



# SIMS 2017 Autumn Release Note

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England Secondary & Northern  
Ireland Secondary Edition



Welcome to the SIMS 2017 Autumn Release	2	Profiles	14
Important Information for Windows 8 and Windows Server 2012 Users	3	Reporting	14
Backing up SIMS and FMS	3	School Census Spring 2018 Return	15
Important Information Regarding the Upgrade of SIMS and Discover	4	SIMS Activities	15
Important Information Regarding SIMS Documentation	4	SIMS Core	16
Where to Find More Information?	6	SIMS ID	17
Permissions	7	SIMS Services Manager	17
Compatibility between One and SIMS	7	Teacher app	17
Version Support for FMS	9		
SLG Compatibility	9		
Supported SIMS Versions with SLG Autumn Release	9		
Supported SIMS Versions with PX Autumn Release	9		
Admissions	9		
Agora	9		
AMPARK	10		
Assessment	10		
Catholic Education Services (CES) 2018 Return	10		
Course Manager	11		
Cover	11		
CTF	11		
DENI	11		
Discover	12		
Examinations Organiser	12		
Fees Billing	13		
FMS	13		
Home Page	13		
InTouch	14		
MyConcern	14		
Options Online	14		



## Welcome to the SIMS 2017 Autumn 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 Spring 2018. Recent experience suggests that the DfE will not provide these files before the SIMS 2017 Autumn 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, SQL Server 2014 and SQL Server 2016. If you are running these products on SQL Server 2016, you are strongly advised to run SQL Server 2016 in 2012 compatibility mode. For more information on support for SQL Server and Windows environments, 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 and SQL 2016 Migration

We support SIMS, FMS, Discover, SLG, Partnership Xchange, SOLUS and InTouch on SQL 2014 and SQL 2016. If you are running these products on SQL Server 2016, you are strongly advised to run SQL Server 2016 in 2012 compatibility mode.

To facilitate server migration, SQL Migration Tools are available for both platforms.

Please note:

- You must be running the SIMS 2014 Autumn Release or later before running the SQL 2014 Migration Tool.
- You must be running the SIMS 2017 Spring Release or later before running the SQL 2016 Migration Tool.

The Migration Tools assist with the migration of the SQL databases for SIMS, FMS and Discover.

- The SQL 2014 Migration Tool enables you to install a SQL Server 2014 Express Edition Instance and migrate the SIMS, FMS and Discover databases to the new database server.

- Currently, we are unable to incorporate an installer for a SQL Server 2016 Express Edition into the SQL 2016 Migration Tool. If you intend to migrate to SQL 2016, you should download SQL Server 2016 Express Edition (<https://www.microsoft.com/en-us/sql-server/sql-server-editions-express>), install this onto your new database server and create a new Instance. Once installed, you should use the SQL 2016 Migration Tool to migrate the SIMS, FMS and Discover databases to the new database server.

Before migration, you are strongly advised to read the appropriate mini guide:

- *Migrating SIMS, FMS and Discover to SQL 2014* mini guide; or
- *Migrating SIMS, FMS and Discover to SQL 2016* mini guide.

These mini guides will be available from My Account (<https://myaccount.capita-cs.co.uk>) on product release. They are also included as part of the Migration Tools.

For information on obtaining the Migration Tools, 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, SQL Server 2014 or SQL Server 2016.

For more information on support for SQL Server, please refer to the *SIMS Technical Roadmap*, which is available from 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.

## 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 Autumn 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 page. The 'UPDATES' section is expanded, showing the following settings:

- Check updates every: 10 minutes
- Task time out: 30 minutes
- Rollback on failure:
- Auto download:  Between 13:22 and 15:23

The 'AGENTS' section shows:

- Concurrent downloads: 5
- Auto download:  Between 13:22 and 15:23

The 'AUTO DEPLOYMENTS' section is a table with columns for Products, Mon, Tue, Wed, Thu, Fri, Sat, and Sun. The rows are:

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

A 'Save' button is visible at the bottom right of the settings area.

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 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](mailto: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](mailto: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 not 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).

**NOTE:** If you wish to access the latest user documentation for the SIMS 2017 Autumn Release without logging into SIMS, the **Documentation Centre** is accessible using a web link (<http://simspublications.com/946641/index.html>).

Help files are delivered to the **\Program Files\SIMS\SIMS .net** folder on each SIMS workstation.

**IMPORTANT NOTES:** If Google Chrome is your default Web browser, you must download PDF files instead of opening them in Chrome to ensure that PDF files display correctly. This is achieved by entering **chrome://settings** in the Address Bar then pressing **Enter**. Scroll to the bottom of the page and click **Advanced**. In the **Privacy and security** section, click **Content settings**. Scroll towards the bottom of the list, click **PDF documents** and move the **Download PDF files instead of automatically opening them in Chrome** slider to the on position.

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](http://www.simspublications.com).

An error message will be displayed if you enter **simspublications.com** in the Address Bar of your Web browser. This is expected behaviour. The **Documentation Centre** location changes with each release, indicated by a six-digit number. To ensure that you access the **Documentation Centre** relating to the version of SIMS installed at your establishment, you are strongly advised to access it from the SIMS **Home Page** (via **Focus | Home Page**), by clicking the **Documentation** 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](mailto:publications@capita.co.uk)).

We provide 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.

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](mailto:publications@capita.co.uk)).

## \*NEW\* in Autumn 2017

The first SIMS user documentation survey is now live. This is an opportunity for you to give us your thoughts on the quality and range of user documentation. The survey takes about five minutes to complete. The valuable feedback that you provide will help the SIMS Publications team to identify ways in which we can enhance our offering, as well as to identify what user documentation may look like in the future. We very much look forward to receiving your feedback. The survey is available via My Account (<https://myaccount.capita-cs.co.uk>) and the SIMS [Documentation Centre](#) that is delivered as part of the SIMS 2017 Autumn Release. For convenience, it is also available here (<https://www.snapsurveys.com/wh/s.asp?k=150477606858>).

The following changes have been made to the SIMS [Documentation Centre](#) following a recent review of documentation usage statistics:

- While our Frequently Asked Questions content remains available from the [FAQs](#) page, this content is no longer provided in PDF format.
- The [Glossary](#) section has been removed.

If you have any questions or comments, please email the SIMS Publications team ([publications@capita.co.uk](mailto:publications@capita.co.uk)).

### 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](mailto: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 7.178, 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 [7.178 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 Autumn 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 Summer 2017 Release (3.63)	One Autumn 2017 Release (3.64)
SIMS Release Version	SIMS 2017 Summer Release (SIMS 7.176) Running B2B:Student v4 Phase 1	x	x
	SIMS 2017 Summer Release (SIMS 7.176) Running B2B:Student v4 Phase 2	✓	✓
	SIMS 2017 Autumn Release (SIMS 7.178) Running B2B:Student v4 Phase 1	x	x
	SIMS 2017 Autumn Release (SIMS 7.178) Running B2B:Student v4 Phase 2	✓	✓



## B2B:Personnel

		One Release version	
		One Summer 2017 Release (3.63)	One Autumn 2017 Release (3.64)
SIMS Release Version	SIMS 2017 Summer Release (SIMS 7.176) without the Salary Range patch	✓	✓
	SIMS 2017 Summer Release (SIMS 7.176) with the Salary Range patch	✓	✓
	SIMS 2017 Autumn Release (SIMS 7.178) without the Salary Range patch	✓	✓
	SIMS 2017 Autumn Release (SIMS 7.178) 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	
		3.63 (Summer 2017)	3.64 (Autumn 2017)
SIMS Component	B2B:Student	v1.1	v1.1
	B2B:Personnel	v1.1	v1.1
	ATF	v13.0	v14.0
	CTF	v16 (for import) v17 (for import/export)	v16 (for import) v17 (for import/export)
	School Census	SC 2017/2018	SC 2017/2018
	PLASC	PLASC 2017	PLASC 2018
	ASL	v14.0	v14.0
	AMPARK	SIMS 7.174	SIMS 7.174
	ADT	v14.0	v14.0

## 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
Autumn 2017	7.178	6.178	Supported	Supported
Summer 2017	7.176	6.176	Supported	Supported
Spring 2017	7.174	6.174	Not supported	Supported

NOTE: FMS 6.178 has been tested against SQL Server 2012, 2014 and 2016.

## SLG Compatibility

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

## Supported SIMS Versions with SLG Autumn Release

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

- SIMS 2017 Autumn Release (SIMS 7.178)
- SIMS 2017 Summer Release (SIMS 7.176).

**IMPORTANT NOTE:** If you install the SIMS 2017 Autumn Release (SIMS 7.178) 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 Autumn Release

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

**IMPORTANT NOTE:** If you install the SIMS 2017 Autumn Release (SIMS 7.178) 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

#### Updated ATF Version Number



Applicable to Maintained schools in England only

[Routines](#) | [Admission](#) | [Import ATF File](#)

It is now possible to import version 13.0 or 14.0 ATF files only.

#### Examinations Link Added to the Applicant Record



Applicable to schools with Post-16 students only

[Focus](#) | [Admission](#) | [Application](#)

The **Examinations** link has been added to the **Links** panel on the Application record.

## Agora

SIMS Agora does not form part of the SIMS 2017 Autumn 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

#### Enhancements for the SIMS 2017 Autumn 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 Autumn 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

### Fixes

This release includes fixes in the following areas:

- When opening an Individual Report template, the security message (advising that macros must be enabled to ensure the template functions correctly) is now displayed correctly (via [Focus | Assessment | Individual Report](#)).
- Where one or more additional student columns are added to a marksheet relating to an academic group, the correct information is now displayed on the marksheet and now matches the information provided in an exported marksheet (via [Focus | Assessment | Template](#)).
- When selecting one or more registration groups to associate with a new marksheet, registration groups are now displayed in alphabetical order (via [Focus | Assessment | Template](#)).
- The EYFS Profile National Report 2017 individual report template has been updated in line with DfE requirements (via [Tools | Performance | Assessment | Wizard Manager](#)).
- An error no longer occurs when searching for a grade set in the Assessment Mapping Tool (via [Tools | Performance | Assessment | Assessment Mapping Tool](#)).

## Catholic Education Services (CES) 2018 Return

Applicable to Catholic schools in England only

### New Features

#### CES Census 2018 Key Dates

[Routines](#) | [Statutory Returns](#) | [Schools CES Census](#)

The census date is 18 January 2018.

#### Region by Year Group

Two new categories have been created for collecting information regarding the count of religion by year group:

- **N and below** includes N1, N2, E1 and E2 pupils. This replaces the **N1** and **N2** categories.
- **Other** includes all students who are in Years above Year 14.

#### White Irish Ethnicity

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

[Routines](#) | [Statutory Returns](#) | [Schools CES Census](#)

The following changes have been made to enable the identification of students with White Irish ethnicity:

- The **Pupil Ethnicity** panel now displays students with a **White Irish** ethnicity.
- The number of students whose ethnic identity is **Not Known** is now displayed in the **Pupil Ethnicity** panel.

This information is drawn from the **Pupil Lookups Related** panel in the **Tools** menu.

## Course Manager

### New Features



#### Relocated Menu Route

[Tools](#) | [Academic Management](#) | [Course Manager](#) | [Update QANs and Discount Codes for Course Manager](#)

The menu route for accessing the [Update QANs and Discount Codes for Course Manager](#) page, has changed. This page is now grouped with the other Course Manager functionality and is no longer accessible from [Tools](#) | [Statutory Return Tools](#) | [Update QANs and Discount Codes for Course Manager](#).

## Cover

### Fixes

This release includes a fix in the following area:

- Where a class has been suspended and the staff member(s) freed, staff can now be re-allocated without conflict messages being displayed (via [Focus](#) | [Cover](#) | [Arrange Cover](#)).

## CTF

### New Features



#### Additional Import Location Option for Guest Pupil/Students

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

The **Guest** option has been added to the **Place new pupils in** drop-down list so that students can be imported as guests without being allocated admission numbers or being registered for attendance. As it is no longer required as a result, the **Edit Current Imported Students** panel is no longer displayed after import.

## Enhancement to the CML File

Applicable to schools in England only

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

**Grounds for Removal** has been added to the **CME – Leavers** CTF type. A student must have **Grounds for Removal** for them to be exported in a **CME – Leavers** file.

#### Update to English and Welsh Ethnicity Mappings

Applicable to schools in England only

The ethnicity codes that can and cannot be transferred in a CTF between schools in England and Wales have been updated in line with Welsh Government legislation.

#### Transferring Applicant Exam Results via CTF

Applicable to schools with Post-16 students only

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

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

Applicant exam results are now included in CTF imports and exports.

### Fixes

This release includes a fix in the following area:

- For EOTAS schools in Northern Ireland, an exam candidate's UCI number is now imported via CTF. The UCI number can now be exported via CTF (via [Routines](#) | [Data In](#) | [CTF](#) | [Import CTF](#) and [Routines](#) | [Data Out](#) | [CTF](#) | [Export CTF](#)).

## DENI

### Fixes

This release includes a fix in the following area:

- Validation rule 1145 is no longer triggered for leavers in the Main return (via [Routines](#) | [Statutory Returns](#) | [DENI](#) | [Create DENI Return](#)).

## Discover

### Fixes

This release includes fixes in the following areas:

- The **Percentage Session Attendance by Half-Term** graph now correctly calculates data from the start of term until yesterday, instead of from the start of term until the end of term.
- In registration group Venn diagrams, the **Student count** and percentage figures are now displayed correctly.
- The **Number of Applications by Feeder School** pre-admission graph has been enhanced so that it can now report on a larger number of feeder schools.
- The **Attendance Summary** widget now populates with the correct data when just a single Discover group is selected.
- Columns in stacked bar graphs are now displayed in the correct order when re-imported.

## Examinations Organiser

### New Features



### Label Changes to Full Report Output

This feature was originally provided as part of SIMS 2017 Summer Workstation Patch 2 - Exams PI Update (England only).

**Applicable to schools in England only**

*Tools | Examinations | PI Reports*

To enable reporting on strong and standard passes for the new English and Maths qualifications, modifications have been made to the Full report output:

- An additional column named **Counted in EBacc Std Passes** displays a **Y** if a legacy GCSE grade is achieved at A\*, A, B or C, or a reformed GCSE grade of 9-4 is achieved.

- The existing column named **Counted in EBacc** has been renamed **Counted in EBacc Strg Passes**.

### Label Changes to Summary Report Output

This feature was originally provided as part of SIMS 2017 Summer Workstation Patch 2 - Exams PI Update (England only).

**Applicable to schools in England only**

*Tools | Examinations | PI Reports*

To enable reporting on strong and standard passes for the new English and Maths qualifications, modifications have been made to the PI Summary report output:

### Updated Narrative in the Detail column

In the **KS4 Cohort Information** section:

- the narrative **Key Stage 2 Average Point Score of cohort** has changed to **Key Stage 2 Fine Level measure**.
- the narrative **Students Included in KS2 APS measure** has changed to **Students included in Fine Level measure**.

In the **English Baccalaureate** section, the narrative **Students attaining the English Baccalaureate** has changed to **Students attaining the English Baccalaureate with strong passes in English and Maths**.

### New Rows Provided

In the **English Baccalaureate Subjects** section:

- an additional row named **Students Achieving a Standard pass in English** displays all those achieving a standard pass for English at grades 9-4.
- an additional row named **Students Achieving a Standard pass in Maths** displays all those achieving a standard pass for Maths at grades 9-4.

In **The Basics** section, an additional row named **Students achieving a Strong pass in English and Maths** displays all those achieving a strong pass in English and Maths at grades 9-5.

## New Aspects Provided

- 2017+ EBacc Strong Pass
- 2017+ English & Maths Strong Pass.

## Additional Columns Provided in the KS4 Detailed Report Output

This feature was originally provided as part of SIMS 2017 Summer Workstation Patch 2 - Exams PI Update (England only).

Applicable to schools in England only

[Tools](#) | [Examinations](#) | [PI Reports](#)

To incorporate the changes required by the DfE for the reformed GCSEs, changes have been made to the Key Stage 4 PI Detailed report output.

In **The Basics** section, a new column has been added to display **Strong Passes E&M** (strong passes for English and Maths) at grades 9-5.

In the **English Baccalaureate** section, three new columns are displayed and an existing column has been renamed:

- **EBacc Std Passes in E&M** (standard passes for English and Maths) at grades 9-4
- **Std Pass Eng** (standard pass for English) at grades 9-4
- **Std Pass Maths** (standard pass for Maths) at grades 9-4
- The **EBacc** column has been renamed to **EBacc Strg Passes in E&M** (strong passes for English and Maths) at grades 9-5.

## Fixes

- A number of fixes and enhancements have been introduced as part of the SIMS 2017 Autumn Release. These include items that were provided as patches or workstation fixes during the Summer exams season.

## Fees Billing

### Fixes

This release includes fixes in the following areas:

- An error no longer occurs when searching for a payer reference (via [Focus | Person | Bill Payer](#)).
- When adding a new bill payer to a student, The **Pupil Report** check box is no longer selected as default (via [Focus | Student | Student Details - Family/Home](#)).

## FMS

For information on the new features, enhancements and fixes included in FMS 6.178, please refer to the *FMS 6.178* Release Note.

## Home Page

### New Features



### Additional Widget for MyConcern Users

[Focus](#) | [Home Page](#)

For users of MyConcern, it is now possible to add the **MyConcern** widget to the SIMS **Home Page** via the **Configure** button.

### Fixes

This release includes fixes in the following areas:

- The calculation of achievement points in the **Conduct Summary** panel on the SIMS **Home Page** has been updated to include both active and inactive behaviour and achievement types. The figures correctly match those displayed on the Student Teacher View (via [Focus | Home Page](#)).
- A registration group's **Short Name** is now used to populate the **Attendance Summary** panel on the SIMS **Home Page**, ensuring that any change in the name of a registration group is reflected in this panel (via [Focus | Home Page](#)).



- The **Attendance Summary** panel on the SIMS **Home Page** now provides information relating to missing marks that have been recorded up until the time of viewing, i.e. missing marks recorded for a time or date in the future are not referenced in the **Attendance Summary** panel (via **Focus | Home Page**).

## InTouch

### Fixes

This release includes a fix in the following area:

- When setting up the sending of exam result messages, the five most recent exam seasons are now available for selection, regardless of the academic year in which the exam season is defined (via **Tools | InTouch | Exam Results Setup**).

## MyConcern

### New Features

#### Additional Features for MyConcern Users

*Focus | Home Page*

*Reports | Design Report - Student | CESThirdPartyFields*

For users of MyConcern, it is now possible to add the **MyConcern** widget to the SIMS **Home Page** via the **Configure** button. It is also possible to include MyConcern information in a report.

## Options Online

Options Online does not form part of the SIMS 2017 Autumn Release.

For information on the latest release of Options Online, please refer to the Options Online Newsfeed notification, which is available from the My Account website (<https://myaccount.capita-cs.co.uk/Notifications/new-feature-options-online/>).

## Profiles

### Fixes

This release includes a fix in the following area:

- An error no longer occurs when cloning a session (via **Focus | Profiles | Session Manager**).

## Reporting

### New Features

#### Addition of the Person Data Output Report



*Routines | Data Out | Person Data Output*

Users with the **Data Protection** permission can now generate a Person Data Output report, which provides an output of specified data held within SIMS 7 of a specified student. This can be used in conjunction with other reports and outputs to assist the user to complete any SARs (Subject Access Requests).

#### Admission Register (Roll Book) CME Ver(sion) Report



*Applicable to schools in England only*

*Reports | Run Report - Focus | Student*

The Admission Register (Roll Book) CME Ver(sion) report has been provided. This report relates to Children Missing in Education and includes **Grounds for Removal** information.

#### Additions to the Reporting Dictionary



*Applicable to schools in England only*

*Reports | Design Report - Student | School*

It is now possible to include the **Grounds for Removal** field when designing a report.

#### Reporting for MyConcern



*Reports | Design Report - Student | CESThirdPartyFields*

For users of MyConcern, it is now possible to include MyConcern information in a report.

## Fixes

This release includes fixes in the following areas:

- Where the £ symbol forms part of the name of a user-defined group, an error no longer occurs when running the Registration Certificate report (via [Reports | Attendance \(or Lesson Monitor\) | Individual Student Reports | Registration Certificate Report](#)).
- The figures in the Broken Weeks report now calculate correctly when more than one user defined group is selected (via [Reports | Attendance \(or Lesson Monitor\) | Selected Student Reports | Broken Weeks Report](#)).
- When running a report that contains the **Proficiency in English history** sub-report, duplicates are now suppressed on the report output when the **Suppress duplicates** check box is selected in the report definition (via [Reports | Run Report - Focus | Student](#)).
- The performance of any reports that contain the **Classes** sub-report has been enhanced (via [Focus | Run Report](#)).
- When designing a report, free school meal eligibility information now displays correctly for applicants when an effective date other than today's date is selected (via [Reports | Design Report](#)).
- The Student Timetable(s) report now displays only the teachers associated with the selected student timetable(s) (via [Reports | Timetables | Student Timetable\(s\)](#)).
- The **Caring authority, Personal Education Plans, Child Protection Plan** and **Young Carer** data fields are now available to staff with Student Welfare permissions (via [Reports | Design Report](#)).
- Reports that include the **Group membership (Historical)** sub-report now displays data for all historical groups (via [Reports | Design Report](#)). Previously, the **Group membership (Historical)** sub-report was not returning all historical results. As a consequence of this fix, any reports that you have created that contain this sub-report may require additional filtering to return the results you would expect. This change has been made following valuable customer feedback and in response to a number of live cases.

## School Census Spring 2018 Return

### New Features



### School Census Spring 2018 Key Dates

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

Census date 18/01/2018

Attendance collected from the start of the 2017 Autumn term to 31/12/2017

Exclusions collected from 17/04/2017 (Easter Monday) to 31/08/2017

Free School Meal Eligibility collected from 06/10/2017 to 18/01/2018

Learner Support collected from 01/08/2017 to 18/01/2018.

### Earliest Date of Admission

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

[Focus](#) | [School](#) | [School Details](#)

The **Date Number Changed** screen label (associated with the previous establishment number) has been changed to **Earliest DOA** (date of admission) in the following panels:

- **School Information** panel (School Census)
- **Establishment** panel (School Details).

This date represents the date of admission of students into a sponsor-led Academy that has a new DfE Establishment Number.

## SIMS Activities

SIMS Activities does not form part of the SIMS 2017 Autumn 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/>).



### New Features

#### Renaming of the Date Number Changed Field



Applicable to schools in England only

[Focus](#) | [School](#) | [School Details](#)

The **Date Number Changed** field adjacent to the **Previous Estab Number** field has been renamed **Earliest DOA** (Date of Admission).

#### Addition of the Grounds for Removal Field



Applicable to schools in England only

[Focus](#) | [Student](#) | [Student Details](#)  
[Routines](#) | [Student](#) | [Leavers](#)

The **Grounds for Removal** drop-down list has been added to the **School History** panel on the **Student Details** page and the **Leaving Information** panel on the **Leavers** page. Schools are required to record this information for all students on leaving the school.

#### Addition of Grounds for Removal Lookups



Applicable to schools in England only

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

The following lookups have been added:

##### Grounds for Removal

- Change in School Attendance Order
- Registered at another school
- Was dual registered, going to single registration at other school

- Education other than at school
- Distance
- Failure to attend within 10 days after an exception leave of absence
- Health
- Unauthorised Absence of 20 Days or more
- Detained
- Deceased
- Not of compulsory school age
- Left School
- Permanent Exclusion
- Completed Nursery Education
- Financial.

#### Addition of the Destination Institution Field to the Leavers Routine



Applicable to schools in England only

[Routines](#) | [Student](#) | [Leavers](#)

The **Destination Institution** field has been added to the **Leaving Information** panel on the **Leavers** page.

#### Fixes

This release includes fixes in the following areas:

- When recording detention details, the **Staff Comments** field has been reduced to 200 characters, preventing an error from occurring when saving the record (via [Focus](#) | [Behaviour Management](#) | [Maintain Detentions](#)).
- Where a school has changed its name, the school name displayed on the student's leaver record now reflects the school name on the date they left (via [Focus](#) | [Student](#) | [Student Details](#)).

- For schools in Northern Ireland, the **Mode** of the **SEN Need Type** lookup has changed to **Statutory with Category (Fixed)**, meaning that schools can no longer add new lookup values (via [Tools](#) | [Lookups](#) | [Maintain](#)).

## SIMS ID

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 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 Autumn Release. For more information, please visit the SIMS ID product page on the Capita SIMS website (<http://www.capita-sims.co.uk/simsid>).

## SIMS Services Manager

The SIMS 2017 Autumn 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/>).

## Teacher app

### SIMS Teacher app Compatibility

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

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

- SIMS 2017 Autumn Release (SIMS 7.178)
- SIMS 2017 Summer Release (SIMS 7.176).

Please note that the Teacher app does not form part of the SIMS 2017 Autumn 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.



Contact the Service Desk today on  
**0345 222 1551 • Option 3**

or email us on  
**misservicedesk@  
schoolbusinessservices.co.uk**

