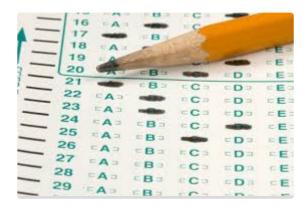# SchoolTool News

January Regents

It is that time of year again for Regents Importing. We will do the importing for you of all Regents exam scores into SchoolTool.

Please email schooltool@edutech.org when you scan answer sheets into ASAP. **REMEMBER** that we can only load a specific exam once or you will end up with duplicates. Please be sure when you email us that ALL student answer sheets have be scanned for that specific exam. **Any sheets that are scanned after we load will have to be hand entered into SchoolTool**. We will then go to ASAP three times a day (8 am, Noon, 3 pm) and retrieve what is **new** there for each district from the last time we checked and load SchoolTool.

Once a day your district's contact person will receive an email listing the exams loaded for that day and total number of records imported for each exam.

Please feel free to contact us with any questions. Our contact information is below.
Please try to refrain from sending in emails asking the status for different exams. We will notify you once a day with the numbers for each exam loaded that day.

Thanks!

Training News!

We are offering training at 3 locations now! See our **Scheduled Training** calendar for dates, locations and times.

Secondary Scheduling I training is scheduled for December 17.

Scheduling Training 1 - Basic Scheduling Overview; Four Steps of Scheduling (Setup, Building of Master Schedule, Loading Students, Finalizing - Study Halls, Lock the Master Schedule)

Remember...we also offer individual and small group training every Tuesday morning on any SchoolTool topic at our Newark and Leroy locations.

Have you signed up yet?

Would you like to receive notification when we add trainings to the schedule or documentation to our website?

Go to the link below and follow the instructions to subscribe to the EduData Student Services Blog.
https://www.edutech.org/resources/student-systems

Newest Version of SchoolTool 17.2

Follow the link below to read about the newest Features and Enhancements in SchoolTool!

https://www.edutech.org/resources/student-systems/schooltool/notices/schooltool-version-172-release-document