

Quick Reference: My Backpack New Design for Administrators

My Backpack has been re-designed with many new and exciting user-friendly features! This document outlines some of the enhancements that are now available in the re-designed version of My Backpack. Some of the areas that have been updated include:

- [Dynamic Design for Smart Phones and Tablets](#)
- [My Backpack Login Page](#)
- [Re-designed Homepage Menus and new Menu Detail button](#)
- [Child Summary Page](#)
- [Student Calendar Page](#)
- [Daily Assignments and Comments](#)
- [New Message Center](#)
- [My Profile Page](#)
- [New Look Search Screens](#)
- [Summer School and Online Admissions Login Pages](#)
- [URL Updates with Re-Designed My Backpack](#)

NOTE: The password policies for My Backpack have also changed in our 92_4 Release. For more information, please review the [Release Notes](#).

Dynamic Design for Smart Phones and Tablets

The My Backpack screen has a new, responsive design that is optimal for smart phone and tablet performance. The updated screen automatically adjusts to the correct format for your smart phone and tablet devices.

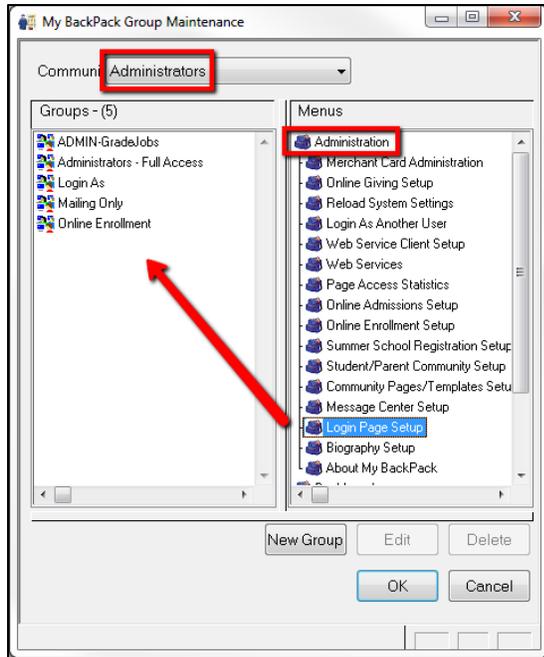
My Backpack Login Page

The My Backpack Login Page has been enhanced with a new design that enables you to give Admin users the ability to customize the Login Page to match your school's logo, design and colors. The I Forgot My User Name/Password Page has also been updated to automatically replicate any updates that are made to the My Backpack Login Page, which helps your school maintain a consistent look-and-feel across My Backpack.

To give user(s) permissions to edit the My Backpack Login Page, login to the System Administration application, click **My Backpack > Group Maintenance > Edit Group Profiles**. From the **Community** drop-down menu, select the **Administrators** option, double-click **Administration** and drag the **Login Page**

Setup security to the appropriate Group.

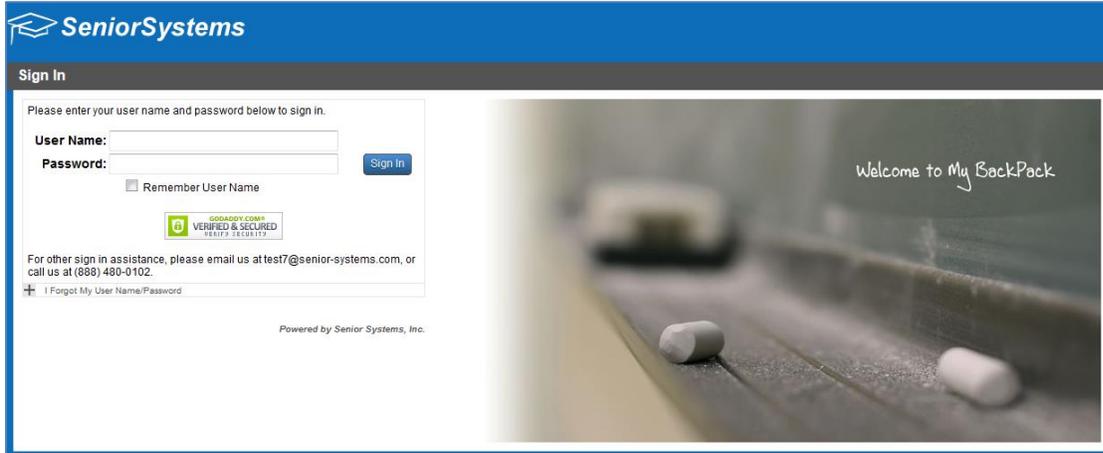
Login Page Setup Security– System Administration Application



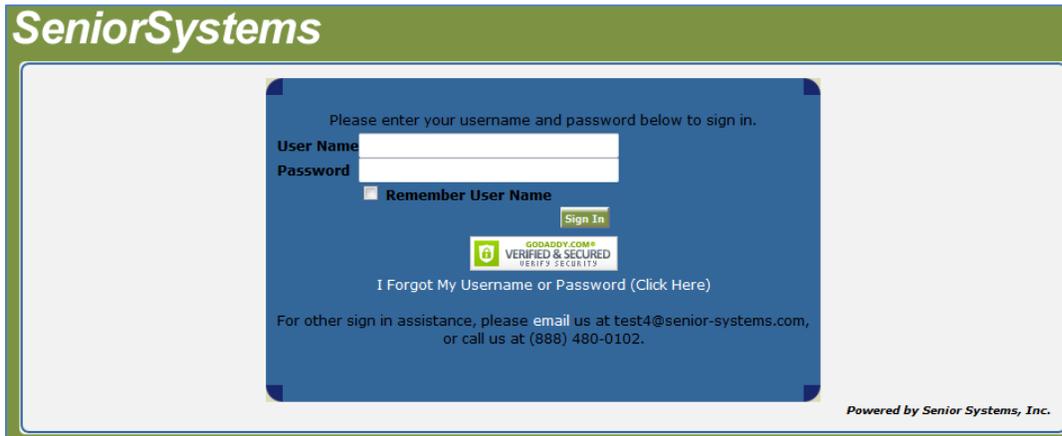
Now that you have given the Login Page Setup security to a specified Group, you can add this Group to a specific user by clicking **My Backpack > My Backpack User Maintenance** > select the user and drag the Group from the **Available Groups** area to the **Assigned Groups** area.

My Backpack User Maintenance

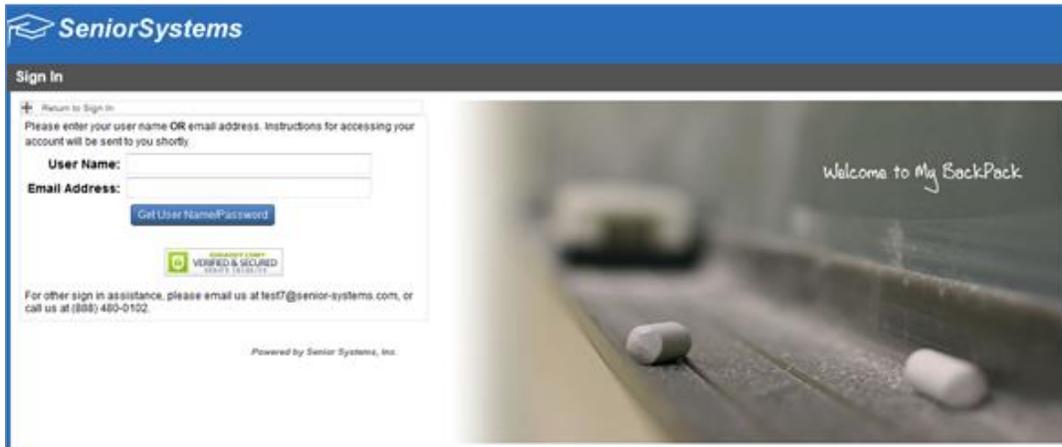
Re-designed Version – My Backpack Login Page



Previous Version – My Backpack Login Page

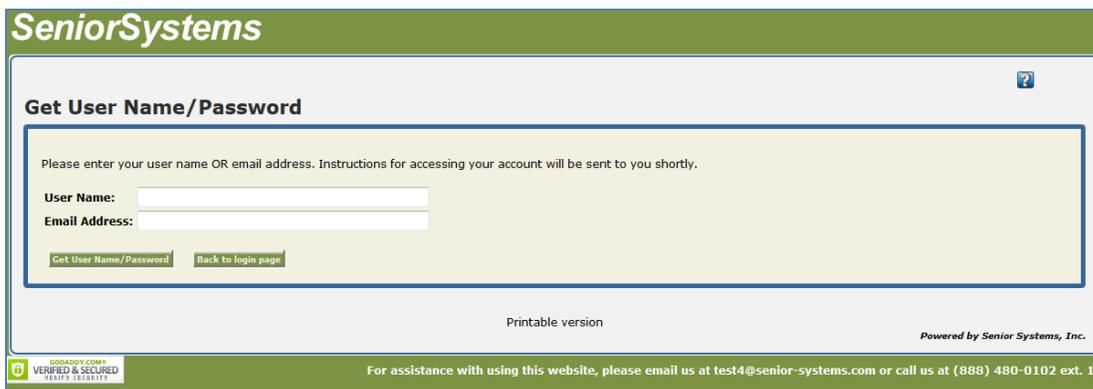


Re-designed Version – I Forgot My User Name/Password Page



NOTE: For more information about how to change the image on the sign in page, see [How to Customize The Sign In Page](#).

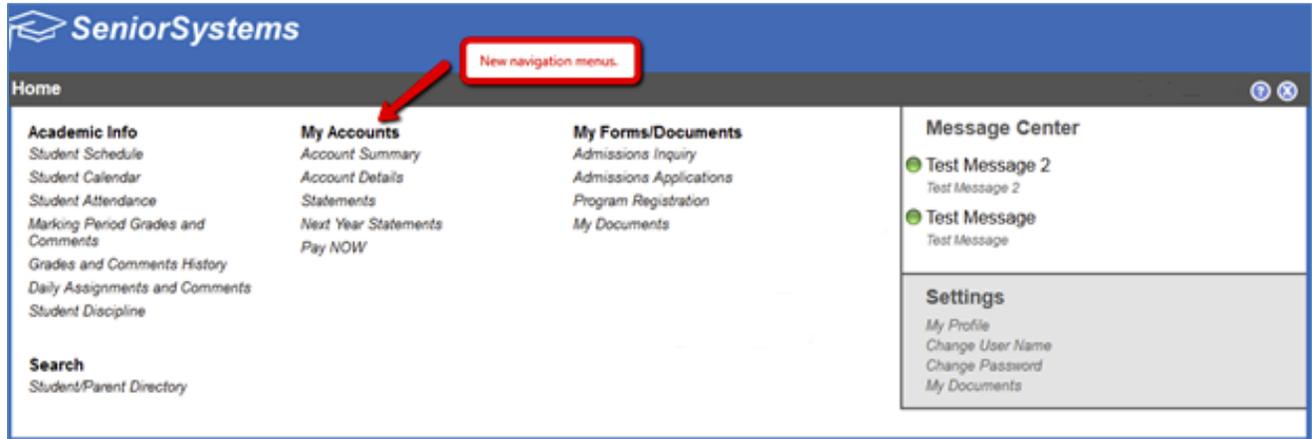
Previous Version – I Forgot My User Name/Password Page



Re-designed Homepage Menus and new Menu Detail button

My Backpack has been updated with a redesigned Homepage menu and a new Menu Detail icon. The updated Homepage menu has been redesigned to provide a more intuitive navigational experience, and the Menu Detail icon allows you to navigate through My Backpack without having to backtrack to the Homepage menu options.

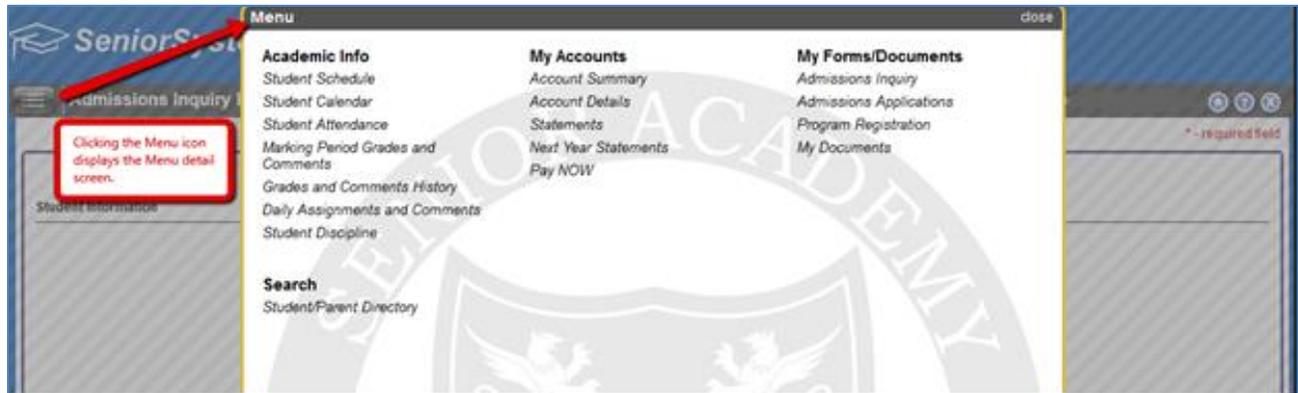
Re-designed Version – Updated Homepage menus



Re-designed Version – Menu icon



Re-designed Version – Menu Detail screen



Previous Version – My Backpack Homepage Navigation

SeniorSystems
Logged in as: **Dr. Michael Acker**
Current School: **Upper School**

Alumni

Directory

Class Notes Directory

Search by Last Name

Search Alumni Directory Using Advanced Search Options

Donations

Make a Gift

Make a Pledge, View Outstanding

Pledges or Make a Payment

Giving History

Learn more about giving

My Profile

Biography

Change User Name

Change Password

Maintain Custom Dictionary

Preferences

Admission Inquiry Form

Online Admission

Online Enrollment

Program Registration

My Documents

Faculty

My Students

Attendance View

Student View

Grades/Comments

Discipline

Search by last name

My Classes

Daily Attendance

Grades/Comments

Daily Gradebook

Grading Keys

Homework

Recommendations

Discipline

My Schedule

Directory

Search by last name

My Reports

Class Roster

Grade Entry

Progress

Gradebook Snapshot

Gradebook

Student Schedule

Email

Send Email

Template Maintenance

View Sent Email History

Set Progress Report Options

Admin

Administration

Refresh Card Administration

Online Giving Setup

Refresh System Settings

Login As Another User

Web Service Client Setup

Page Access Statistics

Online Admissions Setup

Online Enrollment Setup

Summer School Registration Setup

Student/Parent Community Setup

Community Pages/Templates Setup

Biography Setup

About My BackPack

Grading

Attendance Rules

Attendance Policies

Manage Gradebook Templates

Grade Keys

Jobs

Bill Grade Legend

Create Archive

Manage Archive

Directory

Alumni Directory Setup

Student/Parent Directory Setup

Email

Template Maintenance

Create Broadcast Email Task

View Scheduled Email Tasks

Auto SCC Settings

Email Status

Parents

Academic

Student Schedule

Student Calendar

Student Attendance

Marking Period Grades and Comments

Grades and Comments History

Daily Assignments and Comments

Student Discipline

My Accounts

Account Summary

Account Details

Statements

Read Year Statements

Pay Your Tuition Online

Directory

Search by last name

Search Student/Parent Directory Using Advanced Search Options

Donations

Make a Gift

Make a Pledge, View Outstanding

Pledges or Make a Payment

Giving History

Learn more about giving

Child Summary

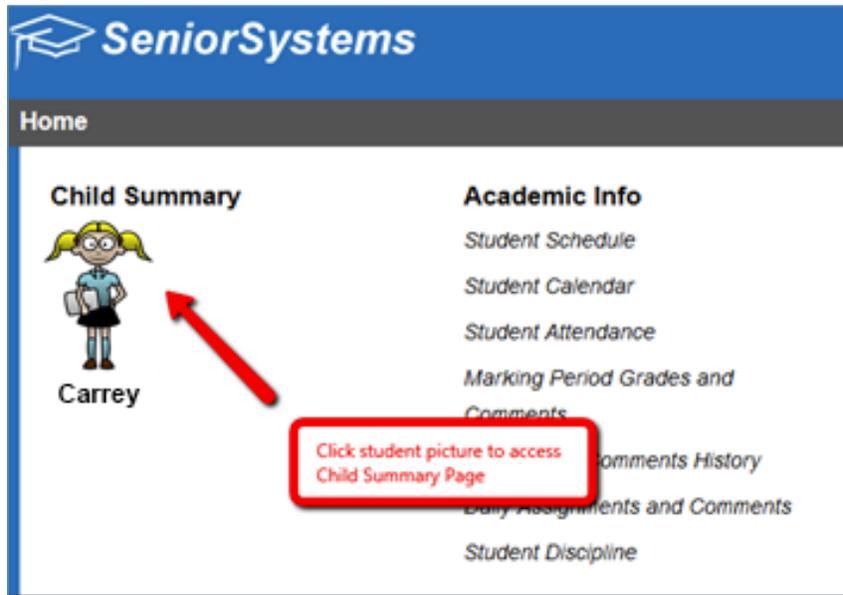



Andrew **Colin**

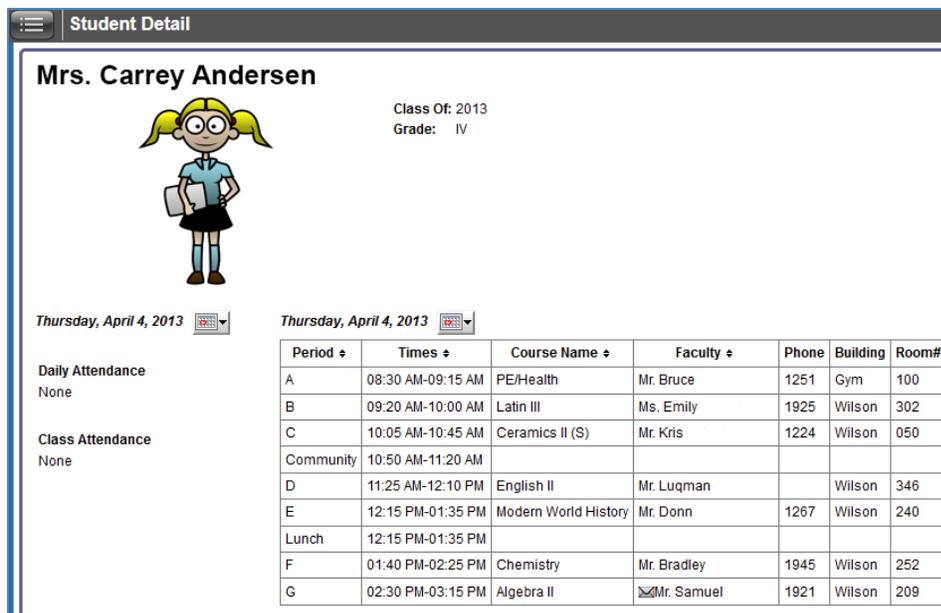
Child Summary Page

The Child Summary screen for the Parent community has been added in the re-designed version of My Backpack allowing parents to easily review details about their child (or children), such as the classes they are attending and their attendance record.

Re-designed Version – Child Summary link from the My Backpack Homepage



Re-designed Version – Student Detail Page



The screenshot shows the 'Student Detail' page for Mrs. Carrey Andersen. It includes a cartoon student icon, her name, and her class and grade information: 'Class Of: 2013' and 'Grade: IV'. Below this, there are two calendar icons for 'Thursday, April 4, 2013'. On the left, there are sections for 'Daily Attendance' (None) and 'Class Attendance' (None). On the right, there is a table with the following data:

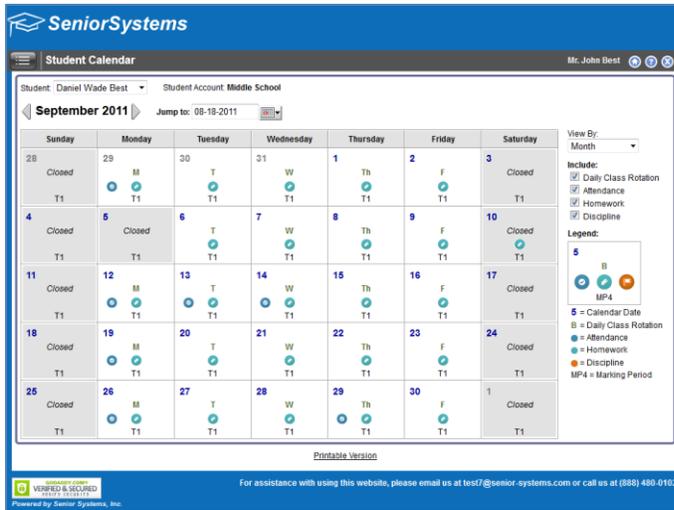
Period	Times	Course Name	Faculty	Phone	Building	Room#
A	08:30 AM-09:15 AM	PE/Health	Mr. Bruce	1251	Gym	100
B	09:20 AM-10:00 AM	Latin III	Ms. Emily	1925	Wilson	302
C	10:05 AM-10:45 AM	Ceramics II (S)	Mr. Kris	1224	Wilson	050
Community	10:50 AM-11:20 AM					
D	11:25 AM-12:10 PM	English II	Mr. Luqman		Wilson	346
E	12:15 PM-01:35 PM	Modern World History	Mr. Donn	1267	Wilson	240
Lunch	12:15 PM-01:35 PM					
F	01:40 PM-02:25 PM	Chemistry	Mr. Bradley	1945	Wilson	252
G	02:30 PM-03:15 PM	Algebra II	Mr. Samuel	1921	Wilson	209

Student Calendar

The Student Calendar for the Student/Parent community has been completely redesigned with usability improvements and new features. There are a variety of ways to view Student Calendar information, including day, week, school week (5 days) and month modes. You can choose what type of information you want to view on the calendar by selecting the checkbox icons located in the Legend to the right side of the Student Calendar. You can also use the Detail View to review more specific information about Student Calendar items displayed.

NOTE: For more detailed information about updates to the Student Calendar, see the [Release Notes](#).

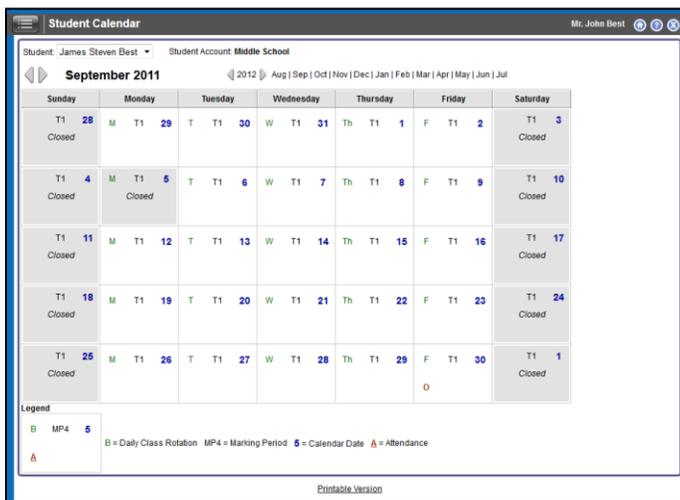
Re-designed Version – Student Calendar



The screenshot shows the 'Student Calendar' interface for Daniel Wade Best. The calendar is displayed in a monthly view for September 2011. The interface includes a navigation bar with the SeniorSystems logo, student information, and a 'Printable Version' link. A legend on the right side of the calendar defines various icons used in the calendar cells:

- 5**: Calendar Date
- B**: Daily Class Rotation
- : Attendance
- : Homework
- : Discipline
- MP4**: Marking Period

Previous Version – Student Calendar



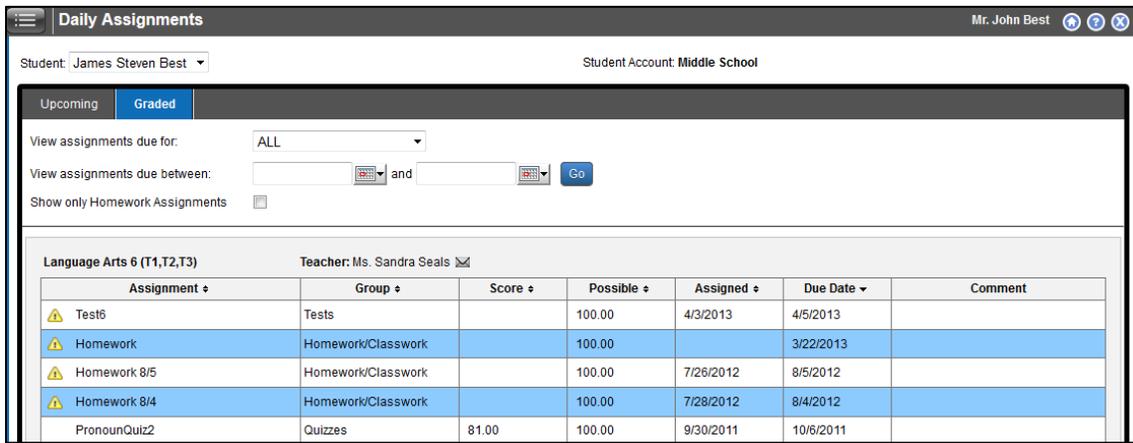
The screenshot shows the 'Student Calendar' interface for James Steven Best. The calendar is displayed in a monthly view for September 2011. The interface includes a navigation bar with the SeniorSystems logo, student information, and a 'Printable Version' link. A legend at the bottom left of the calendar defines various icons used in the calendar cells:

- B**: MP4
- 5**: Daily Class Rotation
- MP4**: Marking Period
- 5**: Calendar Date
- : Attendance

Daily Assignments and Comments

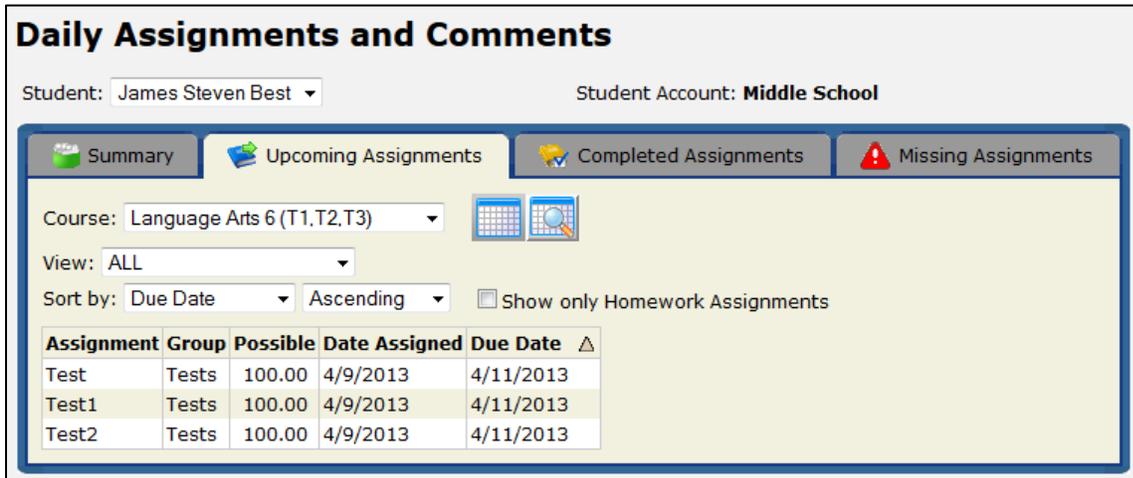
The Daily Assignments and Comments Page now has a more consolidated, intuitive design that displays only an **Upcoming** and **Graded** tab. Through these tabs, Parents and Students can easily review upcoming, current and past homework assignments that are scheduled for a student's course work. The functionality of the **Missing** tab in the previous version of My Backpack has been replaced with the new functionality of a  yellow icon that appears in the left column of the **Graded** tab.

Re-designed Version – Daily Assignments and Comments



Assignment	Group	Score	Possible	Assigned	Due Date	Comment
 Test6	Tests		100.00	4/3/2013	4/5/2013	
 Homework	Homework/Classwork		100.00		3/22/2013	
 Homework 8/5	Homework/Classwork		100.00	7/26/2012	8/5/2012	
 Homework 8/4	Homework/Classwork		100.00	7/28/2012	8/4/2012	
PronounQuiz2	Quizzes	81.00	100.00	9/30/2011	10/6/2011	

Previous Version – Daily Assignments and Comments



Assignment	Group	Possible	Date Assigned	Due Date
Test	Tests	100.00	4/9/2013	4/11/2013
Test1	Tests	100.00	4/9/2013	4/11/2013
Test2	Tests	100.00	4/9/2013	4/11/2013

New Message Center

The Message Center has been added to the My Backpack Homepage so that your school can quickly communicate important messages to Parents, Students and Faculty via the Homepage of My Backpack. When creating a new Message on the Message Center, you can:

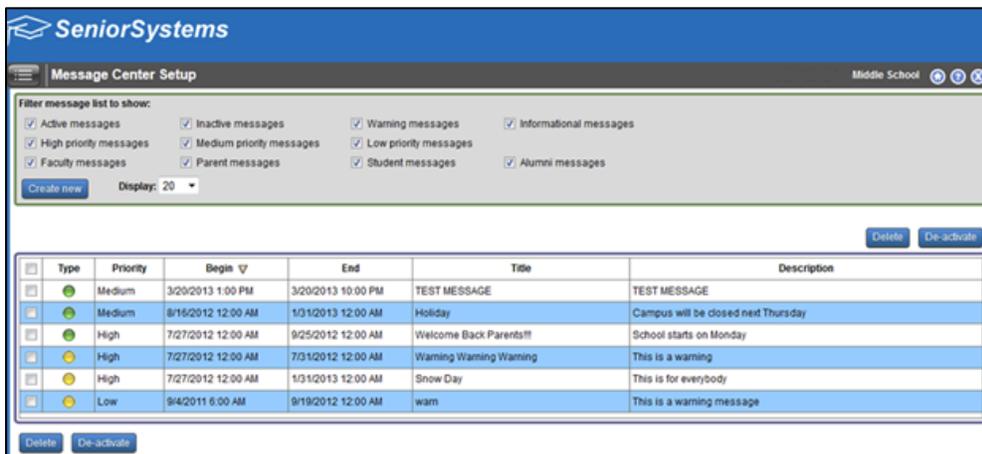
- Set the priority level to High, Medium or Low.
- Establish Start and End time periods that determine when the Message should appear on the My Backpack Homepage.
- Enter who can view the message, such as Faculty, Parent, Student and Alumni.
- Enter text for the message, including the Message Title, Message Description, and Message Body.

Note: You will need to add the security key for the My Backpack Admin Security Group in order to enable this feature. For more information, see [Message Center Setup and Administration](#).

Message Center link on My Backpack Homepage



Re-designed Version – Message Center Setup



Message Center Setup Middle School

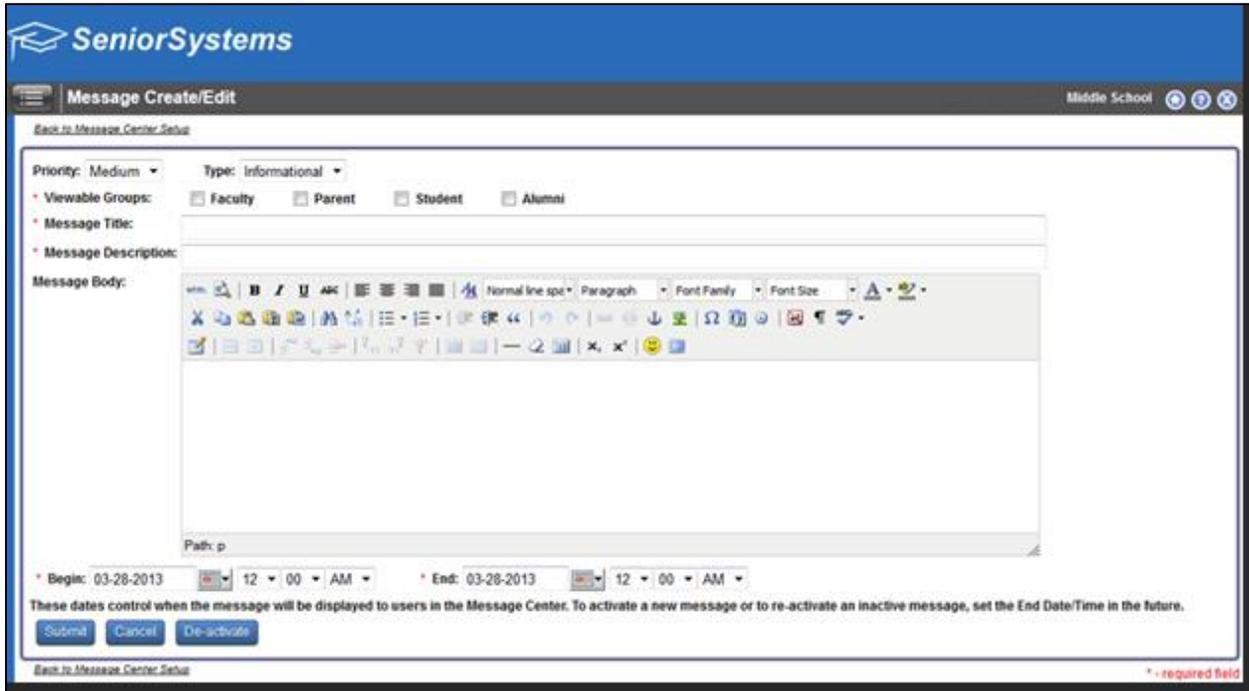
Filter message list to show:

- Active messages
- Inactive messages
- Warning messages
- Informational messages
- High priority messages
- Medium priority messages
- Low priority messages
- Faculty messages
- Parent messages
- Student messages
- Alumni messages

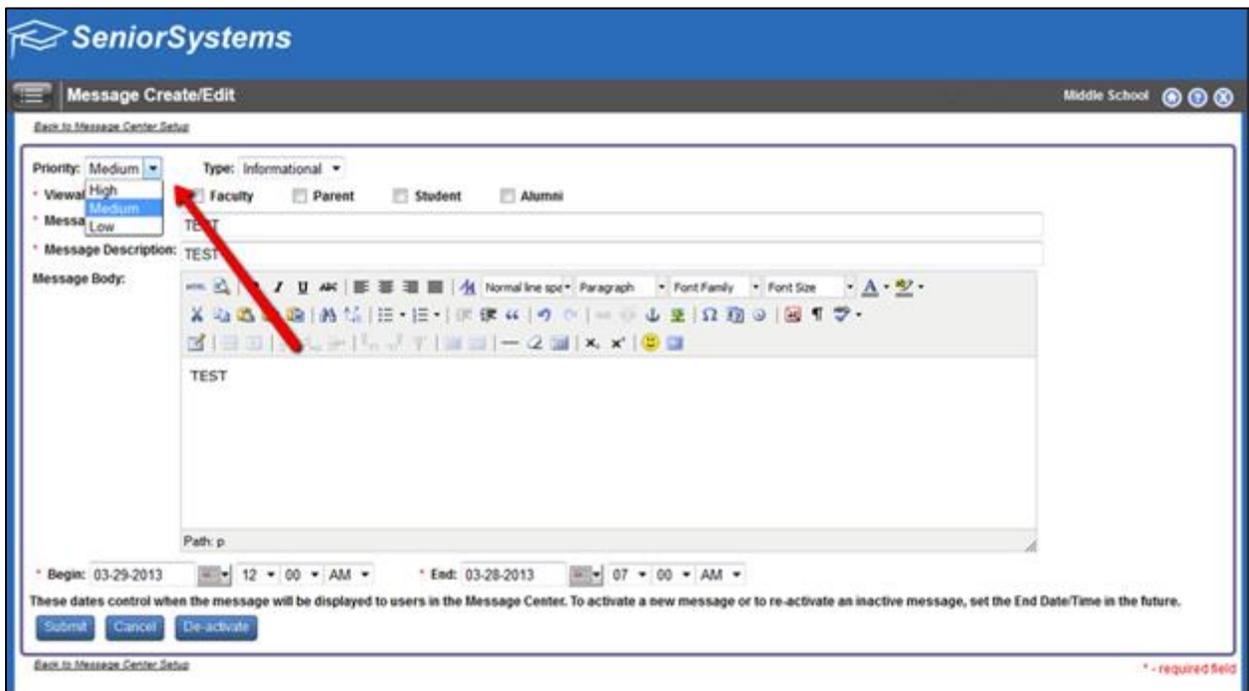
Create new Display: 20

Type	Priority	Begin	End	Title	Description
	Medium	3/20/2013 1:00 PM	3/20/2013 10:00 PM	TEST MESSAGE	TEST MESSAGE
	Medium	8/16/2012 12:00 AM	10/1/2013 12:00 AM	Holiday	Campus will be closed next Thursday
	High	7/27/2012 12:00 AM	9/25/2012 12:00 AM	Welcome Back Parents!!!	School starts on Monday
	High	7/27/2012 12:00 AM	7/31/2012 12:00 AM	Warning Warning Warning	This is a warning
	High	7/27/2012 12:00 AM	1/31/2013 12:00 AM	Snow Day	This is for everybody
	Low	9/4/2011 6:00 AM	9/19/2012 12:00 AM	warn	This is a warning message

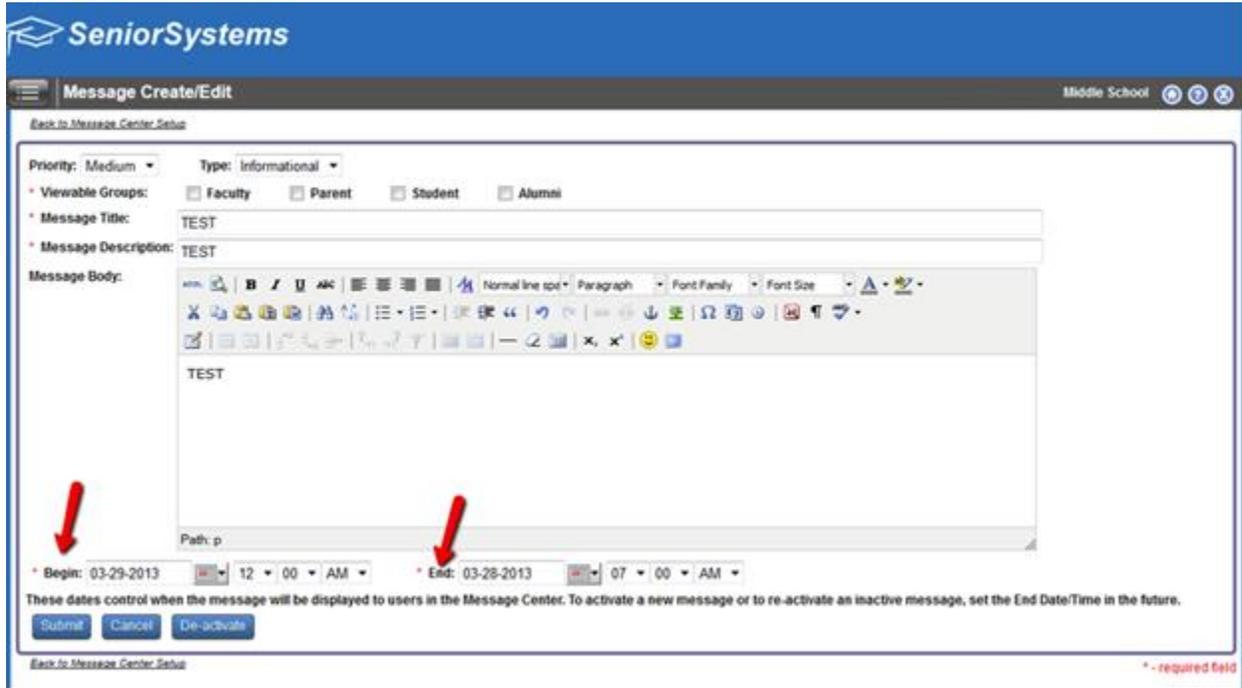
Re-designed Version – Message Create/Edit Page



Re-designed Version – Set Priority and type of message



Re-designed Version – Set Start and End times for the message



SeniorSystems Message Create/Edit

Priority: Medium Type: Informational

Viewable Groups: Faculty Parent Student Alumni

Message Title: TEST

Message Description: TEST

Message Body: TEST

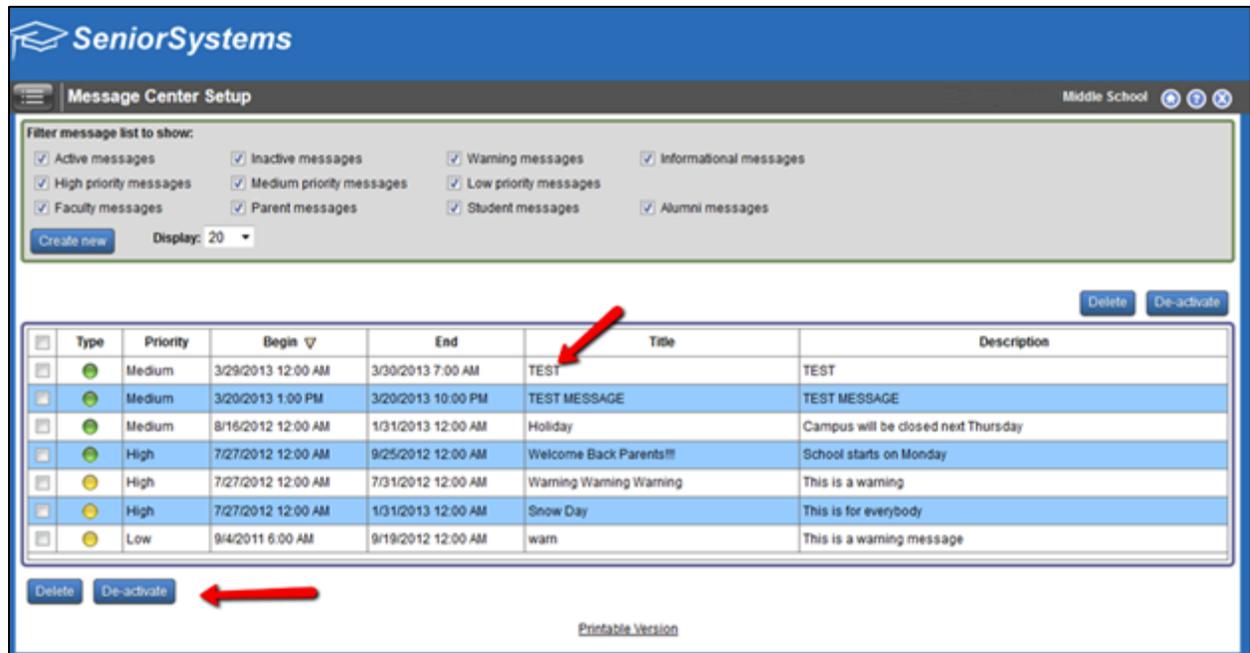
Path: p

* Begin: 03-29-2013 12:00 AM * End: 03-28-2013 07:00 AM

These dates control when the message will be displayed to users in the Message Center. To activate a new message or to re-activate an inactive message, set the End Date/Time in the future.

Submit Cancel De-activate

Re-designed Version – Edit, delete and de-activate a message



SeniorSystems Message Center Setup

Filter message list to show:

Active messages Inactive messages Warning messages Informational messages

High priority messages Medium priority messages Low priority messages

Faculty messages Parent messages Student messages Alumni messages

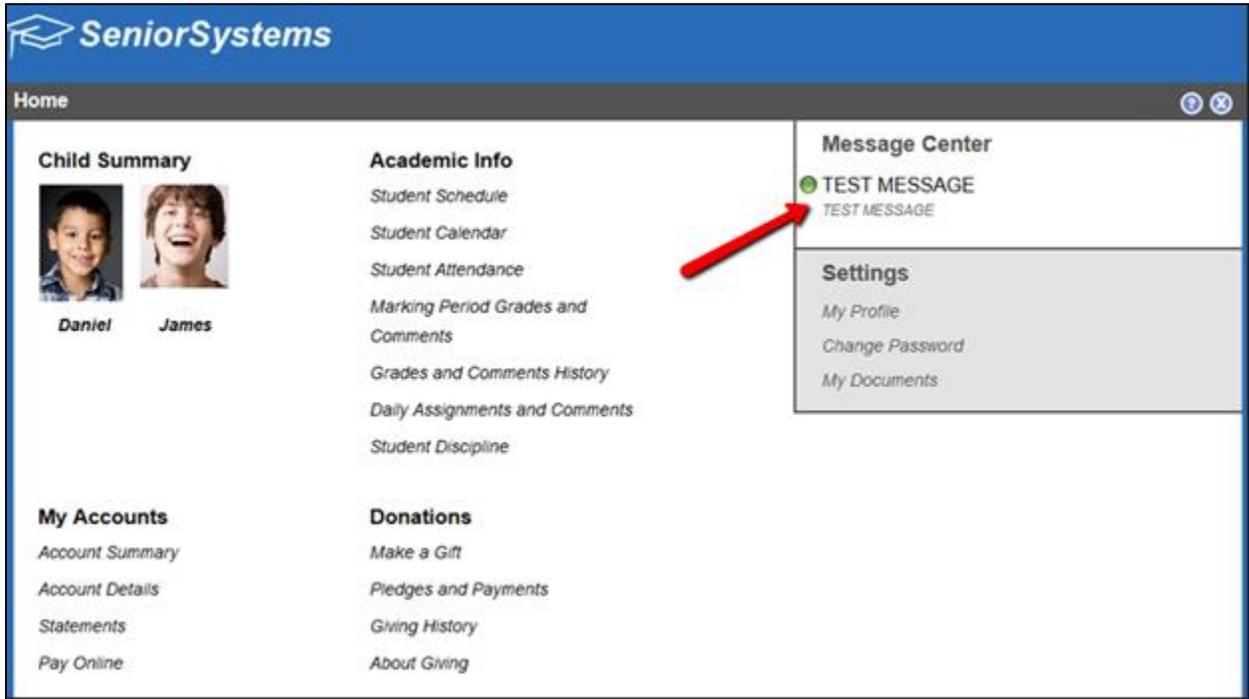
Create new Display: 20

Type	Priority	Begin	End	Title	Description
●	Medium	3/29/2013 12:00 AM	3/30/2013 7:00 AM	TEST	TEST
●	Medium	3/20/2013 1:00 PM	3/20/2013 10:00 PM	TEST MESSAGE	TEST MESSAGE
●	Medium	8/16/2012 12:00 AM	1/31/2013 12:00 AM	Holiday	Campus will be closed next Thursday
●	High	7/27/2012 12:00 AM	9/25/2012 12:00 AM	Welcome Back Parents!!!	School starts on Monday
●	High	7/27/2012 12:00 AM	7/31/2012 12:00 AM	Warning Warning Warning	This is a warning
●	High	7/27/2012 12:00 AM	1/31/2013 12:00 AM	Snow Day	This is for everybody
●	Low	9/4/2011 6:00 AM	9/19/2012 12:00 AM	warn	This is a warning message

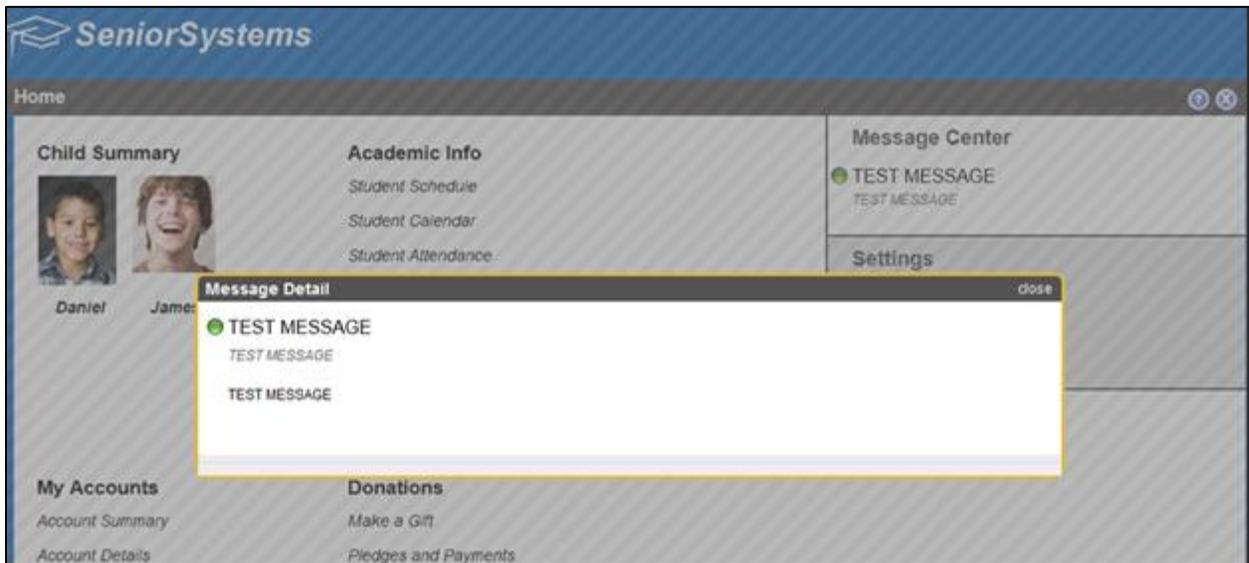
Delete De-activate

Printable Version

Re-designed Version – Message appears on Homepage



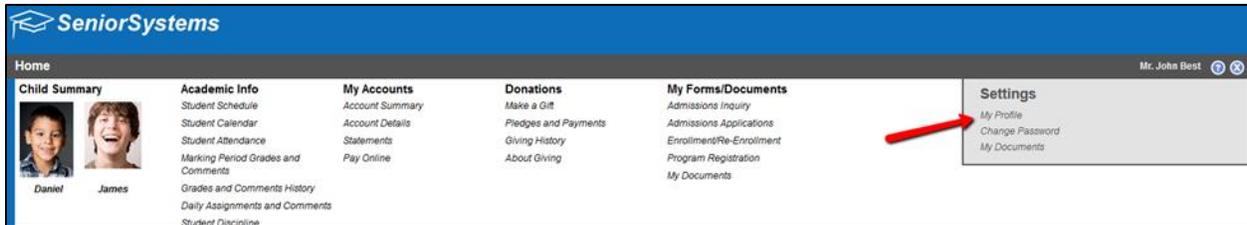
Re-designed Version – Message Detail



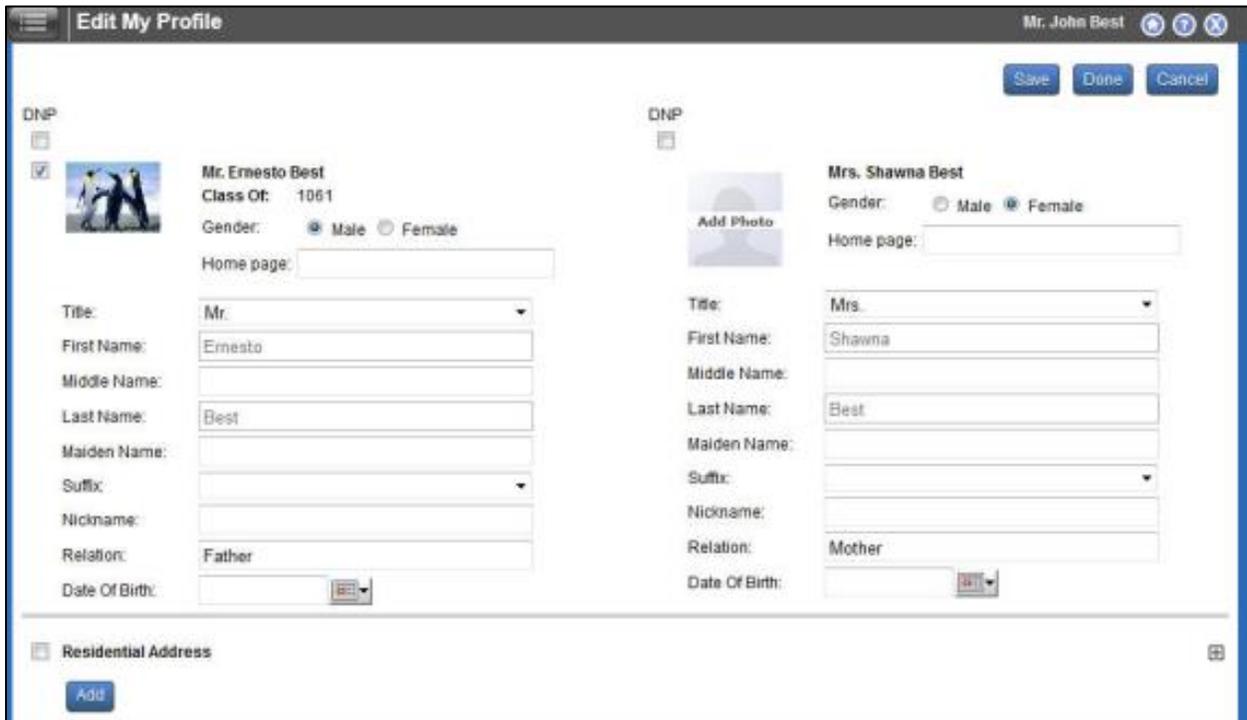
My Profile Page

The My Profile Page has been updated with several new features to provide a more standard user experience. Do Not Publish checkboxes have been added beside each application field, and the overall layout has been updated as well.

Re-designed Version – My Profile link located in the Settings area of the My Backpack Homepage



Re-designed Version – My Profile Page



The screenshot shows the 'Edit My Profile' page for Mr. John Best. The page is divided into two main sections for editing profile information for Mr. Ernesto Best and Mrs. Shawna Best. At the top right, there are 'Save', 'Done', and 'Cancel' buttons. Below the user name 'Mr. John Best', there are 'DNP' checkboxes and a photo upload area.

Mr. Ernesto Best Profile:

- DNP:**
- Class Of:** 1061
- Gender:** Male Female
- Home page:**
- Title:** Mr.
- First Name:** Ernesto
- Middle Name:**
- Last Name:** Best
- Maiden Name:**
- Suffix:**
- Nickname:**
- Relation:** Father
- Date Of Birth:**

Mrs. Shawna Best Profile:

- DNP:**
- Gender:** Male Female
- Home page:**
- Title:** Mrs.
- First Name:** Shawna
- Middle Name:**
- Last Name:** Best
- Maiden Name:**
- Suffix:**
- Nickname:**
- Relation:** Mother
- Date Of Birth:**

At the bottom, there is a 'Residential Address' section with an 'Add' button.

Previous Version – My Profile

SeniorSystems

Alumni
Admin
Faculty
Parents

Alumni

Directory

Donations

My Profile



View / Manage My Profile

Logged in as: **Dr. Michael Acker**
Current School: **Upper School**

[Edit Privacy Settings](#) [Preview](#)

Profile changes have been submitted and will not be published until they have been reviewed.

[Undo All Profile Changes](#)
[Enter a note to the school](#)

Biography [Edit Biography](#)

<div style="border: 1px solid #ccc; width: 40px; height: 40px; display: flex; align-items: center; justify-content: center; margin: 0 auto;"> No Image Available </div> <p style="font-size: 10px; margin: 5px 0;">Add Photo</p>	<p>Dr. Michael D Acker</p> <p>Class Of:</p> <p>Gender: Male</p> <p>Home Page:</p>	<p>Spouse/Partner Info</p> <p>Name: Mrs. Maureen Acker</p> <p>Class Of:</p> <p>Gender: Female</p> <p>Home Page:</p>
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[Delete Photo](#) | [Upload New](#)

[Add Residential Address](#)

[Add Work Address](#)

Residential Address

Work Address(es)

<p style="font-size: 10px; margin: 0;">Hospital of University of Pennsylvania 3400 Spruce St. 6 Silverstein Pavillionyee Aberdeen, PA 19104</p>	<p style="font-size: 10px; margin: 0;">Presbyterian Medical Center</p> <p>Tel. No: (215) 662-8244</p> <p>Send statements: Original</p> <p style="font-size: 10px; margin: 0;">Edit Delete</p>
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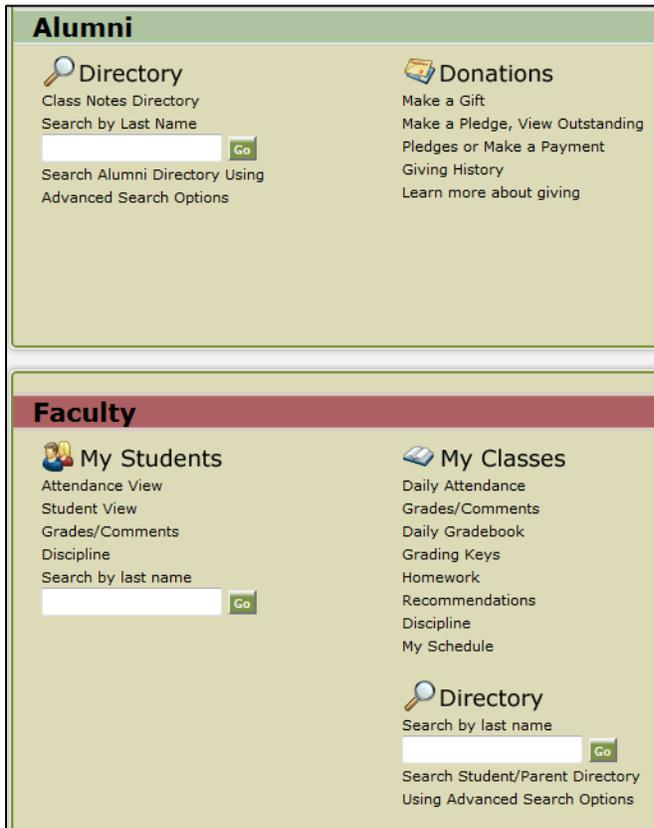
New Look Search Screens

Search screens have been consolidated to two pages on the My Backpack Homepage which are accessible from the **Student Directory (for Faculty)** and **Student/Parent Directory** links.

Re-designed Version – Search links on My Backpack Homepage



Previous Version – Student Directory Search

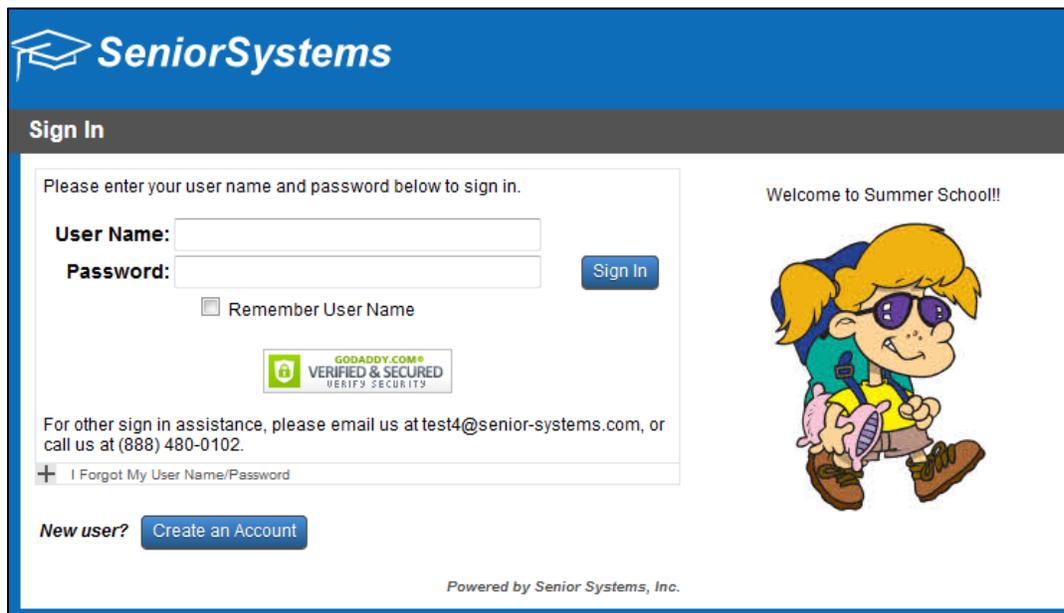


Summer School and Online Admissions Login Pages

The Summer School, Online Admissions Login and Create an Account Pages have been updated in the re-designed version of My Backpack to meet your needs! Schools have reported that one of the biggest problems that they are facing are parents with existing My Backpack accounts using the Create an Account Page to create additional, duplicate accounts, rather than using the existing accounts that they already have. When parents create redundant accounts, schools have to manually merge these accounts with a time-consuming manual account merge process. To encourage parents to use their existing My Backpack accounts, we have removed the new account creation fields from the login screen. Now, to create a new account, users must click the Create an Account button, which gives the parent all of the fields that were previously available, but these fields do not appear on the login screen.

Below are sample web pages that demonstrate the redesigned Summer School and Online Admissions Login Pages and the Create an Account Pages. You'll also notice that you can now customize the area that is located to the right of the login area with your school's logo or a welcome message.

Re-designed Version – Summer School Login Page



The screenshot shows the SeniorSystems login interface. At the top is the SeniorSystems logo. Below it is a 'Sign In' header. The main content area is divided into two sections. On the left, there is a login form with the following elements: a text box for 'User Name', a text box for 'Password', a 'Remember User Name' checkbox, a 'Sign In' button, a Godaddy.com security badge, and a link for 'I Forgot My User Name/Password'. Below the form is a 'New user?' section with a 'Create an Account' button. On the right side of the login area, there is a 'Welcome to Summer School!!' message and a cartoon illustration of a girl with blonde pigtails, wearing sunglasses and a backpack, holding a pink object. At the bottom right of the page, it says 'Powered by Senior Systems, Inc.'

Re-designed Version – Create your Online Account screen



Sign In

[+ Return to Sign In](#)

Create your Online Account

Please create a new user name and password below to sign in. Sign up is fast and easy!

User names may be a maximum of 50 characters (not case sensitive) and cannot contain any spaces.

Valid passwords must:

- Be no more than 30 characters.
- User Names and Passwords cannot contain any blank spaces or tabs.

User Name:

Password:

Re-type Password:

Please supply us with some additional information about yourself.

Please note that all fields are required.

First Name:

Last Name:

Email address:

Phone Number:

Date of birth: (mm/dd/yyyy)

[\(Why do we ask for your date of birth?\)](#)

[Create Account](#)

Welcome to Summer School!!



Re-designed Version – Online Admissions



Sign In

Please enter your user name and password below to sign in.

User Name:

Password: [Sign In](#)

Remember User Name



For other sign in assistance, please email us at test4@senior-systems.com, or call us at (888) 480-0102.

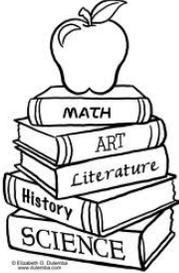
[+ I Forgot My User Name/Password](#)

New user? [Create an Account](#)

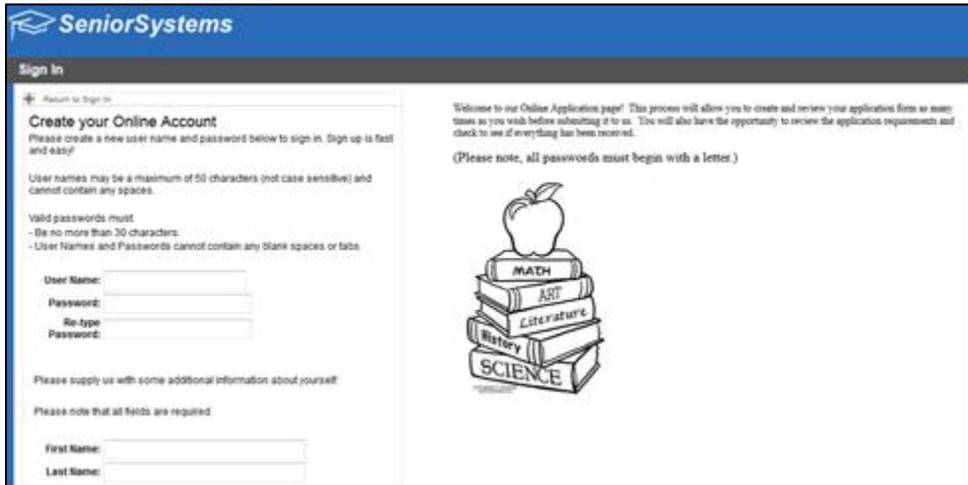
Powered by Senior Systems, Inc.

Welcome to our Online Application page! This process will allow you to create and review your application form as many times as you wish before submitting it to us. You will also have the opportunity to review the application requirements and check to see if everything has been received.

(Please note, all passwords must begin with a letter.)



Re-designed Version – Create Your Online Account screen



SeniorSystems

Sign In

[Return to Sign In](#)

Create your Online Account

Please create a new user name and password below to sign in. Sign up is fast and easy!

User names may be a maximum of 50 characters (not case sensitive) and cannot contain any spaces.

Valid passwords must:

- Be no more than 30 characters.
- User Names and Passwords cannot contain any blank spaces or tabs.

User Name:

Password:

Re-type Password:

Please supply us with some additional information about yourself:

Please note that all fields are required.

First Name:

Last Name:

Welcome to our Online Application page! This process will allow you to create and review your application form as many times as you wish before submitting it to us. You will also have the opportunity to review the application requirements and check to see if everything has been received.

(Please note, all passwords must begin with a letter.)



Old Look – Online Admissions



Do you have an account already?

Please enter your username and password below to sign in.

Username: Password: [Sign In](#)

[Click Here If You Forgot Your Password.](#)

Are you a new user?

Please create a new username and password below to sign in. Sign up is fast and easy!

Usernames and passwords may be a maximum of 20 characters (not case sensitive) and cannot contain any spaces.

Username: Password:

Re-type Password:

Please supply us with some additional information about yourself:

First Name: Last Name:

Email address: Phone Number:

Date of birth: (Why do we ask for your date of birth?)

Please note that all fields are required.

[Create Account](#)

URL updates with Re-Designed My Backpack

When your school upgrades to the re-designed version of MyBackPack, several of the URLs will be updated. Below is a list of original URLs and updated URLs that occur in the re-designed version of My Backpack.

Page	URL Changes
My Backpack Login Page	ORIGINAL https://.../SeniorApps/registration/loginCenter.faces RE-DESIGN https://.../SeniorApps/facelets/registration/loginCenter.xhtml
Online Admissions Login Page	ORIGINAL https://.../registration/onlineRegistrationLogin.faces?appld=AD RE-DESIGN https://.../facelets/registration/onlineRegistrationLogin.xhtml?appld=AD
Online Summer / Program Registration Login Page	ORIGINAL https://.../registration/onlineRegistrationLogin.faces?appld=SS RE-DESIGN https://.../facelets/registration/onlineRegistrationLogin.xhtml?appld=SS
My Profile	ORIGINAL https://.../SeniorApps/constituent/profile/viewProfile.faces RE-DESIGN https://.../SeniorApps/facelets/constituent/profile/viewProfile.xhtml
Giving History	ORIGINAL https://.../SeniorApps/givingHistory.do?dispatch=populate RE-DESIGN https://.../SeniorApps/facelets/donation/givingHistory.xhtml
Student Calendar	ORIGINAL https://.../SeniorApps/studentParent/scheduleMonthlyView.faces RE-DESIGN https://.../SeniorApps/facelets/studentParent/calendar/studentCalendar.xhtml
My Pledges	ORIGINAL https://.../SeniorApps/listPledges.do?dispatch=populate RE-DESIGN https://.../SeniorApps/facelets/donation/pledge/listPledges.xhtml

Below is a list of URLs that have been added in the re-designed version of My Backpack:

Page	URLs Added
Login Page Setup (Admin Only)	https://.../SeniorApps/facelets/administration/loginPageSetup.xhtml
Message Center Setup (Admin Only)	https://.../SeniorApps/facelets/administration/messageCenter/messageCenterSetup.xhtml