

March 2010 Conference Information

EAGLE SOFTWARE March 2010 Users' Conference

March 15, 2010

March 16, 2010

7:30 AM – 4:00 PM

Ontario Convention Center
2000 Convention Center Way
Ontario, CA 91764
(800) 455-5755

DoubleTree Ontario Airport
222 N. Vineyard Avenue
Ontario, CA 91764
(909) 937-0900

- **CONFERENCE LOCATION:** Ontario Convention Center, 2000 Convention Center Way, Ontario, CA 91764 (800) 455-5755. (See the last page for the conference schedule.)
- **PAST CONFERENCES HAVE SOLD OUT PRIOR TO THE FINAL REGISTRATION DATE....** Please do not wait!
- **REGISTRATION:** The enclosed **REGISTRATION** form should be returned by US Mail, with your check or purchase order, to Eagle Software, 1065 N. PacificCenter Drive, Anaheim, CA 92806, or the form and purchase order may be faxed to (714) 632-1567. **Registration will not be processed without check or purchase order. Eagle Software does not accept credit cards.** Registration deadline is Friday, February 26, 2010, or when conference capacity has been reached on a first come, first served basis. No registrations will be accepted if received after February 26, 2010. Until a confirmation is received, please do not consider your registration complete. **Please check the registration form for early registration dates, fees and deadlines.**
- **REGISTRATION FEES** are for **one person only. Two people cannot share one two-day registration fee.**
- **CANCELLATION DEADLINE:** Cancellations must be made in writing and received prior to the registration deadline to receive a refund. Following the registration deadline, registration may be transferred only. Please refer to the Registration page for deadline information.
- **DAYS OF ATTENDANCE:** Select the day(s) you wish to attend and four (4) sessions for each day you register. Workshop selections must be included with registration. *Not all workshops are offered on both days of the conference; please refer to workshop pages for details.*
- **ACCOMMODATIONS:** See the accommodations page for details. We have arranged for a *limited* number of rooms at a special group rate. These rooms are always on a first come, first serve basis. The group rate for the hotel cannot be extended beyond the February 27, 2010 and this block may sell out prior to that date. Please mention Eagle Software to receive the special conference rate.
- **CONFERENCE CHECK IN:** Everyone must go through the check in process when arriving at the conference. Early check in will be held on Sunday March 14th. Time and location will be included in the confirmation letter. Check in will also be held at the Ontario Convention Center on Monday, March 15th and Tuesday, March 16th at 7:30 AM.
- **Please notify our office by March 4, 2010 if you have special needs.**
- **THERE WILL BE NO VIDEO OR AUDIO RECORDING OF THE CONFERENCE SESSIONS.**
- **NETWORKING MIXER:** Eagle Software will offer a Networking Mixer for all conference attendees at the Doubletree Hotel. The mixer will be held Monday evening, March 15, 2010, from 5:30-7:00 PM. This will be a social gathering with complimentary light hors d'oeuvres and a no-host bar. Take advantage of this opportunity to mingle with other school personnel (including those from your own district and/or school), conference presenters, and Eagle Software Staff. **Please be sure to check the box on the registration form if you are planning to attend the Mixer.**
- **CONFIRMATION:** Confirmation will be sent to the address provided on your registration form approximately no later than two weeks prior to the conference. **If you have not received a confirmation by February 26, 2010, please verify with your district that the registration was sent before contacting Lucille Stephenson at (888) 487-7555.**

Registration

Please TYPE or PRINT CLEARLY
Use FULL District Name, not Initials
One form per person

NAME _____ JOB TITLE _____

DISTRICT _____ YOUR SCHOOL/DISTRICT SITE _____

YOUR SCHOOL/DISTRICT SITE MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____ E-MAIL _____

PHONE (_____) _____ FAX (_____) _____

Please mark the box(s) for the day(s) you will attend. Mark both boxes if attending both days.
Your workshop selections must be included for the registration to be processed.

_____ I will attend Monday, March 15, 2010
Please make 4 workshop selections:
Aeries.net Preference *

1 _____

2 _____

3 _____

4 _____

_____ I will attend Tuesday, March 16, 2010
Please make 4 workshop selections:
Aeries.net Preference *

1 _____

2 _____

3 _____

4 _____

* If you would prefer a workshop be presented using Aeries.net, please mark the box next to the workshop selection.
If enough registrants request Aeries.net content, an effort will be made to provide that content.

Please mark the box for the mixer if you intend to join us.

I will attend the Monday, March 15, 2010, Networking Mixer!

REGISTRATION FEES FOR EACH PERSON ATTENDING

One two-day registration cannot be shared between two people.

	EARLY (on or before 2/4/2010)	REGULAR (on or before 2/19/2010)	LATE (after 2/19/2010)
ONE DAY	\$250.00	\$300.00	\$350.00
TWO DAYS	\$400.00	\$450.00	\$500.00

The appropriate fee will be invoiced if postmarked or faxed **BY** the above indicated deadlines

PO # _____ \$ _____

REGISTRATION WILL BE CLOSED IF SPACE IS NO LONGER AVAILABLE.

REGISTRATIONS AND CANCELLATIONS (WHICH MUST BE IN WRITING TO RECEIVE A REFUND), WILL NOT BE ACCEPTED AFTER FEBRUARY 26, 2010.

**Before contacting Eagle Software regarding registration, please verify with your business office that this form and method of payment have been sent to Eagle Software!
Your registration is not complete until you have received confirmation.**

Registrations received without payment in the appropriate amount **will not** be processed. Please verify the appropriate registration amount based on registration deadlines! Receipt of your confirmation will complete your registration.

SEND BOTH THIS REGISTRATION FORM, CONTAINING WORKSHOP SELECTIONS, WITH CHECK OR PURCHASE ORDER FOR PAYMENT:

EAGLE SOFTWARE, 1065 PACIFICENTER DR. #400, ANAHEIM, CA 92806 OR FAX: (714) 632-1567

PLEASE NOTIFY OUR OFFICE AT (888) 487-7555 NO LATER THAN MARCH 4, 2010 IF YOU HAVE SPECIAL NEEDS.
If confirmation has not been received by February 26, 2010, contact Lucille or Judi at (888) 487-7555.

Workshop Descriptions

1 of 3

AERIES Browser Interface – Gradebook for Elementary Schools (#146) TUESDAY ONLY

A review of the features of the ABI Gradebook. Topics include: common procedures, reports, data entry, and grade reporting integration to Standards Based Grade Reporting at the elementary level

AERIES Browser Interface – Gradebook for Secondary Schools (#147)

A review of the features of the ABI Gradebook. Topics include: common procedures, reports, data entry, and grade reporting integration at the secondary level

AERIES Browser Interface - Introduction and Features Overview (#120)

An overview of the features (both basic and advanced) that are provided by the Aeries Browser Interface Teacher, Student, and Parent Portals

AERIES Browser Interface - Parent/Student Access (#152)

A detailed discussion of the features, benefits and requirements of using the ABI Parent Account Management System to implement parent and student accounts in ABI

AERIES Browser Interface –Tips & Tricks (#154)

A look at some well-known & some not so well-known features and applications available in ABI; including both basic and advanced features

AERIES Browser Interface –What’s New? (#155)

Explore recent changes and enhancements in ABI and how these features could be used

AERIES Mobile (#190) - Client Server Specific MONDAY ONLY

A review of features and configuration requirements of Aeries Mobile, which is a layer within the AeriesCS system that provides disconnected access to student data via a PDA running Windows Mobile 5.0. Principals, truancy officers, counselors, emergency personnel or others will have secured, read-only access to student information on or off site whenever a need arises

Assertive Discipline (#200)

Procedures for using the assertive discipline screen, discipline reports, Safe Schools Act date, setting up the suspendable offense codes, and generating suspension and expulsion letters

Attendance for Alternative Schools (#220)

Discussion is for positive attendance topics and reports for after school programs, intersession, community day, charter schools and independent study



Attendance for Supplemental Programs (#225)

A discussion of this new Aeries feature that will include a discussion about how the system is used and configured. This is a new system to track attendance for supplemental programs like After School, Saturday School or Tutoring

Attendance Setup and Procedures (#240)

Forms used in the setup of Daily and Period Attendance, timelines and procedures for the collection and data entry of attendance using the attendance cycle

CALPADS in AERIES (#265)

An overview of the data population requirements introduced by CALPADS and how to maintain this newly required data in Aeries



CALPADS Data Submission (#266)

Submission of data to CALPADS including procedures in Aeries to create files, options available when creating files, and interpreting errors and warnings generated by CALPADS when the files are submitted

Class Schedule Maintenance (#270)

Features of the “Classes” form used during the school year, and the impact on Course Attendance and ABI will be discussed. Included in the discussion will be student schedule changes, scheduling new students, and mass moving students to new classes

Continuation School Applications (#280) MONDAY ONLY

Procedures for database management, reports, and grade reporting variations in a continuation school. Includes a discussion on ASAM reporting

Counseling Applications for Secondary Schools (#300)

Procedures for using forms and reports for the high school counselor, including transcript, graduation status, college and counseling forms

Course History (#320)

Topics that will be discussed include transcript definitions, colleges, graduation requirements, courses, the transcript form, transcript printing, graduation status checks, college entrance testing, and UC/CSU entrance requirements

Daily Attendance Reporting (#420)

The use and application of Daily Attendance, including reports used daily, attendance letters to parents and end of month reports

Elementary School Applications (#460)

Procedures for the roll-over of current students, enrolling new students for next year, assigning students to teachers and additional applications for elementary schools

Workshop Descriptions

2 of 3

Enhanced Features using AERIES Query/Access Query (#480)

For experienced users of Aeries Query, this class will teach participants to apply advanced filters, hide columns, change fonts, apply other tricks to a query statement and export data to Excel for further analysis

Enrollment Data Management (#490)

A discussion detailing the various areas where enrollment needs to be managed in Aeries, including: start of school year, exit reasons, graduates, no shows, and summer withdrawals. Discussion of pivot tables

Fundamentals in AERIES (#510)

Intended for the novice user of Aeries, this workshop will teach basic navigational skills used in Aeries. Included will be the use of View All Forms, View All Reports, function codes, and printing reports

Grade Reporting (#520)

Explanation of timelines and procedures of the grade reporting cycle; available grade reporting options, scanning and printing of grade reporting, generating report cards and other reports

Import Data into AERIES (#530)

This class will discuss how to use the "Import or Add Data" form to import data into Aeries from either an Excel spreadsheet or an Access Database; i.e. pull data from a table, import data from an external database or mass add information into records in a table

Independent Study (#535)

Management of long-term and short-term independent study in Aeries

Interfacing AERIES with Other Software (#540)

Procedures for importing/exporting data between Aeries and other software packages, such as word processing/spreadsheet programs; creating merge documents, certificates, charts and graphs; add/import data, pivot tables in Excel

Language Assessment (#550)

Procedures for maintaining Language Assessment related data, CELDT Testing, and the R-30 report

Master Schedule Building (#555)

A discussion of the theory of building a better master schedule will include the sequence of steps used to place sections in the master schedule; analyzing your master schedule to determine how good it might be when students are scheduled

Medical (#560) TUESDAY ONLY

The use and application of the forms and reports for medical, immunization, hearing, vision, and use of the medical log

Multi Data Profile (#567)

An overview of the Student Multi Data Profile report. Examples will include both basic and advanced ways of using this versatile Aeries report to display various types of student related information such as test scores, assessments, fees, and other student-related information. The ABI Teacher version of this report will also be discussed



Online Enrollment/Registration (#575)

A introductory overview of this new Aeries feature including a general overview, features overview, system walk-through, and system requirements

Period Attendance Reporting (#600)

The use and application of Period Attendance, including reports used daily, attendance letters to parents and end of month reports

Query Advanced for Elementary Schools (#620)

Multiple table queries, the "CHANGE" button, the "CHANGE" command; advanced applications of query for elementary school personnel

Query Advanced for Secondary Schools (#640)

Multiple table queries, the "CHANGE" button, the "CHANGE" command; advanced applications of query for secondary school personnel

Query Beginning (#660)

Procedures for the creation of reports using the basic structure of query statements; single table queries, selection of data fields, sorting data fields, and constructing simple conditions and multiple conditions

Query Intermediate for Elementary Schools (#720)

The "TOTAL", "KEEP", "SKIP" commands; printing labels, letters, saving and loading query statements, using "AND" or "OR", and multiple table queries at the elementary school level

Query Intermediate for Secondary Schools (#740)

The "TOTAL", "KEEP", "SKIP" commands; printing labels, letters, saving and loading query statements, using "AND" or "OR", and multiple table queries at the secondary school level

Scheduling Master Schedule Board (#745)

Features of the Scheduling Master Schedule Board will be discussed. This will include moving sections to try "What if?" scenarios, scheduling students, looking at courses with rejected students, and using the Interactive SMS Builder to build the Scheduling Master Schedule

Workshop Descriptions

3 of 3

Special Education (#750)

Procedures for maintaining Special Education related data, creation of the CASEMIS student extract file, and the importing of data from a Third party date file in CASEMIS file format for informational as well as Pre ID purposes

Standards Based Grade Reporting for Elementary Schools (#755)

TUESDAY ONLY

A review of basic Standards Based Grade Reporting features; procedures on how to set up a report card

State Pre-ID and Load Test Data (#760)

Procedures for the creation of pre-ID files and loading state standard test data (STAR Test Results, CAHSEE, CELDT, etc.)

Student Assessment – Application of Data (#780)

This practical analysis workshop will demonstrate how to use Aeries data, reports and query functions to assist teachers and administrators to track and improve student achievement. This session will go beyond “how to print reports” to answer the question “What is the data telling us?”

Student Assessment – Multiple Measures (#800)

Setup and procedures for using the Aeries assessment form which is based on student data including the ability to define areas for evaluation and minimum performance criteria and insights in how the data will assist in making curricular program decisions (appropriate for administrators and/or directors who use data to determine student progress)

Student Scheduling (#820)

Procedures for basic mass scheduling for secondary schools

Student Scheduling – Complex Schedules (#830)

This workshop will focus on defining sections in the Scheduling Master Schedule to link sections to create teams, houses, academies, etc. A-day and B-day scheduling, rotating schedules and various block scheduling scenarios will be discussed. Attendees should have a basic understanding of scheduling using Aeries.

Tips & Tricks in AERIES (#940)

A look at some well-known and some not-so-well-known features and applications available in Aeries

What’s New? (#980)

The emphasis of this workshop is to look at the changes made to Aeries in the previous six months and how to apply these changes to your site



The workshops listed below are suitable for system administrators, network administrators and/or advanced users only



AERIES.NET Features Overview (#110)

A demonstration and discussion of the web-based, next generation of Aeries. Topics include a show-and-tell of the current and planned features of the system and a technical discussion of the hardware and system requirements

AERIES Browser Interface – Administration & Network Security (#140)

For schools and districts already using ABI, this class will go over common administrative tasks in ABI. Topics include: security, firewalls, encryption, account maintenance, and other technologies; ABI from home will also be discussed

AERIES Client Server - Administration (#160)

Overview of functions available to database administrators (DBA) in AeriesCS; emphasis on the AdminCS toolbox module usage and functionality. Topics include Aeries SQL databases maintenance, school code limitations, defining school based codes, creating a master cache, reviewing additional forms and reports relocated from District Aeries

AERIES Client Server, New Year Cycle – Rollover and Update (#168)

New year process overview: procedures for preparing databases for rollover, creating and updating next year’s database along with before/after report printing, verification of data. This includes defining student table relationships, copying Aeries tables, update student data, creating/updating inactive students into inactive school and pull enrollment history from last year

AERIES Client Server-SQL Server Administration (#170)

A summary and quick how-to of the various administrative features provided by MS SQL Server and other vendors. Topics include: Enterprise Manager, Query Analyzer, security, Data Transfer Service (DTS) and 3rd party transaction tracking software. Additional topics will include creation of new databases, importing/exporting of data from miscellaneous sources, backups, maintenance, and error checking, as well as query creation and scripting

Customizing AERIES Forms, Reports & Modules (#380) TUESDAY ONLY

Procedures for modifying forms, reports, and modules to suit participant needs, keeping the custom programs “safe”, and keeping users and our staff aware of those custom programs; **programming knowledge required**

Customizing AERIES Supplemental/User Defined Tables (#400) MONDAY ONLY

Procedures for designing/modifying the user defined supplemental table and creating other user defined tables to help meet the needs of the school and/or district

Network Professionals Forum (#570)

Questions, answers, and information sharing among Aeries managers, in a discussion format with a moderator

SQL Query (#752) Client Server Specific

Process of how to create SELECT, UPDATE, INSERT & DELETE queries; multi-table joins, GROUP BY clause and order of all special SQL clauses will also be discussed

Accommodations

DoubleTree Hotel Ontario

222 N. Vineyard Avenue

Ontario, CA 91764

(909) 937-0900

EAGLE SOFTWARE IS NOT RESPONSIBLE FOR ROOM RESERVATIONS AND/OR ACCOMMODATIONS.

WE ARRANGE TO SECURE A BLOCK OF ROOMS AT A REASONABLE RATE,

BUT WE HAVE NO CONNECTION WITH THE HOTEL WITH REGARD TO RESERVATIONS.

As a guest of the DoubleTree Hotel Ontario, you're in the heart of the Inland Empire where you will enjoy all the amenities of the "big city"...without the big city. Ontario Mills outlet mall and the Epicenter Stadium are just two of the nearby attractions. Disneyland and Knott's Berry Farm are within 30 miles of the hotel. The Doubletree Hotel Ontario has opportunities for relaxation and recreation and is located adjacent to the Ontario International Airport. The hotel offers complimentary shuttle service from the airport for all guests.

Room Rates (per day)

Single: \$84.00 Double: \$99.00 Triple or Quad: \$109.00

Hotel room rates are always subject to applicable state and local taxes or fees in effect at the time of check-in. Please verify your financial commitment for your reservation with the hotel. Reservation requests must be accompanied by the first night room deposit or guaranteed with a major credit card.

Check-in Time 3:00 PM Check-out Time 12:00 Noon

The DoubleTree is within walking distance of the Ontario Convention Center. Reservations must be received on or before **Saturday, February 27, 2010** to receive the special conference rate. The group rate cannot be extended beyond that date and the block may sell out prior to that date! If the DoubleTree Hotel block is sold out, please check our website at www.aeries.com/conference.asp for additional hotel information.

Call the hotel at **(909) 937-0900** to secure room reservations.

Please mention Eagle Software to receive the special conference rate.

Conference Schedule

Sunday, March 14, 2010

3:00 PM	5:30 PM	Early Check In*
7:00 PM	8:30 PM	Early Check In*

Monday & Tuesday, March 15-16, 2010

7:30 AM	-	8:30 AM	Check In
7:30 AM	-	8:30 AM	Continental Breakfast
8:30 AM	-	8:45 AM	General Session
9:00 AM	-	10:20 AM	Session 1
10:35 AM	-	11:55 AM	Session 2
12:00 Noon	-	1:00 PM	Lunch
1:05 PM	-	2:25 PM	Session 3
2:40 PM	-	4:00 PM	Session 4

Monday, March 15, 2010 ONLY

4:10 PM	5:00 PM	CALPADS
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*Location of Early Check In to be determined; please check your confirmation letter for details.

Check in lines are formed by **your last** name.

Monday check in is very busy; please allow plenty of time for check in and breakfast! You must check in, even if you have received a confirmation letter.

While at the conference, don't miss....

Open Forum

Open Forum will be available during the conference; it will be closed during lunch and will close at 3:30 PM on Tuesday. There will be an opportunity for hands-on with the AERIES program; Eagle Software staff members will be available to discuss specific questions on a limited time basis.

CALPADS (4:10 PM Monday only)

PLEASE CHECK OUR WEBSITE FOR ADDITIONAL TOPICS THAT MAY BE ADDED.

Regional Workshops

Eagle Software offers Regional Workshops in different locations throughout the state. Keep updated on available workshops which are posted on our website at www.aeries.com/workshop.asp

Fall Users' Conference 2010

October 11-12, 2010

Sacramento, CA