the Census application that explains the position and makes it clear that schools should not provide their Return file to the DfE until they have imported a fileset that includes the DfE validation and summary report files.

Upgrading using SOLUS

The SIMS Online Update Service (SOLUS) enables you to download and run SIMS releases and patches via the Internet. This is achieved using **SOLUS3**.

For instructions on carrying out an upgrade with **SOLUS3**, please refer to the *SOLUS3 for Schools* or the *SOLUS3 for Local Authorities* handbook.

Support for SQL Server

SIMS, FMS, Discover, SLG, Partnership Xchange, SOLUS and InTouch run on SQL Server 2012 and SQL Server 2014 only. For more information on support for SQL Server, please refer to the *SIMS Technical Roadmap* on My Account (<https://myaccount.capita-cs.co.uk>).

Information on the End of Support for SOLUS2

Please be aware that support for SOLUS2 has ended. Schools must upgrade to SOLUS3 before upgrading to the SIMS 2017 Spring Release. Failure to do so will prevent schools from running Census returns, using Examinations Organiser, etc.

For any questions relating to the move to SOLUS3:

- Maintained schools should contact their Local Support Unit.
- Independent, International and Free schools should contact the Independent schools team on +44 (0)1285 647459 or visit our website (<http://www.capita-independent.co.uk>).

Additional Information

For more information on installing, configuring and using SOLUS3, please refer to the user documentation that is available from the SIMS **Documentation Centre**. To access the SIMS **Documentation Centre**, click the **Documentation** button on the SIMS **Home Page**.

For more information on support dates for software, please refer to the *SIMS Technical Roadmap* on My Account (<https://myaccount.capita-cs.co.uk>).

B2B

If you use B2B, and you want the SQL Server service to be configured to run as a Domain account instead of the built-in LocalSystem account on Windows 2008 R2 or Windows 2012 Server, a separate patch can be run to enable this functionality. This patch is available from your Local Support Unit (Patch 20419) and it must be applied to your SIMS database by a user with System Administrator permissions.

SQL 2014 Migration

We support SIMS, FMS, Discover, SLG, Partnership Xchange, SOLUS (3.8 or later) and InTouch on SQL 2014.

To facilitate server migration, a SQL Migration Tool is available. Please note that you must be running the SIMS 2014 Autumn Release or later before running the Migration Tool.

The Migration Tool assists with the migration of the SQL databases for SIMS, FMS and Discover. It enables you to install a SQL 2014 Express Edition instance and migrates the SIMS, FMS and Discover databases to the new database server. You are strongly advised to read the *Migrating SIMS, FMS and Discover to SQL 2014* handbook, which will be available from My Account (<https://myaccount.capita-cs.co.uk>) on product release.

You can migrate your SOLUS3 system to SQL 2014 when you have upgraded to SOLUS 3.8 or later.

For more information on migrating to SQL 2014, please refer to the *Migrating SIMS, FMS and Discover to SQL 2014* mini guide, which is available as part of the Migration Utility.

For information on obtaining the Migration Tool, please contact your Local Support Team.

If you use both SIMS and FMS, both systems must be running on the same version of SQL Server, i.e. SQL Server 2012 or SQL Server 2014.

For more information on support for SQL Server, please refer to the *SIMS Technical Roadmap* on My Account (<https://myaccount.capita-cs.co.uk>).

Windows 10

As discussed in the SIMS Technical Roadmap, SIMS, FMS and Discover are supported on Windows 10 from the Spring 2016 Release onwards.

For more information, please refer to the *SIMS Technical Roadmap* on My Account (<https://myaccount.capita-cs.co.uk>).

General

If your school uses both Fees Billing and FMS, then SIMS and FMS must be upgraded at the same time.

Important Information for Windows 8 and Windows Server 2012 Users

If you are running SIMS on a Windows 8 or Windows Server 2012 workstation, you may encounter difficulties when attempting to open PDF files in SIMS. This is caused by Windows Reader being the default program used to open PDF files.

To resolve this issue, you must first ensure that Adobe Reader 10 or later is installed.

Next, you will need to associate Adobe Reader with all PDF files. From the Taskbar, click **File Explorer**, click **Computer** in the panel on the left-hand side of the page then from the Menu Bar, select **Computer | Open Control Panel**. Click **Programs | Default Programs | Associate a file type or protocol with a program**. In the **Extensions** list, scroll down to and click the **.pdf** item then click the **Change program** button. Click **Adobe Reader** then click the **Close** button.

Release Notes

Each functional area displays a set of icons, which indicate the school type(s) to which the content relates. Icons that indicate a link to the applicable handbook(s) and New Feature videos are also displayed.

-  *Content applicable to English Primary and Northern Ireland Primary schools*
-  *Content applicable to English Secondary and Northern Ireland Secondary schools*
-  *Content applicable to Welsh Primary schools*
-  *Content applicable to Welsh Secondary schools*
-  *Content applicable to Independent schools*
-  *Link to the applicable handbook(s)*
-  *Link to a New Feature video*

If you have any comments or questions regarding any SIMS user documentation, please email us (publications@capita.co.uk).

Backing up SIMS and FMS

Where SIMS Personnel is used to generate Salary Projections in FMS, SIMS and FMS backups should be carried out at the same time. If one of the databases needs to be restored, the other database must be restored to the same point, i.e. if you restore the SIMS database, you must restore the FMS database to the same point and vice versa.

IMPORTANT NOTE: Backups are no longer zipped, because of the number of issues caused by zipping backup files. Recent operating systems now allow the use of compressed folders, which are recommended for automatically compressing backups. Please refer to your operating system documentation for instructions on applying compression to a folder.

Important Information Regarding the Upgrade of SIMS and Discover

IMPORTANT NOTE: You must upgrade to the SIMS 2017 Spring Release before upgrading Discover. If you upgrade Discover before upgrading SIMS, data will not be transferred between the SIMS and Discover databases until SIMS has been upgraded.

Auto-Deployment of SIMS and Discover

If SOLUS3 auto-deployment is enabled for Discover, we recommend that the settings for Discover auto-deployment are set to start later than the SIMS auto-deployment start time plus the timeout.

The screenshot shows the SOLUS3 Settings interface. The 'Updates' section is active, showing 'Check updates every' set to 10 minutes and 'Task time out' set to 30 minutes. 'Rollback on failure' is checked, and 'Auto download' is checked with a time range of 13:22 to 15:23. The 'AGENTS' section shows 'Concurrent downloads' set to 5 and 'Auto download' checked with the same time range. The 'AUTO DEPLOYMENTS' section is a table with columns for Products, time ranges, and days of the week (Mon-Sun).

Products	Between	and	Mon	Tue	Wed	Thu	Fri	Sat	Sun
<input checked="" type="checkbox"/> FMS	11:00	23:00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input checked="" type="checkbox"/> SIMS	11:00	23:00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input checked="" type="checkbox"/> SIMS Discover	13:00	23:00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input checked="" type="checkbox"/> SOLUS	11:00	23:00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

If the times are not set like this, and the Discover deployment starts before the SIMS deployment, then the data transfer between SIMS and Discover will not work until the SIMS upgrade is completed.

Important Information Regarding SIMS Documentation

The SIMS **Documentation Centre** is accessed by clicking the **Documentation** button on the SIMS **Home Page**. The principal benefit of the SIMS **Documentation Centre** is that resources for SIMS, FMS and Discover can all be accessed from a central repository.

It is possible to search for user documentation by output type (handbook, tutorial, QRS, etc.) and then by functional area. It is also possible to search by role (e.g. Teacher, Administrator, Returns Manager, etc.).

A range of Frequently Asked Questions guides has been produced and can be accessed from the **FAQs** menu. The **Troubleshooting** section enables you to investigate any issues you may have when accessing the resources available.

IMPORTANT NOTE: You might encounter issues when attempting to open any New Feature videos or Tutorials whereby you are asked to install the required version of Flash Player and/or an on-screen dialog suggests that Online Help content cannot be displayed. For more information, please click the following link (<http://helpx.adobe.com/acrobat/kb/known-issues-acrobat-xi-reader.html>).

These issues can be resolved by downloading the latest version of Flash Player (<https://helpx.adobe.com/flash-player.html>).

A search facility is available in the SIMS, FMS and Discover Documentation Centres. This enables you to locate information across the Documentation Centres or within individual resources (handbooks, release notes, FAQs, etc.). The search facility operates in a similar way to a Google search. To perform a search, enter one or more keywords in the search field (located at the top right-hand side of the Menu Bar) then click the **Search** (magnifying glass) button. You can use ***** and **?** as wildcards. To search for an exact phrase, enclose more than one word in double quotes, e.g. **"debit card"**.

We would welcome any feedback you have on the SIMS **Documentation Centre**. If you have any comments, please email the SIMS Publications team (publications@capita.co.uk).

IMPORTANT NOTE: If you are running SIMS on a Windows 8 or Windows Server 2012 workstation, you may encounter difficulties when you first log into SIMS after a SIMS upgrade because the What's New page is displayed automatically and cannot be closed easily. This is caused by Windows Reader being the default program used to open PDF files.

To resolve this issue, you **must** first ensure that Adobe Reader 10 or later is installed.

Next, you will need to associate Adobe Reader with **all** PDF files. From the Taskbar, click **File Explorer**, click **Computer** in the panel on the left-hand side of the page then from the Menu Bar, select **Computer | Open Control Panel**. Click **Programs | Default Programs | Associate a file type or protocol with a program**. In the **Extensions** list, scroll down to and click the **.pdf** item then click the **Change program** button. Click **Adobe Reader** then click the **Close** button.

If you require assistance with this or any other issue you encounter when attempting to access user documentation, please contact the SIMS Publications team (publications@capita.co.uk).

User documentation that is accessible via the SIMS **Documentation Centre** (by clicking the **Documentation** button on the SIMS **Home Page**) is hosted on the web. This approach to delivering user documentation offers you the following benefits:

- A reduction in the download time of a SIMS release from SOLUS
- We can provide user documentation post-release, so you will always have access to the most up-to-date, accurate information.

As a result, documentation provided in PDF format is no longer deployed to the **\SIMS\Documentation** folder on your SIMS Server (with the exception of the What's New page, the main **Documentation Centre** navigation page and the Getting Started guide, which must continue to be delivered to this folder).

NOTE: If you wish to access the latest user documentation for the SIMS 2017 Spring Release without logging into SIMS, the **Documentation Centre** is accessible using a web link (<http://simspublications.com/298961/index.html>).



IMPORTANT NOTE: Please be aware that we no longer provide a downloadable documentation set for SIMS; the SIMS 2016 Summer Release was the final release for which the downloadable documentation set was produced. If this is likely to cause complications for your establishment, please contact the SIMS Publications team (publications@capita.co.uk).

Help files remain unaffected by this change in approach and continue to be delivered to the `\Program Files\SIMS\SIMS .net` folder on each SIMS workstation.

IMPORTANT NOTE: If Google Chrome is your default web browser, please ensure you disable the Chrome PDF Viewer and enable the Adobe Acrobat plug-in to ensure that PDFs display correctly. This can be achieved by entering `chrome://plugins` in the Address Bar then pressing **Enter**.

If you experience a problem when attempting to open a page in the Documentation Centre, please contact your System Administrator who can enable access to www.simspublications.com.

If you require assistance with this or any other issue you encounter when attempting to access user documentation, please contact the SIMS Publications team (publications@capita.co.uk).

Following a review of our current user documentation, and following valuable feedback from customers, we introduced a range of enhancements to the SIMS **Documentation Centre** throughout 2016. These changes focussed on enhancing the user's experience and presenting resources that are specific to the needs of staff at your school.

2016 saw the introduction of SIMS Documentation Centres and What's New pages for specific school phases, so that user documentation relevant only to your school phase is provided. When you click the **Documentation** button on the SIMS **Home Page**, SIMS interrogates the SIMS SQL database and displays the Documentation Centre relevant to your school phase. When a user logs into SIMS for the first time following an upgrade, a What's New page relevant to your school phase is provided.

Enhancements to the content of the SIMS Documentation Centres included the addition of the **Additional resources** section, which provides links to resources that were previously available only from My Account, namely the Technical Roadmap, the Product Roadmap and the Minimum Hardware Specification. It is now possible to navigate directly to a specific Frequently Asked Question (**FAQ**) page from the Documentation Centre landing page and the **Home** drop-down list enables you to navigate to a **Role** page. It is also possible to navigate to other (satellite) Documentation Centres and Help Centres by selecting from the **Other Products** drop-down list. A link to relevant blogs is also provided.

As part of the SIMS 2016 Spring Release, we provided a Documentation Centre and What's New page for use by our Independent and International schools. All other schools continued to use the 'original' versions of the Documentation Centre and What's New page.

As part of the SIMS 2016 Summer Release, we provided Documentation Centres and What's New pages for the following schools:

- Primary schools in England
- Secondary schools in England
- Wales (a single Documentation Centre and What's New page for all schools in Wales).

For schools in Wales, the following key documents are now provided in the Welsh language:

- What's New page
- The Pre-release note
- Release note – Welsh Primary schools
- Release note – Welsh Secondary schools
- SIMS 2016 Product Roadmap
- End of Key Stage Data Processing (Wales) handbook

Future releases will see the introduction of other resources in the Welsh language.

We would welcome any feedback you have on the school phase-specific SIMS Documentation Centres and What's New pages. If you have any comments, please email the SIMS Publications team (publications@capita.co.uk).

NEW in Spring 2017

Any new user documentation resources (e.g. handbooks, tutorials, etc.) provided as part of a SIMS release can now be located easily by clicking the **New Resources** button in the **Latest release information** section of the Documentation Centre landing page. Over the course of the next few releases, this section will identify new resources for the current release, together with those from the previous two supported releases.

It is now possible to navigate to the SIMS Parent **Documentation Centre** by selecting from the **Other Products** drop-down list.

Update of the SIMS Documentation Centre in line with the SIMS Software

Some customers have informed us that the SIMS **Documentation Centre** is not being updated in line with the SIMS software; clicking the **Documentation** button on the SIMS **Home Page** following an upgrade displays content from the previous release.

If you encounter this issue, then the part of the SIMS upgrade that deals with the update of the SIMS **Documentation Centre (SIMSApplicationSetup.exe)** has failed.

This is caused by the incorrect configuration of the SIMS File Server settings in SOLUS3; it is likely that the File Server has been pointed to the network SIMS drive rather than the local SIMS drive. To resolve this issue, please complete the following steps.

1. In SOLUS3, navigate to **Environment | Targets – Services** tab.
2. Highlight the **SIMS File Server** service and then click the **Edit** button.
3. Ensure that the **Server name** is the name of the server that hosts the mapped SIMS drive.
4. Change the **Installation path** to the true name of the mapped drive (e.g. **D:\Admin Data\SIMS**) - do not use a mapped drive letter.
5. After correcting the **Installation path** setting, re-deploy the upgrade (via **Upgrades | Deployment History | <select the update> - Redeploy** button), choosing only the **SIMS File Server** from the list of available **TARGETS**, and then run the upgrade manually.

Where to Find More Information?

Via SIMS...

For the software handbook, navigate to the SIMS **Home Page**, click the **Documentation** button to display the **Documentation Centre**, click the **Handbooks** button then click the required handbook title.

Via My Account...

Documentation is also available from the My Account website (<https://myaccount.capita-cs.co.uk>).

1. Enter the required text in the **Search field to display** a list of documents that match the search criteria.
2. To refine the search further, click **Documents** and then select the required **Document type**, **File type** and/or **Date** range (click **Show more** to view additional options, if required).

Alternatively, click **SIMS Publications** (located in the **Popular Searches** list) to display a list of all SIMS publications.

The search results are displayed automatically.

Tips for using the My Account Search Facility

Here are some key tips for using the search facility in My Account. For additional explanations, please refer to the My Account website.

- The search results can be refined further by using the advanced filters, e.g. **Sort by relevance** or **Sort by last modified**.
- The following rules can be applied to your search terms:
 - Surround a word or phrase with "double quotes" to return results containing that exact phrase.
 - Prefix a word or phrases with **+** to make them essential.

For example: **"end of year procedures" +primary +detailed**

If you are unable to obtain the required handbook using any of these methods, please email us (publications@capita.co.uk) and we will be pleased to email a copy to you.

Permissions

The permissions spreadsheet, which lists all permissions relating to SIMS 7.174, is available from the [Documentation Centre](#). To access the SIMS [Documentation Centre](#), click the [Documentation](#) button on the SIMS [Home Page](#).

In My Account, select [Knowledge Base](#), [SIMS Publications](#) (located in the [Popular Searches](#) list), enter [7.174 SIMS Permissions Spreadsheet](#) in the [Search for](#) field then click the [Find](#) button. Alternatively, use the search facility on the Home Page to display a list of all [Documents](#) containing the search criteria.

Compatibility between One and SIMS

As part of the SIMS 2017 Spring Release, we have undertaken full integration testing of both B2B:Student and B2B:Personnel. The following two tables show the version(s) of One and SIMS that have also been through a process of integration testing for each of the B2B products.

B2B:Student

		One Release Version	
		One Autumn 2016 Release (3.61)	One Spring 2017 Release (3.62)
SIMS Release Version	SIMS 2016 Autumn Release (SIMS 7.172) Running B2B:Student v4 Phase 1	x	x
	SIMS 2016 Autumn Release (SIMS 7.172) Running B2B:Student v4 Phase 2	✓	✓
	SIMS 2017 Spring Release (SIMS 7.174) Running B2B:Student v4 Phase 1	x	x
	SIMS 2017 Spring Release (SIMS 7.174) Running B2B:Student v4 Phase 2	✓	✓

B2B:Personnel

		One Release version	
		One Autumn 2016 Release (3.61)	One Spring 2017 Release (3.62)
SIMS Release Version	SIMS 2016 Autumn Release (SIMS 7.172) without the Salary Range patch	✓	✓
	SIMS 2016 Autumn Release (SIMS 7.172) with the Salary Range patch	✓	✓
	SIMS 2017 Spring Release (SIMS 7.174) without the Salary Range patch	✓	✓
	SIMS 2017 Spring Release (SIMS 7.174) with the Salary Range patch	✓	✓

There are various elements of functionality in One and SIMS that require compatibility between the two solutions. The following table provides information on the version(s) of schemas that are supported in release versions of One and SIMS, and therefore indicate version and release compatibility.

		One Release version	
		3.61 (Autumn 2016)	3.62 (Spring 2017)
SIMS Component	B2B:Student	v1.1	v1.1
	B2B:Personnel	v1.1	v1.1
	ATF	v13.0	v13.0
	CTF	v15 (for import) v16 (for import/export)	v15 (for import) v16 (for import/export)
	School Census	SC 2016/2017	SC 2016/2017
	PLASC	PLASC 2017	PLASC 2017
	ASL	v13.0	v13.0
	AMPARK	SIMS 7.168	SIMS 7.174
ADT	v13.0	v13.0	

Version Support for FMS

The FMS support arrangements depend on the supported versions of SIMS where Personnel Links is being used. Support for FMS is detailed in the following table.

Release	SIMS Version	FMS Version	FMS with Personnel Links/Equipment Register	FMS without Personnel Links/Equipment Register
Spring 2017	7.174	6.174	Supported	Supported
Autumn 2016	7.172	6.172	Supported	Supported
Summer 2016	7.170	6.170	Not supported	Supported
Spring 2016	7.168	6.168	Not supported	Supported

NOTE: FMS 6.174 has been tested against SQL Server 2012 and SQL Server 2014.

SLG Compatibility

SLG is guaranteed to support the previous two releases of SIMS, inclusive of any release it is shipped with.

Supported SIMS Versions with SLG Spring Release

The SIMS Learning Gateway Spring Release can be used alongside the following versions of SIMS:

- SIMS 2017 Spring Release (SIMS 7.174)
- SIMS 2016 Autumn Release (SIMS 7.172).

IMPORTANT NOTE: If you install the SIMS 2017 Spring Release (SIMS 7.174) and continue to run an older release of SLG, this is not guaranteed to work and is therefore not supported.

Supported SIMS Versions with PX Spring Release

The SIMS PX Agent should be upgraded to the PX 2017 Spring Release immediately after, or in conjunction with, upgrading to the SIMS 2017 Spring Release.

IMPORTANT NOTE: If you install the SIMS 2017 Spring Release (SIMS 7.174) and continue to run an older release of the PX Agent, this is not guaranteed to work and is therefore not supported.

Admissions

New Features



Relocation of Tier 4 Information

Applicable to Independent schools only

[Focus | Pupil \(or Student\) | Pupil \(or Student\) Details](#)
[Focus | Admission | Application](#)

The method of recording Tier 4 information has changed. This functionality can now be accessed by clicking the **Tier 4 Details** item in the **Links** panel. Previously, this information was recorded in the **Add Student Nationality** dialog (on the pupil/student record) and the **Add Applicant Nationality** dialog (on the applicant record).

The **Tier 4 Details** page enables the recording and maintenance of the following information:

- Basic Tier 4 information, such as **Place of Birth** (via the **Basic Details** panel).
- Immigration details, including multiple and historical Visa and Confirmation of Acceptance for Studies (CAS) records. A number of fields have been added to help to meet Tier 4 requirements (via the **Immigration History** panel).
- Any reports sent to the Home Office with regards to a change in situation of a Tier 4 pupil/student, e.g. a change in Visa, failed exams, etc. (via the **Home Office Reporting** panel).

Agora

SIMS Agora does not form part of the SIMS 2017 Spring Release.

For information on the latest release of Agora, please refer to the Agora release note, which is available from the My Account website (<https://myaccount.capita-cs.co.uk>).

AMPARK

New Features

EP ES WP WS IN

Enhancements for the SIMS 2017 Spring Release

The Assessment Manager and Performance Analysis Resource Kit (AMPARK) provides a set of resources for use with SIMS Assessment. This kit has been updated for the SIMS 2017 Spring Release.

For more information, please refer to the *Assessment Manager and Performance Analysis Resource Kit* release note, available from the My Account website (<https://myaccount.capita-cs.co.uk>).

Assessment

New Features

EP ES WP WS IN

Retention of Last Used Group Selection

 *Schools in England*

 *Schools in Wales*

[Focus | Assessment | Programme of Study Tracking Entry](#)

When accessing a Programme of Study tracking grid, the groups selected and saved previously (in the **Programme of Study Tracking Group Chooser** dialog) are now retained as the default option.

Changes to Welsh National Tests for Schools in Wales



To address the statutory responsibilities of schools, the existing National Numeracy and Reading Test templates have been updated to align with official government guidance and assessment reporting arrangements for 2017. These resources are provided via the Assessment Manager and Performance Analysis Resource Kit (AMPARK). For more information on the updated AMPARK resources, please refer to the AMPARK 7.174 release note, which can be on the My Account website (<https://myaccount.capita-cs.co.uk/hot-topics/AMPARK>).

Fixes

This release includes fixes in the following areas:

- When deleting a selection of marksheets in System Utilities, it is now possible to sort the marksheet display by **Create Date** and **Last Used** date (via [Tools | Performance | Assessment | System Utilities | Marksheets](#)).
- An error no longer occurs when defining inactive periods in Programme of Study Management (via [Focus | Assessment | Programme of Study Management | Managing Content](#)).
- When viewing summary rows on a marksheet, the way the **Mean Grade** is calculated has been changed so that it better matches the **Mean** value (via [Focus | Assessment | Marksheet Entry](#)).
- When viewing the Programme of Study Summative Progress report, an enhancement has been made to the calculation for the **Mastered** column (via [Focus | Assessment | Programme of Study Analysis | Summative Progress](#)).
- When importing pupil/students from an unformatted Excel spreadsheet, the admission number is now also used to help find a match with a pupil/student recorded in SIMS (via [Routines | Data In | Assessment | Import From Spreadsheet](#)).
- The **Percentage Attendance** additional student column is now calculated as of yesterday's date rather than today's date, therefore providing a more accurate representation of a pupil/student's attendance when this column is viewed prior to afternoon registration (via [Focus | Assessment | Marksheet Entry](#)).

- Ticks are now displayed correctly in the check boxes on a progress grid without having to first change the **Result Date** to the date on which the result was recorded (via [Focus](#) | [Assessment](#) | [Progress Grid Entry](#)).

Attendance

New Features



SIMS Interventions Pupil/Student Identification Column

[Tools](#) | [Setups](#) | [Attendance Setup](#) | [Module Setup](#)
[Focus](#) | [Attendance](#)

An additional pupil/student identification column (**Interventions**) is now available in several areas of Attendance. This new column displays the number of interventions with which a pupil/student is associated and hover help displays the intervention details applicable on the selected date.

Fixes

This release includes fixes in the following areas:

- The Group Weekly Analysis report can now be run successfully in schools where the first day of the week is not a Monday (via [Reports](#) | [Attendance](#) | [Group Reports](#) | [Group Weekly Analysis Report](#)).
- The Registers with Missing Marks report can now be run successfully in schools with multiple tiers (via [Reports](#) | [Attendance](#) | [Selected Pupil Reports](#) | [Missing Session Marks Report](#)).

Attendance Collection (Wales)

New Features



Collection Periods

Primary Schools: 1 September 2016 to 28 July 2017 (data must be returned by 15 September 2017).

Secondary Schools: 1 September 2016 up to and including Friday 26 May 2017 (data must be returned by 16 June 2017).

Changes to Validation Rules

The following table shows the changes to validation numbers between 2016 and 2017.

2016 validation number	2017 validation number
12735	12849
12736	12850
12789	12904
12790	12905
12791	12906

Course Manager

New Features



Removal of the Import Performance Measures File Functionality

Applicable to schools in England only

[Tools](#) | [Examinations](#) | [Import Qualification Data](#)

Schools in England are no longer required to import a Performance Measures file provided by Capita SIMS. With the introduction of the cloning of QNs (formerly referred to as QANs) from the previous academic year functionality, schools can now manage their own examinations data.

For more information, please refer to the applicable region-specific version of the [Processing Results and Calculating PI Data in Exams and SIMS](#) handbook.

Renaming of the Retake Column to Non Funded

Applicable to schools in England only

[Tools](#) | [Academic Management](#) | [Course Manager](#) | [Maintain Course](#)

The column previously called **Retake** has been renamed and now displays the **Non Funded** status of a Learning Aim.

The **Non Funded** field is available from the reporting dictionary, enabling it to be included in reports. This field can be found in [Reports](#) | [Design - School](#) | [Courses For Student](#) | [AssociatedCourses](#).

Cover



Fixes

This release includes a fix in the following area:

- Blank spaces are no longer added to the end of each cell when the Classes Impacted by Absence report is exported to Excel (via [Tools](#) | [Cover](#) | [Impact Summaries](#) | [Classes Impacted by Absence](#)).

CTF

New Features



CTF Updates for A_COMP

Applicable to schools in England and Wales only

[Routines](#) | [Data Out](#) | [CTF](#) | [Export CTF](#)

[Routines](#) | [Data In](#) | [CTF](#) | [Import CTF](#)

Assessment data that is imported or exported via CTF has been updated to adhere to changes made by the DfE and Welsh Government for the 2017/18 academic year.

Discover

New Features



Additional Pre-defined Graphs Provided for use with SIMS Interventions

Additional graph definitions have been provided for users with suitable permissions to run SIMS Interventions. These graph definitions are available from the **Pastoral** button and are called:

- Student Totals by Interventions
- Student Outcomes by Intervention
- Student Outcomes by Overview.

Fixes

This release includes fixes in the following areas:

- An error no longer occurs on the Number of Applications by Feeder School graph because the x-axis from has been extended from 200 to 400 to enable all school data to be presented.

- To ensure consistency across all regions, the Staff Totals by Teaching Status graph has been updated to refer to the **Teaching Staff** check box in SIMS rather than the **Teacher Category** drop-down list (in SIMS, via **Focus | Person | Staff - Employment Details** tab).

End of Key Stage (England)

New Features



Update to Resources for Spring 2017

To address the statutory responsibilities for schools to report end of Key Stage information, the existing Key Stage wizards have been updated to align with official government guidance and assessment reporting arrangements for 2017. These resources are provided via the Assessment Manager and Performance Analysis Resource Kit (AMPARK). For more information on the updated AMPARK resources, please refer to the AMPARK 7.174 release note, which can be on the My Account website (<https://myaccount.capita-cs.co.uk/hot-topics/AMPARK>).

End of Key Stage (Wales)

New Features



Update to Resources for Spring 2017

To address the statutory responsibilities for schools to report end of Key Stage information, the existing Key Stage wizards have been updated to align with official government guidance and assessment reporting arrangements for 2017. These resources are provided via the Assessment Manager and Performance Analysis Resource Kit (AMPARK). For more information on the updated AMPARK resources, please refer to the AMPARK 7.174 release note, which can be on the My Account website (<https://myaccount.capita-cs.co.uk/hot-topics/AMPARK>).

Examinations Organiser

New Features



Cloning QNs from the Previous Academic Year

Applicable to schools in England only

Tools | Examinations | PI Setup

It is now possible to clone QN (formerly referred to as QAN) codes used in the previous academic year and carry them over to the next year. This removes the need to import a Performance Measures file containing a large number of QNs that are not relevant to your curriculum. It also ensures that out-of-date or surplus QNs are not carried over from one year to the next. When new QNs are required in school, they can now be added individually.

Managing Examinations Data in SIMS

Applicable to schools in England only

Tools | Examinations | Manage Performance Indicator

With the introduction of the cloning of QNs from the previous academic year functionality, schools can now manage their own examinations data.

Removal of the Import Performance Measures File Functionality

Applicable to schools in England only

Tools | Examinations | Import Qualification Data

Schools in England are no longer required to import a Performance Measures file provided by Capita SIMS.

Fixes

This release includes fixes in the following areas:

- The Skeleton Timetable report now displays only the components that exist in the basedata (via **Reports | Basedata | Skeleton Timetable**).

- Registration group names that contain more than six characters are now displayed correctly when printing data entry marksheets (via [Focus | Marksheet - Data Entry](#)).

Fees Billing

New Features



Password Protecting Fees Financial Documents Sent via Email

[Tools | Fees Billing | Parameters - Billing panel](#)

The **Billing** panel now contains the **Password Protect PDF Documents** check box. When selected, all bills, statements and receipts sent via email will require the recipient to enter their Payer Reference before they can open the file.

FMS

For information on the new features, enhancements and fixes included in FMS 6.174, please refer to the [FMS 6.174 Release Note](#).

Home Page

New Features



Additional Quick Search Filter

[Focus | Home Page](#)

It is now possible to search for non-confidential School Diary events using the **#D** filter in Quick Search. For example:

- #D** finds non-confidential events within 14 days of the effective date.
- #D /30** finds non-confidential events within 30 days of the effective date.
- #D inset /60** finds non-confidential events containing the word 'inset' within 60 days of the effective date.

Fixes

This release includes a fix in the following area:

- The **Selected Academic Year** control is now displayed on the SIMS [Home Page](#) only if the user has permissions to set the academic year (via [Focus | Home Page](#)).

Lesson Monitor

New Features



SIMS Interventions Pupil/Student Identification Column

[Tools | Setups | Attendance Setup | Module Setup](#)

[Focus | Lesson Monitor](#)

An additional pupil/student identification column (**Interventions**) is now available in several areas of Lesson Monitor. This new column displays the number of interventions with which a pupil/student is associated and hover help displays the intervention details applicable on the selected date.

Fixes

This release includes fixes in the following areas:

- Performance enhancements have been made to the Individual Register report (via [Reports | Lesson Monitor | Individual Student Reports | Individual Register Report](#)).
- The Group Weekly Analysis report can now be run successfully in schools where the first day of the week is not a Monday (via [Reports | Lesson Monitor | Group Reports | Group Weekly Analysis Report](#)).
- The Registers with Missing Marks report can now be run successfully in schools with multiple tiers (via [Reports | Lesson Monitor | Module Reports | Registers with Missing Marks Report](#)).

Reporting

New Features

EP ES WP WS IN

Enhancements to the Reporting Dictionary



Reports | Design Report

The **Destination expected start date** field has been added to the reporting dictionary (via the **School** node in the **People | Student** focus).

For schools in England, the **Retake** field has been renamed **Non Funded** (via the **AssociatedCourses** sub-report in the **School | Courses For Student** focus). It remains as **Retake** for schools in Wales and Northern Ireland.

For Independent schools, additional nodes for **Nationality and Passport** and **Tier 4 Details** have been added to the reporting dictionary (via the **Ethnic/Cultural** node in the **People | Student** focus). **Tier 4 Details** includes the new **Has Tier 4 details** and **Place of birth** fields. Existing Tier 4 fields no longer used by SIMS have been moved to the **Obsolete Tier 4** node, which is located beneath the **Nationality and Passport** node.

For users of SIMS Interventions, the **Session Notes** field has been added to the reporting dictionary (via the **Intervention** sub-report in the **People | Student** focus).

New Pre-Defined Reports



Applicable to schools in England only

Report | Run Report

The Admission Register (Roll Book) 2017 report has been added to the pre-defined reports list (via **Focus | Student**). This report includes the new **Destination Expected Start Date** field.

For Maintained schools and Academies, the DfE FSM Ever 6 @ Spring Census 2017 report has been added to the pre-defined reports list (via **Focus | Student**).

Intervention Related Fields Available from the Reporting Dictionary



Reports | Design Report

Intervention-specific fields have been provided in the reporting dictionary, enabling their inclusion in user-defined reports. The range of fields available depend on the report focus (**Student**, **Applicant**, **Staff**, **Contact** and **Agent**).

Fixes

This release includes a fix in the following area:

- The values in the **Total Pupil Numbers** row of the SIMS School Report now includes pupil/students whose **Enrolment Status** is recorded as **Subsidiary - Dual Registration** (via **Reports | School Report**).

School Census Summer 2017 Return

New Features

EP ES

Provision of Updated DfE XSLT Files

As of the release date of the SIMS 2017 Spring Release, the DfE has not provided the release version of the XSLT files that are required to generate both the DfE Summary Report and the DfE Validation and Error Summary.

It is imperative that schools do not upload their return to the DfE until a fileset that contains the DfE release version of these files has been imported. For updates on when the required fileset will be available, you are strongly advised to refer to the *SIMS Newsfeed - School Census Summer 2017 (England)* notification on My Account (<https://myaccount.capita-cs.co.uk/Notifications/sims-newsfeed-school-census-summer-2017-england/>).



School Census Summer 2017 Return Dates

[Routines](#) | [Statutory Returns](#) | [School Census](#)

Census Date: 18/05/2017

Age at date: 31/08/2016

Data Items New to the Summer Return

[Focus](#) | [Pupil \(or Student\)](#) | [Pupil \(or Student\) Details](#)

The following new data items are collected in the return.

- **Ethnic/Cultural** panel items:
 - **Nationality**
 - **Country of Birth**
 - **First Language** is collected in the Summer return for the first time for Nursery schools.
- The **UPRN** (Unique Property Reference Number) displayed below the address details in the **Addresses** panel once the address has been selected and validated.
- Termly attendance is collected in the Summer return for the first time for Special schools.

Data Items Removed from the Summer Return

[Focus](#) | [Pupil \(or Student\)](#) | [Pupil \(or Student\) Details - Welfare panel](#)

In Care is no longer collected in the Summer return.

Attendance for Special Schools

[Routines](#) | [Statutory Return](#) | [School Census](#)

From the date of the School Census Spring 2017 Return, attendance data is collected for Special schools on a termly basis rather than annual.

The collection dates are consistent with other school phases, e.g. 01/01/2017 to 16/04/2017.

SIMS Activities

EP **ES** **WP** **WS** **IN**

SIMS Activities does not form part of the SIMS 2017 Spring Release.

For information on the latest release of SIMS Activities, please refer to the SIMS Activities Newsfeed notification, which is available from the My Account website (<https://myaccount.capita-cs.co.uk/Notifications/sims-activities-newsfeed-su/>).

SIMS Core

New Features

EP **ES** **WP** **WS** **IN**

Destination Expected Start Date Added to the Pupil/Student and the Leavers Record



Applicable to **Maintained schools in England, Independent schools and International schools only**

[Focus](#) | [Pupil \(or Student\)](#) | [Pupil \(or Student\) Details](#)

[Routines](#) | [Pupil \(or Student\)](#) | [Leavers](#)

The **Destination Expected Start Date** field has been added to the **School History** panel on the pupil/student record and the **Leaving Information** panel on the leaver's record.

Provision of Additional Lookups



[Tools](#) | [Lookups](#) | [Maintain](#)

For schools in England, the following **Ethnic Data Source** lookups have been set to inactive:

- **Ascribed by the current school**
- **Ascribed by the previous school**
- **Other.**

For schools in England, the following **Italian First Language** extended lookup codes have been set to inactive:

- **ITAA - Italian (Any other)**
- **ITAN - Italian (Neapolitan)**
- **ITAS - Italian (Sicilian).**

Any pupil/students who already have these lookup codes assigned will be set to the main **ITA - Italian** lookup code.

For Independent schools, lookups have been added for the following areas:

- **Tier 4 Region**
- **Tier 4 Visa Type**
- **Tier 4 Visa Status**
- **Tier 4 Evidence**
- **Tier 4 Course**
- **Tier 4 Category**
- **Tier 4 Reason.**

Relocation of Tier 4 Information



Applicable to Independent schools only

Focus | Pupil (or Student) | Pupil (or Student) Details

Focus | Admission | Application

The method of recording Tier 4 information has changed. This functionality can now be accessed by clicking the **Tier 4 Details** item in the **Links** panel. Previously, this information was recorded in the **Add Student Nationality** dialog (on the pupil/student record) and the **Add Applicant Nationality** dialog (on the applicant record).

The **Tier 4 Details** page enables the recording and maintenance of the following information:

- Basic Tier 4 information, such as **Place of Birth** (via the **Basic Details** panel).
- Immigration details, including multiple and historical Visa and Confirmation of Acceptance for Studies (CAS) records. A number of fields have been added to help to meet Tier 4 requirements (via the **Immigration History** panel).
- Any reports sent to the Home Office with regards to a change in situation of a Tier 4 pupil/student, e.g. a change in Visa, failed exams, etc. (via the **Home Office Reporting** panel).

Renaming of the Interventions Panel on the Behaviour Management Page



Focus | Behaviour Management | Student Behaviour

To avoid confusion with the new SIMS Interventions functionality, the **Interventions** panel on the **Behaviour Management** page has been renamed **Initiatives**.

Fixes

This release includes fixes in the following areas:

- Performance enhancements have been made to the Delete Unlinked Contacts routine (via **Tools | Housekeeping | Delete Unlinked Contacts**).
- An error no longer occurs when attempting to delete a school history record from a pupil/student record when the pupil/student has an early years attendance pattern recorded (via **Focus | Pupil (or Student) | Pupil (or Student) Details - School History** panel).
- It is now possible to remove **Notes** (i.e. record a null entry) from the **Pupil Premium Indicator History** dialog on the pupil/student record (via **Focus | Pupil (or Student) | Pupil (or Student) Details - Additional Information** panel).
- It is now possible to update membership end dates in bulk for Assessment and Profiles user-defined groups (via **Focus | Groups | Assessment Defined Groups** and **Focus | Groups | Profiles User Defined Groups**).



- It is now possible to delete **Recoupment** details from a pupil/student record. This mirrors the functionality available from an application record (via **Focus | Pupil (or Student) | Pupil (or Student) Details - Additional Information** panel).
- When assigning pupil/students to a user-defined group, any filters selected are now applied as of the Effective Date (via **Focus | Groups | User Defined Groups**).
- An error no longer occurs when attempting to delete an admissions intake group that is used as a filter in an Assessment template (via **Routines | Admission | Admission Groups | Setup**).
- Where a registration group is shared between two registration tutors, the names of both registration tutors are now displayed in the **Reg Tutor** field on the Pupil (or Student) Teacher View (via **Focus | Pupil (or Student) | Pupil (or Student) Teacher View**).
- Check 96 has been added to the Database Diagnostics routine, to check for and delete any **SEN Status** value recorded as **N - No Special Educational Need** for pupil/students whose status history is empty (i.e. for pupil/students who have only ever had recorded a **SEN Status** of **N**) (via **Tools | System Diagnostics | Database Diagnostics**).

SIMS ID

EP ES WP WS IN

SIMS ID enables a single login point for multiple pieces of software. It works by synchronising key user data between SIMS and SIMS ID, enabling a Single Sign On (SSO) experience for pupil/students, staff and parents. Accounts, groups and timetable data are synchronised between SIMS and SIMS ID, with both administrators and users accessing SIMS ID as their go to point entry for local and online services.

- SIMS ID Light** manages users in Cloud Services such as Hosted SIMS, Office 365 and Google.
- SIMS ID Standard** manages users in Local Services such as Active Directory, as well as Cloud Services where required.

SIMS ID does not form part of the SIMS 2017 Spring Release. For more information, please visit the SIMS ID product page on the Capita SIMS website (<http://www.capita-sims.co.uk/simsid>).

SIMS Interventions *NEW*

EP ES WP WS IN  

SIMS Interventions enables schools to enrol pupil/students who are not achieving as expected on a course of intervention measures. It is possible to allocate additional resources, monitor the use of these resources and gauge how these resources affect Key Performance Indicators, as well as record the cost of the resources. This enables schools to track the cost of intervention measures against overall effectiveness and the resulting pupil/student outcomes.

SIMS Services Manager

EP ES WP WS IN

The SIMS 2017 Spring Release does not include an update to SIMS Services Manager and it does not provide the facility to install the product.

If SSM is not currently installed, the latest version is available from *SIMS Release Download Links and Product Information* in the **Notifications** area on My Account (<https://myaccount.capita-cs.co.uk/Notifications/SIMS-Release-Download-Links/>).

The current version ensures compatibility between SIMS and SSM, as well as products that make use of SSM.

For customers that centrally host SSM, please refer to the most recent manual SSM update, which is available from *SIMS Release Download Links and Product Information* in the **Notifications** area on My Account (<https://myaccount.capita-cs.co.uk/Notifications/SIMS-Release-Download-Links/>).

System Manager

EP ES WP WS IN

Fixes

This release includes a fix in the following area:

- Any changes to the permissions assigned to a cloned group in SIMS System Manager now persist following a SIMS upgrade (via [Focus | System Manager | Manage Groups](#)).

Teacher app

New Features

EP ES WP WS IN

SIMS Teacher app Compatibility

The SIMS Teacher app is guaranteed to support the previous two releases of SIMS, inclusive of any release it is shipped with.

The SIMS Teacher app Spring Release can be used alongside the following versions of SIMS:

- SIMS 2017 Spring Release (SIMS 7.174)
- SIMS 2016 Autumn Release (SIMS 7.172).

Please note that the Teacher app does not form part of the SIMS 2017 Spring Release. For information on new features and enhancements, please refer to the [What's New](#) section of the SIMS Teacher app [Help Centre](#), which is available by clicking the [Help Centre](#) button in the app.

iOS Updates

The SIMS Teacher app has now been updated to show any customised grades and colours defined by the school within the programme of study marksheets – helping to provide continuity and consistency between the school's SIMS assessment setup and the Teacher app use by school staff to record formative and summative assessments.

There have also been some minor changes to the appearance of the timetable within the Teacher app. When the app has updated to the latest version, users will see a new 'View Timetable' tab at the top of their screen which can be used to drop down their weekly timetable. This is in addition to being able to select anywhere on the timetable bar and drag down their weekly timetable.