

Student Services

Hints & Tips

May 2016

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Upcoming Events

◆ Elementary Scheduling

May 12th, 9:00 - 12:00

***Class lists are required

The lab will be available until 4:00 p.m. to work on your scheduling.

To register, click the Sign Up For Training link on the NOACSC website.

Open Lab Schedule

- Every Wednesday
- ◆ August 2015 thru June 2016 9:00 a.m. to 3:00 p.m.

To register please send an email Jennifer Schwartz: jschwartz@noacsc.org.
Please include the time of your arrival and your open lab topic.

2016 - 2017 Beginning of the Year Meeting

The annual NOACSC Beginning of the Year Meeting will be held August 10th, 2016 at Bluffton Middle School. The meeting is scheduled from 9:00 to 12:30 with attendee check-in beginning at 8:30 am. This year's format will not include break-out sessions. We will focus on presenting topics that apply to everyone in the group, including all upcoming features and enhancements. The last item presented will be the Back to School Checklist, which will allow those who choose to leave at that time the opportunity to do so.

Please register for this event on our NOACSC website under the Sign Up For Training link.

We look forward to seeing you there!

Bluffton Middle School 116 South Jackson Street Bluffton, Ohio 45817

Elementary Report Card Changes

Please remember to send us your elementary report card changes as early as possibly this summer. Receiving your revisions early helps us ensure we have your report cards ready and active for your teachers on your first day of school!

Remember: If you use a standardsbased, or Custom Setup 2, report card then report card revisions after the first day of school cause disruptions to the teachers' grade books.





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Web Browser Cache Issue

It has been discovered that after some releases are installed some pages in StudentInformation require either the browser cache to be cleared or a hard refresh before working correctly. Shortcuts for the hard refresh are below, or the browser cache can be cleared through your Internet Options.

Windows (all browsers): Ctrl + F5

Mac OS, Firefox and Chrome: Cmd + Shift + R

Mac OS, Safari: Opt + Cmd + E

As a reminder, recorded release webinars are available



on our NOACSC website under Student Services > Video Library > Release Webinars.

PowerPoints to accompany each webinar section are also on available on the release webinar page.

15.3 Release Highlights

Family Groups

- ° On the Student View Profile screen you can now view all active students in a family group, including students registered in a future year
- ° Script removed inactive family groups and active family groups with no students
- ° Delete family group is hard delete
- ° Students enrolled in future school year are visible when added to a family group
- ° Group not saved if no students assigned
- ° Inactive students no longer show on Students or Contacts tab
- ° Can now search by Student Last Name on Family Groups page

Student Data Tasks

- The new Student Data Tasks screen allows you to copy or delete your bulk enrollment options in the new school year up until the first day of the new school year.
- StudentInformation > Management > SchoolAdministration > StudentPromotion > Student Data Tasks

Import/Export

- New Locker Combinations Import screen allows import of a spreadsheet of locker assignments or locker combinations
- New Transportation Import lets you import a spreadsheet with the partial or complete student transportation records
- StudentInformation > Management > Import/Export > Locker/Combinations Import

StudentInformation > Management > Import/Export > Transportation Import

Home School Marks

- ° New Imported Marks History tab on Home School Import page lets you view all imported marks.
- ° StudentInformation > Management > Import/Export > Home School Import > Imported Marks History tab

Student Requests & Assignments

° Defect 10219 has been corrected and on your first day of school you will be able to delete course assignments from the Student Request & Assignments page without error.



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Staff Member Cleanup

As more extracts are continuing to pull from the StudentInformation Staff Member page, now is a great time to clean up your staff members in your 2016-2017 database. Along with deleting staff members who have left your district, you'll also want to make sure that the Email Address and Primary School Id fields are accurate.

| Stude | ntInformation > Manag | ement > Security > Vie | w Staff Membe | rs > Add/Edit Staff M | /lember | |
|-------|-----------------------------|------------------------|---------------|-----------------------|--------------------|----------------------|
| | | | | WARNING: You | u are working with | a Future School Year |
| Se | ecurity - Staff | Member: | | | | |
| St | taff Members Staff Me | mber Schools | | | | |
| St | taff Code: | | ₹ | State Staff ID: | | |
| So | ocial Security Number: | | | Name Prefix: | ~ | |
| Fi | rst Name: | | € | Middle Name: | | |
| La | ast Name: | | ₹ | Last Name Suffi | ix: | |
| A | ddress: | 9 | | Address 2: | | |
| Ci | ity: | | | State: | UH ▼ | |
| Zi | ip: | 45833 | | Email Address: | • | |
| Те | elephone: | | | Telephone 15 01 | nlisted: | |
| St | tart Date. | | | Stop Date: | | |
| Pr | rimary School Id: | COLUMBUS GROVE HI | SH SCHOOL ` | ✓ Is Active: | ✓ | |
| | | | | | | |
| Co | omments: | | | | | |
| | | | | ~ | | |
| | | | | | | |
| L: | Save | | | | | |
| | Return To View Staff Member | s Page | | | | |
| | | | Staff Members | Staff Member Schools | 5 | |

The Staff Members Schools tab will be enhanced in the 15.3.3 release to sort by School Year, which will allow you to more easily view and remove job functions for previous buildings for staff members.

| Add | | | | | | | | | |
|-----|---|----------------------------|-------------|---------------|----------|--|--|--|--|
| | | School | School Year | Job Functions | Active | | | | |
| × | 1 | COLUMBUS GROVE HIGH SCHOOL | 2016-2017 | Teacher | Ş | | | | |
| × | Ø | COLUMBUS GROVE HIGH SCHOOL | 2015-2016 | Teacher | Ÿ | | | | |
| × | 0 | СНООГ | 2014-2015 | Teacher | Å | | | | |
| × | 1 | СНООГ | 2013-2014 | Teacher | Ä | | | | |
| × | 0 | CHOOL | 2012-2013 | Teacher | Ş | | | | |
| × | 1 | СНООГ | 2011-2012 | Teacher | ¥ | | | | |
| × | 0 | СНООГ | 2010-2011 | Teacher | ¥ | | | | |
| × | 1 | CHOOL | 2009-2010 | Teacher | ¥ | | | | |
| × | 1 | COLUMBUS GROVE HIGH SCHOOL | 2008-2009 | Teacher | Ş | | | | |
| × | 1 | COLUMBUS GROVE HIGH SCHOOL | 2007-2008 | Teacher | Ÿ | | | | |
| × | 0 | COLUMBUS GROVE HIGH SCHOOL | 2006-2007 | Teacher | *** | | | | |



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PLEASE HELP! INFOhio has learned that ODE will not be able to fill the gap in INFOhio's budget for the 2016-17 school year, which means that, unless we find alternative funding, Ohio students will lose access to BookFlix and Storia as of July 1.

The only way to get INFOhio funding reinstated is with a Midyear Budget Review (MBR). And the only way to do that is to get enough Ohio educators and parents to email and call their state legislators to let them know that BookFlix and Storia are vital to early literacy and the Third Grade Reading Guarantee.

Please help us get the word out. Below are paragraphs you can cut and paste to send to educators and to parents. Feel free to adapt these messages as needed to fit your needs.

To educators:

FREE READING RESOURCES IN JEOPARDY FOR 2016-17!

Our students' free access to BookFlix and Storia is in jeopardy for 2016-17 because INFOhio's funding was cut by 42% in the state budget process. This school year, ODE had discretionary funding that allowed INFOhio to continue to offer BookFlix and Storia, but that funding will be unavailable for the next school year. Unless funding is restored, students will lose access to BookFlix and Storia. If your students depend on them, please take five minutes to visit https://www.infohio.org/advocate-for-infohio. You'll find a quick link to identify your local senator and representative and an easy way to email or call. Let them know your students depend on these digital tools to improve their reading skills. Please ask them to restore INFOhio's funding in the Midyear Budget Review.

To parents (for a school newsletter, email, or website):

Your child's free access to online reading tools through our school is in jeopardy for the next school year because INFOhio's funding was cut by 42% in the state budget process. INFOhio, Ohio's PreK-12 digital library, provides BookFlix and Storia at no charge to all elementary schools in the state. Ohio students use those tools millions of times during the year, at school and at home, to improve their reading. Please let your legislators know that our children need free access to BookFlix and Storia. Visit https://www.infohio.org/advocate-for-infohio. You'll find a quick link to identify your local senator and representative and an easy way to email or call. Please ask them to restore INFOhio's funding in the Midyear Budget Review.

Sample Social Media Messages:

Free reading resources in jeopardy for 2016-17. Tell legislators Ohio children need them! Fund INFOhio http://bit.ly/1RZtJ9n #INFOhioWorks

Save Storia for our students! Ask legislators to restore INFOhio funding. http://bit.ly/1RZtJ9n #INFOhioWorks

BookFlix in jeopardy for 2016-17! Ask legislators to restore INFOhio funding. http://bit.ly/1RZtJ9n #INFOhioWorks