

Skyward Florida User Group

Wednesday, December 9, 2020

Session 1 - 9:00 am - 10:00 am EDT

Student Management: Future Scheduling Prep

This session will go over the steps needed to make the Future Scheduling module available to entities that will be working on next year's scheduling prior to the year-end rollover. It will include creating the next year enrollment records for students who will be new to the entity, along with the utilities that are needed to make the module available for the upcoming school year.

[Link to Register](#)

Business: Employee Management Overview

This session will provide an overview of the available features in Employee Management. Learn the vocabulary and get started with this valuable module for State Reporting.

[Link to Register](#)

State Reporting - Student: FASTER

The FASTER session will cover recent FASTER changes, which include logic and browse screen updates.

[Link to Register](#)

Session 2 - 10:30 am - 11:30 am EDT

Student Management: Section 504 - Start to Finish

This session will go over all areas of Section 504 from start to finish. This will include setup, data entry, reports, and forms.

[Link to Register](#)

Business: Finance Year End Process

This session will demonstrate how to prepare for and process your Financial Management fiscal year end. Users will learn how to identify activity that has been entered but not yet posted in the software, as well as how to close open purchase orders and/or how to move the encumbrance to the new fiscal year.

[Link to Register](#)

State Reporting - Student: Other Exports

The Other Exports session will cover processes like Family Empowerment Scholarship, Pre-IDs, DOE Files, and Class Size.

[Link to Register](#)

State Reporting - Business: Survey 3

This session will demonstrate how to set up and create records for Survey 3 that is due February 19th, 2021.

[Link to Register](#)

Session 3 - 1:00 pm - 2:00 pm EDT

Student Management: POPI

This session will offer guidance on setting up pull-out and push-in classes/interventions and scheduling them for students.

[Link to Register](#)

Business: How True Time, Time Off, and Substitute Tracking Work Together

This session will discuss the Time Off, True Time, and Sub Tracking modules in the Skyward Human Resources software and the relationship between them. Learn how the different pieces of software interact and flow. The target audience is new users and customers who are interested in gaining an understanding of how an additional Skyward module would interact with their existing Skyward software.

[Link to Register](#)

State Reporting - Student: Troubleshooting Scenarios Roundtable

This State Reporting roundtable provides an opportunity for districts to interact with peers, ask questions, and discuss issues with other users. This session will also provide tips and tricks for troubleshooting errors.

[Link to Register](#)

Session 4 - 2:30 pm - 3:30 pm EDT

Student Management: Attendance Letters – Scheduled Batch Letters

This session will cover our newly added Attendance Letters – Scheduled Batch Letters. In addition, we will talk about how to make your Attendance Letters district wide.

[Link to Register](#)

Business: Payroll Common Scenarios

This session will discuss the best practices for handling some of the most common scenarios that you will encounter in Payroll. Topics will include creating dock pay records, mass processing options, and using account adjustments when employees have been paid using an incorrect salary account.

[Link to Register](#)

State Reporting - Student: Survey Processing Overview

This session will review Survey Processing updates, setting up the Maintain File Selection, and generating the Teacher Bonus Report.

[Link to Register](#)