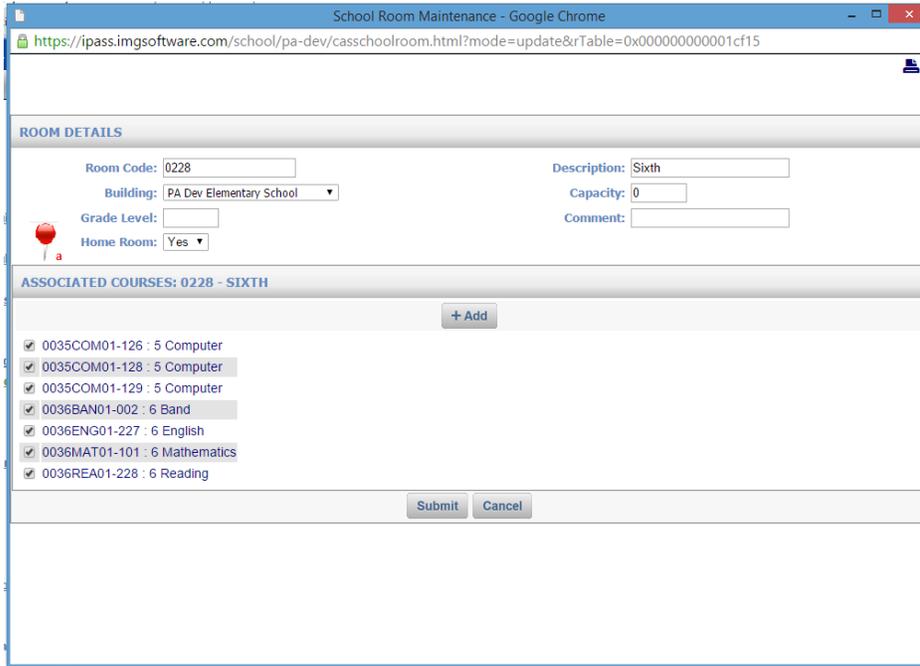


Quick Scheduling for Elementary Schools

In order to allow elementary schools to schedule their student's efficiently new functionality has been added to iPass.

- a. A new grid titled "Associated Courses" has been added to the Room Catalog. This grid will allow end users to link course to homerooms for quickly and efficiently assigning the student to classes.



The screenshot shows a web browser window titled "School Room Maintenance - Google Chrome". The URL is <https://ipass.imgsoftware.com/school/pa-dev/casschoolroom.html?mode=update&rTable=0x000000000001cf15>. The page is titled "ROOM DETAILS" and contains the following information:

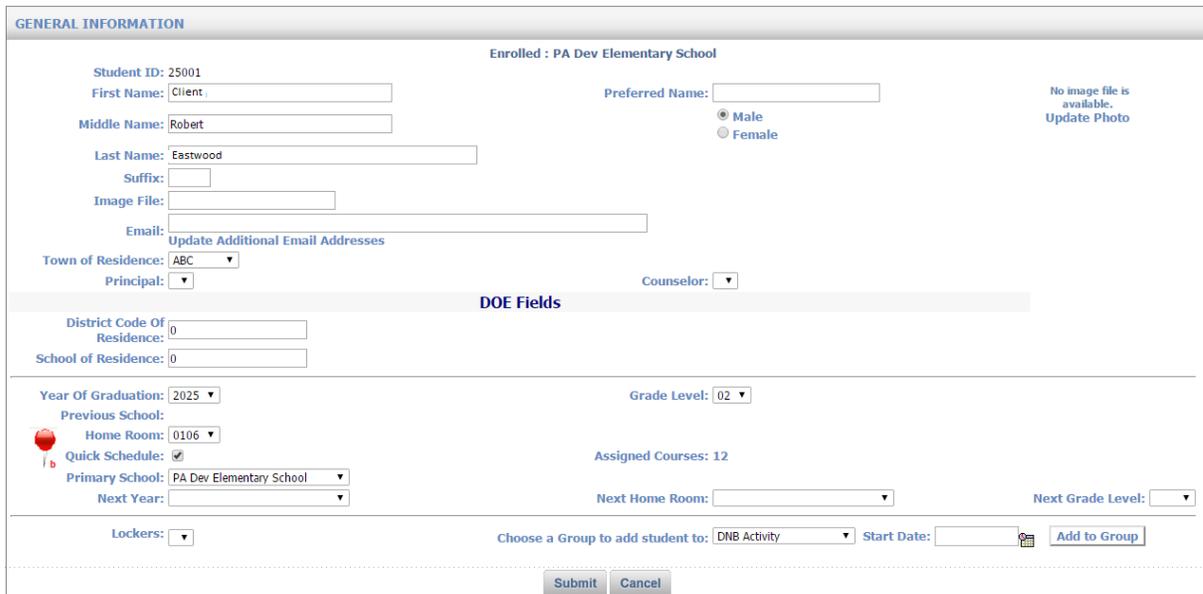
- Room Code: 0228
- Description: Sixth
- Building: PA Dev Elementary School
- Capacity: 0
- Grade Level: (empty)
- Comment: (empty)
- Home Room: Yes

Below the room details is a section titled "ASSOCIATED COURSES: 0228 - SIXTH" with a "+ Add" button. A list of courses is displayed with checkboxes:

- 0035COM01-126 : 5 Computer
- 0035COM01-128 : 5 Computer
- 0035COM01-129 : 5 Computer
- 0036BAN01-002 : 6 Band
- 0036ENG01-227 : 6 English
- 0036MAT01-101 : 6 Mathematics
- 0036REA01-228 : 6 Reading

At the bottom of the list are "Submit" and "Cancel" buttons.

- b. A new indicator has been added to the Student Profile page titled "Quick Schedule". Once course have been linked to a homeroom an end user can select the "Quick Schedule" indicator, then select submit and the student will be scheduled in the linked courses.



The screenshot shows the "GENERAL INFORMATION" section of a student profile page. The student is enrolled at "PA Dev Elementary School".

Student Information:

- Student ID: 25001
- First Name: Client
- Middle Name: Robert
- Last Name: Eastwood
- Suffix: (empty)
- Image File: (empty)
- Email: (empty)
- Town of Residence: ABC
- Principal: (empty)
- Preferred Name: (empty)
- Gender: Male, Female
- Counselor: (empty)

DOE Fields:

- District Code Of Residence: 0
- School of Residence: 0
- Year Of Graduation: 2025
- Grade Level: 02
- Previous School: (empty)
- Home Room: 0106
- Quick Schedule:
- Assigned Courses: 12
- Primary School: PA Dev Elementary School
- Next Year: (empty)
- Next Home Room: (empty)
- Next Grade Level: (empty)
- Lockers: (empty)
- Choose a Group to add student to: DNB Activity
- Start Date: (empty)
- Add to Group

At the bottom are "Submit" and "Cancel" buttons.

- c. For schools to use the “Quick Schedule” feature a system admin must give the school access.
 - i. Go to System Configuration > Parameter Maintenance > Application = School Sequence Number; Parameter Group = Scheduling
In the field titled “Use Quick Schedule” type in “Yes”.

SYSTEM PARAMETER SELECTORS

Application	Parameter Group
<div style="border: 1px solid #ccc; padding: 2px;"> 000 1 103028653 17 19 2 20 21 22 23 </div>	<div style="border: 1px solid #ccc; padding: 2px;"> Attendance Call List Default Discipline GPA Grade Entry Health iParent Monthly Report RankBook Receipt Scheduling </div>

See note below on how to find School Sequence number

SYSTEM PARAMETERS

Application: 2 **Parameter Group Name: Scheduling**

Parameter Name	Parameter Value
Alternate Week	<input type="text" value="3"/>
DefaultSchedule	<input type="text" value="Summary"/>
EnterRecs	<input type="text" value="No"/>
Use Quick Schedule	<input type="text" value="Yes"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>

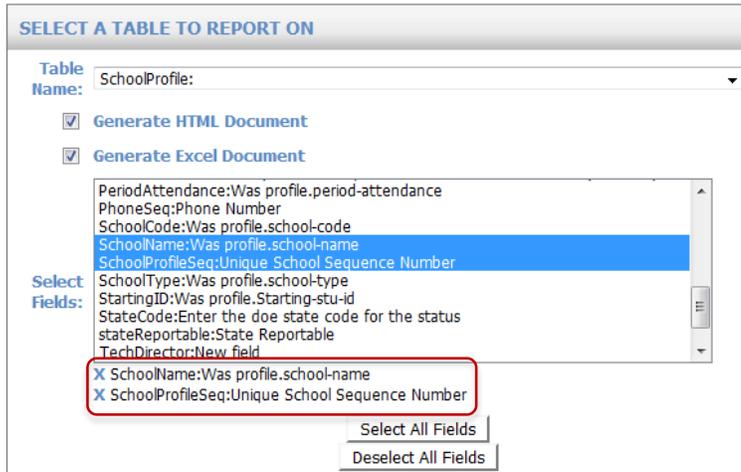
- d. To be able to use the “Quick Schedule” feature a user must have the Extra Security Option “Allow Quick Schedule” checked off in their User Account. When checked off the Quick Schedule check box will appear on the Student Biographical Profile screen.
 - i. Go to Security System > Manage Users > Search for user and click on their name.
 - ii. Scroll down to the Extra Security Options section.
 - iii. Check off the box for “Allow Quick Schedule” and Submit.

Extra Security Options

<input checked="" type="checkbox"/> Can overload classes. <input checked="" type="checkbox"/> Can submit student scheduler from schedule screen. <input checked="" type="checkbox"/> Can create course conflicts from schedule screen. <input checked="" type="checkbox"/> Can delete student records. <input checked="" type="checkbox"/> Can input daily attendance on all home rooms. <input checked="" type="checkbox"/> Can Edit ANY Student on Find Page. <input checked="" type="checkbox"/> Can View ANY Student on Find Page. <input checked="" type="checkbox"/> Can Update All Competencies. <input checked="" type="checkbox"/> Can Delete Success Plans <input checked="" type="checkbox"/> Can Alter User Fee Invoices and Payments <input checked="" type="checkbox"/> Can View/Update SSN <input checked="" type="checkbox"/> Can View Confidential in Staff View Only <input checked="" type="checkbox"/> Can Delete Uploads <input type="checkbox"/> Can Call Using iAutoAlert	<input checked="" type="checkbox"/> Can enter period attendance from daily attendance <input checked="" type="checkbox"/> Can enter grades for closed terms <input checked="" type="checkbox"/> Can clear previous student schedules. <input checked="" type="checkbox"/> Can Update Prior Year Grades. <input checked="" type="checkbox"/> Can Update All Competency Groups. <input checked="" type="checkbox"/> Teacher Can View ANY Student in View Only. <input checked="" type="checkbox"/> Can View Locker Combinations. <input checked="" type="checkbox"/> Attendance Clerk? <input checked="" type="checkbox"/> Can Submit Batch Reports <input checked="" type="checkbox"/> Can Email Discipline Notifications <div style="border: 2px solid red; padding: 2px; display: inline-block;"> <input checked="" type="checkbox"/> Allow Quick Schedule </div>
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Run a Table Report to find the School Sequence Number:

- Go to My Data > Table Report
- Select Table Name = SchoolProfile
- Select Fields = SchoolName and SchoolProfileSeq
- Submit and look for GenericTable report in Reports



SELECT A TABLE TO REPORT ON

Table Name: SchoolProfile:

Generate HTML Document

Generate Excel Document

Select Fields:

- PeriodAttendance:Was profile.period-attendance
- PhoneSeq:Phone Number
- SchoolCode:Was profile.school-code
- SchoolName:Was profile.school-name
- SchoolProfileSeq:Unique School Sequence Number
- SchoolType:Was profile.school-type
- StartingID:Was profile.Starting-stu-id
- StateCode:Enter the doe state code for the status
- stateReportable:State Reportable
- TechDirector:New field

SchoolName:Was profile.school-name

SchoolProfileSeq:Unique School Sequence Number

Select All Fields

Deselect All Fields

