



## March 2007 - Student Enhancements - District Items! Version 13.0

We do our best to minimize the enhancements report size thinking that this may encourage more people to read it. Your packages will now contain 3 things:

- a) enhancement notes for schools
- b) enhancement notes for district (this document)
- c) details/technical document of all changes
- d) A CD for you to put in the drive and contact Take Two for installation

### Regarding Technical Document:

The highlights notes do not contain every change made to the S/W. At a district level you must review the technical notes and at minimum:

- a) notice any item where your district ID is highlighted along the left side. This means that custom work has been done for you on the item
- b) notice any item where your district ID is highlighted along the right side. This means your district requested the change and that it was implemented at your request. If the left side of the item is blank - then it has been implemented as a standard item (not custom just to your district).

### Really Important:

1. This release in Manitoba is big as many programs have been altered to revert back to Grades 9-12 rather than S1-S4.
2. There have been file changes that means OLDER VERSIONS OF GUI and WEB will not work (will affect attendance). You must be at new (anything newer than July 20<sup>th</sup>) versions of Teacher Helper and Teacher Connect and also apply the new release. Both have to be in place.
3. There are some significant new options and adjustments to existing programs that can have GREAT impact to users. Share these notes with counsellors.

### Documents updated with this release and re-posted on the website:


- New Certification Level 1 School Manual has been posted to the website. Level 1 covers all of the CIMS basics and basic attendance/reporting (Elementary School Level) ... This is a SUBSTANTIAL manual (over 100 pages) that has been updated as per this release and covers all of the basic CIMS topics. Review the manual - decide if/how you may incorporate it into the documentation you provide to new users.

### Email a CIMS Report - EMS.900 **\*\*CRAZY GREAT NEW OPTION \*\***

- This option allows you to take any CIMS output (run any report) and email it. In running the option the user selects which report to do - CIMS will convert it to .pdf and then email it to whomever you requested. Often people email it to themselves ... then forward it to the 2 or 3 users they want and include other message information. You can F4 for employee or parent email addresses, but the To email field can be filled out with ANY email address. This option works at all locations except Northern College and Louis Riel.

**\*\*\* THIS IS A MUST MUST TRY OPTION \*\*\***

## **FURTHER CHANGES TO - Nightly Job to inform district staff/admin about Suspensions or other discipline concerns**



An additional screen has been added to discipline action code maintenance DSP.002. This will allow district office to indicate per code and school what person(s) should be notified when a student receives that action code. Each night a program auto-runs that looks for any new incidents that have that action code(s). It will email all appropriate addresses an incident profile of the student(s) that received that action (eg: suspension) and then mark the record as posted. The goal here is to keep appropriate Asst. Superintendent staff and or school admin informed of certain student incidents.

- New to this release, grade/class has been added so that if it is a school and particular grade levels - email can be directed.

## **Mass Delete Student Audit Records - STU.974 **\*\*NEW MAINTENANCE ITEM****

- New option to mass delete audit records from STU.190 in a specific date range. The records are growing immensely. This option is not school specific. You can limit to a specific file, \*SETUP\* items, NEW ADDs or DELETED records only. Take a look at STU.190 index by date WAY back ... and think about what records you may want to purge so that the option remains useful to schools.

## **Upload CBF Parent/Teacher Interviews - CBF.301 **\*\*NEW OPTION****

- For those using CBF Parent/Teacher scheduling S/W - New great option to upload interview schedule times to a file accessible by Parent Connect for parents to view online!

## **Auto-Download Students that owe Fees - SGH.101 (SGH802C) **\*NEW****

- New SGH.101 to setup your school to participate in auto-downloading kids that owe
- New nightly process that runs automatically every night (at user specified time). Program looks to SGH.101 for which schools to include and then creates a file for every kid enrolled that has a balance owing. The file includes the amount owing but not the details of what for. This could REALLY assist in collections. Consider for your school when/how this might work and know that you are in control of how often/when the calls are made by turning on/off in SGH.101.
- NOTE: The file will only include students enrolled in your school. If they are at your school taking a course(s) and owe for that course - they will not get called.

## **Web Progress - Teacher Connect and Parent Connect**

There are new versions of Parent Connect & Teacher Connect. These must be applied along with the new release. Older versions of GUI and Web will not work with Student Release 13.5 and higher.


Significant cosmetic changes have been made with both Parent and Teacher Connect to:

- Colour and softness
- Enhancements to programming to accommodate other browsers (Firefox, Netscape). Those browsers handle boxes, fonts, pull-downs differently than Explorer

### **Parent Connect Highlights:**

- Added Assessment/Fees to Parent Connect
- New ability to change password
- Completed Pick Course Requests tab so schools can consider/test how it will work to prepare for 2008 course request entry.

### Teacher Connect Highlights:

- 
- Ability to maintain narrative comments
  - Added ability for SD83, SD22 to share same Webserver
  - **HUGE:** New Management option STU.324 added so school can control teacher and parent access. School can now TOTALLY control what tabs are available and what operations should be allowed per tab. Also gives schools some flexibility as to what is allowable for attendance entry (allow teachers to edit after the date, allow teachers to enter Es). Also allows schools to add their own text boxes/Messaging to be displayed at the top of every/selected screens (customize display per school)
  - New ability to change password
  - Webserver now keeps track of and displays last signon date for parent and how many times they have signed on
  - Correction: ELEM teachers new messages now displays properly.
  - Correction: ELEM movement back and forth from View students will go back to attendance or list.
  - STU.998G Homeroom grid print added to main reports
  - Student schedule STU.570 SCH.787 added to main reports
  - Transcript print GRD.550 , Teacher Block list SCH.997, STU.565 added to reports
  - Ability for Teachers to manage textbooks - Textbook Issue/Return by Course added along with textbook course listing TXB.522
  - Textbook mass return and search added
  - Spell check added to course narrative comments and course topics
  - June 21 PC - Speed up the display of the pick courses screen (substantially!!)

**\*\* For Complete details refer to Web changes document found within our WEB tab at [taketwoinc.com](http://taketwoinc.com)**