The NC SIS Email Bulletin highlights issues and announcements that were communicated to users during the previous week, and it also features late-breaking and recurring news about NC SIS and the PowerSchool project.

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1. PowerSchool Weekend Updates and Fixes

The following items were promoted into PowerSchool over the weekend. If you have any questions or concerns about these items, please contact the Home Base Support Center at homebase.incidents@its.nc.gov.

1) CTE Concentrator Update (Security fix)
2) Career Cruising Update
3) NEW! - Staff Information Page – custom page contains Certified Name, Employee Number, Paid out of District (check box), Cell Phone, Emergency Contact, Emergency Cell Phone, Emergency Work Phone, and Unlisted (check box).
4) Student Pages (Special Programs)
   a. Added drop-downs to page for Exit Reason, Assessment, Assessment Result and Enter Code
   b. Fixed double spacing on new drop-down values
5) Staff Pages (Staff Vehicles - Renamed page link from 'Staff Vehicle' to 'Staff Vehicles')
6) Enterprise Controller - Updated code set for Country Codes to resolve misspelled item for China

**Additional Updates Promoted Last Week:**
1) Transfers – Corrected the issue where Admission status code, days absent, days present, dropout verified, and drop out reason were not transferring from the source student record's current enrollment to the destination student record's most recent previous enrollment.

2) State Reports:
   a. Data views of the state reports were not refreshing. Fix applied to clear the cache, so data is refreshed every time the report runs.
   b. Corrected the issue where exception reports were inadvertently showing under the wrong reports (for example – PMR exceptions were showing under the dropout report).
   c. Some LEAs reported seeing an error message at the bottom of their data views when running PMR 3. Pearson has corrected this issue.

3) Student Data (Student Grade Level - Students with a Grade Level of 15 now updated with a Grade Level of -6)

2. Important Actions Needed Prior to Attending Build Workshops

Attention LEAs:

It is IMPERATIVE for those attending the Build Workshops to come prepared. What do we mean by this? Participants MUST have all required tasks completed BEFORE coming to the workshop.

Required Task

A. Complete Checklist – Participants must complete the checklist from the Prepare to Build session in preparation for this class. When schools are not prepared a large amount of time is consumed in getting the participant prepared which takes away from our ultimate goal – building a schedule for the participant’s school. Please obtain the checklist by clicking on the following link: https://powersource.pearsonschoolsystems.com/article/6304

B. Print Reports – There is also a list of reports that needs to be run after data entry is completed and before attending the workshop. These reports should be run to check your data. To view a list of these reports, please click on the following link: https://powersource.pearsonschoolsystems.com/d/powerschool_7719

Attendees who have not completed all necessary steps in preparation for this workshop will be sent away to finish the required tasks so the trainer can work with those who are prepared.

If there are schools needing to attend a Build Workshop, please register NOW! Workshops with
low enrollment are being moved to areas that need more seats. If there is not a workshop with available seats close to you, please notify Wendy Hinson at wendy.hinson@dpi.nc.gov.

Below are descriptions of all the different types of workshops that are currently taking place. You may register for these workshops by clicking on this link: http://www.timetosignup.com/powerschooltraining/

**Load Process Workshop**
This session is for schools that have found a schedule that works well for them from year-to-year. Students still request courses, either core only, elective only or both.

This 2 day class will give instructions on tasks to be completed using the PowerScheduler to copy and tweak the master schedule from the current year. Attendees will also learn how to enter student course requests and load those requests for optimum scheduling.

This session is for ONE person per school - this should be the person responsible for entering scheduling data and school setup into PowerSchool.

**Prepare to Build Workshop**
This session is for schools who build a true student-driven schedule each year. They do **NOT** copy and tweak their existing schedule.

This 3 day class will give instruction on tasks to be completed prior to returning to a 4 day Build Workshop. Participants will be given several options of 4 day Build Workshops to attend for their region at a later date.

**Build Workshop**
This 4 day workshop is "Part 2" for schools that build a true student-driven schedule each year AND have previously attended a 3-day Prepare to Build session. Schools must also have completed the checklist from the Prepare to Build session in preparation for this class.

This workshop will have the participants working 'hands-on' in their system to complete their master schedule for next school year and get students scheduled into classes. This session is for the school's scheduling team and **MUST** include the person who attended the previous workshop and who will be responsible for the computer work.

The entire scheduling team will sit together at one workstation. **ONLY THE PERSON WHO ATTENDED THE PREVIOUS "PREPARE TO BUILD" CLASS NEEDS TO REGISTER.** The rest of the scheduling team can also attend, but will not need to register. We will have them sign in when they arrive.

**NOTE:** Attendees who have not previously attended a 3 day Prepare to Build session and who have not completed all necessary steps in preparation for this workshop will not be permitted to stay.

FYI - CLASS SIZES ARE VERY SMALL AS THIS IS ALL HANDS-ON WORK WITH THE HELP OF THE TRAINER. The registration link will advise you if a class is full when you click on the link. You can check back another day to see if there are seats available due to cancellations as participants will have the ability to cancel their own registrations if they cannot attend.
3. New and Updated Documents on the Web

ALP Assignments QRD

Autodialer QRD

Early Graduates QRD – Update

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