### Please Answer in the Chat

- Looking back at your last enrollment cycle, what areas went well, and where would you improve?
- Now that the school year is underway, what topics do you think would be most helpful for us to cover next year?







# Enrollment: Project Overview

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Date: 10/17/2023



### Agenda

- Rolling Over Your Forms
- Enrollment Project Journey
- Utilizing Support and PS Community
- Resources and Q&A
- Upcoming Events & Webinars



### Rolling Over Your Forms

#### What does it mean to Roll Over Your Forms?

- Making a copy of the previous year's form for the new school year
- Includes
  - Form
  - Workspace tools (views, tags, filters)
  - Delivery
- Does Not Include
  - Permissions

Example of how you would see forms in your admin workspace

	Form ^	Academic Year
	CHARTER Intent to Return	2020-2021
	CHARTER Lottery Application	2020-2021
	CHARTER Registration	2020-2021
	Delivery Basics	2021-2021
•	New Student Registration	2019-2020
	New Student Registration  New Student Registration 01	2019-2020 2020-2021



### Why Rollover Your Forms?

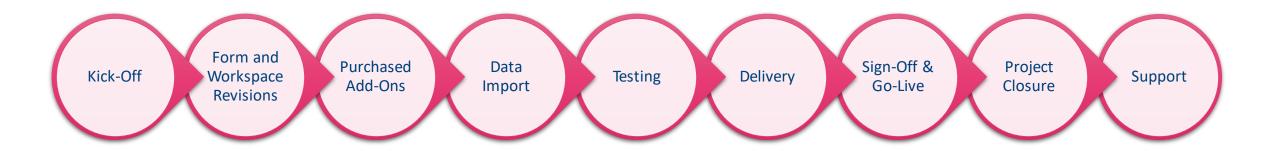
**Update Forms** 

New Workspace Families Able to Submit Again



### **Enrollment Project Journey**

### **Enrollment Project Journey**



#### **Timeline Best Practices**

• Enrollment Kickoff Call Packet and Preparation



# Utilizing Support and PS Community

# **Creating Project Tasks and Support Cases**

As an authorized technical contact from your school or district, you can now create and manage your Enrollment projects and Support cases in the Community.

- Creating Enrollment Tasks and Cases
- Managing Enrollment Cases
- **Enrollment Project Milestones**



### Searching the Community

- You can start a search from anywhere in our PowerSchool Community.
- When you enter a term in the search bar, you'll see results populate from across our Community.
- Here are some helpful <u>Search Tips</u> to help narrow down your results.

### Participating in Forums

- We encourage participation in our forums, and we recognize our top contributors!
- You can connect with your peers and our Community team through our various forums under <u>Product</u> <u>Support</u>, our <u>Community Forum</u>, and <u>Technical</u> <u>Contact Forum</u>.
- Not sure where to start? You can use <u>Start a</u>
   <u>Discussion</u> on the Home page to get started.
- Give kudos and accept member responses as a solution to help other members find helpful posts quickly. Learn about <u>Kudos and Accepted Solutions</u>.

#### **Subscriptions & Notifications**

- You can subscribe to receive notifications when a new resource is posted in the Community.
- Simply navigate to any Forum, Blog, and Knowledge Base.
- In the **Options** menu, select **Subscribe**.
- Learn more about <u>how to subscribe and manage</u>
   your notifications.

# Helpfulness Ratings on our Knowledge Base Articles

- Helpfulness rating is a feedback feature in our Community Knowledgebase.
- This helps the PowerSchool Community Team to understand whether the articles that we create are helpful and relevant.
- This video provides a walkthrough of how to provide a helpfulness rating.
- PowerSchool users can now submit a request to enhance or add features into PowerSchool products directly to the PowerSchool Product teams. Here is a quick guide on how to <u>submit an enhancement request in the</u> <u>PowerSchool Ideas Portal.</u>





### Resources

Help Guide & Community



### Resources

Help Guide	Community
Admin Accounts	Self-Service Capability Matrix
<u>Permissions</u>	Enrollment Kickoff Call Packet and Preparation
<u>Profiles</u>	
Rules - Permission	



## **Questions**



# Upcoming Events & Webinars



### **Upcoming Events**

**Enrollment Office Hours** 

Wednesdays @ 11am ET / 8am PT

https://help.powerschool.com/t5/Enrollment-Office-Hours-and/Register-Now-for-PowerSchool-Enrollment-Ask-the-Experts-2023/ta-p/453326 \*Recordings found here

Enrollment PowerUps for 2024

Dates to be determined



