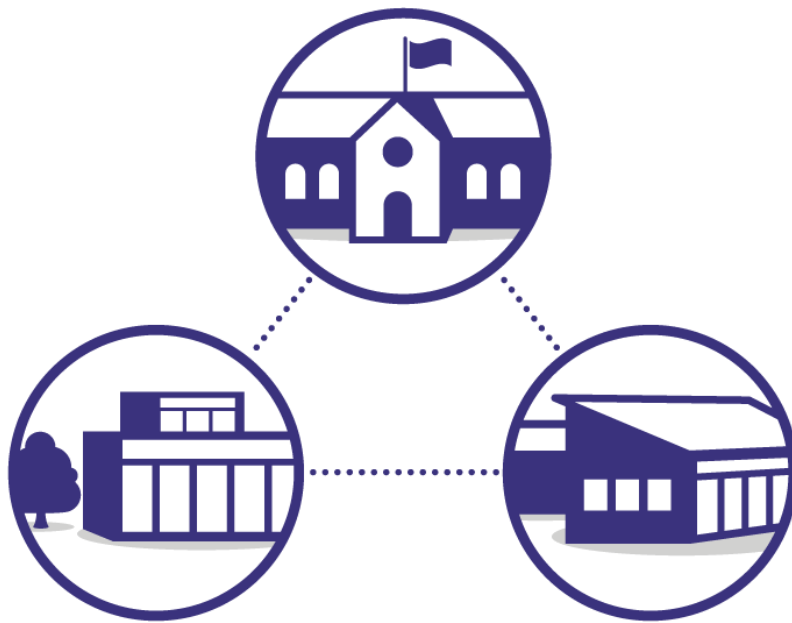


Bromcom MIS

MAT User

Quick Guide & Popular Features



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Introduction

This Guide is a quick introduction to the Bromcom MIS and MAT Vision. On the following pages we will show you how to login and interact with the system, a few hints & tips to speed you along and some of the options that are popular with our current Users.

Access to the Bromcom MIS is controlled by Roles & Permissions. The Administrator Role has full access in the MIS, other Roles & Permissions can be tailored to the needs of the User, for instance a Teacher would not need to see the personal details of another member of staff however, the school nurse would need to see the medical details and possibly the contact details of both students and staff and nothing else. The MAT Vision access is also Role based and there are 4four Roles with the Administrator having full access.

Bromcom allows Roles & Permissions to be allocated by the Administrator to the User determining what level of access is given to which staff or group of staff members. A User could be given as little access as read access to one function from the inside the school's network (IP filtering) between set times of day at one extreme, to full access from anywhere at any time at the other extreme.

When using MAT Vision schools will use the Bromcom MIS and MAT Vision will be able to link to these schools, therefore is some information on both the MIS and MAT Vision within this guide.

What does Bromcom Give You?

An easy to use, easy to follow, at a fingertip glance at what you need to know, when you need to.

Easy to search top menu!

Customisable colour skin with brand colours!

All icons updated!

Personalized detailed display!

A card system where everything is listed on a regular basis!

Clever grouping on navigation menus that allows you to find information easily!

Most Users do not need to use Menus

A wide variety of tasks will be extremely easy to access via the **Global Search Tool** or your main **Dashboard**. In many cases a **User** can do all of their work without even touching the **Menu** system. They can search for their **Class**, **Students**, **Staff** and even **Rooms** or **Equipment** using the same tool. It is fast and easy to view the results. Not only does this increase accessibility to the required features, it reduces training overheads.

Attendance

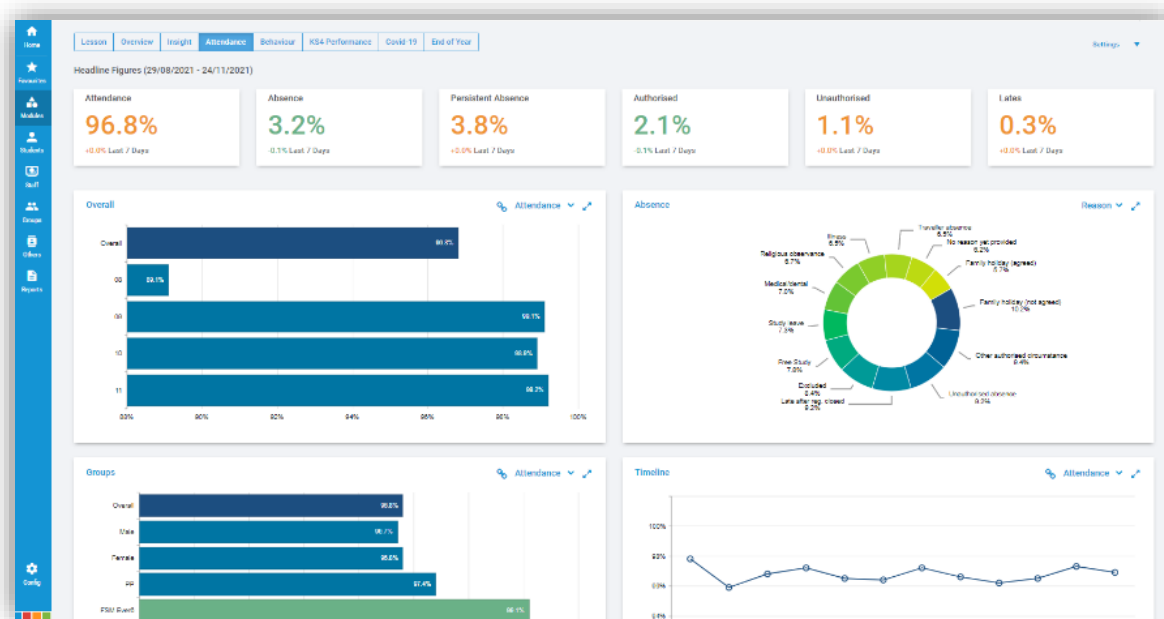
GROUPS

FEATURES

REPORTS

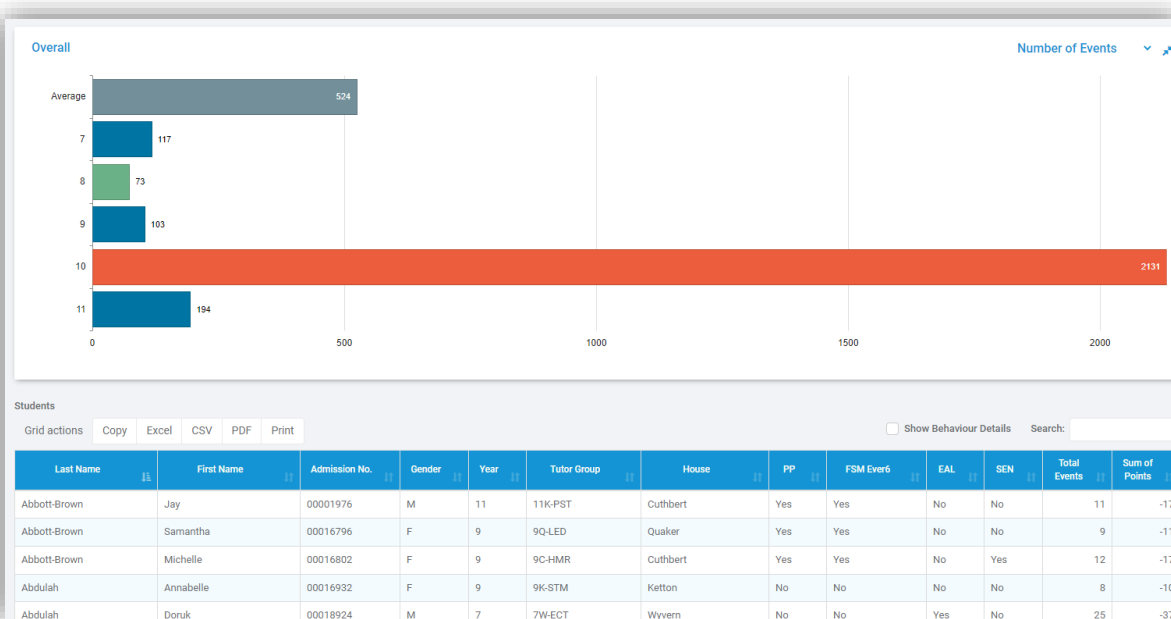
Powerful Dashboards and Analytics

Demographics and **Student** metrics such as **Attendance**, **Behaviour** and **Attainment** will be available at every level. It is easy to drill down into the tables, see the individual **Students** and export lists if necessary. Rather than being limited to static figures, the **Dashboards** demonstrate trends and ensure you are aware of dips in **Behaviour** or increases in **Persistent Absentees**.



Drill Down Functionality Throughout

Bromcom has been incorporating drill downs for some time, but now we are taking it to the next level. For example, every time a **Behaviour** total is displayed, you will be able to click on it to drill down to the **Students/Staff**. To analyse in more detail, click on the individual **Student** to jump to their individual **Behaviour Dashboard** and **Events**. This multi layered approach is embedded throughout the MIS and is aligned with the experience we have come to expect from a modern cloud-based application.



Standardised Approach to Actions:

All tables have been standardised to allow drill downs and **Data Exports** along with an **Action** dropdown. This common language ensures that each area is straightforward to use. If there is an **Action** available for that list, it will be within the **Action** dropdown, so there is no ambiguity as to the functionality on offer.

The new menu system is really intuitive, acting as a navigation and workflow tool. It provides a gateway to the depth of functionality we have come to expect from Bromcom and is satisfying to click through, with a really modern look and feel.

The screenshot shows the Bromcom interface. At the top, there's a navigation bar with buttons like 'Save', 'Close', 'Undo', and 'Actions'. Below this is a table of students with columns for 'Student Name', 'TLT', and various dates. The student 'BORYSIEWICZ, Leya' is highlighted in yellow. To the right of the table, there's a 'Student Information' panel for Leya Borysiewicz, showing her photo, name, date of birth (06/09/2006), and attendance status (100% for all, class, and AM/PM).

Aesthetic Refresh

Lastly, Bromcom have carried out a complete overhaul of the interface design, citing influence from Google Material Design and some key players in the Tech industry. It stands out as a modern interface, devoid of clutter but feature rich.

The screenshot shows the Bromcom interface with a list of students. The table has columns for 'Last Name', 'First Name', 'Admission Number', 'Tutor Group', 'Year Group', and 'Gender'. The list shows 319 students, with the first few rows visible. The interface is clean and modern, with a blue sidebar on the left containing navigation icons for Home, Favourites, Modules, Students, Staff, Groups, Others, Reports, and Config.

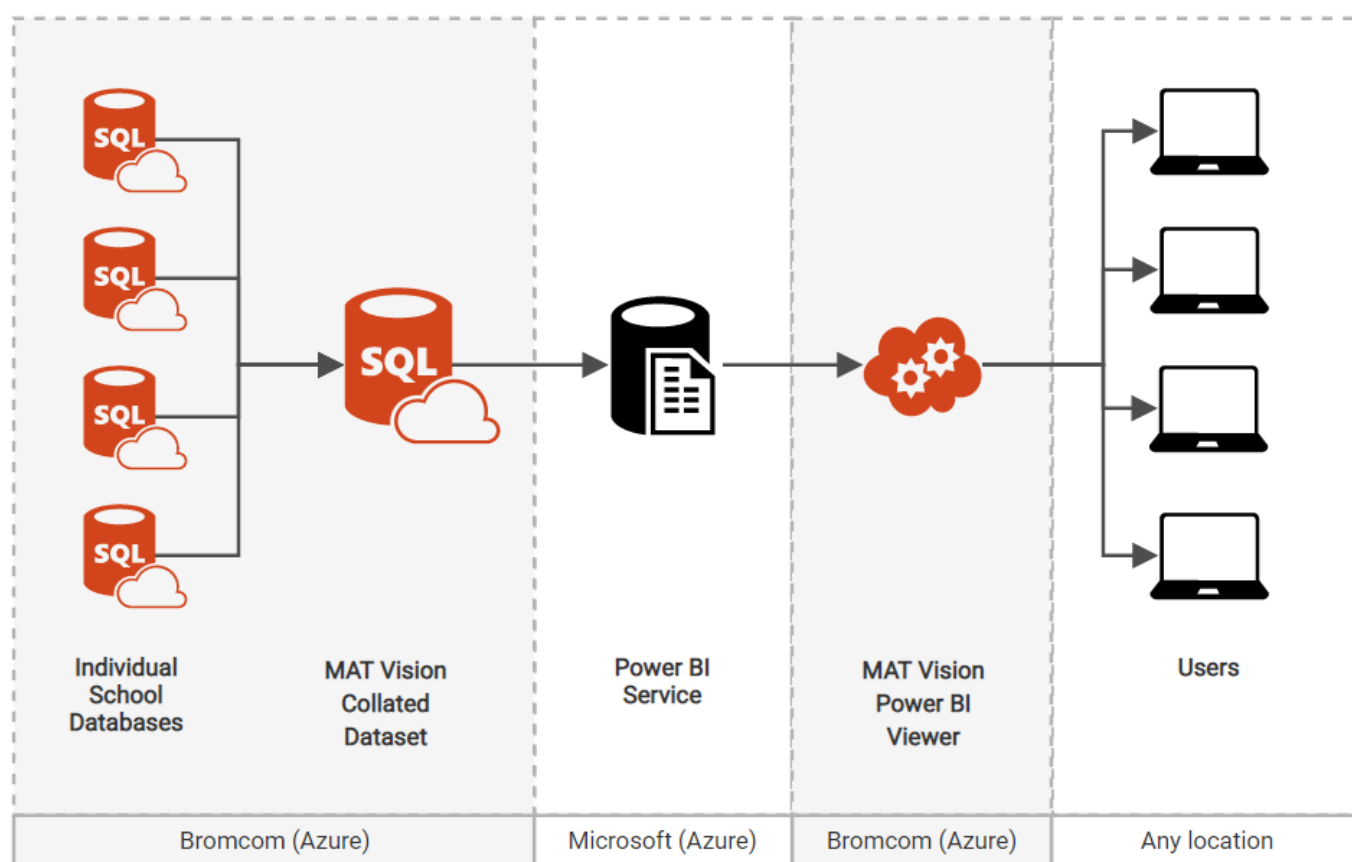
This rounds off the refresh nicely and presents Bromcom as a mature product that is on top of its game.

MAT-Wide Reporting

When it comes to reporting across a Trust, flexibility and scalability is a must. We might have ideas about what works well and the common KPI's, but we know that your Trust will have its own unique requirements and measurements. That's why we created **MAT Vision**, a highly detailed view of your Trust which allows the creation of totally unique **Dashboards**. **Vision** automatically collates data from all your sites, producing a single, secure dataset with everything you need at top level.

It also provides a whole host of built in statistics such as **Attendance**, **Assessment**, **Behaviour**, **Exclusions**, **Student & Staff Demographics** and **Staff Absence**. There is a **Central Report Builder** which can interrogate the collated dataset but the preferred option for many Users is the direct link to **Power BI**. Schools and Trusts can create their own customised **Dashboards** in **Power BI** and then publish to either **MAT Vision** or the School MIS, allowing Users to view the data within the Bromcom interface.

To get you started, we provide a **Power BI Dashboard** that covers **Pupil & Staff** demographics, **Attendance**, **Staff Absence**, **Location Analysis** and **Statutory Assessments**. This **dashboard** shows both **MAT**, **School** and **Individual** views and is fully filterable throughout, right down to Student level.

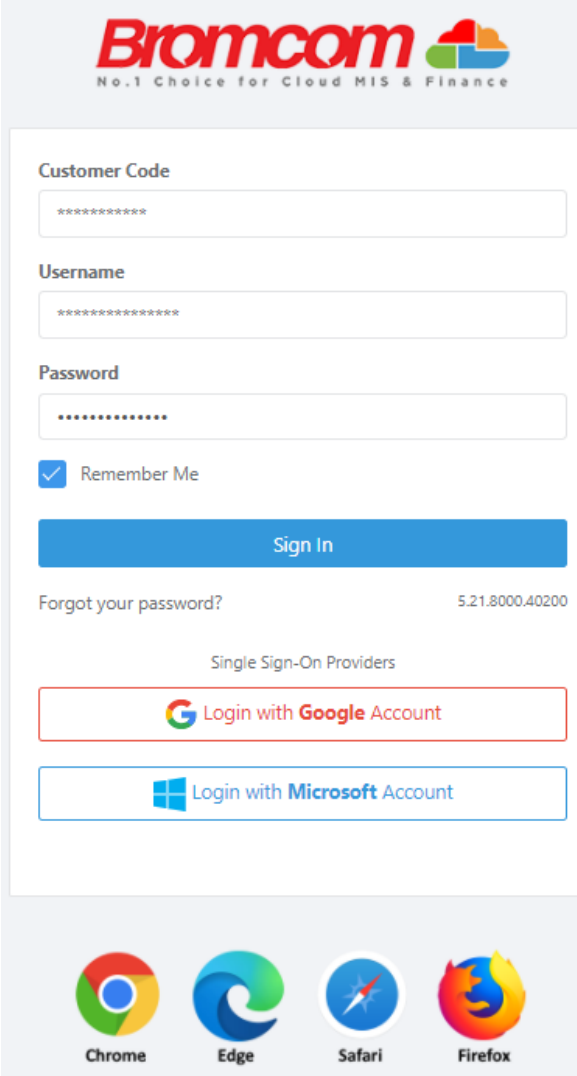


How to Login to MAT Vision

To login to the **Bromcom MAT Vision**, simply enter the following URL into your web browser:

<https://vision.bromcom.com/>

This will display the **Login** page, enter the **Customer Code**, **Username** and **Password** that you have been given.

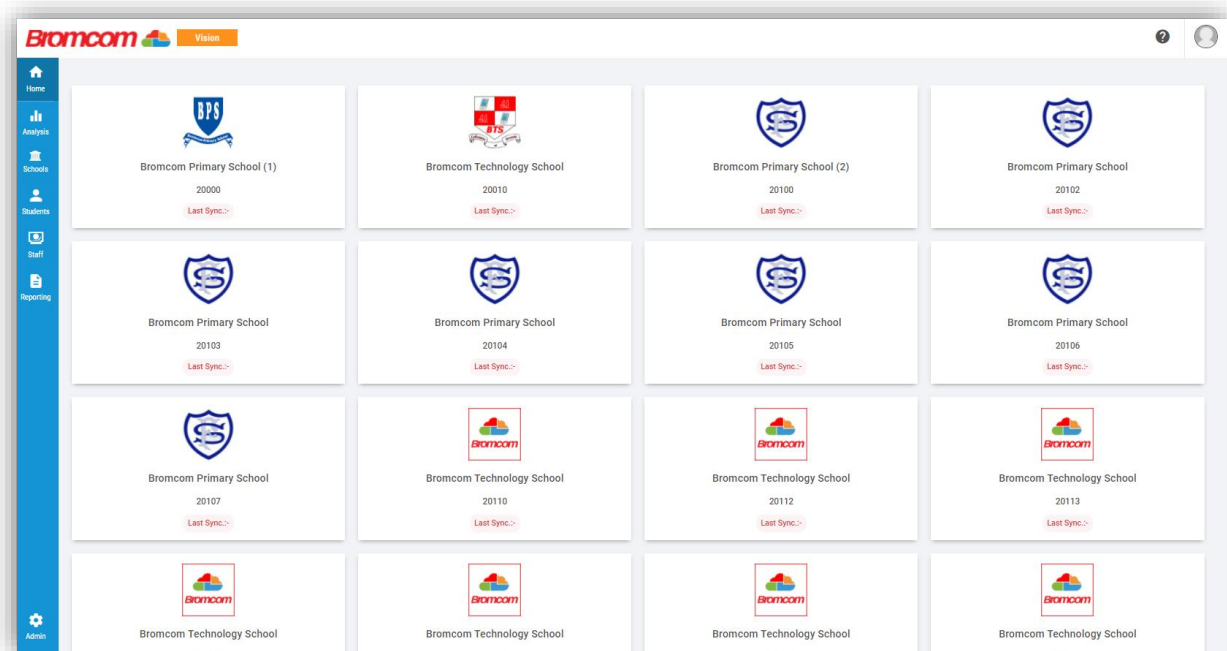


The image shows the login page for Bromcom MAT Vision. At the top is the Bromcom logo with the tagline "No.1 Choice for Cloud MIS & Finance". Below the logo are three input fields: "Customer Code", "Username", and "Password", each with a masked input field. There is a "Remember Me" checkbox with a checked mark. A blue "Sign In" button is below the fields. Below the button is a link "Forgot your password?" and a phone number "5.21.8000.40200". Underneath is a section for "Single Sign-On Providers" with two buttons: "Login with Google Account" and "Login with Microsoft Account". At the bottom, there are four browser icons: Chrome, Edge, Safari, and Firefox.

If you tick the **Remember Me** checkbox you will only have to enter the password for future logins.

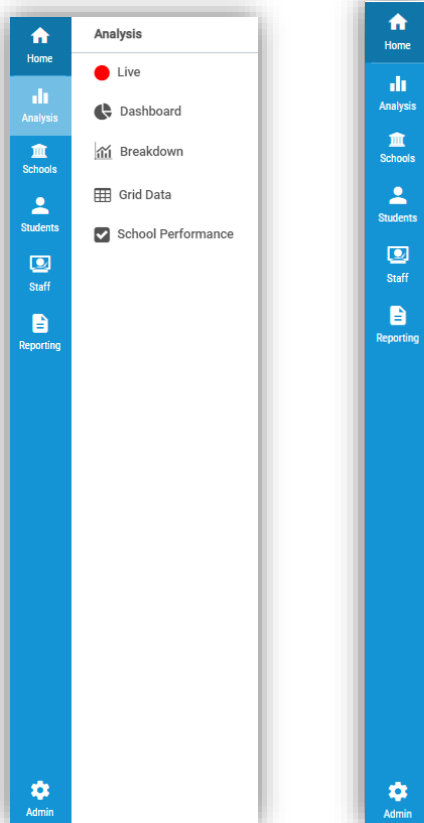
Homepage Overview

The first page you will see after login is the **Homepage**, displaying the **Schools** in your **MAT** and a **Menu** on the left.



You will instantly see the **Name** of each **School** in your **MAT** and the current number of **Students** and **Staff** in each.

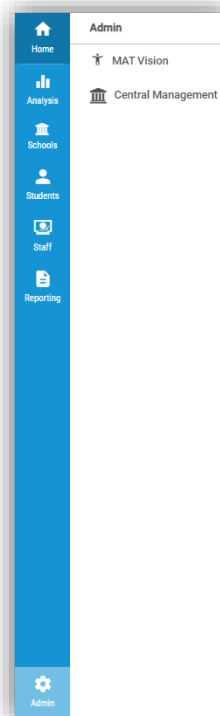
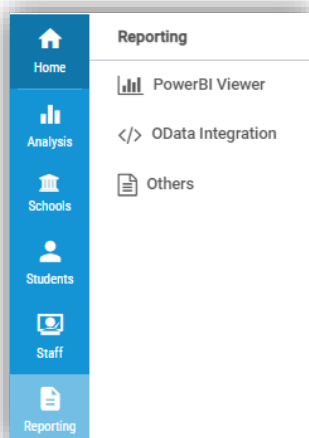
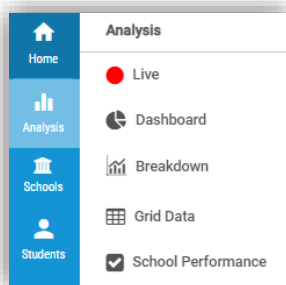
The **Homepage** area will also become the **Data Area** displaying information when selecting from the **Menu** on the left, which will expand when the mouse pointer is moved over the Analysis, Reporting and Admin options.



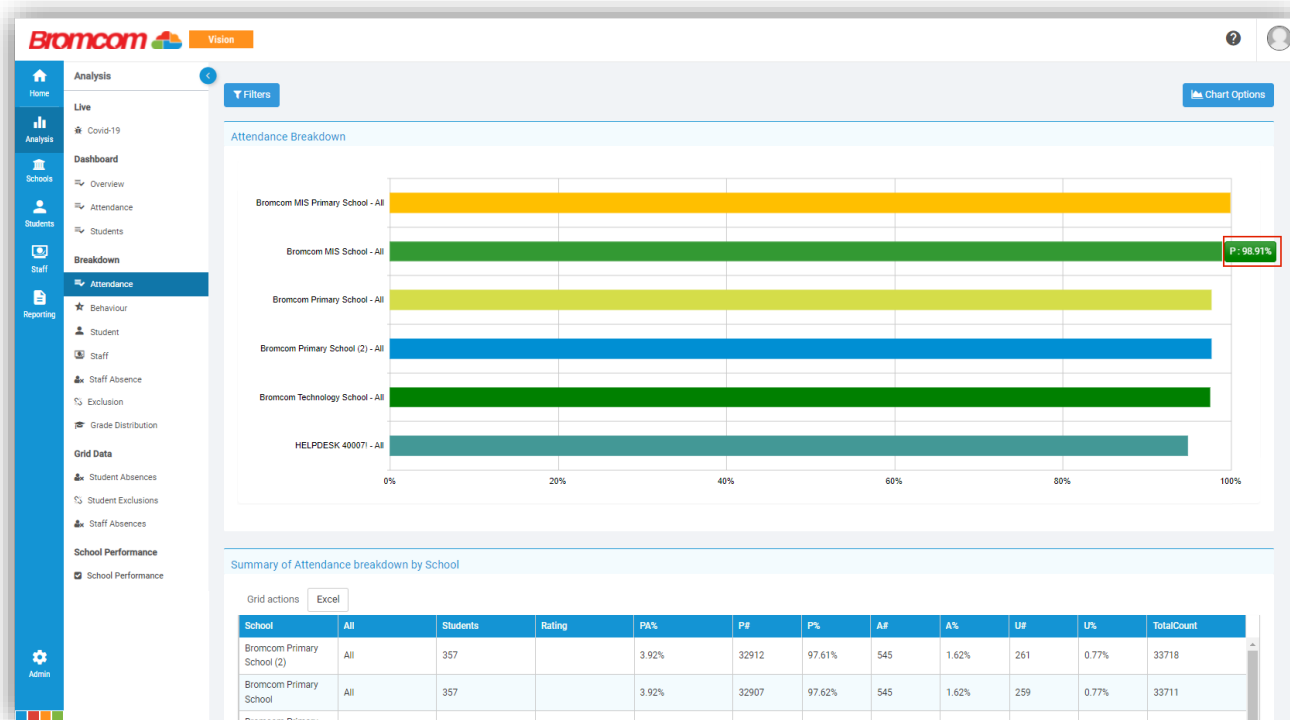
Navigating Vision

The **Menu** on the left will give you access to the **Analysis Tools**, **Data Reporting** and **Administration Tasks**.

The **Menu** has as three options **Analysis**, **Reporting** and **Admin**, each showing the content.



Selecting the **Breakdown** option will open to show further options selecting **Attendance** for instance will display the results in the **Data Area**, by default for all of the schools, with options to change the **Data Scope**. Move the mouse over a school to see a **Present Percentage** pop-up.



Beneath this there will be a **Summary** page.

Summary of Attendance breakdown by School

Grid actions Excel

School	All	Students	Rating	PA%	P#	P%	A#	A%	U#	U%	TotalCount
Bromcom Technology School	All	344		2.33%	35969	97.46%	684	1.85%	254	0.69%	36907
Bromcom Technology School	All	344		2.33%	35969	97.46%	684	1.85%	254	0.69%	36907
Bromcom Primary School	All	323	O. Outstanding	3.1%	34264	97.58%	586	1.67%	264	0.75%	35114
Bromcom Primary School	All	253	O. Requires Improvement	7.51%	7368	97.16%	146	1.93%	69	0.91%	7583
Bromcom Technology School	All	316	Red	3.8%	30824	97.54%	510	1.61%	266	0.84%	31600
Bromcom Primary	All	318	O. Good	20.13%	1600	94.79%	16	0.95%	72	4.27%	1688
Bromcom MIS School	All	310	Amber	3.87%	23322	98.91%	20	0.08%	238	1.01%	23580
Bromcom MIS Primary School	All	301	O. Good	0%	18683	99.88%	12	0.06%	11	0.06%	18706

1 2

20

Items per page

1 - 20 of 28 items

Clicking on any row will give a **Breakdown** for that **School**.


School : Bromcom Primary School

Grid actions Excel

Last Name	First Name	Tutor Group	Year Group	P#	P%	A#	A%	U#	U%	Total Count
Adams	Thomas	6 Birch	06	104	94.55%	6	5.45%	0	0.00%	110
Addison	David	1 Catterpillers	01	106	96.36%	0	0.00%	4	3.64%	110
Addison	Harry	6 Birch	06	110	100.00%	0	0.00%	0	0.00%	110
Addison	Oliver	5 Maple	05	110	100.00%	0	0.00%	0	0.00%	110
Addy	Makoto	R Daisy	R	110	100.00%	0	0.00%	0	0.00%	110
Ahmad	Richard	1 Catterpillers	01	110	100.00%	0	0.00%	0	0.00%	110
Ahmed	Burcu	5 Spruce	05	110	100.00%	0	0.00%	0	0.00%	110
Ahmed	Charlotte	1 Catterpillers	01	110	100.00%	0	0.00%	0	0.00%	110
Ahmed	Lesley	1 Catterpillers	01	110	100.00%	0	0.00%	0	0.00%	110

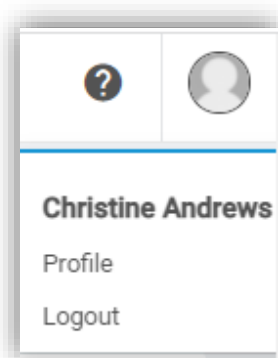
1 2 3 4 5 6 7 8 9 10 ...

1 - 10 of 323 items

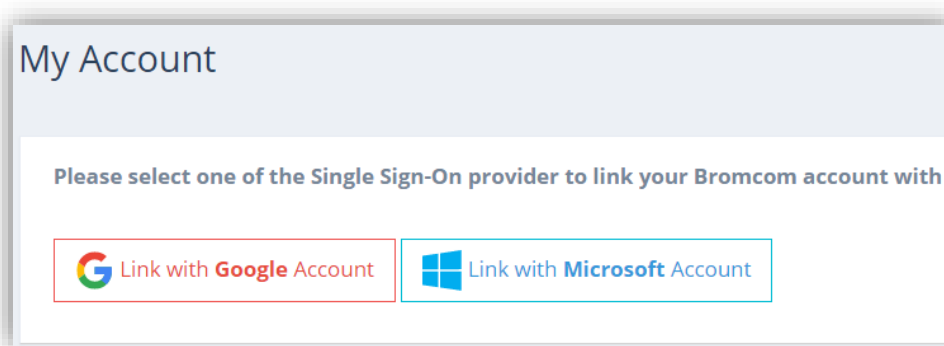
Whichever section of **Vision** you are in, to return to the **Homepage** click on the **Home**  icon.

User Panel

An image of the **User** currently logged in is displayed in the top right, clicking on this will display a dropdown list with a link to the **Profile** or to **Logout**.



Clicking on the **Profile** will allow you to link your Bromcom **Account** to a **Single Sign-on** option with either Google or Microsoft.



This will also allow access from **Vision** to the **MIS Synchronised Schools** and from the **MIS Synchronised Schools** back to **Vision** as long as the **User** has logged in using **SSO** and has the correct **Permissions**.

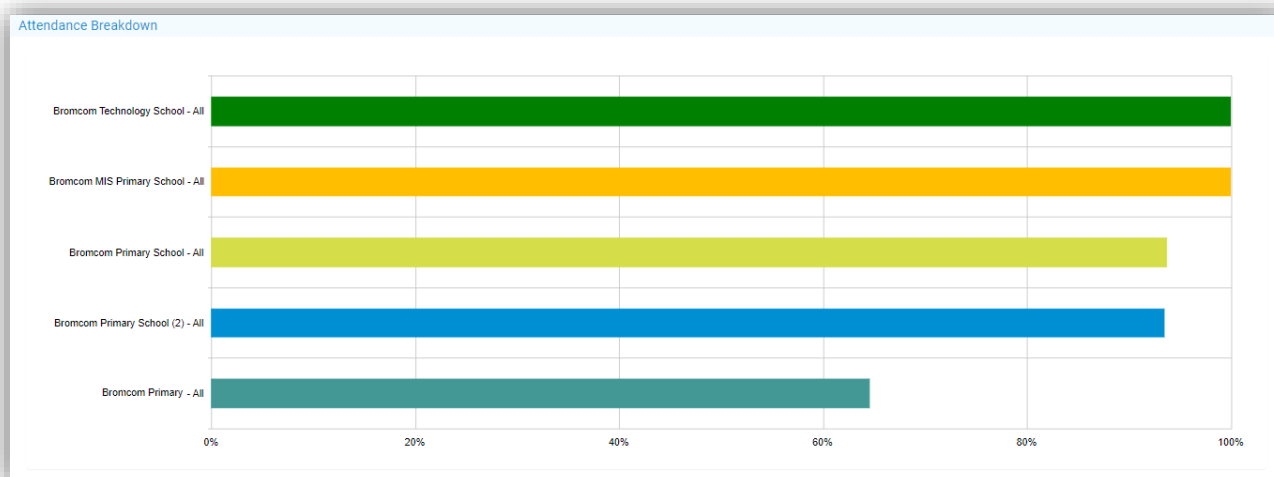
Using the Data Scope

The scope of the data being reviewed can be changed using the **Data Scope** selectors in the **Filters**, for instance in the **Breakdown Attendance Data Scope**. This will change the **Homepage** data.

The screenshot shows the 'Filters' dialog box with the 'Data scope' tab selected. The 'Selection Mode' is set to 'Schools' (radio button). The 'Breakdown' is set to '<NOT SELECTED>'. The 'Benchmark' is set to '<NOT SELECTED>'. The 'Start Date' is '01/09/2021' and the 'End Date' is '30/11/2021'. The 'Cohort' section shows '32 item(s) selected' in a dropdown menu. The 'Aggregate' is set to 'Hide' and the 'Attendance Status' is set to 'P'. There are 'Apply' and 'Close' buttons at the bottom.

It will also update the **Summary** pages, which themselves can be interrogated deeper using the **Cohort Filters**, for instance all **Girls** with **FMS** in Bromcom School 20010.

The screenshot shows the 'Filters' dialog box with the 'Cohort' tab selected. The 'Gender' is set to '<NOT SELECTED>'. The 'SEN' is set to '<NOT SELECTED>'. The 'LAC' is set to '<NOT SELECTED>'. The 'EAL' is set to '<NOT SELECTED>'. The 'Tutor Group' is set to '<NOT SELECTED>'. The 'Enrolment' is set to '2 item(s) selected' in a dropdown menu. The 'Prior Attainment' is set to '<NOT SELECTED>'. The 'Ethnicity Category' is set to '<NOT SELECTED>'. The 'FSM' is set to 'Yes' with a close button. The 'G&T' is set to 'Yes' with a close button. The 'House' is set to '<NOT SELECTED>'. The 'Year Group' is set to '<NOT SELECTED>'. The 'Pupil Premium' is set to '<NOT SELECTED>'. The 'Mobility' is set to '<NOT SELECTED>'. There are 'Apply' and 'Close' buttons at the bottom.



Cloud Web based

Cloud/web based with built-in anytime, anywhere, any device.

Bromcom was the first School MIS supplier to move to the Cloud in the UK.

Having no hardware to buy and maintain within the school and the easy anytime, anywhere, any device accessibility made this the No 1 feature with our **Users**.

Imagine taking your register on your smart phone or tablet whilst on a school trip anywhere in the world and the marks being immediately available to the **Admin Staff** back in school in the UK.



You don't have to imagine with Bromcom you can.

Bromcom's Popular Features

The following pages show some of the features within **MAT Vision**.

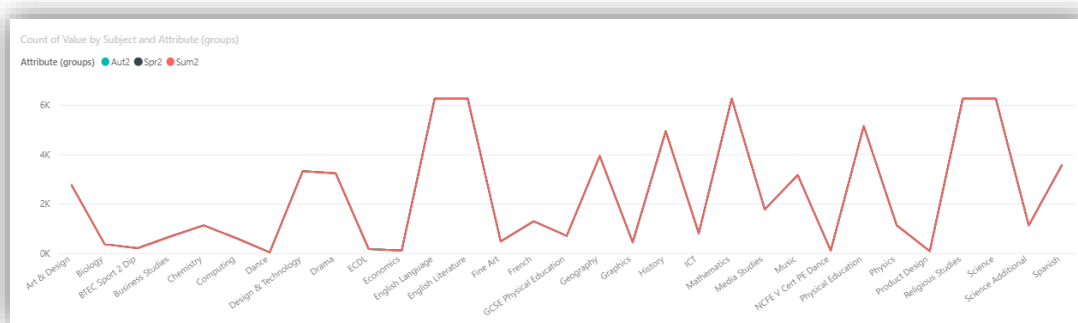
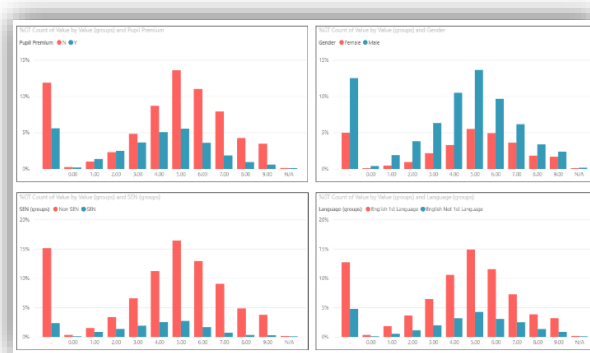
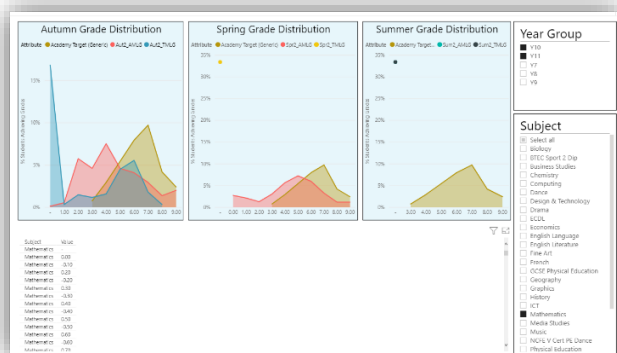
Powerful Analytics

Demographics and pupil KPIs such as attendance, behaviour and attainment are available at school and MAT level. Quickly drill down into the tables and see individual students. Our unique link to Microsoft Power BI (Business Intelligence) allows Schools and MATs to create their own custom dashboards and present them within the MIS.

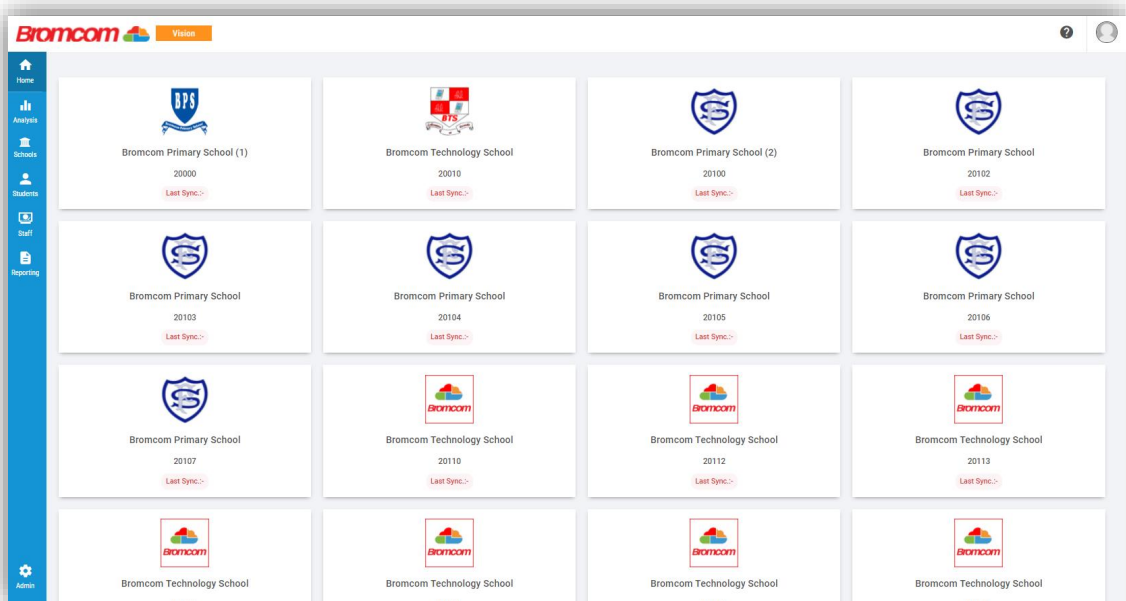
Microsoft Power BI is a powerful, piece of software for visualising data and monitoring KPIs. Customised dashboards built in **BI** can be embedded into Bromcom MIS and Bromcom Vision to let you monitor data from your school, LA or MAT.

BI Dashboards are first designed using Power BI Desktop. The software is free and can be downloaded here: <https://powerbi.microsoft.com/en-us/desktop/>

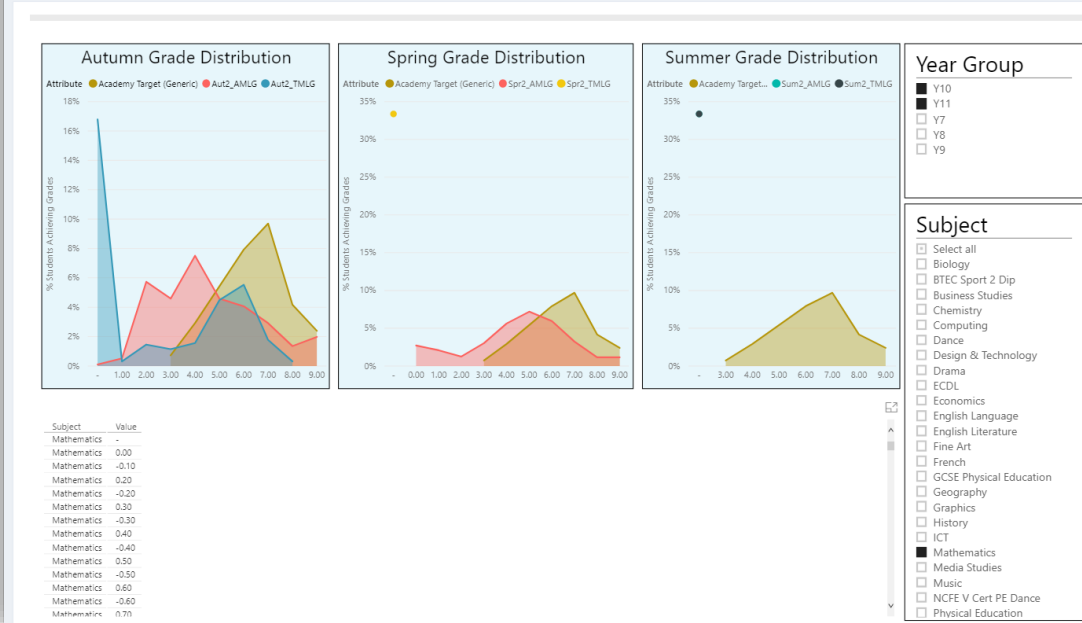
Having designed your dashboards you can embed them into the Bromcom MIS, using the single Power BI Pro account for all authorised users.



The **Bromcom Multi-Academy Vision** solution has been designed for **Multi-Academy Trusts** and **School Federations** with a role in overseeing the performance in their schools.



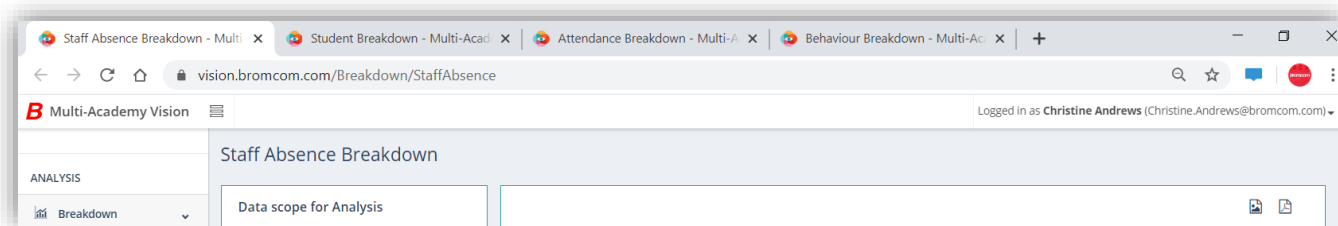
Termly Grade Distribution Analysis



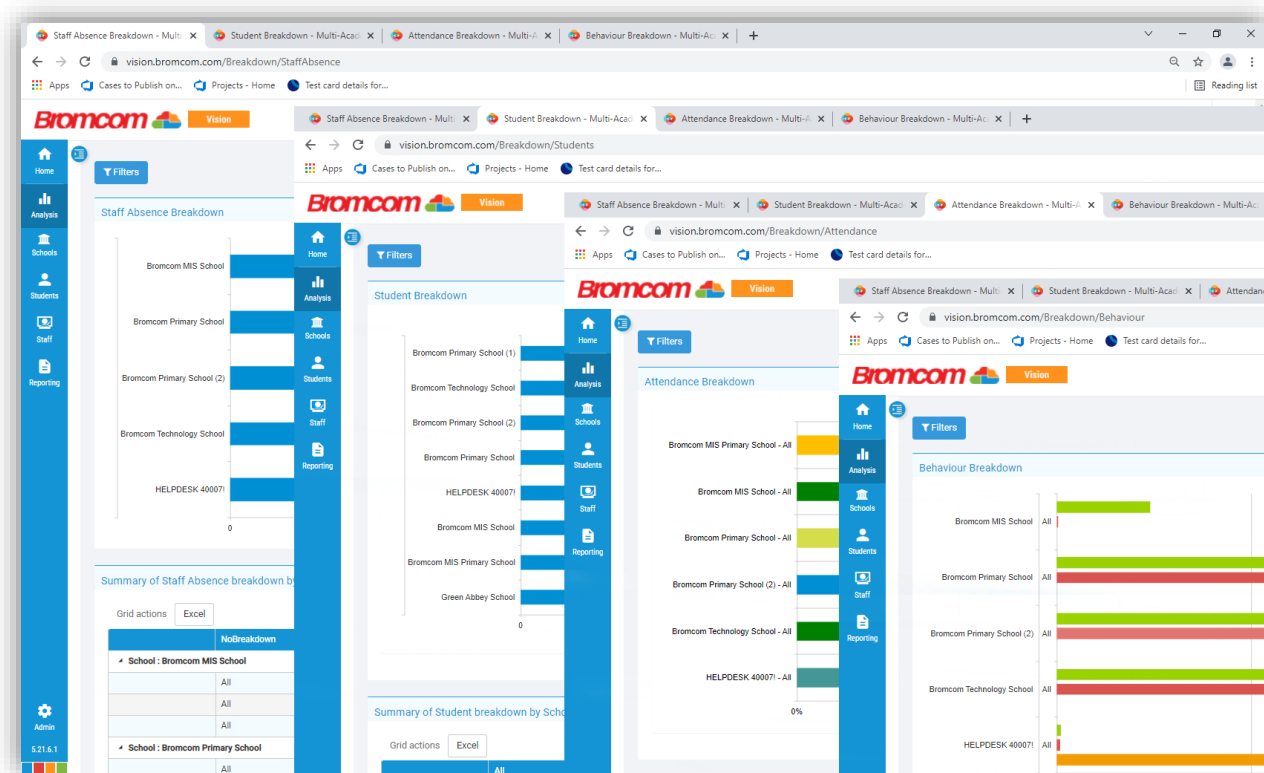
Multi-tasking with Multiple Tabs

The answer to all those interruptions, open up a school in a new tab then easily return to your original task when you are ready.

Being browser based means you are not restricted to one page, it's just like using your computer at home.



Having several pages open at one time means you can multi-task, for example, you have just started looking at data from a school or set of schools when someone asks for some data from another school urgently, no problem just open another page and produce the data without interrupting what you were doing.



One Stop Shop

Bromcom has a wide array of functionality built in, so you can cancel those 3rd Party Contracts, save money and keep everything in one place.

When we set out our grand plan at Bromcom, we wanted to bring all the functionality a modern school needs into a One-Stop-Shop package. Why should you have to outsource so many tasks that should be included within in the MIS? To us, it made sense that having all your data and functionality in one place means it's entered once and utilised in a hundred different ways.

For example, our schools can effectively analyse using memberships from across the spectrum. How has persistent absence affected my attainment and has the introduction of the breakfast club made a difference to our attendance? They can raise safeguarding concerns directly from the Teacher's Lesson Dashboard or design seating plans for their classes, all within the MIS.

Parents have one login to view all their children across multiple schools. Show them as much or as little information as you wish. Perhaps you'd like to let them see behaviour events as they're logged with a notification popping up on their mobile phone. Pupil attendance history, even down to the individual lesson, can be shared via the app. Assessment results, Homework, Achievements and reports can be published directly with the click of a button. The school shop, trips, clubs, dinner money and parents evenings are all handled inside Bromcom. Parents can even carry out data cleansing and update the office with any changes.

Additionally, there's no data transfers to complicate things and there's always one single point of truth. GDPR turns from a nightmare to a breeze as data access and right to be forgotten requests are a solitary click away. The pile of existing contracts is simplified into one SLA with an annual fee that will slash your costs.

In order to keep ahead of the game, there are times when we do encourage the use of third party tools like Microsoft Power BI, the industry leading Business Intelligence Dashboard tool. However, to adhere to our ethos, we integrated the Power BI viewer into the MIS and provided a method of using the service that's free to schools. In our mind, that's a win-win situation. We provide a starter kit of templates which can be tailored to your needs or created from the ground up. The combination of integrated Power BI and live Excel feeds are hugely powerful for those who wish to take their data a step further. For a Trust, these tools offer the strategic view you've been looking for. No longer is data provided in piecemeal fashion, you'll have one central dataset, providing the detailed analytics to help steer the ship.

As a Trust, any costs for bolt-on software are multiplied for each site. The Harris Federation have publicised how they have saved £2.8m over 3 years across 40-50 schools by switching to Bromcom. This is a huge sum that would have been inconceivable at the start of their journey. We know that every penny counts and strive to provide a solution that offers all the functionality you need, without breaking the bank.

For more information on Third Party Software, please see Appendix A or for our MIS Checklist see Appendix B.

Appendix A

Third Party Software

As Bromcom includes a huge amount of functionality within the MIS, our customers find that they are able to drop a significant number of **Third Party** add-ons. Here is a list of Bromcom features and associated **Third Party** applications that schools have been able to remove. The cost savings are substantial and bringing everything into one place brings a whole host of usability and security benefits. For example, having built in **Behaviour**, **Dinner Money** and **Assessment** tracking means all of this information can be collated on the **Parent App**, with automatic notifications and a single point of reference.

Bromcom Functionality	3 rd Party Products	Supplier
Lesson by Lesson Registration	Lesson Monitor LiveRegister Go4Schools FasTrak PARS	Capita Live Register Ltd Hyperspheric Solutions Ltd BioStore Ltd TASC Software Solutions Ltd
Seating Plans	EduKey Class Charts MINTclass Mega Seating Plan	EduKey Education Ltd EduKey Education Ltd Tucasi Mega Seating Plan Ltd
Timetabling	Timetabler Timetabler	October Resolutions Ltd Scientia
Options	Keith Johnson's options	October Resolutions Ltd
Secondary Assessment Tracking	Go4Schools Alps 4C Software	Hyperspheric Solutions Ltd Alps Education 4C Software
Primary Assessment Tracking	Insight Classroom Monitor Pupil Asset Target Tracker Otrack iTRACK	Insight Pupil Tracker Pupil Asset Juniper Education Optimum LCP
Assessment Analysis (Progress 8 & Attainment 8)	4MATRIX SMID	Schoolcomms Eduspot
Communication & Apps	Parent Mail Teachers2Parents	Schoolcomms Eduspot
Dinner Management	Parent Pay Wise Pay School Money Tucasi	ParentPay WisePay Eduspot Tucasi
Behaviour & Detentions	Behaviour Watch Behaviour Watch Behaviour Watch	Eduspot CPOMS Go 4 Schools
Medical Tracking	Medical Tracker	Medical Tracker
Parent Portal	Schools Buddy Firefly Frog	Schools Buddy Firefly Learning Ltd Frog

Bromcom Functionality	3 rd Party Products	Supplier
Student Portal (VLE)	Moodle	Moodle
Clubs/Trips Online Payments	Parent Pay Wise Pay School Money Tucasi	ParentPay WisePay Eduspot Tucasi
Safeguarding	My Concern Safeguard CPOMS Cura	One Team Logic Safeguard Software CPOMS Tasc Software Solutions Ltd
Parents Evening	School Cloud Systems Netmedia	School Cloud Systems Netmedia Ltd
Finance	PS Financials Capita FMS Access Education Sage Edukey Blue Hills Provision Map	PS Financials is part of the Iris Software Group Capita FMS Access Education Sage Blue Hills Software EduKey Education Ltd
Room Booking	Room Booking	School Cloud Systems
CPD	Blue Sky School CPD Tracker CPD Genie	BlueSky Education TT Education Geniesuite
Trust Analytics	Assembly/Groupcall	Groupcall

Appendix B

MIS Checklist

We have put together a **Checklist** of items that we feel are the main considerations when choosing an MIS. You can use it to compare our product alongside another supplier to see how they fare. It's broken down into **General**, followed by **Primary**, **Secondary** and **MAT** specific functionality.

Feature	Bromcom	Competitor
General		
1 One Stop Shop Integrated Functionality without the need for additional bolt-ons	Our combination of one SLA, all functionality and all data in one place, has won over countless schools and saved them thousands of pounds by reducing additional license charges. There's no need to transfer data back and forth between different systems and you have a single point of reference for information and reporting.	
2 Modern, User Friendly Interface	Staff can quickly get up and running with our straightforward and intuitive user interface that's been refreshed for 2020. A wide variety of tasks are extremely easy to access via the global search tool or the main dashboard. In many cases, a user can do all their work without even touching the menu system. Furthermore, our WalkMe tool shows users how to carry out tasks in the system, taking them through each click, step by step. We want our users to get the best out of our MIS, so they can spend time doing what matters most.	
3 Powerful Analytics	Our analytic dashboards are proving a real hit for schools. Demographics and pupil KPIs such as attendance, behaviour and attainment are available at every level. It's easy to drill down from charts to tables, see the individual students and export lists if necessary. Rather than being limited to static figures, the dashboards demonstrate trends and ensure you're aware of dips in behaviour or increases in persistent absentees. If you want to design your own dashboards, Bromcom provides a secure feed to Microsoft Power BI, an industry standard interactive reporting tool. Our integrated Power BI viewer is totally unique, allowing schools to display their customised dashboards within the MIS.	
4 Integrated Finance	Bromcom Finance is a robust, Cloud-Based accounting system that is fully integrated with our MIS, making it a truly unique offering in the marketplace. Rather than having to jump between applications, Finance is accessible within the same interface, just like any other part of the system. Just like the MIS, you can drill down into each item and investigate in more detail. Make use of multiple tabs to improve workflow, just like when you're browsing a website.	

Feature	Bromcom	Competitor
5 Flexible Assessment	Our Assessment system is highly flexible and gives your school the freedom to track however you see fit. Templates are distributed and controlled centrally to avoid hassle and maintain integrity. We provide all the tools you need to record both summative and formative assessments, then analyse performance. Share assessments with Parents via our App or publish customisable reports directly to the portal.	
Primary Schools		
6 Primary Assessment Tracker	Many Primary Schools want a simple and straightforward approach to tracking. That's why we created a wizard to roll out an assessment system based on simple questions. It comes with a variety of analysis features and built in reports, so you don't have to be an expert to get great results.	
Secondary Schools		
7 Fully Developed Secondary School Functionality	When it comes to a Cloud Based MIS, over 70% of Secondary Schools in the UK have chosen Bromcom. We've been providing Secondary School software for decades and our MIS has the most extensive functionality out of the box. Bromcom is the only Cloud-Based MIS to have its own built-in and integrated timetabling software, not to mention the vast array of analytics and automation features.	
Multi Academy Trusts		
8 MAT-Wide Reporting	MAT Vision offers a highly detailed view of your Trust via totally unique dashboards. Vision automatically collates data from all your sites, producing a single, secure dataset with everything you need at top level. With a wide array of analytics built-in, users can assess a variety of KPI's related to Attendance, Behaviour, Exclusions and so on. Vision is fast and scalable, utilising the latest in cloud technology that can effortlessly handle entire Local Authorities in a single dataset. Drill into data tables and export to Excel with the click of a button. No other MIS features a built in Power BI viewer and secure data feed for the ultimate in customisability. Power BI Dashboards can be centrally generated and controlled, without the need for expensive Power BI Pro licensing.	

Feature	Bromcom	Competitor
9 Central Distribution	Our MIS is built with MATs in mind so we have a distribution repository for sharing items such as Assessment Templates and Reports. This makes life much easier and saves hours of work when it comes to the standardisation and deployment of essential processes.	
10 Scalability	When it comes to MATs, we have the experience to work at scale and grow with your organisation. Whether that's migrating schools on a large scale, or adapting our support offering to account for your internal processes, we can help you take the next step. Our MAT Relationship managers can provide advice and direction, sharing our experiences and accounting for your requirements. Our Product Developers are always listening, taking on your requests and embedding them into the software. We provide a flexible solution like no other and always work in partnership with our clients.	