



Welcome to Wednesday's Wisdom

Your weekly dose of support!

March 15, 2017

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We're here to help!

The Support team is available to help you meet next week's SIMS Report certification deadline.

Support Announcements

A recording of the March 8 User Group Meeting has been posted in iPass Help. During this User Group Meeting we reviewed the iPass enhancements and updates released in February. If you missed the meeting, please review the recording in iPass Help > User Group Meetings > [Webex – February 2017 Release Enhancements and Updates.](#)

iPass Tips & Tricks

Massachusetts March SIMS – Certify by Thursday, March 23

As you enter your last week before certification, be sure to:

- Check your student record count in the DOE Security Portal.
- Use the Security Portal SIMS Transmission Download feature to get a file of all reported student and associated SIMS 52 data element codes transmitted through SIF.
- Use the [Enrollment Reconciliation Report](#) to find the students that are enrolled in iPass but not in the SIF transmission records at the DOE.

Don't forget the *Helpful Hints Guide for March SIMS State Reporting* provides helpful hints for SIF and Legacy data transmission, suggested items to review and check for March 1 data, and recommendations to review the data. Go to iPass Help > DOE ID Manager > Help > SIMS > [Helpful Hints Guide – March SIMS 2017](#).

The Support Team is available to help with any remaining errors that you can't clear. Submit an eSupport ticket with the student SASID and the error message for us to reference. To protect student confidentiality, please do not include the student name or DOB in the ticket.

Preparing for Massachusetts EOY State Reporting

After the March SIMS submission is completed, the Support team will be available to help SIF districts prepare their site for EOY state reporting. The Support Team has created a Quick Guide that outlines the steps for your district to prepare for June/EOY SCS, EPIMS, and SSSDR state reports. This guide includes steps for both SIF and Legacy districts. For more information go to iPass Help > DOE ID Manager > Help > [Quick Guide: Preparing for Massachusetts March and EOY State Reporting](#).

NOTE: Districts that are reporting EPIMS and SSSDR via SIF transmission must [send the SIF Objects](#) to create their initial EOY transmission file and when they want to add/modify the transmission. If there are records in the transmission file that should be removed, submit an eSupport ticket with your detailed request. To protect confidentiality, for EPIMS you only need to provide us with the staff member's MEPID# or Employee ID# (no name) along with the EPIMS# error message. For SSSDR, provide the Incident ID# along with the SSSDR# error message.

Upcoming Events & Workshops

Register for Two-Day Middle School Scheduling Workshop

Harris School Solutions will be hosting an iPass Workshop for Middle School Scheduling for the 2017-2018 school year. This workshop will consist of two-day, hands-on sessions where attendees will be working in their own iPass database to schedule their schools for the 2017-2018 academic year.

Registration is required for the course; course is limited to the first 25 registrants. [Click here to register.](#)

Middle School Scheduling Workshop

[Click here for workshop details.](#)

Dates: April 4 and May 16

Times: 9 a.m. to 3 p.m.

Location: Westford Public Schools, Central Office, 23 Depot Street, Westford, MA.

Add-Ons

EZSchoolEnroll

Getting ready for Kindergarten or new student registration? Simplify the process by providing parents with online registration.

- Parents log in and fill in information in forms created by your district.
- Information comes into iPass for review, approval, and enrollment.
- Eliminates the need for school-based or central-based enrollment.
- Can be used to collect all kinds of information for use in other areas/products.

EZSchoolEnroll fully integrates with iPass and there is no per-student charge for this product for current iPass customers! Watch a recorded demo that has been posted in iPass Help > [EZSchoolEnroll](#).

Professional Services

Does your school district have a need for professional development in iPass?

Do you have new initiatives that may require the purchase of a third-party software product? Meet with a Harris Professional Services expert to see how iPass can meet your needs. Harris offers several third-party products that are designed to integrate with iPass, including EZSchoolEnroll and School Rush!. Email Sharon O'Connor at sjoconnor@harriscomputer.com to schedule an appointment for a complimentary business review.

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