

Day 1 – Session Descriptions (3 HOUR SESSIONS)

(ALL participants will need to bring a laptop for these sessions)

Excel Basics (Lynne Anderson & Jeremy Clausen) In this workshop you will learn the basic fundamentals of working with spreadsheets and how you can utilize them with PowerSchool Data.

Data Mining (Melissa Bitz) This session will cover searching features, importing and exporting. Participants will learn how to use search comparators, stored searches, search codes, and use group functions. Basic exporting and importing will be covered in this session as well.

Keeping your PowerSchool Data Clean (Don Simon) With a new version of PowerSchool, comes new challenges. Attend this session to learn about some key strategies about keeping that data update to date and clean. We'll talk about why dates are important, where to look at data, reports to verify your data and how to keep that data clean making your state reporting and version updates a piece of cake!

Grad Sets (Jane Hovda) How many credits does a particular student need to earn in a certain subject area to graduate? What if the student wants to attend a four-year college, are the requirements different? Use graduation sets to track student graduation progress. Graduation sets are sets of course requirements for which students must earn a specified number of credits. Within a graduation set, create different subject area requirements, such as Science, Math, and English. Within each subject area requirement, define the number of credits students must earn to fulfill that requirement.

ReportWorks (Janet O'Hara) This training includes practice using templates and creating student schedules, and opportunities for managing reports and ReportWorks user accounts. Learn how to personalize your reports with colors and logos and how to use the ReportWorks Queue. By session's end, you will be able to design reports that display your SIS data in a layout you create.

Back to the Basics - Admin Users (Roxanne Wolding & Josh Ternes) This session is designed to help those users that are new to PowerSchool or veteran users that would like a refresher to focus on some fundamental skills when using PowerSchool.

New Schools Round Table (Sarah McFadden) This session is geared for schools that joined the PowerSchool community within the last two years. It will give you the opportunity to ask an expert any questions and concerns that you have. It also gives you a chance to find out how other schools are currently using PowerSchool in their districts.

Day 2 – Session Descriptions (1 HOUR SESSIONS)

Grad Sets Overview – Jane Hovda will provide an overview of how to create and use grad sets to monitor a student’s graduation requirements.

PT Administrator (2 sessions) – Sarah Mcfadden will take you on a tour of the new feature in Version 6.0. Some exciting features are pushing content to teachers in your school, as well as a section readiness report to make your life a lot easier when storing grades!

Exporting Templates – Lisa Hofer of Jamestown Public Schools will share how they use templates to export data in PowerSchool, as well as the steps to create those templates.

Entering Standards in the Gradebook – It’s finally here! Nancy Bollingberg of Fessenden-Bowden will demonstrate an easier way to enter elementary standards right within the gradebook. Attend this session to take a tour and look at your options for using standards in the gradebook.

Using Recommendations in PowerScheduler – There are some enhancements to using Power Scheduler – join this session to have Melissa Bitz and Jane Hovda show you some of these helpful features in PowerSchool.

Report Works Overview – The first version of Pearson’s new report builder is out and ready to use. Join Janet O’Hara in this hour-long session to see how this new feature works!

Gradebook Q and A – Jeremy Clausen and Roxanne Wolding have just what you’ve been waiting for... Attend the Gradebook session to get answers to all those questions teachers have been asking you about the first nine weeks of school!

Using Activities in PowerSchool – What are your options? Schools are using creative ways to track student activities in PowerSchool. Join Josh Ternes as he demonstrates and share examples of how it works.

Using Mail Merge with PowerSchool Data – Already have your form letters created in Microsoft word? Why reinvent the wheel? Attend this session with Marcy Schmidt to see how you can merge the fields you already have in PowerSchool to enhance those forms you have set up in Word!

Incident Management – Wondering what in the world this new feature is all about? Plan to attend and Melissa Bitz will show you the possibilities of using this in your schools.

Emergency Notification Systems – Alert Now, Honeywell, and Notifind are just a few products out on the market that will help schools communicate with families. Join Janet O’Hara and featured schools in this session talking about the software they use and how it works with PowerSchool.