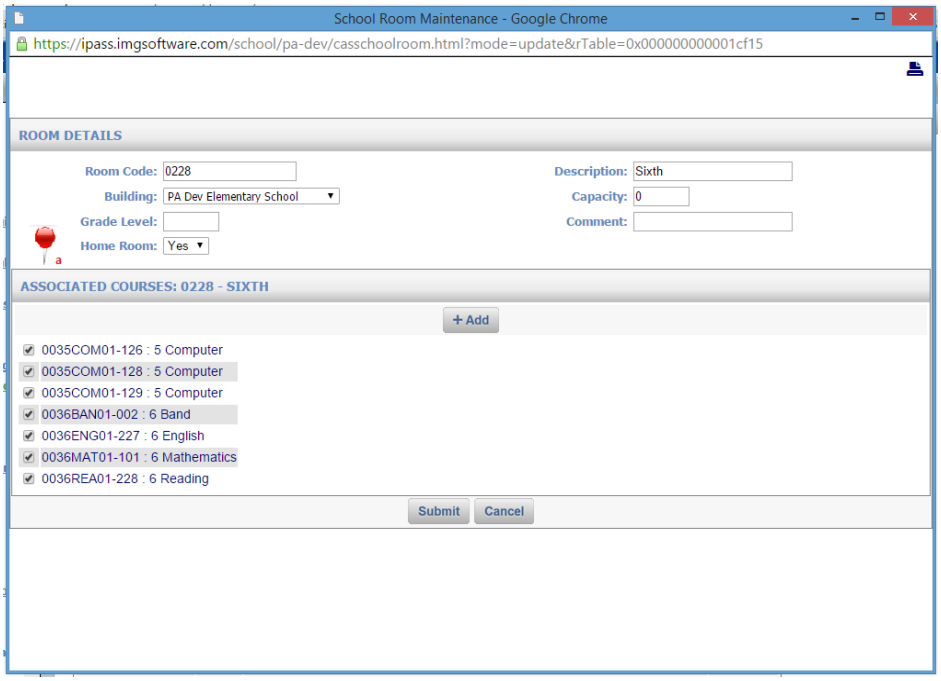
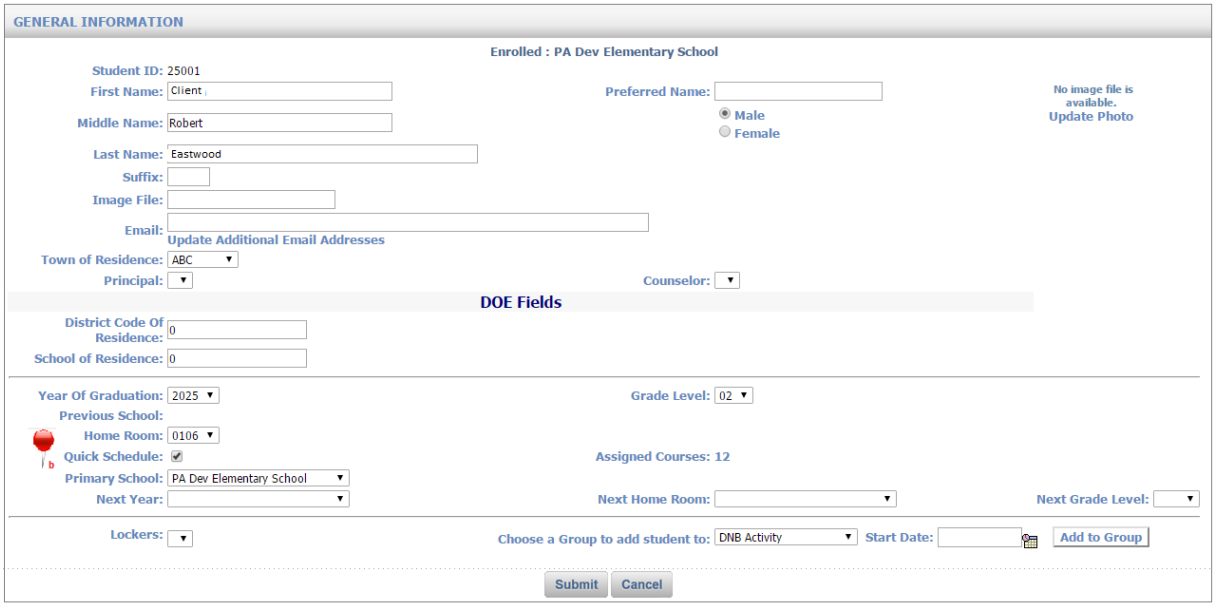
Quick Scheduling for Elementary Schools

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

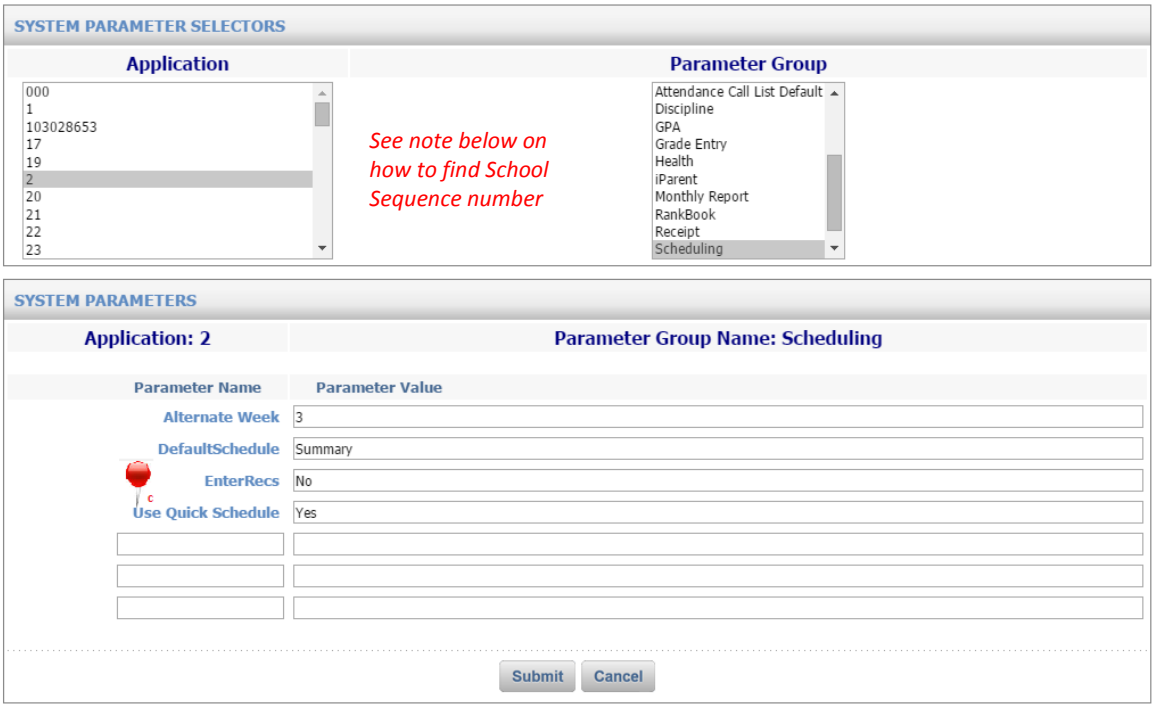
a. A new grid titled "Associated Courses" has been added to the Room Catalog. This grid will allow end users to link course to homerooms for quickly and efficiently assigning the student to classes.



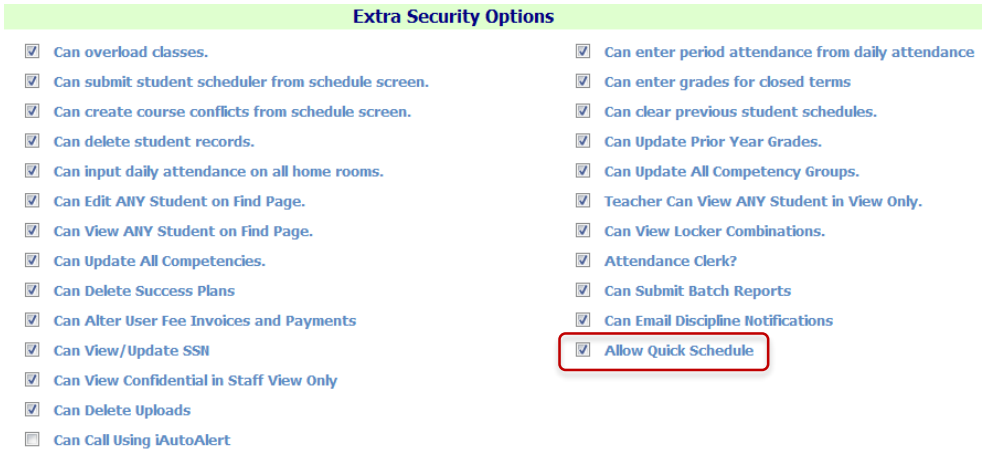
b. A new indicator has been added to the Student Profile page titled "Quick Schedule". Once course have been linked to a homeroom an end user can select the "Quick Schedule" indicator, then select submit and the student will be scheduled in the linked courses.

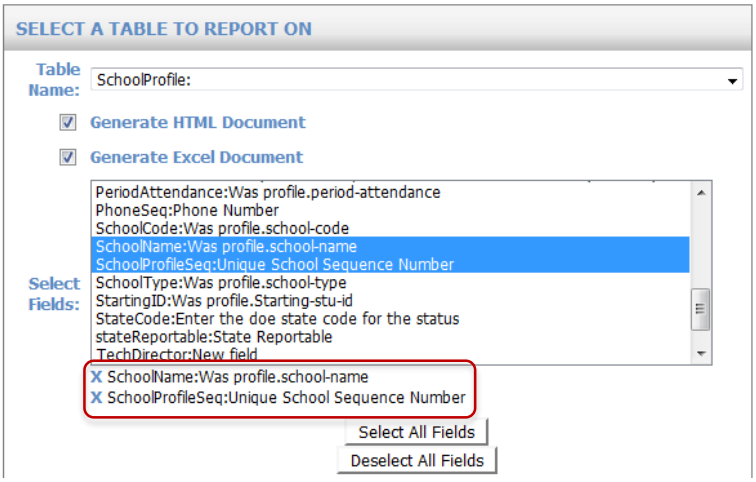


c. For schools to use the "Quick Schedule" feature a system admin must give the school access.
   i. Go to System Configuration > Parameter Maintenance >
   Application = School Sequence Number; Parameter Group = Scheduling
   In the field titled "Use Quick Schedule" type in "Yes".



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.



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