



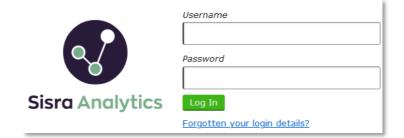
This document aims to provide a handy overview of how to manage your account details for Sisra Analytics, as well as an overview of accessing and navigating the reports.

## Logging In

Once you have received login details, you can login to Sisra Analytics here: https://www.sisraanalytics.co.uk/

You can then enter your **Username** and **Password** and click '**Log In**'.

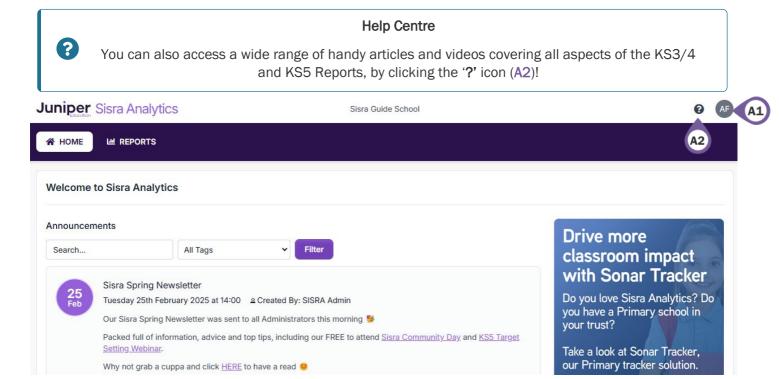
If you ever forget your login details, you can reset them from the Analytics login page by clicking 'Forgotten your login details?'.



#### Managing your Account Details (changing your username, password or email address)

When you log into Sisra Analytics, you'll be presented with the **HOME** page. Here you can view the latest **announcements** from the Sisra Admins at your school or Sisra, as well as manage your account details.

To change your username, password or email address, **click on your initials** in the top right corner (**A1**) and select from the options shown.

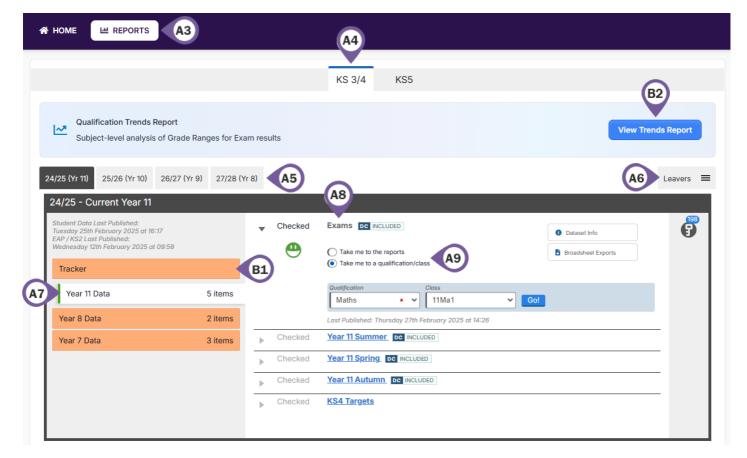


The next few pages provide overviews on how to access the KS3/4 or KS5 reports and a brief overview of how to navigate around them.



# Accessing KS3/4 Reports

- Click REPORTS (A3) and KS 3/4 (A4)
- Select from your current cohorts (A5) or leavers cohorts (A6)
- Select which year of the selected cohort's data you want to view (A7) e.g. their reports from when they
  were in Y11.
- Choose the data set you wish to view (A8) e.g. Y11 Spring, Targets, etc.
- Select either (A9):
  - o Take me to the reports:
    - Whole Cohort View overall school performance measures, such as Attainment 8 / Progress 8.
    - Qualifications Overview of your qualification/subject performance.
    - Students Overview of your students' performance.
  - Take me to a qualification/class: To view the performance of a specific qualification/class, select the Qualification and/or class and click Go!.



#### Did you know?

Depending on your school's setup, you may also have access to the **Tracker** (**B1**) and **Qualifications Trend** (**B2**)!



The Tracker allows you to track performance over time, by viewing up to 6 published reports side by side.

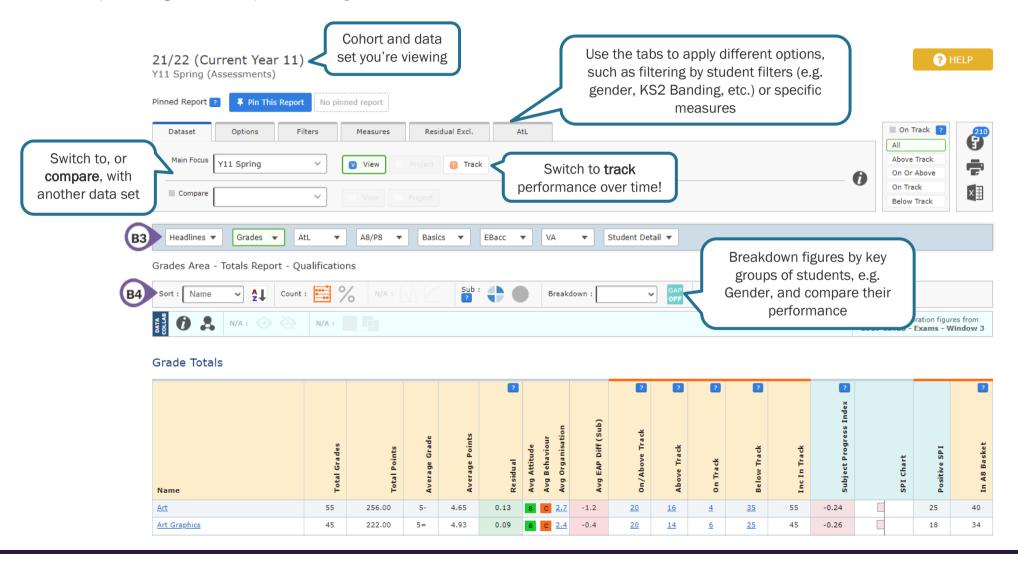
The Qualification Trends report provides interactive year-on-year comparison of your Exams grades, at a click of a button!

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### Overview of the KS3/4 Reports (Navigation & Key Functionality)

You can navigate the KS3/4 reports in just a few clicks, by selecting the **AREA**, **REPORT** and **REPORT LEVEL** using the **blue navigation bar** (**B3**). Each area focuses on a different type of analysis or measure, including Headlines, Grades, AtL, A8/P8, Basics, EBacc, VA and Student Detail.

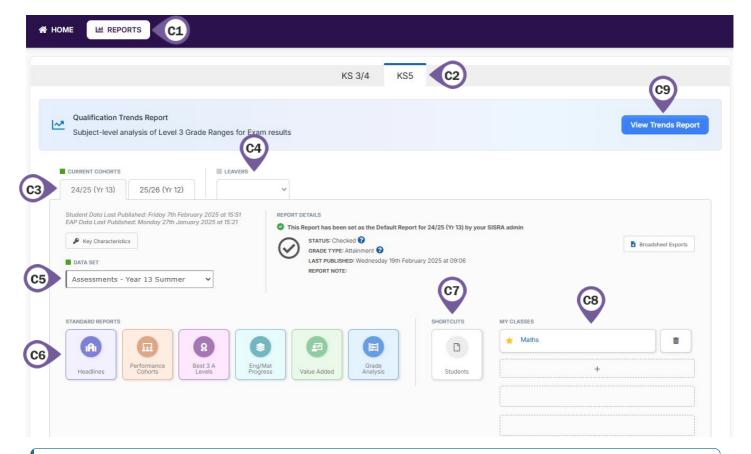
You can use the **grey bar** (**B4**) to **Sort** by different columns, as well as control how data is displayed across different reports, for example to change to view **Count/Percentage** or **Standard/Cumulative** figures and more!



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# Accessing KS5 Reports

- Click REPORTS (C1) and KS5 (C2)
- Select from your current cohorts (C3) or leavers cohorts (C4)
- Choose the data set you wish to view (C5) e.g. Y13 Spring, Targets, Exams, etc.
- Select from:
  - Standard Reports (C6) Select from one of the standard reports to land on initially for the selected data set (you can still access the other reports from within the data set). For example, clicking Headlines will land you on the Headlines report for the chosen data set, allowing you to see the overall school performance headline measures.
  - Shortcuts (C7) Select the shortcut to students, which provides quick access to a list of students in the cohort and an overview of their student performance.
  - My Classes (C8) Set up and analyse the performance of your class or a whole qualification at a click of a button (handy for class teachers or subject/department heads).



#### Did you know?

Depending on your school's setup, you may also have access to Qualifications Trends (C9)!

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The Qualification Trends report provides interactive year-on-year comparison of your Exams grades, at a click of a button!

### Overview of the KS5 Reports (Navigation & Key Functionality)

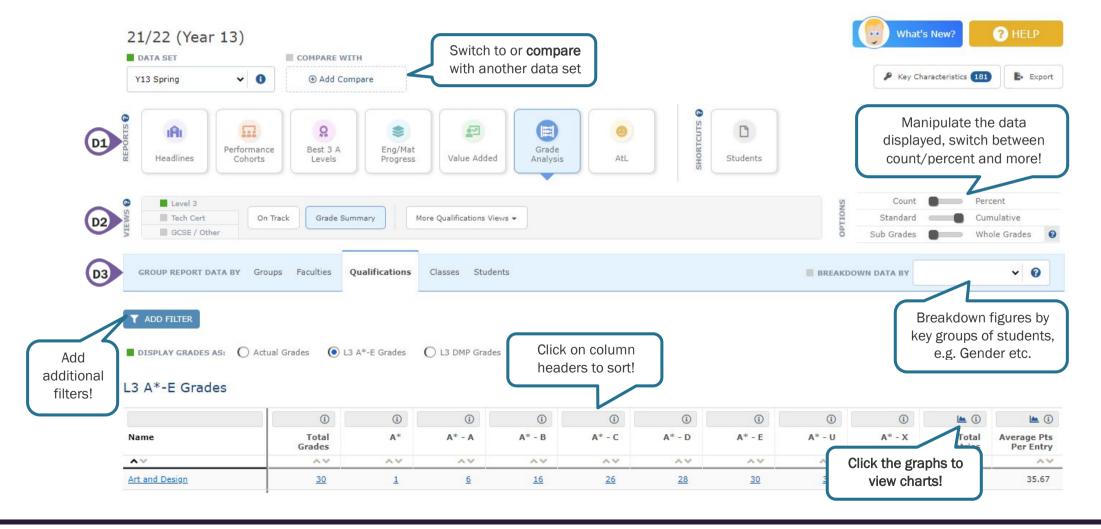
You can navigate the KS5 Reports in just a few clicks:

1. Choose a REPORT (D1)

2. Choose a VIEW and Performance Cohort (D2)

3. Choose a GROUP (D3)

Each report centres around different analysis, such as overall Headlines, specific measures, grades analysis and pastoral data (AtL). The 'View' changes the focus of the report, whilst the performance cohort allows you to view performance for other types of qualifications, like GCSEs, if taken. You can then choose how you want to group the figures, for example, are you looking to view the performance of key filter groups, faculties, qualifications, individual classes or students?



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