Chalkable *Information*NOW
Winter 2015 Release Notes

Enhancements

The enhancements listed below have been implemented in the v6.9.15.17866 release of *Information*NOW.

It is strongly recommended that users review the *Information*NOW – *Winter 2015 Release Preview* document from the support site for details regarding the following enhancements. To access the document, log in to http://support.sti-k12.com. Click **Documentation**. Select **Quick Reference Guides** and then *Information*NOW **Web-based SIS**.

Discipline

A new threshold may be set for the number of days a special education student can have for specific dispositions under **School/District | School**. Search for and select to **View** the school. Click the *Setup* tab.

Event Log

- A new option has been added to the event log to track student lunch status changes. To view this change go to **Mgmt Console | Event Log**. Click the *Students* tab. In the *Module* drop list select **Lunch**.

- The event log will display a record when a user makes a change to the **Averaging Method**. Go to **Mgmt Console | Event Log**. A new *Setup* tab has been added.   When a change is made to an averaging method a record will display indicating the date, time, staff member, user ID, module, action and details.

Fees

The fee reconciliation process has been updated regarding dates and lunch status changes. Prior to the winter 2015 update, the fee reconciliation process was applicable only to the current academic session which was a problem if the user logged into a past academic session and made a lunch status change or the student was dually enrolled. The system now checks to see that the date for the lunch status change is within the start/ending dates of the academic session in which the user is logged in.

Grading

- **Averaging Method**: When a user makes a change to the **Averaging Method**, a strong warning message will display.

Integration

- **Chalkable Café**: *Information*NOW is now integrated with *Chalkable Cafe* for online payment process from the *Information*NOW Home Portal. To view this change go to **3rd Party Integration | Chalkable Café**.
  - **Chalkable Cafe URL**: Enter the Chalkable Café URL.
  - **INOW API URL**: Enter the *Information*NOW API URL.
- **Learning Earnings**: A link has been added under the **Classroom** menu which allows teachers to access the Learning Earnings (LE) URL directly for Single Sign On (SSO).

Past/Future Banner

When the user is logged into a future or previous academic session a header displays at the top of the screen. This banner has been updated to display the school name, academic session and academic year in which the user is logged in. The banner will display on all subsequent screens as well.

Quick Entry/Edit

- A **Date Effective** field has been added to **Quick Entry/Edit** when updating the lunch and transportation status of students.

- A **Remove Future Entries** check box has been added.

Reports

- **Discipline Report**: The report has been changed to limit the information that can be printed on the report based on the current academic session of context and permission associated with the user.

- **Student Profile Report**: A new option has been added to include **Enrollment History**.

- **Traditional Report Card**:

  o A new section has been added to the **Grades | Setup |** *Settings* tab that controls information on the report card.

    - **Course Sort Order**: Select *Course Name*, *Course Number* or *Period*.

    - **Include Period Number**: Affects the Portrait Report Card and the Traditional Report Card. Check to display the period of the day number on the report card.

    - **Include Class Rank**: Includes the student's latest rank that was last posted to the transcript. Prints below the counselor name.

    - **Include Detailed Attendance**: Shows a single attendance grid on the report card that includes grading period and year-to-date attendance.

    - **Include YTD Credit**: Check to include the total year-to-date credits earned along with cumulative credits.

    - **Grading Scale to Display**: Select the grading scale to print on the report card.

    - **Grading Scale Text**: Edit the selected grading scale to print. Prints to the right of the announcements section of the report card.

  o Additional Changes:

    - The page number has been removed from the bottom of the report card when printing for a group of students.

    - Withdrawn students: Prior to the winter 2015 update, when a user printed a traditional report card from the individual student all sections printed, including sections from which students had withdrawn. After the winter 2015 update is applied if the student is withdrawn from school, all sections (withdrawn and enrolled) will always print on report cards. If the student is enrolled in school, but has withdrawn from section(s), the **Grades | Setup |** *Settings* tab **Include Withdrawn Sections on Reports** will determine whether or not courses from which students have withdrawn will be included on report cards.

- **Transcript – Year Oriented Format**: A new **Year-Oriented** format has been added to the **Traditional (portrait) Transcript** report. When selected, the courses will print in academic year/school order in two columns.

Scheduling

- Automated Scheduler Overrides: A change has been made to the **Schedule Requests** routine that will enforce gender and grade level parameters when scheduling students end masse under **Scheduling | Schedule Requests** and from the individual student's requests screen under **Students | Student Maintenance**. In the previous version of *Information*NOW, only the **Enforce Seating Capacity** option was available in the automated scheduler. Two new check boxes have been added to **Enforce Gender** and **Enforce Grade Level**.

- o **Enforce Gender**: When selected a student will not be scheduled into a section that has been assigned a specific gender (ex. Girls PE) that does not match the student's gender. Checked by default.

  - o **Enforce Grade Level**: When selected a student will not be scheduled into a section that has been assigned a specific grade level that does not match the student's grade level. Not checked by default.

- Master Schedule Add: When a user goes to **Scheduling | Master Schedule** and clicks to **Add** a new section, *Information***NOW** will now search for active courses only by default. Also, a **School Category** drop list has been added to allow users to search for courses only assigned to a specific school. A **Partial Match on Course Number** option has also been added.

  - o **Partial Match on Course Number**: Check this box and enter just a partial course number to perform the search. For example, to search for all course numbers that contain "01", enter 01 in the **Course Number** field and click **Partial Match on Course Number**.

  - o **Active Only**: Users may now only search active courses.

  - o **School Category**: Select a **School Category** to filter the search results to only courses that have been assigned a specific school category under **Courses | Valid Courses**.

- Team Scheduling: New scheduling components have been added which expand the functionality for more complex team scheduling.

  - o Teaching Teams are defined with staff members associated to them.

  - o Sections are assigned Teaching Teams.

  - o The Schedule Requests routine will place each student into sections for a single team. Teams must be defined prior to running the automated scheduler.

Share School Settings

The **Share School Setup** option under **Mgmt Console | Console** has been updated to allow users to share grading period definition and attendance months/quarters definitions.

- **Grading Period Setup**: If checked the Grading Periods (including announcements), Graded Items, Graded Item Percentages, Grading Comment Headers and Grading Comments will be copied to the school/academic session that is selected.

- **Attendance Months/Quarters**: If checked the Attendance Months/Quarter start/end dates, Name and Lock status will be copied to the school/academic session that is selected. Items are copied from the **School/District | School** menu. Click to **View** the school. Click the *Acad Sessions* tab. Click to **View** the academic session. Select **Attendance Month** under the *Manage* menu on the left.

Student Locator

The student locator has been updated to show absence information. After the winter 2015 update is applied absence column will be added indicating the periods for which the student is absent/present.

Registration/Enrollment

- **Registering For Future Academic Session**: When a student has enrolled in the current academic session (ex. 2014-2015) after a future academic session (ex. 2015-2016) was created, users now have an option to register the student into the future academic session at the same time the student is enrolled in the current academic session.

- **District Registration Settings**: New options for inheriting data from a previous academic session during the registration process have been added to district settings. Go to **School/District | District | *Enrollment*** tab. Select the items that indicate which data to inherit when registering students.

- **Registration Screen**: The following changes have been made to the **Students | Registration** search screen.

- o **Include**: Added new **Not registered in this school** option in the *Include* section.
  - Not registered: No change. Student is not registered in any academic session.
  - Not registered this school: New option. Student is not registered in the current academic session.
  - Registered: No change. Student is registered in the current academic session.
  - o **Grade Level**: Users can now search by a student's current grade level when including **Not Registered** or **Not registered this school**.
  - o **School Next Year**: Added an option to search by student's **School Next Year**.
- **Mass Enrollment**: Four new options have been added for inheriting data when mass enrolling students.
  - o Homeroom
  - o Grade Level
  - o Bus routes/Stop (both AM and PM)
  - o Student FTE

Standards

When standards are entered under **System Preferences | Setup | Standards** users have the ability to mark standards as *Active*. Users may uncheck the box to make the standard inactive. After the winter 2015 update is applied, the user may now search for active standards only. Also, a column has been added to the standards list to indicate if the standard attached to the course is *Active* or *Archived*.

State Specific Changes

The following state-specific changes are included in this release:

Alabama

- Acceptable Use Message: An acceptable use statement will now display for all Alabama public school users. By logging in, the user accepts the terms of the agreement. The message will not display for home portal users.

- Track Student with disciplinary infractions for Taylor's Law: New report under **Student Reports** for AL Public and Private Schools showing eligibility point system for discipline as it relates to driving permits and licenses.

- Dual Enrollment checkbox on school Setup changes: Dual enrollment checkbox renamed to **Extended Enrollment**. Also sets to false and disables box id school number is numeric.

- Custom field removed & enhancements for Federal Programs tab: Homeless renamed and moved, residency status moved and removed from Quick Entry/Edit, Federal tab fields repositioned, new list values added for *Served By*, *Country of Origin* updated to custom fields instead of sharing **Citizenship/Nationality** field.

- Enhance Ethnicity/Race input and replication for SDE: Ethnicity is changed to list field called **Hispanic/Latino** and moved ahead of **Race** field. Tool tips added to both drop lists, updated list of race options

- State Enrollment error checking: When a student is located to enroll that personal information is disabled for changes until that student is enrolled, specifically first name, last name, social security number and data of birth. If NULL, the above fields allow entry.

- Remove future registrations for withdrawn students: Checkbox **Remove Future Registrations** will be activated and disabled on **District Settings**.

- Custom field CCRS category, preschool UI format, update to cert codes.

- o **College and Career Ready Standards** category renamed, two new fields added, 5 fields disabled.

- o **PreSchool** category renamed, two new fields added, updated field type **No Preschool** to checkbox.

- SSN removed from transcript as available ID to print: SSN no longer available as ID to print on any transcript report for all user groups including administrators.

- Update of DC codes after DC rollover is complete: When mass enrollment is completed, update all students with direct cert code = 21 to **App Income Reduced to 2-reduced** and update all students with direct cert code 22 – DC to App Income Free to **1 – Free**.

Tennessee

- Disallow alpha changed from being stored in state id field on student. Error displayed if attempt to store a non-numeric in state ID field through manual entry.

- Support for single sign on (SSO): New button to allow authentication using TN DOE login credentials instead of *Information*NOW credentials, unique identifier (EDFI number) must match.

Security Changes

This section contains a list of any changes to permission maintenance that correspond to new or changed functionality. This is to provide a quick overview for any users who manage **Permission Maintenance** in the school/district to determine what, if any, new functionalities need to be modified/added for current *Information*NOW users. Changes to permissions are performed under **System Preferences | Permission Maintenance**.

New Permissions Added

- New functions for maintain/view academic sessions

  - o The user must have permission to view or edit the list of teaching teams.

    Category: Academic Session

    Permissions: Maintain Academic Session, Maintain Closed Academic Session, Prepare Academic Session, or View Academic Session

Changes To Existing Permissions

- The **Maintain Grading** permission has been split out to 3 permissions which permit changes to 3 different areas of the program:

  - o **Maintain Grading**: Allows user to perform manual grade entry/changes and access to most **Grades | Setup |** *Lookup* tab.

  - o **Maintain Grading Periods**: Allows user to make changes to **Grades | Setup |** *Lookup* tab | **Grading Periods**.

  - o **Maintain Grade Settings**: Allows user to make changes to **Grades | Setup |** *Settings* tab.

Modifications

The modifications listed below have been implemented in the v6.9.15.17866 release of *Information*NOW.

Attendance

- The "Duplicate Entries are not allowed" error that displayed when entering student Daily Attendance will now display a new message telling the user to correct the student conflict.

- Removed the "Duplicate Entries are not allowed" error that displayed when entering student Daily Attendance for a school that uses alternating days met.

- Check In/Out screen now auto closes when the record is saved.

Classroom

- Textbook assignment no longer allows the same book number to be assigned to more than one student.

Email

- Removed special formatting characters that were included when sending emails.

Enrollment

- Enrollment status was not updating for all students with withdrawal and re-entry records.

Home Module

- Corrected an issue that occurred when user hit the Enter key when searching for courses to request.

Integration

- User is now able to log in to Home Portal from Edline.

Management Console

- Using Un-promote no longer removes promotion record for students that have withdrawn or marked as No-Show (in school performing un-promote) but have enrolled in another school within the district.
- Using Un-promote will no longer include students that are registered or withdrawn.
- Period state codes will now copy from previous academic sessions when copying Bell Schedule Time Slots.

Query Tool

- Error "Conversion from string "" to type 'Integer' is not valid" no longer displays when using Query tool and choosing Academic Session, Category and School.

Reports

- Traditional Report Card no longer prints extra blank pages when printing all grading periods.
- Student profile report now prints student name on every page.
- Student profile report no longer prints Check In/Out in Military time.
- Class Rank report is now printing in correct grade level order.

Scheduling

- Mass Assign requests now works correctly when students have Career plans attached.
- Master Schedule Builder will now build teacher sections when class type equals 95 or 96.
- Users of the Build Master Schedule option will no longer receive the "given key was not present in the dictionary" error.
- Student Schedule Matrix no longer displays a Java Script error for students with an apostrophe in their name.
- Homeroom builder now completes and prints full name for students with hyphenated last names.

- Master schedule now accepts Weight field change.
- Custom field data now pulls down from the valid course to the master schedule when creating new sections.
- All sections are now updated when pushing to current academic session and changing GPA Avg Method in Valid Course.

Standardized Tests

- Importing tests no longer fails for all students when importing test records for non-enrolled students.

Student

- Student custom field setup with type "date" now accepts leading zero for month.