Northwest Ohio Area Computer Services Cooperative Student Services

Hints & Tips

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January 2018

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Upcoming Events

Batch Scheduling January 30th 9:00 AM-3:00 PM

Attendance Reports February 13th 9:00 AM-11:00 AM

Attendance Reports February 15th 9:00 AM-11:00 AM



Student Services Labs

- Every Friday, August 2017 through June 2018 9:00 AM to 3:00 PM
- Please register by email to Jennifer Schwartz: jschwartz@noacsc.org
- Include the time you plan to arrive as well as the topic(s) to be covered

17.2 Release Highlights

Graduation Points:

Several defects have been fixed including:

- Previously, when a student completed a College Credit Plus (CCP) course with a • non-transferable mark and then received an End of Course record with a Score Not Reported value of X- Student received graduation credit due to dual credit course completion, the corresponding assessment area under State Assessment Pathway did not replace the College Credit Plus record with the End of Course assessment and retained both records instead. Now, in these circumstances, the College Credit Plus record is correctly replaced by the End of Course assessment.
- Previously, when a student took a course with an associated End of Course • assessment and then had an End of Course assessment entered with a Score Not Reported value of W - Student received Graduation credit prior to assessment availability, the State Assessment screen incorrectly displayed both the course and the End of Course assessment credit. Now, in these circumstances, only the End of Course assessment displays .

Medical Alerts:

When medical alerts have the Life Threatening check box selected. \pm now displays alongside other alert icons for students with such medical alerts in StudentInformation.

For additional details of the 17.2 release, please refer to the Student Information Help link > Release Notes.

2018-2019 School Year Initialization Survey

All building information will need to be submitted online through the survey link shown below.

What you need to do:

1. Go to http://survey.noacsc.org/survey/index.php?r=survey/index/sid/97464/ lang/en to access the online survey and submit your building information.

2. Submit one survey for each building within your school district. You may also access the survey through the NOACSC website (www.noacsc.org) Student Services<<Studentinformation<<<u>Initialization Survey</u>.

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| Stud | ent | Ser | vice | es |
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Update Intervent

17.2.2 Sneak Peek: The upcoming release of 17.2.2 will include HB410 updates including the Intervention page, letters, and updates to calculations. Below is a peek as to how the new Intervention page will look.

| Student | Absence | Intervention | Open - |
|---------|---------|--------------|--------|
| Judeni | Absence | intervention | |

| Current Attendance | District Responsibilities |
|----------------------------------|--|
| Excessive Absences () | |
| 31 / 38 November | rittervenuon leam – 10/4/2017 |
| 51 / 65 2017-2018 School Year | Parent Involvement Judicial Contact Other Contact |
| Habitual Truancy () | |
| 12 / 30 Consecutive Hours | O Parent Involvement |
| 25 / 42 November | Mary Smith T 10/4/2017 |
| 45 / 72 2017-2018 School Year | Warning letter |
| Thresholds | Harold Smith • 10/7/2017 🗎 test notification comment 2 |
| No Threshold Met | Email Not Applicable |
| Habitual Truancy – 9/29/2017 | Mary Smith T 10/9/2017 |
| Excessive Absences – 10/2/2017 | Telephone conference |
| 10/4/2017 | |
| Parent Notification | |
| 10/4/2017 10/7/2017 10/9/2017 | Update Intervention |
| Develop Intervention Plan | |
| Judicial Contact | |
| 11/29/2017 11/30/2017 11/30/2017 | |



In order for the calculations shown on the left side to work properly, Start and End times need to be entered on the Master Calendar and every building must have lunches added to students' schedule. If you have not done this, please refer to the HB410 District Task List in the Student Information Help link under Procedural Checklists > Student > HB410 District Task List.

Helpful Tip

Setting Up the Ad Hoc Reports

Most reports ask for school building and status codes. This can be avoided by changing the "condition" to "Is Not One Of". Choosing this condition and leaving the value empty, all data is returned.

<u>*FYI*</u>

Reports are also doing a "pre-lookup". If status codes or grade levels are missing from the set up screen then there may not be anyone with that status code or grade level that will appear on the report.

New Training Added

An Attendance Report training will be held on Tuesday, February 13th from 9:00 AM -11:00 AM and again on Thursday, February 15th from 9:00 AM - 11:00 AM. Attendance reports found under the Ad Hoc reports will be explained as well tips for utilizing them. You only need to sign up for one training as both days will be the same topic.

(Note: If the new release is applied in time, the new Student Absence Intervention page may also be introduced.)



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Setting up a 7 Semester GPA

Issue: The high school needs a 7 Semester GPA that looks at this year's 1st Semester Average and this year's Earned Credit, and all prior years' Earned Credit.

Solution:

- Edit the All Year Marking Pattern and change the Progress Level on the 1st Semester Average to be Progress 3. StudentInformation > Management > School Administration > Marks Administration Menu > Marking Patterns, Marking Pattern Rules link.
- 2. Create a GPA Set that looks at the Progress 3 and Earned marks for the current school year, and Earned marks for prior years. StudentInformation > Management > School Administration > Course



| General Calculations Rank | |
|---|--------|
| GPA Set: | Next > |
| Code: 7SEM # Description: 7 Semester GPA | |
| Name: / Semester GPA | |
| Mark Credit Types: | |
| Not Used Progress 1 Progress 2 Progress 3 Progress 4 Earned | |
| Previous Years: | |
| Not Used Progress 1 Progress 2 Progress 3 Progress 4 Earned | |
| Grade Levels: | |
| ♥ 09 ♥ 10 ♥ 11 ♥ 12 🗌 13 🗌 GR 📃 23 🔲 31 🗌 IN 🌮 | |
| Reporting Terms: Mark Type: | |
| Exam2 Quarter 4 4th Interim Sem2 AVG | 12 |
| Ad-Hoc Membership: | |
| Select an Ad-Hoc Membership 💌 | |
| Public And Private | |
| | |



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Setting up a 7 Semester GPA to include Course History from JVS

Issue: The school is a home school and has course history from the JVS loaded in as Progress 2, 1st Semester Averages. If the school sets up the 7 Semester GPA to look at Progress 3 and Earned, manual courses from the JVS that are Progress 2 significance will not be included.

Solution:

- 1. Instead of editing the All Year Marking Pattern, edit the 1st Semester Marking Pattern. Change the 1st Semester Average to Progress 3 and save.
- 2. On the 7 Semester GPA set mark Progress 2 and Earned.
- 3. Refresh the 7 Semester GPA set.

Marking Pattern Rules - 1st Semester

From this screen, you can display, add, change and delete data pertaining to marking pattern rules.

| | The marking pattern rule was successfully saved | | | | | | | | |
|---|---|----------------------|--------------|-----------------|----------------------|---------------------|-------------------|------------------|-------------------|
| | Add Pattern Rule Cancel and Return | | | | | | | | |
| | | <u>Name</u> | Mark Type | Sequence Number | Reporting Term ^ | Significance | Credit Percentage | Marks Start Date | Marks Cutoff Date |
| × | I | 1st Quarter Mark | Quarter Mark | 2 | Quarter 1 | Progress 1 | 50 | | |
| X | 1 | 1st Quarter Interim | Interim Mark | 1 | 1st Quarter Interim | Not Used | 0 | | |
| × | I | 2nd Quarter Mark | Quarter Mark | 4 | Quarter 2 | Progress 1 | 50 | | |
| X | I | 2nd Quarter Interim | Interim Mark | 3 | 2nd Quarter Interim | Not Used | 0 | | |
| × | I | 1st Semester Exam | Exam | 5 | 1st Semester Exam | Not Used | 0 | | |
| X | 1 | 1st Semester Average | Avg | 6 | 1st Semester Average | Progress 3 | 100 | | |
| X | 1 | 1st Semester Final | Final Mark | 7 | Final | Earned | 100 | | |

GPA Set Maintenance

rom this screen, you can display, add, change and delete data pertaining to GPA sets.

| eneral Calculations | Rank | | | |
|---|--------------------|---------------------------------|----------------|--------|
| PA Set: | | | | Next > |
| Code: 7Sem 🔗 Name: 7 Semester GPA | Description 9 | Calculation | A - | |
| ark Credit Types: | | | | |
| 🔲 Not Used 🔲 Progress 🕻 | Progress 2 Progres | is 3 🔲 Progress 4 | Earned 💋 | |
| revious Years: | | | | |
| Not Used Progress 1 | Progress 2 Progres | ss 3 🔲 Progress 🛛 🔽 | Earned | |
| rade Levels: | | | | |
| ✓ 09 ▼ 10 ▼ 11 ▼ 12 | 🔲 13 🔲 23 🔲 GR 🔗 | | | |
| eporting Terms: | | Mark Type: | | |
| Quarter 1 1st Quarter Inte Quarter 2 2nd Quarter Int | ● Final ● | Exam Interim Mark Quarter | ← → Final Mark | -3 |
| d-Hoc Membership: | | | | |
| - Select an Ad-Hoc Memb | ership 🔻 | | | |
| | | | | |