

General Sessions

Day 1

Campus Community and Passport

Users will learn how to create a campus community account, find supporting documents and resources, submit support cases, utilize NASIS forums for continued learning, and understand how to navigate campus community. Users will learn about the BIE campus passport dashboard which contains training opportunities, such as virtual training, virtual training recordings, on-demand courses, and yearly event series (YES).

NASIS Designation Form

Users will learn what the NASIS Designation Form is, how it is used by the school, and where to submit the form to update contact information. Users will learn the difference between technical and standard support contact.

Day 2

Sandbox Demonstration

Users will receive an overview of the sandbox site and how they can utilize their schools' sandbox before changing their live site.

Data for School Improvement

Participants will gain an understanding of BIE's school improvement framework and how leveraging interconnected data systems can drive strategic, sustainable improvement efforts that lead to measurable, positive student outcomes.

Breakout Sessions

Premium Products

Online Registration

The OLR course will cover components to setting up registration windows, registering new and returning students, and learning the available functionality with OLR. User will learn how OLR will simplify student enrollment with a user-friendly system that saves time, reduces paperwork, and improves data accuracy.

NASIS Premium Products and General Topics Training Session Descriptions

Campus Learning Suite

The course will cover topics such as curriculum planner, campus learning usage, group administration, curriculum library, adding tasks such as quizzes, scoring rubrics, individualized assignments, student work submission, classroom navigation, planner, standards portfolio, scoring assignments and score analysis.

Campus Workflow

The Campus Workflow course will cover topics such as absent requests, behavior resolution matrix, scanning tools, and badge designer. Users will learn how to streamline attendance taking with Advanced Attendance & Appointments, set up event-triggered automatic notifications through Events & Actions, and digitize hall pass procedures with Hall Pass.

Voice Messenger 2.0

The Voice Messenger course will consist of census and messenger, contact preferences, upload recorded voice messages, schedule messages, attendance, and behavior specific messages. Users will learn components of campus messenger with voice, which provides a voice-over internet protocol service that can deliver daily messages (e.g., student behavior, attendance, grades), high priority messages, general notifications from the school/district, internal staff messages, etc. In addition, Shoutpoint also allows for rapid delivery of messages by text or voice through Emergency Messenger.

Insights Dashboard

The Insights dashboard will provide an overview of upcoming features and capabilities. The Insights Dashboard allows users to quickly and easily view up to 4 Insights visualizations at the same time and customize data reported in each visualization using user-created templates.

General Topic Sessions:

User Security

Users will learn why user groups are useful, when to create various user groups, and how to assign those groups as opposed to individual tool rights.

System Admin Part One

Users will be able to identify where to find items that were previously listed under System Administration. Users will be able to complete calendar setup and generate reports.

System Admin Part Two

Users will be able to identify categories in System Settings and roll reports forward. Users will review and update School & District Settings with current information. Users will know how to create new users, new user group and assign tool rights. Users will learn how to approve, disable and or end user accounts.

Users will learn the importance of data security, how two-factor authentication helps protect student PII within the student information system, and how to approve and review 2FA/PIV requests. Users will learn how the 45-Day Login Update affects user accounts. Users will receive an overview of signing into NASIS using different methods such as PIV or two-factor authentication.

Census

Users will create households of students, parents, school staff and emergency contacts within Census. Users will link together newly created households using the Census Wizard.

Attendance

Users will learn how to take attendance, monitor attendance, and run attendance reports.

Scheduling

Users will gain an understanding of the different methods to schedule students, how to use the walk-in scheduler, add courses to a schedule, and applicable scheduling reports.

Course Set Up and Grading and Standards

Users will create a course with a section. Learn how to set up score groups and grading tasks and/or standards. How to align score groups/grading tasks to courses. Set up grading calc options to a course. How to post grades. How to create report cards and transcripts.

Data Validation Reports

Users will review reports created for BIE, learn how to generate the data validation reports defined in the data validation groups, and how those reports can be useful for maintaining accurate data. Users will be able to generate, define symptoms and data rules on data validation.

NASIS Premium Products and General Topics Training Session Descriptions

BIE Reports

Users will learn how to navigate BIE Reports and how to utilize the different reports for school improvement as well as ensuring data accuracy for federal reporting.

Assessment Reports

Users will learn how to access academic assessment data through the Reporting Ad Hoc and Data Validation tools.

Special Education

Users will learn how to assign team members, create documents, and log services for students receiving services as well as identify subcategory in System Administration for Special Education preferences and set up notifications for the Case Manager.

Premium Products Demonstration

Users will see and learn about the capabilities of premium products.

Behavior Management

Users will learn how to add a behavior event/incident and resolution. Add behavior management administrators. Set up notifications for behavior management administrators. Generate behavior event and resolution reports.

Ad Hoc Reporting

Users will be able to create customized reports using the Ad Hoc Reporting module by selecting commonly used data elements and how to apply an Ad Hoc to predefined canned reports.

Open Technical Assistance

Open technical assistance opportunity to work with individuals on specific modules that they may need assistance with.