

# Workshop Descriptions



## **SCHEDULING** *(applies to Aeries Client and Aeries.net)*

### **Class Schedule Maintenance (#300)**

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

### **Student Scheduling (#310)**

An overview of procedures, forms, and reports used to schedule students into classes for next year.

### **Master Schedule Building Theory (#320)**

A discussion of the theory used to build a master schedule. This will include the sequence of steps used to place sections in the master schedule, and how to analyze the master schedule before students are scheduled. This workshop does not use any Aeries programs, but will help to understand the use of the Interactive Scheduling Master Schedule Builder which is included in workshop #330.

### **Scheduling Master Schedule Board (#330)**

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.

### **Student Scheduling – Complex Schedules (#340)**

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

## **ATTENDANCE** *(applies to Aeries Client and Aeries.net with some sessions for the specific platforms)*

### **Attendance Setup and Procedures (#350)**

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.

### **Daily Attendance Reporting in Aeries Client (#360)**

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

### **Daily Attendance Reporting in Aeries.net (#361)**

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

### **Period Attendance Reporting in Aeries Client (#370)**

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

### **Period Attendance Reporting in Aeries.net (#371)**

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

### **Supplemental Attendance (#380)**

A discussion of this Aeries feature that will include how the system is used and configured. This is a system to track positive attendance for supplemental programs such as After School or Tutoring without impacting regular day attendance.

## **GRADE REPORTING AND TRANSCRIPTS** *(applies to Aeries Client and Aeries.net)*

### **Standards Based Grade Reporting for Elementary Schools (#400)**

A review of basic Standards Based Grade Reporting features; procedures on how to set up a report card and advice on developing a Common Core-Based Report Card.

### **Grade Reporting for Secondary Schools (#410)**

Explanation of timelines and procedures of the grade reporting cycle; available grade reporting options, grade input, and generating report cards and other reports. Includes a brief overview of Secondary Standards Based Grading.

### **Transcripts and Course History (#430)**

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.

# Workshop Descriptions



## **ALTERNATIVE ED AND CONTINUATION FEATURES**

*(applies to Aeries Client and Aeries.net)*



### **Alternative School Scheduling, Attendance, and Grade Reporting (#455)**

A presentation on dealing with issues specific to Alternative Ed Schools in the areas of Scheduling, Attendance, and Grade Reporting. This includes the following types of schools: Continuation, Community Day, some Charter Schools, and COE.

### **Independent Study (#470)**

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

### **COE Roundtable Discussion (#480)**

County Office of Ed roundtable discussion with a moderator.

## **ASSESSMENT AND DATA ANALYSIS**

### **Aeries Analytics Data Analysis Dashboards (#100)**

Demonstration of the data analysis side of Aeries Analytics, the new Assessment System offered by Eagle Software. Topics include: Dashboard Configuration, Analysis Definitions, Data Drill-Downs and "At-Risk" Student Identification.

### **Aeries Analytics – Practical Application of Data (#110)**

This practical analysis workshop will demonstrate how to use Aeries data, Aeries Analytics 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?"

### **EADMS Assessment System (#130)**

**MONDAY ONLY**

Aeries and EADMS integrate for a Fully-Featured, Fully-Integrated SIS and Assessment Solution. See how EADMS staff has utilized their experience over the last 2 decades to build and support the most feature-rich Assessment System on the market.



### **SchoolCity Assessment System (#140)**

**TUESDAY ONLY**

Come see SchoolCity's STARS™ Online Assessment Analysis and Reporting System. Aeries and SchoolCity interface to provide a comprehensive SIS-Assessment System Solution.

## **AERIES.NET TEACHER, PARENT AND STUDENT PORTALS**

### **Intro to the Teacher, Student & Parent Portals (#150)**

An overview of the features in the Aeries.net Teacher, Student and Parent portals. Highlights the differences between the Aeries.net Portals and ABI.

### **Gradebook for Elementary Schools (#160)**

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

### **Gradebook for Secondary Schools (#165)**

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

### **Parent and Student Account Management (#170)**

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



### **Student Data Confirmation and Summer Re-Registration (#180)**

A detailed demonstration of the Summer Re-Registration feature in the Aeries.net Parent Portal. Includes recommendations for setup, configuration, deployment and support of the process.

### **Aeries.net System Administration & Network Security (#910)**

Common admin tasks when implementing and managing Aeries.net & the teacher, student, & parent portals. Topics include: security, firewalls, encryption, account maintenance, and other technologies; specifically addresses external access config.

# Workshop Descriptions



## **OTHER AERIES PRODUCTS AND SERVICES**

### **Aeries AIR – Online Enrollment / Registration (#200)**

This system allows for parents of new students to the district to enter enrollment information online. This session covers system setup and usage by administrators and parents.

### **Aeries Additional Products and Services (#215)**

Eagle Software offers an array of additional products and services that you may not be aware of. This session is an overview of those products and services including: Aeries ASP Hosting, Aeries EMT, Aeries AIR, and Aeries Analytics. Other sessions will cover some of these topics in more detail.



## **QUERY**

*(applies to Aeries Client and Aeries.net - unless noted)*

### **Beginning Query (#250)**

Procedures for creating your own reports using basic Aeries Query statements; single table queries, selection of data fields, sorting data fields, and constructing simple and multiple conditions.

### **Intermediate Query – Elementary Schools (#255)**

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

### **Intermediate Query – Secondary Schools (#260)**

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

### **Advanced Query – Elementary Schools (#265)**

Multi-table queries, the "CHANGE" button and command; advanced applications of Query for elementary school personnel.

### **Advanced Query – Secondary Schools (#270)**

Multi-table queries, the "CHANGE" button and command; advanced applications of Query for secondary school personnel.

### **Advanced Interfacing with Data (#275)**

*(not intended for Aeries.net users)*

For experienced users of Aeries Query, covers applying advanced filters, hiding columns, and applying other tricks to a query statement. Also will cover pivot tables in Excel and importing and exporting data using Excel with a focus on data evaluation.

## **STATE REPORTING AND TESTING**

*(applies to Aeries Client and Aeries.net)*

### **CALPADS in Aeries Basics (#700)**

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

### **CALPADS in Aeries Advanced (#710)**

An advanced look at CALPADS providing more specific details and discussions of complex situations and data population requirements, a focus on CALPADS and CDE expectations for data, and Advanced Q & A.

### **CALPADS Data Submission (#720)**

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

### **Enrollment Data Management (#740)**

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

### **Physical Fitness Testing (#760)**

The setup, testing and reporting of the CA Physical Fitness Test. Includes selecting which test(s) to allow in each category, entering scores via the Teacher Portal & Aeries Client, reporting scores to the State and loading results from the vendor.

### **State Pre-ID and Load Test Data (#780)**

Procedures for the creation of Pre-ID files and loading state standard test data (MAPP, [STAR] CAASPP, CAHSEE, CELDT, etc.)

# Workshop Descriptions



## SYSTEM ADMINISTRATION

### **Network Professionals Forum (#900)**

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

### **Show & Share Forum for Aeries Add-Ons (#905)**

**MONDAY ONLY**



A forum for those who have created "Add-Ons" to Aeries and also for those who would like to see what is possible. Topics may include: Custom-Built Applications, Reports, and/or SQL Queries and Extracts.

### **Aeries.net System Administration & Network Security (#910)**

Common admin tasks when implementing and managing Aeries.net & the teacher, student, & parent portals. Topics include: security, firewalls, encryption, account maintenance, and other technologies; specifically addresses external access config.

### **Aeries Client Server System Administration (#920)**

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.

### **SQL Server Administration (#930)**

A summary and quick how-to of the various admin features in MS SQL Server and other vendors. Topics include: SQL Management Studio, security, SSIS and 3<sup>rd</sup> party transaction tracking software. Other topics include: creation of new databases, importing/exporting, backups, maintenance, and error checking, as well as query creation and scripting.

### **SQL Query Client Server Specific (#940)**

Create and use SELECT, UPDATE, INSERT, and DELETE queries. Will also discuss GROUP BY clause, ORDER BY clause, dual-table queries and other special SQL demands.

### **SQL Query – Advanced Topics (#950)**

For Database Administrators (DBA). Topic include multi-table queries, methods for exporting data, SELECT INTO, and tips for finding duplicates / orphaned records.

### **Importing and Mass Adding Data into Aeries (#960)**

Using 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.

### **Customizing Aeries Client Forms, Reports & Modules (#970)**

**TUESDAY ONLY**

Procedures for modifying Aeries Client forms, reports, and modules to suit participant needs, keeping the custom programs "safe", and keeping users and Eagle staff aware of those customs; **Programming Knowledge Required.**

### **Customizing Aeries.net Pages and Reports (#971)**

**MONDAY ONLY**



Procedures for modifying Aeries.net pages and reports to suit local needs, saving the custom programs, re-integrating changes with new versions, and keeping users and Eagle staff aware of those customs; **Programming Knowledge Required.**

## AERIES CLIENT FUNCTIONALITY

### **Fundamentals in Aeries Client (#500)**

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

### **Tips & Tricks in Aeries Client (#520)**

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

### **Did You Know...? (#540)**

Have you ever said, "I want someone to teach me what I don't know about Aeries"? If so, this workshop may be for you. It will include a quick look at many of the forms and reports that may have been around for a while, but either you missed the revision notes or the feature didn't apply to you at the time.

### **What's New in Aeries? (#565)**

A lot changes in a year and Aeries keeps moving forward with new features. This session takes a look at the changes in the last year across all Aeries products, including: Aeries.net, Aeries Client, Aeries Analytics, Aeries AIR, and others.

### **Assertive Discipline in Aeries Client (#580)**

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.

# Workshop Descriptions



## **Counseling Applications for Secondary Schools in Aeries Client (#600)**

Procedures for high school counselors using forms and reports (transcript, graduation status, college & counseling forms).

## **Custom Report Builder in Aeries Client (#620)**

An overview of the Custom Report Builder feature in Aeries. Examples include basic and advanced ways of using this versatile tool to display various types of student related information like test scores, programs, and other student-related data.

## **Elementary School Applications (#640)**

Procedures for the roll-over of current students, enrolling new students for next year, assigning students to teachers; additional applications for elementary schools will be discussed; applies to both Aeries and Aeries.net.

## **Interfacing with MS Office (#650)**

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

## **Language Assessment (#660)**

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

## **Medical (#670)**

**TUESDAY ONLY**

The use and application of forms and reports for medical log, medication, immunization, hearing, etc. in Aeries and Aeries.net.

## **Special Education (#680)**

Procedures for maintaining Special Education related data, creation of the CASEMIS extract, and importing data from a third party data file in CASEMIS file format for informational and Pre ID purposes; includes Aeries and Aeries.net systems.

## **AERIES.NET FUNCTIONALITY**

### **Fundamentals in Aeries.net (#501)**

Intended for the novice user of Aeries.net. This workshop will teach basic navigational skills used in Aeries.net. The use of View All Forms, View All Reports, function codes, and printing reports will be included as well as Tips & Tricks for optimizing your use of the system.

### **What's New in Aeries? (#565)**

A lot changes in a year and Aeries keeps moving forward with new features. This session takes a look at the changes in the last year across all Aeries products, including: Aeries.net, Aeries Client, Aeries Analytics, Aeries AIR, and others.

### **Assertive Discipline in Aeries.net (#581)**

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

### **Intervention Management in Aeries.net (#591)**

Details on the end-to-end process of Intervention Tracking and Monitoring in Aeries.net. Includes recent changes to support a district's "SST" process as well as classroom interventions and referrals. This session will explain what each Intervention table is designed to track and recommend code sets.



### **Counseling Applications for Secondary Schools in Aeries.net (#601)**

Procedures for high school counselors using pages and reports (transcript, graduation status, college & counseling screens).



### **Custom Report Builder in Aeries.net (#621)**

An overview of the Custom Report Builder feature in Aeries.net. Examples include basic and advanced ways of using this versatile tool to display various types of student related information like test scores, programs, and other student-related data.

### **Elementary School Applications (#640)**

Procedures for the roll-over of current students, enrolling new students for next year, assigning students to teachers; additional applications for elementary schools will be discussed; applies to both Aeries and Aeries.net.

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