

iSC Research Limited

MAPPING THE WORLD OF INTERNATIONAL SCHOOLS



Introduction to the ISC Research Online System

Standard Version 1.0.20101108

ISC Research Limited has data and research agreements with the following membership organisations:



Overview

The ISC R online system has been designed to work on any browser and any machine. It is a web based service with no PC components. There are therefore no installation routines or downloads to consider.

The database behind the system is constantly updated and as, it too, is held online any changes are immediately available to subscribers.

Logging in

When you subscribed to the service you would have been allocated a Username and Password. *(Note: if you have a multi licence subscription you will be sent a username and password for each licence).* These are the only things required to login.

Navigate to URL: www.isc-r.com in your chosen browser.

Enter the **Username** and **Password** in the two fields and click on **Login**.

The system will validate the entries and, if these are correct, you will be signed in to the system and the home page will be displayed.

Home Page

The Home Page has been designed to allow access to the system and provide a summary of the international school market.

On the page are various statistics and a summary of the last ten news items.

Along the very top of the page, immediately beneath the header is a tabbed menu. Clicking on any of the tabs will take you to that part of the system.

Search

All services available in the online system are driven by saved searches. The Search is therefore the most important aspect of the system.

The search screen has been split into three parts. These are:

1. Quick Search. This comprises a data entry field, four filter options and two keyword options.
2. Below this is a list of all saved searches. This list allows you to **view** the results or **delete** the search. Please note that this will not be displayed if there are no saved searches.
3. In the lower area of the page are the Advanced Options.

Using the Search options it is possible to produce a list of schools that match virtually any criteria.

On screen help clarifies how the various options are used.

Examples:

To quick search all the schools in "Paris".

Enter "Paris" in the quick search data entry field, click on the city filter and then the Search button.

To quick search all schools with "Paris" in the name.

Enter "Paris" in the quick search data entry field, click on the school name filter and then the Search button.

To search for all schools in Africa:

Leave the quick search data entry field blank. Move down to the "Countries and Regions" link in the Advanced Options. Click on this to open up three lists. Move to the central region list and click on Africa. The line will change to blue. Click on the search button lower down the screen.

Any combination of filters available in the Advanced Options may be used either singly or together to produce the desired results.

Search continued

Once a list of schools has been displayed it may be saved using the Save as box and the Save Search button at the bottom of the screen.

Search Results

Whenever a list of schools has been obtained it will be displayed on the Search Results page. At the top of the page a total is displayed giving the number of schools in the list. If there are more than 100 then the list will be split over a number of sub-pages.

The school list has five columns. These are Region, Subregion, Country, School and Exclude.

Clicking on the underlined entry in any non header row (except for Exclude) will display additional information. For Region, Subregion and Country this is a general summary. For School it is a detailed overview of that particular school.

To exclude a school (or schools) from the list before it is saved simply place a tick in the tick box and click on “[Exclude selected schools from result set](#)” link at the top of the page.

At the bottom of the page are two options allowing you to Refine or restart the search.

“[Refine this search](#)” allows you to add additional features.

“[Start over again](#)” cleans out all filters and allows you to start with a clean set of criteria.

Viewing the market

Clicking on the **Market** tab opens the **Market sub menu page**. This service allows you to:

1. View international school statistics
2. Read about the latest developments in the world of international schools
3. Read information on all the major international school associations
4. Learn about forthcoming events

Market Overview

Market Overview is a powerful suite of demographic displays allowing you to research virtually any aspect of the international school market.

At the top of the main page is a Market summary. Immediately below this is a breakdown of total schools by region, school size, teaching age and orientation.

The “drill down” feature allows you to refine the displayed information in ever more detailed slices.

Currently the lowest level of display is country.

Additional summary information is available via the “**View further information for xxxxxxxx**” link towards the top of the page. Depending on the view different summary information will be available.

News

The news screen lists items of news relating to international schools along with a searchable archive of older news stories.

News items are researched by ISC-R and those considered of interest are added Monday through Friday.

To view the full news item please click on the **more** link to display the News Detail page. At the bottom of this page is a link to the original news item.

Associations

The associations screen lists all associations relating to international schools, along with a search facility.

Associations are reviewed on a six monthly basis and changes are applied accordingly.

To view the full association listing please click on the association name in the list.

Calendar

Clicking on the Calendar link displays a scrollable calendar with international school events highlighted. On the right of the calendar is a detail panel which changes depending on what action is taken.

To view information relating to the month displayed click on the month name.

To display an event happening on a particular day click on the underlined numeral in the calendar body.

To move forward and back, month by month, click on the << and >> navigation links.

Account

Clicking on Account gives you access to your account information and allows you to amend this as necessary.

From this screen you may change your password. ISC R recommends that you do this regularly to prevent others gaining access.

Contacting ISC Research

ISC Research Limited is based in the UK and the offices are manned from 9am to 5pm Monday to Friday excluding Bank Holidays. Please allow for any time differences when phoning.

ISC Research Limited close between Christmas and New Year.

Phone: +44 (0)1367 246007

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Email: General Enquiries: enquiries@isc-r.com
Technical Enquiries: tech@isc-r.com

The ISC Research Limited email system is monitored during normal office hours.

Additional help is available on the website:

<http://www.iscresearch.com>

The postal address of the ISC Research Limited head office is:

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