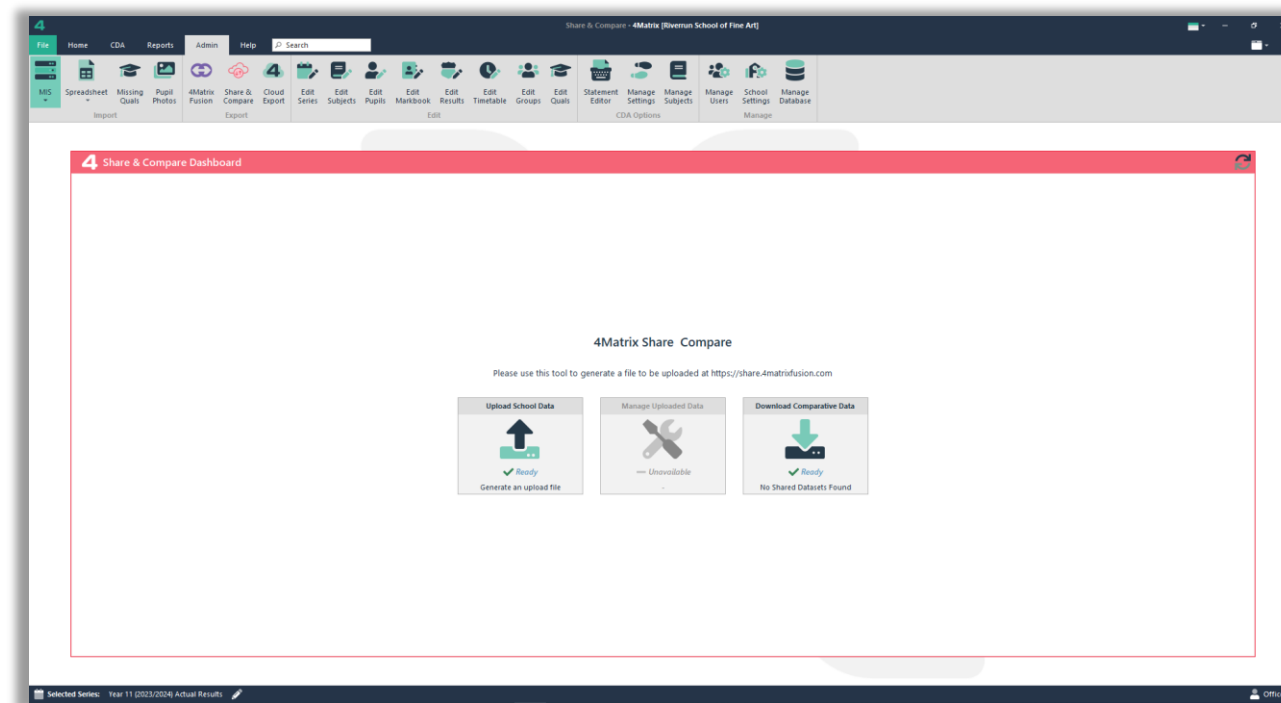


# 4Matrix Share & Compare 2024



**A guide to the 4Matrix Data Collaboration service:  
Registering, uploading and applying S&C data.**

20/06/2024

<https://www.4Matrix.com/share>

## 2: Check Your 4Matrix Version Number



First go to **Help > About 4Matrix** and make sure the version is **3.9.9.0**.

Version 3.9.9.0 was issued on 20<sup>th</sup> June 2024.

If you're not using **3.9.9.0** please ask your IT Dept. for help if you need to update 4Matrix.

Visit <https://www.4matrix.com/downloads> to check the latest software version information.

The screenshot shows the 4Matrix software interface with the 'About 4Matrix' dialog box open. The dialog box displays the following information:

- Licensed to: Riverrun School of Fine Art
- Licence type: Free
- Licensed renewal: 31/12/2024
- Account Number: 91002
- Version: 3.9.9.0
- Terms & Conditions: [Terms & Conditions](#)
- © 2002-2024 New Media Learning Ltd

The background interface shows various reports and charts, including 'Selected Series', 'English Baccalaureate', 'En & Ma Threshold', and 'Progress 8'. A red dot and arrows indicate the path to check the version number.

### 3: Register for S&C and Login



Once you have confirmed you're using 3.9.9.0, go to **Admin > Share & Compare**.

A dialogue appears asking you to login.

If this is the **first time** you have accessed this tool **select the Register button**.

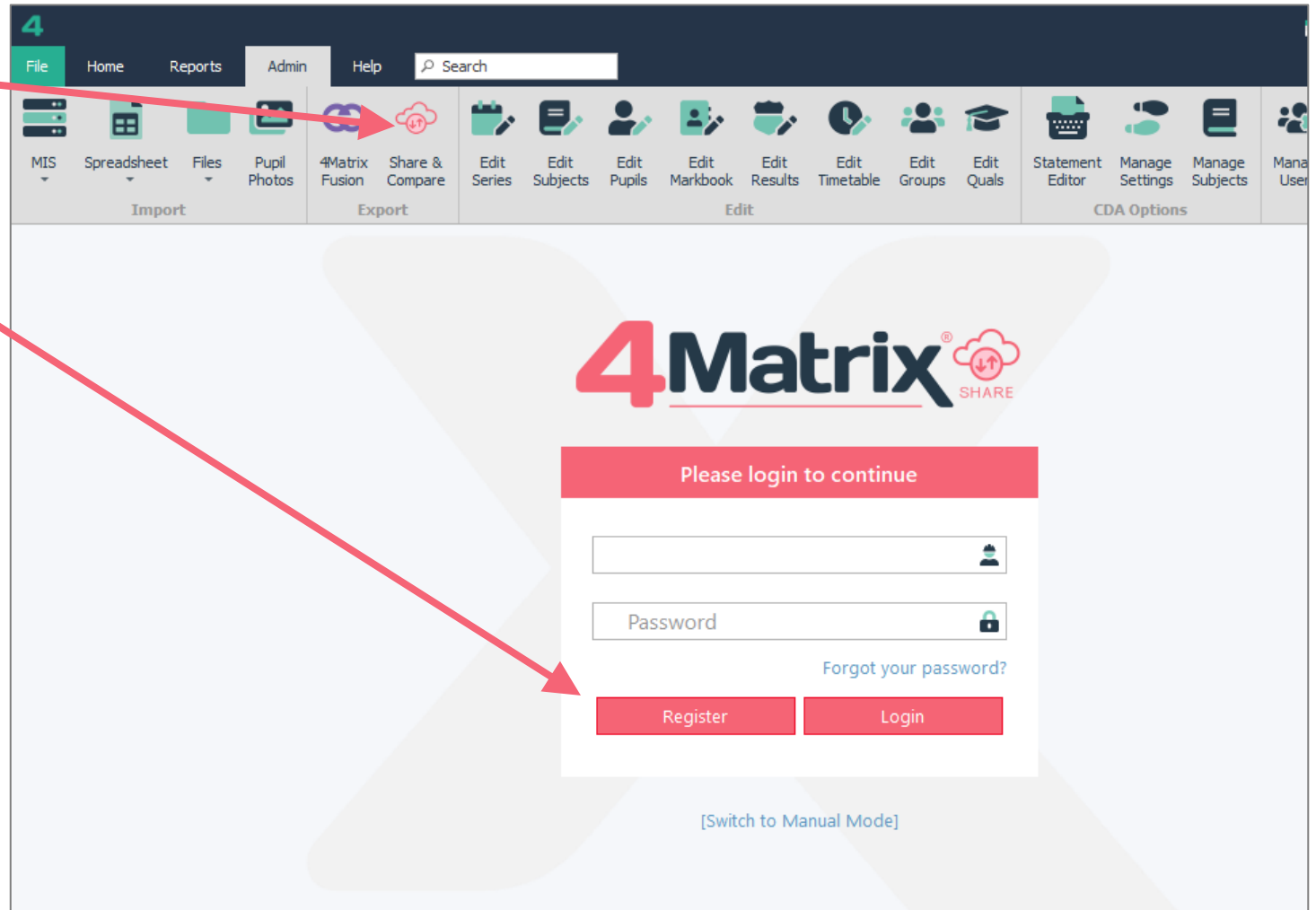
**\*You will not need to re-register if you took part in S&C 2023\***

A web-page will open where you can create an account. Use your school email address and provide a unique username and password.

Once completed, you can use those same details to login to the S&C tool.

**If you are unable to login, please [contact us](#)**

\*If you have misplaced your details, use the Forgot Password link. The register link is pre-populated with your 4Matrix school ID. A school can only have 1 registered user. Re-registering will delete the existing user, replacing it with the newly registered user.



# 4: The S&C Options



Once logged in, you will see this screen.

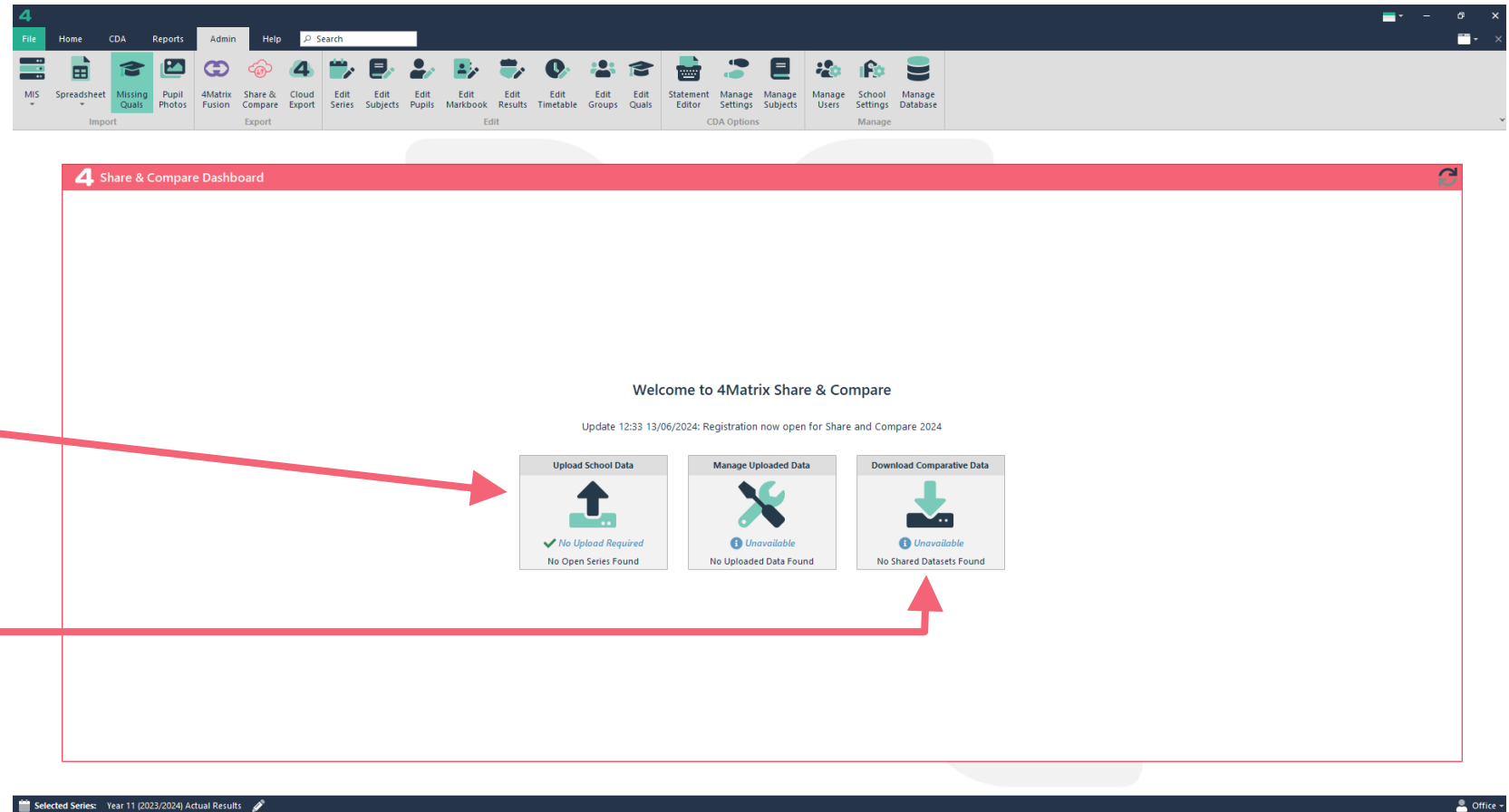
From here, you can upload your data after the embargo date, and download the latest S&C comparative data, once published.

**To upload your data** select the first icon with the up arrow (see next page for details).

**To download the latest S&C comparative data**, select the icon with the down arrow (see page 6).

**\*You must upload a dataset before you can use this function\***

Each step is explained in greater detail in the following pages.



# 5: Upload Your School's Results



The upload feature will become available once the JCQ embargo is lifted at 9.30am on Thursday 22<sup>nd</sup> August 2024.

If you choose the **Upload Data** option, you will see this screen.

To upload your school's results to S&C:

1) Select the series containing your **2024 Actual Results** series in Step 2

2) Check/preview the data

**\*Pupil names are shown for reference only and will not be included in the upload\***

3) Finally, click the **Upload Data** option and you will be taken back to the main S&C screen.

The screenshot shows the 'Share & Compare Upload' interface with four numbered steps:

- Open Data Series:** Select a series to upload your data to. The dropdown shows '2024 S&C'.
- Matching School Series:** Select a series from your school to upload data from. The dropdown shows 'Actual Results 2024'.
- Preview Data to Upload:** See the data you are going to upload. This section contains a table of pupil data.
- Upload Data:** Press Upload to finish uploading your data. An 'Upload Data' button is located at the top right.

Red arrows indicate the flow from Step 1 to Step 2, from Step 2 to the data table, and from the 'Upload Data' button back to the main S&C screen.

Upload ID	Forename	Surname	Gender	FSM	Pupil Premium	EM Threshold Entered	EM Threshold Both 5+	EM Threshold En 5+	EM Threshold Ma 5+	EM Threshold Both 4+	EM Threshold En 4+
12225	Lorrelle	Adams	F	F	F	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12226	Leroy	Addoo	M	F	F	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12227	Aaron	Armstrong	M	F	F	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12228	Hannah	Arumainayaha	F	F	F	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12229	Dayan	Asokan	M	F	F	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12230	Aloma	Asota	M	F	F	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12231	Marie	Augustin	F	F	F	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12232	Richard	Augustus-Payn	M	F	F	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12233	Louise	Aylwin	F	F	F	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12234	Zara	Azad	F	F	F	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12235	Rani	Bahri	F	F	F	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12236	Aretha	Bailey	F	F	F	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12237	Tommy	Balnys	M	F	F	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12238	Charlene	Barnard	F	F	F	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12239	Teresa	Barrett	F	F	F	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

PLEASE NOTE: Names are shown here for display purposes ONLY and WILL NOT be included in the data uploaded

Selected Series: Year 13 (2019/2020) Ian ks5 fusion

## 6: Download the Comparative S&C Data



If you choose the **Download Data** option, you will see this screen.

To download the latest S&C data set:

- 1) Click the **Cloud** icon.

**\*This icon will become available when we have enough schools in the S&C data set\***

- 2) You should see the 'Local Copy' fields update with the data comparative data set information.

Share & Compare - 4Matrix [Winterfell Academy]

File Home CDA Reports Admin Help Search

SIMS Extract SIMS Extract CMIS Spreadsheet Files Pupil Photos Share & Compare Edit Series Edit Subjects Edit Pupils Edit Markbook Edit Results Edit Timetable Edit Groups Edit Quals Statement Editor Manage Settings Manage Subjects Manage Users School Settings Manage Database

Import Export Edit CDA Options Manage

Share & Compare Download

Shared Datasets

Name	Local Copy				Available Version			
	Schools	Subjects	Last Updated	Version	Schools	Subjects	Last Updated	Version
→ 4Matrix 2024 Share & Compare	0	0	0	0	3	0	20200723	2

Selected Series: Year 11 (2018/2019) Actual Results

Office

# 7: Apply the S&C Data to a Series



To apply the S&C data to a series:

- 1) Go to **Admin > Edit Series** and select the **Calculations** tab.
- 2) Select the Series to change, and select the **P8 Measure** Dropdown.
- 3) Scroll to the bottom and select the **2024 S&C** option.
- 4) Go to *the window icon in the top right of the screen* and select **Close all windows** to force a refresh of all tools in 4Matrix. **Re-open the series you have applied the S&C data to.**
- 5) To check your series is using the S&C data, go to the **Progress 8** tool and check the text across the bottom of the display – it should show '2024 4Matrix S&C'.

The screenshot shows the 'Edit Series' window for 'KS4' in the '4Matrix' application. The 'Calculations' tab is selected. The 'P8 Measure' dropdown is open, showing the '2024 4Matrix [Share & Compare - Scaled Baselines]' option. The 'Selected Series' at the bottom is 'Year 11 (2021/2022) Summer'.

Name	Calc Engine	Forms	Houses	Discounting	P8 Measure	Adjust A8 Est	English	Non GCSE Count	KSSVA
<b>Academic: 2021/2022</b>									
<b>Year: 11</b>									
Actual Results 2022	2022	0	0	Use First Entry (All Subjects)	2019 Validated Estimates	0.00%	Entered for Either	3	2019 Validated
Targets	2022	4	0	Use First Entry (All Subjects)	Name	0.00%	Entered for Either	3	2019 Validated
Summer	2022	0	0	Use First Entry (All Subjects)	2017 Un-Validated Estimates	0.00%	Entered for Either	3	2019 Validated
Spring (Scaling Plans)	2022	0	0	Use First Entry (All Subjects)	2017 Validated Estimates	0.00%	Entered for Either	3	2019 Validated
Spring (English Calcs)	2022	0	0	Use First Entry (All Subjects)	2018 Un-Validated Estimates	0.00%	Entered for Either	3	2019 Validated
Spring	2022	0	0	Use First Entry (All Subjects)	2018 Validated Estimates	0.00%	Entered for Either	3	2019 Validated
Mocks	2022	0	0	Use First Entry (All Subjects)	2019 Un-Validated Estimates [Provisional]	0.00%	Entered for Either	3	2019 Validated
Autumn	2022	0	0	Use First Entry (All Subjects)	2019 Validated Estimates	0.00%	Entered for Either	3	2019 Validated
<b>Year: 13</b>									
Targets	2022	0	0	Use Best Grade	2019 Validated Estimates	0.00%	Entered for Either	3	2019 Validated
Spring	2022	0	0	Use Best Grade	2019 Validated Estimates	0.00%	Entered for Either	3	2019 Validated
<b>Academic: 2020/2021</b>									
<b>Year: 11</b>									
Targets	2021	4	0	Use First Entry (All Subjects)	2019 Validated Estimates	0.00%	Entered for Either	3	2019 Validated
Actual Results (2021)	2021	0	0	Use First Entry (All Subjects)	2019 Validated Estimates	0.00%	Entered for Either	3	2019 Validated
Actual Results (2021) Share & Compare	2021	4	0	Use First Entry (All Subjects)	2021 4Matrix [Share & Compare - Scaled Baselines]	0.00%	Entered for Either	3	2019 Validated
TAGs	2021	4	0	Use First Entry (All Subjects)	2019 Validated Estimates	0.00%	Entered for Either	3	2019 Validated
Spring	2021	4	0	Use First Entry (All Subjects)	2019 Validated Estimates	0.00%	Entered for Either	3	2019 Validated
Mocks	2021	4	0	Use First Entry (All Subjects)	2019 Validated Estimates	0.00%	Entered for Either	3	2019 Validated
Autumn	2021	4	0	Use First Entry (All Subjects)	2019 Validated Estimates	0.00%	Entered for Either	3	2019 Validated

# Contact and Social Channels



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info@4Matrix.com



help.4Matrix.com (tickets and KB)



www.4Matrix.com (live chat)



@4MatrixData



@4Matrix



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