

**ALWAYS
LEARNING**

PowerScheduler: the Ins and Outs

December 18, 2013

Agenda

- Introductions
- Which Path to follow?
- Best Practices Customer Experience
- PowerScheduler Training Options

Introductions

- Maureen Webster - Director of Customer Education
- Kristine Cornia - PowerSchool Training Manager
- Lynn Bullock – Pearson Training Lead for NC
- Wendy Hinson - NC DPI Training Contact

Pearson Customer Education

Our philosophy

- Our best practice philosophy is “use it or lose it”
- We recommend training as close to the go live dates for getting in course requests (Prep courses) as possible
- Just in Time training has been proven to be extremely effective for PowerScheduler

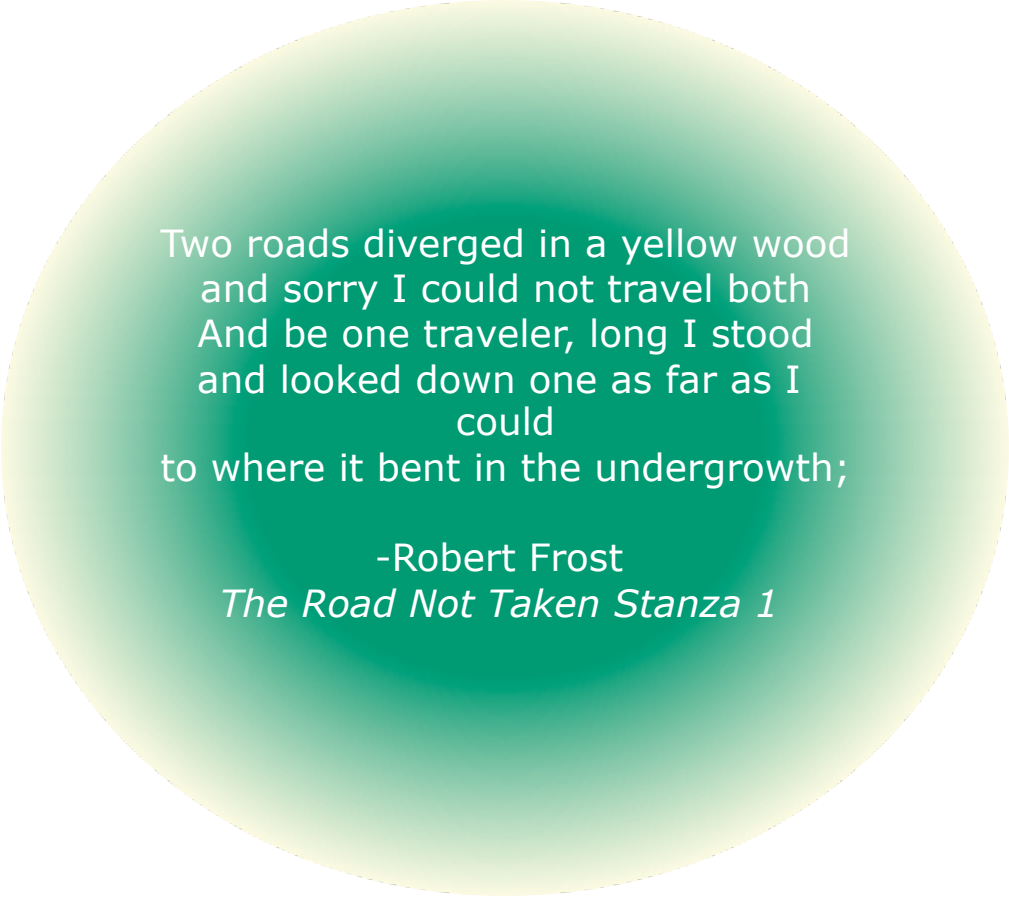
Overview of Discussion:

Which PowerScheduler Courses to Take?

- In order to best meet North Carolina need, we are offering a wide variety of regional venues for training on PowerScheduler
- We can help determine which courses you should take for the path that you will follow: Load Process or Build & Load
- Our recommendations are based on your input, historical precedence, and our best practices approach

Customer Feedback Required:

Guiding our customers to the right path



Two roads diverged in a yellow wood
and sorry I could not travel both
And be one traveler, long I stood
and looked down one as far as I
could
to where it bent in the undergrowth;

-Robert Frost
The Road Not Taken Stanza 1

Customer Feedback Required: Who, What, Why, When?

Who are you scheduling?

- What grade levels?
- What type of schedule?

What is your current master schedule like?

- Is it successful?
- Do the students get what they want?
- Do the teachers like it?



Things
To
Ask

When will the 2014-2015 Master Schedule “type” be determined?

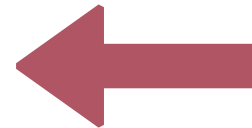
- Does the school board have a say in the Master Schedule?
- Will there be a reduction in staffing for the next academic year?

How different will next year’s Master Scheduler be?

- Will the number of days change?
- Will the number of terms change?
- Will the number of periods per day change?

Two Scheduling Options

1. Load Only



Use existing schedule
and only load students

2. Build and Load

Build a new schedule
using PowerScheduler
“engine” and then load
students into that
schedule



S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8 class	9 class
10	11	12	13	14	15	16
17	18	19	20	21	22 class	23 class
24	25	26	27	28	29	30



Two Scheduling Options: Who does what?

1. Load Only



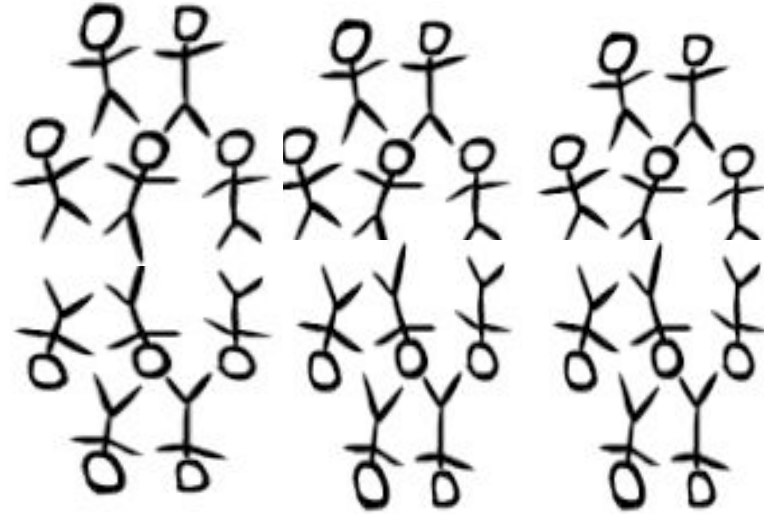
Most Middle Schools
Smaller High Schools

2. Build and Load

S		M		T		W		T		F		S	
										1		2	
3	4									8	class	9	class
10	11									15		16	
17	18									22	class	23	class
24	25									29		30	

Large Middle Schools
Most High Schools

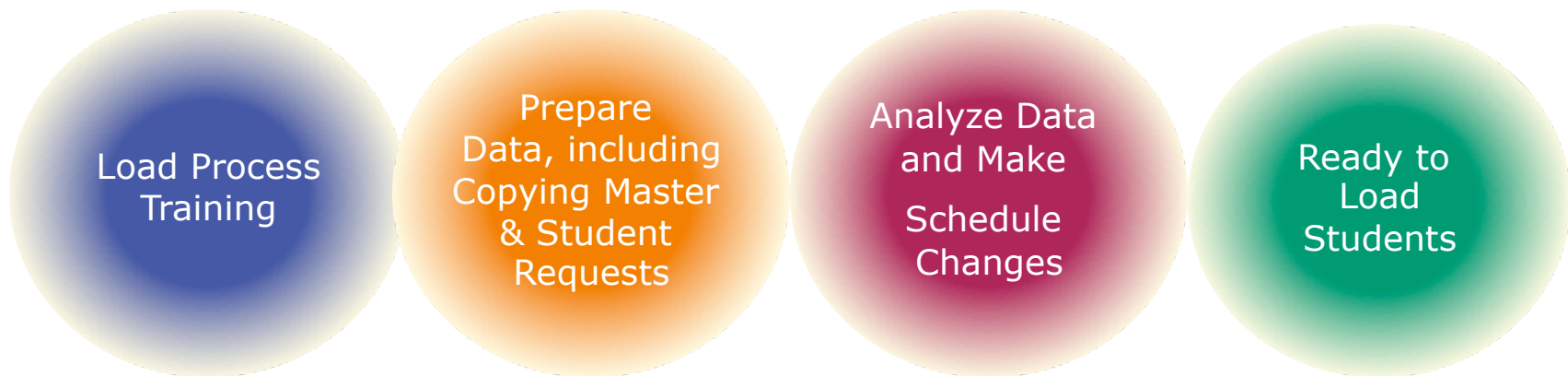
Elementary Scheduling?



99% of Elementary Schools (and many charter schools, small private schools, and tiny high schools) will use the Scheduling functionality on the Active (or Live) side of PowerSchool.

- They will copy the same current master
- They will use dependent sections to get the students into classes or add them manually
- They will not take course requests
- They will not use Walk-in Scheduling

The Load Process (only):



The PowerScheduler Load Process 1 or 2 day courses are designed for schools that will hand build or copy their master schedule and will walk the attendee through all of the setup that needs to be completed prior to running a Load with PowerScheduler including:

- Brainstorm school specific items such as use of Teams, Buildings, or Houses
- Analyze Room, Teacher, Student, and course request page setup
- Walk through necessary setup of Courses, including valid Course Relationships
- Discuss use of Constraints
- Download engine and demonstrate Load process

The Build & Load Process:



The diagram illustrates the Build & Load Process through four colored circles arranged in a vertical sequence. The first circle is blue and labeled 'Prep to Build Course'. The second circle is orange and labeled 'Prepare Data, including Student Requests, Teaching Assignments, Rooms'. The third circle is purple and labeled 'Analyze & Validate Data'. The fourth circle is green and labeled 'Ready for Build Workshop'. To the right of the first three circles is a list of topics covered in the course. To the right of the fourth circle is a specific note about a workshop in North Carolina.

Prep to
Build
Course

This PowerScheduler 3 day Prepare to Build course is designed for schools that will build their master schedule from scratch allowing the scheduling engine to determine when and where the course sections and students need to be scheduled including the following topics:

- Brainstorm school specific items such as use of Teams or Houses
- Analyze Room, Teacher, Student, and course requests setup
- Walk through comprehensive setup of Courses, including Course Relationships
- Discuss use of Constraints
- Download engine and demonstrate Build process
- Evaluate common errors in Prepare to Build process
- North Carolina will hold Regional Build workshop for this first year of using PowerScheduler

Prepare
Data, including
Student
Requests,
Teaching
Assignments,
Rooms

Analyze &
Validate
Data

Ready for
Build
Workshop

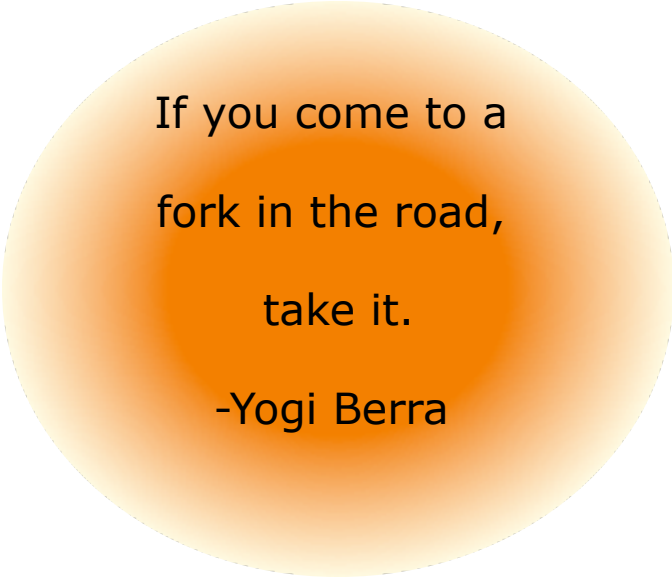
PowerScheduler Process: Key Best Practices

Make a timeline for scheduling (and TRAINING)!

- Work backwards from getting in Course Requests for Course Request Screen Set up and Plan
- Work forward to plot timeline for getting schedule completed once Course Requests are completed

Decide the path you will take upfront

- You can change in the middle but may add more work
- Determine how you will handle Summer School



If you come to a
fork in the road,
take it.

-Yogi Berra

Get key stakeholders and decision makers involved from the beginning,
so you can do it once then modify if needed.

Options for PowerScheduler Training



- Regional Locations for Load Process
- Regional Locations for Prepare to Build and Load Process
- Distance Learning

Regional Load Process and Prepare to Build Workshops

- Up to 20 attendees
- Pearson training staff with in depth scheduling knowledge
- Hands on for the 2 day Load Process and 3 day Prepare to Build events



Regional Build Workshops

- Up to 9 schools
- 2 trainers per event based on registrations
- Pearson training staff with in depth scheduling knowledge
- Consultative in nature



Pearson Customer Education Distance Learning: Complementing instructor-led training

- PowerScheduler Load Process and Prepare to Build courses
- Continually being updated for new product functionality

Pearson says [it listens to teachers](#),
but I was never more convinced of
the [truth](#) of that than when our staff
delved into the [distance learning](#)
section of the Power Source web training.
Very thorough, yet in "[bite-sized](#)" chunks—
just how a [good teacher](#) would present it!

The organization was [impressive](#).
My staff has a [great start](#) with Pearson Power School
[thanks](#) to their distance learning courses.

-R. Dale McCarver
Cheatham County Schools
Technology Supervisor

Master Schedule Building Workshops:

- Master Schedule Building Workshop, non-product specific theory-based training on building an effective master schedule
- Veteran training staff with 30+ years of in depth scheduling knowledge
- Builds critical thinking and conceptual knowledge of how best to hand-build a master schedule
- Offered throughout the US, at Pearson offices, regional host sites, and exclusively for individual customers

Q & A