



August 31, 2018

# Digital Teaching and Learning

ACADEMIC AND DIGITAL LEARNING



## NC SIS Weekly Email Bulletin

### In this issue:

1. Welcome Back SIS Users!
2. CTE Title Changes
3. PowerSchool's ODS Update
4. ECATS Newsletter - Aug. 2018 Edition
5. Back to School Tips for the 2018-19 School Year
6. A Message from the NCDPI Technology Support Center
7. **\*\*Four New PowerTeacher Pro Gradebook Webinars**



### Welcome Back SIS Users!

We hope you're as excited as we are to start another fantastic year of preparing our North Carolina public school students for a successful future through adaptive environments for personalized, digital-age learning. The NC SIS application plays a major role in school business stakeholders (data managers, coordinators, teachers, administrators) day to day activities by providing easy access to student data and course information. It also facilitates daily interactions among families, students, teachers and administrators.

During the course of this summer, the NCDPI Home Base Staff partnered with the PowerSchool User Group and provided a PowerSchool Summer Conference filled with an abundance of coordinator-focused training sessions including hands-on workshops. The conference was a huge success as nearly

150 coordinators and technology directors attended over eighty PowerSchool and technology specific courses.

More successful summer happenings in PowerSchool include completing the migration of all NC districts and charters over to PowerTeacher Pro. PTPro training webinars are being held during alternative hours for those who are unable to attend webinars during regular business hours. These sessions are listed below in the training section of this bulletin. Remember to visit the [NC SIS training calendar](#) and the [Home Base training calendar](#) for all current and future trainings.

---

## CTE Title Changes

NCDPI has updated seventy-six CTE course titles in Enterprise Controller. These courses should now be available for all LEAs and charters. The titles replicated down to existing courses and sections **ONLY IF** the first 7 digits of the course number and the course titles matched exactly. Therefore, if you previously brought in any of these courses and modified the local name, your existing course and sections will not reflect the changes. Please refer to the [CTE Title Changes](#) list to ensure that you are using the latest titles for these CTE courses.



---

## PowerSchool's ODS Update

**Background:** NCDPI received notification from PowerSchool on Thursday morning that the ODS was out of sync with a lag time of nearly 15 hours and a reboot was required.

**Update:** PowerSchool has confirmed that the enterprise server reboot is complete. You may now resume all transfer and enrollment activities. At this time we have verified that the ODS is in sync and up to date. However, it still may take some time for information to feed down into other systems.

Please be aware that our weekly Friday night restarts will take place at 6 P.M. tonight, rather than 11 P.M. as normal. If you have any questions or concerns, please log a [Remedy](#) ticket with the Home Base Support Center.

---

## ECATS Newsletter

Check out the latest happening in ECATS!

[August 2018 Edition](#)



## 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. 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.

**Date:** 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](#).

NC SIS  
NC Department of Public Instruction  
Education Building, 7th Floor North  
301 North Wilmington Street  
Raleigh, NC 27601

919-807-3190 Office  
919-807-3290 Fax  
Email: [ncsis@dpi.nc.gov](mailto:ncsis@dpi.nc.gov)