

GCSE Exam Results Collection 2023

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Results Collection for Value Added

In order to provide your school with value-added progress reports from the Pre-16 assessments, copies of your GCSE (and IGCSE) entries and results are needed as soon as possible.

To make things simpler, and to reduce the number of returns you need to make to CEM, you can now submit your entries and results files at the same time.

You only need to submit your entries and results files to us once, even if you use more than one of the Pre-16 systems. (Please note: Pre and Post 16 examination results are collected separately – if you have Post 16 results to return these will need to be submitted through the Alis+/CEM IBE+ secure site).

We will provide analysis for subjects where we have received sufficient and well-distributed results from a number of schools, and where the relationship between the baseline test and the subject results is considered strong enough.

Wherever possible, we will provide separate value-added analyses for IGCSE subjects. If the sample is not big enough for us to be able to offer this, IGCSEs will be analysed with their corresponding or closest matching GCSE.

Value Added on results day

CEM now provides value-added progress reports on results day – in most cases your reports will be produced on the same day you upload your results to CEM.

Finding your Entries and Results files (UK Schools)

Locating your GCSE EDI Entries and Results files is simple. The files are easy to find because they have a very distinctive file name format where aaaaa is your 5-digit Exam Board Centre Number, bb is a two-digit code number for the Board and cc is a two-digit serial number:

Eaaaaabb.Xcc An Entries file

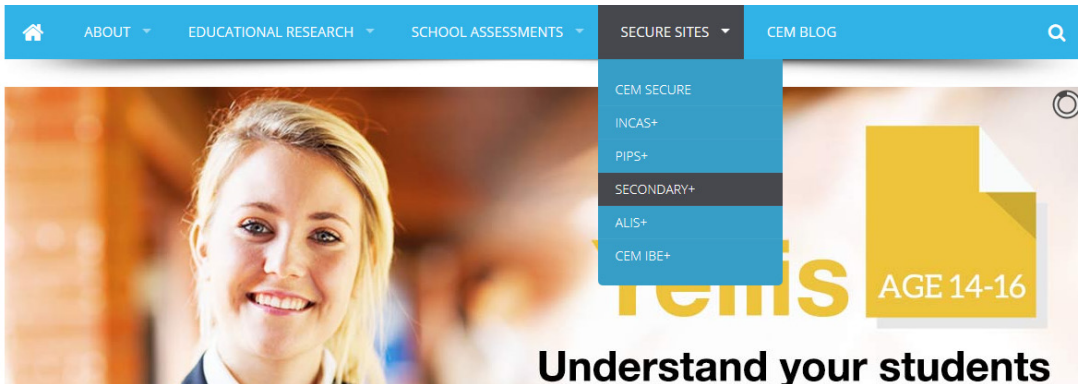
Raaaaabb.Xcc A Results file

You may need to check the date-stamp on the files to make sure they are for this year's GCSE results, plus any early results from the last examination year. Once you have located the files, you can upload them to us, using one of three options.

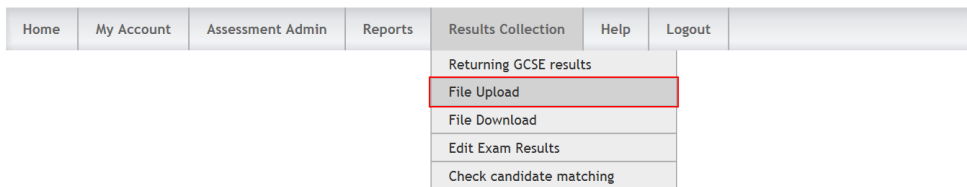
Option 1

File Upload – EDI Entries and Results Files (UK Schools)

You can upload your GCSE EDI entries and results files through the **Secondary+** website: **www.cem.org > SECURE SITES > Secondary+** or click on the blue Log In button in the top right corner of the cem.org Home page



Once you have logged in, select the **Results Collection** menu and **File Upload** option.



The **File Upload** facility will ask you to enter a contact name and email address, once you have entered these details click Proceed .

Enter Contact Name *

Enter Email Address *

* Represents a mandatory field

Remember to include files from all Exam Boards, as appropriate.

Browse for the EDI Entries and Results files and click **Upload Files** .

If your students took any early GCSEs, please make sure you include these EDI Entries and Results files.

What do I do if I can't locate copies of my EDI Entries files?

If your EDI Entries are missing, we will not be able to automatically use your Results Files, because this is how we collect your students' candidate numbers. However, if you cannot locate your Entries Files, we can process your students' entries details from a text (or CSV) file. In a CSV file the data must be put in the following columns and returned using the upload facility as described

in **Option 1:**

- Exam Candidate Number (4 digits)
- Surname Text
- Forename Text (Multiple forenames separated by a space)
- Gender Text (M / F)
- DOB Text (dd/mm/yyyy)
- Level Text (G for GCSE)

In a text file each field must be separated from the next by a comma, for example:

1234,Jones,Jennifer Jane,F,01/01/1999,G

Please name the file: **E-General Number-E.csv**

The 5 digit **General Number** can be located in the name of your **Pre-formatted Results Spreadsheet** (see page 6).

We do not need to know which subjects your students have been entered for, as this information will be collected in the GCSE EDI Results files.

Option 2

File Download - Pre-formatted Results Spreadsheet (International schools and UK schools not using EDI files)

You can download a copy of the GCSE Results Collection Spreadsheet from the **Secondary+** website. You will need your school's username and password to log in.

Once you have logged in, select the Results Collection menu and follow the link to File Download.

Home	My Account	Assessment Admin	Reports	Results Collection	Help	Logout
<ul style="list-style-type: none"> Returning GCSE results File Upload <li style="border: 2px solid red;">File Download Edit Exam Results Check candidate matching 						

File Download

Download the GCSE collection spreadsheet

This is useful for schools who are unable to return either EDI files (GCSE)

NB: Download links will only appear here when your school's files are available to download.

1. Select, using the checkboxes, the qualifications that you wish to be included within the downloaded collection spreadsheet
2. Save the spreadsheet to a location on your desktop or 'My Documents' folder before you start working on it.
3. Complete the spreadsheet by entering achieved grades in the relevant cells, using the notation:

A*, A, B, C, D, E, F, G or U for the older style GCSE, IGCSE, Short Course GCSE or Vocational GCSE subjects

9, 8, 7, 6, 5, 4, 3, 2, 1 or U for GCSE (9-1) or IGCSE (9-1) subjects

A*, A, B, C*, C, D, E, F, G or U for Northern Ireland/CCEA GCSE subjects

The Excel template contains your pupils listed in alphabetic order and our subjects listed in a particular order. It is 'locked' in such a way that no pupils or subjects can be added or deleted, and dates of birth cannot be amended. Remember to include grades from any (1)GCSEs that your pupils have taken early. Where a candidate has taken two or more subjects that are members of the same group, please enter just the highest grade.

4. Save the spreadsheet.
5. Once you have completed the spreadsheet please upload it to us.

Note: Uploading multiple spreadsheets is permissible but please ensure they have different filenames.

Download the GCSE collection [instructions](#).

Download the GCSE collection [spreadsheet](#)

KS4 Year:

Select Qualifications to include:

GCSE SHORT COURSE GCSE VOCATIONAL GCSE IGCSE GCSE (9-1) IGCSE (9-1) GCSE NI

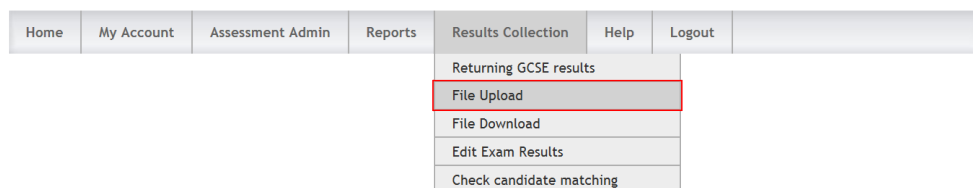
Download Spreadsheet for 2020

Ensure that the correct UK Key Stage 4 (KS4) exam year is selected then tick the qualifications which you wish to include. You can select more than one if required.

Save the spreadsheet to a location on your desktop or 'My Documents' folder before you start working on it. **Do not change the name of the file as this will stop the results file from processing correctly and will cause delays with your feedback.**

	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG			
1	KS4	2017	Pupils in : MidYIS Year 8, 9 ; Yellis Year 10, 11			GCSE																									
<div style="border: 1px solid gray; padding: 5px;"> <p>Enter only highest grade for each course. Leave blank for pupils who have left. Where a pupil appears twice, please fill in BOTH rows.</p> <p style="color: red; font-weight: bold;">Please upload the completed spreadsheet via our Secondary+ SECURE website. (Results Collection : File Upload)</p> </div>																															
4	Yellis 9998	MidYIS 12345	Surname		Forenames		Sex	DOB	ADDITIONAL APPLIED SCIENCE	ADDITIONAL SCIENCE	ART & DESIGN	BIOLOGY	BUS. & COMM. SYSTEMS	BUSINESS STUDIES	CHEMISTRY	CITIZENSHIP STUDIES	CLASSICAL CIVILISATION	COMPUTING	DESIGN & TECHNOLOGY	DRAMA	ECONOMICS	ELECTRONICS	ENGINEERING	ENGLISH	ENGLISH LITERATURE	FRENCH	GEOGRAPHY				
5		M	BUTTERMERE	BEATRICE	F	17	5	0				A			B																
6	Y		WINDERMERE	WILLIAM	M	2	2	3			A				C						B										
7		M	HAWESWATER	HARRIET	F	17	5	0										A			B						B				
8		M	ENNERDALE	EDWARD	F	12	5	0												C							C				

Save and upload your completed spreadsheet to Secondary+. Go to **Results Collection > File Upload**. Enter an email address so that a confirmation email can be sent to you once the files arrive with us.



Subject headings

- **Art & Design** includes all related subjects and Photography
- **Biology** includes Human Biology
- **Business Studies** does not include Accounting
- **Design & Technology** includes all D&T-related subjects, such as Food Technology, Graphic/Electronic Products, Resistant Materials, Systems & Control
- **Drama** includes Expressive/Performing Arts
- **Home Economics** includes Child Development and Food & Nutrition
- **ICT**
- **Computer Science**
- **Other Science** includes all sciences other than the GCSE Core/Additional Science suite, Biology, Chemistry, Physics or Single/Double GCSE Science – e.g. includes Rural/Agricultural or Environmental Science, Geology, Astronomy
- **Welsh** only refers to Welsh 2nd Language

If you are unsure about which headings to use for certain subjects, then be guided by the start of the syllabus title, for example:

- **Textiles**
'D&T: Textiles' goes under Design & Technology
'Art & Design: Textiles' goes under Art & Design
'Home Economics: Textiles' goes under Home Economics
- **Food**
'D&T: Food Technology' goes under Design & Technology
'Home Economics: Food & Nutrition' goes under Home Economics

Entering multiple grades for the same subject or subject group

- If any candidate has taken two or more subjects that are members of the same group or has two different grades for the same subject, please enter the highest grade only.
- For Double Award GCSEs or Vocational GCSEs enter the HIGHEST grade only.

Option 3

Edit Exam Results

You can check that your exam results have uploaded successfully, edit results already uploaded or input results from scratch in the Exam Results Editor.

Home	My Account	Assessment Admin	Reports	Results Collection	Help	Logout
				Returning GCSE results		
				File Upload		
				File Download		
				Edit Exam Results		
				Check candidate matching		

PLEASE NOTE: If you are returning IGCSE results please use Option 1 or 2. IGCSE results can be amended using the GCSE Results Editor, but if they are added using the online editor they will be listed as GCSEs.

Secondary+ GCSE Result Editor

Save Changes	'Save Changes' to submit changes to our system.	Using the Result Editor
Clear Changes	'Clear Changes' to remove any changes that have not been submitted.	FAQs
Summary	'Summary' to view changes made so far. N.B. Any changes not saved will be lost.	Contact Us
Select Subjects	'Select Subjects' that are displayed in the exam results table.	
Exit	'Exit' to return to the Exam Collection homepage. N.B. Any changes not saved will be lost.	

IGCSEs

Please note: This editor can only be used to make amendments to an **existing** IGCSE result and not to enter a new IGCSE Result. To return a new IGCSE result to us then please **download** the GCSE Results Collection spreadsheet, enter the IGCSE results into the relevant column and then return this spreadsheet to us.

Surname	Forename	Date of Birth	GCSE (9-1) Art & Design	GCSE (9-1) Biology	GCSE (9-1) Chemistry	GCSE (9-1) Combined Science	GCSE (9-1) Dance	GCSE (9-1) English Literature	GCSE (9-1) Food Prep. & Nut.	GCSE (9-1) Geography	GCSE (9-1) Physics	GCSE Art & Design	GCSE English Literature	GCSE French
WINDERMERE	WILLIAM	14/05/01	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼
BUTTERMERE	BEATRICE	26/02/01	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼
HAWESWATER	HARRIET	06/12/01	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼
ENNERDALE	EDWARD	06/12/01	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼	▼

Follow the on-screen instructions, including the advice given in the **Using the Results Editor**.

Check Candidate Matching

Home	My Account	Assessment Admin	Reports	Results Collection	Help	Logout
				Returning GCSE results		
				File Upload		
				File Download		
				Edit Exam Results		
				Check candidate matching		

Some candidate names may appear in the results grid more than once. This happens when pupils have taken more than one Pre 16 assessment (MidYIS, or Yellis) and we have been unable to match their details with enough certainty to satisfy us that they are indeed the same pupil.

Please select the Exam Year you wish to edit entries for.

Exam Entry Year

Please select the Entry Type you wish to edit then continue...

Exam Entry Type

We match pupil details from each assessment to save you from having to enter/check results information separately for each system. This helps to streamline the results collection process for schools.

Whenever a duplicate is identified (based on duplicate Surname, Forename, Sex and Date of Birth) the grid shows only one occurrence of that pupil.

Exam Entries Online Checking Sheet

<input type="button" value="Save Changes"/>	'Save Changes' to apply any changes to our system.	Using the Checking Sheet
<input type="button" value="Clear Changes"/>	'Clear Changes' to remove any changes that have not been submitted.	FAQs
<input type="button" value="Add/Edit Pupils"/>	'Add/Edit Pupils' (GCSE Only) to add additional pupils and their candidate numbers to our records.	Contact Us
<input type="button" value="Exit"/>	'Exit' to return to the project homepage. N.B. Any changes not saved will be lost.	

CEM Name	CEM D.O.B.		Candidate No.	Entry Name	Entry D.O.B.	Match	Delete Match
WINDEREMERE William	09/01/01	<--->	4318	WINDEREMERE <u>Willem</u>	09/01/01	Edit	Delete Match
BUTTERMERE Beatrice	10/10/00	<--->	4205	BUTTERMERE <u>Beatrica</u>	10/10/00	Edit	Delete Match
HAWESWATER Harriet	22/12/00	<--->				Edit	Delete Match

If you find the same pupil listed more than once, please enter the examination grades in each row: e.g. SMITH Johnny 14/02/99 B C D A C C SMITH John Alan 14/02/99 B C D A C C

The names, as they are recorded on the results grid, cannot be altered. If any pupils have left the school or have not sat any examinations, please leave these lines blank. Candidates who do not appear on the list do not have a MidYIS, or Yellis Assessment Score so we will be unable to provide you with value-added data for them.

Value Added Reports

To access your Value Added reports on your **Secondary+** website go to **Feedback > Value Added Feedback**

See here for guidance on Value Added Reports

<https://help.cem.org/hc/en-gb/articles/7309192678161-New-Data-and-Reports>

Contact us

If you require any further assistance please contact our Helpdesk.

Email: cem@cambridge.org or Phone: +44 (0) 1223 790122

If you are uploading historical EDI files or CSV files for previous assessment years, please email cem@cambridge.org. In these cases, we need to process your value-added reports as manual requests.