

Summer 2008 PowerSchool Training Opportunities

NSSRS Open Lab Sessions

9:00 am – 3:30 pm

Target Audience: Personnel responsible for submitting data to NSSRS

A number of NSSRS open lab sessions will be held at the ESU's listed below. These work sessions will include a representative from NDE at each of the sites, so if there are any outstanding issues that need to be resolved, the state personnel will be available to assist with those issues. Those in attendance can work on any of the submissions that need to be made before the June 30, 2008 deadline.

ESU 4	ESU 5	ESU 6
May 22, 2008 (Thursday)	May 15, 2008 (Thursday)	May 14, 2008 (Wednesday)
June 11, 1008 (Wednesday)	May 21, 2008 (Wednesday)	May 28, 2008 (Wednesday)
	June 12, 2008 (Thursday)	June 4, 2008 (Wednesday)
		June 20, 2008 (Friday)

Please register with each individual ESU for these sessions

PowerSchool Premier Server – Changes in Server Management

Tuesday, June 3, 2008; **Repeat session** on Tuesday, August 5, 2008

Location: ESU 5 in Beatrice

9:00 am – 12:00 pm

Target Audience: Personnel responsible for managing the PowerSchool server

The migration to Premier required a new server, and thus some changes concerning PowerSchool management of the server. This session will detail the differences in the PowerSchool folder structure on the server, review the "After Migration Checklist", discuss trouble-shooting techniques, and review changes for those who log into the Premier administrative side of PowerSchool. Discussion concerning the district's decision to use PowerTeacher (the web-based gradebook) will also take place.

Who Should Attend? This session is for those districts that have migrated to Premier (or who will be migrating to Premier soon) and have not yet attended a Premier server management session. This session will be repeated again on August 5, 2008 at ESU 5. *Please register by emailing Peggy (pcrawfor@esu5.org).*

PowerSchool Training for users with Administrative Logins – NEW Users

Tuesday, July 29, 2008

Location: ESU 5 in Beatrice

9:00 – 3:30 – Training Session

Target Audience: New Secretaries or Admin users in school districts

This session will cover the basic day-to-day use of PowerSchool. Using the various screens for individual students, working with groups of students, maintaining attendance, enrolling/withdrawing students, and reports will be covered.

Any PowerSchool Admin user can attend this session if they think it will be beneficial, but the training will follow the agenda for new users. (If you would like a copy of the training agenda, please email Vicki.)

Please register for this session by emailing Peggy (pcrawfor@esu5.org).

PowerSchool Training for users with Administrative Logins – EXPERIENCED Users

Thursday, May 29, 2008 – **Repeat session** on Wednesday, July 30, 2008

Location: ESU 5 in Beatrice

9:00 – 3:30 – Training Session

Target Audience: Any Secretaries or Admin users in school districts

This session will cover NSSRS data entry, PowerSchool Premier’s family management feature, advanced search functions, group functions, creating form letters, mailing labels, and other communication forms that the district needs to have in the system.

Any PowerSchool Admin user can attend this session if they think it will be beneficial, but the training will follow the agenda for experienced users. (If you would like a copy of the training agenda, please email Vicki.)

Please register for this session by emailing Peggy (pcrawfor@esu5.org).

PowerLunch

Thursday, July 31, 2008

Location: ESU 5 in Beatrice

9:00 – 11:45 – Training Session

12:30 – 3:30 – Open Lab for those wanting to continue working with support

Target Audience: Personnel responsible for lunch eligibility and lunch procedures

This session is intended for those who want to set up PowerLunch for the upcoming school year. The session will begin with an overview of PowerLunch, but will also detail instructions covering annual setup; daily PowerLunch procedures, editing transactions and reports. Those districts who are interested in learning more about PowerLunch are also welcome to attend.

Please register for this session by emailing Peggy (pcrawfor@esu5.org).
