



## Welcome to Wednesday's Wisdom

*Your weekly dose of support!*

May 24, 2017

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### Pennsylvania User Group Meetings

We will be visiting Pennsylvania in early June. Refer to the Upcoming Events & Workshops section to see when we will be in your area.

### Support Announcements

#### iPass Support

Our offices will be closed on Monday, May 29, 2017, in observance of the Memorial Day holiday.

Support requests still may be logged, and will be responded to in the order in which they are received, by using one of the below methods:

**Email:** [support@harriscomputer.com](mailto:support@harriscomputer.com)  
**eSupport:** [support.harriscomputer.com](http://support.harriscomputer.com)

Normal operations will resume on Tuesday, May 30, 2017.

## iPass Releases & Updates

### Patch Release – 7.0.20170517\_sync

A patch release went out May 17 and included corrections for scheduling and SIF SSSDR. Please refer to the Release Notes for full details. iPass Help > iPass Patch Release Notes > [Patch Release Notes – 7.0.20170517\\_sync](#).

## iPass Tips & Tricks

### Queries Available for Download

The following queries are helpful this time of year. They are available to download from iPass Help > My Queries > [Query Files for Download](#):

- [Access to Future Student Schedules](#) – This query report shows a list of all iPass users and the teacher names that have access to view future student schedules. When you have District Configuration set to show Current and Prior Schedules only, this is helpful to see who has access to see the future schedules.
- [Access to Future Teacher Schedules](#) – This query report shows a list of all iPass users and the teacher names that have access to view future teacher schedules.
- [Next Year Homeroom](#) – This query report shows Students with Next Year's Homeroom, Teacher's Name, and Next Year's Grade Level.
- [NEW: Student Grades All Terms](#) – This query report shows Student's Term and Final Grades for the entire year.

### MA EPIMS – SIF Job Types

The Support Team has posted recommendations for selecting the “SIF Job Type” based on the Career record Job Type used for Legacy EPIMS Job Classifications (WA07). This information is posted in iPass Help > SIF > Help > [SIF Job Type Codes](#).

### MA SIF SSSDR – Important Update

When reporting nameless victims, you need to fill out the Victim DOE Fields. After entering the “nameless” victim, click on the DOE + symbol to open up the Victim DOE fields and fill in the Victim Type and Victim Injury.

**Other Person:**

Delete	ID Number	Last Name	First Name	Middle Name	District ID	Offender or Victim	Gender	Race/Ethnicity
	9991	Victim	Other	Student 1		Victim	Female	01 - White

DOE

**Victim DOE Fields:**

Victim Type: 0126 - Student

Victim Injury: 3065 - No injury

For more detail, go to iPass Help > SIF > Help > [SIF SSDR: Reporting Victims Without Identifying Name](#).

**iPass FAQs**

**Q. MA SIF SSDR: Why am I receiving the “SSDR6545 - Educational Services code (AE) is required” error when Education Services Indicator (AEINC) equals Y?**

**A.** There is an additional Alternative Education field in the SIF Offender DOE Field section that may not be selected. Both the Alternative Education Code field under the Incident DOE fields AND the Alternative Education field under Offender DOE fields must be selected with matching codes. The additional Offender DOE fields will display below the Incident Offender fields when “Is this student an Offender of Victim?” at the top of the Behavior Record is set to Offender.

**Incident DOE Fields:**

Incident Time Frame Code: 110 - Before classes

Offense Indicator:

Discipline Indicator:

Number of Victims: Student:

Number of Victims: Non-Sch Personnel:

Number of Offenders: Students: 1

Number of Offenders: Unknown:

Number of School Days Missed: 10

Program Status Code: 2 Students with Disabilities - student has an IEP

Bodily Injury Incident (SPED Student Only):

Physical Injury:

Extra Suspension Days:

Education Services Comment: Some services provided in house

Description for Offense Type 3:

Description for Offense Type 5:

Incident Location Code: 3011 - On campus

Incident Reporter Type: 3422 - Staff member

Incident Category Code: 3067 - Drug-related

Number of Victims: School Personnel:

Number of Victims: Unknown:

Number of Offenders: Non-Student:

Description For Offense Type 1:

Alternate Education Code: Yes

Alternative Education Type: 8 Other(specify in AEX)\*(Use Education Services Comment field)

Alternative Education Not Provided:

Appealed: No

Incident Description: See police report

Description for Offense Type 2:

Description for Offense Type 4:

Incident Weapon Type: 0010 - Firearm

0011 - Handgun

0012 - Shotgun/rifle

**Offender DOE Fields:**

Offender Related to:	<input type="text"/>	Offender Type:	0126 - Student
Offender Injury:	3065 - No injury	Manifestation Meeting:	<input type="text"/>
Manifestation Determination Meeting:	Yes	Manifestation due to Disability:	No
Full Year Expulsion:	No	Zero Tolerance:	No
Law Enforcement Notified:	Yes	Shortened Expulsion:	<input type="text"/>
Offender Arrested:	No	Alternative Education:	Yes
Weapon Type:	0098 - No Weapon		

## Upcoming Events & Workshops

### Pennsylvania User Group Meetings

Laura Patton, iPass Support Manager, will be holding User Group Meetings for our Pennsylvania sites next month:

#### iPass Pennsylvania User Group Meeting – Charter Schools

**June 8, 2017**

9 a.m. to 1 p.m. (light refreshments will be provided)

Bethlehem Harris Schools Solutions Office

1660 Valley Center Parkway

Suite 500

Bethlehem, PA 18017

#### iPass Pennsylvania User Group Meeting – Public Schools

**June 12, 2017**

9 a.m. to 1 p.m. (light refreshments will be provided)

Bethel Park Harris Schools Solutions Office

1008 Progress Court

Bethel Park, PA 15102

**Topics will include:**

- End-of-the-Year Procedures – Review steps for setting up the new school year (2017-2018), finishing the current school year (2016-2017), and rolling the database over to the new school year.
- Round table discussion – Opportunity to share how each site is using iPass and what features are available.

- Q&A Session – Opportunity to find out anything you need to know or wanted to ask.

To register for this free event, send an email to Laura Patton at [lpatton@harriscomputer.com](mailto:lpatton@harriscomputer.com) with the name of all iPass users who plan to attend.

## Summer – Elementary Scheduling Workshop

We are finalizing the details for the summer iPass Elementary Scheduling Workshop. Keep an eye out in our weekly emails for an announcement of the date and time of this one-day workshop.

This workshop will be pertinent for the person(s) responsible for creating and maintaining the master schedule and students schedules at the elementary level. The Elementary Scheduling Workshop will cover:

- Rolling over last year's schedule
- Changing teacher/room assignments for 2017-2018
- Assigning homerooms to students
- Assigning homerooms to teachers
- Setting up the elementary Quick Scheduler
- Mass loading students into courses

Cost: \$250 per person

### iPass Add Ons

## Harris School Solutions Now Offering Edsby Platform!

Great news! We've partnered with Edsby to offer their cutting-edge social learning and analytics system to you across several of our solutions! [Click here to find out more.](#)



## Add online registration.

Currently, iPass is offering a FREE license to the online registration tool, *EZSchoolEnroll*.



**With *EZSchoolEnroll*, you can:**

- Centralize registration.
- Collect important DOE language survey information.
- Save clerical time by enabling parents to add/remove/update their contact and emergency contact information.
- Verify data before bringing it into your SIS.
- Fully integrate it all with iPass!

[Schedule your \*EZSchoolEnroll\* demo today!](#)

*EZSchoolEnroll*

## Enhance iPass with better communication.

*School Rush!* is the real-time, classroom-level communication app that increases parent engagement by up to 90%.



**With *School Rush!*, you can:**

- Make getting involved easier for parents.
- Organize events, activities, assignments, and more into an integrated calendar.
- View analytics on parent interactions to see what's working.
- Fully integrate with iPass!

[Schedule your \*School Rush!\* demo today!](#)

*School Rush!*

## Does your school district need 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 and 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!*.

[Click here](#) to schedule an appointment for a complimentary business review.

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