



PowerUPS

Data Mapping Considerations, Data Import Process (Returning Students)

Patrick Woodford
Education Impact Consultant

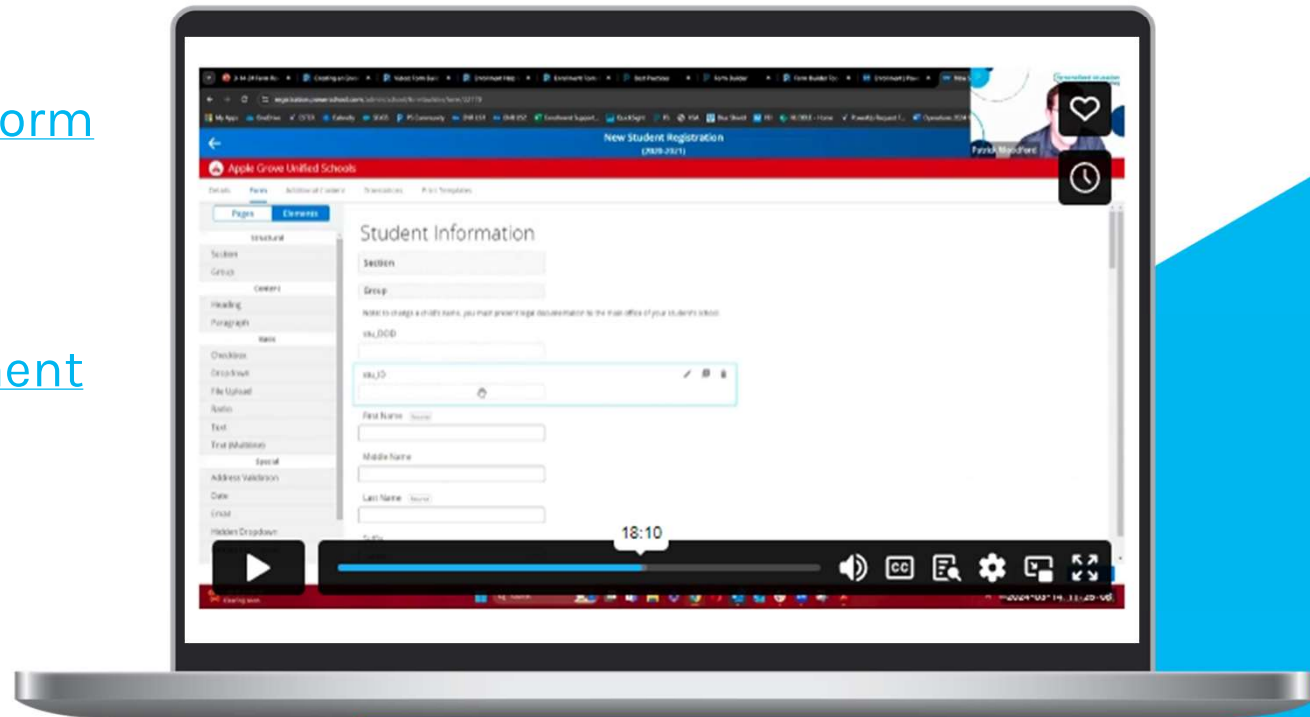
Mohammed Arshad
Technical Support Engineer

3/28/24



Previously on "PowerSchool PowerUps: Enrollment"...

- **3/14/24**
- [Enrollment PowerUps - Form Revision Process, Form Builder, and Self-Service Overview](#)
- [Register Now for Enrollment PowerUps - 2024](#)



Agenda

- 1 Data Import Process (Returning Students)
- 2 Data Import Review Considerations
- 3 Student Data Life Cycle
- 4 Data Mapping Considerations
- 5 Enrollment Product Demo
- 6 Upcoming Events/Q&A





Data Import Process + Review Considerations (Returning Students)

Data Import Process (Returning Students)

- Only a requirement for forms which utilize prepopulation
 - Re-Enrollment forms, Returning Student forms, Bio Updates, etc.
- Importing data involves transferring student data from your SIS to prefill certain fields on your enrollment forms
- Your Enrollment Project Support Team will begin this milestone by making an API call directly to your SIS, and once the data load is complete, your Roster Workspace will be populated with student data
- From there, your support team will ask you to review and confirm that the data is correct – be thorough!

Data Import Review Considerations

- Ask yourself the following questions as a guide to review the imported data in your Roster Workspace:
 - Does the count of Roster records match the count of enrolled students within my SIS for the upcoming school year?
 - Are the grade and school values reflective of the upcoming school year?
 - Are Pre-K students correctly appearing as Kindergartners?
 - Did the student's "next year school building" get properly promoted?
 - Ex. "current" 8th graders should be showing as 9th graders in your imported data
 - Are "current" year graduating seniors absent from the data import?
 - Are students who are repeating a grade reflecting correctly within the Roster workspace?
 - Are Parent, Guardian, Contacts in the correct sequence?

Data Import Review Considerations (cont.)

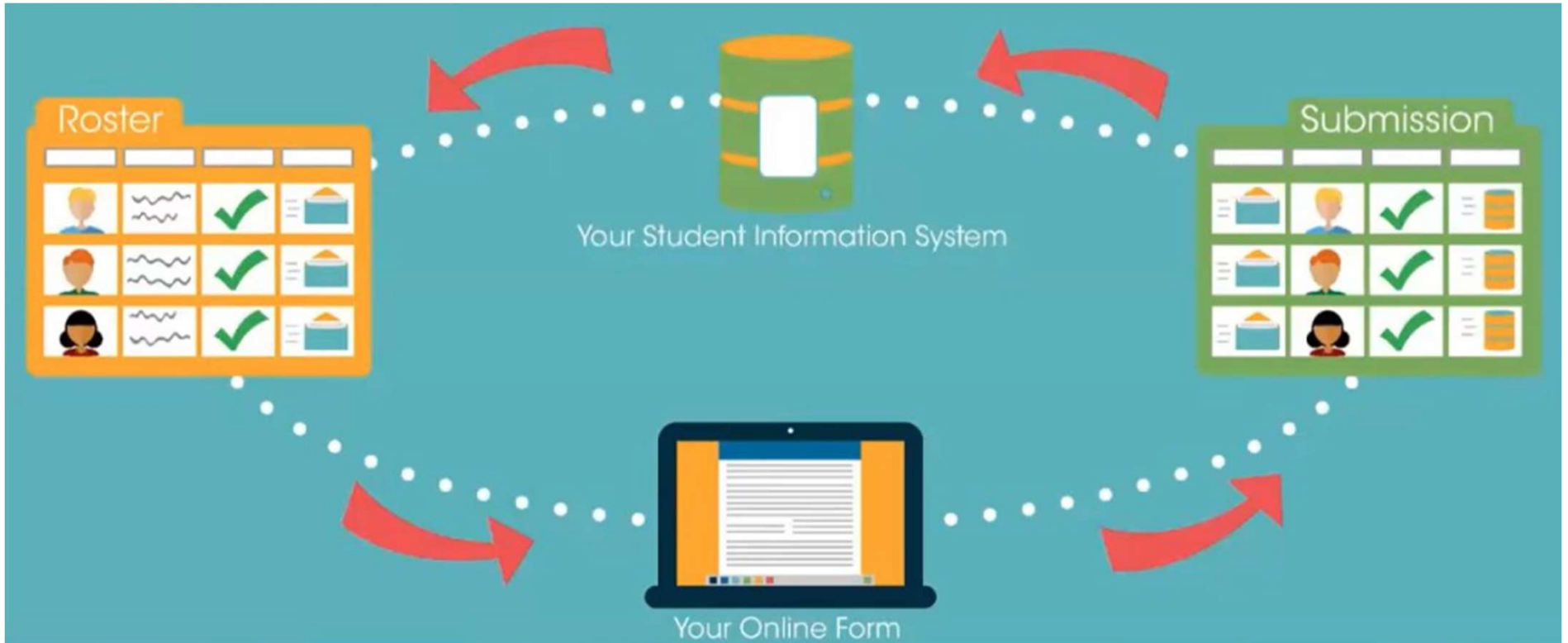
- Are your Roster records valid for notification? Do they meet the minimum requirements needed to alert parents of a pending enrollment?
 - Student ID
 - Student Name
 - Grade
 - School
 - Parent/Guardian/Contact Email (only required if email notification is being used)
 - Student Address (only required if letter notification is being used)
- For records that are invalid for roster notification, do you have a defined "plan B"?

Data Import Review Considerations (cont.)

- Of course, it's not feasible to review every single roster record...
 - Enrollment Support simply requests you spot check the data and check key areas (as defined on the previous 2 slides)
- Other strategies/tactics to use when reviewing your imported data
 - Export your workspaces' student data into .CSV files to review in Excel
 - Build a custom view to see data at-a-glance directly within the Roster Workspace
 - Delegate individual site users to review a handful of their building's student records and provide sign-off
 - Request your workspaces' [Roster Validation Rules](#) from your Enrollment Project Team
 - Click the Preview icon (eyeball) on a student record in the Roster Workspace under the Imported/Added view to preview the form using the prepopulated data (from a parent's perspective)



Student Data Life Cycle

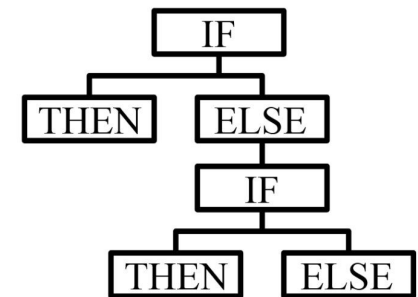




Data Mapping Considerations

Data Mapping Considerations

- Must consider ALL places data flows when mapping fields
 - SIS -> ENR (Data Import - Returning Students)
 - ENR -> SIS (Data Delivery - All Students)
- Formatting matters!
 - Which format are your fields within SIS using/expecting?
 - Which format are your fields within ENR using/expecting?
 - Utilize Polish Rules within Enrollment
 - Increase automation
 - Decrease manual effort to clean up student data
- Better/cleaner SIS data = better/cleaner ENR data, and vice-versa
- Don't be afraid to ask for help when it comes to cleaning up your data!





Enrollment Product Demo

Upcoming Events

- Thursday, April 11 at 10 AM PT
 - Data Delivery Overview, FAQ/Common Error Troubleshooting
- Thursday, April 25 at 10 AM PT
 - TBD/Coming Soon...
- Thursday, May 9 at 10 AM PT
 - TBD/Coming Soon...



Thank you!