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# **Welcome to Wednesday's Wisdom**

Your weekly dose of support!

November 22, 2017

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### **Thank You!**

The Support team would like to take this opportunity to thank all of our valued users. We are always inspired to provide you with assistance on your support needs and appreciate your hard work and dedication to maintaining your school district's student information system.

### **Support Announcements**

### **Thanksgiving Holiday Hours**

Harris Support will be closed for the Thanksgiving holiday recess on Thursday, November 23, and Friday, November 24. Support will be available during the business hours of 7:30 a.m. – 5:00 p.m. on Wednesday, November 22.



# **BIG Saving on Comprehensive Trainings!**

For a **limited time**, you and your team can get a **full package of in-depth training** sessions at a heavily discounted rate!

Click here to view all offerings.

# Google Group – SIF Reporting Support Group

### iPass users are already connecting and sharing information!

Kristi LaPerle, Data Specialist at Clinton Public Schools, has started a Google Group for iPass users responsible for their district's Massachusetts state reporting. The Group is intended to connect users and provide a place to ask questions, seek advice, share tips and tricks, and more.

If you would like more information about how you can join this group, please email Kristi LaPerle at <a href="mailto:laperlek@clinton.k12.ma.us">laperlek@clinton.k12.ma.us</a>

iPass Releases & Updates

### **Patch Release**

Two patch releases went out last week (7.0.20171108\_sync and 7.0.20171116\_sync). The patch releases included updates for: Discipline Consequences, Publishing, Call List, Site Performance, Homeless & Foster Care, SIF, Email Class, Compensation Assignment, and iParent. More information can be found in the Release Notes, which will be posted in iPass Help > iPass Patch Release Notes.

### iPass Tips & Tricks

### **Published Document by Date Range Query**

The Publishing Dashboard is available to publish electronic Report Cards to iParent and iStudent accounts. There is a query available for download that will provide a list of the document recipients and an indicator of whether they have viewed the report card or not. A date range can be specified to filter which documents are listed.

This query includes the following data fields:

- File Name of Published document
- Publish Date
- User ID of Recipient
- Viewed Yes/No
- Last Used (Last time the document was viewed)
- Last Name of Recipient
- First Name of Recipient
- Description Type of Recipient (i.e. Student or Parent)
- Total Downloads Total number of times the document was opened for viewing
- Student ID
- Student Last Name
- Student First Name

This query is available for download. iPass Help > My Queries > Query Files for Download > <u>Published Documents by Date Range Query</u>.

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