



## Welcome to Wednesday's Wisdom

*Your weekly dose of support!*

August 30, 2017

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### Ready... Set... Go!

Let the new school year begin!

### Support Announcements

## Recommended Training for SIF State Reporting Staff

The following workshop is recommended for staff responsible for SIF state reporting and is designed to enhance both beginner and advanced-user knowledge of the SIF process.

## SIF State Reporting Two-Day Hands-On Workshop



Harris School Solutions will be offering a two-day, hands-on workshop on September 19 and 20 for iPass staff responsible for SIF reporting. The sessions will detail how to implement SIF reporting in your district, set up iPass, and clear error validations. Each day will include three hours of in-depth training for all participants, and for those who attend in person there will be an additional two hours each day of hands-on assistance to send your SIF data and run through validation errors.

Refer to the [Upcoming Events & Workshops](#) section below for more information.

## Attention: iPass Administrators

Want to make a difference in even more of your school's systems?

eWalk makes classroom walkthroughs better and faster for your principal.

Let your principal know about eWalk, and YOUR recommendation could single-handedly improve your school's observation system!

**PLUS:** just for sharing the info, you will get a FREE iPass Review!

Make a Difference

### iPass Releases & Updates

## Upcoming Patch Releases

We are preparing two patch releases for release very soon. These will include a new Grade Transfer feature that can be used when a student transfers between courses and DOE data field updates required for the 2017-2018 Massachusetts State Reports.

## iPass Tips & Tricks

### Clear Out SIF Processor Logs

In preparation for the 2017-2018 SIF Reporting, it is recommended that you delete the Logs from the EOY SIF Reporting.

Go to SIF Agent > SIF Processors, check the box for “Purge All Log Files Except Current Day,” and submit. This will remove all the log files from the previous reporting period.

### Set up Grade Headings and Terms

At the beginning of each school year, the Grade Headings and Terms table must be filled out completely for each school. The iPass Support team has put together a Quick Guide to help guide you through this process. Go to iPass Help > Grading > Help > [Quick Guide: Grade Headings & Terms](#).

### iStudent Accounts Query

There is an iStudent account query available for download from iPass Help, that will list all students and indicate if they have logged into their iStudent account, when their password was last changed, and whether the account is active or not. Go to iPass Help > My Queries > Queries for Download > [iStudent Accounts Activity – Enrolled Students](#). Directions on how to import a query can be found in iPass Help > My Queries > [Help](#).

## iPass FAQs

**Q. How do I get students into Activities or Groups once they have been rolled forward to a new year?**

**A.** The Activity Roll Over does not roll students. You can use the mass update tool to put student into activities or groups.

## Upcoming Events & Workshops

## SIF State Reporting Two-Day Hands-On Workshop Information



### Dates & Topics:

- September 19 – SIMS and SDDR
- September 20 – SCS and EPIMS

**Location:** Algonquin Regional High School, Northborough, MA  
**Schedule:**

- 8:30 a.m. to 9:00 a.m. – Arrival
- 9:00 a.m. to 12:00 p.m. – Training (live in person and on WebEx)
- 12:00 p.m. to 12:30 p.m. – Lunch (included)
- 12:30 p.m. to 2:30 p.m. – Hands-on data fixing and transferring data to SIF for all in-person participants.

### Training Session Options:

1. \$500.00 Per Person: Two (2) days of training face-to-face, including hands-on sending of data using SIF.
2. \$200.00 Per Person: Two (2) days, three (3) hours each, intensive WebEx live sessions of the meetings.
3. \$100.00 Per Person: Access to recording of WebEx portion.

These sessions will be run by Laura Patton and Melissa Sweeny.

Information on registering for the sessions will be sent next week. Please feel free to contact Laura Patton at [lpatton@harriscomputer.com](mailto:lpatton@harriscomputer.com) with any questions.

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