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### Autumn Term SchoolBase Training Courses

These courses are held in our Andover office and run from approximately 10:00 –16:00.

To book a course or to get further information please contact Caroline Eade, [caroline.eade@furlongsolutions.com](mailto:caroline.eade@furlongsolutions.com) or you can book online via our website for which you need to register and get your own log-in details.

#### New Starter/Overview

Wednesday 9th September

#### Administrators Part 1

Thursday 10th September

#### Administrators Part 2

Friday 11th September

#### Exams Officer

Tuesday 15th September

#### Staff Records & HR

Friday 18th September



Annual sort out

*Have you sorted your Shadow yet ready for next year? Remember we're here to help and a full manual can be found online under 'Systems and Data Manager — Maintenance'.*

Will you host a User Group Meeting in 2015/16? If so, please contact Nicola—[nicola.lees@furlongsolutions.com](mailto:nicola.lees@furlongsolutions.com)—01264 354111.

## Conferences

In the last year Furlong has attended conferences in the UK, Thailand, Qatar and China. Although we are looking out for new school opportunities, it is always good to meet up with existing school users so please do keep on dropping by to say 'hello'.

We are delighted to have been represented at HMC, the Academies Show, GSA, BETT, COBIS and MMA. At MMA we announced the launch of our new web-based Chorale Music Management software. Our stand attracted a lot of attention and a number of schools have booked school visits or attended our recent demonstration lunch. Appropriately this was held in the "Soprano Room" in a hotel next to the Symphony Hall in Birmingham.

We also attended the ACAMIS (Association of Chinese and Mongolian International Schools) for the third year in a row, in Guangzhou, China. There was a great turn out of schools, and the two day event saw lots of schools visit the Furlong stand. We will hopefully be signing our first school in China soon as a result of the conference... watch this space.....

## MarkBook

The online version of the MarkBook has had a significant redevelopment. It has had multiple improvements in speed as well as a simplified user interface which will make it easier for staff members to navigate. The new version has several features which have been on the to-do list for some time such as being able to take advantage of various screen widths, adding comments and colours to cells as well as having variable width columns. The column options dialog box which is the dialog box that has the most use from staff has had a reshuffle to hide away the less used options in an attempt to improve the ease of use. The offline version of MarkBook has been updated to reflect the user interface redesign and to be feature compatible with the online version.

## Homework

The Homework section of SchoolBase has been upgraded to make use of EData (if available) as a demo of what EData will allow when it is rolled out to other areas of SchoolBase. EData allows staff to upload homework documents on the offline version of SchoolBase and be immediately available to pupils using the online portals. The same is true for documents submitted by pupils online – these are immediately available to staff using offline and they can either download the files individually or they can download all submitted files for a given homework task as a zip file.



## Autumn Term

### SchoolBase

### Training Courses

#### Medical

Thursday 24th September

#### Data Manager

Monday 5th October

#### SQL Queries & Reports

Wednesday 7th October

#### Calendar, Events and Sports Management

Thursday 15th October

#### Timetable & Curriculum

Friday 16th October

#### Assessments & Reporting

Monday 9th November

#### Tracking & Markbook

Tuesday 10th November

#### Timetable Importing

Wednesday 18th November

#### Managing SchoolBase Online

Thursday 19th November

## New Staff

**Caroline Eade**

– **Support**

**Team**

**Co-ordinator**



Caroline joined Furlong in January 2015 as our Support Team Co-ordinator. Her previous role in an Independent prep school gives her a unique insight into the issues facing schools on a day to day basis. Caroline's experience will help us to improve even further on the support offered to our customers.

## **New Schools**

We are very pleased to welcome all new schools - the latest being Radley College, Lanesborough, Minvera Education, The Royal Grammar School and Everest School in Manila. This year has seen a significant broadening of our appeal. As you all know, Furlong provides individual tailored solutions.

When an academy loosens its ties to a Local Authority it has the freedom to select its own pupil database and we welcome St Joseph's Catholic College, Emmanuel College, Dorcan and Wymondham College academies.

Wymondham in particular is one of a select group of state boarding schools and so has a particular set of requirements that SchoolBase can easily provide from its developments for the independent sector.

There has also been a growth of Free Schools and, following the recent UK election, a pledge to increase this area. We are pleased to welcome Bradford Girls' Grammar School (a previous SchoolBase user as an independent school) and Europa School UK (providing both a UK and European curriculum).

Our third area of growth is for University Technical Colleges. Each UTC starts from scratch and is linked to its local University and a Business area. Each one is different and so can benefit from the flexibility inherent in SchoolBase. We welcome Derby Manufacturing UTC and the West Midlands Construction UTC and look forward to working with other UTCs in the near future.

Earlier in the year, we were thrilled to announce the signing up of our first school in Japan. We would like to welcome on board Fukuoka International School. Currently we are carrying out implementation and training and the school will be up and running very shortly. This is also our first school in South East Asia that is using our "fully hosted" service.



## Reflections in the Dashboard

Furlong's new Dashboard and accompanying gadgets represent only the beginnings of an exciting change of direction in the feel of SchoolBase to the end-user. William Keyte reflects on some of the changes John Hosen has made that allow you to create a Dashboard of optimum benefit to you. See their full article and some examples on our website [www.furlongsolutions.com](http://www.furlongsolutions.com).

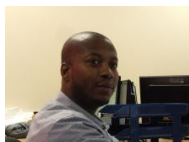
## New Staff cont.....



**Nicola Lees –  
PA to Howard  
Langley, MD**

Nicola joined Furlong in early 2015 having gained extensive experience as a PA working with colleagues and clients based in the UK and overseas. She is pleased to have joined the company at an exciting time in its development. As a parent herself, Nicola understands how important it is to get the school experience right and will be assisting the MD and his wider team in their quest to deliver an excellent service to Furlong's customers and key contacts.

**Hafeez  
Mohammed –  
Senior  
Software Developer**



Hafeez, better known as "TJ" joined our development team in the second quarter of 2015. TJ has a BSc in Business Software Development from the University of Brighton and has over four years' commercial experience in developing .NET Applications. He has been working across a number of sectors, such as Transportation and the Travel industry and will initially be working on Schoolbase Online Assessment.

## Exam Results Mini-Guide

You might have a few concerns about the public exam results in the summer holidays, so here are a few reminders to set your mind at rest.

Firstly, embargo day and releasing results. You can set up, ahead of time, the date and time you want others to be able to see exam results in SchoolBase, by going to Exams Officer's Menu, Results, Release Results.

Release results after	Exam series	Exam Type
13 Aug 15 06:00	6 15	GCE
20 Aug 15 06:00	6 15	GCSE
02 Sep 15 06:00	6 14	GCE

Until this date and time have passed, the only place where the results can be seen is in the Results Reports tab. After this date and time, they will be visible in Pupil Records, Results Reports from the pupil finder, and in the pupil portal if you're using it. You don't have to do anything else to make results visible to pupils online, just set the date and have the External Exams menu item on your pupil portal. It would be a good idea to make sure they can all log in before they go home for summer, though!

Secondly, annual rollover and archiving. It is absolutely fine to run your annual rollover before the exam results come in. Results will still come in for pupils who are archived. If you are using the pupil portal to give them their results, you need to make sure the archives are included in the pupils allocated to the menu. This won't give all the rest of your archived pupils access unless you send them login details.

Lastly, importing the result files themselves. You'll get your result files through A2C migration application, and need to go to Exams Officer Menu, Results, Result Importer to import them. It's usually a very simple job, just browse to the file and press Import, but if you do have any problems we're only a phone call away on 01264 354111. Once imported, go to Reports, Results Reports to get pupil sheets to print for tomorrow and a number of useful analysis spreadsheets. Remember not to pull your results through into tracking until embargo day is over, as this will make results available to other staff.

## Exam Results Mini-Guide cont.....

To import results you only need to have the base data imported and the students on the system with their candidate and UCI numbers. You do not have to have done the entries in SchoolBase.

	A	B	C	D	E	F	G	H	I	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ	AK	AL	AM	AN	AO
1	GCSE Results for year 13 month 6																								
2	Pupil	Cand. No		Gender	DoB	Year	Year taken	Scores	Average	8403 PHYSICS	4052 RELIGIOUS STUDIES A	405007 RELIGIOUS STUDIES A UNIT 7	8404H SCIENCE (DOUBLE) OPT. BH+CH+PH	4698 SPANISH	46951H SPANISH UNIT 1 TIER H	46952H SPANISH UNIT 2 TIER H	46953 SPANISH UNIT 3	46954 SPANISH UNIT 4							
3																									
4	1699	1001	Aldous-Ball, William (James)	M	08/02/1997	Y13		65	7.22222				AB												
5	3077	1002	Alexander, Shaiba	F	27/06/1996	Y13		83	7.54545	A*	A		A		a*		a*								
6	2176	1003	Boora, Umar	M	25/12/1995	Y13		102	7.84615	A	a*	*A	A*		a*	a*	a*								
7	746	2001	Brant, Daniel	M	26/09/1997	Y12		119	7.93333	A*	A		A*	a*	a*	a*	a*								
8	1061	2009	Marshall-Rees, Harriet	F	09/06/1998	Y12		0	0	A		AA	A*												
9																									
10																									
11									a*		2	0	1	0	3	1	3	2	3	35					
12									*A		0	0	0	1	0	0	0	0	0	1					
13									A		0	4	0	0	1	0	0	0	0	16					
14									AA		0	0	0	1	0	0	0	0	0	1					
15									AB		0	0	0	1	0	0	0	0	0	1					
16									B		0	0	0	0	0	0	0	0	0	3					

## New Staff cont.....



**Wayne Rowell**  
– SchoolBase  
Support

Wayne joined Furlong in 2015 as a part of the SchoolBase support team. Wayne brings experience in customer service and in software design and development. Having been made to feel quite at home, he is now looking forward to learning the SchoolBase system.



**Bob Bishop and William Keyte**  
at the MMA Conference at  
Wellington College in May

## Chorale—Singing its Praises

Furlong is in the final stages of preparing for the release of the new version of Chorale, our Music and Performing Arts package. The existing version of Chorale was built in Access lovingly and carefully over an extensive period of time by Bob Bishop resulting in a very extensive and powerful tool for managing a music department.

Our approach this time around is to take the functionality of existing Chorale and write it into SchoolBase. Some of that functionality already existed in SchoolBase and so largely this has been a consolidation exercise in which we are bringing together two products that share some similarities.

The most exciting thing, of course, and in reflection of our push towards a completely 'online' browser-based MIS, Chorale is being written directly into SchoolBase Online. This is to allow visiting music teachers to log-in from home and offsite to manage their pupils and tuition schedules among a number of other things.

Further areas that Chorale covers in addition to tuition management and scheduling include the management of music exams, events, pupil recharges, teacher payments and management of inventory and resources.

We announced the new Chorale at the MMA conference at Wellington College on 15th May and demonstrated it to potential clients at the Symphony Hall in Birmingham on the 12th June.

Bob Bishop will be retiring at the end of August and we would like to extend our thanks to him for assisting us with this development process and wish him all the best in his retirement.