

Session Descriptions

Product	Session Name	Session Description	Session
Finance	Beginners Budgetary Data Mining	Finance Data Mining can be a powerful tool for creation of custom reports in your database. Learn how to utilize Budgetary Data Mining to make the most of the data contained in your software. No prior knowledge of Data Mining is necessary	1
Finance	A/P Advanced Options - Check Req/Expense Reimbursement/Approvals	Learn about Check Requests, Expense Reimbursements and Approvals. AP Check Requests allow end users to submit items for direct payment without entering a purchase order, while still going through an approval process. Expense Reimbursements provide online entry and approval for expense reporting that feeds into accounts payable.	3
Finance	Advanced Budgetary Data Mining	This session will provide advanced instruction for creating custom Finance Data Mining reports. Maximize your reports by learning how to utilize Calculated Fields, Account Sequences, Scheduling and Batch Reports.	8
Finance	Finance Tips and Tricks	This session will focus on the little things that make navigating Skyward easier. Some of the items being covered include manipulating Chart of Accounts and Account Profile as well as Vendor Profile and Vendor Browse for how you work with it, creating Favorites and Filters in various areas, and more!	11
Finance	Next Level Purchasing - Ecommerce / Emailing POs	This session will provide an overview of setting up requisitions and how to enter them using E-Commerce, as well as an overview of how to email the PO's instead of mailing or faxing them.	13
HR	Beginners Employee Data Mining	If you are tasked with creating a report and cannot seem to get only the information you need, learn HR Data Mining basics. We will cover how to create simple reports, clone reports that others have already created, preview information without having to print the entire report, and exporting those reports to Excel with all the report information on one single line.	2
HR	Custom Forms and Online Forms	Discuss how you might use Custom Forms to identify information that you have not been able to track before in Skyward and how to go about setting up Fields and Screens to capture this data. Then, connect it to the Online Forms option.	4
HR	New Employee Setup	In this session, learn tips and tricks, steps, and options for setting up new employees.	5

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HR	Employee Contract Letters and Posting to Online Forms	This feature allows the user to produce letters or documents with employee-related information embedded in the documents without needing a mail merge! You can save templates for re-use and you can include fields created in Custom Forms.	6
HR	Employee Management - Year End Roll/Next Year Start	This session will discuss and demonstrate the common steps used to prepare your Employee Management data for the upcoming year.	7
HR	Advanced Employee Data Mining	Learn how to use a Processing List, print address labels, import/export report layouts and to use data mining to assist you with modules like Task Manager.	9
HR	True Time Rulegroup Options	This session will provide a good look and explanation of the flags, settings, features and options when setting up timekeeping rule groups in True Time.	10
HR	Payroll Tips and Tricks	Discover if there are options within the Payroll and HR modules that will allow you to speed-up or streamline your payroll processing steps.	12
HR	Task Manager	Task Manager is a free module that allows districts to set up their process flows. In many cases, data entry is just one part of the process. Get an idea of how this tool allows you to organize and track your processes when you identify the steps, employees and data involved.	14
IT	Qmlativ and SMS 2.0 Cloud Troubleshooting and Support	Whether your Skyward system is self-hosted in your district's private cloud or you are using ISCorp Secure Cloud Hosting services, troubleshooting performance issues on the web can seem a bit mysterious. Join us as we review the diagnostic, troubleshooting, logging, and performance tools that are available within SMS 2.0 and Qmlativ.	1
IT	Single Sign-On with Multi-Factor Authentication	Did you know that you can eliminate having separate passwords by implementing LDAP or Single Sign-On? You will learn how to configure the LDAP Login and Group Membership integrations. We'll cover the tools available to mass update/import user accounts and discuss the Single Sign-on authentication options for third party Federated Services or SAML identity providers. Finally, we'll show you how to turn your SMS 2.0 environment into an Identity provider for other third parties using SkySTS.	2

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IT	Network Security: Lowering Your Exposure to Threats	Regardless of the size of your network, it faces numerous security threats every day. Networks should be designed with a solution that meets all security requirements. In this session, you will learn best practices for SSL/TLS, Firewall technology, DMZ concepts, Intrusion Prevention Services, and password policies. We will also discuss the importance of Security Assessments to ensure your network meets Security Best Practices.	3
IT	Qmlativ IT - A Snapshot	We will discuss the IT-related aspects of Qmlativ. We will cover topics like Qmlativ server roles, SQL databases, system requirements, hosting options, and much more.	12
IT	Define Your WHAT IF Strategy - Disaster Recovery Planning	As they say, "Hope for the best; prepare for the worst." If disaster strikes, how will you protect your data? And how will you recover? In this session, we'll offer our two cents.	13
IT	What's New and What's Coming in IT Services	Hear about what is new and what is coming soon in IT Services.	14
Student	Beginning Data Mining	Learn how to create a report using basic tools in Data Mining. We will create a Data Mining report from scratch including adding fields, modifying ranges and defining sorts. We will also run reports in various ways: Preview the First 10 Records, Print to pdf and export to Excel.	1
Student	Advanced Data Mining	Learn how to create a report using more advanced tools in Data Mining. We will cover export options. Mail Merge, Reports Generator, and Processing Lists.	2
Student	A Day in the Life of an Admin Assistant	This session will cover Tips and Tricks to help Admin Assistants handle/streamline procedures that need to be done during a regular school day. Suggestions for easy ways to get everyday tasks done quickly and efficiently.	3
Student	COVID-19 Grading Scenarios	This session will focus on various scenarios on how to handle 4 th Qtr and 2 nd Sem grades due to the COVID-19 Pandemic.	4
Student	COVID-19 Attendance Scenarios	This session will focus on various options we've heard districts are using in entering and reporting on Attendance during the COVID-19 Stay-at-Home order.	5

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Student	Student Mgmt New Users – 1	In this session we will cover many of the options new users would find useful. Areas like preferences, account, print queue, new window, and many others will be discussed. We will also go into the world of ‘ranges and filters’ to get a better understanding of why reports and utilities are presenting certain data.	6
Student	Student Mgmt New Users – 2	In this session we will cover many of the options new users would find useful. Areas like preferences, account, print queue, new window, and many others will be discussed. We will also go into the world of ‘ranges and filters’ to get a better understanding of why reports and utilities are presenting certain data.	7
Student	Online Registration	This session will go over turning on online registration, define each step of setting up online registration and give you a demonstration of what your families see as they go through this process	8
Student	Skybuild Imports/Exports	This session will introduce SkyBuild’s Export and Import processes. These allow districts to share select information between Skyward and 3rd party programs.	9
Student	NSOE Overview	This session will provide an overview and demonstration of New Student Online Enrollment (NSOE). This module provides the tools to help streamline enrollment for districts that are trying to go more “paperless”.	10
Student	Custom Forms	This session will focus on the use of Custom Forms. We will go over how to create basic and advanced forms, and areas of the Skyward system in which they can be used.	11
Student	GPA/Rank/Honor Roll Processing	This session will focus on regular end of year processing dealing with Grading, such as running Rank and Honor Roll, along with discussing GPA issues.	12
Student	Gradebook Setup – Prep for New School Year	This session will focus on Clones and processes to complete in order to get your Gradebooks ready for the New School Year.	13
Student	Health Records – Tips & Tricks	This session will provide an overview of the areas available in the Health Records Module and tips for adding and maintaining student records. Also, learn about the different ways health information can be pushed out to administrative staff and teachers.	14

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	Recorded Sessions		
Student	Data Clean-up	In this recording we will focus on reports to help identify duplicate students, families, and street names, and then demonstrate tools to clean them up as well as avoid causing more duplication.	
Student	Fee Mgmt Year End Process	This recording will walk through the steps in the Fee Mgmt Year End process. "Pre" & "Post" steps will also be covered.	
Student	Food Service Year End Process	In this recording, we will cover the steps to complete in preparation for running the Food Service Year End process. We will also then discuss the actual Year End process itself, and then finally the steps to complete post-Year End.	
Student	SkyCoder	This recording will cover various SkyCoder options districts have used.	
Student	SMS New Features	This recording will cover new and key features within the SMS 2.0 System.	
Student	Qmlativ New Features	This recording will cover new and key features within the Qmlativ Student Management System.	
Student	Student & Family Record Maintenance	This recording will cover options for data cleanup of student and family records.	
HR/Finance	Employee Profile -Making the most of the employee profile	During this session, we will demonstrate differences between the Employee Profile and the Employee Browse, screen configurations, views, filters, ranges and searches and how to see history.	
HR/Finance	Employee Tab Utility Options	This session will provide information on the HR Utilities that are currently available. In Human Resources, there are multiple utilities that will help your district with mass processing of profile and pay information.	
HR/Finance	Finance Importing Options	Have you ever typed a long list of supplies into a Requisition? How about multiple entries into a Cash Receipt, Journal Entry, or a Budget Entry? In this session, learn how you could be doing an import instead!	
HR/Finance	Account management utility options	This session demonstrates many of the utilities and audits in Skyward with a discussion of their purpose and when they are most beneficial.	
HR/Finance	New Features in SMS	This recording will cover new and key features within the SMS 2.0 system in the Business Suite.	

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HR/Finance	New Features in Qmlativ	This recording will cover new and key features within the Qmlativ system in the Business Suite.	
HR/Finance	Payroll Reporting	What is the best report for verifying employees were paid out of the correct account on a historical payroll? Which report will allow me to combine the employee and employer share of the insurance premiums, so I can compare it against the vendor's bill? How do I get a report of an employee's check stub data from the past two months? Find out during the General Payroll Reports session!	
HR/Finance	True Time processing Utilities and Reports	See how to process timesheets from submission/approval to importing into the Payroll worksheets. We will also cover the reports that are available to you in our True Time module.	
HR/Finance	Time off/True Time and Sub Tracking interaction	This session will discuss the relationship between Time Off, True Time and Sub Tracking. Learn how these three pieces of software interact and flow.	
	Vendor Sessions		
Vendor	Rethinking K-12 Processes: Streamline Work While Securing Your Data	Demands and expectations for K-12 school systems continue to change and grow, while educators' time and resources are stretched thin, which can make it a challenge to find the balance needed to focus on what really matters – students. Join Upland FileBound to learn how you can quickly and easily automate your existing processes, including digitizing your accounts payable processing, capturing and distributing personnel files from one central repository, as well as securely storing, classifying, and sharing information across a department, a school, or the entire district.	11
Vendor	STAi: Supporting a Flexible Learning Environment with Skyward	Sheboygan South High School is creatively implementing a flexible schedule for their high school of 1,100 students and you can too by attending this session! Attendees will learn how Skyward can help create flexible learning environments that provide students a personalized academic experience. By the end of the session, you will leave with a better understanding of how Skyward and flexible learning environments improve teacher collaboration and intervention, increase student support, and personalize learning. Solutions covered will include master scheduling tools and positive attendance.	6

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Vendor	STAi: Past, Present, and Future of Positive Attendance & Tardy Kiosk for Skyward SMS 2.0 and Qmlativ	Learn how Pennsylvania schools, like Mifflin County SD, and other Skyward users are utilizing Tardy Kiosk and Positive Attendance. See how it can automate your tardy and attendance tracking, give more accurate data, save staff time, streamline attendance policies, and cut down on absenteeism. We will cover both Tardy Kiosk and Positive Attendance for Skyward SMS 2.0 users, along with our exciting new web app SchoolTRAK™ for Skyward Qmlativ!	10
Vendor	E-Funds: Payments and New Features Integrated into Skyward SMS and Qmlativ	<p>Did you know that your school automatically has access to e~Funds for Schools, the Best-In-Class payment provider for schools and organizations?</p> <p>Simply request that EFS be turned on and start providing payment solutions across multiple payment platforms (<i>Online, Mobile, and In-Person</i>) at no cost to your district.</p> <p>Several major functions such as Family/Student Cap, F&R Discounting, Sales Tax, and G/L Direct Posting add to the many other features included with e~Funds for Schools / Skyward payment integrations.</p> <p>e~Funds for Schools moves your district closer to a cash free environment which provides better financial tracking and controls. You can also establish Donation and Fundraising (crowdfunding) campaigns that net higher than 96% profit revenues. EFS is easily implemented and flexible for all school related fees, events, and activities. When the time comes, the integration transition from Skyward SMS to Qmlativ is quick, simple and has no upgrade costs.</p>	9
Vendor	Rev-Trak: Collecting and handling cash and checks for student payments.	<p>Our RevTrak experts will demonstrate the benefits of reducing cash and checks, and we'll cover the steps you can take to get closer to becoming a nearly cashless campus. Whether your district is brand-new to online payments, or you've been accepting them for years, you'll want to see this presentation.</p> <p>We've been reducing school check and cash payments for more than 20 years. Schools use the RevTrak Web Store to accept payments for athletics, meals, field trips and more. And we integrate seamlessly with Skyward. Come see how to free your staff from the work of collecting and depositing payments with RevTrak.</p>	5

