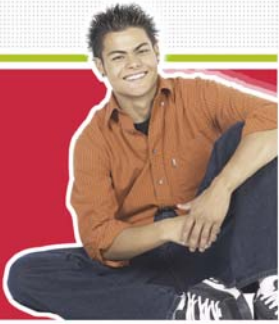


**ncwise**



**WEBAPPS  
2009/10**

Presented by Diane Parsons  
and Wendy Jones

NCDPI

PUBLIC SCHOOLS OF NORTH CAROLINA  
Department of Public Instruction | State Board of Education :: Technology Services :: NC WISE Support and Deployment

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**ncwise**

**Document Use**

Property of the NC DPI.  
**May not** be copied in whole or in part  
**Must have** NC DPI permission.

Intended for LEA use.  
**May customize** for re-delivery  
**LEAs are responsible** if modifications  
and additions are made.

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**ncwise**

**Questions**

summer\_2009@dpi.state.nc.us

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**ncwise** Manage Schools

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**School Days In Month**

You can edit school days for each month by clicking the Edit button. [Edit](#)

Month	Start Date	End Date	Days
1	2004-08-10	2004-09-07	20
2	2004-09-08	2004-10-05	20
3	2004-10-06	2004-11-04	20
4	2004-11-05	2004-12-08	20
5	2004-12-09	2005-01-21	20
6	2005-01-24	2005-02-18	20
7	2005-02-23	2005-03-24	20
8	2005-04-04	2005-04-29	20
9	2005-05-02	2005-05-27	20

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**ncwise** Manage Reports

Profile UERS Test Upload User Security Logged in as USA User JOHN\_VYVORFF

Search Reports View Selected Report Manage Schools Manage Reports Admin Reports Workflow Config Report Status Audit Trail

**Active Report Setup**

Select Report: [Principal's Monthly Report - Month 1 - Original](#) **Do not activate the 000 school!**

Check All  Uncheck All

	Active	School	School Name	State Approved
1	<input type="checkbox"/>	00000	Chapel Hill Carrboro Schools	
2	<input checked="" type="checkbox"/>	00104	Carrboro Elementary	
3	<input checked="" type="checkbox"/>	00105	Carrboro High School	
4	<input checked="" type="checkbox"/>	00108	Chapel Hill High	
5	<input checked="" type="checkbox"/>	00109	C and L McDougall Mid	
6	<input checked="" type="checkbox"/>	00110	Elizabeth Swann Elem	
7	<input checked="" type="checkbox"/>	00111	Ephesus Road Elementary	
8	<input checked="" type="checkbox"/>	00112	Exton Hills Elementary	
9	<input checked="" type="checkbox"/>	00114	East Chapel Hill High	
10	<input checked="" type="checkbox"/>	00116	Frank P Graham Elementary	
11	<input checked="" type="checkbox"/>	00130	Demond Elementary	
12	<input checked="" type="checkbox"/>	00132	Day Calbeth Middle	
13	<input checked="" type="checkbox"/>	00134	Day B Phillips Middle	

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Report	Year (Data based on)	PK	K	1	2	3	4	5	6	7	8	9	10	11	12
Common-Follow Up	PY														
Drop Out	PY		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
*EC (April)	CY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PMR (months 1-9)	CY		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PMR (rev month 1)	CY		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PMR (final 1-8)	CY		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
RPG	PY		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SAR	CY		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CTE (months 3, 7)	CY														<input checked="" type="checkbox"/>
CTE Concentrator	CY														<input checked="" type="checkbox"/>

PY = Previous Year  
CY = Current Year

Note: \*EC Data is not collected through UERS for the month of December; however, EC Data must be entered in eSIS for other UERS reporting purposes.

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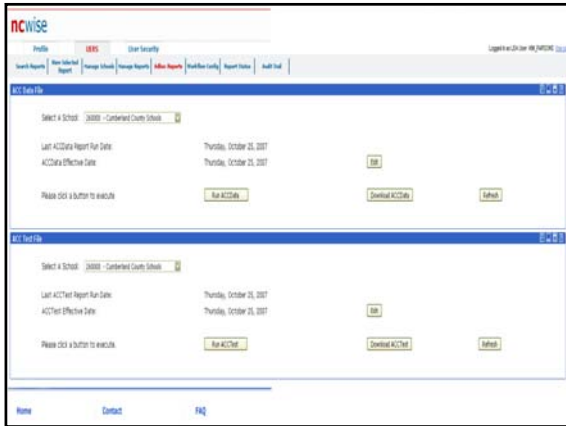
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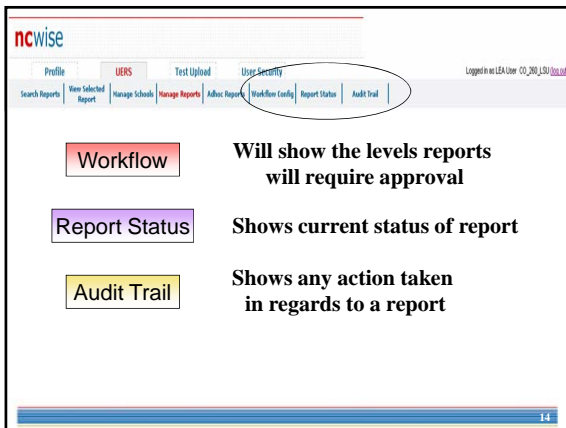
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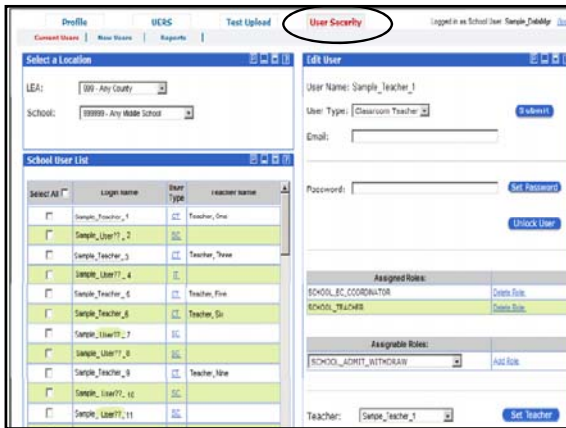
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**ncwise**

## Current Users

Modify information for current users

- Add/delete roles
- Change user types
- Set email address for UERS workflow

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## Current Users, cont'd

Modify information for current users

- Set/reset passwords
- Attach schools to itinerate users
- Verify teacher name and user id match
- Set Teacher for access to TAM

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### New Users

Be **very** careful.

Make sure of

- The correct employee number (Social Security Number)
- Employee correctly assigned to your LEA in NDS Security.

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### New Users

To add a user individually:  
click on '**To look up a user in NDS, please enter the employee number.**'

Import Assistant  
can be run numerous times  
But... not recommended

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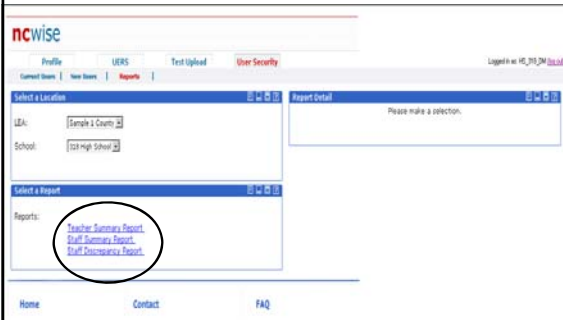
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### Reports



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**ncwise Reports**

**Teacher Summary Report**

Lists staff members  
eSIS Staff Maintenance--check Staff  
Maintenance

Have:

user type = Classroom Teacher  
eSIS Staff Maintenance Employee  
number  
NDS match = SS#

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**ncwise Reports**

**Staff Summary Report**

Lists staff members with:  
User Type Assigned  
Employee # in eSIS Staff Maintenance  
SS# in NDS match.

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**ncwise Reports**

**Staff Discrepancy Report**

Staff Missing Employee Number--  
blank in Staff Maintenance.

Staff Missing Oracle Accounts--  
NDS import not run  
roles assigned.

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**ncwise** Reports

**Staff Discrepancy Report, cont'd**

**Staff without LogIns (eSIS Staff Maintenance)--**

- \* teacher indicator checked
- \* not imported from NDS.

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**Questions**

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**ncwise**

**Reconciling UERS and eSIS**

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**To Produce this Report after YET:**

1. **Select Navigation:**  
 Reports Icon >  
 Course Credit and Diploma >  
 Promotion/Retention >  
 Run extract - ALL students >  
 Run report

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**To Produce this Report after YET:**

2. **On the parameter form,**
  - a. Select **School Detail** button,
  - b. **"Both"** = Report Type
  - c. Enter Dates:  
 Day 180--last school year and  
 Day 0--current year.
  - d. Click **Year-End Transition** button.  
 Select **Homeroom History**
  - e. User choice of **Sort Options**.

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RPG FAQs

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Question 1

- End of regular school year
- Student shows a GDPL/GCER
- does **not** attend summer school

Should they show GCPL/GCER at end of summer school?

YES

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Question 2

- End of regular school year,
- Student shows  
PROM/RETENTION CODE
- Does **not** attend summer school

Show the same PROM/RETENTION CODE at end of summer school?

YES

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Question 3

- End of regular school year
- Student shows a PROM
- Student goes to summer school--

Show the PROM at the end of summer school?

**YES** and **ALSO show** LOCS for the summer school code.

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Question 4

Purpose of the "Status at End of Summer School" column on the RPG report (What is in that column)?

Student's promotion/retention/graduation status, day zero, new school year.

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Question 5

Student attends summer school, Does the "Summer School Code" column have to be populated?

**YES** -- Retention/Promotion/Graduation (RPG) Guide, 06/27/2007 page 14 of 17

**Only place** to include summer school information.

All summer school students **MUST** have a credit detail record entered.

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Question 6

Why would a student be reported at two different schools on the RPG?

Answer

- Admitted to a cross-enrolled school
- Conversion issues.

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Question 7

Can a student be withdrawn between the end of the school year and YET?

**SHOULD NOT BE WITHDRAWN**

Will show on RPG as "NONE"  
fatal error  
end of regular school year  
end of summer school

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Question 7 (cont'd)

Can a student be withdrawn between the end of the school year and YET?

Actual withdrawal between end of school year and YET...

**Must be withdrawn after YET**

i.e., effective date of the withdrawal can be before YET, but RPG must be done after YET.

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Question 8  
Do all students have to go through the YET process?

**YES** --can be promoted or retained  
Even students not returning.

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Questions

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Reference Documents

[http://www.ncwise.org/Training/  
ncwise\\_training\\_documents/users.html](http://www.ncwise.org/Training/ncwise_training_documents/users.html)

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## Training & Support Contacts

- NC WISE Training Team Mailbox:  
[ncwisetraining@dpi.state.nc.us](mailto:ncwisetraining@dpi.state.nc.us)
- NC WISE Service Desk Mailbox:  
[sis\\_support@dpi.state.nc.us](mailto:sis_support@dpi.state.nc.us)
- Service Desk phone number:  
919.807.4357

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