

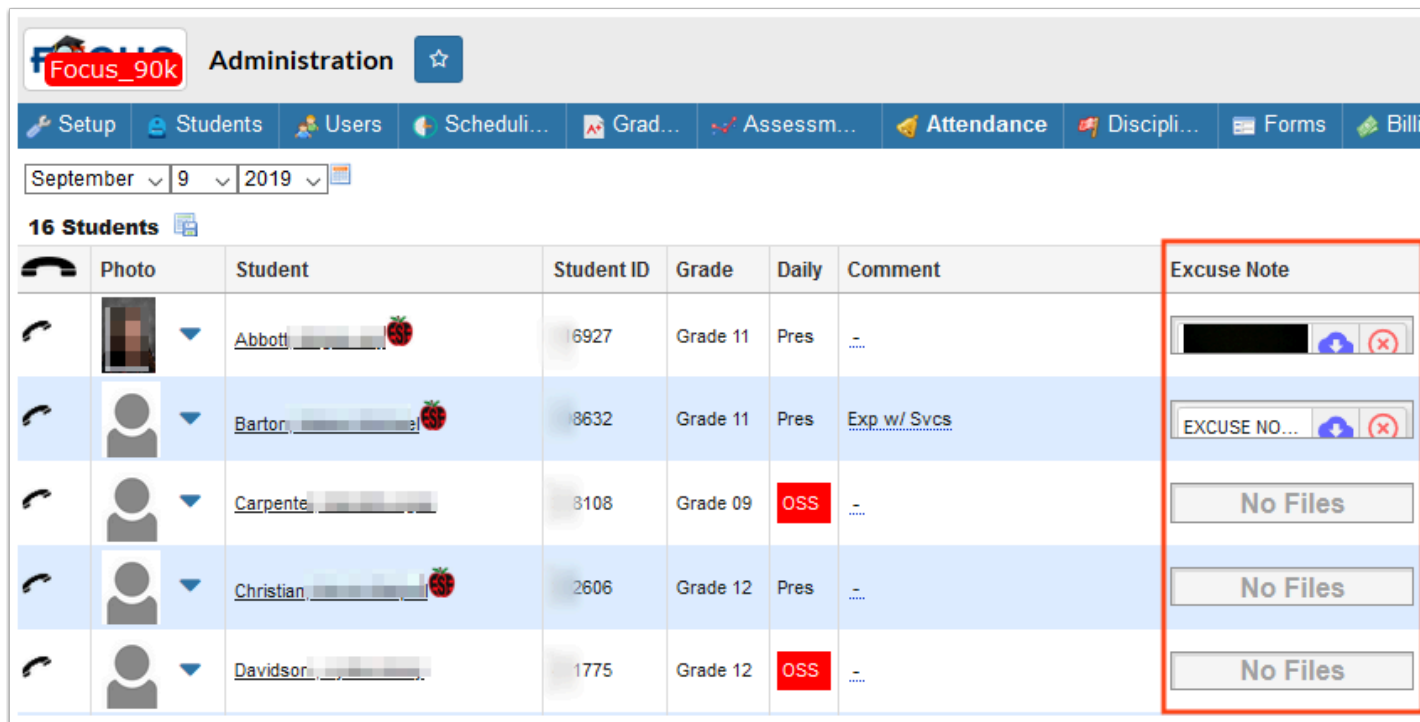
11.0.0 New Feature Release Notes

Notable

SIS

Attendance

Added a file upload field in an “Excuse Note” column to **Absence Summary**, **Late Check In/Early Release**, and **Administration**, which links to the student’s attendance_day record. Also added an alert on the Parent Portal stating the student has unexcused absences; from here the parent can click on the alert to open the **Absences** screen. The Absences screen also displays a file upload in an “Excuse Note” column for parents where they can upload notes or photos of notes.



The screenshot shows the 'Administration' page in the SIS. At the top, there is a navigation bar with tabs: Setup, Students, Users, Scheduling, Grades, Assessments, Attendance, Discipline, Forms, and Billing. The 'Attendance' tab is selected. Below the navigation bar, there is a date selector showing 'September 9, 2019'. A section titled '16 Students' is visible. Below this, there is a table with columns: Photo, Student, Student ID, Grade, Daily, Comment, and Excuse Note. The 'Excuse Note' column is highlighted with a red box. The table contains five rows of student data. The 'Excuse Note' column for each row contains a file upload button (a blue cloud icon with a plus sign) and a red 'X' icon. The first row shows a blacked-out file name. The second row shows 'EXCUSE NO...'. The third, fourth, and fifth rows show 'No Files'.

Photo	Student	Student ID	Grade	Daily	Comment	Excuse Note
	Abbott, [redacted]	6927	Grade 11	Pres	-	[Redacted File Name] [Upload] [X]
	Barton, [redacted]	8632	Grade 11	Pres	Exp w/ Svcs	EXCUSE NO... [Upload] [X]
	Carpente, [redacted]	8108	Grade 09	OSS	-	No Files
	Christian, [redacted]	2606	Grade 12	Pres	-	No Files
	Davidson, [redacted]	1775	Grade 12	OSS	-	No Files

- The Excuse Note column and file upload button displays for all attendance codes, not just non-present attendance codes.
- Added the “Show Attendance Excuse Note Alerts” permission to Users > Profiles; when enabled, Portal alerts will display for administrative users when excused attendance notes are added by other users, such as parents or students.
- Added the settings “Disable Excuse Notes for All Users” and “Disable Excuse Notes for Parents” to Setup > System Preferences > School Preferences / Default School Preferences > Attendance, which hides the Excuse Note column for all applicable attendance screens prohibiting users and/or parents from uploading excuse notes.

- Updated so once an excuse note is uploaded, it can be removed at any time with no expiration date.

Billing

The Billing module in the SIS has been updated. The new Billing module is a complete point-of-sale system that supports the sale and purchase of non-student fees, such as school spirit items, field trips, yearbooks, and more. The new functionality includes:

Product List - The Product List is used by administrators to set up the items that are for sale at the school or district level. Items can be made available to parents and/or staff members to purchase. The school or district can also set up donations, which allow parents or staff members to enter the amount to donate.

The screenshot shows the 'Product List' interface in the Focus SIS. The top navigation bar includes the Focus logo, 'Product List' title, user 'Jamie Title (System Ad...)', school 'Focus High School - 0041', and year '2020-2021'. Below the navigation bar are tabs for 'Internal Products' and 'District Products'. The main area contains a table with columns: Item #, Description, Schools, Service, Price, Quantity, 1098-T, Active, Taxable, Donation, and Show in Shopping. Two items are listed: 'Yearbook 2020-2021' (Item # 12349, Price 50.00) and 'Focus High School Spirit Flag' (Item # 12350, Price 0.01). Both items are set to be sold at school 17 and are active. The 'Show in Shopping' column has checkboxes for each item.

Item #	Description	Schools	Service	Price	Quantity	1098-T	Active	Taxable	Donation	Show in Shopping
		17	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12349	Yearbook 2020-2021	17	<input checked="" type="checkbox"/>	50.00	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12350	Focus High School Spirit Flag	17	<input checked="" type="checkbox"/>	0.01	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Student Billing

- Administrators can record the sale of an item to a student from the Sales tab of the Student Billing screen, and apply payments to invoices. Payment types can include cash, check, credit card, and EMV/chip.
- In the Transaction History tab, administrators can review specific transaction information in a report format.
- In the Customer Ledger tab, administrators can review all billing transactions for the student in a report format. This report can also be enabled for the Parent Portal.

Student Billing

Facility: 0311 - FOCUS ELEMENTARY SCHOOL
 Drawer: Focus Elem
 Customer: Acosta, Jesus - 4400081751

Items

Invoice #	Status	Item	Notes	Due Date	Price	Quantity	Amount	Deferrals	Amount Applied	Amount Remaining
811	Invoiced	Parking	Parking Fee	08/27/2020	35.00	1.00	35.00	0.00	0.00	35.00
Total:							35.00	0.00	0.00	35.00

Payments

Type	Amount	Apply To	Unapplied Amount
Cash	35.00		

Customer Ledger - Parents can view a complete payment history for their student.

Customer Ledger

Customer ID: 4400081751
 Customer Name: Jesus Acosta
 Outstanding Balance (Without Deferrals): 25.00
 Outstanding Balance (With Deferrals): 53.50
 Deferral Balance: 28.50
 Customer Credit Balance: 0.00

Payment History

Facility	Invoice Number	Invoice Date	Invoice Amount	Outstanding Balance	Tr
FOCUS ELEMENTARY SCHOOL	808	08/19/2020 10:52 am	152.00	28.50	35
FOCUS COUNTY SCHOOL BOARD	809	08/27/2020 6:12 pm	0.00	0.00	35
FOCUS ELEMENTARY SCHOOL	810	08/27/2020 6:24 pm	35.00	0.00	35
FOCUS ELEMENTARY SCHOOL	811	08/27/2020 6:26 pm	35.00	0.00	35
FOCUS COUNTY SCHOOL BOARD	818	11/10/2020 4:20 pm	0.00	0.00	35
FOCUS ELEMENTARY SCHOOL	822	01/18/2021 12:09 pm	0.01	0.00	35
FOCUS ELEMENTARY SCHOOL	823	01/18/2021 2:17 pm	25.00	25.00	35
Total:			\$247.01	\$53.50	

Cashout - The Cashout screen is used by administrators to reconcile the Billing module's point-of-sale transactions with the amounts in the cash drawer to determine if there are overages or shortages. The administrator will enter the amount of cash in the drawer, as well as confirming the amount of checks, money orders, and other tenders. Once submitted, the Cashout Report can be used to review all cashouts.

Type	Actual Amount	Tendered Amount	Over/Short
Cash	50.01		50.01
Check		20.00	20.00
Credit		0.00	0.00
EFT		0.00	0.00
Other		0.00	0.00
Money Order		0.00	0.00

Invoice Report - The Invoice Report is used by administrators to review invoices pertaining to specific search criteria.

- The General Report includes the invoiced date, description, customer ID and name, facility, invoiced amount, balance, paid amount, deferred amount, and total balance.
- The Detailed Report includes the separate allocation amounts as well as the associated accounting strip.

Invoice #	Invoiced By	Invoice Date	Description	Customer ID	Customer Name	Facility	Printed Past Due	Past Due Notice Printed By
821	TIDK, Jamie	01/18/2021	Invoice #821	4400081751	Jesus Acosta	FOCUS ELEMENTARY SCHOOL		
822	TIDK, Jamie	01/18/2021	Invoice #822	4400081751	Jesus Acosta	FOCUS ELEMENTARY SCHOOL		
823	TIDK, Jamie	01/18/2021	Invoice #823	4400081751	Jesus Acosta	FOCUS ELEMENTARY SCHOOL		

Receipt Report - The Receipt Report is used by administrators to review receipt information. The General Report or Detailed Report can be viewed depending on the amount of information required to review.

FOCUS Receipt Report Jamie Title (System Ad... Focus Elementary School - 0311 SIS ERP Jesus Acosta 2020-2021 3rd 9 Weeks

General Report Detailed Report Receipt Reconciliation Account Lookup 2020-2021

Default Run Report

☐ Voided ☐ Internal Accounts
 Receipt Date Range: 01/18/2021 → 01/18/2021 Created Date Range: Debit Account: Y
 Credit Account: Payment Type: Amount: Invoice #: Receipt #
 Fund: Center: Revenue: Project: Type:

Export Filter: OFF Toggle Columns

Receipt #	Transaction #	Receipt Date	Created Date	Fiscal Year	Customer	Invoiced To	Invoices	Description
34385	35285	01/18/2021	01/18/2021	2020-2021	Jesus Acosta	Jesus Acosta	811 - 08/27	
34385	35285	01/18/2021	01/18/2021	2020-2021	Jesus Acosta	Jesus Acosta	822 - 01/18	

Receivables Report - The Receivables Report is used by administrators to review unpaid invoices. The report can be pulled by facility, student, date range, and more. Outstanding balances can be viewed as of a specified date.

FOCUS Receivables Report Jamie Title (System Ad... Focus Elementary School - 0311 SIS ERP Jesus Acosta 2020-2021 3rd 9 Weeks

Receivables Report Customer Report Default Run Report

☒ Current ☒ 31 to 60 Days ☒ 61 to 90 Days ☒ 91 and Over
 As Of Date: Invoice Date Range: 4400081751 Invoice Number: Facility: Funding Source: ☐ Waived ☒ Include Paid

Export Filter: OFF Toggle Columns

Invoice Date	Invoice #	Customer / Student ID	Customer Name	Invoiced Amount	Outstanding Balance	Item	Paid Amount	Payment Source	Funding Source Invoice #
08/19/2020	808	4400081751	Jesus Acosta	152.00	28.50	After Care	123.50	Customer	NA
08/27/2020	809	4400081751	Jesus Acosta	0.00	0.00	After Care	0.00	Early Learning Coalition - 0311	No Invoice
08/27/2020	810	4400081751	Jesus Acosta	35.00	0.00	Parking	35.00	Customer	NA
08/27/2020	811	4400081751	Jesus Acosta	35.00	0.00	Parking	35.00	Customer	NA
11/10/2020	818	4400081751	Jesus Acosta	0.00	0.00	Donation	0.00	Customer	NA
01/18/2021	822	4400081751	Jesus Acosta	0.01	0.00	12345	0.01	Customer	NA
01/18/2021	823	4400081751	Jesus Acosta	25.00	25.00	12360	0.00	Customer	NA
Current Page Totals				247.01	53.50		193.51		
Grand Totals				247.01	53.50		193.51		

[Back to Student List](#) [Back to User List](#) [Print](#) [Messenger](#) [Help](#) [Logout](#)

Cashout Report - The Cashout Report is used by administrators to review all cashouts, including shortages and overages.

Focus Cashout Report

System Admin | Focus Elementary School - 0311 | 2020-2021 | 3rd 9 Weeks | ERP | Jesus Acosta

Drawer: [] Cashier: [] Date Range: [] Short Over Remove Voided

Page: 1 / 5 | Export | Filter: OFF

General	Cash Drawer	Cashout Date	Cashier	Approver	Left in Drawer	Voided	Other	Tendered Amount	Over/Short	Credit
17564999		01/08/2019			0.00	01/11/2019		0.00	0.00	
17566381		01/08/2019			0.00	03/11/2019		0.00	0.00	
17566502		01/08/2019			0.00	Void		0.00	0.00	
17567125		01/11/2019			0.00	Void		0.00	0.00	
17568465		01/11/2019			0.00	Void		175.00	0.00	
17596751		01/14/2019			0.00	Void		0.00	0.00	
17597057		01/14/2019			0.00	Void		0.00	0.00	
17610610		01/17/2019			0.00	Void		0.00	0.00	
17619219		01/23/2019			0.00	Void		0.00	0.00	
17619403		01/23/2019			0.00	Void		0.00	0.00	
17620234		01/23/2019			0.00	Void		0.00	0.00	

Back to Student List | Back to User List | Print | Messenger | Help | Logout

Grades

Gradebook

Updated the Gradebook so it now includes all features of the Gradebook Categories & Assignments screen and the Gradebook Configuration screen, in addition to many new features.

Writers02

Gradebook

Fry Roxy (Teacher)

Focus High School - 0041

2020-2021

SIS

Teacher

3rd 9 Weeks

02 - 004 - ENG 3

ERP

All

Totals

Category

Assignment

Reports

Settings

22 Students

Export

Filter: OFF

Enter Grades By

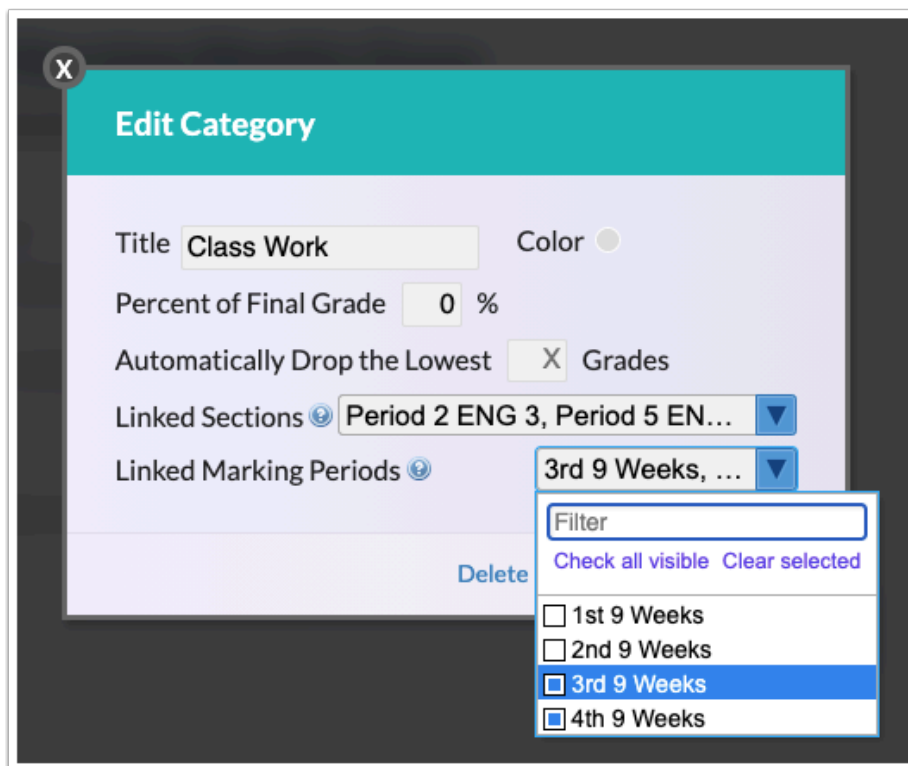
Points

Student	Grade	Student ID	Grade Level	Group	To Kill A Mockingbird Essay 50P - 1Q Assigned 02/12 Due 02/16	Organizational Word Vocabulary Test 100 Points Assigned 02/16 Due 02/15	Quick Write - Outdoors 50 Points Assigned 02/16 Due 02/15	Student Co 20 Points Assigned 02/15
Abe, Charlie Noel	91% A	0055879	11	Team A	44.50 89% B	NG	NG	
Barro	89% B	0082679	11	Team A	47.50 95% A	NG	NG	
Blond	85% B	0077217	11		42.50 85% B	NG	NG	
Bonill	85% B	0058458	11		42.50 85% B	NG	NG	
Castile	89% B	0023462	11		42.50 85% B	NG	NG	
Cortez	96% A	0055469	11		47.50 95% A	NG	NG	
Elan	82% B	0082720	11	Team A	37.50 75% C	NG	NG	
Ferre	75% C	0063208	11		32.50 65% D	NG	NG	
Gaona	85% B	0076594	11		42.50 85% B	NG	NG	
Hunzal	85% B	0076744	11		42.50 85% B	NG	NG	
Average					79%			

The new Gradebook screen houses several tabs in the top left, which can be clicked to determine what information is displayed on the screen. The "All" tab displays all assignments and categories (if set up), while "Totals" displays average points/percentages per category for each student.

Added the “Category” tab, which displays all categories in a panel that contains the ability to edit, add, and import categories.

- Updated so assignment categories can be edited from the “Edit Category” pop-up window linked to multiple marking periods, now displayed in the “Linked Marking Periods” pull-down. The current marking period and future marking periods default to selected (note that the current marking period cannot be cleared). Marking periods can be added or removed from the pull-down.
- When creating a new category, the current and future marking periods default to selected. When editing a category, and removing at least one marking period, there is a warning before saving the change.



- Updated so when users click the Delete button on a category, the category is now checked for assignments, instead of grades. If the category currently has an assignment in the current section, a message displays telling the user to remove the assignments first.
 - When a category does not have any assignments in the current section, a delete confirmation pop-up displays all section groups linked to the category. Any section groups that contain assignments will show the amount of assignments, which cannot be selected for deletion.

Added the “Assignment” tab, which displays Assignments in the selected Category, as well as all assignment Details, Grades, Rubric, Resources, Standards, and Options. Here you have the ability to edit assignments, add new assignments to a category, import assignments to a category, and import grades to an assignment.

The screenshot shows the Writers02 Gradebook interface. At the top, the header includes the user 'Fry Roxy (Teacher)', school 'Focus High School - 0041', and school year '2020-2021'. The 'Assignment' tab is selected in the top navigation bar. On the left, a sidebar lists assignments under 'Class Work', including 'To Kill A Mockingbird Essay (50)'. The main content area displays the details for 'To Kill A Mockingbird Essay', including points (50), category (Class Work), due date (02/16/2021), and marking period (3rd 9 Weeks). A description of the assignment is provided: 'Analyze the childhood world of Jem, Scout, and Dill and their relationship with Boo Radley in Part One'. A 'Question Availability' section indicates the assignment will be available on Monday from 12-1 to answer questions about the text before you start your essay. A red box highlights the 'Import Grades' button in the top right corner of the assignment details area.

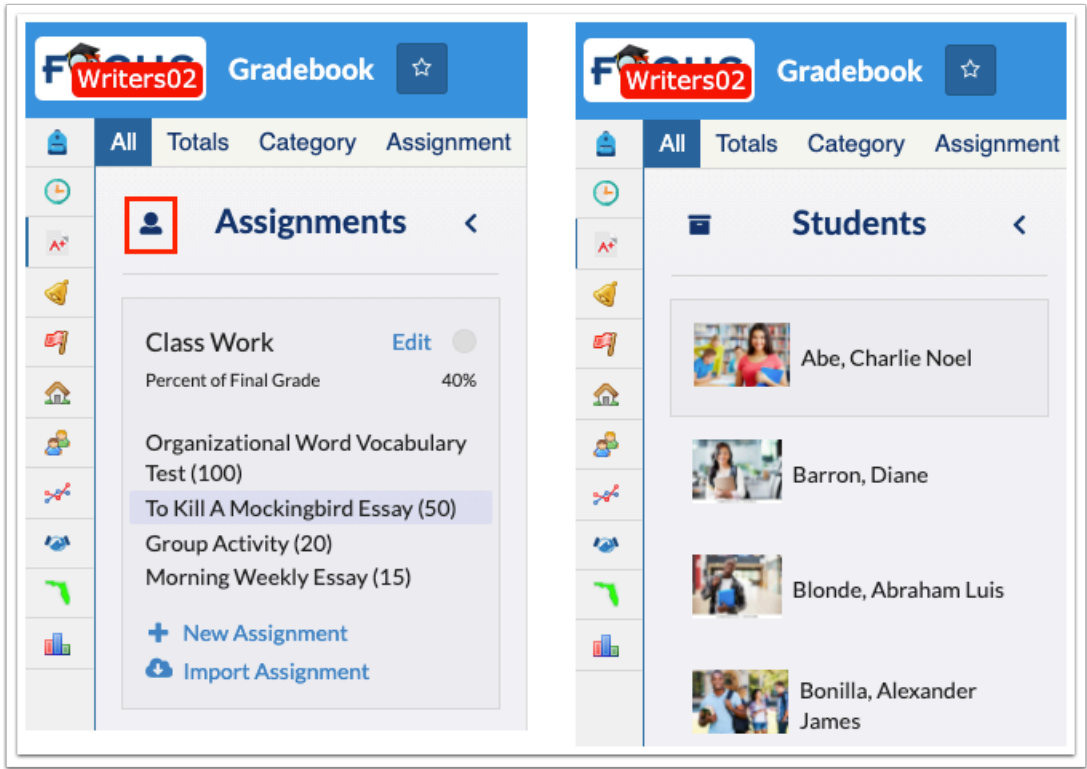
- Updated so after saving an assignment, users now get the option to grade with a .csv file by clicking "Import Grades."
 - Once the .csv file is uploaded to a given assignment it can grade that assignment for any student assigned to that assignment and specified in the file.

This screenshot shows the same 'To Kill A Mockingbird Essay' assignment details, but with the 'Import CSV - Column Setup' dialog box open. The dialog box prompts the user to select the type of scores in the provided CSV and identify which columns match the Student ID and Score. It shows a table with columns for 'Header' and 'Student ID'. The 'Header' column has a dropdown menu set to 'Grade', and the 'Student ID' column has a dropdown menu set to 'Student ID'. The table lists scores (87%, 85%, 90%, 100%) and corresponding student IDs (00055879, 00082679, 00077217, 00058458). A red box highlights the 'Import Grades' button in the top right corner of the assignment details area, and another red box highlights the 'Import CSV - Column Setup' dialog box.

- Updated so the entered Publish Date for assignments can now pre-date the Due Date.
- Entering zero or leaving the Points field null now designates it as an Extra Credit assignment when viewing in the UI, and stores zero points.
- Added the plus sign (+), which displays next to the tabs and can be clicked to quickly add an assignment to the gradebook for a selected category.

Added an “Assignments” panel, which displays categories and assignments in the gradebook. The panel can be shown or hidden by clicking the slider arrow.

- While viewing the Assignments panel, users can click the student icon to view a list of students in the course, and then click the student to view and enter grades by student.



Added the Settings feature, which allows users to view and enable additional options, configure the gradebook, create custom grades, create gradebook groups, select grade colors, and enable Third Party Systems (i.e. Google Classroom).

Fry Roxy (Teacher) ▼ Focus High School - 0041 2020-2021 ▼ SIS
 Teacher ▼ 3rd 9 Weeks ▼ 02 - 004 - ENG 3 ▼ ERP

Reports Settings

Default Assignment Points:
 Default Due Date: ☒ Today ☐ Tomorrow
 Score Rounding: ☒ Normal ☐ Up ☐ Down
 Gradebook Method: ☒ Default ☐ Full Year ☐ Semester

Assignment Sorting:
☐ Newest First ☐ Newest Last ☐ Assigned Date
☒ Due Date ☐ Publish Date ☐ Category
☐ Alphabetical

☒ Weigh assignment grades by category
☒ Add assignments to all sections of your course by default
☐ Hide assigned and due dates on student portal
☐ Show all assignments on student portal

View Options Configuration Custom Grades Groups Grade Colors Google Classroom

To Kill A Mockingbird	50P - 1Q	Assigned	Due 02/16	44.50				
				47.50				
				42.50				
				42.50				
				42.50				
				47.50				
				37.50	75%	C	NG	NG

- Added the “Automatically save all changes to student grades” settings to the Configuration tab, which defaults to enabled ensuring that teachers do not have to click Save upon entering and saving grades. If teachers do not want grades automatically saved upon being entered, this setting can be disabled. This setting has also been added to Setup > System Preferences > Default User Preferences > Gradebook Configuration / Default Gradebook Configuration.
 - When this setting is enabled, the Save button no longer displays because changes save automatically.
- Added an icon to indicate that a student has inactive enrollment stating This student isn't actively scheduled in this class when users hover over the icon with the mouse. This is helpful when the setting to display Include Inactive Students is enabled from the View Options tab. Note: The row for inactive students is also dimmed as an added indicator. Grades and comments can still be entered, as needed.

Student		Grade		Student ID	Grade Level	Group Randomize	Family Tree 35 Points Assigned 05/10 Due 05/17	
	Abe, Charlie Noel			I	055879	11	Team A	NG
	Barron, Debbie			78% C	00082679	11	Team B	NG
	Blonde, Amal Martin			74% C	0077217	11	Team A	NG
	Bonilla, Alexander James			91% A	058458	11	Team B	NG
	Castile, Sam			81% B	0023462	11	Team B	NG
	Collazo, Gabriella			This student is not actively scheduled in this class			Team A	NG
	Elam, Angie			55% F	082720	11	Team A	NG
	Fenaway, Iris Sandrine			90% A	063208	11	Team A	NG
	Gregerson, Ruth M			99% A	0076594	11	Team A	NG
Average				89%				

Assignments now have attached web pages, which includes the following tabs: Details, Grades, Rubric, Resources, Standards, and Options.

- Details: The Details tab includes an Image Option, Title, Points, Questions, Marking Period, Assignment Category, Publish Date, Publish Date Time, Due Date, Due Date Time, Linked Sections, Autofill, Assessment Links and Imports, Google Classroom Assignment (if Google Classroom is enabled), Assignment Description, and Posts.

Writers02

Gradebook

Fry Roxy (Teacher)

Focus High School - 0041

2020-2021

SIS

Teacher

3rd 9 Weeks

02 - 004 - ENG 3

ERP

Reports

Settings

All

Totals

Category

Assignment

Assignments

Class Work

Percent of Final Grade 40%

Organizational Word Vocabulary Test (100)

To Kill A Mockingbird Essay (50)

Group Activity (20)

Morning Weekly Essay (15)

+ New Assignment

+ Import Assignment

Participation (0) 20%

Homework (0) 40%

Participation (3) 0%

Assignment Title...

Details

Rubric

Resources

Standards

Options

Points

Completion Only

Assigned Date 02/22/2021

Time

Marking Period 3rd 9 Weeks

Assessment

New Assessment

Import Assessment

Description

Assignment Description...

+ New Post

Questions

Due Date 02/22/2021

Time

Linked Sections

Period 2 ENG 3, Period 5 ENG...

Category Class Work

Publish Date 02/22/2021


Time

Autofill

Points

Added a crossed out eye icon to the assignment header on the All tab to indicate that Parents and students cannot see this assignment until [Publish Date]. When viewing grades for an individual student, the crossed out eye icon displays in red stating Parents

and students will not see this assignment. The rows for these assignments are dimmed, but teachers can still enter grades and comments, as needed.


Abe, Charlie Noel

Grade Legend
Enter Grades By Points

Please be sure to submit assignments on time.


	Class Work	Participation	Homework	Extra Credit	Weighted Grade
Percent of Grade	50%	10%	40%	0%	
Score	65% D	100% A	50% F	NG	I

6 Assignments
 Export
Filter: OFF

Assignment	Points Earned	Grade	Comment	Assigned	Due	Last Modified
Argumentative Essay Rough D				Mon, 12 Apr 2021 2:09 pm	Mon, 12 Apr 2021	Tue, 27 Apr 2021 9:57
Family Tree	/ 35	NG		Mon, 10 May 2021 12:00 am	Mon, 17 May 2021	
Group Work	I / 100	I	Please complete this assignment as soon as possible.	Wed, 14 Apr 2021 2:12 pm	Wed, 14 Apr 2021	Wed, 5 May 2021 2:53
Quick Write - Outdoors	50 / 50	A		Mon, 12 Apr 2021 2:09 pm	Mon, 12 Apr 2021	Mon, 12 Apr 2021 2:22
Reading Quiz 1	<input checked="" type="checkbox"/>	✓		Mon, 12 Apr 2021 12:00 am	Mon, 12 Apr 2021	Mon, 12 Apr 2021 2:11

- Grades: The Grades tab allows users to view and enter grades by assignment.
- Rubric: The Rubric tab allows users to create rubrics in the gradebook for use with one or multiple assignments. Teachers can create a new rubric, clone an existing rubric, or add an existing rubric to the selected assignment. Once created, rubrics can be used to grade assignments.

+
Reports
Settings



To Kill A Mockingbird Essay

Details
Grades
Rubric
Resources
Standards
Options

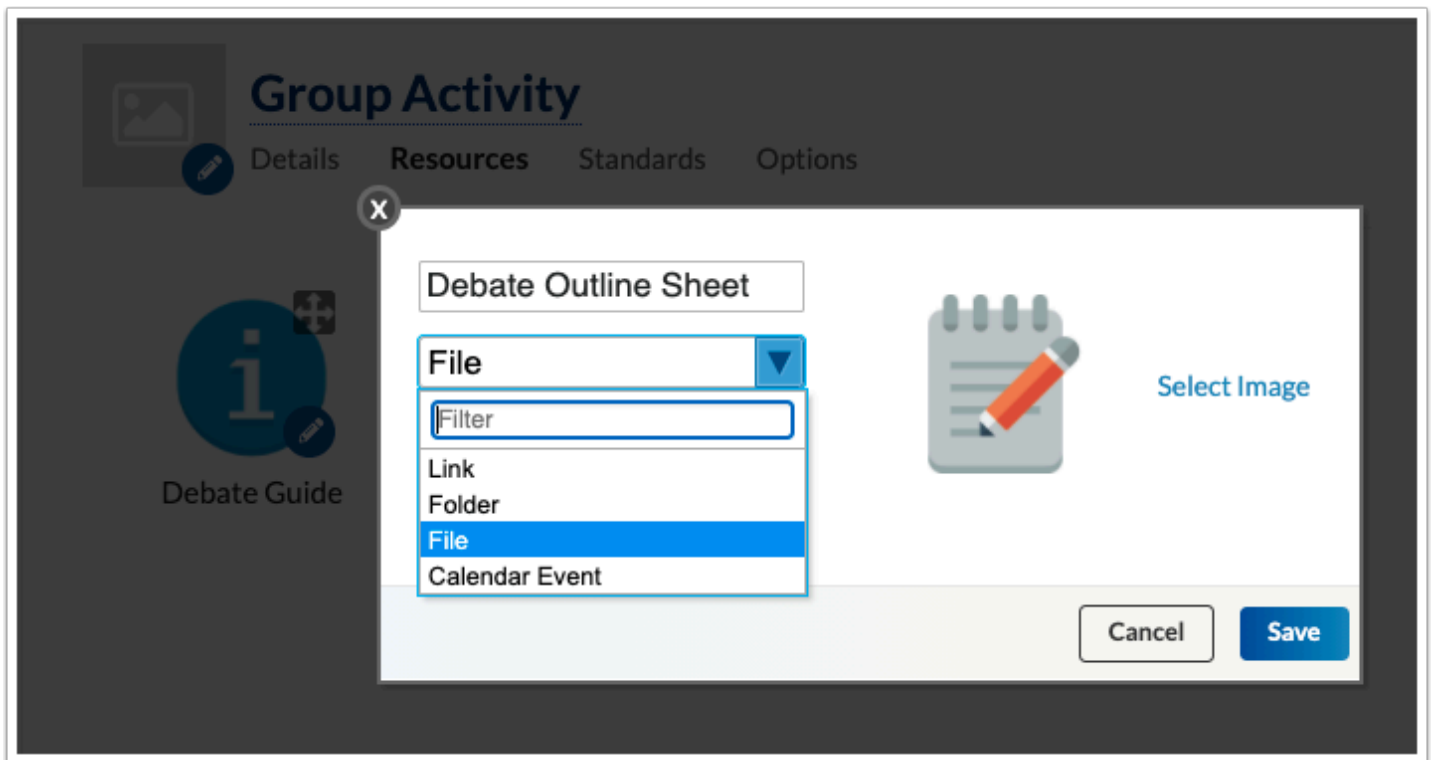
Save
Import Grades
Delete
Unsaved Changes

Essay Rubric
Edit
Clone
New +


Export

Criteria	Percent of Grade	A	B	C	D	F
Thesis	40	Uses detailed thesis which includes detailed examples to support the overall argument.	Uses clear thesis containing no fluff language and is detailed.	Thesis is clear and includes details.	Thesis is present but not clear or detailed.	Thesis is not present or well established.
Logic/Reasoning	40	Write literary analyses to support claims, using logical reasoning, credible evidence from sources, and elaboration, demonstrating an understanding of literary elements.	Write literary analyses to support claims, using reasoning, credible evidence, and elaboration, demonstrating an understanding of literary elements.	Write literary analyses to support claims, using reasoning.	Write literary analyses to support claims.	Reasoning is not well thought out or supported.
Layout/Outline	20	Follows the 3.5 essay outline containing well constructed paragraphs.	Follows the 3.5 essay.	Follows 3.5 essay but paragraphs need to be fleshed.	An attempt to follow 3.5 outline.	Essay doesn't follow the 3.5 outline.

- **Resources:** The Resources tab mirrors the Resources tab included on Web Pages, which allow users to create resources linked to the assignment, including links, folders, files, and calendar events.



- **Standards:** The Standards tab allows users to attach standards to the assignment. (Note: The section selected must have at least one standard linked to its course for this tab to be available in assignments. Standards are assigned to courses from Assessment > Assign Standards to Courses.)



To Kill A Mockingbird Essay

[Details](#)
[Grades](#)
[Rubric](#)
[Resources](#)
[Standards](#)
[Options](#)


[Save](#)
[Import Grade](#)
[Delete](#)
[Unsaved Changes](#)

ELA.11.C.1.3.C3 1x These written works will take longer and are meant to reflect thorough research and analysis. Remove	MAFS.K12.MP.3 1x Construct viable arguments and critique the reasoning of others. Remove	LAFS.1112.W.1.1 1x Write arguments to support claims in an analysis of substantive topics or texts, using valid reasoning and relevant and sufficient evidence. Remove
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Available Course Standards
argument

ELA.11.R.2.4 0x Compare the development of multiple arguments on the same topic, evaluating the effectiveness and validity of the claims, the authors' reasoning, and the ways in which the authors use the same information to achieve different ends. + Add	ELA.11.R.2.4.C1 0x Validity refers to the soundness of the arguments. + Add	ELA.11.C.1.3.C2 0x Appropriate tone is expected to continue from 9th and 10th. Use narrative techniques to strengthen argument writing where appropriate. + Add	LAFS.1112.RI.2.5 0x Analyze and evaluate the effectiveness of the structure an author uses in his or her exposition or argument, including whether the structure makes points clear, convincing, and engaging. + Add
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- Options: The Options tab allows users to set additional settings for the assignments, such as Requires Completion Of, Allow Student Uploads, Don't Allow Late Submissions, Exclude From Average, Hide From Excluded, Allow Comments, Comments Require Moderation, and gives students the ability to reply to other students.
- Added the "Assigned Students" pull-down, which is enabled when the added option "Assign to Individual Students Only" is not selected allowing users to select the students to which the assignment should be assigned and/or the Custom Group of students who should be assigned.
 - Added an "Assign Groups" button/icon to the Assigned Students pull-down, which allows users to quickly select the custom group of students who should be assigned to the selected assignment. Note: When students of a custom group are updated, users must re-assign the group to ensure all students in that group are assigned the assignment.
 - If students have not been assigned an assignment, the grade field displays as grayed out and is inactive not allowing the teachers to enter grades.



To Kill A Mockingbird Essay

[Details](#)
[Grades](#)
[Rubric](#)
[Resources](#)
[Standards](#)
[Options](#)

Assign to Individual Students Only

Assigned Students

Requires Completion Of

Allow Student Uploads

Assign Groups

☒ Team A

☐ Team B

Cancel
Add


The Assignment web page can be viewed by students by clicking on the Course name from the Grades tab or by clicking the Grade from the Grades tab on the Student Portal.

- Clicking the Course navigates to the web page, where the student can navigate through the Details tab, Rubric tab, Resources tab, etc.
 - Clicking the Grade navigates to the Grades (Assignments) screen; from here, they can click the Assignment link to open the assignment.

Grades (Assignments)
Help

Charlie Abe (Student)
Focus High School - 0041
2020-2021
3rd 9 Weeks

Back to Assignment List



To Kill A Mockingbird Essay

[Details](#)
[Rubric](#)
[Resources](#)

A
48 / 50 Points

0 / 1 Questions Correct
96%

Points	50	Questions	1
Category	Class Work	Assigned Date	02/12/2021 05:00 pm
Due Date	03/01/2021 11:59 pm	Publish Date	02/12/2021 05:00 pm
Marking Period	3rd 9 Weeks		

Description

- Analyze the childhood world of Jem, Scout, and Dill and their relationship with Boo Radley in Part One

Question Availability

I'll be available on Monday from 12-1 to answer questions about the text before you start your essay.

No Comments

Comment

Gradebook Configuration

The Gradebook Configuration screen has been removed and merged with the new Gradebook screen where gradebook configuration, custom grades, grade colors, and additional viewing options take place.

The screenshot displays the Gradebook Configuration interface. The top navigation bar includes the user 'Fry Roxy (Teacher)', school 'Focus High School - 0041', school year '2020-2021', and system 'SIS'. The 'Gradebook' tab is active. The left sidebar shows 'Class Work' with a 'Percent of Final Grade' of 40% and a list of assignments: 'To Kill A Mockingbird Essay (50)', 'Novel Part 1 Questions (100)', 'Organizational Word Vocabulary Test (100)', 'Group Activity (20)', and 'Morning Weekly Essay (15)'. The central table lists 22 students with their grades and estimated semester averages. The right-hand configuration panel, outlined in red, contains the following settings:

- Default Assignment Points:** [Input field]
- Default Due Date:** ☒ Today, ☐ Tomorrow
- Score Rounding:** ☒ Normal, ☐ Up, ☐ Down
- Gradebook Method:** ☒ Default, ☐ Full Year, ☐ Semester
- Assignment Sorting:** ☐ Newest First, ☐ Newest Last, ☐ Assigned Date, ☒ Due Date, ☐ Publish Date, ☐ Category, ☐ Alphabetical
- ☒ Weigh assignment grades by category
- ☒ Add assignments to all sections of your course by default
- ☐ Hide assigned and due dates on student portal
- ☐ Show all assignments on student portal
- View Options:** Configuration (selected), Custom Grades, Groups, Grade Colors, Google Classroom

Updated so that Gradebook Configuration is syear specific.

- In Setup > System Preferences > Default User Preferences > Gradebook Configuration tab, settings are now syear specific.
- In Setup > Rollover, when the "System Preferences" option is selected, Gradebook Configuration settings will roll over to the new school year.
- All teacher Gradebook Configuration settings are syear specific, and will roll over, except when Gradebooks are configured separately for each section. For teachers who configure Gradebooks separately for each section, the district or school's default Gradebook Configuration settings will be applied to any new course the teacher is scheduled for, and the teacher can update the configuration settings.
- The preferences "Configure Gradebooks separately for each section," "Combine sections in the same period for taking attendance," and "Combine sections for gradebook" in My Preferences for teachers are now syear specific.
- When a teacher changes a Gradebook Configuration setting, the setting will only be changed for that syear and not all years.

Reports (Previously Gradebook Reports)

Added the option to "Only print/email students with Missing/Failing assignments" to the Progress Reports tab.

- Users must perform a Progress Report student search with "Show only: Missing assignments" and/or "Show only: Failing assignments" selected. On the screen of resulting students, the new "Only print/email students with Missing/Failing assignments" check box

displays in the header. Select the check box to omit any students who do not have any missing/failing assignments from the preview/printouts/emails.

Grade Breakdown Graphs

Missing Grades

Failing Grades

Extra Credit Grades

Highlighted Grades

Excused Grades

Custom Grades

Transferred Students

Progress Reports

Blank Gradebook

Gradebook Audit Trail

Student Participation

Deleted Assignments

Print Progress Reports:

☒ For each student

☒ Only print/email students with Missing/Failing assignments

Preview

Print

Search Screen

Simple List

Customized List





Customize Student List

22 Students

3 Selected

Search

☐
☒
☐
☒

	Photo	Student	Student ID	Grade
<input checked="" type="checkbox"/>		Abe, Charlie Noel	155879	11
<input type="checkbox"/>		Barron, Diane	2679	11
<input checked="" type="checkbox"/>		Blonde, Abraham Luis	77217	11
<input checked="" type="checkbox"/>		Bonilla, Alexander James	38458	11

Added the "Print Assignments On Single Line" option to Progress Reports, which allows users to determine how assignment names are displayed. Selecting the check box ensures that assignment names display in one continuous line; this applies to assignments with longer titles.

Honor Roll Setup

Added the Honor Roll Setup screen to the Grades menu to allow a number of honor roll tiers to be set up with differing criteria.

- Three computed student fields have been added to Students > Student Fields. For each field, assign the field to a category and assign the profiles that are allowed to view the field.
 - Current Quarter Honor Roll - Displays the student’s Honor Roll title for the school year and quarter marking period selected in the top-right.
 - Current Semester Honor Roll - Displays the student’s Honor Roll title for the school year and semester (based on the quarter marking period) selected in the top-right.
 - Current Year Honor Roll - Displays the student’s Honor Roll title for the school year selected in the top-right.
 - These three new student fields can be used in the Advanced Report.

Categories

Fields

Export

Filter: ON

Legacy ID	Title	Alias	Type	Category	System	JSON	
	Current Year Honor Roll	honor_roll_year	Computed		System	<input type="checkbox"/>	Edit Field
	Current Semester Honor Roll	honor_roll_semester	Computed		System	<input type="checkbox"/>	Edit Field
	Current Quarter Honor Roll	honor_roll_quarter	Computed		System	<input type="checkbox"/>	Edit Field

- Honor Roll Setup - Access to the Honor Roll Setup screen is controlled by View and Edit profile permissions.
 - The previous honor roll settings are migrated to the new screen.
 - To add a new honor roll tier, enter the information in the blank row. The Sort Order determines the hierarchy of the honor roll tiers when the system calculates honor roll.
 - The GPA Type, Grade Levels, Min GPA, Max # of each letter grade, Excluded Courses, Min Credits, Max Referrals, Max Daily Absences, Max Unexcused Daily Absences, Max Period Absences, Max Unexcused Period Absences, Max Period Tardies, and Max Unexcused Period Tardies are defined for each honor roll tier.

Title	Sort Order	GPA Type	Grade Levels	Min GPA	Max # of A	Max # of B	Max # of C	Max # of D	Max # of E	Max # of F	Max # of G	Max # of H	Max # of I	Max # of J	Max # of K	Max # of L	Max # of M	Max # of N	Max # of O	Max # of P	Max # of Q	Max # of R	Max # of S	Max # of T	Max # of U	Max # of V	Max # of W	Excluded Courses
		Unweighted																										
Straight A Honor Roll	1	Unweighted			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Honor Roll	2	Unweighted			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			

- When honor roll is calculated, the Current Quarter Honor Roll, Current Semester Honor Roll, and Current Year Honor Roll student fields are populated with the title of the honor roll tier the student earned.

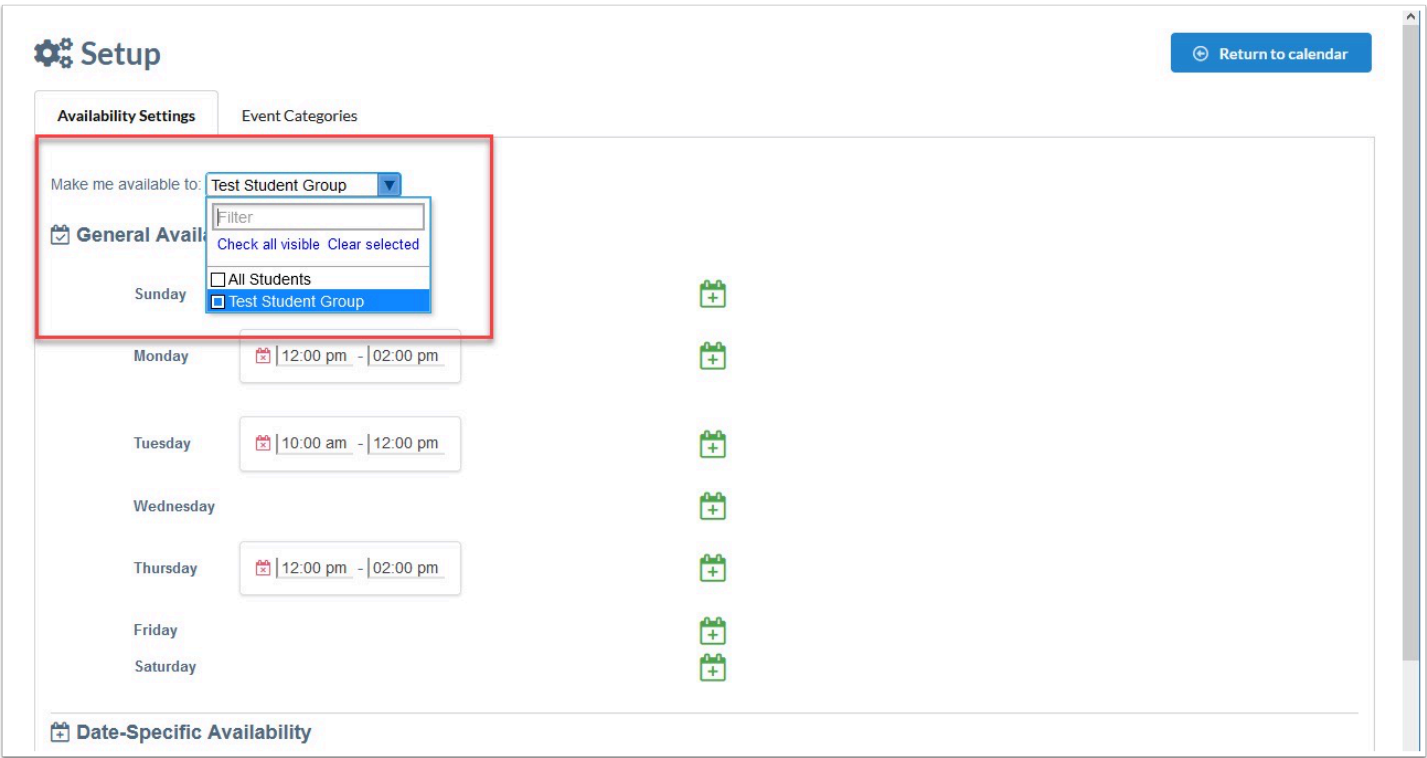
Current Year Honor Roll	Current Semester Honor Roll	Current Quarter Honor Roll
A Honor Roll	A Honor Roll	A Honor Roll

- The honor roll system preferences were removed from Setup > System Preferences > Grading tab, as honor roll criteria are now set up in Grades > Honor Roll Setup.
- In Grades > Honor Roll, the report has been updated to use the new Honor Roll Setup settings.
- The “Honor Roll Students” search option under More Search Options > Grades/GPA/Class Rank/Honor Roll has been updated to use the new Honor Roll Setup settings.

Users

Calendar

Added a new option to the Availability Settings for administrators, “Make me available to.” The select multiple pull-down has the option “All Students,” along with options for the student groups the user has been assigned on the Student Groups screen. Selecting one or multiple options allows the applicable students to request a conference with the administrator from their Request Conference screen, just as students can request conferences with teachers.



Other Changes

SIS

General

Updated the **Grades > Graduation Requirements Report** and **Grades > Promotion Requirements Report** to allow users to choose which score to use for the Min Score. Users must first add an Assessment “Type” via **Grades > Graduation Requirements > Graduation Programs and Requirements** tab, then can select from the following scores using the new “Score Type for Min Score” pull-down on the **Assessment > Standardized Tests** screen:

- Scores with a Numeric Score Type: Users can choose a minimum numeric score.
- Scores with a Pull-Down Score Type with two possible options: Users will choose which option is "Pass."
- If a Numeric Score Type is selected, the min score will be chosen for each test part. If a Pull-Down Score Type is selected, the passing score will be set at the test level.

Standardized Tests

Setup Tests | Setup Score Types | Setup Score Ranges

Test of Adult Basic Education

Title: Test of Adult Basic Education
Short Name: TABE
Score Types: Scale Score (Expanded Standard Score) (SS), Grade Equivalent (GE), Table Test Level (TTL), TAFE Test Form (TTF)
Allow profiles to modify: [Dropdown]
Include in Post Secondary transcript: No
Include in Inter-District transcript: No
Score Type for Min Score: Scale Score (Expanded Standard Score)

Test Parts: 3 Parts

Title	Short Name	Score Type	Transcript	Passing Score	Score Types
Language	LANG	Scale Score (Expanded Standard Score)	Yes	300	Scale Score (Expanded Standard Score), Grade Equivalent, Table Test Level, TAFE Test Form
Math/Alg	MATH	Scale Score (Expanded Standard Score)	Yes	300	Scale Score (Expanded Standard Score), Grade Equivalent, Table Test Level, TAFE Test Form
Reading	READ	Scale Score (Expanded Standard Score)	Yes	300	Scale Score (Expanded Standard Score), Grade Equivalent, Table Test Level, TAFE Test Form

☒ Scale Score (Expanded Standard Score)
☒ Grade Equivalent
☒ Table Test Level
☒ TAFE Test Form

Assessment

Standard Grades Report Cards

Updated to display a check mark (✓) and check plus or a check minus as standard grades.

- Check marks must be created as grades using the following criteria CK, CK+, CK-, CH, CH+ via Grades > Grading Scales & Comments.
- To generate check marks on Standard Grades Report Cards, teachers must enter standards as CK, CK+, CK-, CH, CH+, and/or CH- via Grades > Post Standard Grades.

Quarter 1 Progress Grades Q1 | Quarter 2

You can post standard grades and make changes in this marking period until Oct 18, 2019 at 4:00 PM.

[Switch to Detail View](#)

[Letter Grades & Comment Codes](#)

[Use Gradebook](#) [Save](#)

20 Students [Mass Update](#) [Search](#)

Student	Student ID	Start Date	End Date	Grade Level	Demonstrates knowledge of concepts of print and how text is organized and read	Blends, segments, and manipulates sounds	Identifies letters quickly and accurately	Identifies letter sounds quickly and accurately	Uses grade level phonics and word analysis skills to decode (read) words	Identifies grade level sight words automatically	Reads emergent reader text with ease and understanding	Actively engages in group reading activities with purpose and understanding of literature	Demonstrates comprehension of literature by discussing text and identifying and describing relation...
Alexan	108	Mon, Aug 12, 2019		Grade KG	CH	CH+	CH-	CK	CK+	CK-	3	4	2
Baldi	482	Mon, Aug 12, 2019		Grade KG									
Carr	218	Mon, Aug 12, 2019		Grade KG									
Col	1345	Mon, Aug 12, 2019		Grade KG									

Focus/SIS Student Information System Report Card

Alexand 108 Elementary (0141)

Grade KG

LANG ARTS GRADE K

English Language Arts » Kindergarten » Reading Foundation Skills (K-5)

Demonstrates knowledge of concepts of print and how text is organized and read Q1 ✓

Blends, segments, and manipulates sounds Q1 ✓+

Identifies letters quickly and accurately Q1 ✓-

Identifies letter sounds quickly and accurately Q1 ✓

English Language Arts » Kindergarten » Literature

Actively engages in group reading activities with Q1 3

Demonstrates comprehension of literature by discussing text and identifying and describing Q1 2

State Performance Report

- Updated to use the short names for the ESE and ELL codes on the report instead of the full names.
- Added a period pull-down to the Additional Info options. When a period is selected, the active teacher of that period displays in the Teacher column. Also added a Growth Needed column that displays the number of points the student needs in their overall score to meet Learning Gains.

Test [FSA] FSA ELA - FSAE Subject Reading Part FSA ELA Reading Total Years 2017-2019

Score Growth ☒ ☒

Score Types

[RS] Raw Score

[SS] Scale Score (Expanded Standard Score)

[AL] Achievement Level

[PF] Pass/Fail

[PP] Points Possible

[CC] Condition Code

[EF] ELA Score Flag

[PR] Percentile Rank

[RF] Reading Flag

[RPT] Reporting Status

[R] Retaker Status

[TS] T-Score

[WF] Writing Flag

Additional Info

☐ Free/Reduced Meals Program

☒ ESE FEFP Code

☐ Race: White

☒ English Language Learner

☐ Race: Asian

☐ English Language Learners: Tier Placement

☒ Race/Ethnicity Info

☒ Growth Needed

☒ Met Learning Gains

☐ English Language Learners, Adult

☐ Ethnicity: Hispanic or Latino

☐ Race: Native Hawaiian or Other Pacific Islander

☐ Race: American Indian or Alaska Native

☐ Race: Black or African American

☐ Ethnicity

☒ Gradelevel

Period 1

Search Screen All Students

Page: 1 / 35 [Export](#) [Filter: OFF](#)

Student Info				2019									
Student ID	Student	ESE FEFP Code	English Language Learner	Grade	Teacher	Growth Needed	SS	SS Growth	AL	AL Growth	Gains	SS	SS Gro
			ZZ	11	Casanova,	2	332	-6	2	-1	✗	338	+6
			ZZ	10	Casanova,	8	354	+4	4	0	✓	350	+2
			LF	09	Huffman,	2	341	+15	3	0	✓	326	-2
		113	ZZ	12	Elam,	9	353	-2	3	-1	✗	355	+18
			LZ	12	Doss,	3	375	+11	4	0	✓	364	+2

Attendance

Attendance Bulletin (New)

Added the Attendance Bulletin screen, which allows users to conduct a student search or click Search to view all students at the selected school. Once a search is conducted, the bulletin displays attendance data by the Report date (editable) and school including the following columns: Student Name, Grade Level, Student ID, Local ID, Daily Attendance Code, Time in, Time Out, Consecutive Absences, and Cumulative Absences.

Student Name	Grade Level	Student ID	Local ID	Daily Attendance Code	Time in	Time Out	Consecutive Absences	Cumulative Absences
Reag	10	7201	197201	?(Student is assumed present)		11:00 am	0	0
Sean	10	1733	25308	?(Student is assumed present)	08:47 am		0	0
Adriant	09	7785	21394	?(Student is assumed present)			0	2
Albei	09	3464	103464	?(Student is assumed present)			0	0
Ale	09	2429	44085	?(Student is assumed present)			0	0
Alexand	09	3451	103451	?(Student is assumed present)			0	1
Alexanc	09	6181	19848	?(Student is assumed present)			0	1

- The "Time in" and "Time Out" columns represent data which can be entered via the Late Check In / Early Release screen for the entered Report date.
- The "Cumulative Absences" column represents the number of absences since the beginning of the full year marking period to the Report date entered.

The Attendance Bulletin screen is enabled by the View and Edit permissions added to Users > Profiles.

Teacher Completion

Added a "Staff ID" column to the report.

Teacher Completion

Set...
Stude...
Us...
Sche...
Grades
Asses...
Atten...
Discip...
Forms
Billi...

Report Date: 09/09/2019
All Periods
Advanced
Click the red Xs to take attendance for the teacher.

48 Teachers who haven't taken attendance

Staff ID	Teacher	Period 1	Period 2	Period 3	Period 4
22785	Anders	X	X	X	X
23531	Aw	X	X	X	X
11007	Beck	X		X	X
10911	Bohlar	X	X		
23193	Brev	X	X	X	X
11517	Brow	X	X		X
10273	Bru		X	X	X
11685	Burch	X	X	X	X

Verification Sheets/Sub Rosters

Added the Room number to the header of the printed sheet/roster.

Discipline

Detention List

Updated so that the Detention List can be used to track multi-day detentions. The Length of Action and Days Completed columns have been added to indicate how many days of detention the student has been assigned and how many days have been completed. When the student completes a day of detention, selecting the Completed check box and saving the screen will increment the Days Completed field by one. The student will remain on the Detention List until the Days Completed equals the Length of Action. The student is then removed from the Detention List (the student can be viewed again by selecting the Show Completed check box).

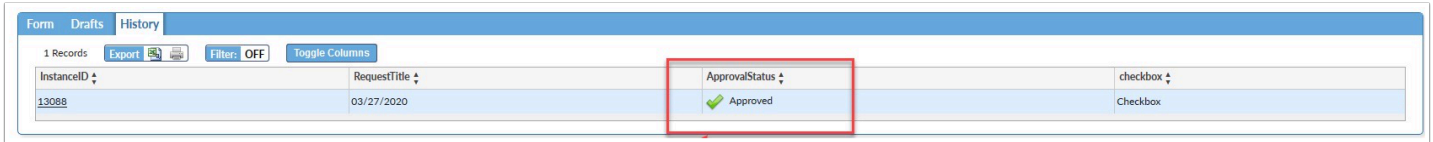
☐ Show Completed
Check/Uncheck All
Save

1 Records
Export
Filter: OFF

Student #	Student	Referral Reason	Action	Assigned	Due	Length of Action	Days Completed	Completed
00023057	Acevedo,	Fighting Lesser/Physical Aggression	Detention	04/08/2021	04/14/2021	3	1	04/08/2021

Forms

Added the Approval Status column to the History tab on forms for parents and students. The ability to view this column is controlled by the new profile permission “Show status in Form History.”



InstanceID	RequestTitle	ApprovalStatus	checkbox
13088	03/27/2020	Approved	Checkbox

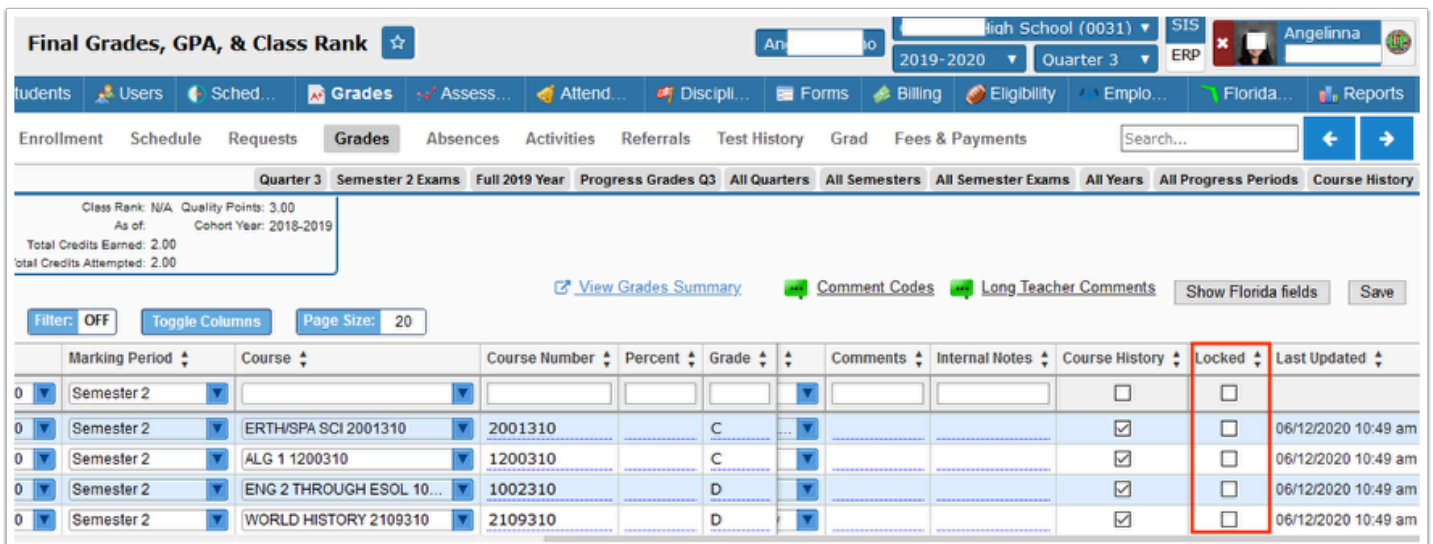
Updated the History tab so that the student’s ID displays before the student’s name when the student pull-down is included on a form.

Updated so that the Save Draft button is available for approvers on forms pending approval.

Grades

Final Grades, GPA, & Class Rank

Added the “Locked” column to the Detailed Report, which locks the marking period's grade and prevents automatic recalculation upon a grade change being performed. Note: Automatic recalculation is dependent on the setting, “Recalculate parent marking period grades and GPAs when a teacher posts grades or a grade change request is approved” enabled via Setup > System Preferences > School Preferences / Default School Preferences > Grading.



Marking Period	Course	Course Number	Percent	Grade	Comments	Internal Notes	Course History	Locked	Last Updated
Semester 2	ERTH/SPA SCI 2001310	2001310		C			<input checked="" type="checkbox"/>	<input type="checkbox"/>	06/12/2020 10:49 am
Semester 2	ALG 1 1200310	1200310		C			<input checked="" type="checkbox"/>	<input type="checkbox"/>	06/12/2020 10:49 am
Semester 2	ENG 2 THROUGH ESOL 10...	1002310		D			<input checked="" type="checkbox"/>	<input type="checkbox"/>	06/12/2020 10:49 am
Semester 2	WORLD HISTORY 2109310	2109310		D			<input checked="" type="checkbox"/>	<input type="checkbox"/>	06/12/2020 10:49 am

Post Standard Grades

Updated so grades are now entered using pull-downs populated from grading scales for applicable standards; previously grades were entered using text boxes.

Restored the tooltip that displays on the column headers that show the scale's description.

Student	Student ID	Start Date	End Date	Grade Level	LAFS.1112.L.1.1.a 1613465637691
Stu>Last-A-Abate, Stu'First-A-Abate	412	Aug 15, 2018		05	
Stu>Last-B-Point, Stu'First-B-Point	413	Aug 15, 2018		05	
Stu>Last-C-Homme, Stu'First-C-Homme	414	Aug 15, 2018		05	

Progression Plan (Texas only)

Updated so that credit bearing courses taken in 6th grade that are in Course History are included on the student's progression plan.

Report Cards

Updated so the Effective Date entered upon generating report cards now applies to attendance fields in determining attendance totals printed on report cards. Previous functionality generated current marking term attendance totals and ignored the Effective Date entered.

Teacher Completion Report

Added the ability to track attendance taken early enabled via the new setting called "Minutes before period attendance is considered early," which can be enabled via Setup > System Preferences > School Preferences / Default School Preferences > Attendance.

- Once enabled, a new "Show teachers who took attendance early" check box displays. When selected, sections where the teacher took attendance before the time denoted in period setup and system preferences. The applicable periods display with a clock icon. Users can hover over the clock icon to show when attendance was taken including the date and time.

Teacher Completion ☆

Angie 2019-2020

Users Sche... Grades Asse... Atte... Disci... Forms Billing Eligib... Empl... Fl

03/27/2020 All Periods Advanced Click the red Xs to take attendance for the teacher. ☐ Summary over a timeframe attendance more than 5 minutes attendance more than 5 minutes e Send Message

haven't taken attendance

Teacher	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7
Shed, Shea Michelle	⚠	✗	✗	✗	✗	✗	⌚
Chastity	✗		✗	✗		✗	✗
Judah	✗	✗	✗	✗	✗		✗

Taken: Fri, 03/27/2020, 1:34:22 PM | Class started: 1:40 PM

Updated the report when it is exported to now include the following values as a way to help distinguish between attendance not taken, attendance taken late, and attendance taken early.

- X: The section is missing attendance.
- L: The section attendance was taken late.
- E: The section attendance was taken early.

Transcripts

Added the "Course Table Font Size," which allows users to select a font size. The font size selected can be saved as a default when selected and the "Save Settings as Default" button is clicked by administrative users. The font size saved will be applied to transcripts printed by Parents and Students.

☒ Only Secondary Courses

☐ Abbreviate Column Names

☐ Use Simple PDF Format (For Digital Processing Only)

Course Table Font Size 10 ▾

Letterhead Template High School Transcript ▾

Save Settings as Default

☐ Search All Schools

☐ Include Inactive Students

Continue... Reset

Kiosk

Updated so that the school selection pull-down on the kiosk is a select multiple. This allows the kiosk to be used to access students at multiple schools (for example, when one campus houses multiple schools). The kiosk will use the kiosk system preferences set for the first selected school in the pull-down, therefore the kiosk system preferences should be the same at all selected schools.

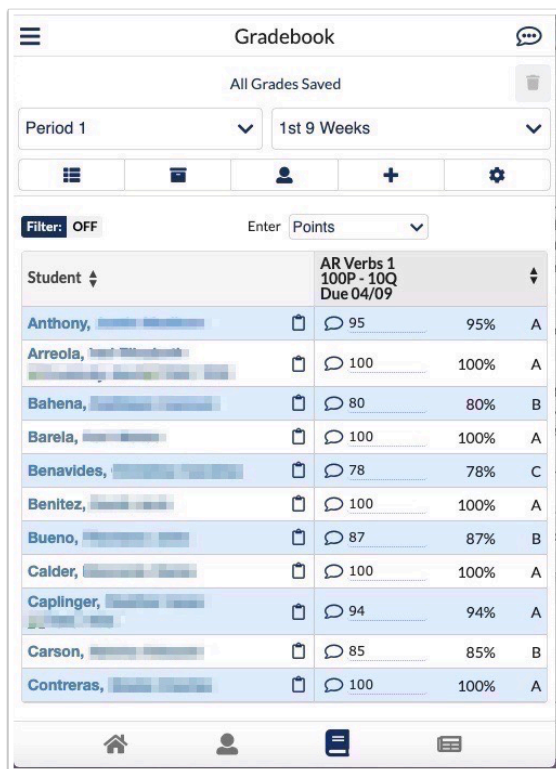
Mobile App

Added the Students search screen and Student Summary to the mobile app for teachers. These screens are similar in functionality as the administrator screens, though teachers can only search for students scheduled into the sections they teach or co-teach. Some profile permissions for both teachers and administrators have been updated regarding the mobile app:

- The profile permission for Student Info must be enabled for administrators or teachers to view the Students screen in the mobile app.
- The profile permission for Student Schedule must be enabled for administrators or teachers to view the student's schedule in the mobile app on the Student Summary screen. Teachers can only view the student's current schedule. If this permission is not enabled, the mobile app only allows access to Student Info.

Added the ability to log in to the mobile app using Google. When the user taps "Sign in with Google" on the mobile app welcome screen, the device's web browser displays above the app and opens a URL with a redirect to Google's login page. After the user logs in with Google, the browser closes and passes authentication back to the app, which uses it to log the user in. If the user does not have a web browser installed on their phone, then they cannot log in using Google.

Added the Gradebook functionality to the mobile app for teachers.



The screenshot shows the 'Gradebook' application. At the top, it says 'All Grades Saved'. Below that, there are dropdowns for 'Period 1' and '1st 9 Weeks'. A toolbar contains icons for grid, calendar, user, add, and settings. A 'Filter: OFF' button and an 'Enter Points' dropdown are also present. The main table lists students with their scores and grades. At the bottom, there are icons for home, user, calendar, and a list view.

Student	AR Verbs 1 100P - 10Q Due 04/09
Anthony, [redacted]	95 95% A
Arreola, [redacted]	100 100% A
Bahena, [redacted]	80 80% B
Barela, [redacted]	100 100% A
Benavides, [redacted]	78 78% C
Benitez, [redacted]	100 100% A
Bueno, [redacted]	87 87% B
Calder, [redacted]	100 100% A
Caplinger, [redacted]	94 94% A
Carson, [redacted]	85 85% B
Contreras, [redacted]	100 100% A

Parent/Student Portal

Customer Ledger

Added the "Course" column to the student/parent customer ledger which displays when the district enables the "Show Course Title" setting via ERP > Setup > Settings > Accounts Receivable.

Parent Registration

Added the translation in Spanish, Creole, and Portuguese for the three options displayed on the main registration screen, "I DO NOT have an Account Registered on the Parent Portal but my child is Actively Enrolled," "I have an Account Registered on the Parent Portal but would like to ADD A CHILD," "I have Forgotten My Password and would like to generate a new one."

Added two system preferences to accommodate changing the text of the 2nd and 3rd links on the parent registration page (/auth) set via Setup > System Preferences > Default School Preferences > Parent Registration.

- Updated the setting for the "The introduction text displayed to users for account registration" so it has been broken into three different settings.
- Added a setting for "Changes the text used for the add a child button for account registration."
- Added a setting for "Changes the text used for the password reset button for account registration."

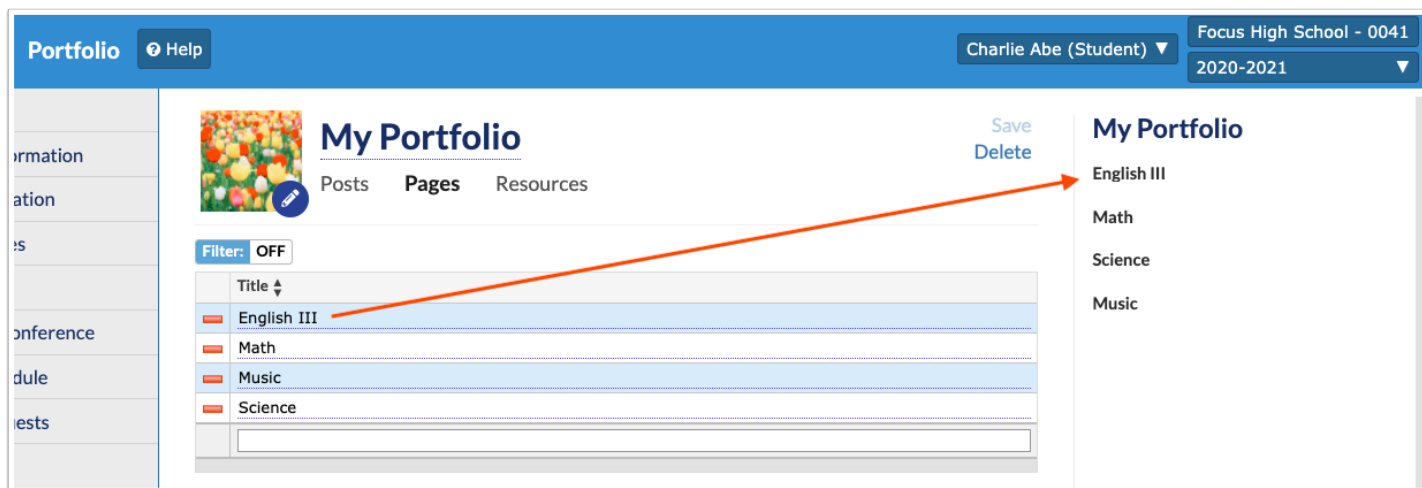
School Preferences	Default School Preferences	Default User Preferences	District Preferences	Single Sign-on					
General	Grading	Attendance	Enrollment	Scheduling	Localization	Billing	Post Secondary	Online Application	Parent Registration
The introduction text displayed to users for account registration		I DO NOT have an Account Registered on the Parent Portal but my child is Actively Enrolled							
Changes the text used for the add a child button for account registration.		I have an Account Registered on the Parent Portal but would like to ADD A CHILD							
Changes the text used for the password reset button for account registration.		I have Forgotten My Password and would like to generate a new one							
Logo Url		The Logo displayed throughout the registration process.							

Portfolio (New)

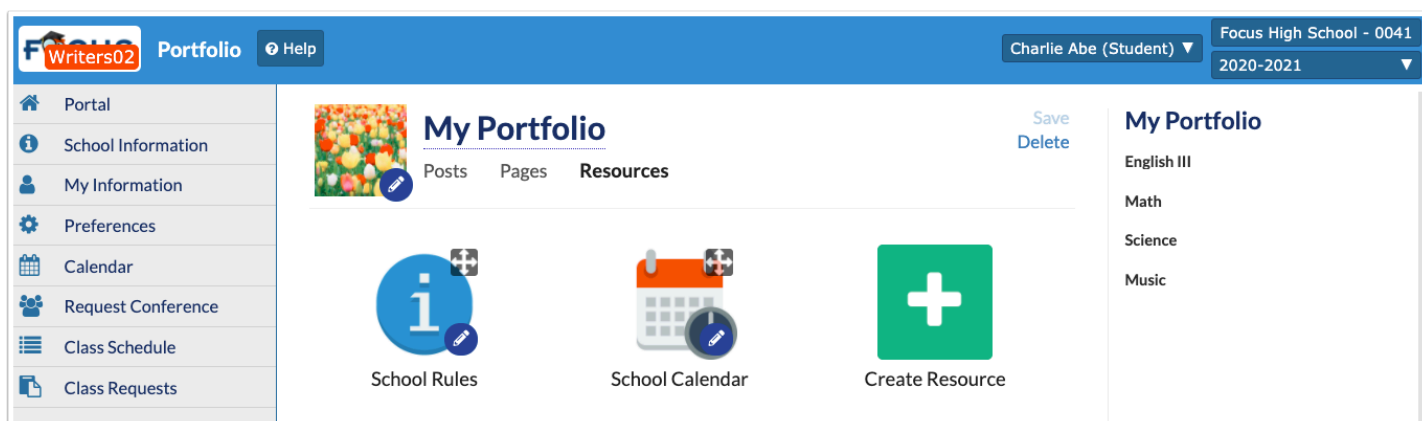
Added the student Portfolio screen, which mirrors Web Pages and contains the following tabs:

- **Posts:** The Posts tab allows students to create as many post entries as preferred. This tab functions just like the About tab in all other Web Pages screens. If students create resources, they can be attached to posts. The image displays the Posts tab for an additional created page (from the Pages tab).

- **Pages:** The Pages tab allows students to add additional pages to the portfolio. These new pages appear in a right side menu. Once created, each Page contains their own information page, which allows students to enter a description, create Posts, and add Resources.



- Resources: The Resources tab allows students to create resources attached to the portfolio, such as files, links, and folders. Note: Students do not have access to Calendar Events and do not have the ability to share resources.



Added the "Portfolio" permission for students to Users > Profiles, which must be enabled in order for students to have access to the Portfolio screen.

Purchase & Pay

Updated so the school name displays in bold.

Updated so classes are removed from Purchase & Pay including the Shopping Cart once the class Publish End Date has passed; the Publish End Date is established by the district via SIS > Scheduling > Classes for Sale.

Updated so classes for sale are listed in alphabetical order.

Reports

Saved Reports

Added the “Date Created,” “Last Used,” and “Comments” columns to both the My Reports tab and the Published Reports tab.

My Reports Published Reports							
Profiles: Assessment & Accountability Admin, System Admin Support, System Administrator, Teacher							
Schools: 1111 - Employee Self Service, Adult Education - 9103, Applicants, Academy - 0391, Family Empowerment Scholarship - 3900 (+74 more)							
Prev Page: 1 / 14 Next Export Filter: OFF							
	Date Created	Program	Last Used	Allowed Profiles	Allowed Schools	Comments	Created By
		Advanced Report	06/29/2020 1:27 pm	Assessmen...	All Schools		3495 MURP
	10/25/2019	Advanced Report		System Ad...	All Schools		3865 MOR
	10/22/2019	Advanced Report		Assessmen...	All Schools		3495 MURF
Met Online Req Other contains	10/22/2019	Advanced Report		System Ad...	Owl High S...		3865 MOR
	10/02/2019	Advanced Report		System Ad...	All Schools		3865 MOR
	09/23/2019	Advanced Report		Contractor...	All Schools		3865 MOR
	09/19/2019	Advanced Report		Assessmen...	All Schools		3424 MICHA

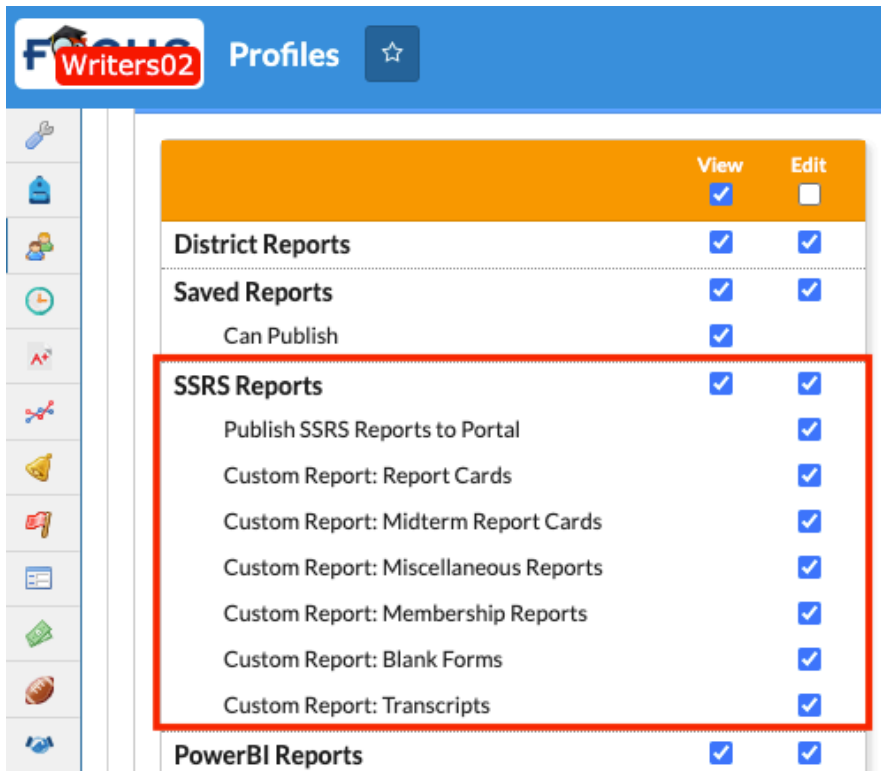
SSRS Reports

Updated the default order of the options in the school year pull-down to descending (most recent year on top).

Added the ability to configure the number of years displayed in the syeear pull-down, which currently defaults to 10 years. The function `SSRSBatch::getCompletedSyearOptions()`, now accepts a parameter called 'function_param' in the `ssrs_config.php` file:

- 'function' => 'SSRSBatch::getCompletedSyearOptions', // Optional: send a function parameter // For this function, the parameter configures how many syeears back to retrieve; if no function_param is set, it gets the last 10 syeears 'function_param' => 50,

Added profile permission checks to individual SSRS Reports. If the SSRS Report was generated from the `ssrs_config.php` file, then edit permission is controlled via Users > Profiles (Admin and Teacher). If the SSRS Report is created from Reports > District Reports, then edit permission is controlled from the District Reports screen using the profiles selected from the “Profiles” pull-down for each report. Note: If no profiles are selected from the pull-down, the report will be accessible to all profiles.

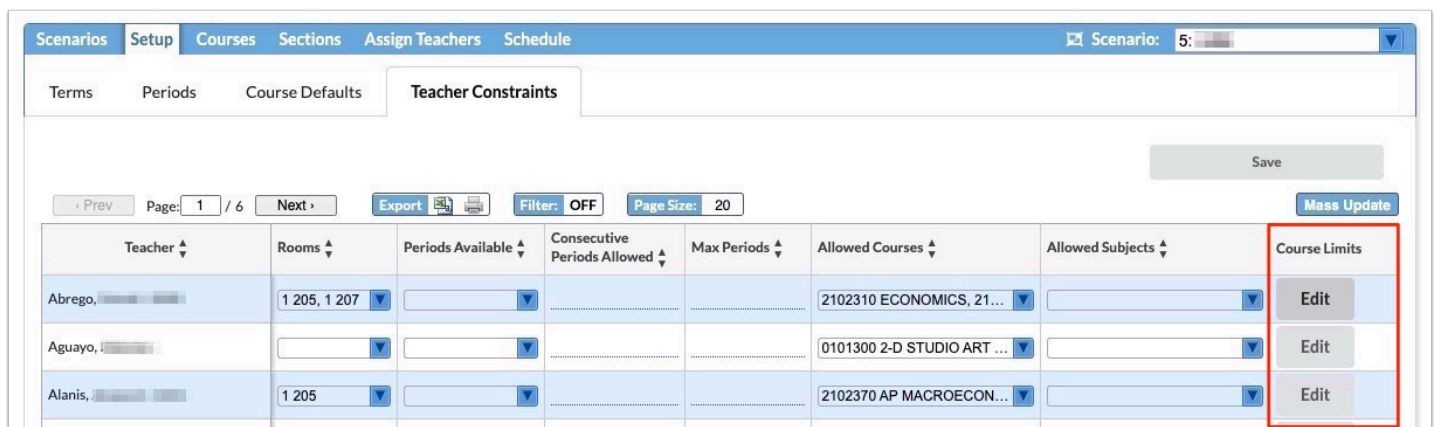


- If users (profiles) do not have edit access to an SSRS Report, upon navigating to Reports > SSRS Reports, the report will not display in the “SSRS Report” pull-down.
- Added a migration to automatically add edit permissions for custom SSRS Reports defined in ssrs_config.php to all users who currently have edit permission for the SSRS Reports screen.

Scheduling

Master Schedule Builder

Added the Course Limits column to the Teacher Constraints tab of the Master Schedule Builder. This allows a limit to be set for how many sections of a particular course a teacher can be assigned. Click Edit to select a course and enter the limit.



The Course pull-down is limited to the courses the teacher is allowed to teach as set in Allowed Courses. In the Assign Teachers tab, the system will respect the limits set when suggesting teachers for unassigned sections. If a user manually tries to assign a teacher to a section that goes beyond the limits set, an error message will display.

Course Limits For: Abrego, [REDACTED]

Export

Filter: OFF

	Course	Limit
	2109310 WORLD HIST	2

Close

Master Schedule Report

Updated so that when a teacher is changed on a section on the Master Schedule Report, the teacher history pop-up window is displayed, the same as when changing a teacher in Courses & Sections. The information entered by the user is saved in the History tab in Courses & Sections.

X

Please fill out the following fields related to the previous or current teacher:

Teacher/First/Last/Email

Current Teacher

August162018

May192020

Do not log history

test on MSR

Comment

Done

Setup

Address Catalog

Added the “Zone” and “Sub Zone” columns to the Address Catalog and the Parse Addresses scheduled job.

The screenshot shows the 'Address Catalog' interface in the Focus application. The top navigation bar includes the Focus logo, 'Address Catalog', and a star icon. On the right, there are dropdowns for 'CTE School create-default-dat...', 'SIS', '2018-2019', '1st 9 Weeks', and 'ERP'. A 'New Address' button is also present. Below the navigation bar, there is a 'Mass Update' button, a 'Filter' dropdown, and a 'Search' input field. The main table has columns for 'Zipcode', 'Elementary School', 'Secondary Elementary School', 'Middle School', 'Secondary Middle School', 'High School', 'Secondary High School', 'Federal Property', 'Low Income Housing', 'SAC', 'Zone', and 'Sub Zone'. The 'Zone' and 'Sub Zone' columns are highlighted with a red box. Below the table, there are dropdowns for 'State: FL', 'City: TEST', and 'Street: ZONE'. A 'Submit' button is located at the bottom right.

Added the “Zone Group” column to the Address Catalog.

The screenshot shows the 'Address Catalog' interface in the Focus application. The top navigation bar includes the Focus logo, 'Address Catalog', and a star icon. On the right, there are dropdowns for 'Focus High School - 0041', 'SIS', '2020-2021', '4th 9 Weeks', and 'ERP'. A 'Submit' button is also present. Below the navigation bar, there is a 'Mass Update' button, a 'Filter' dropdown, and a 'Search' input field. The main table has columns for 'Elementary School', 'Secondary Middle School', 'High School', 'Secondary High School', 'Federal Property', 'Low Income Housing', 'SAC', 'Zone', 'Sub Zone', and 'Zone Group'. The 'Zone Group' column is highlighted with a red box. Below the table, there is a 'State: FL' dropdown. A 'Submit' button is located at the bottom right.

Application Editor

Updated so that the First Name and Last Name fields in the System Contacts fields are not set as required by default. Select the Required check box on the fields to make them required, as needed.

Added the ability to set the maximum number of addresses and contacts that can be added by the applicant when using the Address Group and Contact Group. After selecting the “Allow Additional Addresses” or “Allow Additional Contacts” check box on the Address Group or Contact Group, enter the maximum number of addresses or contacts that can be added by the applicant in the Group Count field. Leaving the Group Count field blank will allow unlimited addresses or contacts to be added.

Application Layout

Address Group
 Show when... Allow Additional Addresses ☒ Group Count

Contact Group
 Show when... Allow Additional Contacts ☒ Group Count

Form Builder

Added the “Suppress Approval Emails” option to the Form Settings. When enabled, the user will not receive an email when the form is approved.

Added the ability to use the “{instance_id}” variable in Form Builder action queries that are run upon submitting and approving the form.

Added the Priority field to the Actions tab in the Form Builder. When there are multiple actions set up for the form, the priority dictates which action runs first.

← Return to Form List ◀File ▶Edit Print Preview Programming Save D S

Action Name *

Priority *

Run On
Approval

SQL

Builder Collections Actions

Added the Student Barcode component that can be used when creating a custom header.

Letterhead Templates

Added "Available to Profiles" field, which limits templates access by profile/role.

- If the Available to Profile pull-down is left blank or set to null, the template will be available to all profiles.
- These changes impact any screens that use letterhead templates to print as well as the Print icon located in the footer.

Scheduled Jobs

Added a job called "Online Course Req. Populate Student Field," which copies Focus's existing data that populates the Online Course Requirement field present to Grades > Report Cards and Grades > Graduation Requirements Report. Field options include No, Yes, and Exempt.

Added a job called "Recalculate Daily Attendance," which can be used to recalculate attendance on a scheduled basis instead of using the Recalculate Daily Attendance tab in Attendance Setup. When setting up the scheduled job, the school(s) are selected and the number of past days to consider are defined.

Added a "Grades" pull-down, which allows users to select grade levels for the scheduled job "Populate Graduation Requirements Summary." If no grade levels are selected, the job will run for all grades 9-12.

School Choice Reports

Added an "End Date" column to the Choice Student List tab.

- Added an "End Date" column to the school_choice_application_status table via Setup > RunQuery.

Added a green check mark to the View Files column to indicate that there are files attached for the student.

School Choice Setup

Added a new system field to Students > Student Fields, "ESE Model Choice," with the alias `ese_model_choice`. The district can move the field to the desired student category. The district can create the select options and set the view and edit permissions for the field. In addition, two new columns were added to the Programs tab of School Choice Setup, Include ESE and Exclude ESE. The columns will display the select options that were set up for the `ese_model_choice` field. If a program has values selected in Include ESE, the program will only appear on the School Choice Application as available for the student to apply to if they have an equal value in the student system field with the alias `"ese_model_choice"`. If a program has values selected in Exclude ESE, the program will not appear to any student if they have an equal value in the student system field with the alias `"ese_model_choice"`.

Site Administration

Updated the “Installation Completed” email that is received after updating the state reporting version to include the release notes for the update.

System Preferences > Default School Preferences > Online Application

Added a new system preference “Make Required Re-Enrollment Forms Student Specific.” When this preference is enabled, parents who have multiple students can access the Portal for the student whose required re-enrollment form was completed. Parents cannot access the Portal for other students who didn’t have their required re-enrollment forms completed.

System Preferences > Default School Preferences / School Preferences > Attendance

Added a new system preference, “Kiosk Barcode Format,” with the options “STANDARD” or “QR.” This determines whether a standard barcode or a QR code is printed on the tardy slip from the kiosks or handheld devices.

Added a new system preference “Attendance Kiosk Print Slip upon Check-In.” This preference is enabled by default, maintaining the previous functionality where a slip was always printed upon check-in. When this preference is disabled, a slip will not print upon check-in.

Added a new system preference “Automatically confirm check in/out for the student.” When this preference is enabled, the confirmation step after a student scans their badge to check in or check out is done automatically, so the student does not have to tap Confirm. The student sees the message “Student Automatically confirmed! Redirecting” after checking in or out.

Updated the Attendance Mobile Alert system preference from a select one to a select multiple. This allows multiple attendance codes to be selected. This preference is used with the Attendance SMS scheduled job to send an SMS message to parents when the student receives one of the selected attendance codes.

System Preferences > Default School Preferences / School Preferences > Grading

Added a setting called “Restrict percent of extra credit,” which allows users to limit extra credit on assignments to XX percent over the points assigned. If the field is left blank/null, any amount of extra credit is allowed.

- If a teacher tries to enter a value that exceeds the limit set, a pop-up displays alerting the teacher that they have exceeded the maximum amount of extra credit. The value will then default to the maximum amount of credit allowed.

Added the “Allow Students/Parents to email Teachers” setting, which controls whether the Teacher’s name becomes a hyperlink in the Student Grades Portal Block for Students/Parents to click and email the teacher.

- By Default, this setting is enabled if “Display Communication Options on the Parent/Student Portal” is enabled.

System Preferences > Default School Preferences / School Preferences > Scheduling

Added a new system preference “Restricted Periods.” Options populate based on periods set up in Setup > Periods. Select the period(s) that will be restricted for scheduling. This new feature may be used, for example, to restrict aftercare staff to only have permissions to schedule sections and students for the designated aftercare period(s).

- Users who have the new profile permission “Restricted Access” under Student Schedule can schedule students into sections assigned to restricted periods. Users with this profile permission cannot add, edit, or delete sections for student schedules for any other period.
- Users who have the new profile permission “Sections - Restricted Access” under Courses & Sections can add sections into restricted periods. Users with this profile permission cannot add, edit, delete sections from any other periods.

System Preferences > Default User Preferences > Gradebook Configuration / Default Gradebook Configuration

Updated the settings to reflect the new Configuration tab of Settings for teacher Gradebook; as a result, the following settings have been added: Automatically save all changes to student grades, Display points in the gradebook, Display letter grades in the gradebook, Display assignment points possible and total questions in column headings, Display assignment icons in column headings, Display student alert icons, and Include inactive students.

System Preferences > Single Sign-On

Added three new settings “Use SASL,” “Realm,” and “Authorization Identity” for LDAP profiles.

Blackboard APIs, Blackboard Transfer Logs

Added the Blackboard APIs screen, which allows Focus to integrate with Blackboard. Student and teacher enrollment information can be transferred for courses and sections in Focus and Blackboard.

Filter: OFF		Toggle Columns						
	Title ⬇	Icon	Schools ⬇	Focus Client ID ⬇	Focus Client Secret ⬇	Primary Enrollments Only	Future Enrollments Active	Blackboard API URL ⬇
	<input type="text"/>	Upload <input type="button" value="Clear"/>	<input type="text"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Added two new scheduled jobs in Setup > Scheduled Jobs: Transfer Blackboard API Data (transfers records from Focus to Blackboard) and Load Data from Blackboard API (loads data from Blackboard to link user and course records to Focus).

Added the Blackboard Transfer Logs screen.

Students

Add a Student

Updated so that when the system preferences “Show username/password fields on Add a User/ Student” and “Hide fields from Add a Student from users that don't have edit permission” are enabled, users who only have the view permission to the student Username field can still search for students using the Username on the Add a Student screen.

Invalid Address Report

Added the “Zip Code” column to the report.

Magnet/Special Assignment

Added an “End Date” column to the Choice tab.

The screenshot shows the 'Magnet / Special Assignment' interface. At the top, there's a navigation bar with icons for Setup, Students, Users, Scheduling, Grades, Assessment, Attendance, Discipline, Forms, Billing, Eligibility, Employee Self Service, and Florida. Below this is a sub-navigation bar with links for Demographic, Enrollment, Schedule, Requests, Grades, Absences, Activities, Referrals, Test History, Grad, SSS, and Fees & Payments. The main section has tabs for Choice, Magnet, and SPA. The 'Choice' tab is active, showing a table with columns: School Year, Choice, Applying Program, Status, Applying Gradelevel, Status Date, End Date, and Reason. The 'End Date' column is highlighted with a red box. The table contains two rows of data: one for '2019-20' with 'N/A' and another for '2019-20' with '1' and 'Elementary School - Choice'.

School Year	Choice	Applying Program	Status	Applying Gradelevel	Status Date	End Date	Reason
2019-20		N/A	A Lottery Accepted	N/A			
2019-20	1	Elementary School - Choice	A Lottery Accepted	12	03/27/2020	06/06/2020	

Print Letters & Send Email

Added “Primary Contact: Last Name” and “Primary Contact: Title” to the Primary Contact fields category of Insert a Field which pulls in information from Students > Student Info > Addresses & Contacts.

Student Info

Added two new Relationship options that can be used when linking students in the Linked Students section of Addresses & Contacts: "Cousin" and "Step-Sibling."

Users

Calendar

Added new Pattern options when setting up a recurring event, Monthly Forward and Monthly Backwards.

- If the user selects Wednesday in the Days Scheduled and selects Monthly Forward in the Pattern pull-down, the system will look for the first available day of the week (Wednesday) after the start date.
- If the user selects Wednesday in the Days Scheduled and selects Monthly Backwards in the Pattern pull-down, the system will look for the first available day of the week (Wednesday) before the start date.

Profiles

Added a new profile permission for administrators for the Portal Messages screen, "Allow Push Notifications & Public Messages." When this permission is enabled, the profile is able to send push notifications and to create public messages.

Added a new profile permission for administrators for the Standard Grades Report Cards screen, "Edit Template Settings." When this permission is enabled, the profile can view and edit the report card settings, and save the settings as the default for a letterhead template. When this permission is disabled, the profile cannot view and edit the report card settings, and can only select the letterhead template to use.

User Info

Added a "Mass Update" button to the Permissions tab, which allows users to update all the fields in the selected column.

The screenshot shows the 'Mass Update' dialog box with the following details:

Column	Value
End Date	02/10/2021

The 'Permissions' table below shows user profiles and their enrollment dates:

	SIS Profiles	ERP Profiles	Schools	Start Date	End Date	Comment
View	ERP-MCSD Employee		1111 ...	12/26/2017	02/10/2021	
View	Teacher		Focu...	07/01/2015	02/10/2021	

Added a new search option “Only Show Most Recent Enrollment” when searching for users on User Info or on any other user search screen (Mass Assign User Info, User Action Log, Advanced Report, Print Letters & Send Email). The most recent enrollment is first determined by start date, then end date, and finally by user_enrollment id. When this option is selected:

- A new user with no profiles assigned (enrolled) at all will show up as an “Invalid Profile” in User Info and not at all in the Advanced Report and Print Letters & Send Email (because there is no enrollment to show).
- If a user has multiple profiles at one school, it will return the most recent enrollment at that school (there will be one record row for that user).
- If a user has profiles at multiple schools, it will return the most recent enrollment at each school (there will be one record row for that user at each school).

The 'Search Screen' shows the 'Find a User' section with the following search options:

- ☐ Search All Schools
- ☐ Include Parents
- ☐ Include Inactive Users
- ☒ Only Show Most Recent Enrollment

Buttons: Search, Reset

SIS/ERP

Employee Self Service

Employee Requests

Updated the “Primary,” “Payment,” and “Mailing” check boxes to radio buttons so users can only select one of each for all logged addresses.

Address

? If you wish to **delete** information, click the red dash and then click okay when prompted.
 Please enter your current information in the blank white boxes. Be sure to click the **ENTER**
 Button on your keyboard to save the information **before** clicking "Submit Request".
 ? The Primary and Mailing boxes **must** be selected for your address change to be approved.

Address	Additional	City	State	Zip	Primary	Payment	Mailing	Files & Comments
LN		MILTON	FL	32570	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	Files & Comments
123 Tiffany Test		Milton	FL	32570	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Files & Comments
456 Testing		Milton	FL	32570	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Files & Comments
					<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Submit Request

Added a pop-up window that displays when users request Direct Deposit in order to enter the name of the bank.

Added the ability for users to add a calendar event regarding an approved leave request by clicking "Add to Calendar." Clicking the button downloads a file and automatically opens the calendar programs on the user's computer where the calendar event will be added.

- All users who are a part of the approval chain of the leave request will also have the option to click "Add to Calendar" in order to create a calendar invite on their calendars, as well.

Employee Requests

View all

Requester

Adams, [redacted] : 3112

Adams : 3112

Casa : 5180

Clay : 3603

Carl : 5222

Maloc : 2645

Garri : 25772

Rae : 3154

Otter : 259

October 2020

Adams, [redacted] (Hours: 7.5)

Oct 8, 2020 to Oct 11, 2020

Alert 1 day before at 9 AM (default)

Focus School Software (organizer)

Lizette Garcia

Leave request approved on 11/05/2020, Employee is requesting 7.5 hours per day

Adams, Carrie (Hours: 7.5)

Add to Calendar

Add to Calendar

Daylight Saving...

Election Day

Halloween

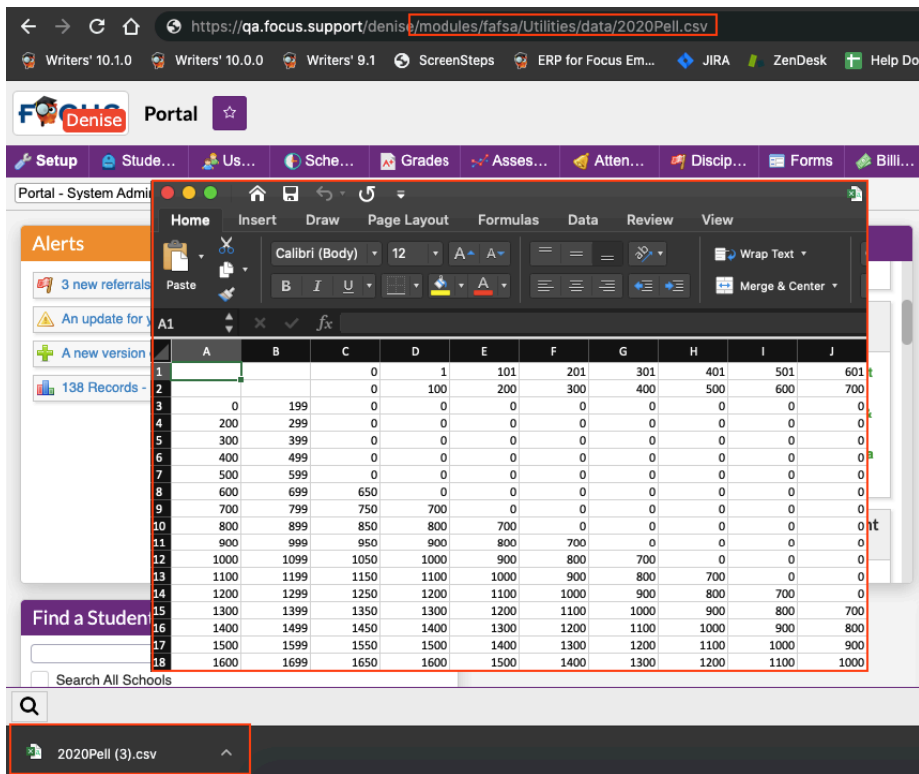
Messenger

Help

CTE

General

Added PELL data, which can be downloaded by using the following URL guide: `your_site_name/modules/fafsa/Utilities/data/2020Pell.csv`



Removed the following fields and screens no longer utilized:

- Removed the “FAFSA: Import” and “FAFSA: Send/Receive” job from SIS > Setup > Scheduled Jobs.
- Removed the “View ISIRs,” the “FAA Website,” and the “Mailbox Access” screens from SIS > Billing menu for post secondary schools.
 - As a result, the following permissions have been removed “View ISIRS,” “FAA Website,” and “Mailbox Access” from SIS > Users > Profiles.
- Removed the “SAIG: Mailbox ID,” “SAIG: Mailbox Password,” COD: OPE ID,” “COD: School ID” settings as well as the Linking check boxes to “Link ISIRs to FA Worksheets and “Link FA Worksheet to Financial Aid Awards” from SIS > Setup > System Preferences > School Preferences / Default School Preferences > Post Secondary.
- Removed the ISIR pull-down from SIS > Billing > FA Worksheet.
- Removed the “Post Origination ISIR Received,” “New Incoming ISIR Alert,” and “ISIR Verification” sections from SIS > Billing > Financial Aid Alerts.

Accounts Receivable (ERP)

Updated so Focus now auto-deposits EFT transactions generated from the Point of Sale screen. EFT Payments received via Funding Sources > Receive Payment tab are now auto-deposited just as they would be when creating a receipt from the Internal Accounts Receipts screen.

Funding Sources

Added the “Course Title” column to the Create Invoice tab and the generated invoice for printing. The Course Title displays when the settings “Show Course Title” is enabled via ERP > Setup > Settings > Accounts Receivable.

Funding Sources ☆ Lizette Garcia SIS ERP

Create Invoice Receive Payment Funding Sources Outside Overage Checks Outside Disbursements

Create Invoice

Funding Source: ELC - 0251
Facility: 9103 : ADULT EDUCATION
Due Date: 04/25/2021

Funding Source Deferrals

Export Filter: OFF

<input type="checkbox"/>	Customer	Invoice Date	Description	Course Title	Authorization Code	Amount
<input type="checkbox"/>	Flores - 033917	03/26/2021		AE-Community Ed/Beginning Spanish		100.00
Page Total:						100.00
Total:						100.00

Separate Invoices ☒
Create Invoice

Point of Sale

Updated the receipt that generates for online payments, which now displays outstanding deferrals to match the Point of Sale receipt when a payment is applied to an invoice with a partial deferral. I.e., when a partial payment is applied to an invoice with a deferral using Point of Sale, the outstanding deferral is reflected on the receipt.

Updated so Credit Card Convenience Fees are automatically added when generating receipts if enabled via Setup > Settings > Accounts Receivable.

Updated so all invoices generated from SIS Fee Templates now include the Item number in the fee allocation Notes field.

Point of Sale ☆

Budgeting/General Ledger Purchasing/Accounts Payable Accounts Receivable Warehouse Setup Development Reports

Sales Transaction History

General

Facility: 0131 Technical College
 Drawer: FOCUS 1
 Customer: Barber, 0608

Items

Invoice #	Status	Item	Notes	Due Date	Price	Quantity	Taxable	Amount
				01/04/2021		1.00	<input type="checkbox"/>	0.00
4825	Invoiced		42342 - new fee	01/04/2021	10.00	52.00	<input type="checkbox"/>	520.00
4825	Invoiced		111111111 - sdfasfd	01/04/2021	50.00	52.00	<input type="checkbox"/>	2600.00
4825	Invoiced		444343323 - new program fe	01/04/2021	15.00	1.00	<input type="checkbox"/>	15.00
4825	Invoiced		333222222 - annual fee	01/04/2021	3.00	1.00	<input type="checkbox"/>	3.00
4825	Invoiced		7777777 - one time fee	01/04/2021	5.00	1.00	<input type="checkbox"/>	5.00
Totals:								3143.00

Billing

Extended Day Credit

Added the "Original Transaction Number" column when issuing credit.

« Prev Page 1 / 16 Next » Export Filter: OFF

Student Name	Student ID	Course Title	Schedule Start Date	Schedule Drop Date	Applicable # of Days	Amount Credited	Original Transaction Number
ABUAI	599	AFTER SCHOOL CARE - ANNUAL PROGRAM	03/03/2020	03/16/2020	1	\$1.00	439713
ABUAI	599	AFTER SCHOOL CARE - ANNUAL PROGRAM	03/17/2020	04/06/2020	10	\$10.00	466437
ABUAI	658	AFTER SCHOOL CARE - ANNUAL PROGRAM	03/03/2020	03/16/2020	1	\$2.00	439727
ABUAI	658	AFTER SCHOOL CARE - ANNUAL PROGRAM	03/17/2020	04/06/2020	10	\$20.00	466437
ACOST	5905	AFTER SCHOOL CARE - ANNUAL PROGRAM	03/03/2020	03/16/2020	1	\$7.00	451665
ACOST	5905	AFTER SCHOOL CARE - ANNUAL PROGRAM	03/17/2020	04/06/2020	10	\$70.00	463479
ACOST	625	AFTER SCHOOL CARE - ANNUAL PROGRAM	03/03/2020	03/16/2020	1	\$7.00	444282

FA Worksheet

Updated the "Auto Zero EFC Flag" field so it is now a pull-down displayed on the worksheet. Users can now manually select Yes (Y) or No (N) from the pull-down which defaults to No (N). Additionally, this field has been added to the available filter and fields options in Advanced Reports.

FyCitrus02 FA Worksheet ☆ Angela 2019-2020

Setup Students Users Scheduling Grades Assessment Attendance Discipline Billing Eligibility

< Back To List

Financial Aid Worksheet

Last Name: Acevedo First Name: Middle Name: Street Address: City: Oaxix State: JU Home Phone: SSN: 777 FSI #: X Gender: F - Female Comp Date:

Program: Prog Entry: Time: EFC: * 0 Academic Year Start Date: * 08/17/2020 Term: Expected Completion: Student Status: * Dependent Living Arrangements: Lives independently Education: Auto Zero EFC Flag: Yes

Residency: * Resident Children:

Setup (ERP)

Settings

Added the "Do not generate a 1098-T for students if Box 1 = Box 5" setting to the 1098-T tab, which, when enabled, anytime the amount in a student's box 1 and box 5 are identical, a 1098-T is not generated and this 1098-T is not included in the file to the IRS.

Added the following two settings to the Accounts Receivable tab: "Use Sales Ref #" and "Use Refund Ref #," which displays the "Sales Ref #" field in the Payments section of Accounts Receivable > Point of Sale > Sales tab. The "Refund Ref #" field displays on the Transaction History tab, as does the "Sales Ref #" field.

Added a setting called “Disable Voucher Auto-Defer,” which disables auto-deferral of vouchers for fee templates and invoiced payments. Current functionality removes the auto deferral for reauthorized schedules only. Schedules that are manually created could have the invoice created prior to or after vouchers are applied, at which point, deferrals should not be created. This change applies to both Purchase & Pay and Point of Sale payments.

Added a setting called “Allow the Sale of Sections.” When enabled, the Section for Sale field is available on the section in Courses & Sections and the Master Schedule Report.

System Preferences > Default School Preferences > Online Application

Updated the “Require School Selection” system preference to “Allow School Selection,” with the pull-down options None, Optional, and Required. When Optional or Required is selected, the Desired School pull-down displays on the online application. When Optional is selected, selecting the school is optional. When Required is selected, selecting a school is required.

System Preferences > Default School Preferences / School Preferences > Billing

Added a new system preferences called “Allow Individual Invoice GL Accounts on Fees.” When enabled, the Fee Templates (district, school, individual and limited fees) allows users to enter credit and debit accounts on each fee for invoice purposes.

- If the setting is enabled, the accounts used are those from the configured fee template.
- If the setting is disabled, the accounts fallback to the default configured in ERP > Setup > Settings > Internal Accounts.
- If the setting is enabled and the credit/debit account is configured on one fee in the template, then the fee with the credit/debit configured will create the invoice with the selected options in the template. All other fees (blank credit/debit) will use the default accounts defined in ERP > Setup > Settings > Internal Accounts.

Updated the system preference name from “Allow Individual GL Accounts on Fees” to “Allow Individual Receipt GL Accounts on Fees.” Note: The functionality of this setting has not changed.

System Preferences > School Preferences/Default School Preferences > Post Secondary

Added the “Display WDIS Start and End Dates when adding a section” setting, which, when enabled, displays WDIS Start/End Dates when adding a section through “Search for a section to add” via Scheduling > Student Schedule.

Search for a section to add

AUTOMOTIVE SERVICE TECHNOLOGY

Program

Course Number

Course Title

Section ID

Any Period

Any Teacher

Full Year

Search

Period

Teacher

Term

10 Sections

Course	Course Number	Start/End Time	Period	Teacher	Section ID	Room	Term	Days	Credits	Seats: Available / Total	WDIS Start Date	WDIS End Date
+ AUTO BRAKE SYS TECH	AER0418	07:30 am-02:45 pm	FULLDAY	Jania	OCPF	123		MTWHF	0.5	10 / 10	Mon, Aug 12, 2019	Sat, May 30, 2020
+ AUTO BRAKE SYS TECH	AER0418D	07:30 am-02:40 pm	FULLDAY	Jani	OCPFDUAL	123		MTWHF	0.5	10 / 10	Mon, Aug 12, 2019	Sat, May 30, 2020
+ AUTO ELEC/ELECT TECH	AER0360	07:30 am-02:45 pm	FULLDAY	Jani	OCPG	123		MTWHF	1	2 / 10	Mon, Aug 12, 2019	Sat, May 30, 2020
+ AUTO ENGN PERF TECH	AER0503	07:30 am-02:45 pm	FULLDAY	Jani	OCPI	123		MTWHF	1	13 / 15	Mon, Aug 12, 2019	Sat, May 30, 2020
+ AUTO HEAT&AC TECH	AER0172	07:30 am-02:45 pm	FULLDAY	Jani	HOCP	123		MTWHF	1	12 / 12	Mon, Aug 12, 2019	Sat, May 30, 2020
+ AUTO SERVICES ASST	AER0014	07:30 am-02:45 pm	FULLDAY	Jani	OCPA	123		MTWHF	1	10 / 10	Mon, Aug 12, 2019	Sat, May 30, 2020

System Preferences > School Preferences/Default School Preferences > Scheduling

Added a setting called "Use previous attendance to calculate Estimated Course Completion Date." This preference is enabled by default, and maintains the current functionality. When disabled, the Estimated Course Completion Date is calculated without taking prior attendance into account.

Scheduling

Student Schedule

Added a "Comment" column to the schedule.

- If Individual Schedule Field Permissions are enabled, then the display/editability of the new "Comment" column is controlled by the "Comment" schedule field permission via Users > Profiles > Permissions tab > Permission Type: Schedule Fields.

Permissions Module Report Profile Report Permission Report

Permission Type: Schedule Fields Role: Admin Profiles: System Administrator [Edit Profiles](#) [Submit](#) [Save](#)

Schedule Fields

Schedule	View	Edit
Estimated Course Completion Date	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Billed	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Comment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Student Schedule [Crisostomo](#) 2019-2020 Term 3 ERP

Setup Students Users **Scheduling** Grades Assessment Attendance Discipline Billing Florida Reports Reports

Demographic Enrollment **Schedule** Requests Grades Absences Referrals Test History Grad

Effective Date: June 25 2020 ☐ Include Inactive [Print Schedule](#) BILL BY: [Schedule](#) [View Student](#) [Create Invoice](#) [Course List](#) [Weekly Planner](#) ☒ Show Florida Fields ☒ Show Vocational/WDIS Fields [Save](#)

1 Class [Customize Columns](#) [Mass Update](#)

Delete	Course	Start/End Time - Teacher	Education Services, State and Federal Inmates	AGE Institutional Setting	Exempt from Total Clock Hours	WDIS Prior Year	School Year - Course Taken	Last Modified	Comment	Print Reauthorization
<input type="checkbox"/>	A/C Helpr - COMM A/C TECH	05:30 PM - 10:30 PM - MTWHF - 003-A/C HELPR - Steve				N/A		Crisostomo Jun 25, 2020 04:44 PM	Test Comment	
Total										

Students

Online Enrollments

Added the "Show All Schools" check box to the Unprocessed Applications tab of the Online Enrollments screen to view unprocessed applications from all schools, including the Applicants school. The School column is added to view the applicant's selected school. When the "Show All Schools" check box is selected and the user navigates away from the screen, the "Show All Schools" check box remains selected when the user returns to the screen.

Student Info

Added a "Voucher Note" column to the Vouchers tab, which allows users to include additional notes for vouchers. This column can be enabled by the "Voucher Note" permission set via Users > Profiles.

ERP

Accounts Receivable

Cashout Report

Updated so voids can no longer be performed on cashouts linked to cash drawers that have been Portal Enabled on the Cash Drawer Setup screen.

Internal Account Receipts

Updated so Accounts Revenue receipts that aren't tied to an invoice must credit revenue.

- Added the warning, "Revenue receipts that aren't tied to an invoice must credit revenue," which displays if a receipt is posted and hits 1130 but is not attached to an invoice.

Invoices

Added a "Close" button to the Current Invoice tab, which allows users to close invoices that have a balance.

- The ability to close invoices can be enabled via Setup > Profiles: Close Invoice.

UL Brown Nov 2019

Invoice Date
11/01/2019

Due Date
11/29/2019

Created By
Melka, [redacted]

Customer
422468

Paid
No

Void Date
N/A

Receipts
5870, 5870, 5870, 5870, 5870, 5870

Items

Price	Amount	Percent	Facility	Fund	Revenue	Project
		100				
106.00	212.00	100.00	7001 : SDIRC ACTIVE EMPL...	710 : INTERNAL SERVICE F...	3484 : PREMIUM REVENUE-HE...	7999 : INTERNAL SERVICE - ...
14.80	29.60	100.00	7000 : INSURANCE FUND-V...	710 : INTERNAL SERVICE F...	3485 : PREMIUM REVENUE-DE...	7999 : INTERNAL SERVICE - ...
6.25	12.50	100.00	7000 : INSURANCE FUND-V...	710 : INTERNAL SERVICE F...	3487 : PREMIUM REVENUE-DI...	7999 : INTERNAL SERVICE - ...
13.97	27.94	100.00	7000 : INSURANCE FUND-V...	710 : INTERNAL SERVICE F...	3487 : PREMIUM REVENUE-DI...	7999 : INTERNAL SERVICE - ...
9.00	18.00	100.00	7000 : INSURANCE FUND-V...	710 : INTERNAL SERVICE F...	3487 : PREMIUM REVENUE-DI...	7999 : INTERNAL SERVICE - ...
2.70	5.40	100.00	7000 : INSURANCE FUND-V...	710 : INTERNAL SERVICE F...	3487 : PREMIUM REVENUE-DI...	7999 : INTERNAL SERVICE - ...
Total	305.44					

Comments for customer

Please remit payment prior to end of month to avoid cancellation of benefits. Reference invoice number on payment.

Are you sure you want to close this invoice?

Cancel Yes

Print Void Close

Print Past Due: [dropdown]

Receipts

Added "EFT Bank" to the receipt description in the first section while viewing the Current Receipt tab. This enables users to compare and verify the EFT Bank with the Cash/Debit accounts before posting the receipt.

The screenshot shows the 'Receipts' module interface. At the top, there's a blue header with 'Receipts' and a star icon. On the right, the user 'Lizette Garcia' is logged in, with 'SIS' and 'ERP' tabs. Below the header, there are tabs for 'Create/Edit Receipts', 'Receipt History', and 'Current Receipt'. The 'Current Receipt' tab is active. To the right of the tabs is a 'Look up Receipt #' field and a dropdown for '2020-2021'. The main area displays receipt details in a table-like format:

Customer	Date	Created By	Amount	Type	Description	Receipt #
DEPT. OF REVENUE	07/27/2020	Wilson,	683,312.67	eft	FY2020 Half Cent Accrual	34377

Below the table, there is a red rectangular box highlighting the text 'EFT Bank DISTRICT'. At the bottom of the interface, there is a section titled 'Expense Allocations'.

Budgeting/General Ledger

Balancing Reports

Added the "Encumbrance Audit" report.

- As a result of the report, Focus has added a new GL (general ledger) classification called "Reserved for Encumbrances."
- The report displays the Fund, Project, Encumbrances Balance, Reserved for Encumbrances Balance, and the Difference. The report calculates and functions just like the current Trial Balance Audit report with the difference being Encumbrances minus Reserved for Encumbrances.

Bank Reconciliation/Internal Account Bank Reconciliation

Added a Fiscal Year pull-down to allow users to view bank reconciliations broken down by FY, as opposed to viewing all bank reconciliations for all years.

Bank Reconciliation

Yariz (ERP AR) SIS ERP

Budgeting/General Ledger Purchasing/Accounts Payable Accounts Receivable Fixed Assets Transportation Human Resources Payroll Work Orders Setup Employee Self Service Reports

Existing Upload Manual

Existing Reconciliations

View All Users

Filter: ON

User	Bank Account	Period Start Date	Period End Date	Date Created	Date Finalized
Yariz	1000 : WELLS FARGO BANK, N.A. 5000 : WELLS FARGO BANK, N.A. 9000 : WELLS FARGO BANK, N.A. 4000 : WELLS FARGO BANK, N.A.	08/01/2020	08/31/2020	09/08/2020	09/17/2020
Yariz	1000 : WELLS FARGO BANK, N.A. 5000 : WELLS FARGO BANK, N.A. 9000 : WELLS FARGO BANK, N.A. 4000 : WELLS FARGO BANK, N.A.	07/01/2020	07/31/2020	08/14/2020	08/27/2020

2020 - 2021
2019 - 2020
2018 - 2019
2017 - 2018
2016 - 2017
2015 - 2016
2014 - 2015
2013 - 2014
2012 - 2013
2011 - 2012
2010 - 2011
2009 - 2010
2008 - 2009
2007 - 2008
2006 - 2007
2005 - 2006
2004 - 2005
2003 - 2004
2002 - 2003
2001 - 2002
2000 - 2001
1999 - 2000
1998 - 1999

Budget Maintenance/Internal Budget Maintenance

Added detailed rows enabled via Setup > Profiles > "Allow Detail Rows." When enabled, users can add detail rows to be created to the program by clicking the green plus sign.

Revise Budgets ☐ Amendment ☒ Revision

Detail Row Test

2020 - 2021 Fiscal Year Acevi in 01/13/2021 Created Date 01/13/2021 Journal Date Stuff Reason Batch

Transfer From

Expense Budgets

Export Import Filter: OFF

Fund	Function	Object	Center	Project	Strip Description	Budgeted	Balance	Budgeted (new)	Balance (new)	Amount
0110 ...	5100 : ...	510 : ...	0041 ...	0001 ...		23000.00	21019.00	22850.00	20869.00	150.00
						(new)	(new)	0.00	0.00	

- When the Amendment/Revision is submitted and approved the accounting strip will be added to Setup > Settings > Accounting Strips tab.

Added a "Send Back to Originator" button to the Pending Approval tab, so users part of the approval chain can now approve, deny, or send back to the originator with notes for changes before approval takes place.

Manual Journals/Internal Account Manual Journals

Updated so if a manual journal draft fails and one of the errors include "Invalid budget," a budget amendment is now created that comprises every missing budget for \$0. The amendment will be titled "Auto-Budgets for [mjd_title]-[mjd_id]." If a draft amendment already exists, any additional missing budgets will be added to the existing amendment.

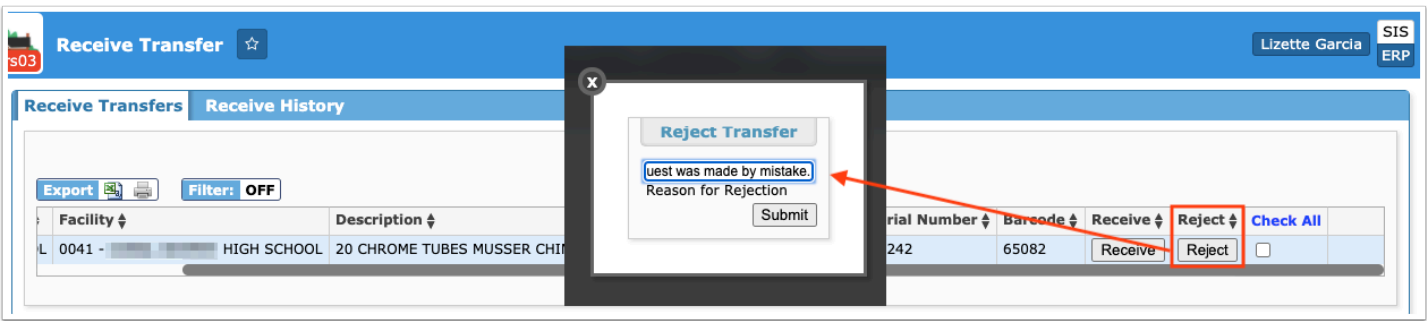
Fixed Assets

Manage Assets

Updated functionality so when users click “Toggle More Information” from the Current Asset tab, the information remains viewable when switching assets or screens so users no longer have to click the button to view additional information for each asset.

Receive Transfer

Added a “Reject” button, which allows users to reject an asset transfer; previously, users could only Receive an asset transfer. Once rejected, users will be prompted to enter a Reason for Rejection. Once rejected, the line item disappears from the screen and returns to the originating facility. The Receive History tab displays the asset with a Request Status of Rejected.



Transfer Requests

Added the “View All Users” feature, which allows users to view transfer requests made by all other users including their own. Once clicked, users can revert back to viewing only their own requests by clicking “Hide All Users.”

- This feature is enabled by the new profile permission “View All Transfer Requests” set via Setup > Profiles.

Human Resources

Benefits

Added a “Recalc month” and “Calendar year” pull-down to the Plans tab so when the calculator gets to the end of the year, users can select the next year to recalculate properly.

Employee

Updated so users have 30 days in the previous contract year to end an employee's deduction via the Dropped field on the Deductions tab.

Added the vendor number to the Vendor pull-down located in the Calculated by Job section of the Deductions tab.

Abregc Jobs **Deductions** Pay History Files Benefits Benefit Payments 2020 - 2021 Abregc 324 SSN:99999 ☐ Include Inactive

☐ Show Dropped Deductions [Explain Automated Deductions](#)

Calculated by Job

Export

Status	Suspend	Job	Class	Subclass	Legal Limit	By	Lock	Vendor	Enrolled	Dropped	Bank	Acco
Man...	<input type="checkbox"/>	01 TEACHER, FI...	003 Workers Comp	002 PROFESSIO...					08/07/2006			
Co...	<input type="checkbox"/>	01 TEACHER, FI...	005 Social Secur...	005 SS - Employer								
Co...	<input type="checkbox"/>	01 TEACHER, FI...	005 Social Secur...	010 SS - Employee								
Man...	<input type="checkbox"/>	01 TEACHER, FI...	010 Retirement	007 RET-DROP								
Man...	<input type="checkbox"/>	01 TEACHER, FI...	015 Medical	014 ADMINISTRA...	3							
Man...	<input type="checkbox"/>	01 TEACHER, FI...	015 Medical	010 SINGLE PLA...	8							
Man...	<input type="checkbox"/>	01 TEACHER, FI...	015 Medical	015 SINGLE PLA...	5							
Man...	<input type="checkbox"/>	01 TEACHER, FI...	020 Medical - Oth...	016 DISABILITY I...	10							
Man...	<input type="checkbox"/>	01 TEACHER, FI...	020 Medical - Oth...	113 VISION SING...	7							
Man...	<input type="checkbox"/>	01 TEACHER, FI...	020 Medical - Oth...	210 DENTAL - SI...	7							
Man...	<input type="checkbox"/>	01 TEACHER, FI...	023 Other Oth...	040 TRISTMADK	4							

Filter

ACS SUPPORT/STOP 5050 - V0000015434
AFLAC - V0000006294
AMERICAN CENTURY INVESTMENTS-ACH ONLY - V0000017742
AMERICAN FIDELITY ASSURANCE CO - V0000018447
AMERICAN FIDELITY ASSURANCE COMPANY-WIRE ONLY - V0000018395
AMERICAN FIDELITY FLEXIBLE SPENDING ACCOUNT-WIRE ONLY - V0000020999
AMERIPRISE FINANCIAL SERV INC - ACH ONLY - V0000009965
ASSET ACCEPTANCE LLC - V0000015784
BENCOR-1 - ACH ONLY - V0000010770

Added the Filters feature and sort options to the Pay History tab.

Employment Agreement Maintenance

Added a "Scan For New Employees" button to the View/Create Agreements tab for each created agreement, which allows users to look for new employees and assign them the agreement automatically.

Focus Writers02 Employment Agreement Maintenance SIS ERP

Aylen Acevedo

Pending Agreements Signed By Employee **View/Create Agreements** Agreement Templates

Code of Ethics: 1T ONE TIME PAY Template: Pay Type Contract Type

0000 : FOCUS COUNTY SCHOOL BOARD, 0041 : FOCUS HIGH SCHOOL, 0042 : ... Computer Agreement

Facility Employee Title

01/14/2021 02/14/2021
Published Date Deadline Date

NOTE: If no pay types, contract types, facilities, or employees are selected, agreements will be created for all values, including blank.

Create Agreement

Agreement List

« Prev Page: 1 / 3 Next » 57 Records Export Filter: OFF

	Pay Type	Contract Type	Template	Facility	Published Date	Deadline Date	Issued	Signed			
		AC			01/28/2020	02/03/2020	1	0	View Agreement	Remind All	Scan For New Employees
					12/16/2019	01/17/2020	1	1	View Agreement	Remind All	Scan For New Employees
					12/16/2019	01/17/2020	1	1	View Agreement	Remind All	Scan For New Employees
					12/16/2019	01/17/2020	1	1	View Agreement	Remind All	Scan For New Employees

Messenger Help Logout

- Added a scheduled job via SIS > Setup > Scheduled Jobs called "Update Employee Agreements," which must be run in order to update the agreement and add new employees.
 - Upon creating the scheduled job, you must select the agreement from the Document pull-down in order to specify which agreement should be updated.
 - The scheduled job uses the Published Date instead of Deadline Date when determining eligible employees.

Focus Writers02 Scheduled Jobs

Setup Students Users Scheduling Grades Assessment Attendance Discipline

Update Employee Agreements

Run Time
12 :00 AM

Weekdays
☒ Monday ☒ Tuesday ☒ Wednesday ☒ Thursday ☒ Friday ☒ Saturday ☒ Sunday

Priority
If multiple jobs are scheduled to run in the same time slot, high-priority jobs will run before low-priority jobs.
500

Start Date
If set, this is the first day the cron job will run.

End Date
If set, this is the last day the cron job will run.

E-mail address
The results of the cron job will be sent to this address.
ema :i2@gmail.com

Document
The document to update
2019-2020 Annual Notice - Laptop Use and Security Policy (12/16/2019 through 06/17/2020)

Leave History

Added the “Created at” column to the Manual Adjustment Audit report generated from the Leave History tab, which displays the date and time the adjustment was created.

F	Writers02	Leave History Report		Aylen Acevedo	SIS ERP
Clear Balance Filters					
Audit					
12 Records	Export		Filter: OFF	Toggle Columns	
Adjustment Receiver	Reason	Bucket	Amount	Created at	
Kin	FY19-20: Used 8 hours each on 6/24, 6/25, 6/26, 6/29, and 6/30/2020. - CBD	EPSL - Emergency Paid Sick Leave	40	07/09/2020 11:32:am	
Cal	Unable to process in previous year for 6/25, 6/26, 6/29, and 6/30/2020 (4.5 hrs/day). - CBD	DAL - District Administrative Leave	18	07/16/2020 10:35:am	
Kir	Used on 6/24, 6/25, 6/26, 6/29, and 6/30/2020 (8 hrs/day).- CBD	DAL - District Administrative Leave	40	07/16/2020 11:09:am	
Port	Used on 6/30/2020, missed Run 124. - CBD	VAC - Vacation	8	07/16/2020 11:18:am	
Ri	7/14 (4 hrs) and 7/15 (4 hrs). Leave could not be processed in Run 201. - CBD	TPD - Temp Duty	8	07/22/2020 09:57:am	
Calc	7/1, 7/2, 7/6, 7/8, 7/10, 7/13, and 7/15 (4.5 hours each). Leave could not be processed in Run 201. - CBD	EPSL - Emergency Paid Sick Leave	31.5	07/22/2020 09:59:am	
Brow	7/15 (2.5 hours). Leave could not be processed in Run 201. - CBD	SCK - Sick Balance	2.5	07/22/2020 10:02:am	
Tama	7/17 (2.5 hours). Leave could not be processed in Run 201. - CBD	SCK - Sick Balance	2.5	07/22/2020 10:03:am	
Wel	Leave used on 7/24, could not be processed in summer school run. - CBD	SCK - Sick Balance	4	07/24/2020 09:52:am	
Solan	Leave used on 7/24, could not be processed in summer school run. - CBD	SCK - Sick Balance	2.5	07/24/2020 14:55:pm	
Ferra	Leave used on 7/24, could not be processed in summer school run. - CBD	SCK - Sick Balance	1.5	07/24/2020 14:55:pm	
Patin	Leave taken 7/24, 7/27, 7/29, and 7/31 (2.5 hrs/each), couldn't be added to summer school run. - CBD	SCK - Sick Balance	10	07/27/2020 15:43:pm	

Leave Maintenance

Added a "Hide balance when negative" check box to the Buckets tab, which displays no balance when the balance is negative.

Print Employee Information (New)

Added the Print Employee Information screen, which allows users to select the information they want to print as it pertains to the select(ed) employee(s). The optional categories include categories from User Info set up via Users > User Fields.

Print Employee Information

Please select the records that you wish to print. You may print a maximum of 100 at a time.

4 Records **Export**

Check All | Uncheck All | Invert Selected | Check First 100

User ID	Name
<input type="checkbox"/> 3902	Bel
<input type="checkbox"/> 3902	Bel
<input checked="" type="checkbox"/> 3902	Bel
<input checked="" type="checkbox"/> 3185	Lue
Total selected: 2	

Prepare Report **Return to Search**

General

Last, First MI: LUEVIA

Last, Nickname: LUEV

First Init:

Pay Type: X2 PMS PERIS/12 MONTHS

Job Code: 52015 TEACHER, PK HDC

Job Classification Code: 1 - Instructional Personnel

Job Code & Title: 52015 TEACHER, PK HDC

Contracted Salary Amount: \$77,200.00

Personnel Legal Name:

Gender: Female

Email Address:

Phone Length (Area): 36.0

Education Certificate:

Phone Number:

Special Security Number: 99999

Print 6 pages

Destination: Save as PDF

Pages: All

Layout: Portrait

More settings

Cancel Save

Your report is ready!

Print Report

Please note: Rendering this report can take time. Please be patient.

- Permission for the new screen is enabled via Users > Profiles > Print Employee Information.

Staff Report

Added the "State Job" code column to the report, which pulls from Setup > Government Codes > State Job Codes.

Staff Report

Criteria

2019-2020 All Employees All Facilities Effective Date 04/30/2020

Show All Positions Show Inactive Positions Include Salary Amounts Include Allocations Show Earnings History Ignore Effective Date Include Position Info

Results

Prev Page: 1 / 67 Next 3,327 Records Export Filter: ON Toggle Columns Page Size: 50

Ein	Employee Name	Local Job	Local Title	Local Bargaining Unit	Local Eeo	State Job	State Title
10000002	TALLMAN, VIVIAN	21130	PRE-K HEAD START/VPK TEACHER	Instructional	21	55052	TEACHER, PK
10000003	CODY, KAREN	23104	ALG EOC REMEDIATION	Instructional	29	51033	TEACHER, MATH-SH
10000005	SMITH, KRISTEN	45230	PARAPROFESSIONAL I	Ed Support	45	51111	PARAPROFESSIONAL, TTL I-E
10000008	DANIELS, ROBERT	45245	PARAPROFESSIONAL IIW	Ed Support	47	52055	PARAPROFESSIONAL, ESE, AGES 6-21

View ESS

Added the Filters feature and sort options to the View Paystubs and Pay History tab and the Stipends tab.

Payroll

Check Voids and Reallocations

Updated so when a check is voided via the “clear history” button from the Check History tab, the benefits associated with that check are also voided.

Employee Wages

Updated so Focus annually increments pay steps from the “Individual : Increment Steps” tab or rolls them when they have not been created yet from the “Individual: Change Step Pay” tab.

Note: This only applies to Min/Max employees.

- If the step has already been rolled to the new year then it will use the “Step Code Beg of the Year” from the current year set via Human Resources > Employee > Jobs tab > Min/Max Pay section. Otherwise, it will use the “Current Step Code” from the previous year to create the “Step Code Beg of the Year” and will increment that selection.
- Note: In order to create the steps for the employee, the employee’s job must have been worked more than ½ the days in the employee’s pay type calendar in the previous year. If the employee’s job doesn’t have a hire date then the system won’t assign or increment the employee’s step for the job. If the employee’s staff job has a hire date after last year’s cutoff date for the pay type, the system won’t assign or increment the step for the job.

Added the “Annual” salary column and the “Hourly” wage column to the Wages tab.

Added the ability to award retro pay on step increases when users aren't awarding pay raises from the Step Wages: Increment Steps tab. Previously, retro pay was given when raises were given. Now if users decide not to award pay raises, they can award retro pay when they increase the employees steps.

- Users must select both a run and an adjustment code to calculate the retro and add it as an adjustment to the run via Payroll > Run Payroll > Adjustments tab. Both the run and the adjustment code must be entered. Note: The adjustment codes listed are the codes defined as non-supplement adjustments that impact the contract.

HSA Deduction/Contribution Export

Added a “Payroll Run” pull-down, which allows users to create an export for each payroll run separately.

Run Payroll ☆

Details

Groups

Group	From	To
10th of the Month		

Override Days

☐

Run Type

☐ Close Contracts

☒ Negative Checks

Skip

☐ Period Pay

☐ Supplements

Benefits: Additional months in advance

0

Take Absentee Deductions

No Records Found

Skip All Deductions

☐

Except

Class	SubClass

Pay Codes

Export

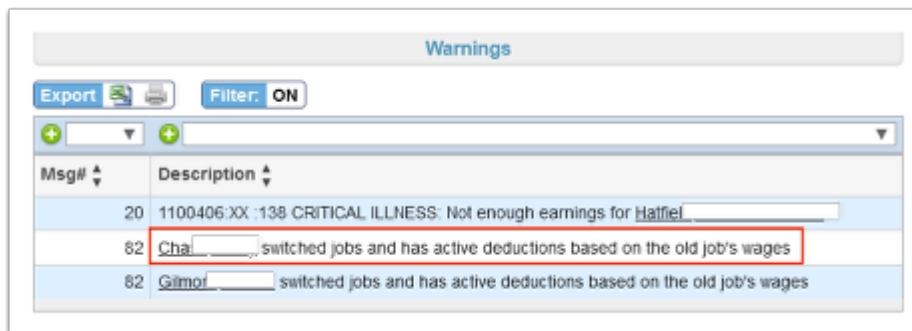
Pay Type	Tax Table	Freq	Pay Period	Days	Close	Deductions	Supplements
			From	To	Override	Paid	Contracts
01 FS MANAGERS	Monthly	09/01/2020	09/30/2020	22	<input type="checkbox"/>	Deductions	Supplements
03 FS WORKERS	Monthly	09/01/2020	09/30/2020	22	<input type="checkbox"/>	Deductions	Supplements
05 ESP 10 MONTH	Monthly	09/01/2020	09/30/2020	22	<input type="checkbox"/>	Deductions	Supplements

- When the “Negative Checks” check box is selected, Focus will process negative checks that result from negative gross pay adjustments.
 - Based on circumstances, some deduction amounts will compute as negatives. These negative deductions will decrease the Accounts Payable invoice.
- It will allow negative gross pay to handle repayment of salary overpayments.
 - Example: -\$1000.00 gross pay (negative)
 - Depending on TSRI flags of gross pay, Federal Withholding, Social Security, Medicare, Retirement, etc., Taxable Grosses will be reduced which will result in negative deduction amounts for these taxes.
 - Federal Taxable Wages $-\$1,000.00 - (-\$30.00) = -\$970.00$ [FRS 3% Deduct reduces]
 - Social Security, Medicare and Retirement Taxable Wages $-\$1,000.00$
 - Federal Withholding = for this example assume $-\$15.00$
 - FRS 3% Deduction = $-\$30.00$
 - FRS 10% Contribution = $-\$100.00$
 - Social Security deduction and contribution = $-\$62.00$
 - Medicare deduction and contribution = $-\$14.50$
 - Net Pay = $-\$1,000.00 - (-\$15.00) - (-\$30.00) - (-\$62.00) - (-\$14.50) = -\878.50
- It will allow positive deduction adjustments with no gross pay.
 - Example: \$50 deduction adjustment
 - Depending on TSRI flags of deduction, Federal, Social Security, Medicare, Retirement, etc., Taxable Grosses will be reduced which will result in negative deduction amounts for these taxes. In the example of \$50 deduction adjustment, if the deduction reduces Social Security and Medicare Taxable Grosses, Social Security deduction and contribution would be $-\$3.10$ each and Medicare deduction and contributions would be $-\$.73$ each.
 - To compute Net Pay:

- Begin with \$0.00 Gross Pay
- Subtract \$50.00 deduction
- Subtract -\$3.10 Social Security deduction
- Subtract -\$0.73 Medicare deduction
- \$0.00 - \$50.00 - (-\$3.10) - (-\$0.73) = -\$46.17

Updated the Checks tab so when an Employee is selected, the Deductions pull-down now only includes options for deductions that pertain to that employee. When multiple employees are selected, the Deductions pull-down includes all deductions that apply to all selected employees.

Added a Warning message that displays when payroll is calculated from the Checks tab if the employee has changed positions logged via Human Resources > Employee > Jobs tab but still has active deductions based on the previous job's wages.



Added an “Unpost Payroll” button to the Checks tab which displays and can be clicked after the payroll has been run.

- The Unpost Payroll button displays when the permission “Unpost Run” is enabled via Setup > Profiles.

Added a “Find Employee’s Adjustments” pull-down to the Adjustments tab, which allows users to select employees in order to quickly add a standard adjustment without having to select a batch.

- As a result, the new buttons, “Show Batches” and “Hide Batches” have been added to the screen as well allowing users to decide if they want to display batches or not.

Find Employee's Adjustments

Acosta : 1105330

Select	Batch	Description	Hours	Amount	Count	Owner	Last Updated
<input type="radio"/>	BRDA	Benefit Adjustments	0.00	-1,123.71	13	Johnst (ma 296)	02/25/2020 8:41 AM
<input type="radio"/>	CERT	Certification Fees	0.00	600.00	16	Linds (flyi i63)	02/26/2020 9:45 AM
<input type="radio"/>	DEDA	Deduction Adjustments	0.00	34,135.93	5	Bryi (cal i722)	02/20/2020 3:41 PM
<input type="radio"/>	DEDC	Deduction refund	0.00	6.00	1	Linds (flyr i63)	02/26/2020 9:08 AM

Standard Adjustments

Employee	Job	Code	Deduction	Allocation	Supplement	Leave Bucket	Hours	Amount	FICA	Ret	Ins	Notes
Acosta : 110...	01 PROF/TECH 250 ...	DED - Deductions	910 870 BENCO...					8512.00	Yes 1	No 0	No 0	Retirement Su

Added a “Find Employee’s Misc Pay” pull-down to the Misc Pay tab, which allows users to select an employee by whom misc pay can be added, as opposed to adding misc pay using batches.

- As a result, the new buttons, “Show Batches” and “Hide Batches” have been added to the screen as well allowing users to decide if they want to display batches or not.

Added the new buttons “Show Batches” and “Hide Batches” to the Reimbursements tab, which allows users to decide if the batches display or not, as well as “Show Details” and “Hide Details,” which allows users to decide if reimbursement details display.

Added the “Hide/Show Details” button which displays when batches are displayed and allows users to hide adjustment or misc pay details as it pertains to employees, such as the Standard Adjustments section on the Adjustments tab.

Updated so all applicable tabs now contain the “Toggle Columns” feature, which allows users to customize the columns displayed in each table, as well as the “Page Size” feature, which allows users to control the number of records displayed in the table.

Updated the Leave tab so users can now perform manual adjustments and save changes using the new Save button.

Added the Save button to the Timecards, Overtime, Leave, Subs, Misc Pay, Adjustments, Terminations, and Reimbursements tabs which requires users to enter employee information, press Enter, then click Save in order to save changes. Previous functionality allowed users to save data upon pressing the Enter key.

Writers02 Run Payroll ☆ Lizette Garcia SIS ERP

Misc Pay Run Control 203 (Run 203 Pay Date 10/30/2020) Current Errors Warnings Year 2020-2021

Over time
Leave
Subs
Misc Pay
Adjustments
New Hires (missed payroll)
Terminations
Auto Adjustments
Reimbursements
Wage Recovery
Checks
Reports
Retro Pay

Show Batches Hide Details

1 Records Export Import Filter: OFF Toggle Columns Page Size: 20

Save

Employee	Job	Ftax	NonCash	FRS Annual Leave Payout	Notes
Abrego 105	01 INS PERS/12 MON...				

- Added an undo button to select tabs when fields are edited allowing users to view the original entry and click the yellow circular undo button to revert back to the original data. In order to proceed and keep changes, users can click Save. The undo button is only available on select fields; it is not available on fields that have allowed options based on the field such as accounting strips or on the insert.

Writers02 Run Payroll ☆ Lizette Garcia SIS ERP

Misc Pay Run Control 202 (Run 202 Pay Date 10/15/2020) All Errors Warnings Year 2020-2021

Filter fields...
Templates
Runs
Timecards
Overtime
Leave
Subs
Misc Pay
Adjustments
New Hires (missed payroll)
Terminations
Auto Adjustments

Show Batches Hide Details

8 Records Export Import Filter: OFF Toggle Columns Page Size: 20

Save

Employee	Job	Hours	Rate	Amount	Supplement	Staff Supplem
Mon : 3705	01 INS PERS/12 MON...	1.00	0.00	20.00		
Luje L : 3854	01 INS PERS/12 MON...	1.00	0.00	15.00		
Lujai : 3854	01 INS PERS/12 MON...	1.00	0.00	20.00		
Partrir : 2...	01 INS PERS/12 MON...	1.00	0.00	20.00		
Childre: : 2...	01 INS PERS/12 MON...	1.00	0.00	20.00		
Reyn 3069	01 INS PERS/12 MON...	1.00	0.00	20.00		
Childn : 2...	01 INS PERS/12 MON...	1.00	0.00	20.00		
Lujt 854	01 INS PERS/12 MON...	1.00	0.00	20.00		
Abre 3105						

W2 Reporting

Added the ability to print W2s to Z-fold forms, such as Tri-Fold forms.

Purchasing/Accounts Payable

Added a "Print Instructions" check box to the Electronic 1099 screen and the Print 1099-NEC screen, which allows users to print instructions for each 1099 produced.

1099 Vendor Report

Updated the Object column of the report to include "Internal Accounts."

Checks / Internal Account Checks

When voiding checks that include the void of the invoice, Focus no longer uses the invoice date to determine the journal date. There is now no impact to a previous FY when voiding checks/invoices for both district and internal accounts. Previous functionality used the best available journal date in the invoice's fiscal year on void unless otherwise specified.

Updated so Focus retains information on checks written prior to vendor address or name changes updated via Purchasing/Accounts Payable > Vendors/Customers. I.e., if a vendor's information is updated and a check that was generated before the change date, the check can be printed or reprinted with the vendor's original information.

Updated so voiding end of year checks has no impact on previous fiscal year; i.e. a check written in the current fiscal year but expended in previous fiscal year cannot be voided.

Added a new journal source "Void AP Warrant GL Balance Only," which ensures that Focus does not update the journal table for collected or expended when reverse journals are created upon voiding checks. Focus previously uncollected/un-expended when voiding a check and the revenue/expenditure GL was overridden.

Updated so users are now required to create reverse journals prior to voiding a check for a previous fiscal year. Previously functionality allowed users to void checks and invoices from a previous fiscal year without creating reverse journal entries, which caused a negative commit value in the current fiscal year.

Added the "Reissue Check" option when voiding checks from a previous fiscal year. When the Reissue check box is selected, the following will occur:

- Create Journals
 - Journal Source
 - Void AP Balance Only Check
 - Debit to cash
 - Credit to Accounts Payable
- A replacement invoice/batch is created
 - The invoice/batch will be available in new check runs
 - Invoice/Batch to be called Reissue Check XXXX

- There are no committed journals for the replacement invoice

Invoices

Updated the Error message that displays so it is more descriptive and now includes the Invoice number; i.e. when an invalid Program number is entered, the Error message displays: "Invoice 32423 is invalid. A Program element is required."

Updated when "Create an invoice based on a PO" is used so it defaults to the remaining encumbrance amount. Previously functionality defaulted to the full PO encumbrance. Note: Submission of the invoice still depends on settings enabled by the district, such as Maximum Invoice Variance (Setup > Settings > Accounts Payable).

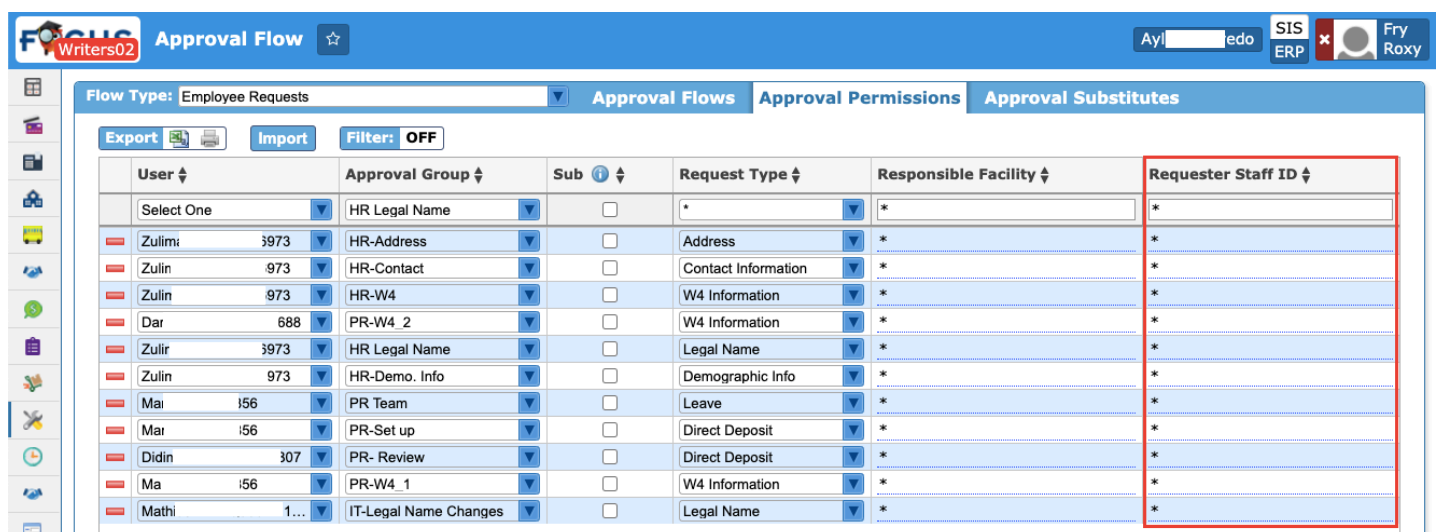
Purchase Requests/Orders / Internal Purchase Requests/Orders

Updated so Focus only encumbers or unencumbers the amount of the increase or decrease on the allocation line that is changed. Previously, when increasing or decreasing a PO, Focus unencumbered & re-encumbered every allocation line on the PO.

Setup

Approval Flow

Added the "Requester Staff ID" column to the Employee Requests Flow Type, which allows users to include "employees" who have a Staff ID but do not have an EIN.



User	Approval Group	Sub	Request Type	Responsible Facility	Requester Staff ID
Select One	HR Legal Name		*	*	*
Zulimi 3973	HR-Address		Address	*	*
Zulin 973	HR-Contact		Contact Information	*	*
Zulin 973	HR-W4		W4 Information	*	*
Dar 688	PR-W4_2		W4 Information	*	*
Zulir 3973	HR Legal Name		Legal Name	*	*
Zulin 973	HR-Demo. Info		Demographic Info	*	*
Mai i56	PR Team		Leave	*	*
Mar i56	PR-Set up		Direct Deposit	*	*
Didin 307	PR- Review		Direct Deposit	*	*
Ma i56	PR-W4_1		W4 Information	*	*
Mathi 1...	IT-Legal Name Changes		Legal Name	*	*

Added the "Requesting Facility" and "Sponsoring Organization" properties to be added as signposts to the Field Trip Request flow type.

- Sponsoring organizations are set up via Transportation > Setup > Sponsoring Organizations tab. Facilities are set up via Setup > Settings > Facilities tab.

Profiles

Added the “Restrict User to Facility Bank” permission, which, when enabled, restricts the Bank selection via Budgeting/General Ledger > Internal Account Manual Journals to select Banks for Facilities the User has permission to access.

Added the “Override Approval Flow” permission, which allows users to override the approval flow for purchase requests and orders via Purchasing/Accounts Payable > Purchase Requests/Orders and Internal Purchase Requests/Orders. Note: There is a separate permission for each screen.

- Once enabled, users can override the approval flow when they click View from the Request History tab. From the Current Request tab, select the approval flow user from the provided pull-down and click Approve in order to approve the PO for the selected user.

- The substitute approvers do not display in the pull-down with primary approval chain users.

Settings

Added the “Opt Out of Paper W2” setting to the Payroll tab, which allows users to remove the option to select Opt Out of Paper W2 from Employee Self Service > Employee Requests.

Added the “Depreciation threshold amount” setting to the Fixed Assets tab, which allows users to enter a value that is used to calculate asset depreciation at a threshold that is equal to or greater than the amount entered.

Added the “Custom Purchase Order Options” section to the Accounts Payable tab, which allows users to customize and include an additional pull-down on the Purchasing/Accounts Payable > Purchase Requests/Orders and Internal Purchase Requests/Orders screen depending on the options selected (District check box and/or Internal check box).

- When these fields are added and marked as Active, users will be required to select an option from the pull-down in order to submit the PO.

Custom Purchase Order Options					
Export	Filter: OFF				
Title	Description	District	Internal	Active	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Option 3	District Covid	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Option 2	Federal Covid	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Option 1	State Covid	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Transportation

User EINs (Employee Identification Numbers) now display in Bus Driver and Bus Driver Aide pull-downs throughout the Transportation module.

Manually Assign Bus Driver

Acosta, : (EIN 1111106) Assign Cancel

Filter

Acosta, (EIN 1111106)

Allison, (EIN 1109710)

Allison, (EIN 1109710)

Avila, (EIN)

Bean, (EIN 1112474)

Bean, (EIN 1112474)

Beard, (EIN 1112231)

Beard, (EIN 1112231)

Becker, (EIN)

Berry, (EIN 1113399)

Setup

Added the Additional Expenses section to the Billing tab, which includes the following settings:

- **Enable Additional Expenses:** Selecting the check box allows users to enter 3 types of billing upon finalizing a field trip request including SunPass, Other Expenses, and Meal Reimbursement.
- **Breakfast Cost, Lunch Cost, and Dinner Cost:** Allows users to enter the number of meals (Breakfast, Lunch or Dinner) and calculate from per meal cost from “Billing” setup.

Setup ☆

Cost Per Mile

Hourly Rate Driver

Hourly Rate Aide

Mileage under 150 Cost Per Mile

Mileage over 150 Cost Per Mile

Finalized Info

of Students: 20 # of Adults: 2 # of Wheelchairs: 0 # of Bus Aides: 0 # of Buses: 1

Drivers/Aides

Bus #	Employee	Role	Starting Mileage	Ending Mileage	Arrive At	Returned At
123	John	Driver	123456	123888	09:00 am	05:00 pm

Meals Per Day

1	Breakfast	\$0.00
1	Lunch	\$0.00
1	Dinner	\$0.00
		Total Meal Cost: \$0.00

Sunpass: \$15 Other Expenses: \$23

Total Mileage: 432 Final Cost: 335

Print Unofficial Invoice Uncomplete Collection

Additional Expenses

Enable Additional Expenses: ☒

Breakfast Cost: 9.00

Lunch Cost: 11.00

Dinner Cost: 18.00

Warehouse

General / Internal General

Added a setting called “Enabled Catalog Alerts,” which allows users to determine whether or not warehouse catalog alerts display on the Portal.

Work Orders

General

Added a “Allow All Facilities” check box to the Request Types tab, which allows users to select from all facilities on location regardless of permissions.

- When the “Allow All Facilities” check box is selected, users can select from all facilities from the Facility pull-down upon creating a new Work Order Request. Note: This setting does not impact on allocation permissions.

Request Types

Filter: OFF

Request Type	Profile(s)	Fund	Function	Object	Center	Project	Active	Allow All Facilities	Allow Fixed Assets	Allow Products
Charter/Contract	ERP Pr...						<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Work Order Requests

Updated so an email is sent when a work order is marked as Complete from the Assigned Requests tab based on the E-Mail Address entered on the Current Request tab in the Request Info section.

Added the ability to cancel approved work orders when the new permission "Cancel Approved Requests" is enabled via Setup > Profiles.

Added the "View" button to the Assigned Requests tab, which allows users to view the request from the Current Request tab.

Work Order Requests

Print All Worksheets

Export Filter: ON

Issue Type	Issue Description	Request Date	Approved Date	Location	Approval Status	Completion Status
display incorrect issue for Ein 3699	ESS Pay History Support	10/16/2020	10/16/2020	0111	Approved	Processing

Print Worksheet View Enter Work Details

SSS

Caseload & Services

Updated so that the Service Date field is validated when adding or editing a service. When an invalid date is entered, such as 151515, the field turns red and an error message displays at the bottom of the screen "Service Date must be a valid date."

Updated so that the Service Date field set on a template or group template populates as the Service Date when adding an individual or group service.

General

Added three new options for the Goals & Objectives screen:

- Frequency of Progress Monitoring Options - Enter the options that will be available in the “Frequency of Progress Monitoring” pull-down.
- Frequency of Progress Monitoring Wording - Enter the custom phrase to use instead of “Frequency of Progress Monitoring.”
- Expectations of Progress Reporting Message - Enter the custom message that will display below the goal and above the frequency.

Added a new tool to the General screen, “Archive Catalogue Options.”

- In order for this tool to display on the General screen, the user’s profile must have the permission “Archive Cataloguer Setup” enabled in SSS > User Profile Permissions > System Permissions.
- Click the Archives Cataloguer button on the General screen to open the Focus SSS Archived Files Cataloguer screen.

Archive Catalogue Options

In order to make archived files available in Focus SSS, the files must be uploaded to the server and the cataloguing process must be performed. This will open the catalogue configuration screen.

Archives Cataloguer

- The Focus SSS Archived Files Cataloguer tool is used to catalogue archived files after they have been uploaded to the server, so that they may be accessible from Focus SSS. It's recommended to consult with Focus School Software support to configure this tool.

Focus SSS Archived Files Cataloguer

This tool is used to catalogue archived files after they have been uploaded to the server, so that they may be accessible from Focus SSS. It's recommended to consult with Focus School Software support to configure this tool.

Archived Records

Location of Archived Records.

File Name Regular Expression

All files must have a consistent naming scheme so that relevant information can be extracted. A regular expression (regex) needs to be provided to describe the layout of the information in each file name. Unless the "Group By Student Directories" option is used, each file *must at least* include the student's ID. The capturing groups in the regex must be named according to the data they contain. The supported values and their expected group names are listed below.

Capturing Group Name	Description
student_id	The student's ID. This must be their numeric database unique identifier.
event_date	A date associated with the file.
file_name	A portion of the full file name to present to the user as the file's displayed name.
custom_1, custom_2, custom_3	Custom values. These are not used by Focus SSS/SIS. The "Custom Archives Columns" section can be used to display and/or rename these categories to users.

Added new options to document small group accommodations on the IEP, “Accommodation Small Groups” and “Accommodation Small Groups Free Text Option.”

- For the “Accommodation Small Groups” option, select Custom List to customize the list of options that will display in the Small Group pull-down on the IEP. When “Accommodation Small Groups Free Text Option” is enabled, a column will be added after the Small Group pull-down to allow the user to enter a value.
- In SSS > Settings > Accommodation Options, a new option with the description “Individually/Small Group” has been added to the Setting category. This option can be selected in the Setting tab of the Accommodations/Modifications step on a student’s IEP.
- When “Individually/Small Group” is selected as an accommodation, the Small Group pull-down displays with the custom options set up in SSS > General. If “Accommodation Small Groups Free Text Option” was enabled in SSS > General, the Other Small Group column is displayed next to the Small Group pull-down, with the ability to enter free text.

The screenshot shows the 'IEP Accommodations' form. The 'Determination of Need for Instructional Accommodations and Supports' section is expanded, and the 'Setting' tab is selected. The 'Accommodation' dropdown is set to 'Individually/Small Group'. A red box highlights the 'Small Group' dropdown menu, which shows a custom list of options: 'Small Group 1', 'Small Group 1', and 'Small Group 2'. A red arrow points to the 'Other Small Group' text input field next to the dropdown.

- In SSS > General, if Default List is selected for the “Accommodation Small Groups” option, and “Accommodation Small Groups Free Text Option” is disabled, the “Small Group” and “Other Small Group” columns are not displayed when “Individually/Small Group” is selected as an accommodation on the IEP.

Manage Student

Merged the functionality of 2 event trigger actions: Update ESE Minutes & Sync Schedule Of Services. Both triggers are now using the following logic after IEP/Amended IEP is locked:

- custom_878 Time Total Student Week (under Student Info > ESE tab) updates with Total School Minutes from the IEP, which updates from Total ESE Minutes (field under Setup > School Info) if there is no override value in the IEP. If there is a value in the override, then custom_878 Time Total Student Week (in Student Info > ESE tab) = Value set in Total School Minutes in the IEP, since it overrides the Total ESE Minutes value.
- custom_879 Time With Non-disabled = Total Student Week - Calculated ESE Minutes in IEP
- custom_863 IDEA Education Environment updates with the value set in the ESE IDEA drop-down list in the IEP Event.

Updated so that when a form is printed, the options selected on the form are easier to view when printing in black and white.

Updated so that when two users are viewing the same SSS student and event, the second user can now make edits 90 seconds after the first user closes the event and student, instead of having to wait 3 minutes.

Reporting

Added the Date Initiated column to detailed reports after the Event column and before the status columns.

Setup

Updated so that Hide Step and Show Step are available as event trigger actions.