

WASWUG Initial Session List – Student

Note: This session list is subject to change

Session Title	Session Audience	Session Description
CEDARS Discipline	STATE REPORTING STUDENT QMLATIV SMS 2.0 CURRENT USERS	This session will familiarize you with the fields used in CEDARS Discipline State Reporting in both SMS 2.0 and Qmlativ. We will discuss the CEDARS logic used to determine when a discipline incident is included. Scenarios will be used to help demonstrate data entry and the impact on CEDARS Discipline reporting.
Tips and Tools to Resolving CEDARS Errors	STATE REPORTING STUDENT SMS 2.0 CURRENT USERS	Does your CEDARS error look like it's written in another language? Are you confused as to what it is telling you? This session is designed to help you read, understand, and solve CEDARS errors.
Using Online Assignments in Qmlativ Gradebook	STUDENT QMLATIV CURRENT USERS	Learn to set up and use Online Assignments in Qmlativ Gradebook. See what the students see as they complete the assignment. Improve your use of Gradebook and make more time for yourself!
A is for Attendance	STUDENT SMS 2.0 CURRENT USERS	We will talk about the guidance for recording and tracking attendance in reference to truancy, while briefly talking about the advantages of setting up attendance letters. I will show several different places to look when you are unable to take attendance for a whole school, a particular class, or for just one student. I will show you how to set up Unrecorded Class Attendance auto emails for staff and others. I will then finish the session by showing the setup and running of several attendance reports, while providing examples of the best use of these reports in their daily work with attendance.
Work Smarter, Not Harder	STUDENT SMS 2.0 CURRENT USERS	Providing school counselors with tools (technology) to make their workload less and provide more time for students. With budgets and limited resources, some schools are forced to share counselors among other buildings thus providing more work for them. Skyward's software can help School Counselors. For example, using Message Center to get in touch with families. Counselors could be taught how to utilize "to do lists" and Google calendar. Not to mention they play an important role in creating student schedules and helping them navigate throughout the day.

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CEDARS Safety & Security Staff (SSS) Reporting	STATE REPORTING STUDENT QMLATIV SMS 2.0 CURRENT USERS	Session will cover reporting requirements for Safety & Security Staff involvement with students, which districts/schools are required to report in CEDARS File R (Student Exclusionary Discipline) & File S (Students Restrained or Isolated). OSPI staff will go over definitions and scenarios that will help district/school staff determine when and how to record Safety & Security Staff involvement.
Special Education CEDARS State Reporting	STATE REPORTING STUDENT SPECIAL SERVICES QMLATIV CURRENT USERS	In this session, we will be discussing... > Share OSPI criteria for record selection in CEDARS Files I, K, and U > Share CEDARS 2023-24 'CHANGES' in Files K and U i.e. Interpreter Services Requested - new fields > Share which Qmlativ Special Education fields correspond to each CEDARS Data Elements in File I, K and U
Discipline Letters in Qmlativ	STUDENT QMLATIV CURRENT USERS	Creating Discipline Letter templates and running the discipline letter process.
Processing Lists and Practical Uses	STUDENT SMS 2.0 CURRENT USERS	The What, Why, and Where of Processing Lists. This session will guide users on the meaning of a Processing List; where Processing Lists can be used; and how to create, updated and edit one. It will also provide helpful examples and scenarios on how using this feature can save time and improve workflow.
Keeping Guardians in the Loop with Qmlativ's Conference Module	STUDENT QMLATIV CURRENT USERS	The Conference Module is a great tool to keep parents and guardians in the loop regarding their student's progress in school. Topics covered in this session will include Creating Conferences, Dates, and Time Slots. You'll also get a glimpse at how to assign Time Slots to Guardians 3 ways: by Guardian, Teacher, and through the Office. I will also show you how teachers can modify their conference schedule as well as what reports are available for office staff and teachers.
CEDARS Family Preferred Language(s) & Relationship to Updated OSPI Home Language Survey	STATE REPORTING STUDENT QMLATIV SMS 2.0 CURRENT USERS	Session description TBD

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Qmlativ P223 Basic Education FTE Calculation	STUDENT QMLATIV STATE REPORTING CURRENT USERS	Is the Full Time Equivalent calculation on the P223 Monthly Enrollment report sometimes a mystery to you? In this session, we will review the Basic Education calculation for Student FTE, Grade Level FTE, Vocational (CTE) FTE, and Skill Center FTE. Be aware, we will not address Running Start FTE or Alternative Learning Experience (ALE) FTE calculations.
Power Up Your Cloned Reports with Standard Student Filters	STUDENT QMLATIV CURRENT USERS DATA REPORTING	This session will show users how to add Standard Student filters to a cloned report that does not currently have them. Examples to share might include the Field Trip Roster or a Grade Report. Discuss publication decisions, security implications, and continual maintenance as they pertain to users' ability to perform this process.
Food Service Overview	STUDENT QMLATIV FUTURE USERS	Food Service and best practices in Qmlativ. Overview of Applications, Direct Cert., and letters. Key differences between SMS 2.0 and Qmlativ - what districts need to know to use the Qmlativ Food Service Module effectively.
Qmlativ Overview of Student - Basic	STUDENT QMLATIV FUTURE USERS	Basic overview of Qmlativ features including home screen, live tiles, and other areas of the software platform.
Overview of State Report Functionality & Features in Qmlativ	STATE REPORTING STUDENT QMLATIV FUTURE USERS	Session description TBD
Customizing Using Project - Student FTE	STUDENT QMLATIV CURRENT USERS	Learn how Auburn School District used the customization module to create a custom screen to store Student FTE data. This session will review a customization project process and an option to import your data into it.
Filters and Views from a Student Perspective	STUDENT QMLATIV CURRENT USERS	I will present filters and views focusing on the student side of the software. We would look at default views and filters, filtering data, quick filters, customizing views, sharing views, with other users.
Gradebook Overview	STUDENT QMLATIV FUTURE USERS	Come and learn about Teacher Gradesheet settings and configurations so you can help your staff.

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New Student Enrollment Overview	STUDENT QMLATIV FUTURE USERS	In this session, you'll see how families use Online Forms to enroll their students using NSE, then how staff approve the enrollment forms. We'll take a look at configuration and security, and lastly, I'll lead you down the path to the Online Forms Manager where we'll take a look at the New Student Enrollment form that the family used.
CEDARS IRC/WBL Data Entry	STATE REPORTING STUDENT QMLATIV SMS 2.0 CURRENT USERS	Session description TBD
Completing P223 Enrollment Count Day - A District's Perspective	STUDENT QMLATIV STATE REPORTING CURRENT USERS	Come walk through Auburn School District's enrollment count reconciliation process followed on count day. Learn about custom student views, how to balance to the P223, reports, completing a checklist using Process Manager, saving files for retention, tracking adjustments, tracking students not counted (but kept enrolled), special programs, and more.
Basic Student Data Mining & Processing Lists	STUDENT QMLATIV FUTURE USERS	This session is a basic overview of finding student Data Mining fields, creating a report, setting filters and prompts, how to share to Advanced Report, and creating processing lists.
Data Mining: Beyond the Basics	STUDENT SMS 2.0 CURRENT USERS	In Data Mining, you know the basics, but you want to know more about what this powerful tool in SMS 2.0 can do for you. We will learn about the format tab, and/or filters, family access display, the power of sorting, and more.
Qmlativ Report Cards	STUDENT QMLATIV CURRENT USERS	During this session, we will walk through the steps necessary to set up a basic report card in Qmlativ.
Reporting of TK, RS, Bilingual/TBIP, Exited TBIP and More	STATE REPORTING STUDENT QMLATIV CURRENT USERS	Session description TBD - for newly migrated Qmlativ districts

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Did You Know About Browse Screens?	STUDENT QMLATIV CURRENT USERS	As you work in Qmlativ Browse Screens, you should be aware of various buttons and icons you can click to display additional screens or options. These features help you navigate through your task and enable you to work more intuitively. You can display a detail panel to access a record on a list for viewing or changing information. You can view an expanded screen when you open a record to view or change information. Additionally, you can click More Options to access actions you can perform that affect an entire record, such as deleting it. You can export data and reorder records on a browse screen if needed, as well as update and attach columns to browses. If you wish to view certain information within a column, you can attach a filter to sort information by specific criteria. Alternatively, if you would rather limit the information that is seen within columns, you can choose to update the filters and views created for your browse screens.
Attendance Letters in Qmlativ	STUDENT QMLATIV CURRENT USERS	Create a District Default Attendance Letter - In Settings, add Threshold's Thresholds - In Settings, Run Attendance Letters - Under Features, schedule them as a task created with a grace period.
Beginners Data Mining	STUDENT SMS 2.0 CURRENT USERS	Data Mining in SMS 2.0 for beginners.
Introducing IHPs in Qmlativ	STUDENT QMLATIV CURRENT USERS FUTURE USERS	Session description TBD
WA Transcript - Additional State/District Requirements	STATE REPORTING STUDENT QMLATIV CURRENT USERS	Session description TBD
Scheduling Tools for the Current Year	STUDENT QMLATIV CURRENT USERS	Session on tools available to users for making schedule changes for a student, mass changing schedules, scheduling a new student, and other current year scheduling tasks.

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Teacher Access Overview	STUDENT QMLATIV FUTURE USERS	Teacher Access Overview in Qmlativ. Teacher tasks beyond the Gradebook or secrets teachers can do that administrative staff should know about! This session does not include Gradebook.
SMS 2.0 - Portfolio Attachments	STUDENT SMS 2.0 CURRENT USERS	During this session, we will walk through the steps necessary to post report cards and other attachments to the Student Portfolio. We will also review how to delete portfolio attachments and run a report to view student attachments.
The WA Immunization Information System School Module	STATE REPORTING STUDENT	This session will describe the Washington Immunization Information System School Module and explain how to get access. The School Module is a feature of the Washington State Immunization Information System (WAIS), an online registry of immunization records for people of all ages in Washington State. The School Module is a free, secure, and easy-to-use web-based tool that allows users to track and manage student and school-level immunization information.
Basics of P223 in Qmlativ	STATE REPORTING STUDENT QMLATIV CURRENT USERS	Session description TBD
Grad Requirement Endorsements	STUDENT QMLATIV CURRENT USERS	Setting up and using Grad Requirement endorsements. Impacts of endorsements on Transcripts using endorsements to track Graduation Pathways for students and viewing when a Graduation Pathway has been fully satisfied.
Graduation Requirements & Educational Milestones	STUDENT SMS 2.0 CURRENT USERS	Session description TBD