

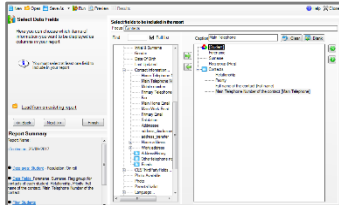


IMS Team



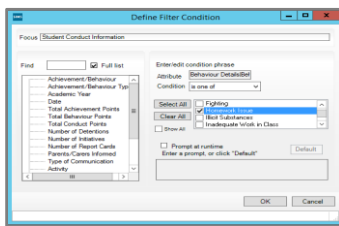
Cornwall Council IMS Accredited team offer a wide range Of **training** courses and expert consultancy options specifically designed to help you use **SIMS** to drive whole school improvement.

Standard Reporting



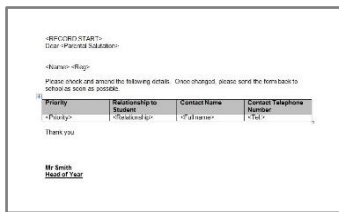
Who is it for?

SIMS users responsible for responding to requests for information. Delegates should have a good working knowledge of SIMS and may have attended other SIMS courses such as *SIMS Office User*.



The course will cover:

- Student lists
- Running pre-defined reports
- Modifying and building reports
- Adding filters and sub-reports
- Creating mail merge reports and labels
- Changing the report output format, choosing run-time parameters, and using analysis reports
- Using your Homepage to manage your 'Favourite' Reports



This is a Full Day Basic Course:

SLA Members
Non SLA Members

£110 per person
£165 per person

Numbers are limited to 10, so early booking is advised.

If the dates are not convenient we also offer bespoke courses that can be held at your school or academy and are tailored to your individual needs.

For further training events, please visit our website: www.cornwall.gov.uk/ims
or call: 01872 323263

IMS SIMS Support

Cornwall Council | Room 2S, New County Hall, Treyew Road, Truro, TR1 3AY

TEL | 01872 323263

Email | ims@cornwall.gov.uk

www.cornwall.gov.uk/ims

