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Digital Teaching and Learning

ACADEMIC AND DIGITAL LEARNING



NC SIS Weekly Email Bulletin

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Years and Terms Correction

Last week, a message was sent in the August 17, 2018 NC SIS bulletin requesting users to submit a ticket to the Home Base Service Center to have quarters and semesters removed from Years and Terms in PowerSchool if the school only offered yearlong courses. **This is not the proper action to take.** PowerSchool, the vendor, advises support to **NOT** remove quarters or semesters from Years and Terms because of the potential corruption of data in other

tables. Having the quarters or semesters in Years and Terms will not affect reporting; therefore, those needing corrections should wait and make corrections during scheduling as cited below:

The proper business practice is to use PowerScheduler and setup next school Years and Terms correctly, copy your schedule if desired, then adjust any terms prior to committing. Once you commit, the correction will take place.

New Attendance Codes

Please be aware that new attendance codes do **NOT** need to be added to Attendance Tracking. The only code used in Attendance Tracking and Notification is 2A.



PowerTeacher Pro and Canvas Plug-in

Canvas, the vendor, has identified an issue with select clients using PowerTeacher Pro grade passback with Canvas. The issue prevents grading categories from being imported properly.

Canvas is not sure of the cause; however, they are working with NCDPI to acquire more information surrounding PTP integration and working together to resolve the situation.

Class Rostering

NCDPI has begun sending class/roster information to Amplify mClass starting this School Year. This data will be sent daily during the first fifteen days of school after which the data will be sent weekly. This will eliminate teachers rostering students in mClass at the beginning of school year. Ongoing updates to the data will also be captured on a weekly basis.



What is expected from you?

Since mClass is an early literacy student assessment tool, student information under the following course codes are sent to Amplify for classing/rostering -1050, 1051,1052 and 1053. Please make sure that your students are placed in appropriate courses in PowerSchool in order to ensure seamless information transfer.

In the case of data issues, what should you do?

If you have any issues with missing student information or if you have students who are not in your class, please work with your Data Manager to ensure that the students are scheduled in the appropriate course codes under the correct teacher. If the student data is not coded correctly, please fix it in your Student Information System. The updated data will be pulled during the next file transfer from DPI to mClass.

If the student data appears to be correct in the Student Information System, please contact Amplify Customer Care at (800) 823-1969 or help@amplify.com.

*** Please do not provide the Student UID or Date of Birth in the email. Limit the information in the email to Student Name, Teacher's Name, Grade of Student and School Number. You should hear back from the Support Center staff in a day on the status of the ticket.



Back to School Tips for the 2018-19 School Year

Common PowerSchool Start of Year Issues

As you prepare to return back to school, remember to review the quick reference document, [Common PowerSchool Start of Year Issues](#). In it you will find reference materials and tips that are useful in answering common start up questions.

Enrolling New Students and Using the Student UID Search

In order to avoid creating duplicate students, please remember to search the Student UID system when enrolling a new student into PowerSchool. This, along with entering the student information into PowerSchool **exactly** as it is in the Student UID system, is one of the key components in executing a successful student enrollment. Changes or updates to students demographic information should be done **after** enrolling the student in your LEA. Explicit instructions on how to perform a student search using the Student UID System can be found in the [Student UID: Student Search Guide](#). If you are not registered to use the Student UID System, a step by step registration process is available at <http://www.ncpublicschools.org/cedars/uniqueid/student/registration/>.

Also, a "[Student Transfer Cheat Sheet](#)"

that gives quick steps to different scenarios of the transfer process is available on the NC SIS site. Please take advantage of this and other resources. If you have questions or need further assistance, contact the Home Base Support Center at (919) 807-4357 or submit a ticket through the [Remedy Portal](#).

NCDPI Standards

Users may now access the new [NCDPI Standards](#) from the NC SIS Home page. This [link](#) has been placed here for easy access. The spreadsheet is also accessible from the [NC SIS Standards Based Grading and Reporting page](#), as well as the [PowerTeacher Pro Resource page](#). For more documents relating to Standard Based Reporting, visit these pages.

Running the PMR (Principal Monthly Report)

If you have the "red circle" by a school's PMR, here are a few things you can do to hopefully find the issue.

1. Check that students do not have an entry date prior to the first day of school. To search for an entry date prior to the first day of school navigate to the student's search field and enter **EntryDate < mm/dd/yyyy** (student's first day of school). Any student returned should have the entry date reviewed and changed to the first day of school if showing a different date.

Note: You can also use the PowerTools > **School Enrollments Outside the Years and Terms** report to find these students.

2. If finding and correcting the entry date does not correct the issue, review the error message. This will sometimes help in determining the issue. If the problem continues, send this error to the support center for further research. To find the error message at the school level, navigate to Start > Setup – System > Reports > Report Queue Settings - ReportWorks tab. Click the Completed Reports to find and open the failed report. The Error Message Area will identify the problem.

A Message from the NCDPI Technology Support Center



The NCDPI Technology Support Center encourages customers experiencing critical issues, such as outages, to contact us immediately by phone at (919) 807-4357. For all general service requests, we encourage the use of the Remedy self-service web portal at <https://nc-myit.us.onbmc.com>. Although general service requests may also be reported by phone, our telephone agents will be creating tickets for those requests and assigning them so that they are addressed in the order they are received.

Thank you for your patience as we work to resolve your tickets as quickly as possible.



Four New PowerTeacher Pro Gradebook Webinars

The NCDPI DTL Staff is excited to announce a series of PowerTeacher Pro Gradebook webinars beginning August 28, 2018. These webinars will be led by Digital Learning Competency Ambassadors and funded by the NC Digital Learning Initiative. **Participants will earn .1 CEU for each webinar attended.**

Four topics will be offered:

PowerTeacher Pro: Ditch the Pencil

This webinar is designed for beginner level only, allowing participants to familiarize themselves with the many components of PowerTeacher Pro and the navigation of the PowerTeacher Pro platform. Participants will learn how to log-in, setup classes, set display and grading preferences, create categories, set term weighting, create assignments, and track grades and student progress.

Dates: 8/28, 8/30, 9/11

Webinar Registration Link: <https://attendee.gotowebinar.com/rt/8270489473682380290>

Tips & Tricks for Efficient PTP Use

In this webinar, the following topics will be addressed:

- Creating reports (demographics, grades from other classes, etc.)
- Creating student groups within a class
- Using Fill for grades, comments, etc.
- Accessing dropped students
- Entering past grades for new students in past grading periods
- Transferring grades from Schoolnet (How to)
- Setting defaults for assignments
- Extra Credit (Percent & Points)
- Manually overriding grades

Dates: 9/4, 9/6, 9/13

Webinar Registration Link: <https://attendee.gotowebinar.com/rt/8275774826077561602>

Report for Duty: Understanding PTP Reports

In this webinar, teachers will become familiar with the reports' tab of PTP, the different types of reports offered by PTP and the various uses for these reports will be explored. Additionally, teachers will be presented with scenarios in which they must decide which report would be best for that situation.

Dates/Times: 9/18, 9/27

Webinar Registration Link: <https://attendee.gotowebinar.com/rt/4455296275486672898>

Using PowerTeacher Pro to Impact the Bigger Picture

In this webinar, the following topics will be addressed:

- Creating reports (demographics, grades from other classes, etc.)
- Importance of Attendance
- Impact of changing grades from prior grading quarters (how-to and when not to)
- Referencing dropped students and how to view past grades
- % Grading -vs- Point Grading

Dates/Times: 9/20 & 9/25

Webinar Registration Link: <https://attendee.gotowebinar.com/rt/7363555108488791042>

All webinars in this series will be offered from 7 p.m. - 8 p.m. These hours were chosen to accommodate those who are unable to attend training during regular school business hours. Content provided in this series is a repeat of the face-to-face Home Base Applications events from July 2018.

Remember to visit the [NC SIS website](#) for additional information including webinars and training documentation. Follow us on twitter [@NCHomeBase](#).

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