

# Welcome to Wednesday's Wisdom – A weekly dose of support! May 11, 2016

#### **Announcements**

**TODAY** – *All iPASS Sites* – May User's Group Meeting WebEx – Today's User's Group Meeting WebEx will be on the topic of "End of Year Procedures." Laura Patton will discuss the End of Year Procedures Check List and offer time for Q & A. Please join us at 1:00pm today. *Click here for User's Group WebEx link.* Meeting Number: 638 099 385. Meeting Password: harris. Audio conference information: 218-486-2881, pass code 832927.

iPASS Help - The Support Team has posted some new times in the iPass Resource Center:

- WebEx SIF Training Massachusetts (May 2016)
- Query Files for Download: Updated for 2016-2017 Student Recommendations:
  - o <u>On-line Recommendations Detailed iTeacher</u>
  - o On-line Recommendations Detailed iStudent
  - o On-line Recommendations Detailed iParent

## Sync Sites: Patch Release - 7.0.20160503\_sync for Massachusetts

A patch release went out on May 3rd. Release Notes have been posted to iPASS Help > iPass Patch Release Notes. Corrections and minor enhancements were made to SIF Language Codes, SIF 2.7 Discipline, and Master Schedule Builder (MSB). Please refer to Release Notes for specifics.

### **New Harris Power Hour Sessions Added:**



## The student information solution series



### College Select

College Select includes builtin college and scholarship matching technology, and step by step tasks to help students and their families navigate the often overwhleming college application process.

College Select >>

### Click to Register:

Wed.	5/11	11AM ET
Thur.	5/12	11AM ET
Fri.	5/13	11AM ET
Wed.	6/1	12:30PM ET
Tues.	6/7	2PM ET











### School Rush

School Rush organizes all communications between the school, teachers and parents in an intuitive mobile and cloud based application.

# Click to Register:

Thurs.	5/12	1PM ET
Fri.	5/13	1:15PM ET
Wed.	6/1	3PM ET
Fri.	6/3	11:15AM ET
Fri.	6/3	2PM ET
Tues	6/7	10AM FT

## **Frequently Asked Questions**

- Q. How do I keep next year's course schedules from displaying in iParent and/or iStudent?
- A. Several adjustments need to be made to iParent and/or iStudent Configuration screen to hide next year's Schedules and next year's Courses. Show Schedule must be set to "Current & Prior" to hide future schedules <u>AND</u> Show Grades must be set to "Current & Prior" to hide future course names on the View Grades screen. <u>Click here for detail</u>.
- Q. How do I graduate my seniors?
- A. Step 1: Prior to graduating your seniors, refer to the checklist of recommended items to complete before graduating your seniors. *Click here for checklist*.
  - Step 2: After completing the items on the check list, proceed to Biographical System > Mass Update Students > Mass Enroll to give your seniors a "Graduate" enrollment record. <u>Click here for complete steps to graduate seniors</u>.
- Q. How do I search for the incoming students for the next school year in iPASS?
- A. First, the incoming students must have Next Year School and Next Grade Level entered on the Biographical Profile screen and then you can search for these students in several ways depending on what you want to do. *Click here for more information and examples.*
- Q. How do I print mailing labels for the incoming students for next year?
- A. You may print mailing labels for incoming students using Reports Biographical > Mailing Labels. *Click here for recommended Selection Criteria*.





