HARRIS School Solutions

iPASS

Google Docs

Google Docs

Enabling Google Docs in iPass will allow users to upload files from their Google Drive accounts and store them within the iPass system. The Google Docs feature is available in the following areas:

Discipline system – Add/Modify Discipline

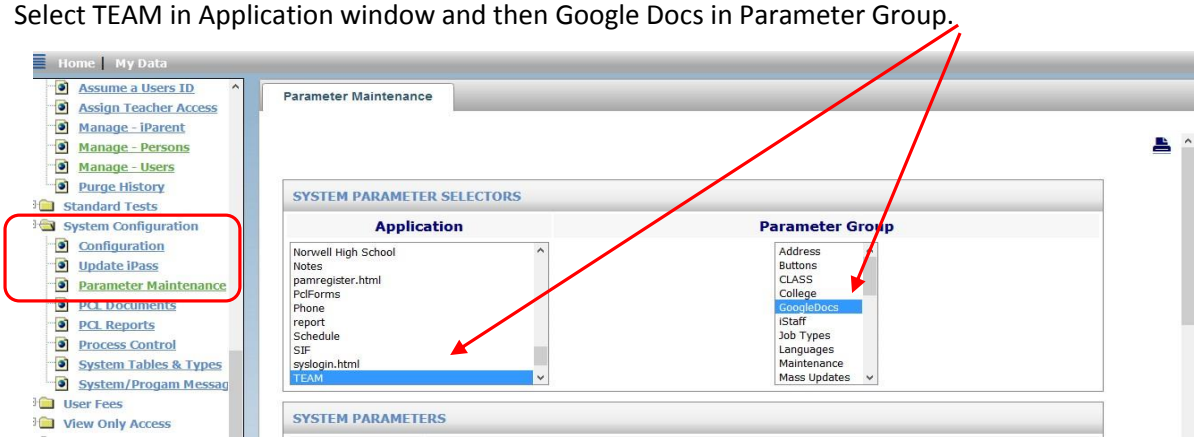
Health System – Student Nurse Visit, Student Health Information

Gradebook – Add Assignment, Teacher Behavior Referral

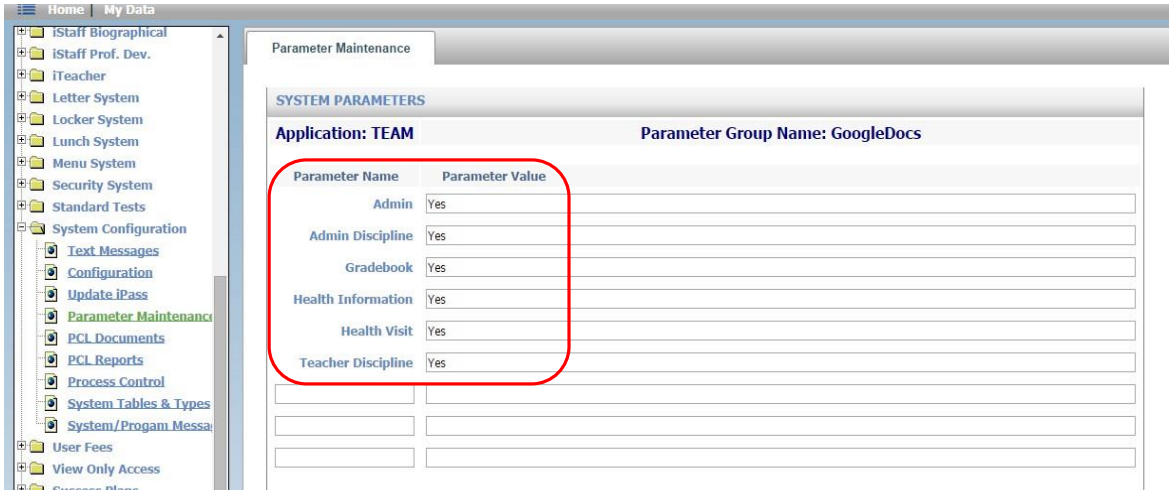
Enabling Google Docs

iPass Database Administrators will need to go to System Configuration > Parameter Maintenance.

Select TEAM in Application window and then Google Docs in Parameter Group.



Change the default setting of No to Yes for each area to be enabled.



Admin = Yes enables for All Users

Admin Discipline = Yes enables Add/Modify Discipline in Discipline System

Gradebook = Yes enables Add Assignment

Health Information = Yes enables Student Health Information

Health Visit = Yes enables health visit record in Edit Nurse's Log

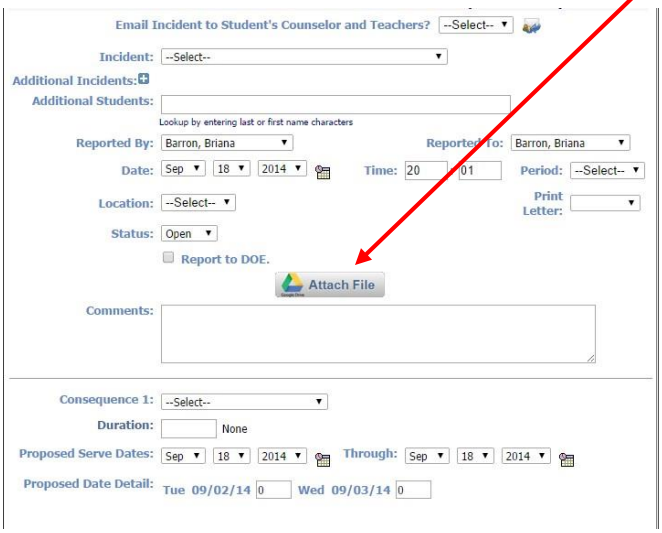
Teacher Discipline = Yes enables Behavior Referral in Gradebook

Click on Submit to record the changes.

Discipline System

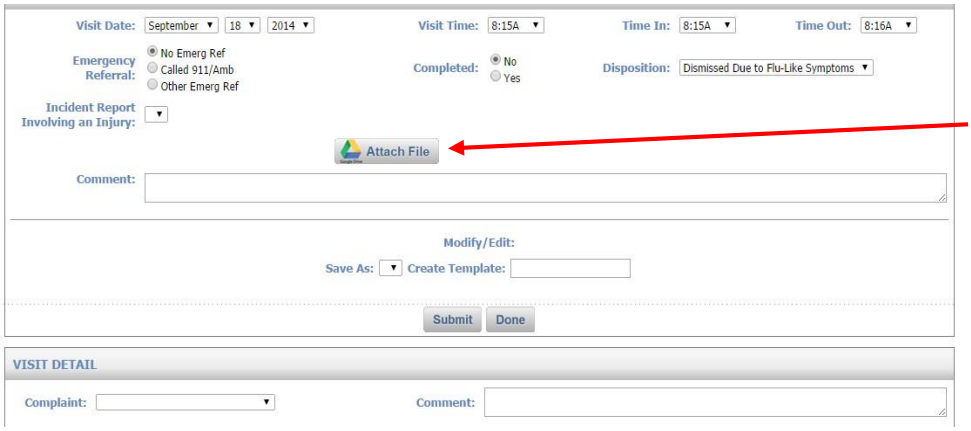
Add/Modify Discipline

Google Docs enabled appears as below. Click on Attach File to open Google Drive. Log into your Google Drive account and select the file to attach.



iHealth

Edit Nurse's Log

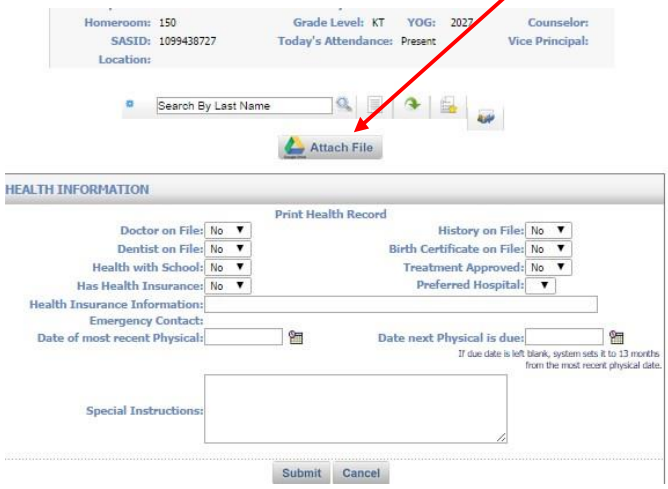


Google Docs enabled appears as shown left.

Click on Attach File to open Google Drive. Log into your Google Drive account and select the file to attach.

Student Health Information

Google Docs enabled appears as below. Click on Attach File to open Google Drive. Log into your Google Drive account and select the file to attach.

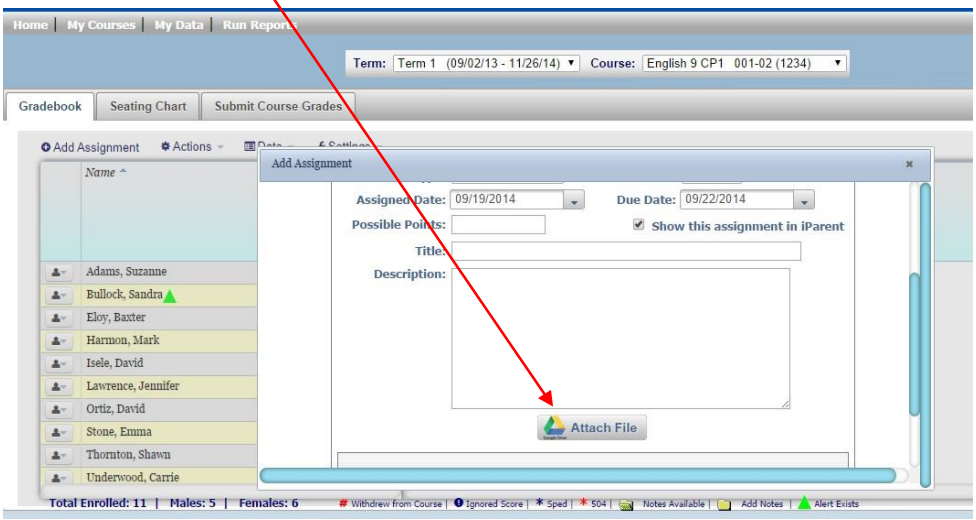


Gradebook/Rankbook

Add Assignment

Google Docs enabled appears as below. Teachers click on Add Assignment and the Attach File appears at the bottom of the Add Assignment screen.

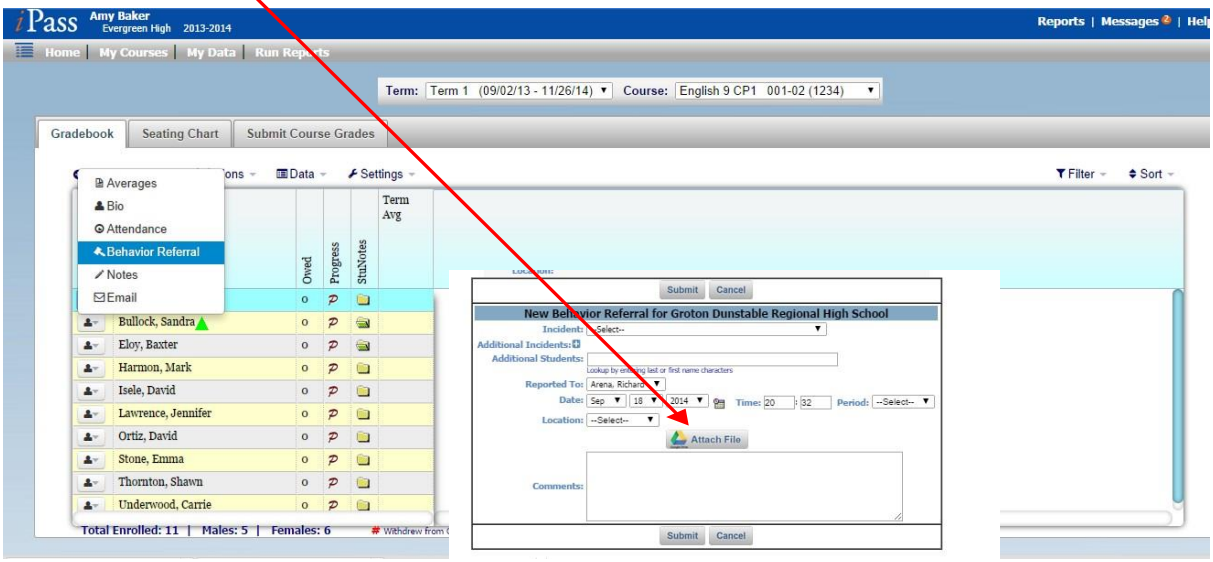
Click on Attach File to open Google Drive. Log into your Google Drive account and select the file to attach.



Enter Behavior Referral

Google Docs enabled appears as below. Teachers click on Behavior Referral and the

appears in the middle of the New Behavior Referral screen.

Click on

to open Google Drive. Log into your Google Drive account and select the file to attach.