



News, Notes, & Reminders

Your source for information about the ProgressBook Suite, EMIS, IEP Anywhere, and Infoho

June 16th, 2016

Reminders

For districts who are requesting changes to report cards for next school year, HCC needs those changes communicated to us by July 1st, 2016. If you have questions about changing your report cards, please be sure to log a Cherwell ticket.

What's New in v16.0?



Summer is now here and Software Answers will be releasing version 16.0 very soon. The developers have been working hard to provide exciting new features as well as ensuring the consistency and new look across all applications within the ProgressBook Suite. In their most recent newsletter to ITCs, they included the following information about each of the applications. We look forward to seeing these enhancements as well as many others as we head into the new school year.

Mobile Application Update

ProgressBook has a new Mobile App! This new app will give administrators the ability to quickly search in StudentInformation to view a student's schedule, primary contact information, and discipline history. This app will be available after all ProgressBook customers across the state have installed v16.0. Communication will be sent

out to all once the ProgressBook Mobile App is available in both iTunes and the Google Play store.



You are sure to love the new design and many added enhancements coming to VirtualClassroom. Creating content will be much easier and clearer and assigning activities to students will direct the user to the Assignment

Marks screen with which they are familiar and comfortable.

- A new Dashboard for VirtualClassroom will give teachers the freedom to design and ease of creating and accessing their online content.
- Collaborating with teachers to create and share content has become much easier and clearer. The new benefit of collaborating with a teacher has the option to choose whether the added teacher has only read capabilities or edit capabilities.
- Instructions may be entered for the Activity which will display for the students prior to opening the Activity. The instructions will display on the Activity Detail screen in ParentAccess instead of within the Activity.
- Added attributes to question types such as:
 - Fill-in-the-Blank
 - Teachers may now create a question with multiple fill-in-the-blank options for the students to complete such as a paragraph with fill-in vocabulary words.

- The added capacity to have multiple acceptable answer choices per blank with auto-score/auto-post abilities such as: *to, too, two*.
 - The option to choose whether the answer is case sensitive or not.
 - Matching
 - The ability to add additional answer choices, so it is not a one to one match.
 - The choice for the entries to display for the student in alphabetical, as entered, or scrambled order.
 - Multiple Choice
 - Choose whether to scramble the answer selections for the students or keep as entered.
 - Choose whether you, as the teacher, would like the students to view the answer choices as A, B, C or 1, 2, 3.
 - Math Question
 - A new question type that will automatically give the student the editing tools in the answer section along with the Math Editor.
- New Grading screens will allow all the teachers to easily identify which Activities are waiting to be graded.
- Grading has become much more simplified and quicker for Activities that need to be manually graded.
- Improved performance and functionality when students move between classrooms and buildings.
- Adding Academic Standards to questions will now use the new Academic Standards search screen and read directly from our provider.



SpecialServices is getting a major facelift with the new release. However, the facelift is not the only improvement in SpecialServices in v16.0.

- Copy Tasks is a new feature which allows the teacher to copy information from one task to another such as copy from an ETR to an IEP for the same student.
- District Banks are available on the 504, BIMP, and WEP. The bank items have the added benefit to be shared on other tasks as well. This will save the administrator and teachers considerable valuable time.
- New Security has been added in SpecialServices to allow administrators to choose whether to allow the **Copy Tasks** and/or **Banks** features in their district.
- For clarity, the Import button for contact information on the **PR02 - Parent Invitation** has been moved next to the "To" field.
- Saving a form is so much cleaner! Now a message will display in red and fades, instead of needing the additional click to confirm the save.
- The new Academic Standards screen is available in SpecialServices as well. This is the same search used by GradeBook and VirtualClassroom.
- Teachers now have the option to choose which form to add attachments and where they would like to have the attachment. The pages will all print in the correct order as well. This is a wonderful new feature; for example, a teacher can attach a signatures page with all of the signatures to the Signatures form.



New DataMap features will include...

- Teachers may now add attachments to student's Interventions. The student's intervention will also display the total number of attachments.
- To allow for custom formalization of the Intervention form, the editing menu on the Interventions now includes an option to insert and edit a table.
- **ACT Aspire** has been added as a supported assessment.
- To enhance the ability to view all of the state test assessments for a student, all users will have the

ability to select more than once subject in the State Assessment History on the Student Roadmap.

- For students with an active IEP, teachers will now be able to click 'Yes' on the Student Roadmap to move directly to Completed Tasks in SpecialServices to have the ease of reviewing the accommodations and Special Education history of the student.
- A new combined subject, English\Reading\Writing, displays in the Subject drop-down list in the Multiple Measures screen to allow teachers to compare multiple state assessments.
- The OCBA and PARCC assessments have been added to the Assessment Comparison Analysis screen.



ParentAccess is delighted to have included the following enhancements in v16.0.

- A Question Menu has been added for students when they open an Activity.
 - This menu displays a list of all questions in the Activity, and the Status of each question (answered or unanswered). The student can click on any of the questions to easily move within the Activity.
 - If the teacher assigns the Activity back to the student for an additional attempt, the Status column indicates which question(s) are marked for redo.
- To allow parents to be aware of all important alert information, student notes (medical, custody, disability, miscellaneous) now read live from StudentInformation. An icon will display to parents if a medical issue is life-threatening or if a custody issue is critical. Parents can also view whether a note has expired. This added benefit will allow parents to notify the school district of changes to important alert information.
 - *School districts have the option of whether to enable this feature for parents to view.*

- Creating a new Registration Key has been greatly improved to allow school districts to select who is the intended recipient for the new ParentAccess account. ParentAccess administrators will now be asked to select a contact when creating a new Registration Key.
 - When generating keys for an entire school or district, the primary contact is automatically selected for each parent key.



Many new features are available for administrators and teachers.

- Administrators will be thrilled to be able to copy Report Cards from one district to another within their ITC. This new feature will ease the time of recreating similar report cards in multiple districts.
- Administrators will also be happy to know that new classes coming from StudentInformation will not automatically be defaulted as a Required Homeroom for homeroom attendance.
- Student Alerts from StudentInformation for teachers are now read directly from StudentInformation. The information will be up to date and accurate. Since the alerts are read directly from StudentInformation, additional information is also available:
 - Critical or life-threatening alerts now display with a warning icon.
 - Short term alerts display start and end dates.
- Teachers will be excited when they see the new enhancement on the Assignment Marks screen. All teachers will have the ability to copy marks, comments, or flags for their students on the Assignment Marks screen. This is a fantastic new feature that will be a huge timesaver.



If you attended the ProgressBook Summer Retreat, you got to see firsthand some of the exciting and great enhancements being added to StudentInformation in v16.0.

Some of the improvements are cosmetic, updating the look and feel of the pages to be more cohesive across the suite. You'll notice the changes on the home page, which will have a more streamlined look and feel. The icons used for alerts and other indications have been updated to use up-to-date icons matching the icons you would find in other applications. Screen styles, especially in the area of assessment bring a fresh look and feel to the Assessment maintenance.

In attendance, you'll have the ability to add absences for a student for a range of dates. We've enhanced the medical module to include the ability to add defaults for some of the fields used on screening and health log pages. Nurses will now be able to record a student's BMI along with the student's vital statistics. Private comment areas have been added to retain additional confidential information regarding the student's medical status. Vision Screening now includes Muscle Balance elements.

New additions to the 'I want to...' drop-down include the ability to print a student's transcript or schedule with one click!

EMIS Alliance Training

HCC will be offering several Excel training opportunities near the end of June geared toward EMIS Coordinators. You can sign up for these trainings using the 'Event Scheduler' link on our [webpage](#). A synopsis of each training session is provided below:



[Troubleshooting SIS Data Using Excel \(prior to the Data Collector\)](#) - June 23rd @ 9:00 a.m.

Troubleshooting SIS data with Excel will leverage the flat files that each SIS generates for EMIS Reporting, as well as some of the CSV files contained in the Data Collector. The training will be vendor neutral in terms of

student information systems. Attendees will receive training on using Excel Pivot Tables, the VLookup function, and Conditional Formatting to effectively review district data prior to submission to ODE. There will be hands-on exercises to find problems in objects such as attendance patterns, calendars, and TGRG data (comparing FN and GQ).

[Where Kids Count Report Leveraging Excel](#) – June 23rd @ 1:00 p.m.

The Where Kids Count (WKC) session will demonstrate the use of Excel to apply WKC rules to local data pulled from the district's student information system, and compare this data to the WKC report in the Data Collector. Using a variety of Excel functions and formulas, attendees will explore ways to verify the accuracy of the Majority of Attendance IRN and the Accountability IRN being reported through EMIS. The session will also cover the impact of WKC elements on the District Report Card.

[FTE Report Leveraging Excel](#) – June 27th @ 9:00 a.m.

The FTE reports session will review EMIS data elements, calculations, and determinations used in the generation of the FTE reports. Attendees will gain an understanding of the FTE report content as well as ways to troubleshoot their report data using Excel. FTE Adjustments will be explained along with suggestions on finding and correcting adjustments. Finally, attendees will be given information to aid in comparing their FTE Reports with their School Finance Payment Reports (SFPRs)

[CTE Report Leveraging Excel](#) – June 27th @ 1:00 p.m.

Attendees of the CTE Report session will learn how to interpret the CTE Reports and explore the data that impacts CTE funding of vocation programs. Attendees will learn how to use the data on CTE reports to determine the level of funding they will receive for students in approved programs. Attendees will also receive helpful tips along the way for using Excel to enhance the data on the reports, making this data more useful to the user and providing greater efficiency in the error correction process.