



## iPass News & Updates – May 2020

### Teacher Appreciation Week May 4-8

Harris Education Solutions and the Support Team at iPass would like to say...



Thank your Teachers this week Teacher Appreciation Week May 4-8

### Patches

#### **Patch 7.0.20200428\_sync**

On April 29, 2020 a new patch was loaded onto your site.

- EZSE Export/Import changes
- EdInsight Export changes
- Replace Grade changes
- Alerts now on Period Attendance Screen
- Immunization Total Report
- More Buses on the Bio Verification Report

See notes here: [Release Notes](#)

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## Updates

### **SSDR Duplicate Errors**

The DESE SIF Help Desk has informed us that there can be a discrepancy in the validations for SSDR Duplicate Errors. If you are seeing Duplicate Incident Errors please put in a ticket and we will have the DESE SIF Help Desk check to see if there are duplicates or if there is an issue with the validation errors. We will help to resend the data if needed and they will help to clear the errors if they are showing a discrepancy.

### **Attendance Calendars**

By this point you should know what your last day of school will be for this year. DESE has put out guidelines for using Snow Days for the first part of the School Closure and then allowing Districts to use or not use April vacation as needed. Check all School Calendars to assure that the last day is set properly and no days after that last day show as active (Blue).

This would be the best time to check all Start and End dates of the Terms in Scheduling Maintenance > Academic Year Settings at each school. The last day of your Terms that end on the last day of school should match the last day in the School Calendar.

### **Grades/Report Cards/GPA/Transcripts**

Most every District has had a meeting with Laura Patton and their School Administrators to go over the District's needs for Grades, Report Cards, GPA and Transcripts.

#### **Here is a Report of what Laura found:**

Many Schools have moved to using CR for Credit and NCR for No Credit for the last terms' grades. These would have been set up to not be included in GPA and Horizontal Averaging.

Many schools are having Teachers use CR and NCR in their Gradebook/Rankbook as well. Teachers would have needed to copy the school's grade table to their Gradebook/Rankbook grade table.

Some Schools are having Teachers shut off the display of Averages on the Progress Reports out of Gradebook/Rankbook so Parents and Students do not see a Current Term Grade or Overall Grade (Year To Date) for each course.

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Some Schools are having Teachers add a new Assignment Type of Distant Learning or Remote Learning and have weighted that type as 0% so that any assignments done of that type will not affect Final Grades or Term Grades.

Some Schools are going with CR and NCR for the Last Term Grade and Numeric Grades for the Final Grades. Others are going with P's or F's in the Final Grades or CR or NCR in Final Grades for courses that were running during the school closure.

You can use any of these options or a combination of these options. Whichever option you use, please check the DOE ID Manager > MA DOE School Parameter screen and make sure you have assigned the CR and NCR to the correct code for the P for Passing and F for Failing on the screen.

If you still have questions please let Laura Patton [lpatton@harriscomputer.com](mailto:lpatton@harriscomputer.com) know.

**\*\* NOTE: See iPass Monthly User Group Section. \*\***

**\*\* Laura will be going over the options again in the May meeting. \*\***

## **How to Reset SIF for End Of Year**

The following steps need to take place to assure you have a successful End of the Year SIF Submission of SIMS, SCS, EPIMS and SSDR.

These are found in the Help Documentation called **Getting an Early Start on End of Year State Reporting. See Link Below.**

**\*\* NOTE: See iPass Monthly User Group Section. \*\***

**\*\* The May User Group will be on how to do these steps. \*\***

- Set As Of Dates.
- Adjust School Calendars and Term Dates.
- Check all New Arriving Students who Enrolled after March 1, 2020.
- Run Export EPIMS to bring all current Work Assignments to the iStaff DOE EPIMS screen.
- Clear SIF Objects for SIMS, SCS, EPIMS.
- Send SIF data for each SIMS, SCS, EPIMS (SSDR is not tied to an as of date and can be sent at any time).

Click Here: [Help Documentation](#)

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## iPass Monthly User Groups

### May User Group Meeting Set SIF for EOY Submission & School Closure Options for Grades

**Date:** May 13, 2020

**Time:** 1:00 p.m. to 2:00 p.m.

1. News & Updates
2. Featured Topics: Set SIF for End of Year Submission and a review of what to do about Attendance, Grades, Horizontal Averaging, GPA and Transcripts due to School Closures.

Laura will be reviewing the set-up of SIF for the End of Year Submission and will review the use of Attendance and changes in Grading to finish out the school year.

Please share the link below with all of your State Reporting Staff as well.

**Meeting Link:** Click here for the [User Group Meeting Webex link](#). Meeting Number is 635 513 566, Meeting Password is Harris. Audio Connections is 1-855-699-3239 Call-in toll-free number (US/Canada).

The Support Team hosts monthly online user group meetings the second Wednesday of every month. Meetings start with important news and updates for all users and include an in-depth review of timely topics.

### April User Group Meeting – P-EBT Report

If you missed last month's User Group Meeting, would like to see it again, or want to share it with others, the recording has been posted in iPass Help: [Webex – iPass User Group Meeting \(April 2020\) – News & Updates / New P-EBT Report – Grades and Attendance for End of Year](#).

## Coaching Options

### Coaching Options for End of Year

Pick any option or combination of options

**SIF End of the Year Submission** – This coaching option will assure your SIF end of the year submissions of SIMS, SCS, EPIMS and SDDR are done and ready for Certification

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in a timely manner. We work side-by-side with you to help with error clearing and sending data through SIF to DESE.

**iPass Roll Over to 2020-2021 Year** – This coaching option will assure your end of the year iPass Roll Over Procedures are done in proper order and finished in a timely manner.

**Scheduling in the 2020-2021 Year** – This coaching option will assure your scheduling for 2020-2021 is done in a timely manner. Pick from Elementary School Scheduling, Quick Schedule, Middle School Scheduling, Using the MSB Master Schedule Builder or Running the Student Scheduler.



<b>1 Hour - \$185.00</b>	
<b>3 Hours - \$500.00</b>	<b>10% savings</b>
<b>6 Hours - \$888.00</b>	<b>20% savings</b>
<b>9 Hours - \$1,000.00</b>	<b>40% savings</b>

**Mix and match the coaching options to meet your School District’s needs!**

Suggestions for using the 9 Hours:

3 Hours of Scheduling	3 Hours High School Scheduling	3 Hours SCS
3 Hours SIF	3 Hours Middle School Scheduling	3 Hours EPIMS
3 Hours Roll Over	3 Hours Elementary School Scheduling	3 Hours SDR

1 Hour SIMS	3 Hours Scheduling
1 Hour SCS	1 Hour EPIMs
1 Hour EPIMS	1 Hour SCS
2 Hours Cross Validations	1 Hours Cross Validations
1 Hour SDR	3 Hours Roll Over
3 Hours Roll Over	

***Pick and Choose  
and Make Your  
Own!***

**Contact Laura Patton to make arrangements for your Coaching now.**  
[lpatton@harriscomputer.com](mailto:lpatton@harriscomputer.com)

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## Upcoming Events

### **2020-2021 iPass Yearly Maintenance and Support Agreements**

Invoices for the 2020-2021 iPass Yearly Maintenance and Support Agreements went out on Tuesday May 5, 2020. They were emailed to the Superintendent, Business Managers and iPass Administrators. Please be on the lookout for them and make sure they get into the right hands for timely payment.

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**Harris School Solutions**

1-866-450-6696

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