

Welcome to Wednesday's Wisdom – A weekly dose of support! November 25, 2015

Announcements

Thanksgiving Holiday Hours – Harris iPASS Support will be closed for the Thanksgiving holiday recess on Thursday November 26th and Friday November 27th. Support will be available during our normal business hours of 7:00am – 5:00pm on Wednesday November 25th.

State Reporting Update:

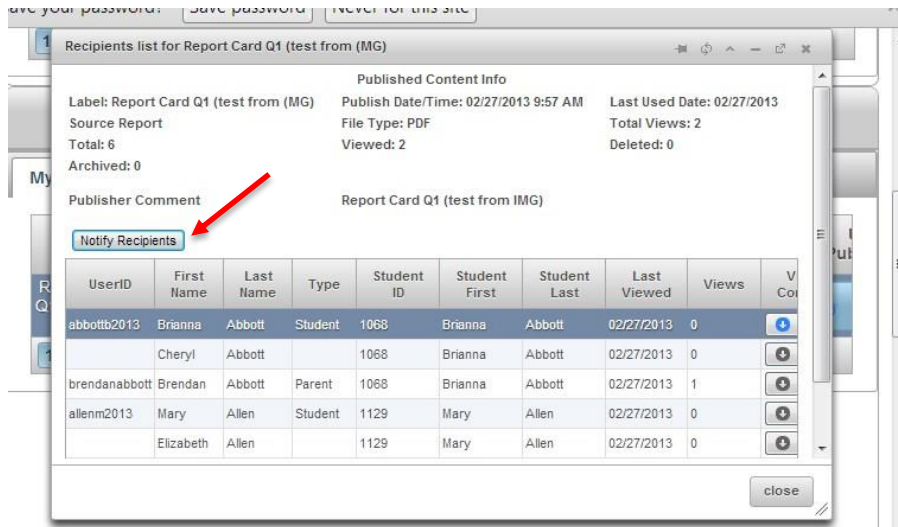
SCS – Sync Sites - Fixes went out for SIF SCS. We have been working with the DOE to clear out previous SCS data and we have been pushing new SCS data. We are continuing to work with districts to clear errors. We currently have sites at the cross validation with EPIMS stage.

EPIMS – All sites - Fixes went out for the EPIMS WA08 Teacher/Paraprofessional Assignment and WA15 Subject Matter Competency fields. If you have not already done so, we recommend that you run your EPIMS Export with Reset FTEs and Reset Term Codes set to Yes. This will find the WA08 and WA15 data from past records and post it to the 10/01/2015 records.

Patch Releases – Patches were released on 11/17 to Sync sites and 11/18 to all sites. These included fixes for: SIF 2.7 fixes for SCS, Edit EPIMS Work Assignments screen, and EPIMS Work Assignment record update from previous WA08 and WA15 data. Full Release Notes can be found in iPASS Help > iPass Patch Release Notes.

Frequently Asked Questions

- Q. Is there a way to notify iParent users that a Report Card has been published?**
- A. Yes.** The Publishing Dashboard provides a way to send email to all recipients of the published document. After the Report Cards (or any other published documents) have been published, click on View in the Recipients column. Just above the list of Recipients is a Notify Recipients button. Click on this to open the email editor to compose a message. More information can be found in iPASS Help > My Data > Help > Publishing Dashboard.



Recipients list for Report Card Q1 (test from (MG))

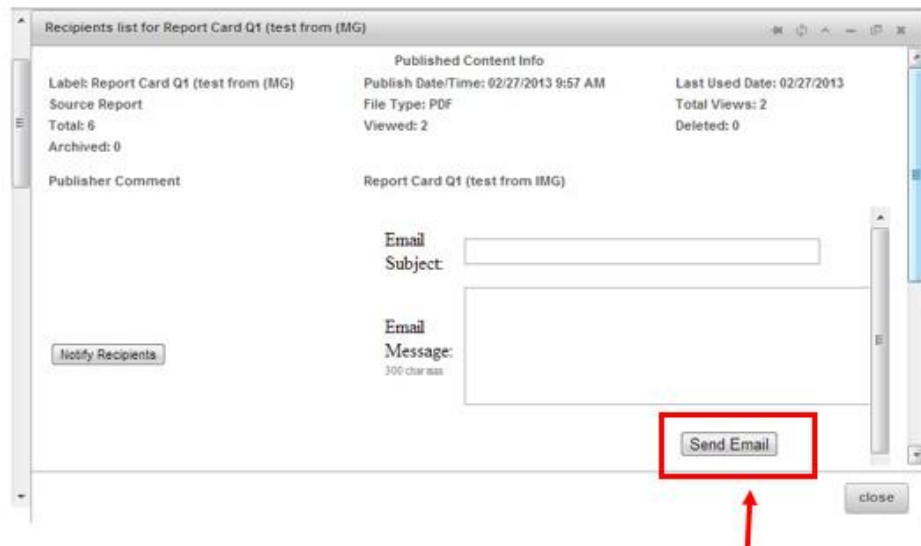
Label: Report Card Q1 (test from (MG)) Published Content Info Publish Date/Time: 02/27/2013 9:57 AM Last Used Date: 02/27/2013
 Source Report File Type: PDF Total Views: 2
 Total: 6 Viewed: 2 Deleted: 0
 Archived: 0

Publisher Comment Report Card Q1 (test from IMG)

Notify Recipients

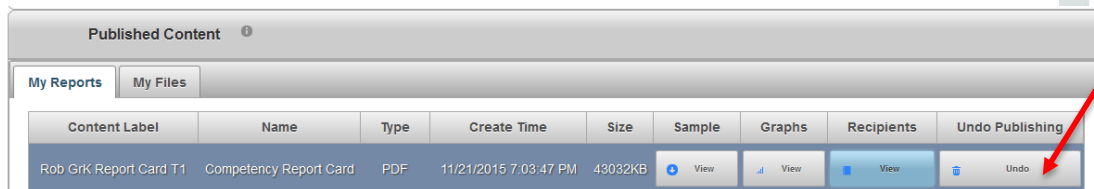
UserID	First Name	Last Name	Type	Student ID	Student First	Student Last	Last Viewed	Views	V Co
abbottb2013	Brianna	Abbott	Student	1068	Brianna	Abbott	02/27/2013	0	
	Cheryl	Abbott		1068	Brianna	Abbott	02/27/2013	0	
brendanabbott	Brendan	Abbott	Parent	1068	Brianna	Abbott	02/27/2013	1	
allenm2013	Mary	Allen	Student	1129	Mary	Allen	02/27/2013	0	
	Elizabeth	Allen		1129	Mary	Allen	02/27/2013	0	

close



Q. How do I un-publish Report Cards?

A. The Publishing Dashboard has the ability to “Undo Publishing.” After a Report Card (or other document) has been published, you have the ability to “Undo” the publishing. Click Undo to remove the document from all of the recipients. For example, if report cards need to be replaced, the original report cards should be removed first with Undo Publishing and the new Report Card report published. Undo Publishing removes the original Report Card from iParent Documents. More information can be found in iPASS Help > My Data > Help > Publishing Dashboard.



Q. SYNC SITES: How do I keep non-graded courses from printing on the Report Card?

A. Set “Include Courses with No Term Grade” = No. The Sync sites now have a new setting in the Report Card report to include or not include courses with no Term grade. The default setting of Yes will include all non-graded scheduled courses, including Lunch, Student Hall, and future courses not yet graded. Set *Include Courses with No Term Grade* = No to exclude courses that have no Term grade. Use the *Exclude Course Types* to select course types you wish to exclude from the Report Card, such as Lunch and Study Hall.

Include Courses with No Term Grade: No
Term: Q1
Counselor: _____
SPED Only: No
Exclude Course Types:

- Other
- Professional Development
- Study Hall**
- X Lunch
- X Study Hall

Q. How do I get student and staff photos uploaded to my site?

A. Create a Harris eSupport ticket in the Tech – iPASS Software Package category requesting assistance to upload photos to your site. You no longer mail us your photo disks. Submit a Harris eSupport ticket requesting us to upload photos to your site. The Tech Team will contact you with directions and a location to upload your photos to. The Tech Team will then upload the photos to your site. More information on Harris eSupport can be found in iPASS Help > Technical Support FAQ > *Are there guidelines for entering a Harris eSupport Ticket?*

