



My BackPack Release Bulletin

It is our pleasure to introduce you to the latest enhancements to **My BackPack**.

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Update Registrar Function Enhanced in the Admin Community

Administrators can now update grades to REGISTRAR from daily gradebooks by filtering by grade level, grade type, or faculty member.

New Student Schedule Report Added

Student Schedule Report has been added to the reports feature in the Faculty Community.

This report allows you to print out the student's complete schedule for the term selected. You have the option to also show the times for each section meeting.

Display Student Portraits is Back

The Display Student Portraits option when taking attendance in the Faculty Community has returned.

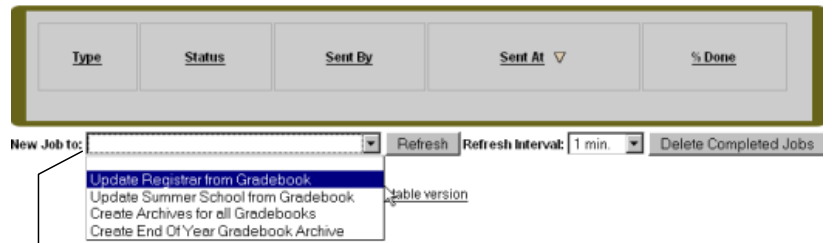
Admin Community

Update Registrar from Gradebooks Function Enhanced

Administrators can update grades to REGISTRAR from daily gradebooks by selecting the Update Registrar from Gradebooks option from the New Job drop-down list in the Job Monitor screen.

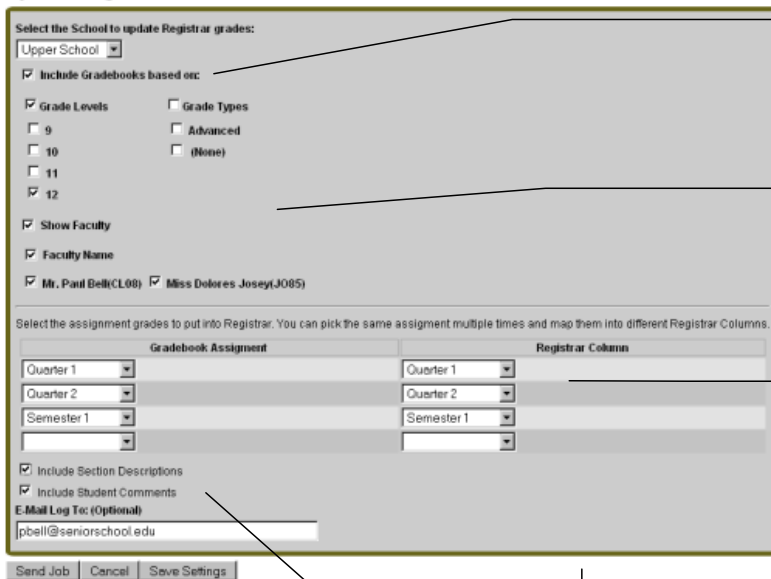
This function now allows you to filter by grade level, grade type, or faculty member. These options, which are located on the Update Registrar from Gradebook screen, are described below.

Job Monitor



After you open the Job Monitor screen by selecting Jobs from the left-hand navigational bar, select Update Registrar from Gradebook from this drop-down list. This opens the Update Registrar from Gradebook screen, shown below, where you can then determine which grades you want to send.

Update Registrar from Gradebook



When you place a checkmark in the Include Gradebooks Based On checkbox, the screen refreshes, displaying the checkboxes below. These checkboxes allow you to select exactly which gradebooks to update to Registrar.

Use these checkboxes to select which gradebooks you want to update to Registrar. For example, if you want to send assignment grades for only grade 12 students, you would place a checkmark in the Grade Level and Grade 12 checkboxes.

Use these drop-down lists to select which grades you want to send to Registrar. (The gradebooks listed are determined in Registrar). You can pick the same grade column as many times as you want and then map them into different Registrar columns using the drop-down lists on the right-hand side of the screen.

Use these checkboxes to include section descriptions or student comments in your update.

Click the Send Job button to send your update to Registrar.

After you click the Send Job button on the Update Registrar from Gradebook screen, the job will be listed with its status as "Pending" in the Job Monitor screen. Once grades have been fully updated to REGISTRAR, it will no longer be listed.

Job Monitor

Type	Status	Sent By	Sent At	% Done	
Update Registrar from Gradebook (Upper School)	Pending	FACULTY	06-07-2006 11:13:19 AM	0%	Cancel Log

New Job to: Refresh Refresh Interval: 1 min. Delete Completed Jobs

After you have updated grades to Registrar, the job will appear in the Job Monitor screen with status "pending". Jobs that are pending can be canceled at any time by clicking the Cancel button.

Faculty Community

New Student Schedule Report Added

Student Schedule Report has been added to the reports feature in the Faculty Community.

This report allows you to print out the student's complete schedule for the term selected. You have the option to also show the times for each section meeting.

The Student Schedule Report screen is described on the right.

Student Schedule Report

Last Name: ID:

Only include my students

Results Per Page: 20

ID	Name	Gender	Grade
<input checked="" type="radio"/> ARG101	Jason Argonis	M	12
<input type="radio"/> ARG102	Penelope Argonis	F	10
<input type="radio"/> ARG103	Theodore Argonis	M	9

Show Times

Term:

Student Name Format: Include Preferred Name

View Report In:

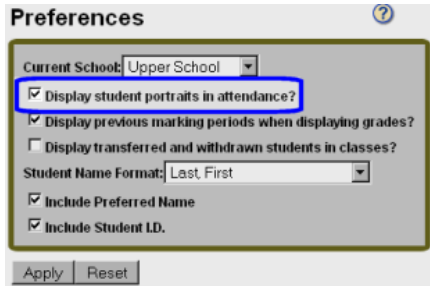
Enter the student's last name or ID number in the fields provided, then click the Search button. Search results will display on the table below as shown. If more than one record shows, select the record you want before running the report.

Use the fields and checkboxes in this section to determine the information you want to include in the report, as well student name format and report format.

Display Student Portraits in Attendance Option is Back

We have reinstated the option in the Preferences area of the Faculty Community that allows you to display student portraits in the Student Attendance feature.

The preference is shown below. If you place a checkmark in this checkbox, student portraits will display in both Class and Daily Attendance, as shown on the right.



The screenshot shows a 'Preferences' dialog box with the following settings:

- Current School: Upper School
- Display student portraits in attendance?
- Display previous marking periods when displaying grades?
- Display transferred and withdrawn students in classes?
- Student Name Format: Last First
- Include Preferred Name
- Include Student I.D.

Buttons: Apply, Reset



The screenshot shows the 'Class Attendance Entry' interface. At the top, it displays 'Section: 2012-1 American History I', 'Period: A', and 'Attendance Date: 06-07-2006'. Below this, there are tabs for 'Day', 'Week', and 'Month', and an 'Apply To All' dropdown menu. The main area is a table with columns for 'Portrait', 'Name', 'Type', 'Comment', and 'Daily'. Two student records are visible:

Portrait	Name	Type	Comment	Daily	Class
	Argenti, Penelope (P#enn2) (ARQ192)	Present		<input type="checkbox"/>	View
	Baker, Joshua (Josh) (BAK001)	Present		<input type="checkbox"/>	View