



Welcome to Wednesday's Wisdom

Your weekly dose of support!

June 21, 2017

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End of the School Year

Another school year is coming to an end. The iPass team is here to assist you with your EOY procedures and state reporting needs.

Support Announcements

What's new, exciting, and happening **RIGHT NOW** for iPass users?

Free Personal Edsby Demos with Sharon!

Harris School Solutions has formed a special partnership with Edsby, an innovative teacher workflow, parent engagement, and analytics platform that integrates seamlessly with your iPass!

Simply add Edsby to iPass and watch as:



- your productivity increases.
- teacher workflows become easier and more organized.
- collaboration between staff, parents, and students flows more smoothly than ever!

[Schedule a Demo](#)

Or [forward this email](#) to the appropriate contact.

Industry News – Harbor Freight Tools for Schools

The Harbor Freight Tools for Schools Prize for Teacher Excellence recognizes outstanding skilled trades programs at public high schools in the United States. Harbor Freight will award three first-place prizes of \$100,000, with \$70,000 going to the high school skilled trades program and \$30,000 to the individual skilled trades teacher or teachers behind the winning program. Seven second-place winners will each be awarded \$30,000, with \$20,000 to the high school program and \$10,000 to the teacher or teacher team. Register Now! [Click here for more information.](#)

iPass Releases & Updates

A patch release that is expected to go out this week will include minor enhancements, updates, and corrections, including items for SIF End-of-Year submission for Massachusetts state reporting. Watch for the Release Notes to be posted in iPass Help > [iPass Patch Release Notes](#)

iPass Tips & Tricks

Deleting Requests

Before you mass delete Requests for a course, you need to first check for Alternate requests for the course. These Alternates need to be moved to another course prior to

being removed.

Helpful Hint! Use the 'Students Requesting a Course' report to find the Alternates. You can select to run the report for a specific Course ID and have the choice to select Alternates = No, Only Alternates, or All. When Running All, Alternate Requests will have an asterisk after the Student Name.

Go to Scheduling System > Reports – Scheduling > Students Requesting a Course.

Course: 501	French 11	Department: FL				
ID	Name	HR	YOG	Sex	GL	
1401959	[REDACTED]	*	145	2020	F	09
1405135	[REDACTED]	*	322	2018	F	11
1283763	[REDACTED]	*	236	2019	M	10
Total Males: 1		Females: 2	Students: 3			

Pennsylvania PIMS Reporting

- Collection 5 PIMS Sandbox opened June 1. Collection 5 PIMS (production) will be available June 15. PIMS maintenance is scheduled for July 3-14. DUE DATE SEPTEMBER 1, 2017 (August 1 plus 30-day grace period).
- Act 80 requests must be approved by PDE prior to uploading the School Calendar in Collection 5 PIMS Sandbox and PIMS (production). To avoid a Batch Manager error checking School Calendar against approved Act 80 days, allow 5-7 business days for PDE to complete the process. An exception will not be granted for this purpose.
- Juveniles Incarcerated in Adult Facilities (adult county jail)—all 2016-17 School Calendars and Student Calendar Fact data uploaded in March have been deleted from the PIMS data warehouse. Please upload the updated School Calendars and Student Calendar Fact files for this program if applicable to your LEA.

iPass FAQs

Q. Massachusetts SIF EPIMS: What is causing the SIF EPIMS Error of EPIMS4001: Record reported more than once in SR file?

- A. Check to see if the staff member has more than one active Career record checked off as 'Is Main Job.' If yes, this will include the staff member in the Staff Roster file more than once. To fix this you need to have only one active Career record set to 'Is Main Job.' After the update is made notify iPass Support so that we can request your EPIMS data be cleared and re-sent.

[Click here for more Information](#)

Upcoming Events & Workshops

Elementary Scheduling Workshop – August 9

Registration is now open! Join Harris School Solutions for an iPass Elementary Scheduling 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:

- Homeroom assignments
- Mass-loading student schedules
- Setting up the Walk-in Scheduler
- Using the Walk-in Scheduler
- Drop/Add feature
- Withdrawn students features
- Editing Teachers in the course catalog
- Adding Courses to the course catalog
- Removing Courses from the course catalog
- Adding and removing sections from a course
- Moving students from one course to another
- Printing student and teacher schedules

Registration is required. Limited to the first 30 registrants.

[Click here to register.](#)

Date: August 9, 2017

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

Location: Randolph Community Middle School, 225 High Street, Randolph, MA 02368

Cost: \$250 per person

Professional Services

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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