

FOCUS 9.0

RELEASE NOTES



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Version 8.8.0

8.8 New Features Release Notes

NotableChanges

SIS

General

Teacher Schedules Report/Advanced Report/Saved Reports

Added a new “Filters” toggle to these reports. When enabled, a filter is available for each column, just as when using the Filters functionality on data tables throughout Focus.

Show: ☐ Room Numbers ☐ Course/Section Numbers ☐ Terms ☐ Totals

Filter by Subject: Choose

71 Teachers

Customize Columns Filter **Filters: ON** Search

Teacher	Period 1	Period 2	Period 3	Period 4	Lunch A	Lunch B	Lunch C
A, Lunch					LUNCH (358) +		
		H/H INSTR SERV 9-12 (1) +					
B, Lunch						LUNCH (358) +	
	LEAD ED/TRAIN 1 (1) + NAVAL SCI 3 (4) + NAVAL SCI 4 (1) + LEAD ED 2 (0) +	LEAD ED/TRAIN 1 (0) + NAVAL SCI 3 (5) + NAVAL SCI 4 (2) + LEAD ED 2 (2) +	LEAD ED/TRAIN 1 (2) + NAVAL SCI 1 (17) + NAVAL SCI 4 (1) +	LEAD ED/TRAIN 1 (0) + NAVAL SCI 2 (18) + NAVAL SCI 4 (3) + LEAD ED 2 (0) +			
		H/H INSTR SERV 9-12 (1) +					
	ENG 1 THROUGH ESOL (4) + ENG 2 THROUGH ESOL (3) + ENG 3 THROUGH ESOL (1) +	SPANISH 3 HON (15) + SPANISH 4 HON (4) +	SPANISH 4 HON (5) + SPANISH 4 HON (15) +	AP SPANISH LANG & CU (16) +			

Assessment

Test History Report

Added a new check box “Test Not Taken” to the Test History Report. When the check box is selected, the report will display students who have not taken the selected test. The check box is not selected by default.

Test: APL - ACT PLAN (APL) Test Not Taken: ☒

Options: Show all Administrations

Display Score Types: ☒ Scale Score

Search Screen **Simple List** Customized List

Grade: Grade 12

439 administrations not given

Photo	Student	Student ID	Grade	Admin Date	School Year	Admin Gradelevel	School Administered	Reading Scale Score	Science Reasoning Scale Score	English Scale Score	Math Scale Score	Co
			Grade 12		N/A							
			Grade 12		N/A							
			Grade 12		N/A							

The "Test Not Taken" check box has also been added to **More Search Options** in the Test History section to display students who have not taken the selected test.

Search Screen **Simple List** Customized List

Student Search

Billing

Test History

Test: N/A Part: Any Part Not Taken ☐

Score Type: N/A

Score Between: &

Score Type: Only the Most Recent Administration

Administration Date: Timeframe: -

Test School Year: N/A

Test Gradelevel: N/A

Test LEP Info: N/A

Add Test Remove Test

Attendance

TakeAttendance

Updated so that when schools use a rotation schedule, teachers can take attendance for a section that meets on today's rotation day, regardless of whether today is set as a meeting day

on the section. Previously, attendance could not be taken if today was not set as a meeting day on the section.

Absence Summary

Added an N/A option for period attendance. When setting a future date to N/A, the period attendance record is removed and the daily code for the student is set to present. When setting a previous date to N/A, the period attendance records are set to the default code and the daily code is changed accordingly.

13 Days 

Date	Daily	Comment	Fill All Periods	01	02	03
Mar 22, 2018	Present	dr	-	N/A		
Feb 19, 2018	Unexcused Absence	-	-	U	U	U
Feb 12, 2018	Unexcused Absence	-	-		U	U
Jan 25, 2018	Present	sick	-			
Jan 19, 2018	Present	-	-			
Jan 17, 2018	Present	-	-			
Dec 22, 2017	Unexcused Absence	-	-		U	U
Dec 21, 2017	Unexcused Absence	-	-		U	U

US HIST&CAR PLAN -
Modified: 02/19/2018

Discipline

Referrals

Added the ability for administrators to close a referral without processing it. The option "Closed without Processing" displays on the referral form beneath "Reviewed by an Administrator" and also displays as a column when viewing a list of referrals. When a referral is closed without processing, it is not included in the "X new referrals" Portal alert. The referral is not included in counts for Discipline > Category Breakdown or Discipline > Students with Referrals. The referral is not displayed on the Parent/Student Portal and is not included in state reporting. Referrals cannot be marked "Closed without Processing" and "Reviewed by an Administrator." Selecting one option will deselect the other. A referral cannot be marked "Closed without Processing" if it is linked to a discipline incident or if it has an action record. A warning will display indicating why the referral cannot be closed.

Print a Form/Letter Send Back for Correction Duplicate Referral Delete this referral Save

Demographic Enrollment Schedule Requests Grades Gradebook Absences Activities Referrals Fees & Test Payments History Search...

Total Days of Discipline: 2 Counseling: Detention: In-School Suspension: 2.0 Parent Notification:

+ Add Referral Previous Next Student Documentation Merge the current referral into: N/A Merge

Referral

Reporter Incident Date *03/8/2018 Submission Date *Mar 8, 2018 12:00 AM Reviewed by an Administrator Closed without Processing

Search Screen Simple List Show Referrals from all schools All years

1000 Referrals Found Customize Columns

Showing only the latest 1000 referrals. Refine your search if necessary.

Prev Page: 1 / 50 Next Export: Filters: OFF

Student	Student ID	Grade	Reporter	Entry Date	Submission Date	Processed	Closed without Processing	Sent back for Correction
		12		02/05/2018	02/05/2018 00:00:00			
		10		11/06/2017	11/06/2017 00:00:00			
		10		01/25/2018	01/25/2018 00:00:00			
		12		11/27/2017	11/27/2017 00:00:00			
		12		02/22/2018	02/22/2018 00:00:00			
		11		12/06/2017	12/06/2017 00:00:00			
		12		10/20/2017	10/20/2017 00:00:00			

Added the ability for administrators to send a referral back to the originator for correction. The button "Send back for Correction" now displays at the top of the referral form for users with view and edit permissions for Referrals. The user can add a comment on why the referral is being sent back. A Portal alert will display to the originator. The comment will display at the top of the referral and will remain there until the referral is updated. When viewing the list of referrals on the Referrals screen, the new column "Sent back for Correction" displays a "Y" if the referral was sent back.

Print a Form/Letter Send Back for Correction Duplicate Referral Delete this referral Save

Demographic Enrollment Schedule Requests Grades Gradebook Absences Activities Referrals Fees & Test Payments History Search...

Total Days of Discipline: 2 Counseling: Detention: In-School Suspension: 2.0 Parent Notification:

+ Add Referral Previous Next Student Documentation Merge the current referral into: N/A Merge

Referral

Reporter Incident Date *03/8/2018 Submission Date *Mar 8, 2018 12:00 AM Reviewed by an Administrator Closed without Processing

Total Days of Discipline: 0 [+ Add Referral](#)

☐ Show Referrals from all schools ☐ All years

4 Referrals Found [Customize Columns](#)

Export: Filter: OFF

Student	Student ID	Grade	Reporter	Entry Date	Submission Date	Processed	Closed without Processing	Sent back for Correction	Incident	Parents Contacted By Teacher	Parent Cont
		09		03/13/2018	05/18/2018 13:22:30	☐	☐		N/A		
		09		03/16/2018	05/18/2018 13:24:43	☒	☐		17372		
		09		03/16/2018	05/18/2018 13:25:31	☒	☐		N/A		
		09		03/16/2018	05/18/2018 13:49:38	☐	☐	Y	N/A		

Added a message to the top of the referral form when the referral is attached to a discipline incident: "This referral is linked to incident #xxxxx." If the user has view access to Discipline > Incidents, the incident ID will be a link that will take the user to the discipline incident. If the user does not have view access to Discipline > Incidents, the incident ID will display but will not be a link. Only teachers and administrators will see the message on the referral. The Incident column has also been added when viewing a list of referrals. The column will display N/A if there is no incident attached to the referral. The column will display the incident ID if there is an incident attached. If the user has view access to Discipline > Incidents, the incident ID will be a link that will take the user to the discipline incident. If the user does not have view access to Discipline > Incidents, the incident ID will display but will not be a link. Only teachers and administrators will see this column.

Print a Form/Letter [Duplicate Referral](#) [Delete this referral](#) [Save](#)

Demographic Enrollment Schedule Requests Grades Gradebook Absences Activities **Referrals** Fees & Payments Test History Search...

Total Days of Discipline: 9
 Bus Suspension Sessr: 1.0
 Detention:
 In-School Suspension: 3.0
 Out-of-School Suspension: 5.0

[+ Add Referral](#)
[Previous](#) [Next](#)
[Student Documentation](#)

This referral cannot be merged into a parent because it already has a linked action.

This referral is attached to incident #17315

Referral

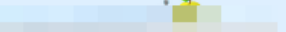
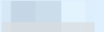
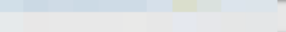
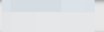
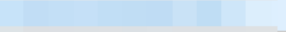
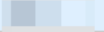
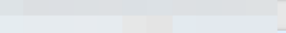
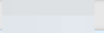
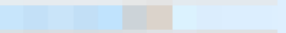
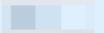
Reporter: [Redacted]
 Incident Date *10/6/2017
 Submission Date *Oct 6, 2017 12:00 AM
 Reviewed by an Administrator ☒
 Closed without Processing ☐

Search Screen Simple List ☐ Show Referrals from all schools ☐ All years

1000 Referrals Found [Customize Columns](#)

Showing only the latest 1000 referrals. Refine your search if necessary.

« Prev
Page: 1 / 50
Next »
Export:  
Filters: OFF

	Student ↕	Student ID ↕	Closed without Processing ↕	Sent back for Correction ↕	Incident ↕	Parents Contacted By Teacher ↕
			☐		#17315	☐
			☐		#17315	☐
			☐		#17315	☐
			☐		#17316	☐
			☐		#17342	☐

Positive Behaviors

Changed the word “sticker” to “badge” throughout the Positive Behaviors program.

Florida Reports

Print FTE Detail

Added page numbers to the printed report.

Grades

Pull Grades for Report Cards

Added the ability to pull grades for multiple schools at the same time. When the user has access to multiple schools, the School(s) pull-down allows the selection one or multiple schools.

Options

Choose a term to pull grades for all teachers. After this, teachers won't need to post grades. However, teachers can still use the Post Final Grades program to override any grades pulled by this program.

Warning: If teachers have already posted grades, this program will overwrite them.

This program can be run multiple times. Running it will update the existing grades based on the new values in the gradebook.

School(s): High School, High School...

Term: -- P high
Check all visible Clear selected

How to handle existing grades: ☒ High School ☐ High School ☐ High School

Mode: ☒ Existing grades ☐ Only create new grades -- don't update existing grades

Pull Type: ☐ McKay Scholarship ☐ Home School

Effective Date: ☐ Summer School ☐ Center ☐ Virtual School

Grade Levels: All

Added the ability to recalculate GPAs when pulling grades using the new "GPAs" option. Each school's system preferences are used to determine weight.

GPAs: Do not recalculate

You may filter by:

Courses: ☒ Do not recalculate ☐ Recalculate - use school's system preferences to determine weight

All

Final Grades, GPA, & Class Rank

Added the Report Card Comments column to Course History for schools that have the system preference "Pull-Down Comments" enabled. The column will display pull-down comments entered by teachers. Users with edit permissions to Final Grades, GPA, & Class Rank can view the Report Card Comments pull-down and can make edits, which will transfer over to the Post Final Grades screen. Users who do not have edit permissions to Final Grades, GPA, & Class Rank will see a non-editable Report Card Comments field with a list of comment code numbers that were entered. Clicking on the Comment Codes link above the table will open the legend of comment codes.

Demographic Enrollment Schedule Requests **Grades** Gradebook Absences Activities Referrals Fees & Payments Test History

Quarter 3 Semester 2 Semester 2 Exams Progress Grades Q3 All Quarters All Semesters All Semester Exams All Progress Periods Course History

GPA: 4.000 Total Credits Earned: 0.50
Weighted GPA: 4.000 Total Credits Attempted: 0.50
Class Rank: N/A Quality Points: 2.00
As of: Cohort Year: 2016-2017

1 Grade

Export: Filters: OFF Toggle Columns Page Size: 20

Year	Marking Period	Course	Course Number	Percent	Grade	Grad Subject	Comments	Report Card Comments	Internal Notes	Course History
2017-2018	Quarter 3	GEO 1206310	1206310		A	GE Geometry	xx	11 - Outstanding Student		

Comment Codes Long Teacher Comments Hide Florida fields Save

11 - Outstanding Student
22 - Satisfactory Conduct
33 - Consistently Prepared
44 - Improvement Shown
55 - Low Test Scores
66 - Assignments incomplete
77 - Lack of Participation
88 - Unsatisfactory Conduct

Updated so if an "I," "J," or "Y" is entered in the "Online Course" field, the indicator for "Met Online Course Req:" will update to "Met." Note: If "J" is entered, a "Course Number" is required in order to meet online course requirement.

Semester 2 Exams Full 2017 Year Full 2017 Year Exams Progress Grades Q4 All Quarters All Quarter Exams All Semesters All Semester Exams All Years All Year Exams All Progress Periods

Passed Reading Assessment: Passed US History EOC: Met Online Course Req: Met
Passed Algebra I EOC: 05/01/2017 Passed Geometry EOC:
Passed Biology I EOC: Passed Civics EOC: 05/01/2016

Comment Codes Print Transcript Transcript Hide Florida fields Save

Online Course	WDIS Instructional Hours	Industry Certification Identifier	Industry Certification Outcome	2nd Industry Certification Identifier	2nd Industry Certification Outcome
I - Earned In...		APPLE018 Apple Certified Pro (...)	P - Passed all assessments o...		

Updated the logic for determining if the online course requirement is met so that when the first seven digits of the course number are 0200985 and Online Course is set to J, the online course requirement is met.

Graduation Requirements Report

Updated the name of the report to Promotion Requirements Report when the school does not have a grade 12 set up in Setup > Grade Levels.

Added the course number in parentheses next to the course title throughout the report.

Search screen | Full-year Grades | Semester Grades | Quarter Grades | **Course History** | Effective date: 6/15/2018 [Change](#)

Grade: Grade 12

2014-2015 9th grade cohort

« Prev Page: 1 / 17 Next » [Export](#)

Student	Student ID	Grade	Courses Meeting this Requirement				GE Geometry (1)	Performing Fine Arts (1)																												
			Completed <table border="1"> <thead> <tr> <th>Course</th> <th>Grade</th> <th>Credits</th> <th>Term</th> </tr> </thead> <tbody> <tr> <td>ENG HON 1 (1001320)</td> <td>A</td> <td>0.5</td> <td>S1</td> </tr> <tr> <td>ENG HON 1 (1001320)</td> <td>A</td> <td>0.5</td> <td>S2</td> </tr> <tr> <td>ENG HON 2 (1001350)</td> <td>A</td> <td>0.5</td> <td>S1</td> </tr> <tr> <td>ENG HON 2 (1001350)</td> <td>A</td> <td>0.5</td> <td>S2</td> </tr> <tr> <td>FRESHMAN COMPOSITION SKILLS I (ENC1101)</td> <td>A</td> <td>1</td> <td>S1</td> </tr> <tr> <td>FRESHMAN COMPOSITION SKILLS II (ENC1102)</td> <td>A</td> <td>1</td> <td>S2</td> </tr> </tbody> </table>				Course	Grade	Credits	Term	ENG HON 1 (1001320)	A	0.5	S1	ENG HON 1 (1001320)	A	0.5	S2	ENG HON 2 (1001350)	A	0.5	S1	ENG HON 2 (1001350)	A	0.5	S2	FRESHMAN COMPOSITION SKILLS I (ENC1101)	A	1	S1	FRESHMAN COMPOSITION SKILLS II (ENC1102)	A	1	S2		
Course	Grade	Credits	Term																																	
ENG HON 1 (1001320)	A	0.5	S1																																	
ENG HON 1 (1001320)	A	0.5	S2																																	
ENG HON 2 (1001350)	A	0.5	S1																																	
ENG HON 2 (1001350)	A	0.5	S2																																	
FRESHMAN COMPOSITION SKILLS I (ENC1101)	A	1	S1																																	
FRESHMAN COMPOSITION SKILLS II (ENC1102)	A	1	S2																																	
			Enrolled <table border="1"> <thead> <tr> <th>Course</th> <th>Credits</th> <th>Term</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>				Course	Credits	Term																											
Course	Credits	Term																																		

Total students: 424

Scheduling

Added a "ESOL/ELL Seats" field to Courses & Sections and the Master Schedule Report. If a number is specified in the corresponding field, the number of ESOL students in the section will be limited by the number of seats available. The Scheduler will limit the number of ESOL/ELL students who can be scheduled into the section based on the value entered in the ESOL/ELL Seats field.

- If the value is null, an unlimited amount of ESOL/ELL students can be placed into the section.
- If the value is zero, no ESOL/ELL students will be placed into the section.

Sections | Courses | Co-Teacher Sections | Linked Sections | Inclusion Sections | [Hide Florida Fields](#)

« Prev Page: 1 / 21 Next » [Export](#) [Filters: OFF](#) [Toggle Columns](#) [Page Size: 20](#) [Mass Update](#)

Subject Title	Course	Course #	Total # of Sections	Total # of Requests	Period	Teacher	ESOL/ELL Seats	Filled Seats - Male	Filled Seats - Female
Electives	PERS CAR SCH DEV 1	0500500	5	147	Period 2	Brown, A...	5	9	9
Math	Math Coll. Readiness	1200700	3	54	Period 6	Fussell, ...		9	4
Science	BIO 1 HON	2000320	5	122	Period 1	Aranda, F...		10	11
Social Studies	WORLD HIST	2109310	5	144	Period 6	Orellana, ...		14	9

Changed the wording of the "SPED Seats" field in section setup to "IEP Seats" in Courses & Sections and the Master Schedule Report.

ENG 1 1001310: Period 2 - 001 -

List Students in this Section **List Unfilled Requests in this Section** **Search** **Copy** **Delete** **Save**

Teacher: [Redacted] Room: 02 2205 Display Room Optional Period 2 Period 01 Bell Schedule MTWHF Meeting Days Full Year Marking Period 25 Seats IEP Seats ESOL/ELL Seats 001 Short Name Semesters Course History Term

Takes Attendance Graded Affects GPA None Gender Restriction Grade Level(s) blank for all gradelevels Unweighted Grading Scale Unweighted Standards Grading Scale HS Grading Posting Scheme Standard District Calendar None Choose Parent Section

Co-Teachers **History** **Florida** **Vocational/WDIS** **Inclusion**

24 Subjects **8 Courses** **3 Sections**

Subject	Course	Course Num	Section
Access courses	ENG 1	1001310	Period 2 - 001 -
Access m/j courses	ENG 2	1001340	Period 4 - 002 -
All Courses	ENG 3	1001370	Period 6 - 003 -

Course Catalog

Added a "Total Credit" column, which is displayed on the Student Requests screen as an override for the CCD credits.

4424 courses
Go to Page 1, 2, 3, 4, 5, 6, 7, ... 42, 43, 44, 45 Next Page Show All
Displaying 1 through 100

Mass Update

	Course Number	Course Title	Date Added	End Date	Gender Restriction	Credits Per CH Term	Total Credit	Credits per Course	Fee	Low Grade
-	MKA0092	(BUS OWNER) GEN MGR	05/06/2014	--	--	1.0	1	10	0.00	09
-	MKA0455	(E-COMM) CPT SPEC	05/06/2014	--	--	1.0	1	10	0.00	09
-	MKA0091	(ENT) GEN MANAGER	05/06/2014	--	--	1.0	--	10	0.00	09
-	MKA0096	(IMP/EXP) BILL CLERK	05/06/2014	--	--	2.0	--	20	0.00	09
-	MKA0097	(IMP/EXP) DOC CLERK	05/06/2014	--	--	1.0	--	10	0.00	09

Teacher Schedules Report

Changed the rotation day pull-down on each section into a select multiple pull-down, allowing one or multiple rotation days to be selected and assigned to the section for schools that use rotation days.

Show: ☐ Room Numbers ☐ Course/Section Numbers ☐ Terms ☒ Rotation Days ☐ Totals Day Day

48 Teachers Customiz

Teacher	01	02	03
	PK DISABS: 3-5 12 (6) +		
	M/J US HIST&CAR PLAN 34 (19) +	M/J CRIT THINK M/J CRIT 123 (9) + 34 (7) +	M/J US HIST 23 (23) +
	LANG ARTS GRADE 5	CAL ATION (23) +	FNC BAS SKLS COMMS E (23) +
	M/J LANG ARTS 2	TENS (MC) (6) +	M/J LANG ARTS 2 (17) +

Filter

Check all visible Clear selected

☐ N/A

☐ 1

☐ 2

☒ 3

☐ 4

Master ScheduleReport

Added the following columns to the report: "Filled Seats - Male," "Filled Seats - Female," "Total # of Sections," and "Total # of Requests."

Sections Courses Co-Teacher Sections Linked Sections Inclusion Sections Hide Florida Fields

Prev Page: 1 / 21 Next Export: Filters: OFF Toggle Columns Page Size: 20 Mass Update

Subject Title	Course	Course #	Total # of Sections	Total # of Requests	Period	Teacher	Filled Seats - Male	Filled Seats - Female
Electives	PERS CAR SCH DEV 1	0500500	5	147	Period 2	Brown, A...	9	9
Math	Math Coll. Readiness	1200700	3	54	Period 6	Fussell, ...	9	4
Science	BIO 1 HON	2000320	5	122	Period 1	Aranda, F...	10	11
Social Studies	WORLD HIST	2109310	5	144	Period 6	Orellana, ...	14	9

Student Requests

Added a "Schedule First" column to the Student Requests screen. When selected, the scheduler will try to fulfill the selected requests before all other requests not selected as "Schedule First."

7 Requests And 2 Alternates

Export:   Filters: OFF

☐	Course	Course #	Schedule First	Elective Priority
☐			☐	
☐	NAVAL SCI 4 (1802330)	1802330	☐	
☐	UNITED STATES GOVER...	2106310	☐	
☐	ENG 4: FL COLL PREP (1...	1001405	☐	
☐	ENG 3 (1001370)	1001370	☐	
☐	TECH AM (444444A)	444444A	☐	
☐	SPANISH 2 (0708350)	0708350	☐	3
☐	3-D STUDIO ART 2 (0101...	0101340	☐	
☐	BAND 2 (1302310)	1302310	☐	2
☐	ENG 1 THROUGH ESOL ...	1002300	☐	

Added the count of Credits and Units under the count of Requests and Alternates, as well as a "Credits" column.

- These additions apply to the Student Requests screen for all users; therefore, students and parents will see the new column and the credit and unit calculations.
- Note: These additions are only applicable if utilizing the Course Catalog; for districts that do not use the Course Catalog, these changes will not display.
- The units are calculated based on the course length set on the course: Full Year would be 1 unit; Semester would be .5 units, etc.
- Note: The credit calculation varies by state: Florida:
 - If there is a value in the Total Credits column in the Course Catalog for that course in that year, then that value will display next to the student request record.
 - If there is no value in the Total Credits column, then it will refer to the Credits per Course column (which pulls from the Course Code Directory for that school year).
 - If there is no value in either the Total Credits column or the Credits per Course column, and there are no records for that year in the course code directory, then it will look to the course code directory of the previous school year for a value.
 - If there are no values found anywhere listed above, then that request will display as 0 credits.
- Note: The credit calculation varies by state: Texas:
 - If there is a value in the Total Credits column in the Course Catalog for that course in that year, then that value will display next to the student request record.
 - If there is no value in the Total Credits column, then it will refer to the CO22 for that year.
 - If there is no value in either the Total Credits column or the CO22 for that course, and there are no records in the CO22 for that year, then it will look to the CO22 of the

previous year for a value.

- If there are no values found anywhere listed above, then that request will display as 0 credits.
- Note: The credit calculation varies by state: Other states (aside from Florida and Texas):
 - It will only refer to the column Total Credits in the Course Catalog. If there is a value for that course in that syear, it will display that value next to the student request record. If there is no value, then the request will display as 0 credits.

Demographic
Enrollment
Schedule
Requests

7 Requests And 0 Alternates
6.0 Credits And 7.0 Units

Export:
Filters: OFF

☐	Course	Credits
☐		
☐	READING 9th (1000419TH)	0.0
☐	ENG 1 (1001310R)	1.0
☐	HOPE - PHYS ED VAR (15...	1.0
☐	ALG 1 (1200310)	1.0
☐	ENV SCI (2001340)	1.0
☐	BAND 1 (1302300)	1.0
☐	APPLIED ENG TECH I (84...	1.0

Print Student Schedules

Added new option “Show Schedules From All Schools” that prints the student’s schedule from all of the schools in which the student is scheduled onto one schedule. When the check box is selected, all periods that exist in all the district schools are displayed under Periods in the School Day for selection. The schedule generates with the School, Period, Rotation Days (if applicable), Course, Course Number, Teacher, Room, Term, and Meeting Days.

Master Schedule Builder

Updated to display the title of the selected run in the header; If a run is added, deleted, or edited, or if a different run has been selected, the header automatically updates to reflect the current run's title. In the example image, "Default with Periods" is the title of the current run--as displayed in the header of the Master Schedule Builder.

Added the "Total # of Sections" and "Total # of Requests" columns to the Section List tab of the Master Schedule Builder.

Added an "Equals" option for sorting on the applicable columns.

First Run

Runs	Periods	Terms	Room Sharing	Courses	Teacher Availability	Replacement	Course Defaults	Section List	Run	Est. Enroll.	659
		Teacher		Course	Total # of Sections Equals	Total # of Requests	MP	Followup Course			
+	-	Mendez, Jerry		ACCESS ALGEBRA 1B 79...	1	2	S1				
+	-	Garcia, Nazar		ACCESS ECON FIN LIT 79...	1	1	S2				
+	-	Garcia, Nazar		ACCESS US GOVT 7921015	1	0	S1				
+	-	Aranda, Filebert		AP BIO 2000340	1	52	S2				
+	-	Curiel, Pauline		AP CALCULUS AB 1202310	1	37	S2				
+	-	Curiel, Pauline		AP CALCULUS BC 1202320	1	10	S2				
+	-	Jones, Tamara		AP CHEM 2003370	1	17	S2				
+	-	Diaz, Geoffrey		AP PHYSICS 1 2003421	1	15	S1				
+	-	Peterson, Orencio		AP SPANISH LANG & CU ...	1	11	S1				

Builder Reports

Added the course number before the course title in the Overlapping Singletons report. The sort order was updated to sort the courses by course number instead of course title.

Period Counts

Overscheduled Teachers

Courses with too many Requests

Courses with too few Requests

Overlapping Requests

Overlapping Singletons

Sections with 0 Seats

Overlapping Singletons are two courses with only one section that both meet on the same period. Students who request both courses can be scheduled into only one of them. Click the course to add a section or change the period on which it meets.

8 Periods

Search

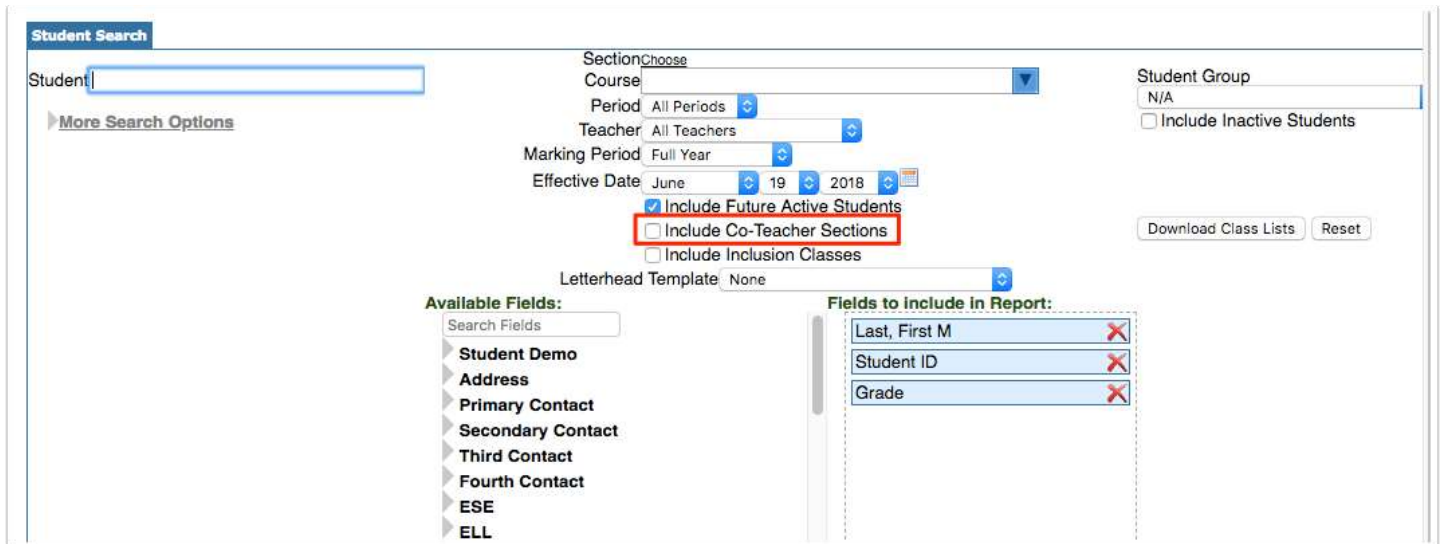
260

199

Period	Singletons	
	0500330 - EXEC INTERN 4 1008310 - READ 2 1008330D - READ 3 1204000A - M/J INTENS MATH (MC)	1303300 - CHORUS 1 8217120 - PROMO DSN MGMT 9504210 - OUTBOARD MARINE 1 - ENC1102 - English Comp 2
Period 1	1002180 - M/J DE LANG ART ESOL 1200370 - ALG 1-A 1200380 - ALG 1-B 1202340 - PRE-CALCULUS HON 1700010 - M/J RESEARCH 2 2001320 - ERTH/SPA SCI HON 2001380 - AP ENV SCI 2003320 - PHY SCI HON 2003370 - AP CHEM	7810011 - ACCESS M/J LA 1 7810012 - ACCESS M/J LA 2 7810013 - ACCESS M/J LA 3 7912065 - ACCESS GEOMETRY 7912075 - ACCESS ALGEBRA 1 7912080 - ACCESS ALGEBRA 1A 7912090 - ACCESS ALGEBRA 1B 7963010 - PREP AD LIV 8201310 - DIG PHOTOGRAPHY 1
Period 2	1001430 - AP ENG LIT COMPO 1002520 - ENG 4 THROUGH ESOL 1006300 - JOURN 1 1006310 - JOURN 2 1303000 - M/J CHORUS 1 1303010 - M/J CHORUS 2 1303020 - M/J CHORUS 3 1700410 - AVID 3 2103400 - AP HUMAN GEOG	2107350 - AP PSYCH 7812015 - ACCESS M/J GR 6 MATH 7812015 - ACCESS M/J GR 6 MATH 7812020 - ACCESS M/J GR 7 MATH 7812030 - ACC M/J GR8 PRE-ALG 7910112 - ACCESS ENGLISH 3/4 7963150 - U SKLS: COMMUNI 9-12 - ENC1101 - English Comp 1

Print Class Lists

Added a new option “Include Co-Teacher Sections” to the Print Class Lists screen. When the check box is selected, class lists will print for all teachers, including co-teachers. When the check box is not selected, class lists will only print for the primary teachers.



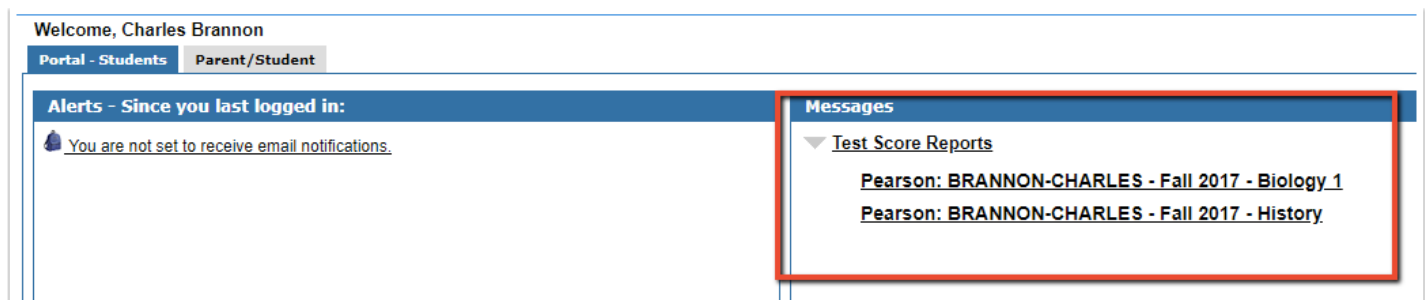
The screenshot shows the 'Student Search' interface. On the left, there is a search bar and a 'More Search Options' link. On the right, there are filters for 'Section', 'Course', 'Period', 'Teacher', 'Marking Period', 'Effective Date', 'Student Group', and 'Include Inactive Students'. Below these filters, there are checkboxes for 'Include Future Active Students' (checked), 'Include Co-Teacher Sections' (highlighted with a red box), and 'Include Inclusion Classes'. At the bottom, there is a 'Letterhead Template' dropdown and a 'Fields to include in Report' section with a list of fields: 'Last, First M', 'Student ID', and 'Grade'. A 'Download Class Lists' button and a 'Reset' button are also visible.

Student/Parent Portal

Changed the “Download Report Card” link to display as “Download Progress Report” if any of the marking periods on the report card are progress periods.

Updated the Messages section to automatically include a link to the student’s test scores to be viewed in PDF formatting; the linked file must be available in the uploader folders.

- Note: This is a Florida-Only feature.
- In order for this feature to be utilized, the district must place the PDF files in a specific folder on the server; the file must also include the student’s FLEID. Once a match is found for the student’s FLEID, the file will be available on the student/parent portal.



The screenshot shows the 'Student/Parent Portal' interface. At the top, there is a welcome message for 'Charles Brannon'. Below this, there are tabs for 'Portal - Students' and 'Parent/Student'. The 'Alerts - Since you last logged in:' section shows a message: 'You are not set to receive email notifications.' The 'Messages' section is highlighted with a red box and contains a link to 'Test Score Reports'. Below this link, there are two entries: 'Pearson: BRANNON-CHARLES - Fall 2017 - Biology 1' and 'Pearson: BRANNON-CHARLES - Fall 2017 - History'.

Updated so that when parents register for a Parent Portal account for the first time, the parent now creates his/her own password instead of being assigned a password, preventing the issue

of forgotten passwords. The password must comply with the system preferences “Minimum Password Length” and “Require Complex Passwords,” when enabled.

Students

Advanced Report

Updated so that inactive select options are always displayed at the bottom of the list in select fields in More Search Options.

Added “Primary Contact: Sort Order,” “Secondary Contact: Sort Order,” “Third Contact: Sort Order,” and “Fourth Contact: Sort Order” fields in the Available Fields list. This pulls in the Contact’s Priority assigned to the contact in Students > Student Info > Address & Contacts. This is useful to compare the sort order of the contact with their designation as the primary contact, secondary contact, etc., and is also useful to view which contact has the priority of 1 for sending report cards and letters. If the district does not assign priorities to contacts, the Sort Order field will be null. These fields are also available in Print Letters & Send Email (both legacy and new).

Modify Report								
Grade: 09								
174 Students								
Mass Update Filter Inline Filter Search								
Last, First M	Primary Contact: Name	Primary Contact: Sort Order	Secondary Contact: Name	Secondary Contact: Sort Order	Third Contact: Name	Third Contact: Sort Order	Fourth Contact: Name	Fourth Contact: Sort Order
	Parent Parent	0	Parent Parent	0	Parent Parent	0		
	Parent Parent	1	Parent Parent	2	Parent Parent	3	Parent Parent	5
	Parent Parent	0	Parent Parent	1	Parent Parent	2	Parent Parent	3
	Parent Parent	0	Parent Parent	0	Parent Parent	1	Parent Parent	2
	Parent Parent	1	Parent Parent	2				
	Parent Parent	0	Parent Parent	1	Parent Parent	2	Parent Parent	3
	Parent Parent	1	Parent Parent	2	Parent Parent	3	Parent Parent	4
	Parent Parent	1	Parent Parent	2	Parent Parent	4		
	Parent Parent	1	Parent Parent	2				
	Parent Parent	1	Parent Parent	2	Parent Parent	3		

Student Info

Updated so that the maximum length set on long text fields is enforced.

Added a “Re-enrollment Restrictions” tab in Student Info to prevent a student from being enrolled in the district. The student cannot be enrolled from Add a Student or the Enrollment screen when there is an active re-enrollment restriction record in effect. Defining a date range is optional. In Users > Profiles in the Student Fields permissions, permissions must be given to create and delete Re-enrollment Restrictions form records and to view and edit the fields.

Re-enrollment Restrictions

Export:   Filters: OFF

Active	Start Date	End Date	Comments
☐			
☒	02/05/2018	05/11/2018	Student is not allowed to re-enroll in the district until 0.

View ☒

Updated so that when printing or emailing a letter from Student Info, the letter/email is generated using letterhead that was attached to the letter in Print Letters & Send Email (New).

Student Info > Immunizations Tab

Added the ability to import immunization records from Florida Shots in the Immunizations tab. Click "Import from Florida Shots" above the Immunizations table. If the student is matched, the immunizations will import into the Immunizations table and a tooltip will display when hovering over the "Import from Florida Shots" button indicating if the process was successful or if there were errors. If there are too many matches or duplicate records are found, a pop-up window will display where the user will select the appropriate student and the immunization records will import. If a student has an exemption status, the immunizations will not be imported since there is not an immunization record in Florida Shots. Note: Using this feature requires setup and configuration; please contact the help desk for assistance.

Immunizations/Medical

Export:   Filters: OFF



	Vaccination	Vaccination Date 1	Vaccination Date 2	Vaccination Date 3	Vaccination Date 4	Vaccination D
	DTP va...	10/25/2004	01/04/2005	03/22/2005	03/05/2007	10/01/2008
	Hepatit...	10/25/2004	01/04/2005	03/22/2005		
	Hib Ha...	10/25/2004	01/04/2005	03/22/2005	03/05/2007	
	MMR (...)	03/05/2007	10/01/2008			
	Polio v...	10/25/2004	01/04/2005	03/22/2005	10/01/2008	
	Tdap (...)	08/17/2016				
	VZV (V...	03/05/2007	04/27/2007			

Student Info > Addresses & Contacts Tab

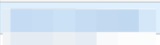
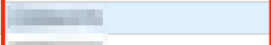
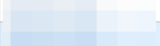
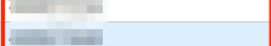
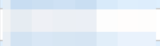
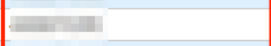
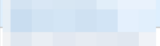
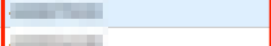
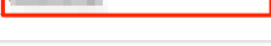
Fixed an issue in Addresses & Contacts where the address parser incorrectly parsed an address when the street name contained a suffix such as "ROAD" and there was no actual street suffix (e.g. 555 COUNTY ROAD 54).

Add a Student

Updated so that when adding a phone number for a contact, clicking Save will add and save the phone number; previously the user had to press Enter and then click Save. It is now unnecessary to press Enter first.

Birthday Report

Added a Student ID column to the Birthday Report.

Export: 	Filters: OFF	Month: June ▼		
Student ▼	Student ID ▼	Grade ▼	Birth Day ▼	Birth Year ▼
		12	05	2000
		12	13	2000
		12	13	2000
		09	18	2004
		10	20	2004
		09	22	2005

Students/Users

StudentInfo/UserInfo

Added the ability to view an uploaded file without having to download the file first, saving the user time. When clicking the View icon on an uploaded file in the student's or user's record, the file will display as a preview in a new tab.

 Student Demo

Print a Form/Letter ▼

CASAS Track ▼

LCP Continuing Student ☐

* Birthdate 09/23/2002

Birth Certificate Upload

B.C. Uploaded ☒

88039186.pdf Size: 181kb User: Sue Date: 10/09/2017 07:11 am 9 months





Scan

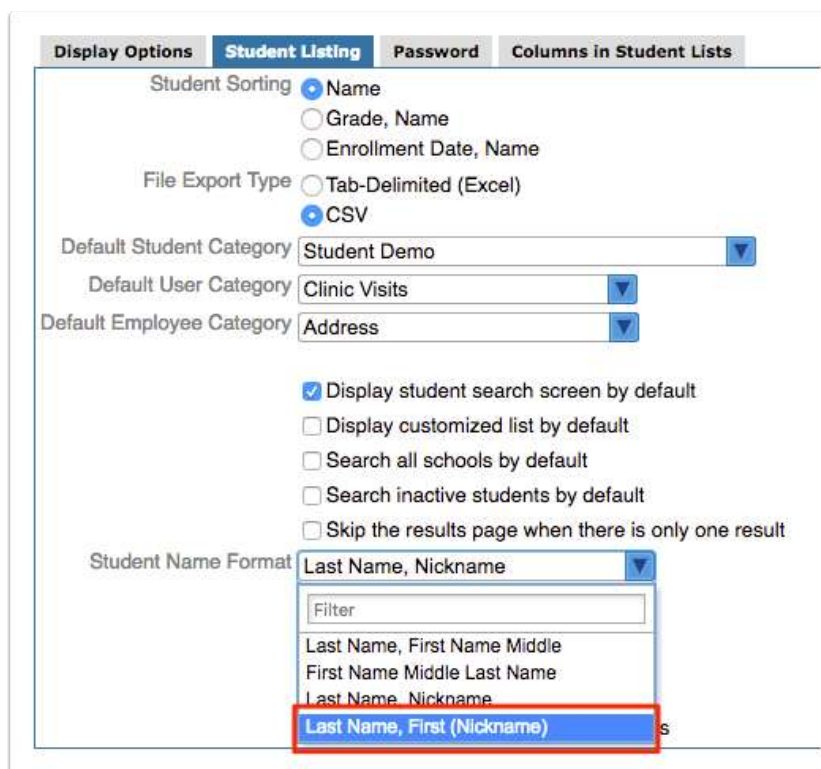
Upload



Users

My Preferences

Added new option “Last Name, First (Nickname)” to the Student Name Format options in the Student Listing tab of My Preferences. When this option is selected, the student’s nickname will display in parentheses following the last name and first name if the student has a nickname defined (CUSTOM_200000002). If the student does not have a nickname defined, the student is listed as Last Name, First.



The screenshot shows the 'Student Listing' tab with the following settings:

- Student Sorting:** Name (selected), Grade, Name, Enrollment Date, Name
- File Export Type:** Tab-Delimited (Excel), CSV (selected)
- Default Student Category:** Student Demo
- Default User Category:** Clinic Visits
- Default Employee Category:** Address
- Display student search screen by default:** ☒
- Display customized list by default:** ☐
- Search all schools by default:** ☐
- Search inactive students by default:** ☐
- Skip the results page when there is only one result:** ☐
- Student Name Format:** Last Name, Nickname (selected). The dropdown menu is open, showing options: Filter, Last Name, First Name Middle, First Name Middle Last Name, Last Name, Nickname, and Last Name, First (Nickname) (highlighted with a red box).

Profiles

Added a new profile permission “Edit Primary Residence” under Student Info for administrator, teacher, parent, and student profiles. A migration will enable this permission by default for profiles that have permission to edit addresses. Users without this permission will not be able to select or deselect the Primary Residence toggle on any address; it will be grayed out. The user also cannot edit the address fields for the address marked as the Primary Residence. The user will be able to edit the mailing address and can edit the phone number on the primary residence.

Students			
	View	Edit	Require Approval
Student Info	☒	☒	
Login As Students	☒		
View Enrollment	☒		
Edit Previous Year Enrollment		☒	
View Addresses & Contacts	☒		
Edit Addresses		☒	☐
Edit Primary Residence		☒	
Edit Contacts		☒	☐
Edit Inactive Students		☒	
Edit Previous Years Inactive Students		☒	
Edit Linked Users		☒	
Edit Linked Students		☒	
View Second School Enrolled Students	☒		

Added a "View" permission for the Add a Student screen in the menu permissions. Users with only the View permission can access the Add a Student screen and search for a student, but cannot enroll the student. Profiles that already had the Edit permission before the update will automatically have the View permission enabled.

Students			
	View	Edit	Require Approval
Student Info	☒	☒	
Login As Students	☒		
View Enrollment	☒		
Edit Previous Year Enrollment		☒	
View Addresses & Contacts	☒		
Edit Addresses		☒	☐
Edit Primary Residence		☒	
Edit Contacts		☒	☐
Edit Inactive Students		☒	
Edit Previous Years Inactive Students		☒	
Edit Linked Users		☒	
Edit Linked Students		☒	
View Second School Enrolled Students	☒		
Add a Student	☒	☒	
Allow creating new students		☒	
Allow enrolling students without all		☒	

Profile Permission Audit Trail

Added Export and Print buttons, and removed the Print button at the bottom of the screen.

Profile Permissions Audit Trail

Profile Changed: System Administrator Action: Editing User:
 From Date: To Date: Submit

Profile Permissions

« Prev Page: 1 / 16 Next » Export: Filters: OFF

Date	Editing User	Profile Changed	Action	Permission Changed
06/14/2018 15:41:14	Pfister, Cassie	System Administrator	Permission Added	SIS:: MENU - USERS: Setup section: Web Pages: View
06/14/2018 15:41:14	Pfister, Cassie	System Administrator	Permission Added	SIS:: MENU - USERS: Setup section: Web Pages: Edit

Audit Trail

Added Export, Print, and Filters buttons, and removed the Print button at the bottom of the screen.

Audit Trail

User: Weiss, Ashley Editing User: From Date: To Date: Submit

User Enrollment

Export: Filters: OFF

Action	Date	Editing User	User	Username	Form	Log Table	Changes									
UPDATE	06/18/2018 10:36:58		Weiss, Ashley	ashleyw@focusschoolsoftware.com			<table> <thead> <tr> <th></th> <th>Updated At</th> <th>Custom 556</th> </tr> </thead> <tbody> <tr> <td>Before</td> <td>2018-06-18 10:36:58</td> <td>99999</td> </tr> <tr> <td>After</td> <td>2018-06-18 10:36:57</td> <td>111118888</td> </tr> </tbody> </table>		Updated At	Custom 556	Before	2018-06-18 10:36:58	99999	After	2018-06-18 10:36:57	111118888
	Updated At	Custom 556														
Before	2018-06-18 10:36:58	99999														
After	2018-06-18 10:36:57	111118888														
UPDATE	06/18/2018 10:36:57		Weiss, Ashley	ashleyw@focusschoolsoftware.com			<table> <thead> <tr> <th></th> <th>Updated At</th> <th>Last Name</th> </tr> </thead> <tbody> <tr> <td>Before</td> <td>2018-06-18 10:36:58</td> <td><<<<^^>>>></td> </tr> <tr> <td>After</td> <td>2018-06-18 10:36:57</td> <td>Weiss</td> </tr> </tbody> </table>		Updated At	Last Name	Before	2018-06-18 10:36:58	<<<<^^>>>>	After	2018-06-18 10:36:57	Weiss
	Updated At	Last Name														
Before	2018-06-18 10:36:58	<<<<^^>>>>														
After	2018-06-18 10:36:57	Weiss														

Reports

District Reports

Added a “School Compliance Report” to Immunizations so the Immunization Compliance report can now be generated for the user’s selected school. This report is also filtered by a selected “Immunization Type?” pull-down.

School Compliance Report

Immunization Type?
Hep B2

1 Results:
Records: 1 Time: 0.04s

1 Records
Export:
Filters: OFF

Student ID	Student Name	DOB	Grade	Status	Immunization	Error
	Adams,		11	8	Hep B2	2 doses between 11 and 15 years of age.

Scheduling

Automatic Course Requests

Updated so that course requests are run starting with the lowest number priority (e.g. 1) and then in ascending order.

Student Requests

Updated so that courses that have a graduation subject with a short name of “FL” are included when using the teachers approve course requests functionality.

Students

Student Info > Addresses & Contacts Tab

Updated to display contact numbers on address and contact cards; this is the calculated priority assigned to the contact. Contacts are now sorted by contact number.

Addresses & Contacts

Address

555 Main Street
PLZJPOUJP, JU 11333

Mailing Address
200 AVE
FL 33070

Contacts at this Address

#1 - Parent, Parent

#2 - Parent, Parent

Contact #3

Parent, Parent
(No Address)

Contact Details:

1: Home Phone	(555) 555-2765
2: Alternate Phone	(555) 555-5567
Contact's Priority	3

Other

Contact #4

Parent, Parent
(No Address)

Contact Details:

1: Work Phone	(555) 555-6574
Contact's Priority	5

Other

Added the Contact's Priority field to contact cards and to the tool-tip when hovering over the contact on the address card. This displays the value set by the user in the Contact's Priority field when adding or editing a contact, if defined. This allows users to see the Contact's Priority set on the contact versus the calculated priority.

Addresses & Contacts

Address

555 Main Street
PLZJPOUJP, JU 11333

Mailing Address
200 AVE
FL 33070

Contacts at this Address

#1 - Parent, Parent

#2 - Parent, Parent

Contact #3

Parent, Parent
(No Address)

Contact Details:

1: Home Phone	(555) 555-2765
2: Alternate Phone	(555) 555-5567
Contact's Priority	3

Other

Contact #4

Parent, Parent
(No Address)

Contact Details:

1: Work Phone	(555) 555-6574
Contact's Priority	5

Other

Added the ability to define a Detail Priority on contact details, to sort the contact details by preferred contact method. The detail priority number will display next to the contact details on contact cards and in the tool-tip when hovering over a contact on an address card.

Edit Contact

Options
☒ Custody
☒ Emergency
☒ Pick Up
☒ - 1 + Contact's Priority

Contact Details

Enter details for this contact

Export: Filters: OFF

Title	Value	Detail Priority	Options
		- +	
Cell Phone	(555) 555-5678	- 1 +	☐ Unlisted ☐ Callout ☐ Blocked
Home Phone	(555) 555-1234	- 2 +	☐ Unlisted ☐ Callout ☐ Blocked
Work Phone	(555) 555-2345	- 3 +	☐ Unlisted ☐ Callout ☐ Blocked

Addresses & Contacts

[New Address](#)
[New Contact](#)

Address

555 Main St
PLZJPOUJF

Mailing Address: 200 Main St

Relationship: 1: Cell Phone (555) 555-5678
2: Home Phone (555) 555-1234
3: Work Phone (555) 555-2345

Contact's Priority: 1

Click to edit this contact

#1 - Parent, Parent
#2 - Parent, Parent

Contact #3

Parent, Parent
(No Address)

Contact Details:

1: Home Phone	(555) 555-2765
2: Alternate Phone	(555) 555-5567

Contact's Priority: 3

Other

Contact #4

Parent, Parent
(No Address)

Contact Details:

1: Work Phone	(555) 555-6574
---------------	----------------

Contact's Priority: 5

Other

Updated the calculation for determining contact sort order as follows:

- 1 - Contact's Priority
- 2 - Custody
- 3 - Emergency
- 4 - Primary Residence
- 5 - Student Relation
- 6 - Last Name
- 7 - First Name

Updated so that the relationship is easier to read on contact cards.

Contact #3

, Ron

(No Address)

Contact Details:

Cell Phone	727-
Home Phone	727-
Contact's Priority	

Grandfather

Added a “View User Info” link next to the user in the Linked Users section of the screen to quickly open the user’s record in a new tab.

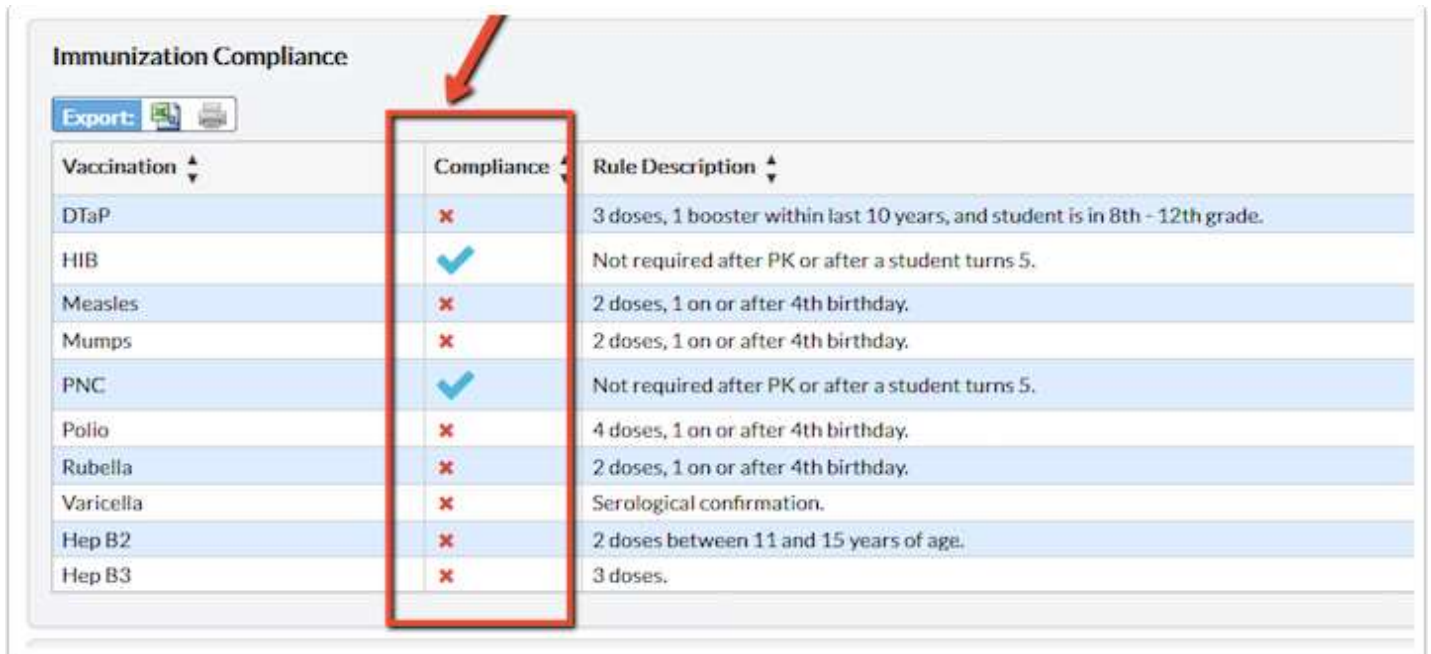
Linked Users
The following users will be able to view data for this student

Export:

		User		
☒	Enabled			
☒	Enabled	, Mark...	Log In As	View User Info

Student Info > Immunizations Tab

Updated Immunization Compliance to display red x's and green check mark to indicate whether compliance of a vaccination has been met or not.



Vaccination	Compliance	Rule Description
DTaP	✗	3 doses, 1 booster within last 10 years, and student is in 8th - 12th grade.
HIB	✓	Not required after PK or after a student turns 5.
Measles	✗	2 doses, 1 on or after 4th birthday.
Mumps	✗	2 doses, 1 on or after 4th birthday.
PNC	✓	Not required after PK or after a student turns 5.
Polio	✗	4 doses, 1 on or after 4th birthday.
Rubella	✗	2 doses, 1 on or after 4th birthday.
Varicella	✗	Serological confirmation.
Hep B2	✗	2 doses between 11 and 15 years of age.
Hep B3	✗	3 doses.

Advanced Report

Updated so that when using the Administration Date search option in More Search Options under Test History, the date range is respected when returning results.

Version 9.0

9.0 New Feature Release Notes

Notable Changes

SIS

General

Protected Student

Added the “Protected Student” feature, which restricts access of the protected student’s school of enrollment, address and contact information. Marking a student as protected will also prohibit parents from registering as the selected student’s parent via the portal.

Students > Student Fields: Added “Protected Student” to Student Fields; here users can determine where the check box is placed via a Category and which Profiles have View and Edit Access.

Category

☐ Form Categories

Select Categories

General Demographics

General Demographics Sort Order

End of Category

Defaults

☐ Value for New Students
☐ State Reporting Fallback Value

Options

☐ New Student
☐ Required
☐ Visible on Add a Student Search
☐ Visible on Discipline Referral

Description

Description

Profiles (View Access)

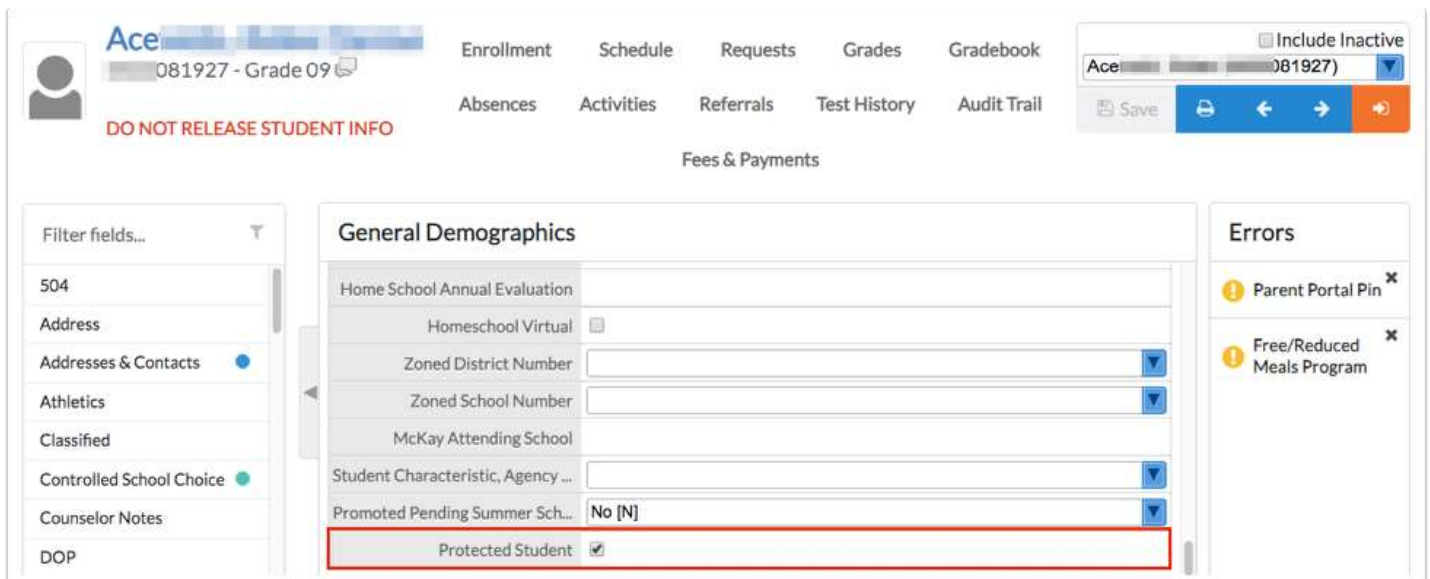
System Administrator

Profiles (Edit Access)

System Administrator

Users > Profiles: Added a Profile permission entitled, “View Protected Students;” when enabled, selected Profiles will be able to view detailed student information of the protected students just as they always have. Profiles who do not have this permission will not be able to view select student data.

Students > Student Info: To flag a student as protected, from the Students menu, click Student Info. Select the student. Click the applicable tab, such as General Demographics, then select the “Protected Student” check box.



Filter fields...

504

Address

Addresses & Contacts

Athletics

Classified

Controlled School Choice

Counselor Notes

DOP

Enrollment

Schedule

Requests

Grades

Gradebook

Absences

Activities

Referrals

Test History

Audit Trail

Fees & Payments

General Demographics

Home School Annual Evaluation

Homeschool Virtual

Zoned District Number

Zoned School Number

McKay Attending School

Student Characteristic, Agency ...

Promoted Pending Summer Sch... No [N]

Protected Student ☒

Errors

Parent Portal Pin

Free/Reduced Meals Program

Once flagged as a Protected Student, a warning message displays on the Student Info screen: “DO NOT RELEASE STUDENT INFO.” The warning message displays for all users, students, and parents.

If users do not have the three listed permissions, the Address & Contacts tab will not display: “View Protected Students,” “Edit Student Addresses,” and “Edit Student Contacts.”

If “Search All Schools” is selected upon conducting a student search, the search results will display the protected students, but the students’ school(s) will be replaced with “HIDDEN” for all users. If users have permission to View Protected Students, they can click the students’ name to open Student Info; however, if users do not have this permission, the students’ names will not include a link. Note: Users must also have rights to the students’ school(s).

Search Screen **Simple List** Customized List

8615 Students
Go to Page 1, 2, 3, 4, 5, 6, 7, 8, 9 [Show All](#)

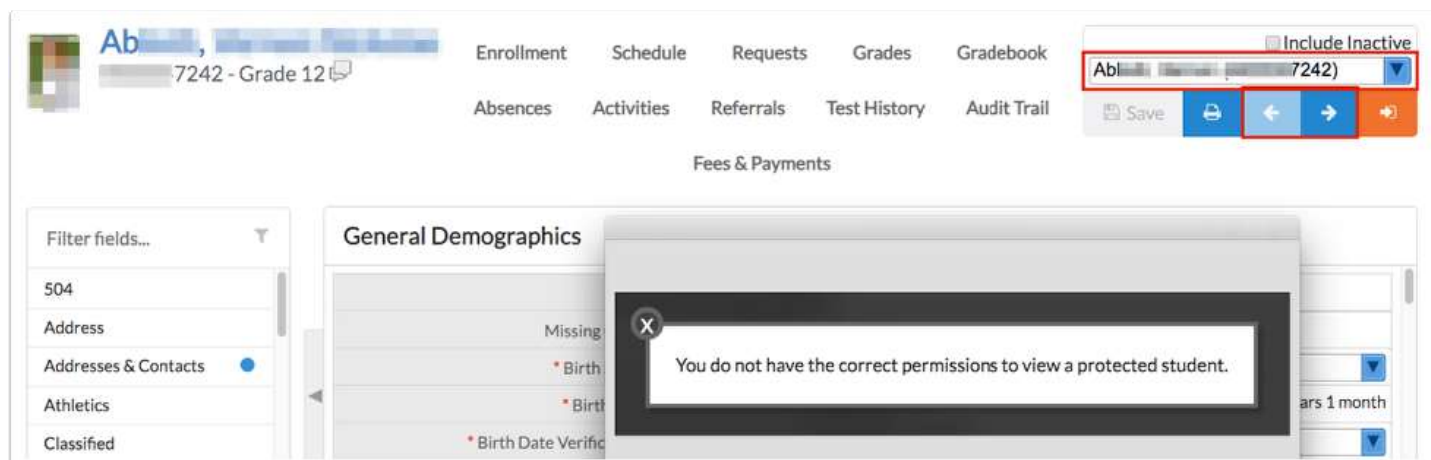
Displaying 1 through 1000

Filter Search

Photo	Student	Student ID	Grade	School
	Abre [redacted]	[redacted] 2032	PK	[redacted] School - 0291
	Ace [redacted]	[redacted] 1927	09	HIDDEN
	Ace [redacted]	[redacted] 1325	KG	[redacted] School - 0341

Upon utilizing the swiftbox and left/right buttons in the upper right of the Student Info

header to navigate to other students, if a protected student is selected, a pop-up will display an error message and the user will remain on the current student.



Students > Advanced Report: Address, contact, and school fields will all be HIDDEN; all other fields will be visible as normal for protected students unless the user has the appropriate Profile permissions: "View Protected Students," "Edit Student Addresses," and "Edit Student Contacts."

Students > Print Letters & Send Email: Users who have "View Protected Students" will not see any changes.

Users who do not have "View Protected Students" permission but have permission to "Edit Student Addresses" and "Edit Student Contacts" will not see any changes.

Users who do not have "View Protected Students" and do not have "Edit Student Addresses" or "Edit Student Contacts" will not be able to select the student in order to print their information.

Students > Print Student Information: Users who have "View Protected Students" will not see any changes.

Users who do not have "View Protected Students" permission but have permission to "Edit Student Addresses" and "Edit Student Contacts" will not see any changes.

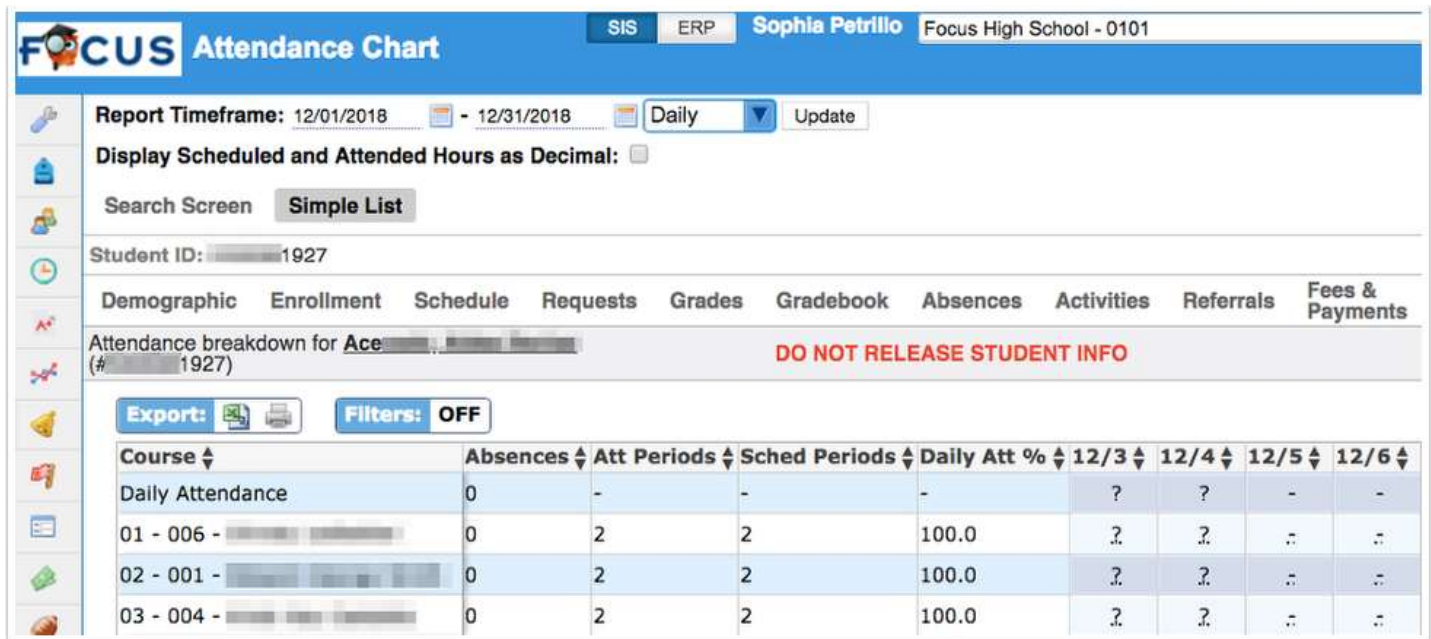
Users who do not have "View Protected Students" and do not have "Edit Student Addresses" or "Edit Student Contacts" will see not be able to see Address & Contact information when printing but can print other data.

Student > Print Avery Labels: Users who have "View Protected Students" permission will not see any changes.

Users who do not have "View Protected Students" permission but do have permission to "Edit Student Addresses" and "Edit Student Contacts" will not see any changes.

Users who do not have "View Protected Students" and do not have "Edit Student Addresses" or "Edit Student Contacts" will see not be able to select the student in order to print their information.

Attendance > Attendance Chart: Users who do not have "View Protected Students" permission will see student data; however, the protected students' names will not be clickable links. The "DO NOT RELEASE STUDENT INFO" warning will display for all users.



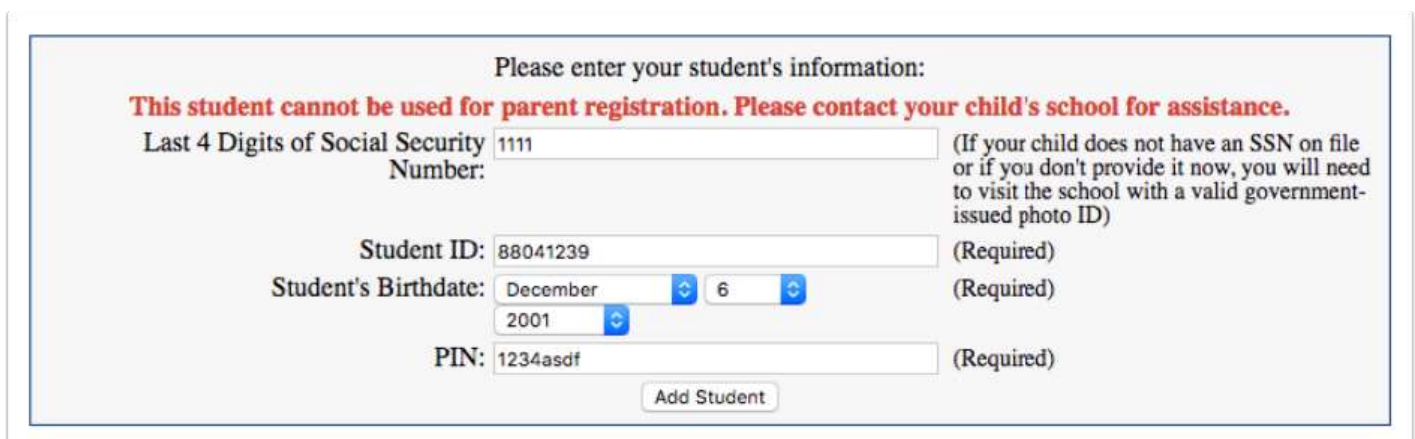
Course	Absences	Att Periods	Sched Periods	Daily Att %	12/3	12/4	12/5	12/6
Daily Attendance	0	-	-	-	?	?	-	-
01 - 006 -	0	2	2	100.0	?	?	..	..
02 - 001 -	0	2	2	100.0	?	?	..	..
03 - 004 -	0	2	2	100.0	?	?	..	..

Attendance > Print Absence Summary: Users who do not have "View Protected Students" permission will not be able to select protected students for printing.

Parent Registration / Parent Portal: Added protected student support to Parent Portal Registration (/auth). If a parent tries to register by adding a protected student, an error message will appear and the parent will not be allowed to complete registration.

If the district allows students or parents to edit addresses and contacts with the Requires Authentication feature, then they will not be able to see protected students' Address and Contacts information (the tab does not appear on the left in Student Info).

Parents will see the "DO NOT RELEASE STUDENT INFO" warning displayed on the same screens as admins and teachers.



Please enter your student's information:

This student cannot be used for parent registration. Please contact your child's school for assistance.

Last 4 Digits of Social Security Number: 1111 (If your child does not have an SSN on file or if you don't provide it now, you will need to visit the school with a valid government-issued photo ID)

Student ID: 88041239 (Required)

Student's Birthdate: December 6, 2001 (Required)

PIN: 1234asdf (Required)

Add Student

Student Portal: Students will see the “DO NOT RELEASE STUDENT INFO” warning displayed on the same screens as admins and teachers.

Teacher Portal: Teachers will see the “DO NOT RELEASE STUDENT INFO” warning displayed on the same screens as admins.

If running Advanced Reports, the school, contact, and address fields will display as “HIDDEN.”

Hidden Student

Added the “Hidden Student” feature, which allows users to completely hide a withdrawn student making the student inaccessible to users.

Students > Student Fields: Added “Hidden Student” to Student Fields; here users can determine where the check box is placed via a Category and which Profiles have View and Edit Access.

Edit Field: Hidden Student

Category
Form Categories

Select Categories
General Demographics
General Demographics Sort Order
End of Category

Defaults
Value for New Students
State Reporting Fallback Value

Options
New Student
Required
Visible on Add a Student Search
Visible on Discipline Referral
Description
Enabling this option will hide this student from all users (including teachers) who do not have the permission to view Hidden Students
Profiles (View Access)
System Administrator
Profiles (Edit Access)

Users > Profiles: Added a Profile permission entitled, “View Hidden Students;” when enabled, selected Profiles will be able to view detailed student information of the hidden students just as they always have. Profiles who do not have this permission will not be able to view select student data.

	View	Edit	Require Approval
Student Info	☒	☒	
Login As Students	☒		
View Enrollment	☒		
Edit Previous Year Enrollment		☒	
View Addresses & Contacts	☒		
Edit Addresses		☒	☐
Edit Primary Residence		☒	
Edit Contacts		☒	☐
Edit Inactive Students		☒	
Edit Previous Years Inactive Students		☒	
Edit Linked Users		☒	
Edit Linked Students		☒	
View Second School Enrolled Students	☒		
View Protected Students	☒		
View Hidden Students	☒		

Note: If a student is flagged as hidden, unless users have the profile permission to "View Hidden Students," they will not see the student in student searches, reports, gradebook, attendance screens, etc.

Students > Student Info: To flag a student as hidden, from the Students menu, click Student Info. Select the student. Click the applicable tab, such as General Demographics, then select the "Hidden Student" check box.



Alv [redacted]

074264 - Grade 11

Enrollment

Schedule

Requests

Grades

Gradebook

Absences

Activities

Referrals

Test History

Audit Trail

Fees & Payments

Save

Filter fields...

ELL

ESE

Enrollment

FASTER

Fed State

Federal/State Compensat...

General Demographics

General Demographics

Zoned District Number

none [00]

Zoned School Number

none [0000]

McKay Attending School

GED Records Release

Student Characteristic, Agenc...

None of the Above Categories Applies to the Student [Z]

Promoted Pending Summer S...

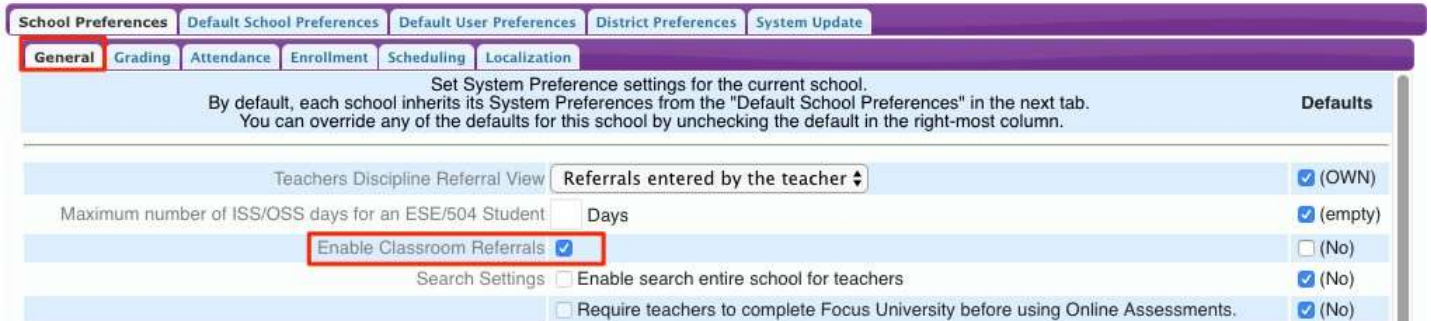
No [N]

? Hidden Student

☒

Discipline

Added new classroom referrals functionality, which is enabled by a new System Preference in the General tab, "Enable Classroom Referrals." The preference defaults to on.



School Preferences | Default School Preferences | Default User Preferences | District Preferences | System Update

General | Grading | Attendance | Enrollment | Scheduling | Localization

Set System Preference settings for the current school.
By default, each school inherits its System Preferences from the "Default School Preferences" in the next tab.
You can override any of the defaults for this school by unchecking the default in the right-most column.

	Defaults
Teachers Discipline Referral View: Referrals entered by the teacher	☒ (OWN)
Maximum number of ISS/OSS days for an ESE/504 Student: Days	☒ (empty)
Enable Classroom Referrals	☒ (No)
Search Settings: ☐ Enable search entire school for teachers	☒ (No)
☐ Require teachers to complete Focus University before using Online Assessments.	☒ (No)

When the preference is enabled, the check box "Teacher Managed only - NO administrative action needed" is available on the referral for both teachers and administrators. When selected, the referral will not be sent to administrators in the Portal alert for processing. Teacher cannot mark a referral as a classroom referral after it has been processed by an administrator. An administrator can deselect the "Teacher Managed only" check box and process the referral if needed, and vice versa to make a regular referral a classroom referral as long as an action has not been added.



Submit this referral

Reporter: Ashcroft, Elberson

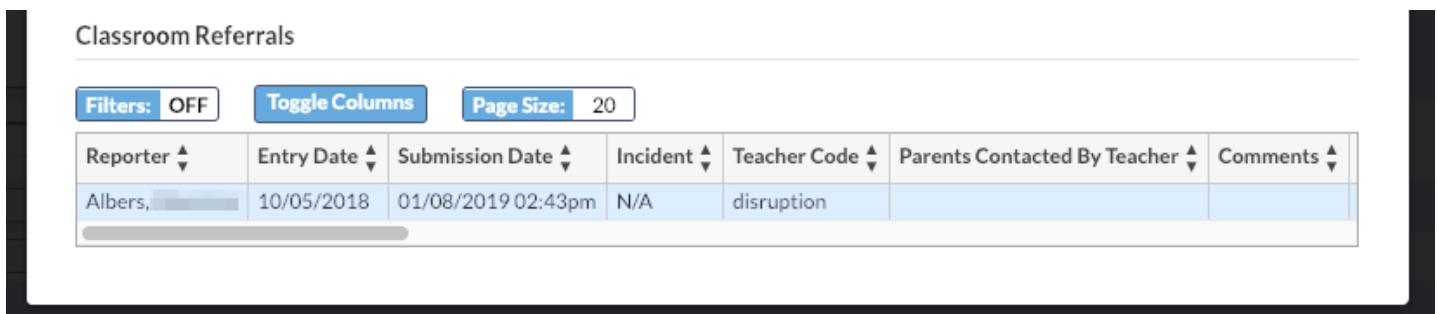
Incident Date: October 5, 2018

Reviewed by an Administrator: No

Teacher Managed only - NO administrative action needed ☐

Referral

The Student Documentation link on referrals now includes a list of the student's classroom referrals for that school year.



Classroom Referrals

Filters: OFF | Toggle Columns | Page Size: 20

Reporter	Entry Date	Submission Date	Incident	Teacher Code	Parents Contacted By Teacher	Comments
Albers,	10/05/2018	01/08/2019 02:43pm	N/A	disruption		

Enabling the preference also adds the tab "Teacher Codes" to Referral Codes & Actions for defining the teacher codes for use in classroom referrals. A code can be marked as "Automatically Escalate," which will remove the "Teacher Managed only - NO administrative action needed" selection on the referral when that code is selected by the teacher, and the

referral will be sent to administrators for processing. There is also an option to “Escalate after X Referrals,” which will also remove the “Teacher Managed only - NO administrative action needed” selection on the referral and send the referral to administrators for processing after the student receives the defined number of referrals with that teacher code used.

Codes Actions Teacher Codes			
Export	Filters: OFF		
Title	Code	Automatically Escalate	Escalate After X Referrals
disruption	D	☐	2
failure to follow	F	☐	2
defiance	DF	☐	2
profanity	P	☐	2
Abusive Behavior	A	☒	2
Habitual Tardy	HT	☐	3
Minor Fight	MF	☐	2
Class Cut	CC	☐	2

Classroom referrals do not count against the student in Students with Referrals. The Category Breakdown, Referral Log, and Referrals screens have options to include classroom referrals in the report. In Students > Advanced Report, a “Classroom” field has been added to the available fields in the Discipline Referrals category. When added to a report, it will indicate if the referral is a classroom referral.

Search Screen Simple List

☐ Show Referrals from all schools

☐ Include Inactive

☐ All Years

☒ Classroom

1000 Referrals Found

Customize Columns

Save

Showing only the latest 1000 referrals. Refine your search if necessary.

Prev

Page: 1 / 50

Next

Export

Filters: OFF

Toggle Columns

Page Size: 20

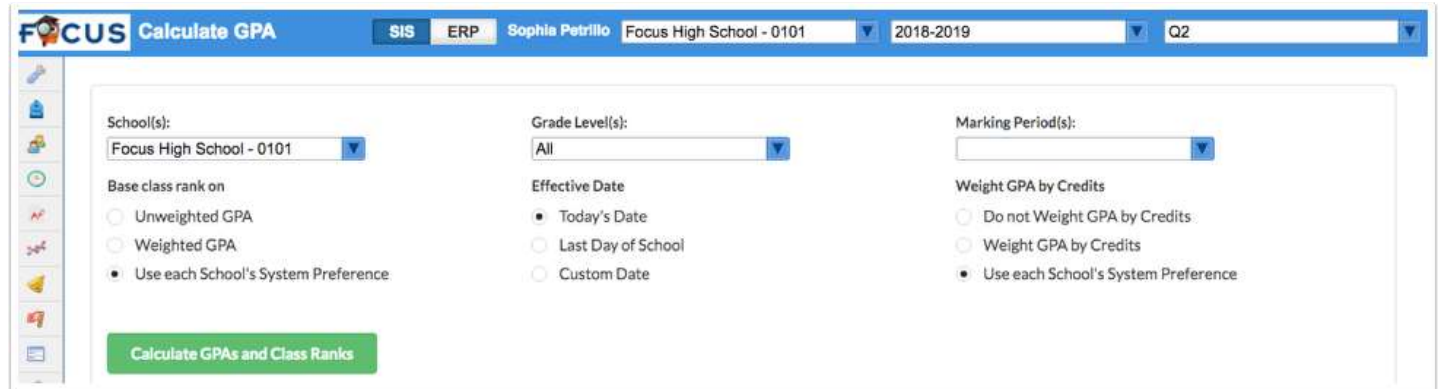
Student	Student ID	Entry Date	Submission Date	Processed	Closed without Processing	Sent back for Correction	Classroom	Incident	Reco
Alfonso, A		10/05/2018	10/05/2018 09:11am	☐	☐		☒	#196817	☐
Baggett, A		10/05/2018	10/05/2018 09:57am	☐	☐		☒	N/A	☐
Baggett, A		10/05/2018	10/05/2018 01:54pm	☐	☒	Y	☒	N/A	☐
Baggett, A		10/05/2018	10/05/2018 02:02pm	☐	☐		☒	N/A	☐
Adams, J		09/21/2018	09/24/2018 09:55am	☒	☐		☐	N/A	☐
Addeo, A		09/26/2018	09/26/2018 11:47am	☒	☐		☐	N/A	☐

The classroom referrals feature can also be used by teachers to save a draft of a referral form that will eventually be sent to administrators for processing. If the teacher selects “Teacher Managed only - NO administrative action needed” on the referral and submits the referral, the referral is saved and is still editable by the teacher later. The teacher can then deselect “Teacher Managed only” and submit the referral to administrators when ready.

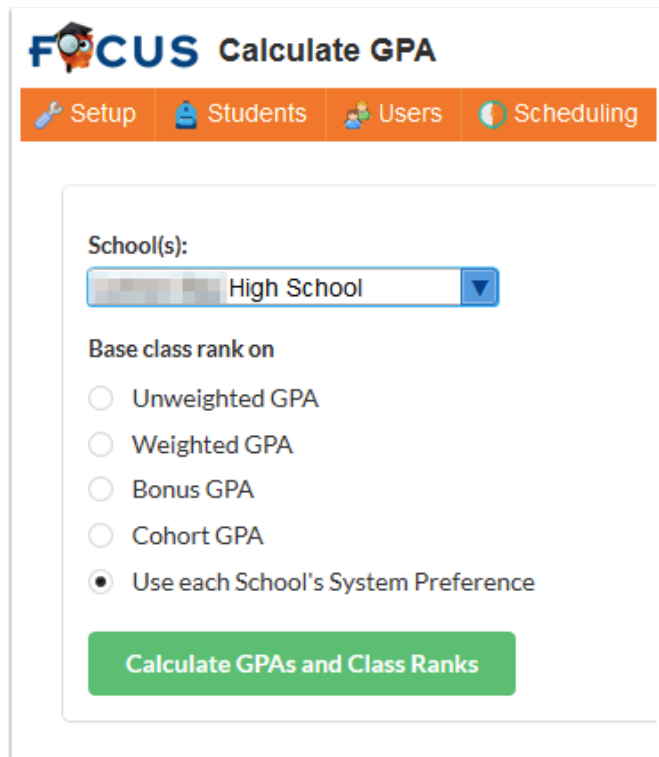
Grades

Calculate GPA

Updated the Calculate GPA module so users have the ability to run the GPA calculation for multiple schools and multiple marking periods.

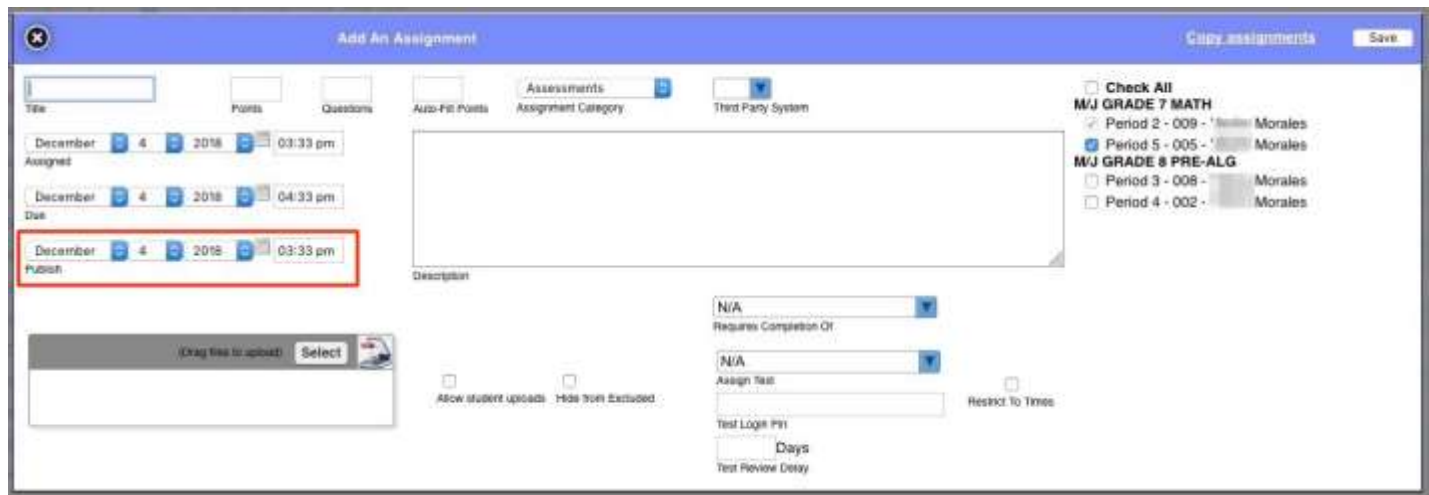


Added the option to "Base class rank on" the "Cohort GPA." When this is used, the students are sorted based on GPAs and the same cohort year. Note: This is only visible if the option is turned on in the file with a custom GPA.



Gradebook

Added a “Publish” date field to the Add an Assignment pop-up window in the Gradebook. The Publish date determines when the assignment is visible to parents and students in the Parent/Student Portal. Previously, this was dictated by the Assigned date, where parents/students could not see the assignment until the assigned date had passed. Now the assignment will not be visible to parents/students until the Publish date has passed. With this update, existing assignments will have the Publish date populated with the Assigned date.



Grading Scales & Comments

Removed “Show Gradebook Assignments & Grades in Parent/Student Portal” from System Preferences in order for users to customize individual grading scales with the option to “Show Running Average in Gradebook.” For example, if a school contained students from K-8, they may not want to display Elementary students’ grades on the student/parent portal; in which case, users could create a grading scale for middle school students’ for whom grades should be displayed and select the “Show Running Average in Gradebook” in order to achieve this.

Grades 6-8
Honors
Unweighted
AP/IB/DE
+

No Report Card Grades were found.

	Title	Description	GPA Value	Weighted GPA Value	Sort Order	Gives Credit	Default Breakoff	Incompl
+		-				☒		☐

Delete this grading scale

☒ Show Running Average in Gradebook

Graduation Requirements Report

Update the Graduation Requirements Reports so the check box, "Student," "Student ID," "Grade," and "Cohort" year columns are fixed; therefore, the user can now scroll through all other columns and still see the student's name, ID, and grade level. Note: Cohort is a newly added column.

2014-2015 9th grade cohort ▼

Export: Filters: OFF Toggle Columns Page Size: 25

☐	Student ▲▼	Student ID ▲▼	Grade ▲▼	Cohort ▲▼	Mathematics (1)	Mathematics (2)	Elective (8)	Physical Education (1)	Performing Fine Arts (1)
☐	Bya	1	12	2014					1
☐	Dur	47	12	2014			2.5		1
☐	Hoe	7	12	2014	1		4		0.5
☐	Mur	02	12	2014	1				
☐	Pel		11	2014	1.5		5		
☐	San	1	12	2014					
☐	Sch	76	11	2014	1.5		6		

Removed the legacy Graduation Requirements Report, and all related profile permissions.

Added the following columns to the Graduation Requirements Report:

Cohort, Online Course Requirement Met, Course History Unweighted GPA, Course History Weighted GPA, Custom GPA (one column for each specified), Total Credits, Scholar Designation (Florida only), Merit Designation (Florida only), Biliteracy Seal Silver (Florida only), and Biliteracy Seal Gold (Florida only).

Teacher Completion

Added "Standard Grades" report to the Teacher Completion Report; therefore, administrators can now review missing and entered standard grades as well as post grades for teacher, as needed.

FOCUS Teacher Completion SIS ERP Lizette Garcia Elementary School

Se... St... Us... Sc... Gr... As... Att... Di... Fo... Bill... Eli...

Final Grades **Standard Grades**

Quarter 1 Semester 1 Full Year Progress 1

Grade posting period: Aug 13, 2018 - Oct 26, 2018 at 4:00 PM [Click the red Xs to post grades for the teacher.](#)

46 Teachers who haven't entered grades

Teacher	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8	Period 9	Period 10	Period 11	Period 12
1A, Staff	X		X	X	X	X						
1B, Staff	X		X	X	X	X						
2B, Staff	X		X	X	X	X						
Alde	X		X	X	X	X						
Alme	X		X	X	X	X						

Scheduling

Courses & Sections

Added an Active check box to the section fields in Courses & Sections. The check box defaults to selected for new and existing sections. Deselecting the check box will prevent students from being enrolled in the section, without having to delete the section. Only sections that do not have students currently enrolled can be marked as inactive. Inactive sections will not display on the Teacher Schedules Report. Attempting to add an inactive section to a student's schedule in Student Schedule and Mass Add Course will display an error message.

FOCUS Courses & Sections SIS ERP High School 2018-2019 Quarter 1

Se... St... Us... Sc... Gr... As... Att... Di... Fo... Bill... Eli... E... Flo... SSS Re...

ENG 2 10013400R: Period 3 - 009 List Students in this Section List Unfilled Requests in this Section Search Copy Delete Save

Teacher: 08 203 Room: Display Room Optional

Period 3 Meeting Days: MTWHF Full Year Marking Period: 25 Seats IEP Seats: ESOL/ELL Seats: 009 Short Name: Semesters Course History Term:

Takes Attendance: ☒ Graded: ☒ Affects GPA: ☒ **Active** None Gender Restriction: Grade Level(s) blank for all gradelevels: Unweighted Grading Scale: Unweighted Standards Grading Scale: 2ndary Default Grading Posting Scheme: Default Calendar: None Choose Parent Section

Co-Teachers History Florida Vocational/WDIS Inclusion

An Active column has been added to the Master Schedule Report to indicate whether a section is active or inactive. Sections can be marked inactive on the Master Schedule Report if there are no students currently enrolled in the section.

FOCUS Master Schedule Report **SIS** **ERP** High School 2018-2019 Quarter 1

Se... St... Us... Sc... Gr... As... Alt... Di... Fo... Bill... Eli... E... Flo... SSS Re...

Sections Courses Co-Teacher Sections Linked Sections Inclusion Sections Hide Florida Fields

Prev Page: 1 / 74 Next Export Filters: OFF Toggle Columns Page Size: 20 Mass Update

Subject Title	Course	Course #	Period	Teacher	Takes Attendance	Graded	Affects GPA	Active	FEFP Number	Days of In
Math	ALG 1-B	12003800	Period 1		☒	☒	☒	☒	103...	3
ALS	ALG 1 CR	1200315	N/A		☒	☒	☒	☒	999...	3
Science	Planning	00000005	Period 2		☐	☐	☐	☒	999...	3
Career Tech	BUSINESS ENTREPRIN	82151200	Period 2		☒	☒	☒	☒	300...	3
ESE	CAR EXP5	79801200	Period 7		☒	☒	☒	☒	113...	3
ESE	VISUAL PERFORM	79670100	Period 4		☒	☒	☒	☒	113...	3
FLC	Planning	0000000F	Period 7		☐	☐	☐	☒	999...	3
Foreign Language	Planning	0000000L	Period 1		☐	☐	☐	☒	999...	3
Performing Arts	Planning	0000000P	Period 3		☐	☐	☐	☒	999...	3
Social Studies	SOCIOLOGY	21083000	Period 3		☒	☒	☒	☒	103...	3
FLC English	ENG 1	10013109	Period 1		☒	☒	☒	☒	103...	3
Other	AERO SCI 4	18003300	Period 5		☒	☒	☒	☒	103...	3
Other	PERS,CAR,SCH DEV 1	05005000	Period 2		☒	☐	☐	☒	103...	3
ESE	SPEECH THRPY	7966030	Period 8		☐	☐	☐	☒	113...	3
Performing Arts	VOCAL ENS 2	13034500	Period 4		☒	☒	☒	☒	103...	3

On the Create Packages screen, inactive sections will not display in the Children Sections pull-down. If an inactive section is already a part of a package, it will not be removed from the package. Districts will need to review their packages. In the Teacher Portal, inactive sections will display at the bottom of the teacher's section pull-down.

Master Schedules Report

Added a new screen from which the master schedule and student schedules can be restored from system backups or manually created backups during the scheduling process. System backups are created automatically based on the Scheduled Job "Master Schedule Snapshots." This is set to run every hour but can be modified as needed. Manual backups are created by clicking Create Snapshot on the Master Schedule Snapshots screen. Hourly system backups are saved for 24 hours. Daily system backups are saved for 2 weeks. Manual backups are saved for 6 months. For each snapshot, the creator, date/time, percent scheduled, and number of sections is recorded. A description can be entered. When running the backup, master schedules and/or student schedules can be restored.

✔ Snapshot Restored.

Create Snapshot
Save

Filters: OFF

Restore ↓	By ↓	Date ↓	Description ↓	Percent Scheduled ↓	# Sections ↓
Restore		11/07/2018 6:36pm	First Run	81.15	486
Restore		11/07/2018 4:36pm		0	486
Restore		11/07/2018 10:02am	New Run to Comp	80.83	486
Restore		11/07/2018 9:58am	corrected FY	81.15	486
Restore		11/07/2018 8:23am	11_7 trial	0	486
Restore		11/07/2018 8:09am		0	486
Restore		11/05/2018 12:25pm	Rearranged all sect	0	486
Restore		11/05/2018 12:01pm	Changed AP cal	0	486
Restore		11/05/2018 11:51am	first run from builde	0	486

New profile permissions control who can view and edit the screen, who can restore, and who can restore after the first day of school.

Setup	View	Edit
Course Catalog	☒	☒
Courses & Sections	☒	☒
Edit Subjects		☒
Edit Courses		☒
Edit Sections		☒
Edit Teacher History		☒
Lock Schedules	☒	☒
Teams	☒	☒
Lunches	☒	☒
Create Packages		☒
Schedule Enrollment Codes	☒	☒
Run Scheduler	☒	☒
Edit Scheduler Priorities		☒
Master Schedule Snapshots	☒	☒
Restore		☒
Restore after first day of school		☒
Master Schedule Builder	☒	☒

Teacher Schedules Report

Updated the Teacher Schedules Report to include the following:

The report options at the top of the screen are now swiftboxes. The Show and Rotation Days pull-downs are select multiple while the Filter by Subject pull-down is select one.

Show: Room Numbers, Course/Section ... Rotation Days: A, B Filter by Subject: English Apply

1 Teacher

Customize Columns

Filter

Filters: OFF

Search

Teacher	Period 1	Period 2	Period 3	Period 4
		TW		

Added a Print button next to the Export button. The printout has been updated to fit more columns and has improved readability. When printing, there are additional print options to include the header and footer, include background graphics, and to scale the printout.

Added grid lines to define the room numbers, course/section numbers, terms, and totals.

The Teacher column is now frozen in place when scrolling to the right.

Show: Room Numbers, Course/Section ... Filter by Subject: Choose... Apply

96 Teachers

Customize Columns Filter Filters: OFF Search

Teacher	01	02	03	04	05
Abrego,	INTENS READ 1000410D-006	02 19 203 19	INTENS READ 1000410D-004	02 26 203 26	INTENS READ 1000410D-010
Adame,	AP CALCULUS AB 1202310-002	04 9 226 9	AP CALCULUS AB 1202310-001	04 14 226 14	PRE-CALCULUS HON 1202340-003

“Teacher” has been removed from Customize Columns, so the Teacher column can no longer be removed.

Select “Highlight on Double Scheduled” in the Show pull-down at the top of the screen to display sections in red when there is more than one section scheduled into the same period and teacher.

Show: Room Numbers, Course/Section ... Filter by Subject: Choose... Apply

96 Teachers

Customize Columns Filter Filters: OFF Search

☐ Room Numbers
☐ Course/Section Numbers
☐ Terms
☐ Totals
☒ Highlight on Double Scheduled

Teacher	01	02	04	05
Abrego,	INTENS READ 1000410D-006	02 19 203 19	INTENS READ 1000410D-002	INTENS READ 1000410D-010
Adame,	AP CALCULUS AB 1202310-002	AP CALCULUS AB 1202310-001	CALCULUS HON 1202340-003	PRE-CALCULUS HON 1202340-002
Adams,		English Comp 1 ENC1101-004	English Comp 2 ENC1102-005	ALG 2 1200330-002
Alonso,			BIO 1 2000310-003	BIO 1 2000310-004
Anthony,		WORLD CLTRL GEOG 2103300S-001	PSYCH 1 2107300-001	AP PSYCH 2107350-001

The “Show” options selected by the user are now remembered and pre-loaded when the user returns to the Teacher Schedules Report screen.

Setup

Address Catalog

Added a new page, which allows users to type in their address and get a list of their zoned schools based on the Address Catalog. The page is accessed by appending /find-my-school to the end of the district's Focus URL.

Results will list the current school year based on the "Default school year" set in System Preferences (Setup > System Preferences > Default School Preferences > General).

Results list the start date for the school year, based on the latest start date found for full year marking periods (school_years) for that syeear.

Resulting matches include a link for each school, "View on Map;" when clicked, the link will open Google Maps in a new tab with directions to that school from the address entered on the find-my-school page.



Students

Add a Student

Enhanced the query that searches for matching students based on criteria entered in the Add a Student fields. The query will now search Student records for SSN; First Name, Last Name; Last Name, Birthdate; and Local ID (custom_53).

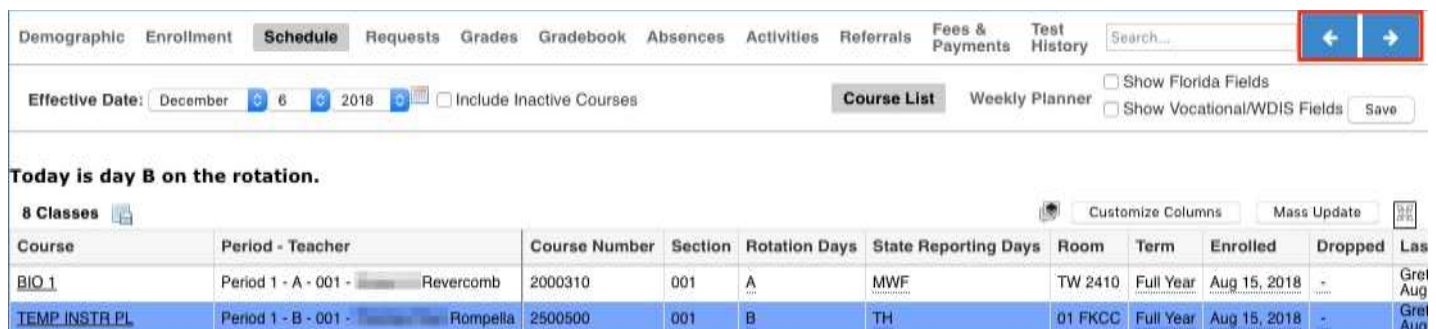
Other Changes

SIS

General

Updated the arrows used to go forward or back to another student in the search results to blue arrows on the following screens in Focus:

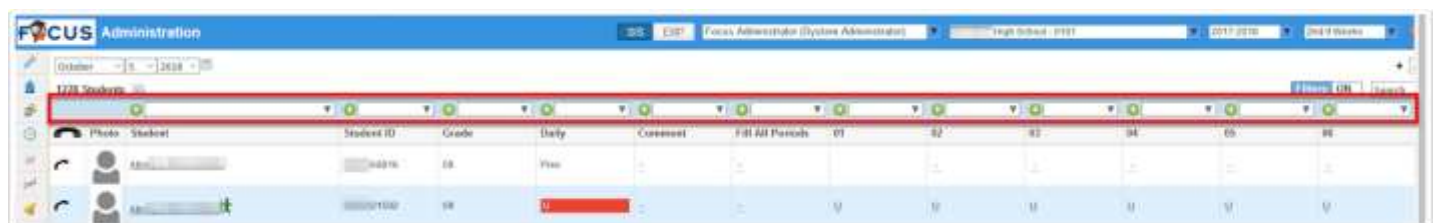
- Users > Teacher Programs > (all pages)
- Scheduling > Student Schedule
- Scheduling > Student Requests
- Grades > Final Grades, GPA & Class Rank
- Grades > Progression Plans
- Grades > Gradebook Grades
- Assessment > Test History
- Assessment > View Standard Grades
- Attendance > Absence Summary
- Attendance > Attendance Chart
- Discipline > Referrals
- Billing > Fees & Payments
- Eligibility > Student Screen



The screenshot shows the 'Schedule' tab in the Focus interface. At the top, there are navigation tabs: Demographic, Enrollment, **Schedule**, Requests, Grades, Gradebook, Absences, Activities, Referrals, Fees & Payments, and Test History. A search bar is on the right. Below the tabs, there's a section for 'Effective Date' set to December 6, 2018, and a checkbox for 'Include Inactive Courses'. There are buttons for 'Course List', 'Weekly Planner', and 'Save'. A message states 'Today is day B on the rotation.' Below this, it says '8 Classes'. A table lists courses with columns: Course, Period - Teacher, Course Number, Section, Rotation Days, State Reporting Days, Room, Term, Enrolled, Dropped, and Last. Two courses are listed: BIO 1 and TEMP INSTR PL.

Course	Period - Teacher	Course Number	Section	Rotation Days	State Reporting Days	Room	Term	Enrolled	Dropped	Last
BIO 1	Period 1 - A - 001 - Revercomb	2000310	001	A	MWF	TW 2410	Full Year	Aug 15, 2018	-	Gre Aug
TEMP INSTR PL	Period 1 - B - 001 - Rompetia	2500500	001	B	TH	01 FKCC	Full Year	Aug 15, 2018	-	Gre Aug

Added Filters functionality to Attendance > Administration and Students > Letter Queue.

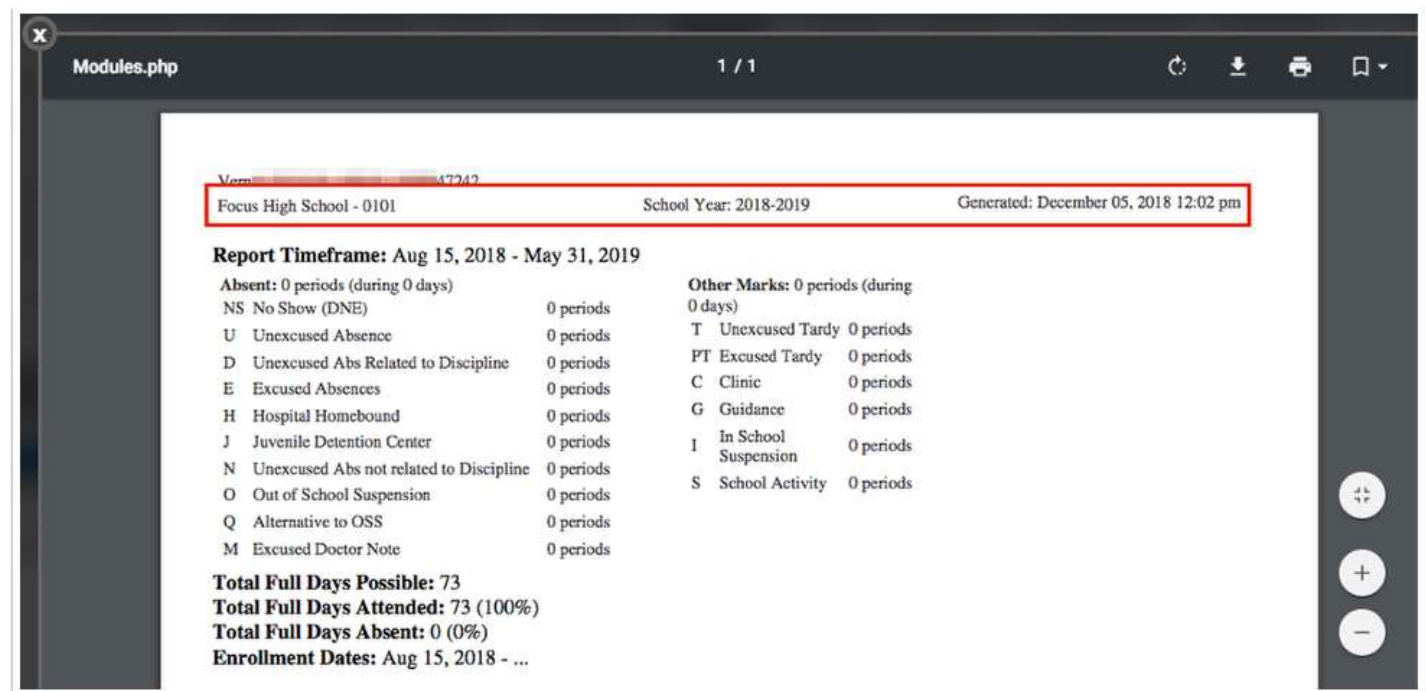


The screenshot shows the 'Administration' tab in the Focus interface. It displays a list of students with columns: Student ID, Grade, Daily, Comment, Full All Periods, and several other columns. A red box highlights the 'Daily' column, indicating the filters functionality.

Attendance

Absence Summary

Added the school name, "School Year," and date and time "Generated" to the print out of the Absence Summary. In order to generate the Absence Summary with said information, click Print in the footer of the screen. This additional information will not display if using "Print Absence Summary."



Modules.php 1 / 1

Form 47242

Focus High School - 0101 School Year: 2018-2019 Generated: December 05, 2018 12:02 pm

Report Timeframe: Aug 15, 2018 - May 31, 2019

Absent: 0 periods (during 0 days)		Other Marks: 0 periods (during 0 days)	
NS No Show (DNE)	0 periods	T Unexcused Tardy	0 periods
U Unexcused Absence	0 periods	PT Excused Tardy	0 periods
D Unexcused Abs Related to Discipline	0 periods	C Clinic	0 periods
E Excused Absences	0 periods	G Guidance	0 periods
H Hospital Homebound	0 periods	I In School Suspension	0 periods
J Juvenile Detention Center	0 periods	S School Activity	0 periods
N Unexcused Abs not related to Discipline	0 periods		
O Out of School Suspension	0 periods		
Q Alternative to OSS	0 periods		
M Excused Doctor Note	0 periods		

Total Full Days Possible: 73
Total Full Days Attended: 73 (100%)
Total Full Days Absent: 0 (0%)
Enrollment Dates: Aug 15, 2018 - ...

Attendance Setup

Updated so the "Color" set for each attendance code (Codes tab > Attendance tab) displays on the following screens: Attendance Chart, Absence Summary, Print Absence Summary, and Take Attendance (Teacher Profile).

Demographic Enrollment Schedule Requests Grades **Absences** Referrals Test History

Report Timeframe: August 10 2018 - May 31 2019 Go

UAb	Unexcused	1 periods	ETD	ExcTardy	0 periods
OSS	Suspended	0 periods	UTD	UnxTardy	1 periods
NS	No Show	1 periods	PER	ExcEarlyRel	0 periods
EAb	Excused	7 periods -- 1 days	UER	UnxEarlyRel	0 periods
			ACT	Activity	1 periods
			HOB	Homebound	0 periods
			ISS	InSchool	0 periods
			45D	45D	0 periods
			EERT	EExitReturned	0 periods

Total Full Days Possible: 39
Total Full Days Attended: 38 (97.44%)
Total Full Days Absent: 1 (2.56%)
Enrollment Dates: 08/10/2018 - ...

5 Days

Date	Daily	Comment	01
10/5/2018	Present	-	UAb
10/2/2018	Present	-	ACT
08/16/2018	Present	-	
08/14/2018	Excused	sick mom	EAb
08/10/2018	Present	-	

Added a Sub Rosters option to the Attendance Verification screen for teachers, which has the same functionality as the administrator option “One page per day per class (with empty Absent / Present / Tardy columns)” in Verification Sheets/Sub Rosters. The Sub Roster option will print all days within the selected date range that are current/future dates but not past dates. The default date range is now month to date on the Attendance Verification screen and Verification Sheets/Sub Rosters screen.

[illegible]

Perfect/Excessive Attendance

Added the Perfect/Excessive Attendance report for use by teachers. It is the same report as is available to administrators, but is limited to the students enrolled in the teacher's sections and it does not include the Show Teacher pull-down. The View menu permission has been added for the screen in Users > Profiles for teacher profiles.

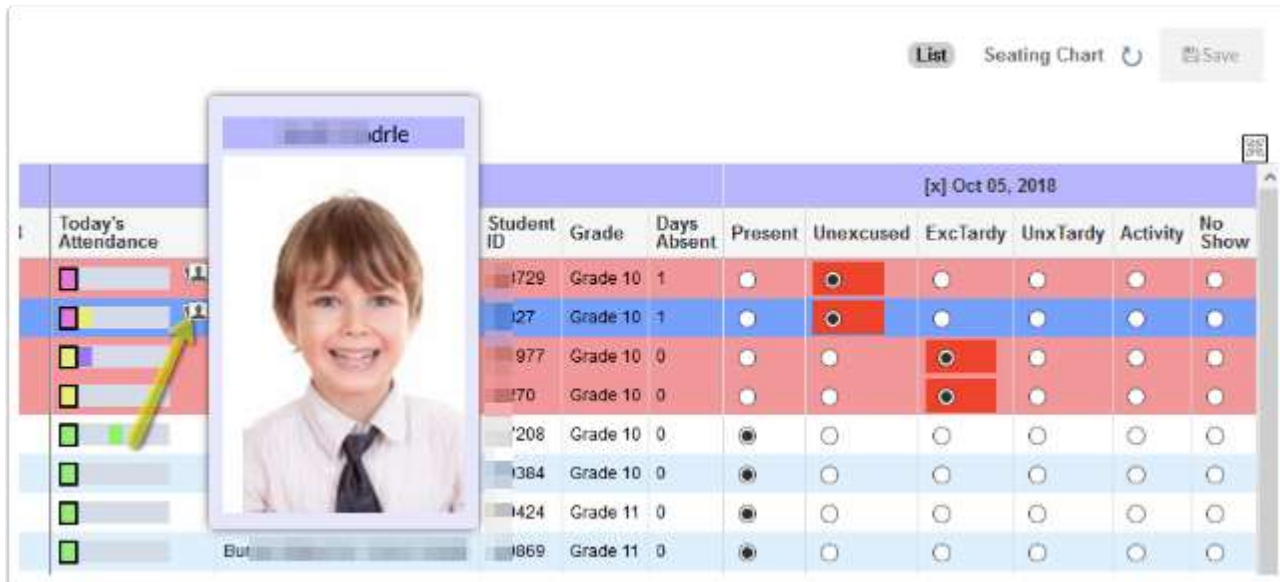


The screenshot shows the FOCUS Perfect/Excessive Attendance report interface. The top navigation bar includes links for Students, Scheduling, Grades, Attendance, Discipline, School Information, My Information, Forms, Performance Reports, Employee Self Service, and Reports. The main content area has tabs for Perfect Attendance, Excessive Absences, and View Report. Below the tabs, there are filters for Threshold (5 absences), Timeframe (School Year), and a checkbox for Ignore Excessed Absences. A Search Screen section offers Simple List and Customized List options. A table displays the results for 1 Student, with columns for Student, Student ID, Grade, and Days Absent. The table shows one student with Grade 11 and 5 days absent.

Student	Student ID	Grade	Days Absent
[Student Name]	[Student ID]	Grade 11	5

Take Attendance

Updated the display of various functions on the Take Attendance screen, such as the Refresh button, the Save button, and students' photos. Upon hovering the new photo icon, only students with photos will be displayed; photos will also appear next to the icon and be of a standard height.



Verification Sheets/Sub Rosters

Added a "Generated" date and time stamp to the printout.

Teacher: Ca [redacted]

Generated: August 24, 2018 04:49 pm

ENG 3: Period 1 - 010 - Addison Cates

Student	Student Id	Grade	8/10	8/13	8/14	8/15	8/16	8/17	8/20	8/21	8/22	8/23	8/24	8/27	8/29	8/30	8/31
Ame [redacted]	19	Grade 10	P	P	EAb	P	P	P	?	?	?	?	?	-	-	-	-
Bac [redacted]	139	Grade 11	P	P	P	P	P	P	?	?	?	?	?	-	-	-	-
Bis [redacted]	1428	Grade 11	P	P	P	P	P	P	?	?	?	?	?	-	-	-	-
Bu [redacted]	524	Grade 11	OSS	P	ULATESCL	P	P	UTD	?	?	?	?	?	-	-	-	-
Cal [redacted]	7736	Grade 11	P	P	P	P	P	*	*	*	*	*	*	*	*	*	*
Ell [redacted]	39	Grade 11	NS	NS	NS	UAb	P	UAb	?	?	?	?	?	-	-	-	-

20 Students

Discipline

Add Referral

Increased the height of the Discipline Incident pop-up window that displays when submitting a referral with a SESIR code for better visibility.

FOCUS Add Referral SIS ERI Focus Admin High School 2017-2018 Quarter 4

Setup Students Users Scheduling Grades Assessment Attendance Discipline Forms Billing Eligibility Employee Self Service Florida Reports

Discipline Incident

The incident code requires creating a SESIR incident. Please choose a SESIR incident from the list or fill out the fields below to create a new one. Add Referral & Incident

Create New SESIR Incident **Add To Existing SESIR Incident**

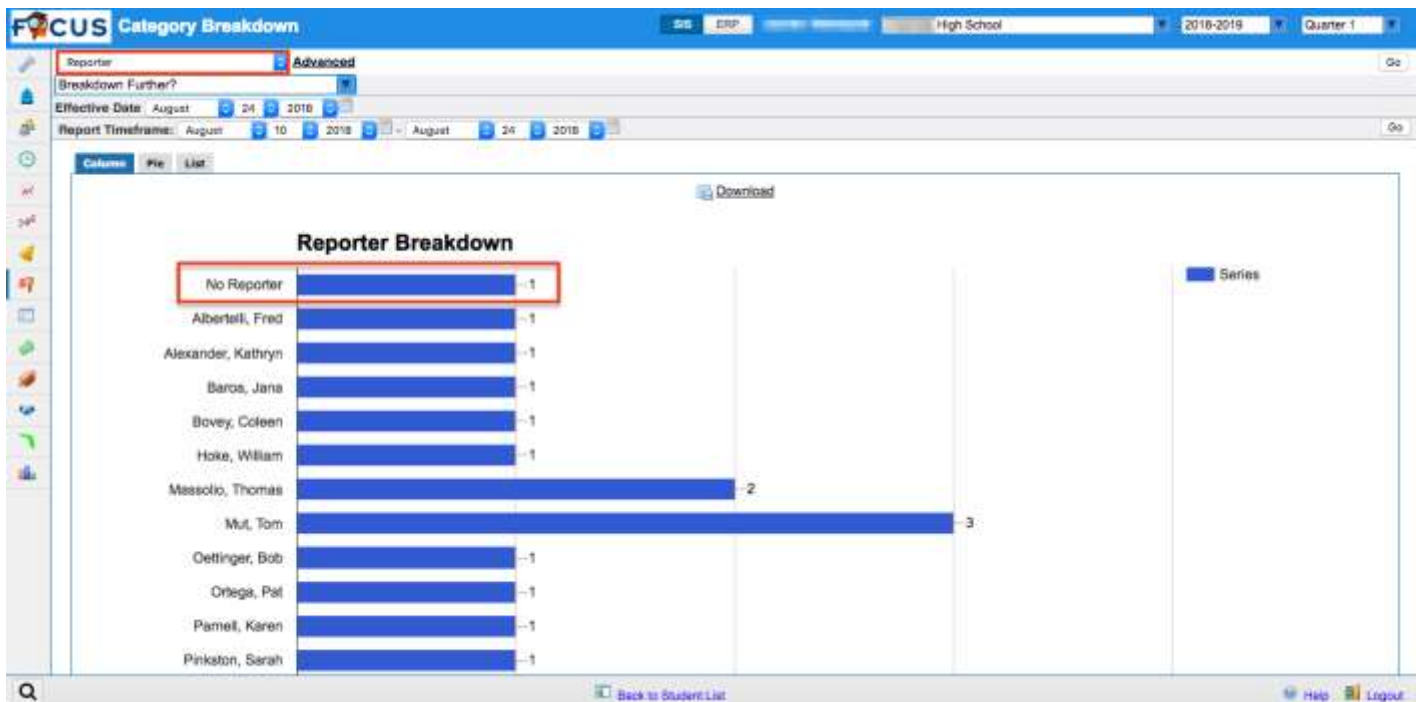
Incident Type *	N/A
Incident Context *	During school hours
Location *	School Grounds/On Campus
Involvement Type *	Student
Alcohol Related *	No [N]
Bullying Related *	No, the incident is not bully-related [N]
Drug Related *	No [N]
Drug Description *	Not Applicable. Use this code for UBL a
Gang Related *	No [N]
Injury Related *	None [Z]
Weapon Related *	No, the incident was not Weapon-Related
Weapon Description *	Not Applicable. No weapon used. Use t
Weapon, Discharged	Z - Not Applicable

Reported by: _____ Notes: _____

Form Requested Form Details

Category Breakdown

Updated so that referrals without a specified reporter will display under “No Reporter” on the graph/chart when Reporter is selected as the report criteria. Previously, referrals with no reporter specified did not display on the report.



Discipline Incidents

Added Customize Columns and Filter features to the Discipline Incidents screen, as on other datatables in Focus.

☐ View All Schools Go

Incidents List

1 Incident Customize Columns Filter Filters: ON Search

ID	Incident Date	Location	Incident Type	Involvement Type	Reported to Law Enforcement	Gang Related	Alcohol Related	Drug Related	Hate Crime Related	Weapon Description	Incident Context	Drug Description	Bullying Related	Injury Related	Incl
17788	2018-08-14 00:00:00.000	School Grounds/On Campus	TBC Tobacco Possession and/or Use	Student	No, not reported to SRO [N]	No [N]	No [N]	No [N]	No [N]	Not Applicable. No weapon used. Use this code also for UBL and UHR [Z]	During school hours	Not Applicable. Use this code for UBL and UHR. No drugs were involved in this incident [Z]	No, the incident is not bully-related [N]	None [Z]	177

Positive Behaviors

Improved program speed when loading, adding, spending, and deleting badges.

Added the ability to add a comment when awarding a badge to a student or spending a badge. After awarding or spending the badge, a pop-up window displays where the comment is added. The comment displays in a tooltip when hovering the mouse over the badge in the Student Portal.

X

Please enter a comment:

Submit

Added the ability to customize the page size.

Grade: 09

< Prev
 Page: 1 / 59
 Next >

Filters: OFF
 Page Size: 6

Student	Great Work
Acevedo, (00081927)	Available: 2 Spent: 0
Acosta, (00020627)	Available: 1 Spent: 0

Added the ability to mass spend badges for the list of students by clicking the \$ in the column header.

< Prev
 Page: 1 / 59
 Next >

Filters: OFF
 Page Size: 6

Student	Great Work
Acevedo, (00081927)	Available: 2 Spent: 0
Acosta, (00020627)	Available: 1 Spent: 0
Acosta, (00079014)	Available: 0 Spent: 0

Updated the logic for deleting and spending badges:

Deleting a badge will delete the most recently given unspent badge.

Spending a badge will spend the oldest unspent badge.

When an administrator deletes or spends a badge, the system will prefer to delete or spend a badge given by an administrator. If there are none, the system will delete or spend a badge given by a teacher. When a teacher deletes or spends a badge, the system will always delete or spend a badge associated with the course period selected at the top-right of the screen.

Referrals

Added Toggle Columns button to customize the columns that display on the referrals list.

Search Screen **Simple List** ☐ Show Referrals from all schools

22 Referrals Found

Prev Page: 1 / 2 Next Export: Filters: OFF **Toggle Columns** Page Size: 20

Student	Student ID	Grade	Reporter	Entry Date	Submission Date	Processed	Closed without Processing	Sent back for Correction
Abbott, [redacted]	00047242	12	Adomo, P...	09/28/2018	09/28/2018 11:03am	☐	☐	
Abbott, [redacted]	00047242	12	Adame, R...	11/27/2018	11/27/2018 03:49pm	☒	☐	
Acevedo, [redacted]	00081927	09	Alaniz, Gr...	11/28/2018	11/28/2018 08:43am	☐	☐	
Adams, [redacted]	00062835	12	Alaniz, An...	11/27/2018	11/27/2018 03:51pm	☐	☒	
Aleman, [redacted]	00061710	09		09/07/2018	09/07/2018 09:10am	☒	☐	
Aranda, [redacted]	00081925	11	Ortiz, Publia	09/04/2018	09/05/2018 08:31am	☒	☐	

Added filters to all columns on the referrals list when the Filters button is turned on.

Search Screen **Simple List** ☐ Show Referrals from all schools

22 Referrals Found

Prev Page: 1 / 2 Next Export: Filters: ON **Toggle Columns** Page Size: 20

Student	Student ID	Grade	Reporter	Entry Date	Submission Date	Processed	Closed without Processing	Sent back for Correction
Abbott, [redacted]	00047242	12	Adomo, P...	09/28/2018	09/28/2018 11:03am	☐	☐	
Abbott, [redacted]	00047242	12	Adame, R...	11/27/2018	11/27/2018 03:49pm	☒	☐	
Acevedo, [redacted]	00081927	09	Alaniz, Gr...	11/28/2018	11/28/2018 08:43am	☐	☐	
Adams, [redacted]	00062835	12	Alaniz, An...	11/27/2018	11/27/2018 03:51pm	☐	☒	
Aleman, [redacted]	00061710	09		09/07/2018	09/07/2018 09:10am	☒	☐	

Updated so that the text in a long text field in the referrals list displays in a tooltip when hovering the mouse over the field.

Demographic Enrollment Schedule Requests Grades Gradebook Absences Activities **Referrals** Fees & Payments Test History

Total Days of Discipline: 0

1 Referrals Found

Export: Filters: OFF

Student	Student ID	Grade	Reporter	Entry Date	Submission Date	Processed	Closed without Processing	Sent back for Correction
Abbott, [redacted]	00047242	12	Adomo, P...	09/28/2018	09/28/2018 11:03am	☐	☐	

Added the option to "Include Inactive" students. Unless selected, the Referrals screen only displays referrals for selected active students.

Fixed the "All Years" selection to include all submitted referrals for selected students.

Updated Referrals permissions so referrals cannot be edited by users without the following edit permissions (Users > Profiles > Discipline):

"Edit" Referrals

"Edit Referrals From Other Schools"

If the user wants to edit an inactive student's referral, the user must have the above permissions as well as permission to Edit Inactive Students (Students section).

Search Screen Simple List Show Referrals from all schools ☒ Include Inactive ☐ All Years

22 Referrals Found Customize Columns

Prev Page: 1 / 2 Next Export: Filters: OFF Toggle Columns Page Size: 20

Student	Student ID	Grade	Reporter	Entry Date	Submission Date	Processed	Closed without Processing	Sent back for Co
Ab	7242	12	Ado	09/28/2018	09/28/2018 11:03am	☐	☐	
Ab	7242	12	Ada	11/27/2018	11/27/2018 03:49pm	☒	☐	
Ac	1927	09	Alar	11/28/2018	11/28/2018 08:43am	☐	☐	
Ad	2835	12	Alar	11/27/2018	11/27/2018 03:51pm	☐	☒	
Ale	1710	09		09/07/2018	09/07/2018 09:10am	☒	☐	

Added referral_id replacement for student computed field queries; i.e. users are now able to specify referral_id when "Print a Form/Letter" is selected. Note: The student field must be set up first as a computed table with references and {referral_id} as the value variable.

Grades

Average Pass/Fail Grades

Updated so that the student IDs on the report are now links that open the student's Final Grades, GPA, & Class Rank screen. Students who have already been processed are now unchecked by default when loading the screen.

Student	Student ID	Grade Level	Selected	Course	Number	Section	Semester 1	Semester 2	Average	Acc. Credits	Core Credits	Processed
	2120000	Grade 11	☐	TEAM SPORTS 1	11001350	Period 1 - 01 - John M Young	75%	70%	83	1	1	No
	2120000	Grade 12	☐	MATH FOR CLC READINESS	12000790	Period 2 - 01 - Sean Brickland	100%	100%	55	0	0	Yes
	2120000	Grade 12	☐	MATH FOR CLC READINESS	12000790	Period 3 - 01 - Sean Brickland	100%	100%	29	1	1	Yes

Final Grades, GPA, & Class Rank

Updated the swift boxes to show the entire contents of the pull-down options.

Gradebook Configuration

Added a new option "Default Assignment Points." When defined, the value will populate the Points field when adding a new Gradebook assignment by default.

Configuration

General

Score Rounding

☐ Up
 ☐ Down
 ☒ Normal

89.5 -> 90 89.5 -> 89 89.5 -> 90
 89.1 -> 90 89.1 -> 89 89.1 -> 89

Assignment Sorting

☒ Newest First
 ☐ Newest Last
 ☐ Due Date
 ☐ Assigned Date
 ☐ Category
 ☐ Alphabetical

Default Assignment Points

Default Due Date

☐ Today
 ☒ Tomorrow

Gradebook Reports

Added a new Gradebook report called "Deleted Assignments." The report lists the deleted assignments in the current Gradebook, with an option to restore the assignment. Deleted assignments are now stored in the database table gradebook_deleted_assignments.

Progression Plan (Setup)

Added an option to the Push pull-down: "Default Courses to Planned Requests," so now districts can push out multiple plans to multiple students in multiple schools.

etrillo

Focus High School - 0101

2018-2019

Q2

Save

N/A

Filter

N/A

Default Courses to Planned Requests

Planned Requests to Schedule Requests

Add New Option

Push

Report Cards

Updated so when "Grade from Concurrent Schools" is selected, report cards display absences/tardies from concurrent schools.

This cumulative GPA does not reflect pending EOC assessment results in EOC bearing courses in the current school year, if applicable.

* Semester exams and semester final grades are pending end-of-year EOC assessment results.
Please be advised: Due to various arrival dates of End-of-Course Assessment (EOC) results, CCPS will be publishing report cards in Focus Parent Portal each time EOC Assessment scores are received. At that time, the cumulative GPA will be updated and final. This will affect students that have taken EOC exam(s) for Algebra I, Geometry, Biology & U.S. History.

Course	Course #	Teacher	UNX Abs	EXC Abs	Tardy	Q1	Q2	S1 Exam	S1	Q3	Q3 (Gradebook)	Q4	S2 Exam	S2	FY	Comments
AICE PHYS ED	3026020		0	0	0	B ₃										
ADV PL PSYCH	2107350		0	0	0				B ₀							
GEO	1206310	Trea	1	2	1	D ₁	C ₂									
AGSCIENCE FOUND I	8106810	Tho	3	0	2	A ₂										
LIB ARTS MATH I	1207300	Sout	3	1	2	A ₁	C ₁									

Teacher Comments

Schools with grades included in this report card:

0-Out of District;1

High School;2

High School;3

Elementary;

Attendance Affects a Student's Achievement

Percent of Period Attendance Missed

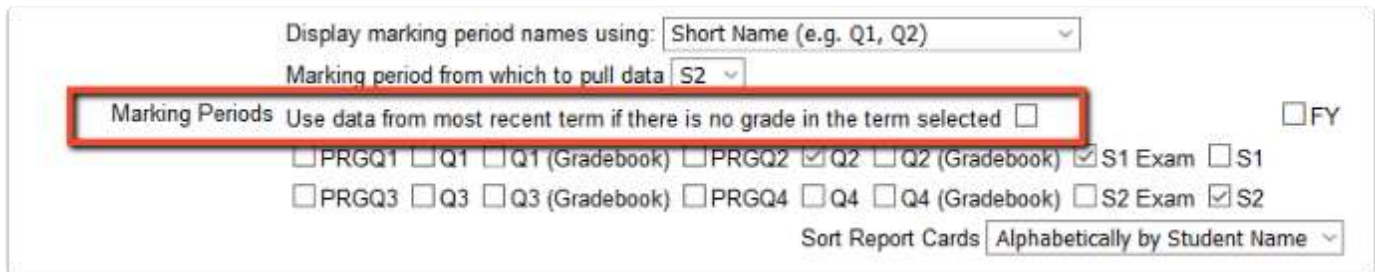
31.10%

Period 01	Period 02	Period 03	Period 04	Period 05	Period 06	Period 07
Excused: 1	Excused: 1	Excused: 1	Excused: 1	Excused: 0	Excused: 0	Excused: 0
Unexcused: 3	Unexcused: 1	Unexcused: 1	Unexcused: 1	Unexcused: 1	Unexcused: 1	Unexcused: 0

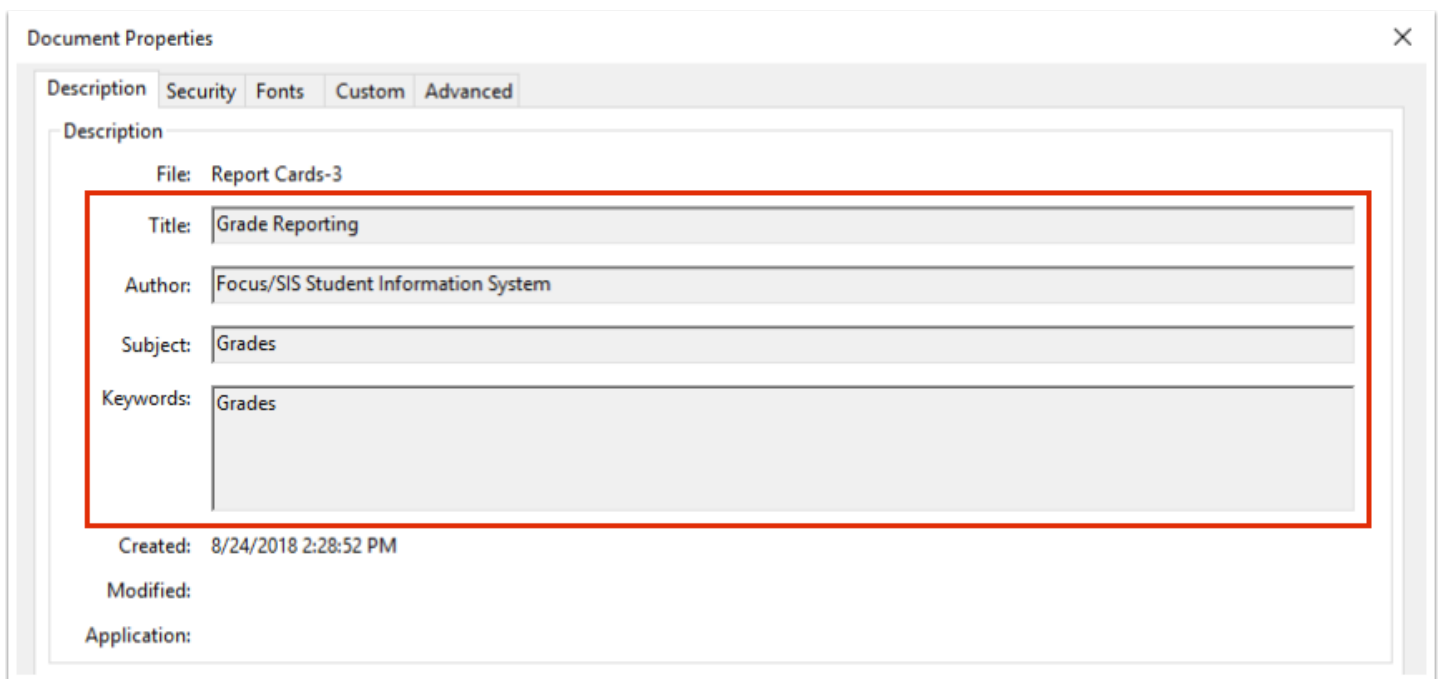
Added the Marking Periods option: "Use data from most recent term if there is no grade in the term selected" to Report Cards.

If selected, the report card will populate with data (comments/conducts) from the most recent marking period for which data is present; that is if the student does not have a grade for the marking period selected. Note: Report cards will still only print the grades for the marking periods selected.

For example, if it is the end of the semester and Q1, Q2, and S1 and selected to print, but not all of the students' classes post semester grades, the classes that only contain Q1 and Q2 grades will post comments and conducts from Q2. All other classes that contain a S1 grade will post comments and conducts as normal. Note: If "Use data from most recent term if there is no grade in the term selected" is not selected, the Q2 class will not post any comments because data is being pulled from S1 only.



Added EXIF metadata to Report Cards and Custom Report Cards PDFs, which now include the "Title:" Grade Reporting, "Author:" District Name, "Keywords:" Grades, and "Subject:" Grades. Upon downloading the PDF file to the computer, users can right click and select Properties for Document Properties.



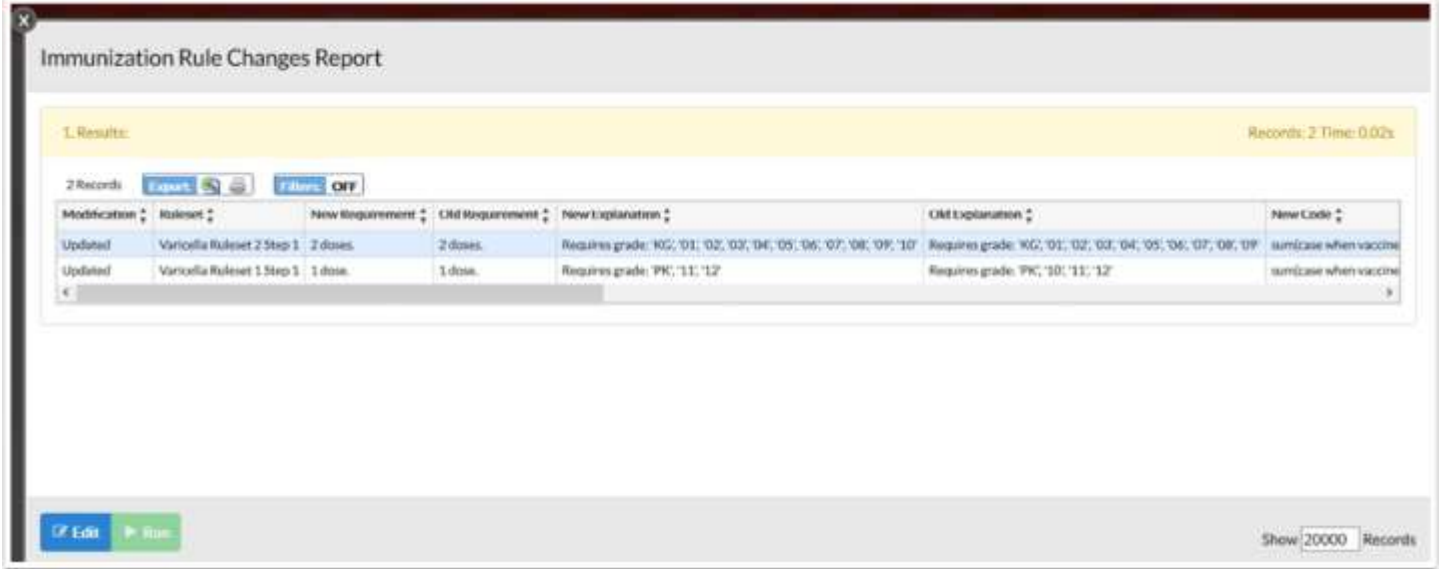
Transcripts

Added Student ID or Local ID to additional pages (2+) of the header.

Reports

District Reports

Added a District Report entitled "Immunization Rule Changes Report," which explains the ruleset changes between school years.



The screenshot shows a web application window titled "Immunization Rule Changes Report". It displays a table with 2 records. The table has columns for Modification, Ruleset, New Requirement, Old Requirement, New Explanation, Old Explanation, and New Code. The first record shows an update to the Varicella Ruleset 2 Step 1, changing the requirement from 2 doses to 1 dose, and updating the explanation and code. The second record shows an update to the Varicella Ruleset 1 Step 1, changing the requirement from 1 dose to 1 dose, and updating the explanation and code. The interface includes buttons for Export, Filter, Edit, and Run, as well as a status bar showing 20000 records.

Modification	Ruleset	New Requirement	Old Requirement	New Explanation	Old Explanation	New Code
Updated	Varicella Ruleset 2 Step 1	2 doses	2 doses	Requires grade: KG, '01', '02', '03', '04', '05', '06', '07', '08', '09', '10'	Requires grade: KG, '01', '02', '03', '04', '05', '06', '07', '08', '09'	sumCase when vaccine
Updated	Varicella Ruleset 1 Step 1	1 dose	1 dose	Requires grade: PK, '11', '12'	Requires grade: PK, '10', '11', '12'	sumCase when vaccine

Added a District Report entitled "Immunization Rule Report," which explains the rulesets for an immunization including the steps that the compliance software takes to validate an immunization.

Immunization Rule Report

1. Results:

Records: 55 Time: 0.27s

< Prev Page: 1 / 3 Next > 55 Records Export:   Filters: OFF

Immunization	Ruleset	Step	Requirements	Explanation
DTaP				
	1	1	5 doses, 1 on or after 4th birthday.	Requires grade: 'EE'; 'PK'
		2	5 doses, 1 on or after 4th birthday.	Requires a shot on or after 4th birthday.
		3	5 doses, 1 on or after 4th birthday.	Requires 5 doses.
	2	1	5 doses, 1 on or before 4th birthday.	Requires 5 doses with the 5th dose on or before
	3	1	4 doses, 1 on or after 4th birthday.	Requires 4 doses on or after 4th birthday.
	4	1	4 doses of Pediatric Diphtheria-Tetanus (DT) as substitute for DTP/DTaP due to Pertussis exemption.	Requires 4 doses of DT.
	5	1	3 doses of Adult Tetanus-Diphtheria (Td) with a Tdap dose replacing 1 dose.	Student must start DTaP immunization after ag

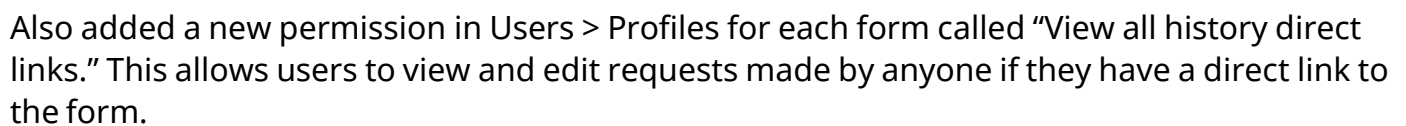
Added a "Pull-down Query" to the Edit Variables "Type" pull-down, which allows users to use a query to generate the select options for a pull-down upon running a district report.

Variable	Title	Default	Options	Type
IMM	Immunization		select id as value, code as title from custom_1	Pull-down Query

Added the ability to add a link to a specific instance of a Form Builder form on a district report using the instance ID. The following is used in the query:

/Modules.php?modname=form-builder/requests/instance-viewer/[instance_id]/[editable]

where [instance_id] is the formbuilder_instances.id of the form to view and [editable] is "1" when the form should be editable. The view and edit permission for the specific form in Users > Profiles determines who can view and edit the form from the link.



Added the ability to use select multiple pull-downs in District Reports.

Scheduling

The Inclusion functionality is now enabled by default for all states. This can be disabled in config.inc.php. The Inclusion functionality affects the following screens:

Scheduling > Courses & Sections > Inclusion tab

Scheduling > Student Schedule > "Show Inclusion Fields" check box

Scheduling > Master Schedule Report > Inclusion tab

Scheduling > Mass Add Course > (ability to mass add inclusion sections to students using "Inclusion" check box)

Scheduling > Teacher Schedules Report > Inclusion sections will appear

Scheduling > Print Student Schedules > "Include Inclusion" check box

Scheduling > Print Class Lists > "Include Inclusion Classes" check box

Scheduling > Student Requests > "Inclusion" column in table

Scheduling > Mass Requests > (ability to mass add requests for inclusion courses to students with "Inclusion" check box)

Automatic Course Requests

Updated the Automatic Course Requests screen so that the last tab you visited is remembered and automatically displayed when returning to the screen.

Courses & Sections

Updated the Marking Period pull-down on sections to display the marking period title (Quarter 1, Semester 1, etc.) instead of the marking period short name (Q1, S1, etc.), as defined in Setup > Marking Periods.



Updated so that sections that have student data attached (schedules, attendance, or grades) cannot be deleted, whether active or inactive. If attempting to delete a section that has student data, the message "This section contains student data and cannot be deleted" is displayed and the section will not delete.

ENG HON 3 1001380: Period 7 - 070

List Students in this Section List Unfilled Requests in this Section Search Copy Delete Save

Teacher H-205 Room Display Room Optional Period 7 MTWHF Meeting Days Full Year Marking Period 25 Seats IEP Seats ESCU/ELL Seats 070 Short Name Semesters Course History Term

Takes Attendance Graded Affects GPA None Gender Restriction Grade Level(s) blank for all gradelevels Honors Weighting Grading Scale Un-Weighted Standards Grading Scale Default Grading Posting Scheme Default Calendar None Choose Parent Section

Co-Teachers History Florida Vocational/WDIS Inclusion

This section contains student data and cannot be deleted.

16 Subjects 18 Courses 2 Sections

Subject Course Course Num Section

Master Schedule Report

Updated so that filters are available on all columns in the Inclusion Sections tab of the report when the Filters button is enabled.

Print Class Lists

Updated the Periods and Teachers pull-downs to allow the selection of multiple options.

Student Search

Student

More Search Options

Section Courses

Periods 01, 02 Teachers Abrego, Jane, Adame, R...

Marking Period Full Year Effective Date December 7 2018

☒ Include Future Active Students ☐ Include Co-Teacher Sections ☐ Include Inclusion Classes

Letterhead Template None

Available Fields:

- Search Fields
- Student Demo
- Address
- Primary Contact
- Secondary Contact
- Third Contact
- Fourth Contact

Fields to include in Report:

- Last, First M
- Student ID
- Grade

Student Group N/A

☐ Include inactive Students

Download Class Lists Reset

Added an Inclusion Student field in the Schedule category in the Available Fields list. This will display a check mark if the student is an inclusion student.

Student Search

Student:

[More Search Options](#)

Section:

Courses:

Periods:

Teachers:

Marking Period:

Effective Date: December 7 2018

☒ Include Future Active Students

☐ Include Co-Teacher Sections

☐ Include Inclusion Classes

Letterhead Template: None

Student Group: N/A

☐ Include Inactive Students

[Download Class Lists](#) [Reset](#)

Available Fields:

☐ Inclusion student

☐ Schedule

☒ Inclusion Student

Fields to include in Report:

☒ Last, First M

☒ Student ID

☒ Grade

Requests Reports

Added a Credits column to the Print Requests report that calculates credits using the same logic as the Student Requests screen. Also added Total Credits above the list of requests. Courses now sort in ascending order based on Course Number.

Focus Demo Student Requests

Acosta,

09

Focus High School - 0101

Dec 7, 2018

00020627

8 Requests, 7.5 Credits

Course	Credits	Course Number	Elective Priority
FRENCH 1	1.0	0701320	1
ENG 1	1.0	1001310	
ALG 1	1.0	1200310	
BAND 3	1.0	1302320S	1
WEIGHT TRAIN 1	0.5	1501340	1
ENV SCI	1.0	2001340	
WORLD CLTRL GEOG	1.0	2103300	
CRIMINAL JUST OPS 1	1.0	8918010	1

Schedule Report

Added a new column "Inclusion Student" when viewing the "List Students in this Section" tab of the report. The column contains a check mark if the student is an inclusion student.

16 Subjects			38 Courses			2 Sections			4 Students		
Subject	Course	Requests	Open	Total	Period - Teacher	Hours	Open	Total	Student	Grade	Enrolled Date
CREDIT RETRIEVAL	HSK ENGLIT 1	25	18	88	Period 1 - 11/11/18	0.221	1	5	Matteo	Grade 11	30/10/2018
ELECTIVES	HSK GENERAL ENPSE 1	115	-3	120	Period 2 - 7/10/18	0.221	-4	5	Shane	Grade 11	30/10/2018
ENGLISH	AP ENGL COMPS	45	21	88					Shane	Grade 11	30/10/2018
ENGLISH/LANG	AP ENGL LIT COMPS	45	13	88					Shane	Grade 11	30/10/2018
INTENSIVE READING	ENG 1	106	7	176					Shane	Grade 11	30/10/2018
LUNCH	ENG 1	7	-5	6					Shane	Grade 11	30/10/2018
MATH	ENG 1	104	1	189					Shane	Grade 11	30/10/2018
PE	ENG 1 THROUGH 800L	18	1	18					Shane	Grade 11	30/10/2018
PERFORMING ARTS	ENG 2	178	1	178					Shane	Grade 11	30/10/2018
SCIENCE	ENG 2	162	18	210					Shane	Grade 11	30/10/2018
SS	ENG 2	10	11	28					Shane	Grade 11	30/10/2018
TECH CENTER	ENG 2 THROUGH 800L	14	-5	19					Shane	Grade 11	30/10/2018
VOCATIONAL	ENG 2	173	18	280					Shane	Grade 11	30/10/2018
WREST	ENG 2	8	28	36					Shane	Grade 11	30/10/2018
WREST	ENG 2	102	-11	188					Shane	Grade 11	30/10/2018
SECTIONS FOR SCHEDULING	ENG 3 THROUGH 800L	10	2	18					Shane	Grade 11	30/10/2018
	ENG 4 THROUGH 800L	7	6	15					Shane	Grade 11	30/10/2018

Student Requests

Updated so that when using a barcode scanner to add course requests to Student Requests, the row is automatically submitted and saved after scanning the course instead of having to press Enter after scanning each course. In the blank row at the top of the screen, click the Course pull-down to begin, and then scan each course one by one.

Students

Add a Student

Updated the Add a Student screen so the cursor is automatically focused on the First Name field; therefore, upon navigating to the Add a Student screen, user can automatically begin typing the student's first name.

Continue Save

First Name

Middle Name

Last Name

Suffix

Student ID

Gender

Birthdate

CCPS Student ID

Social Security

Force Password Change

Username

Password

Profile

Reset Fields

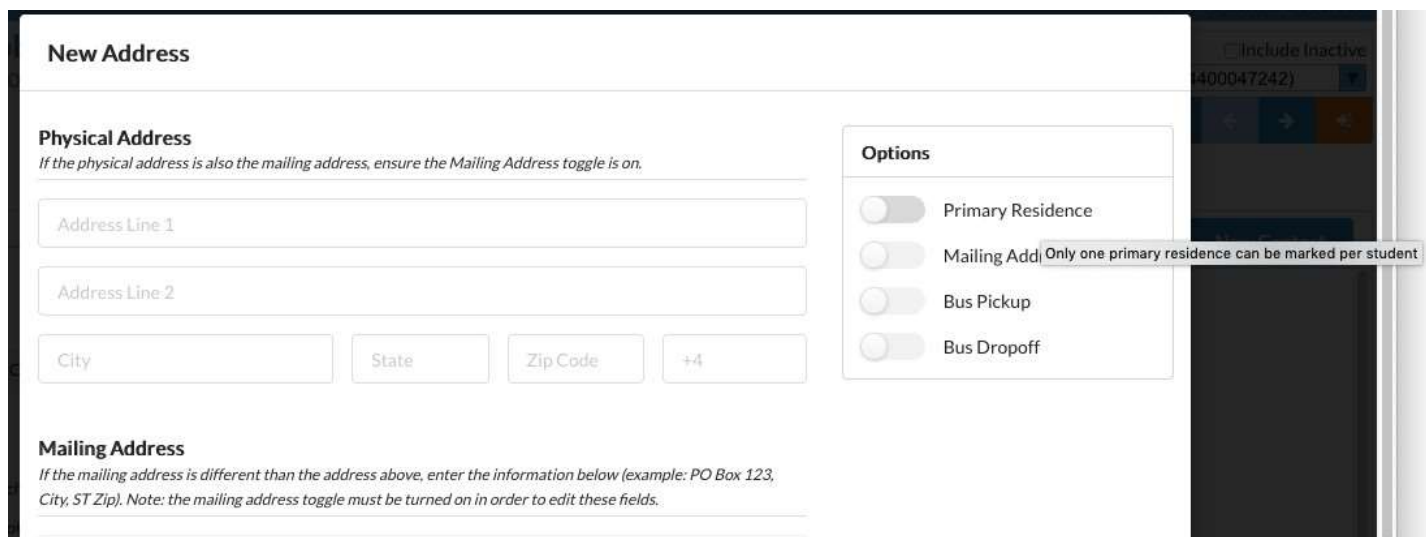
Enroll as New Student

or

Search

Add a Student/Student Info

Updated Addresses & Contacts in Add a Student and Student Info. In the New Address/Edit Address pop-up window, the tooltip “Only one primary residence can be marked per student” displays when hovering over the Primary Residence option.



New Address

Physical Address
If the physical address is also the mailing address, ensure the Mailing Address toggle is on.

Address Line 1

Address Line 2

City State Zip Code +4

Mailing Address
If the mailing address is different than the address above, enter the information below (example: PO Box 123, City, ST Zip). Note: the mailing address toggle must be turned on in order to edit these fields.

Options

- ☐ Primary Residence
- ☐ Mailing Address
- ☐ Bus Pickup
- ☐ Bus Dropoff

Only one primary residence can be marked per student

In the New Contact pop-up window, the relationship defaults to None instead of Other. The contact details header now reads “Phone & Contact Details: Enter phone number(s) and other details for this contact. Multiple entries can be saved by clicking the ENTER key on your computer.” The column headers in the contact details section were renamed from “Title” to “Contact Type (i.e. cell phone, home phone, workplace)” and “Value” to “Phone Number / Value.” If the system preference “If address block is shown then require student to add a contact” is enabled for the online application, then in Student Info, the Custody option will default to on for the first contact saved, and off for any subsequent contacts. The New Contact pop-up will default the contact to residing at the primary address versus no address. This is also the case in Add a Student, but regardless of the system preference setting.

New Contact

Title (Mr, Ms, etc.)	First Name	Middle Name	Last Name
None			
Email			
Notes			

Options

- ☐ Custody
- ☐ Emergency
- ☐ Pick Up

- 1 + Contact's Priority

Phone & Contact Details: Enter phone number(s) and other details for this contact. Multiple entries can be saved by pressing the ENTER key on your computer.

Export:  

Filters: OFF

Contact Type (i.e. cell phone, home phone, workplace) ▾	Phone Number / Value ▴ ▾	Detail Priority ▴ ▾	Options
		- +	

Student Info

Updated the Phone Number/Value field so that it automatically formats upon leaving the field (Student Info > Addresses & Contacts).

Phone & Contact Details: Enter phone number(s) and other details for this contact. Multiple entries can be saved by pressing the ENTER key on your computer.

Export:  

Filters: OFF

Contact Type (i.e. cell phone, home phone, workplace) ▾	Phone Number / Value ▴ ▾	Detail P	
		- +	
Alternate Phone ▾	8136578898	- +	☐ Unlisted ☐ Callout ☐ Blocked

Added four new options to the Rolling/Retention Options in the Enrollment record: "Do Not Enroll - WD Out of District," "Do Not Enroll - WD Out of State," "Do Not Enroll - WD to Home Ed," and "Do Not Enroll - WD to Private Sch." These options all function the same as "Do Not Enroll."

Rolling/Retention Options	* Do not enroll *
Next Grade	Filter
Include in Class Rank	
Graduation Requirement Program	* Do not enroll *
Team	* Do not Enroll - WD Out of District * * Do not Enroll - WD Out of State * * Do not Enroll - WD to Home Ed * * Do not Enroll - WD To Private Sch *
Progression Plan	
Second School	* Next Grade at Current School *
* Prior District	* Retain *
* Prior State	Adult & Community Education
* Prior Country	Applicants
	US - United States

Student Groups

Added a "Schools" column to the Student Groups screen.

If the "Schools" pull-down is left null upon creating a student group, the group will be available for the assigned users or profiles regardless of the school selected from the School pull-down located in the header (top right of the screen).

If one or more schools is selected from the "Schools" pull-down, the group will only be available for the assigned users/profiles when they are logged into one of the selected schools via the School pull-down located in the header (top right of the screen).

Users who have View and Edit access to Student Groups will be able to select the schools to which they would like to assign the group.

Users who have View only access to Student Groups will see the "Schools" column but will not be able to edit the Schools pull-down(s). The user will also only see the Student Groups that are linked to the selected School via the pull-down located in the header (top right of the screen).

Users who have access to multiple schools, but not all schools, will only see those schools available in the "Schools" pull-down.

FOCUS Student Groups SIS ERP Bel High School 2018-2019 Quarter 1

[Setup](#) [Students](#) [Users](#) [Scheduling](#) [Grades](#) [Assessment](#) [Attendance](#) [Discipline](#) [Forms](#) [Billing](#) [Eligibility](#) [Florida Reports](#) [Reports](#)

Groups Save

Export: Filters: OFF

Title	Assigned Users	Schools	Default Search	Assignment Type	Assigned Grade Levels	Assigned Last Names	View/Add Students
		High School	☐				
TEST 1	Ben	High School	☒	Gradelevel / ...	12		View/Add
TEST 2	Ben	High School	☐	Gradelevel / ...	11		View/Add
TEST 3	Ben	High School	☐	Custom			View/Add

Student Search

Added the ability to search for students by Texas unique ID (custom_400009369) singularly as well as in a string separated by spaces, commas, or both. Note: This changes applies to Texas clients only.

Added an "Scheduled into an Inclusion Section Last Year" option to the Scheduling section of the More Search Options feature. When selected, the search will return results for students who were scheduled into an inclusion section in the previous school year. It will exclude students who have a drop date on the schedule record for the inclusion section.

Search Screen Simple List Customized List

Student Search

Not Scheduled into Course(s)

Scheduled into Course(s) Last Year

Not Scheduled into Course(s) Last Year

Scheduled into Section(s)

Not Scheduled into Section(s)

Scheduled into Section(s) Last Year

Not Scheduled into Section(s) Last Year

Scheduled into Teacher

Requested Course

Requested Course(s)

Not Requested Course(s)

Requested Grad Subject(s)

Scheduled into at least 1 active Course ☐

Scheduled into Inclusion Course(s)

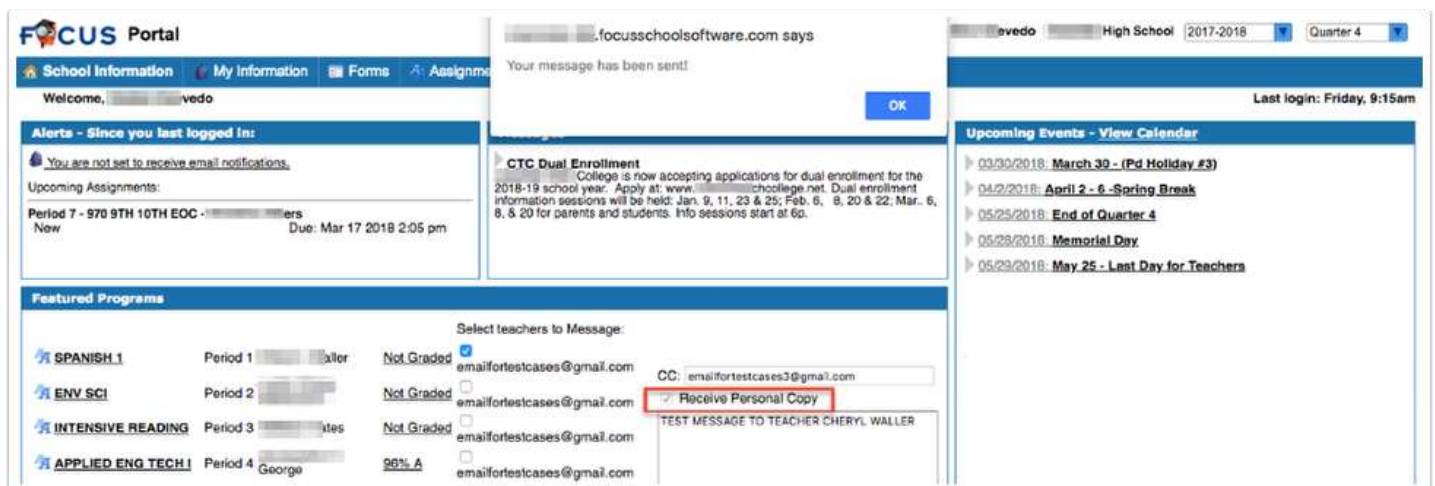
Scheduled with an Out of Field Teacher ☐

Scheduled into an Inclusion Section Last Year ☒

Billed By

Student Portal

Updated the “Receive Personal Copy” check box to default to enabled. The check box is also now uneditable for students and cannot be changed by any users. If the student changes the “From” email address, a copy of the email will be sent to both the “From” email address specified and to the student’s email address (custom_200000012). Note: This does not affect the Parent Portal; therefore, the “Receive Personal Copy” check box can still be cleared as needed.



Added the “Course Number” column to the student’s Class Schedule.

Added additional security measures so when students try to access Inspect > Console the screen will continuously refresh and the Console will display as “Console Cleared.” Therefore, students cannot run javascript or make HTML changes.

Updated the Class Requests screen to prevent students from entering a request for certain graduation subjects if an administrator or teacher already entered a request for that graduation subject. This affects the following graduation subject short names:

Math - MA A1 GE

Social Studies - SS AH WH ECAG

Science - SC EQ PH CH

English - EN

Users

Add a User

Enhanced the query that searches for matching users based on criteria entered in the Add a User fields. The query will now search User records for SSN; First Name, Last Name; Last Name, Birthdate; and Local ID (custom_53).

Profiles

Added new Menu permission for teacher profiles under Discipline > Referrals, “View Referrals from Other School.” When enabled, this allows teachers to view referrals from other schools for their students.

Added new Menu permission for teacher profiles under Discipline > Referrals, “Print Letters.” When enabled, this allows teachers to print relevant letters when viewing discipline referrals. Previously, only administrators had this ability.



Added new Menu permission for administrators under Discipline > Referrals, “Delete a Referral.” When enabled, this allows the profile to delete a referral by clicking the minus sign next to the referral in the referrals list or by clicking the “Delete this referral” button when viewing a referral.

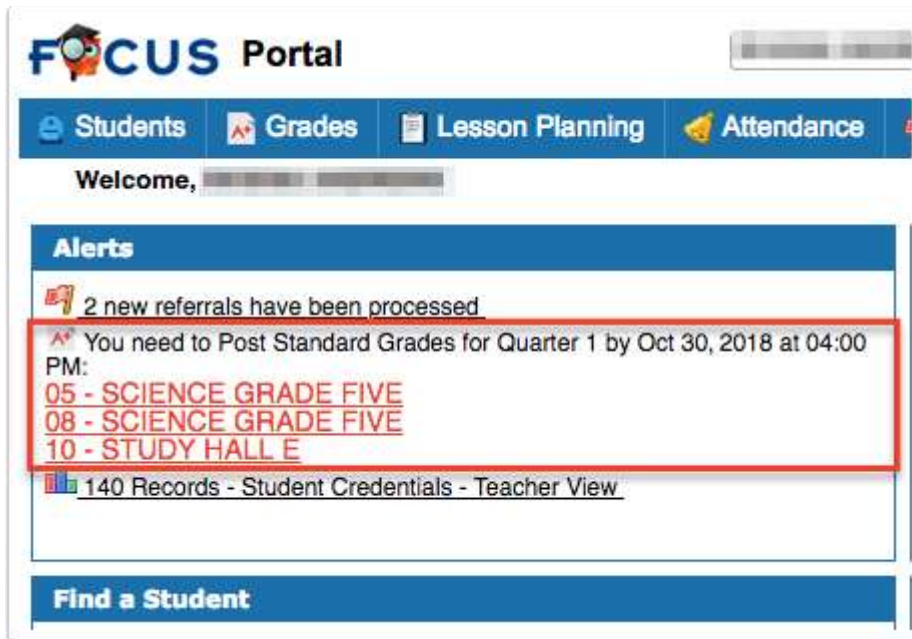
Discipline		
	View	Edit
Add Referral	☒	☒
Referrals	☒	☒
View Referrals From Other Schools	☒	
Edit Referrals From Other Schools		☐
Allow Merge of Referrals		☐
Delete a Referral		☒
Print Letters		☒
Add a Discipline Incident	☒	☒
Discipline Incidents	☒	☒
Positive Behaviors	☒	☒
Setup Behaviors/Badges		☒

Added a new Menu permission for administrators under Discipline > Add Referral, "View Administrator Fields." This permission defaults to enabled when the profile has View and Edit permissions for Add Referral. When this permission is disabled, the Add Referral screen functions as it does for teachers, with the administrator fields removed.

Discipline		
	View	Edit
Add Referral	☒	☒
View Administrator Fields	☒	
Referrals	☒	☒
View Referrals From Other Schools	☒	
Edit Referrals From Other Schools		☐
Allow Merge of Referrals		☐
Delete a Referral		☒
Print Letters		☒

Teacher Portal

Added Portal Alerts for Standard Grades to be posted. The alerts will display on teacher portals in order to allow the teacher to post standard grades directly from the link within 20 days of the last day of the posting period. Note: The standard grades posting dates in Marking Periods will determine the dates the alerts are displayed, if identified via Setup > Marking Periods > Standard Grades Posting Begins and Standards Grade Posting Ends. Otherwise, the regular Grade Posting (Begins and Ends) dates will be used. Sections that are not marked as “Graded” will be excluded (Scheduling > Courses & Sections).



FOCUS Portal

Students Grades Lesson Planning Attendance

Welcome, [User Name]

Alerts

- 2 new referrals have been processed
- You need to Post Standard Grades for Quarter 1 by Oct 30, 2018 at 04:00 PM:**
 - 05 - SCIENCE GRADE FIVE
 - 08 - SCIENCE GRADE FIVE
 - 10 - STUDY HALL E
- 140 Records - Student Credentials - Teacher View

Find a Student