Welcome to the Unified Classroom Special Programs PowerSchool PowerUps!

PowerSchool

PowerUPs

May 9, 2023

Special Programs PowerUps Team

Robyn Skidmore

Senior Educational Impact Consultant (EIC)

- **Retired educator- 26 years in public education**
- **SPED/ Inclusion teacher**
- **Master of Special Education**
- **Endorsed Reading Specialist**

Support Team on call to assist with technical questions.

Please submit your questions into the Q&A during presentation.

There will be time for additional Q & A at end of the meeting if time allows.

Please use the survey at the end of the call for more technical questions to be addressed at the upcoming Office Hours.

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Today's Agenda

- **Welcome and Overview**

- **Platform 22.11.4.0 Highlights**

- **Need to Know Information**
  - **EDGE**
  - **Ideas Portal**
  - **PowerSchool Community Recordings/Materias**

- **Platform Release 22.11.4.0**

- **Special Programs Integrations and Data Flow**
  - **Overview; System Administration vs. ADMIN role**
  - **Model Imports**
  - **Model Exports**
  - **Monitoring Integrations**
  - **Platform Demo**

- **Schoology Integration/ Demo**

- **Next Meeting Information**

Need to Know Information

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Success with Unified Classroom

EDGE 2023 #PSEDGE
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Join us on education's cutting edge at the year's most transformative K-12 community conference. Learn, share, and collaborate to reach your fullest potential through hands-on sessions, expert talks, and inspiring insights from peers and K-12 leaders.

Dates: July 9-12

Location: Walt Disney World Dolphin Resort – Orlando, FL

https://edge.powerschool.com/

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Submit a Product Suggestion on the Ideas Portal

Filter by Status or PowerSchool Product

Search ideas before submitting a new one

Tags show if Product has Reviewed and/or Already Created the feature

Upvote ideas to let us know you'd like to see that feature too

Recordings on Community

Question: Where can I locate recordings and slide deck (pdf) in Community?

Answer:
1. Go to **help.powerschool.com**
2. Select **Events Hub.**
3. Scroll down to **PowerUps Events.**
4. Select **Event Status** (In Progress, Upcoming or Past).
5. From **Filter Results** drop down, select **Special Programs.**
6. Select Event.
7. This is accessible by all users with a Community account.

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Platform Release Highlights
Version SPPL 22.11.4.0
Released April 21, 2023

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Assume Admin Role Change

- Staff users who log into Special Programs with a password and have the "Assume Admin Role" privilege are no longer asked for the Admin Passcode and, instead, use their password to elevate their session to the admin role.

Digital Signature

- This feature prevents Digital Signature fields from being edited that are in a named block in Digital Signature.

Easy Edit

- Resolved an issue where Easy Edit snippets would sometimes add space in Advance mode.

- Resolved an issue when, in some cases, while using Easy Edit, the section that contains formulas referencing Globals cannot be used.

Options for Document Statuses

- Resolved an issue when users do not see valid options for document statuses like Sign Now and Error

PowerSchool SIS Integration

- Staff logging into PowerSchool Special Programs will have their security profile and privileges refreshed from PowerSchool SIS if SIS integration has integrated Security turned on..

Student Contacts Imports Errors

- Code importing the student contact information from eSchoolPlus was optimized so that it does not give timeout errors.

Sign Now

- Resolved an issue where users choosing the Sign Now or the Sign Document option could not view the other sections.

Digital Signature

- Resolved an issue when in some instances, documents signed with Digital Signature would display error status.

- Resolved an issue where the signature date appears in the Parent/Guardian Signature field after the Digital Signature request is deleted.

- Resolved an issue when a document is submitted for a digital signature to tow signers, and the document is digitally signed, but the Digital Signature feature is disabled before the PDF is generated, and the generated PDF does not show the signatures.

Student Import

- Imports logs of Student Import (model) shows the list of students with error.

Special Programs Integrations

Integration with Your Student Information System

Your Student Information System

Examples of information that is shared include:
- Student demographics
- Enrollment details
- District info
- Locations (schools)
- Class rosters
- Program activity and alerts

Unified Classroom Special Programs

In a **FINALIZED** document
- Targeted data fields within document are copied to the appropriate fields in student profile
- State-reportable fields will appear on a report designed to write-back to the SIS anytime a change is made to the data.
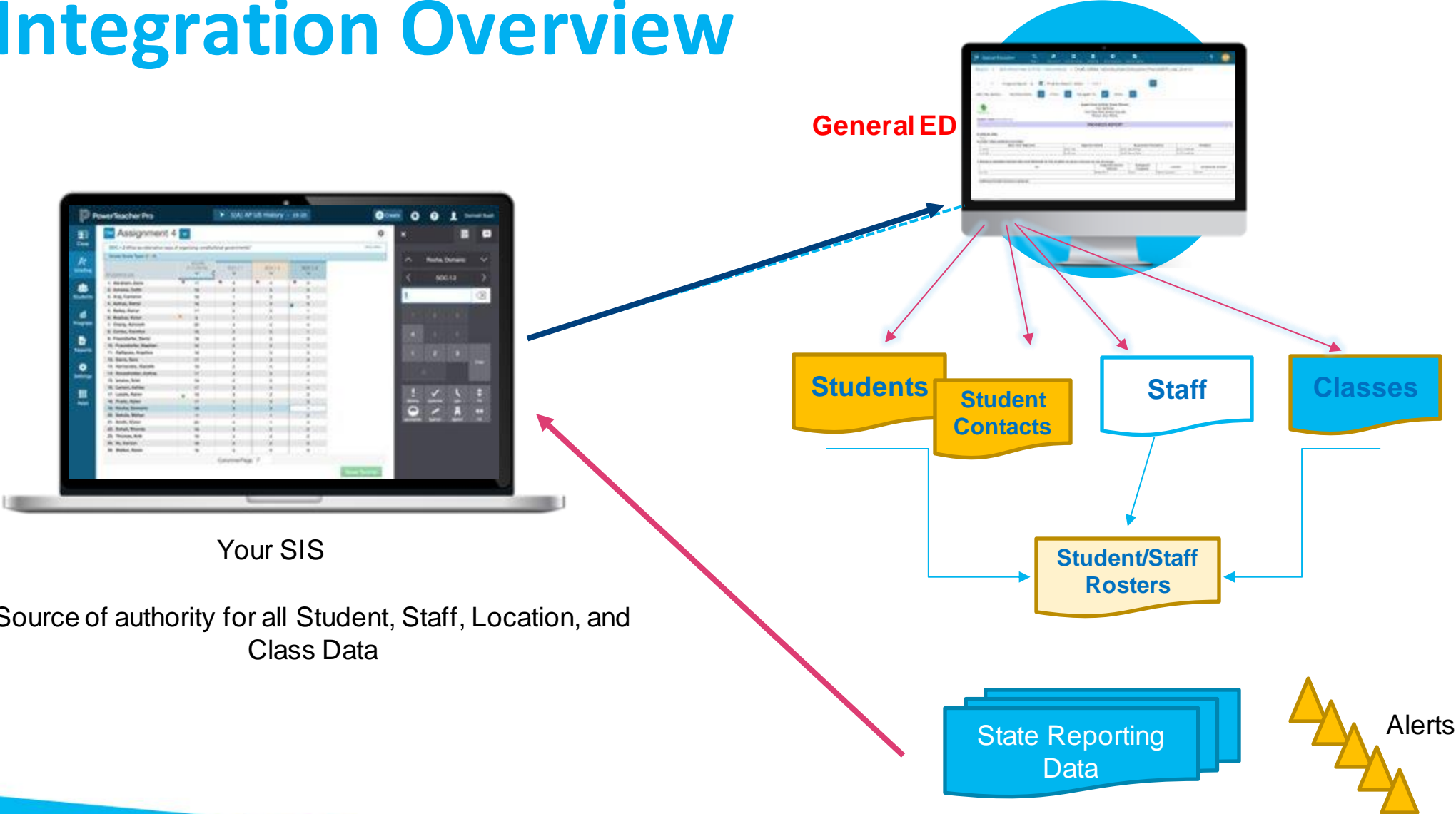
Program Alerts:
- Flow from PSSP to SIS
- Displayed as icons next to student name

System Administration VS ADMIN Role

	System Administration	ADMIN Role
How is this role assigned?	• Role is assigned based on role in SIS • Used to perform day-to-day tasks	• Requires an additional password for additional log-in • Refrain when using except when necessary
What can users with this role do?	• **Can** access all documents and profiles within the system • **Can** create staff profiles outside of SIS • **Can** add general education students to Special Programs • **Can** assign caseloads to staff members • **Does not** have access to high-level administrative functions • **Cannot** make changes to security groups and features	• **Can** access, monitor, and alter data flow between documents, profiles, and SIS • **Can** control and alter data integration and migration • **Can** control all security features for each user and document.

Integration Overview

General ED

Your SIS

Source of authority for all Student, Staff, Location, and Class Data

Students

Student Contacts

Staff

Classes

Student/Staff Rosters

State Reporting Data

Alerts

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Import Layouts

Continuous Import Layouts

- Used for initial population of PowerSchool Special Programs database.
- Provides regular rolling updates.

Change Notification Import Layouts

- Used for change notification events where PowerSchool SIS notifies Special Programs that a record has been created.
- Special Programs then "picks up' that change.
- Supports manually updating records on demand

Continuous Imports Layouts

- Occur during off-peak hours.

Change Notification Imports

- Run all day long

Import Layouts

	Name	Last Date Data Was Changed	Profile Type	Data Source Type
🔍	PowerSchool - Staff Import (model)		Staff	PowerSchool SIS Rest API
🔍	PowerSchool - Student Change Notification (model)		Students	PowerSchool SIS Rest API
🔍	PowerSchool - Student EnrollmentExitedRecord Import (model)		Students	PowerSchool SIS Rest API
🔍	PowerSchool - Student Import (model)		Students	PowerSchool SIS Rest API

Import Layouts

Administration > Configuration > Integration > Import Layouts > (Select Layout) > Magnifier Icon

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Import Layouts

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🔍	PowerSchool - Student EnrollmentExitedRecord Import (model)		Students	PowerSchool SIS Rest API
🔍	PowerSchool - Student Import (model)		Students	PowerSchool SIS Rest API

Profile Type Column
- Indicates where the imported data will go

Data Source Type Column
- Indicates where data was imported FROM
- This data import is managed through SIS API

Import Layouts

	Target Field	Data Source Selection
✏ ✕	ID	{student_local_id}
✏ ✕	FirstName	{student_name_first_name}
✏ ✕	LastName	{student_name_last_name}
✏ ✕	BirthDate	{student_demographics_birth_date}

Translations

	Match Value	Replace Value
✏ ✕	//	

➕ Add New Value Translation

Import Layouts

Integration > PowerSchool - Student Import (model)

Import Layout   Field List

More...

PowerSchool - Student Import (model)

Profile Type	Students
Data Source Type	PowerSchool SIS Rest API
Data Source Name	https://district.powerschool.com;[secret]
Properties	Under Configuration Management
Query	/ws/v1/school/1/student? expansions=demographics,addresses,phones,school_enrollment,ethnicity_race,c (A,P,T)&dctcount=all
Other Matching Link	IntegrationIDT
Transfer Options	Update Existing Profiles, Perform Server Side Profile Matching, Other Match Link Requ
Continuous Import Properties	Continuous Import Enabled
Notes	None

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Model Exports

- PS Alerts
- State Reporting Exports

Server controlled daily exports to PS SIS scheduled "off peak" hours

Configuration | Settings | Curricula | **Integration** | Config Tasks | Profile Types | Keyword Tables | Document Templates | Workflow Case

Import Layouts | Export | Single Sign-On | Calendar Integration | DocuSign Account

Continuous Export is Enabled

	Report Name	Enabled	Export Destination	Export Properties	Clear Last Successful Export Time Stamp	Last Successful Export Time Stamp	Last Export Attempted Time Stamp	
✎ ×	PowerSchool Alert Export	☐	U_TN_STUDENTS_ALERTS	Insert Record If Not Exists, Frequent Delta Export Computed Hash	Clear Timestamp	03/25/2021 Thu, 12:14PM	03/25/2021 Thu, 12:14PM	🔍 View Export Logs
✎ ×	PS English Learner Export	☐	S_AL_STU_FEDERAL_X	Insert Record If Not Exists, Propagate Deletions For Profile Type, Frequent		Never	02/17/2021 Wed, 11:32PM	🔍 View Export Logs

Administration > Configuration > Integration > Export

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Monitoring Integration

Data Fields

- Profiles and Documents are comprised of **Data Fields**.
- There are two types:
  - **Profile Data Fields**
  - **Document Data Fields**

- **Best Practice:**
  - Identify data fields that impact most of the End Users in your system.
  - Document what section(s) these data fields can be accessed within the document template.
  - Know your district processes of interacting with Special Programs documents.

Data Dictionaries

- Use data dictionaries to view the data fields associated within a profile type or document.

- For Profile type, select the magnifier icon to view the specific data fields associated with that profile.

Administration > Configuration > Profile Types

Accessing Data Dictionary

- Select a section to view the data fields associated with that section.

- Or select ALL Fields to view all fields for the profile type.

Administration > Configuration > Profile Types > (Select a Profile) > Sections Menu

Reviewing the Data Dictionary

View fields with that specific letter.

View details for each field.

View all sections linked to that field.

Administration > Configuration > Profile Types > (Select Profile > Sections Menu > All Fields

Viewing the Data Flow Report for a Profile

Administration > Configuration > Profile Types > (Select a profile) > Data Flow Report

Viewing the Data Flow Report for a Profile

- Available for profile sections.
- Lists data dictionary fields included and integration or date flow information.

	Field Name Data Type (Length)	Properties	Description	Integration Notes	Import/Export Layouts	Template (Data Flow)	Profile Update Scripts (Set/Modify)	Form Sections
🔍	ID ID(40)	Quick Search	Contains the student's id number.		-	-	-	Demographics/Enrollment/Contact Info
🔍	LastName Character(50)	Quick Search	Contains the student's name.		-	-	-	Demographics/Enrollment/Contact Info
🔍	FirstName Character(50)	Quick Search	Contains the student's name.		-	-	-	Demographics/Enrollment/Contact Info
🔍	MiddleName Character(50)	-	Contains the student's name.		-	-	-	Demographics/Enrollment/Contact Info

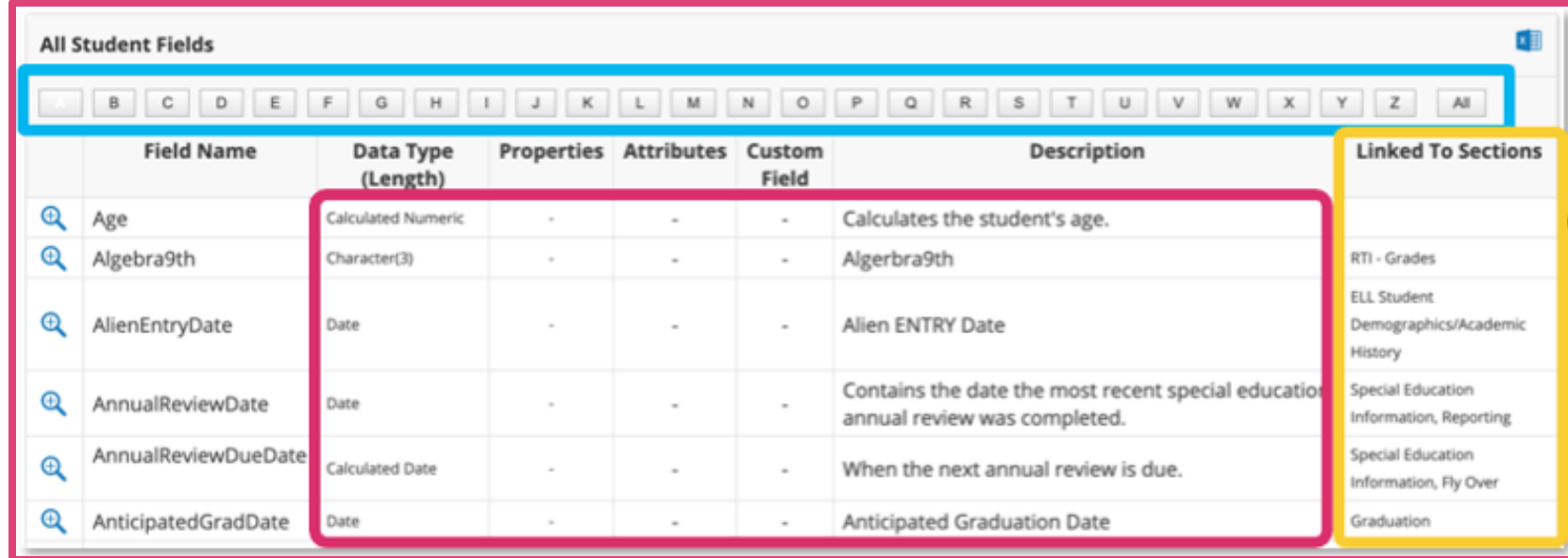Data Flow Report For Student fields linked to 'Demographics/Enrollment/Contact Info'

Administration > Configuration > Profile Types > (Select a profile) > Data Flow Report

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Data Dictionary and Data Flow for Documents

Administration > Configuration > Document Template > Fly-Out Menu> All Fields

Data Dictionary and Data Flow for Documents

All Document Fields

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	All	Custom

	Document Field Name	Data Type (Length)	Data Flow / Default Text	Other Properties	Custom	Linked To Sections	Description
⊕	AcademicAchievementImage	Image		Audit Value Changes	-	PLAAFP	
⊕	AddInfo	Long Text	⊕ Statements Bank	Translatable, Audit Value Changes, Stylized Text, Default Text Under Configuration Management	-	IEP Snapshot	Additional Information
⊕	Address	Character(255)	←Address	Read Only, Translatable, Audit Value Changes	-	IEP Cover Page, IEP Snapshot	Contains the student's address.
⊕	AgeVarianceWaiver	Logical Value (prevent empty values)		Audit Value Changes	-	Procedural Safeguard...	
⊕	AltEllsAppropriateText	Long Text	⊕ Statements Bank	Required, Translatable, Audit Value Changes, Stylized Text, Default Text Under Configuration Management	-	Assessments	

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Data Dictionary and Data Flow for Documents

From profile to document (← {Field Name})

	Document Field Name	Data Type (Length)	Data Flow / Default Text	Other Properties	Custom	Linked To Sections	Description
🔍	CaseManager	Staff Profile Reference	←CaseManager	Read Only, Audit Value Changes	-	IEP Snapshot	Contains the student's case manager. Entry comes from the 'Personnel' list.

From document to profile ({Field Name} ←)

	Document Field Name	Data Type (Length)	Data Flow / Default Text	Other Properties	Custom	Linked To Sections	Description
🔍	Address	Character(255)	Parent1Address←	Read Only	-	IEP Cover Page	Contains the first parent's address.

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Continuous Integration Monitoring

Assign SIS System Admin or Special Programs Security Admin to receive notification of Row Issues/Failures

Integration > Continuous Integration Settings

Send Message
Messages
Announcements
Calendar

Edit SIS Instance

Data Source Type: PowerSchool SIS Rest API
Instance ID: MON
Instance Name: MonroeCounty
External System Version: 20.11.0
Import Enabled? ☑
Export Enabled? ☑
Testing: ☐ Perform OneTime Immediate Import Enabled

Notification Email Address: PSSP_Integrations@powerschool.c *Separate multiple addresses with a comma*

Notification Events:
☑ Failed Imports
☑ Imports with Row Issues
☐ Successful Imports

Administration > Configuration > Integration > More > Continuous Integration Settings

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Troubleshooting Integration Issues

Success with Row Issues			
Translations	Keyword values	Not Set/Null	Format Issues

Row Rejections		
IntegrationIDT same	PS SIS ID = PSSP ID	FirstName/LastName match

Failures	
Server access	Special Ed Support

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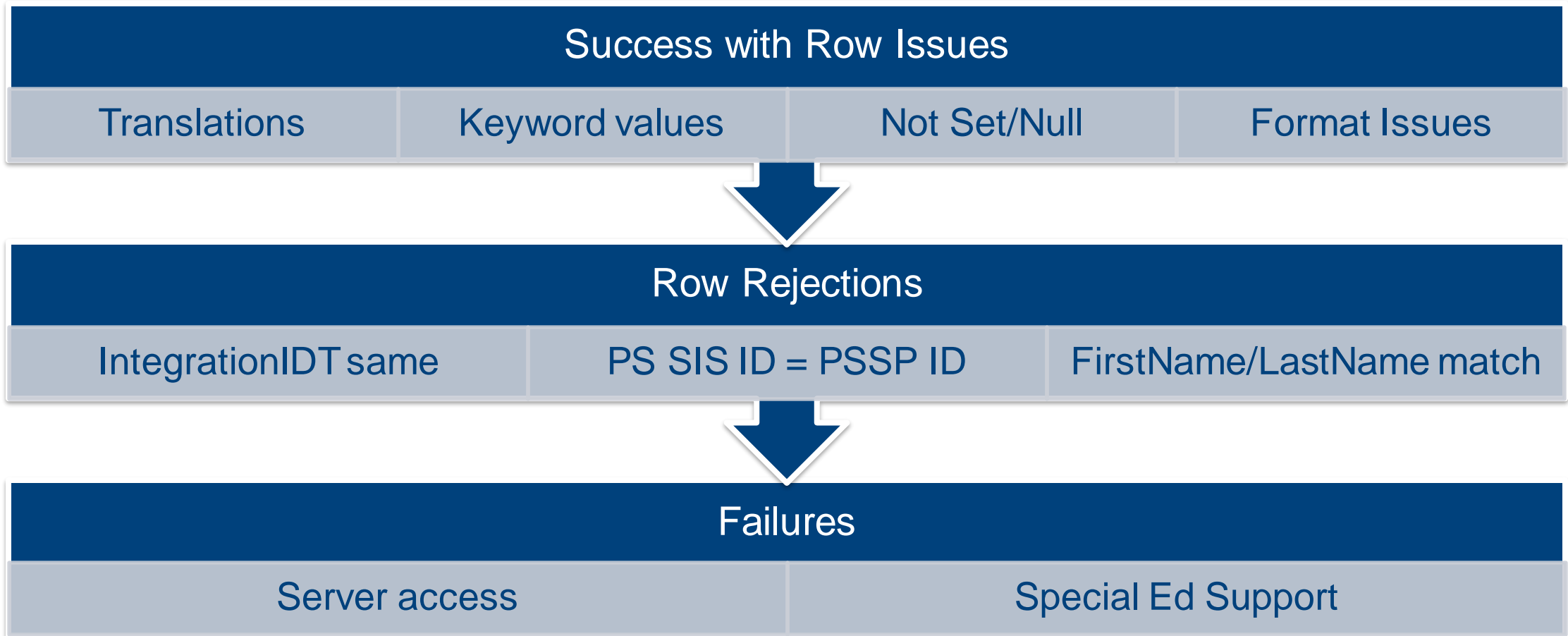
Duplicate Profiles

- Please check the
- Student in Special Programs.

- If you see Duplicate Profiles submit a Support ticket.

- It may be an issue that needs to be looked at further.

Reviewing Import Logs for Errors

- **In your platform: Click the Last Date Data Was Changed hyperlink to view Import Logs.**

- **Click the Import Logs**

	PowerSchool - Student Import (model)	03/24/2021	**Success With Row Issues**

Last Import: **Success With Row Issues : Continuou**

Import Logs ✕

< Import Logs   ↑ Next   ↓ Previous

Completed Date/Time   11/30/2020 Mon, 07:00 AM

Server Duration   2 minute(s)

Status Code   Success With Row Issues

Status Message   Continuous integration completed, last location: 'Transition School (888888)'

Row	Problem	ID	Last Name	First Name	Integration IDT
792	Problem with BirthDate: '//' Must be MM/DD/YYYY, MM/DD/YY, MM-DD-YYYY, etc.	1085422			NL:22148
5636	Problem with BirthDate: '//' Must be MM/DD/YYYY, MM/DD/YY, MM-DD-YYYY, etc.	1117381			NL:1623718

☑ Filter out logs with no

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Row Issues

Fix Data in PS SIS

Import Logs

< Import Logs ↑ Next ↓ Previous

Completed Date/Time 11/30/2020 Mon, 07:00 AM

Server Duration 2 minute(s)

Status Code Success With Row Issues

Status Message Continuous integration completed, last location: 'Transition School (888888)'

Row	Problem	ID	Last Name	First Name	Integration IDT
792	Problem with BirthDate: '//' Must be MM/DD/YYYY, MM/DD/YY, MM-DD-YYYY, etc.	1085			
5636	Problem with BirthDate: '//' Must be MM/DD/YYYY, MM/DD/YY, MM-DD-YYYY, etc.	1117			

Row	Problem	ID	Last Name	First Name
9	Problem with EmailAddress: Must be a valid email address.	39370		

Row	Problem	ID	Last Name	First Name	Integration IDT
252	'Not Set' not a keyword. Problem with Province: 'Not Set' not a keyword.	1058427			NL:38088

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Row Rejections

Row	Problem	ID	Last Name	First Name	Integration IDT
48	Row rejected because the other match value would not be unique within the system.	739424711			QNM:6403

Possible Solution(s)

- Please contact support for help with fixing this problem.
  Give the following information to support when contacting them.

Item	SIS	Special Programs
ID	739424711	10216
IntegrationIDT	QNM:6403	QNM:6403
Name	Jesse	Jesse

Click here to go to the profile.

SIS ID and PSSP ID Match

Integration IDT Match

FirstName/LastName Match

- **Don't change ID numbers.**

- **Don't change names unless manually changed in BOTH SIS and Special Programs.**

- **If no imported profile data or documents, delete Special Programs Profile.**

- **If documents, merge Special Programs Profile**

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Failures

🔍	11/15/2020 8:44:25 AM	ⓘ Failed : Error encountered while importing data: Failed to conne̶ server. Error Invalid JSON primitive: . Response from server: OK [html][he̶ [title]PowerSchool page unavailable[/title][script type="text/javascript"]function getQueryVariable(variable) {var query = window.location.search.substring(1);var vars = query.split("&"); for (var i=0;i[vars.length;i++) {var pair = vars[i].split("=");if (pair[0] == variable) {return pair[1];}}}var server = getQueryVariable("server")[/script][/hea...

Do you have Continued/Consistent Failures?
* **Enter a Support Ticket**

support@powerschool.com

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Integrations Demo in Training Site

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Integration with Schoology Learning

Connecting Special Programs with Schoology Learning

System Requirements:
- PS SIS v 21.4.0.0 or later
- Shared Identity Provider across both Applications

(i.e., PS SIS, Microsoft SSO, Google SSO)

PS SP Information Displayed in SGY:
- Alerts
- Quick Filters
- Document Viewer

Teachers Can:
- View students' SP alerts in SGY to facilitate accommodations.
- View necessary SP documentation in SGY.
- Access course material accommodations, making it easier to assign to students.

Special Programs 2023 PowerUp Events and Office Hours

May 17 : *Office Hours*
Topic: *Integrations*

June 13: *Special Programs PowerUp*
June 21: *Office Hours*
Topic: *End of Year Rollover; Best Practices for Summer*

July: NO POWERUPS OR OFFICE HOURS DUE TO PSU

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Please Share Your Feedback!

- You will be asked to take a **short survey** when leaving the Zoom Meeting

- Help us help you – We value **your feedback** and use it to create future sessions

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Need more training? Get involved with Customer Education!

PowerSchool University | www.powerschooluniversity.com
Attend onsite and online training events for hands-on professional development covering multiple PowerSchool solutions led by certified PowerSchool Trainers

Exclusive Training Events | training@powerschool.com
Exclusive events can be scheduled at your location and offered only to staff in your District.

Professional Development Plus | pdplus@powerschool.com
On-demand training library featuring engaging formats, personalized learning, and progress monitoring.

Certifications | training@powerschool.com
We offer a variety of train-the-trainer, end user, and role-based certifications so you can become a certified PowerSchool expert.

Proven Practices | provenpractices@powerschool.com
PowerSchool experts guide your staff development to prepare your teachers and administrators to achieve success and drive improvement.

PowerSchool | Customer Education

Become a PowerSchool Champion!

PowerSchool Champions connect, share and learn with others in solution-specific communities. We share our expertise as teachers, administrators, technology directors, or talent leaders. We engage in interesting activities to accumulate points, collect badges, and earn fantastic rewards. Joining the Champions community provides:

- **Community** · Join an exclusive group of school and district leaders
- **Engagement** · Share your expertise and give product feedback
- **Opportunity** · Earn rewards like swag, cool opportunities, event attendance, and more
- **Growth** · Advance professionally, build your PLN and increase your Ambassador Program eligibility

Visit powerschool.com/champions and SIGN UP or email champions@powerschool.com if you have questions!

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CHAMPIONS

Resources

PowerSchool Community	In-Platform User Help
PowerSchool Community	Communications and Calendar
Special Programs PowerUps 2023 Series Registration	Review and Acknowledge
PowerUp Events (All Products)	
Technical Contacts	
Contact Support	
Case Portal Priority Definitions	
Subscriptions and Notifications	

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Resources

Special Programs Release Notes	Office Hours	Special Programs PowerUps
Platform Release 22.11.0.0 Release date: December 16, 2022	Office Hours 2020 Series	Special Programs PowerUps 2022 Series
Platform Release 22.11.1.0 Release date: January 27, 2023	Office Hours 2021 Series	
Platform Release: 22.11.2.0 Release date: February 17, 2023	Office Hours 2022 Series	
Platform Release : 22.11.3.0 Release Date: March 17, 2023		
Platform Release: 22.11.4.0 April 21, 2023		

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Resources: Reporting

Reporting		
Office Hours	PowerSchool Special Programs - July 16, 2020	Reporting main screen navigation basics	Creating Reports When Using the "Review & Acknowledge" Feature
Office Hours Recording: Reports - June 24, 2021	Report creation basics in Special Programs	
Office Hours Recording: Reports - Part 2 - July 29, 2021	Profile Reports in Special Programs	
PowerSchool Special Programs PowerUp: Reporting January	Creating Document Reports in Special Programs	
Finding profile field names	Editing Report columns	
Finding Field and Template Names for Report Use	Editing the report properties and selection formula	
How to sort a report	Working With Date Fields in the Report Selection Criteria Formula	

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Resources: Digital Signature

Community Links	Previous Office Hours Recording	In Platform User Guide
How-To: Configure Digital Signature	Office Hours: Digital Signature- June 30, 2022	Digital Signature Special Programs User
How-To: List Statuses for Digital Signature Configured Documents		Manage Signature Requests Special Programs User
How-To: Opt-Out of Digital Signature		Digital Signature Special Programs System Administrator
How-To: Configure Notification Email for Digital Signature		
How-To: Check Digital Signature Status of Students		
How-To: List Statuses for Digital Signature Configured Document Templates		

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Resources: Language Translations

Community Links	Previous Office Hours Recording	Previous Power Ups Recording	In-Platform User Guide
How-To: Translating a Document Template	Office Hours Recording: Translations - August 25, 2022	Special Programs PowerUps: Translations August 9, 2022	Document Language Translation
How-To: Maintaining Document Translations			
How-To: Document Translations- Keyword Table Setup			
How-To: Document Translations - Staff Security Setup			

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Resources: Integrations

Community Links: Special Programs/SIS	Community Links: Special Programs/SIS	Community Links: Special Programs/SIS	Previous Office Hours Recording	Previous Power Ups Recording	In-Platform User Guide
How-To: Special Programs/PS_SIS Integrations 101	How-To: Special Programs/PS_SIS Integrations 107	How-To: Special Programs / PS SIS Integration 113	PowerSchool Special Programs - Aug 27, 2020	Integrations- March 2022	PowerSchool SIS Integration
How-To: Special Programs/PS_SIS Integrations 102	How-To: Special Programs/PS_SIS Integrations 108		Integrations and Dataflow - Part 1 March 31, 2022		Schoology Integration
How-To: Special Programs/PS_SIS Integrations 103	How-To: Special Programs/PS_SIS Integrations 109		Integration and Dataflow - Part 2 - April 28, 2022		
How-To: Special Programs/PS_SIS Integrations 104	How-To: Special Programs/PS_SIS Integrations 110				
How-To: Special Programs/PS_SIS Integrations 105	How-To: Special Programs/PS_SIS Integrations 111				
How-To: Special Programs/PS_SIS Integrations 106	How-To: Special Programs/PS_SIS Integrations 112				

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Thank you for your Partnership!