Welcome to the Naviance PowerSchool PowerUp!

PowerSchool PowerUPs

December 6th, 2022

Education Impact Consultants (EICs)

Maria Roa Arrazola

Naviance EIC

Sam Moser

Naviance EIC

Dana Bulba

Naviance EIC

Catherine Brunks
Naviance EIC

Brad Blakemore

Naviance EIC

Lacey Caviness

Naviance EIC

Terrianne Julian

Manager, EIC Team

Today's Agenda

- PowerUp Overview
- Naviance updates
- Single Sign On (SSO) & SAML Options
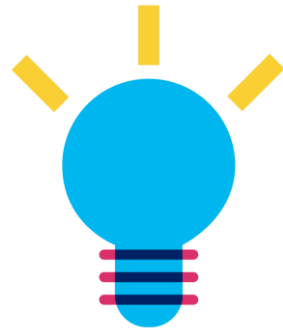- Utilizing Groups in Naviance
- Gathering Mid-Year Data
- Q&A

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What are PowerUps?

Naviance by PowerSchool Webinars led by the EIC team

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PowerSchool PowerUps – Next one January 24th, 2023

Recurring meeting with PowerSchool Education Impact Consultants

Learn about recent product releases, roadmap, & integrations

Hear from PowerSchool experts on seasonal, best practice topics

Collaborate, network, and share best practices with other PowerSchool districts
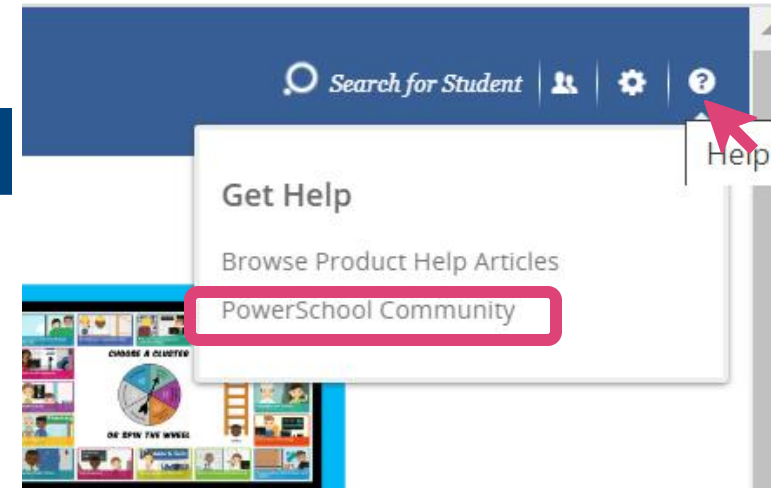
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PowerUp Communication through PowerSchool Community

- ***Naviance Forum*** in PowerSchool Community

Updates

PSA: Read the Announcements & In-Product Alerts

Multi-Language Support

Expanding Naviance Student reach entails:

- Ability to translate Naviance Student in **70+** languages – and save recently used languages

- The Global icon allows students and parent accounts to be translated

- Provides translation for all Self-discovery assessments except for the *StrengthsExplorer*

- Provides translation for RoadTrip Nation videos' subtitles
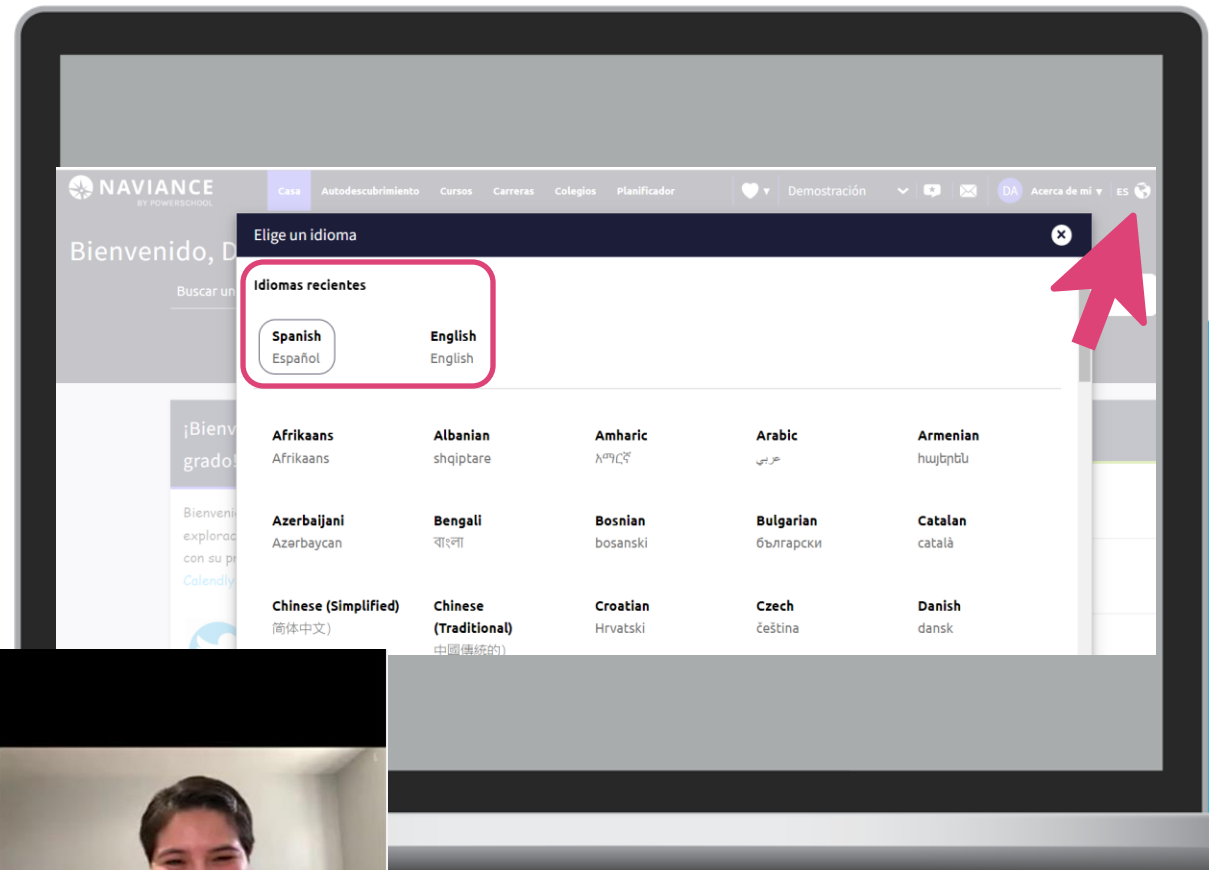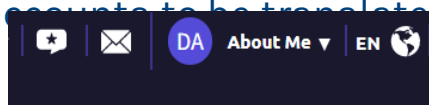
New Help Center Experience
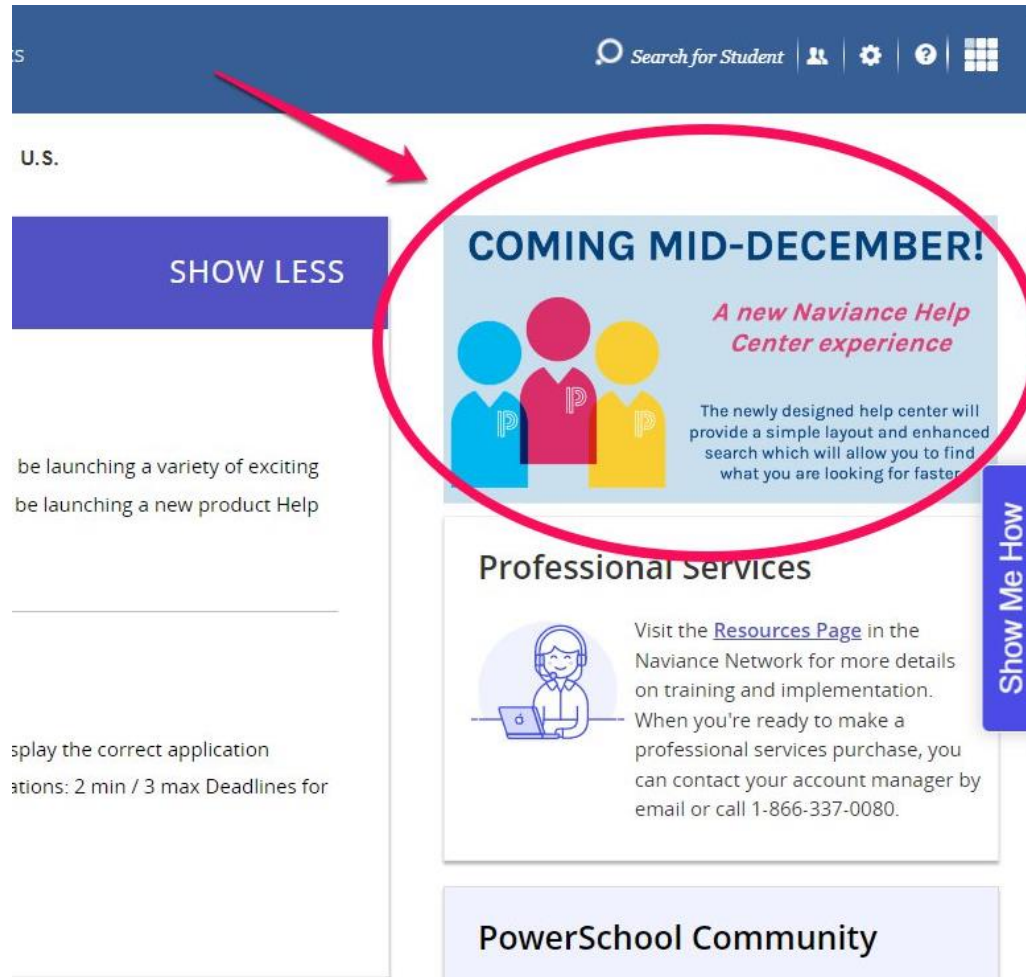
- Replacing current Help Center and will live in PowerSchool Community (all users will be redirected).

- 12/14 launch date.

- Enhanced search functionality, page-by-page table of contents, and sidebar navigation.

NOTE some videos & PDFs will not be available in new experience.

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PowerSchool/Naviance Staff Syncing
COMING IN DECEMBER

- Direct integration between Naviance & PowerSchool for staff syncing.

- Districts can select frequency, schools, & fields for syncing during integration.

- If currently using Clever, please contact support to disable Clever sync for PowerSchool sync.

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Setting Up Single Sign-On (SSO)

& other helpful information about syncing data

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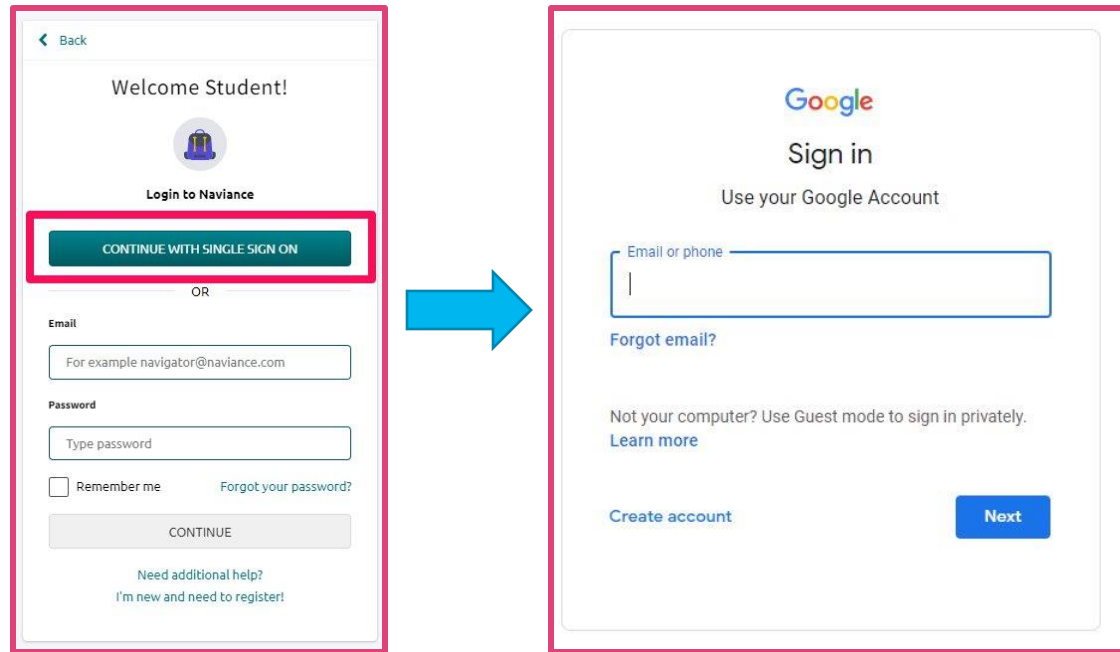# Single Sign-On (SSO) for students

Do your students struggle with logging into Naviance?

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Single Sign-On (SSO) for students

- What does this look like for students?
- How does this work?
- What do we need to have set up for this to work?
- Does this impact seniors and college applications?
- What do I communicate to my IT Department?
- Where do we go for additional help?

Single Sign-On (SSO) for students

Currently available to all schools and districts at no extra cost: the ability to set up a single-sign-on for students (EASY to set up).

You can set up an SSO via:

- Google/Gsuite SSO (see image on the left)

- ClassLink

- Your own IDP

- Most other SSO services

Single Sign-On (SSO) for students

How does this work?

- Your IT department sets up a "SAML" (pronounced "sam-EL") connection in Naviance using the setup wizard.

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Single Sign-On (SSO) for students

How does this work?

- Google, ClassLink, etc. will sync up with Naviance using students' school email addresses or another unique identifier, and students will log into Naviance using their school email address and school password – no need for a Naviance-specific username and password.

Single Sign-On (SSO) for students

What do we need to have set up for this to work?

- If your SSO platform (Google, Classlink, own IDP, etc.) syncs with students' email addresses, you'll need to make sure all students have their school email populated in the email field in Naviance & that they're registered.

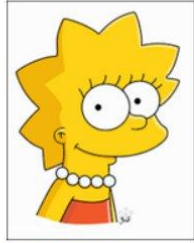**TIP** Including usernames in your sync or import will auto register students

Single Sign-On (SSO) for students

What do we need to have set up for this to work?

- If your SSO platform syncs on a student identifier other than email address, you'll need to populate the "Federation ID" field in Naviance for all students.

Single Sign-On (SSO) for students

What do we need to have set up for this to work?

"*But, we have students populate the email field with their personal email address!*"

- You can populate the "Federation ID" field in Naviance with school email (keeping personal in the email field) and sync on this field.
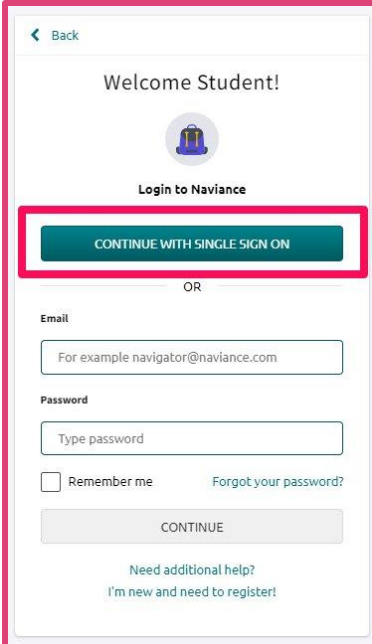
Single Sign-On (SSO) for students

Does this impact seniors or college applications?

- No – this will just provide an additional way for seniors to log in.
- If you change seniors' personal email addresses to school email addresses, it will not un-match their Common App.

Single Sign-On (SSO) for students

What do I communicate to my IT Department?

HIGHLIGHT THAT DISTRICT SITE MANAGER NEEDS TO SEND IF DISTRICT --

To: IT Department

Subject: Set up SAML SSO in Naviance

Attachments: this PPT presentation

I just learned that we can set up a single-sign-on (SSO) in Naviance via a SAML connection at no additional cost. Currently, our students log on with a Naviance username and password - we spend a lot of valuable class time helping students with their passwords, and it would be great if we could streamline the log-on process. I was told this is relatively simple and that our IT Department would need to set this up. I want to make the most of our Naviance investment, and I am hoping you can help!

Naviance supports syncing with Gsuite, ClassLink, our own IDP, etc. – a plethora of services. Basically, we can sync on the email field in Naviance if we populate that with student email, OR we can sync on a field in Naviance called "Federation ID."

I've attached a copy of the presentation that outlines the requirements for setting this up (how the sync works, how students would log in, and what fields need to be populated).

We first need to verify that all student information is in the system to allow for the sync (see attached). Once this is updated and/or confirmed, you will need to: log into Naviance >> Gear Icon in top right >> Setup >> Single-Sign-On (SSO) Options >> Configure button to the right of SAML SSO >> Add SAML connection >> walk through set-up wizard for students.

There are complete instructions in the Help Center as well (question mark in top right >> PowerSchool COmmunity). And, the PowerSchool Support Team can also assist (contact them within PowerSchool Community ... need to access via your Naviance account).

Please let me know if this is possible.

Thank you!

Data Imports

If you use PowerSchool SIS, you can set up a sync between Naviance & PowerSchool (no need to manually import data)!

- This integration is available for all Naviance clients that also use PowerSchool SIS (no additional cost)!

- This integration capability is a district-level feature. If you have a school account only, contact your Customer Success Manager to get a District account.

- Currently ONLY student and alumni records are available for import from the SIS. This integration will eventually be available for other data types, such as parent, staff, and course planner data. STAFF SYNC COMING IN DECEMBER!!

- Data flows from your SIS to Naviance (it does not flow from Naviance to PowerSchool).

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Data Imports

How do we set this up?

- You will need to contact your IT Department.

- Provide them with the Quick Guide, Reference Guide, Video, and import template found in the Help Center:
  - Search PowerSchool SIS Integration for these documents **DOWNLOAD BEFORE 12/14**

Data Imports

"What if we don't use PowerSchool?"

- You can still set up a sync with Naviance to auto populate your data at no additional cost.

- BUT, you'll need to connect with your IT Department to see if they have familiarity with any of the following:
  - cURL (pronounced "curl") statements.
  - Clever syncs.
  - (In case your IT Department asks about SFTP, we do not support this.)

- Search the Help Center for "cURL" and "Clever" for more information.

Groups in Naviance

- *What are groups & how are they used in Naviance?*
- *How do I view a Student Group?*
- *How do I add/remove students from a Group?*
- *How do I create a custom Group?*
- *How can I use these groups for analytics & communication purposes?*

What are Groups & How are they used in Naviance?

- Groups are used to categorize students for analysis & communication purposes.

- Group students by FRL, athletes, non-native English speakers, etc. (an unlimited # can be created).

- Create at school or district level.

- A mass manual import or cURL import can update groups (not currently supported via Clever or PowerSchool sync).

How do I view a Student Group?

- Navigate to **Students** > **Groups**.

- Click on the **Group Name**.

- Change the **Grade/Class** range using the drop-down menus options to the grade levels that have been added.
  - For example, "Class of 2015 (grade 12) to class of 2018 (grade 9).

- Click **Get Members**.
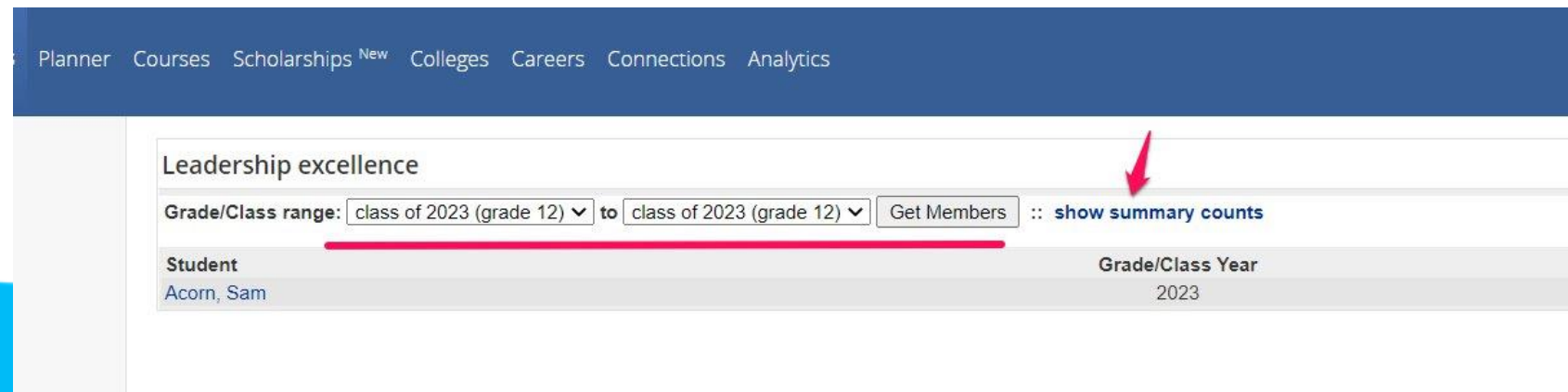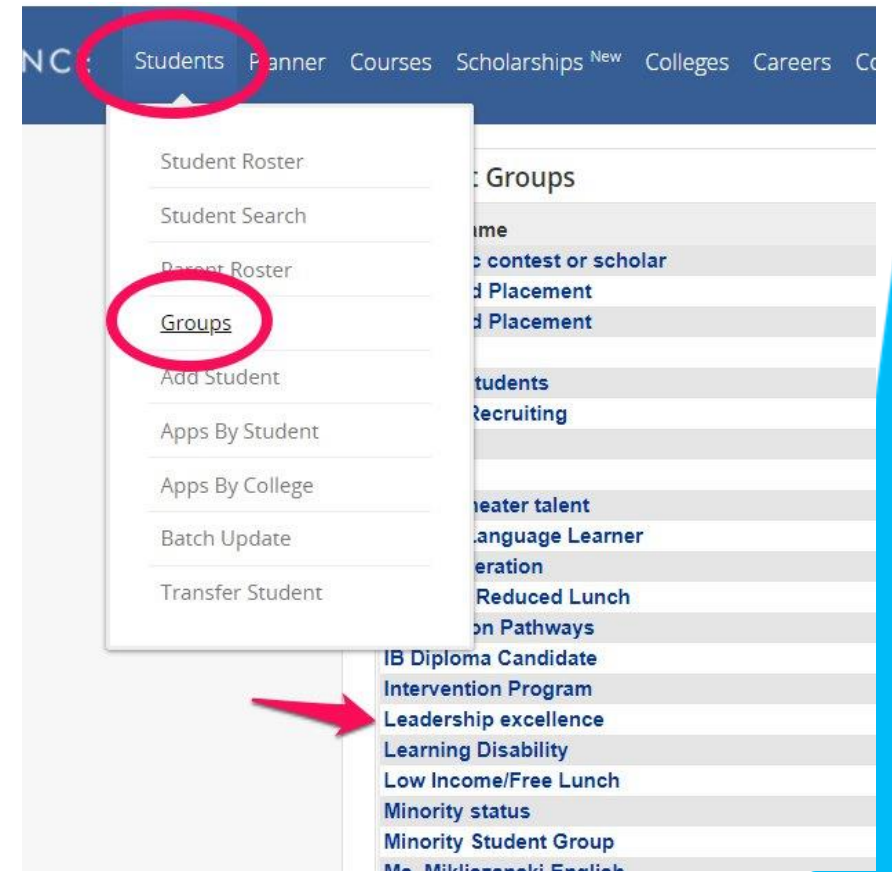
How do I add/remove students from a student group?

OPTION #1
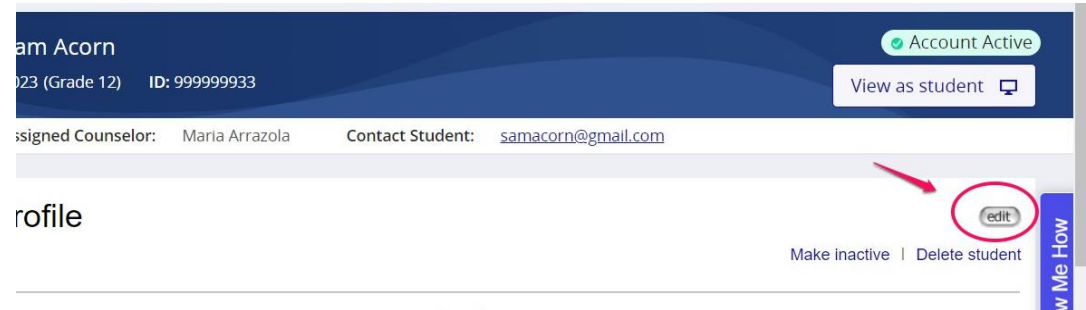
- Navigate to **Students** > **Groups**.

- Press edit Group Members > add/remove

OPTION #2

- Navigate to a Student Folder > **edit** button > select or deselect > **save**

OPTION #3

- Update via mass import or cURL statement using Group Codes

How do I create a custom group?

- Navigate to **Students** > **Groups**.

- Click **Add New Group** from *Group Options* on the left of the page.

- In the **Code** field, type an **abbreviation** for the group.

- In the **Name** field, type a **descriptive name** for the group.

- Click **Add Group**.

- Click **Edit Members** to select students that should belong to this group.
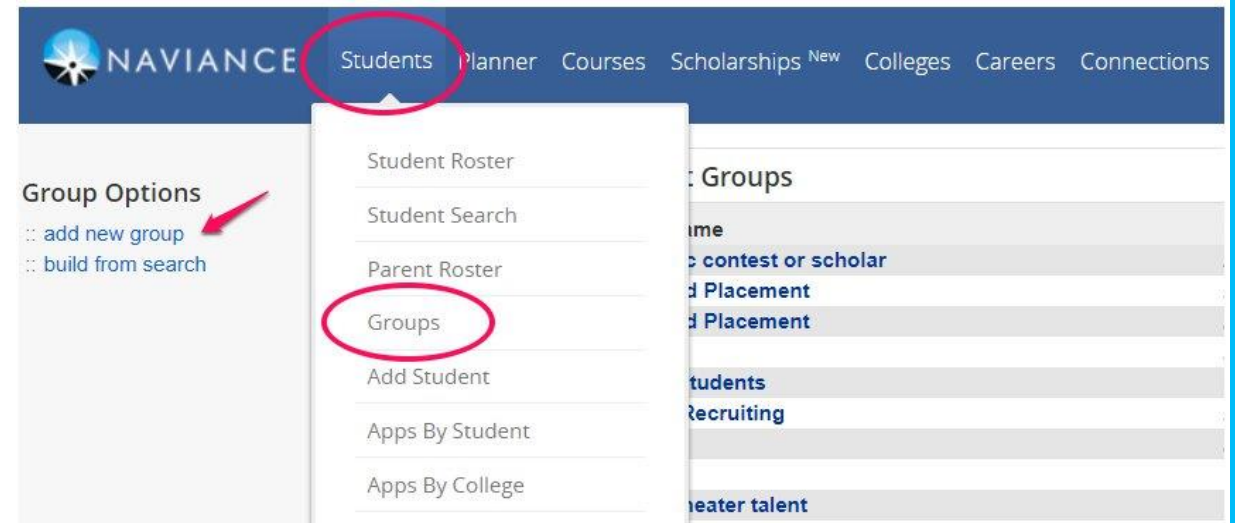
How can I use groups for analytics & communication?

- Send emails to students (and/or their parents) in specific groups.
- Assign tasks/programs to specific groups.
- Run reports & use group filter.

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Mid-Year Reporting

College Application Data

- Quick Links > Application Manager > Summary & History

- Analytics > Naviance Insights

- Analytics > Reports Beta > eDocs Usage Reports

- Analytics > Reports Beta > eDocs Usage Reports

Student Usage

- Analytics > Reports Beta > Usage Report
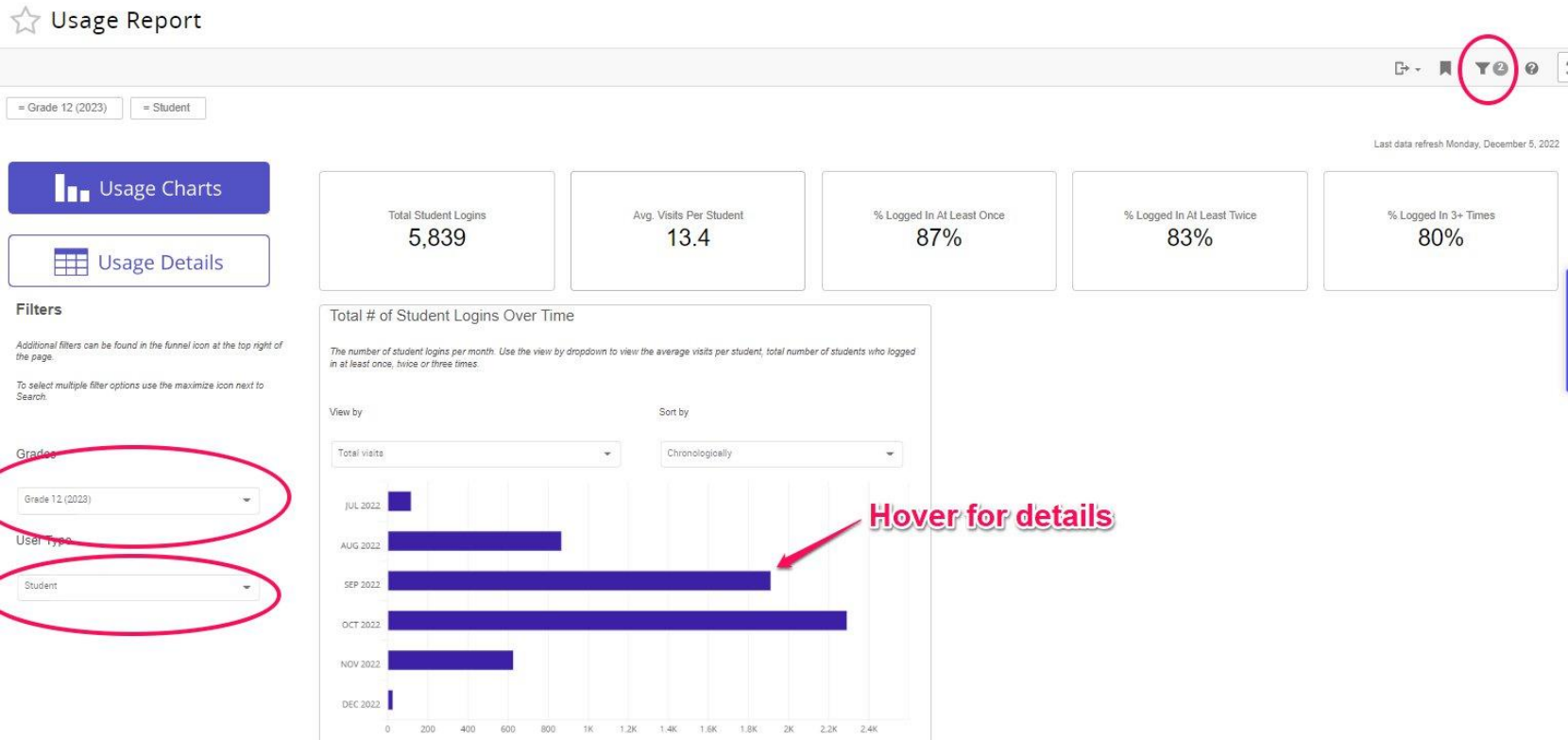
COMING SOON

Year-Over-Year usage for staff and students will be added into this report. District & school reports will display usage for the current academic year plus two previous academic years.

Assessment Status Reporting

- Analytics > Reports Beta > Assessment Status Report

Other Beta Reports Available

- Analytics > Reports Beta

Contacting Support, Help Center, & Other Resources

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- **Help Center**
  - Question mark in top right >> Browse Product Help Articles UNTIL DECEMBER 14th ONLY
  - SOON will live in PowerSchool Community

- **PowerSchool Support**
  - Open a case or CHAT live within the PowerSchool Community
  - 866-337-0080 option 2

- **Webinars**
  - PowerUps
  - Free Webinars – register within your Naviance Accounts

Best Practices: How to Submit a Ticket

Video Tutorial:
Support Options in Naviance

P People Impacted	• What are the names, roles, and email addresses of the impacted user(s)? • How many people are impacted? Is this just one student? Multiple students in one course? All teachers in your organization?
L Links	• Provide links to where the issue is occurring • Provide the step-by-step clicks you took to view the behavior or error
E Expected Behavior	• What are you trying to accomplish? What are you expecting to see occur?
A Actual Behavior	• What is *actually* happening? What is the problem or question?
S Screenshots/Screencasts	• The more visuals, the better!
E Effect on workflow	• How does this inquiry affect your workflow? • Does the issue interfere with daily tasks? • Are there any deadlines that are threatened by the issue? Are grades due? Is there a scheduled test?

Next Steps

Connect with colleagues in PowerSchool Community Page

Updates will be shared by EICs via in the PowerSchool Community Page

Email reminder to join our next PowerUp Meeting

Register for Upcoming PowerUps within the PowerSchool Community!

Q & A

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