Tennessee Skyward User Group Conference			
Wednesday, June 3 - Thursday, June 4, 2020			
Music Road Hotel, Pigeon Forge, TN			
Legend			
F - Financial Management	SM - Student Management		
HR - Human Resources / Payroll	SR - State Reporting		
IT - IT & Tech	VR - Vendor Room		
S - Sales / New Developments	UL - Skyward User Led		
* - Indicates offered twice			
DAY 1: Wednesday - June 3, 2020			
8:00 am - 11:30 am - Registration			
9:00 am - 11:30 am - Work Session #1			
Room	Legend	Session	Staff Assigned
Cello 2	HR	HR Year End Processing	Teresa Brown
Cello 3/4	SR/F	Fiscal and State Reporting Year End Processing	Ann Nollinger and Kristi Lensing
Cello 1	F	Next Level Purchasing	Bill Lindvig
Guitar 1	SM	Student Data Reporting Overview - 2020 Edition	Arthur Summer
Violin	SM	Student Year End and Year Start: Best Practices	Brandi McBrayer
Guitar 2	SR/SM	State Reporting Updates/Best Practices/Roundtable	Amber Sexton/Emily Tarras
		Table / Help Desk	Scott Bembenek
		Table / Help Desk	Kathryn Smerz
Lunch: 11:30 am - 12:30 pm			
12:00 pm - 12:50 pm - Welcome and Introductions			
1:00 pm - 1:50 pm - Work Session #2			
Room	Legend	Session	Staff Assigned
Cello 3/4	HR	Task Manager for HR/Payroll Tasks	Kathryn Smerz
Guitar 1	HR	Beginners Employee Data Mining	Teresa Brown
Cello 1	F/HR	SMS Newer Business Features	Bill Lindvig
Cello 2	HR	Government HR/Payroll Q & A	Brent Siebring
Guitar 2	SM	Utilizing Processing Lists	Arthur Summer
Violin	SM	Skyward Showdown	Trisha Walloch/ Brandi McBrayer
Dulcimer	SM	Scheduling Round Table	Becky Thomason
Banjo	SM	Gradebook Setup Administration - Preparing for New Year	Adam Johansson
		Table / Help Desk	Scott Bembenek
		Table / Help Desk	Ann Nollinger
		Table / Help Desk	Kristi Lensing
		Table / Help Desk	Amber Sexton/Emily Tarras
2:00 pm - 2:50 pm - Work Session #3			
Room	Legend	Session	Staff Assigned
Guitar 1	HR	Advanced Employee Data Mining	Teresa Brown
Cello 2	F	Government Financial Management Q & A	Brent Siebring
Cello 2	SR/HR	State Reporting - Payroll/HR	Kristi Lensing
Cello 1	F	Beginners - Budgetary Data Mining	Ann Nollinger
Guitar 2	SM	Returning Student Online Enrollment	Adam Johansson w/?????
Banjo	UL-SM	Panel Student Discussion: Veteran Skyward Users	Joan Palmer, Jennifer Conner, Jonathan Riddell, w/Becky Thomason
Violin	SM	GPA Calculation\Honor Roll\Class Rank\Transcripts and Transcript Labels	Trisha Walloch
Dulcimer	SM	Custom Forms - Making Them Work for You	Arthur Summer
		Table/Help Desk	Scott Bembenek
		Table/Help Desk	Bill Lindvig
		Table/Help Desk	Amber Sexton/Emily Tarras
3:00 pm - 3:50 pm - Work Session #4			
Room	Legend	Session	Staff Assigned
Cello 3/4	F	AP Advanced Options	Teresa Brown
Guitar 1	F/HR	Newer Users and Refresher - FIN/HR	Kathryn Smerz
Cello 1	SR/HR/F	W2s and 1099's	Kristi Lensing
Guitar 2	SR/SM	State Reporting Data Corrections	Amber Sexton/Emily Tarras
Banjo	SM	SMS Newer Student Features	Adam Johansson
Violin	SM	New Student Open Enrollment (NSOE)	Brandi McBrayer
Dulcimer	SM	Understanding Standards Gradebook	Scott Bembenek
Cello 3/4	SM	Student Discipline Overview	Becky Thomason
		Table/Help Desk	Brent Siebring
		Table/Help Desk	Arthur Summer
DAY 2: Thursday - June 4, 2020			
8:00 am - 8:50 am Registration and Continental Breakfast			
9:00 am - 9:50 am - Work Session #5			
Room	Legend	Session	Staff Assigned
Cello 3/4	F	Budgeting Options	Teresa Brown
Cello 2	HR	True Time Rulegroup Options	Kathryn Smerz
Violin	HR	Employee Contract Letters and Posting to Online Forms	Bill Lindvig
Dulcimer	SM	Student Data Mining - Beginners	Brandi McBrayer
Guitar 1	SM/UL	Attendance Letter Setup	Arthur Summer w/Greg Sturgill
Banjo	SM/UL	Course Setup for Software Integration	Jeff Edmonds and Jonathan Riddell w/Becky Thomason
Guitar 2	SR/SM	Special Programs Tabs	Amber Sexton/Emily Tarras
Cello 1	SM	Skycoder	Adam Johansson
		Table/Help Desk	N/A

Room	Legend	Session	Staff Assigned
		Table/Help Desk	Ann Nollinger
		Table/Help Desk	Kristi Lensing

10:00 am - 10:50 am - Work Session #6

Room	Legend	Session	Staff Assigned
Violin	HR	HR Custom Forms	Bill Lindvig
Cello 2	F	Advanced Budgetary Data Mining	Ann Nollinger
Cello 3/4	F/HR	Salary Negotiations and Budgeting	Teresa Brown
Guitar 2	SM	Attendance Letter Maintenance/Utilities	Arthur Summer
Guitar 1	SM	Grading Procedures and Discrepancies	Trisha Walloch
Banjo	SM	New Users and Refresher Bootcamp (Secretary/Registrar) Part 1	Brandi McBrayer
Dulcimer	SM	Graduation Requirements/Career Plans	Becky Thomason
Cello 1	SM	Food Service - Free and Reduced/Direct Cert	Scott Bembenek
		Table/Help Desk	Adam Johansson
		Table/Help Desk	Kathryn Smerz
		Table/Help Desk	Kristi Lensing
		Table/Help Desk	Amber Sexton/Emily Tarras

11:00 am - 11:50 am - Work Session #7

Room	Legend	Session	Staff Assigned
Banjo	HR	Subtracking/Time Off Importing	Brent Siebring
Dulcimer	SR/HR	State Reporting- TCRS	TCRS Representative w/Kristi Lensing
Cello 3/4	F	Credit Card Processing	Ann Nollinger
Guitar 1	SM	Family/Student Access using the Mobile Application	Trisha Walloch
Guitar 2	SR/SM	Student - ADM Troubleshooting	Amber Sexton/Emily Tarras w/Joan Palmer
Dulcimer	SM	Secondary Gradebook Overview	Arthur Summer
Violin	SM	New Users and Refresher Bootcamp (Secretary/Registrar) Part 2	Brandi McBrayer
Cello 1	SM	Food Service Reporting	Scott Bembenek
		Table/Help Desk	Becky Thomason
		Table/Help Desk	Bill Lindvig

Lunch: 12:00 pm - 12:50 pm

1:00 pm - 1:50 pm - Work Session #8

Room	Legend	Session	Staff Assigned
Dulcimer	HR	Profile Options	Teresa Brown
Guitar 1	F	A/P Processing and Reporting A-Z	Kathryn Smerz
Cello 2	F	Automated Bank Reconciliation and Positive Pay	Ann Nollinger
Banjo	SR/SM	Student State Reporting Year End & Year Start	Amber Sexton/Emily Tarras
Violin	SM	Key Attendance Reports	Adam Johansson
Cello 3/4	SM	Health Records Entry and Reporting	Becky Thomason
Guitar 2	SM	Data Mining - Advanced	Trisha Walloch
Cello 1	SM	Food Service Best Practices Q&A	Scott Bembenek
		Table/Help Desk	Brandi McBrayer
		Table/Help Desk	Brent Siebring
		Table/Help Desk	Kristi Lensing

2:00 pm - 2:50 pm - Work Session #9

Room	Legend	Session	Staff Assigned
Cello 2	HR	Fast Track Overview	Bill Lindvig
Cello 2	HR	True Time Troubleshooting	Ann Nollinger
Guitar 1	F	Finance Tips and Tricks	Teresa Brown
Guitar 2	SM	Custom Report Cards - Secondary	Trisha Walloch
Cello 3/4	SM	Test Score Setup and Import	Arthur Summer
Violin	SM	Health Records Roundtable	Becky Thomason
Banjo	SR/SM	Transportation State Reporting process	Amber Sexton/Emily Tarras
Cello 1	SM	Food Service Point of Sale	Scott Bembenek
		Table/Help Desk	Adam Johansson
		Table/Help Desk	Kathryn Smerz
		Table/Help Desk	Kristi Lensing

3:00 pm - 3:50 pm - Work Session #10

Room	Legend	Session	Staff Assigned
	HR	Payroll Reporting Possibilities	Ann Nollinger
Dulcimer	HR	HR/Payroll Tips & Tricks	Bill Lindvig
Guitar 1	F	Finance Transaction Importing Options	Kathryn Smerz
Violin	SM	Maintaining and Cleaning up Data	Brandi McBrayer
Banjo	SR/SM	XAP Transcripts	Amber Sexton/Emily Tarras
Cello 3/4	SM	Skylert/School Messenger	David Flynn w/ Arthur Summer
Guitar 2	SM	Teacher Tracking	Adam Johansson
Cello 1	SM	Food Service Year End/Year Start	Scott Bembenek
		Table/Help Desk	Becky Thomason
		Table/Help Desk	Teresa Brown
		Table/Help Desk	Kristi Lensing

2020 TENNESSEE
SKYWARD USERS CONFERENCE
SESSION DESCRIPTIONS

Session	Session #	Description
FINANCE SESSIONS		
A/P Advanced Options	4	Learn about advanced features in Accounts Payable for paying your vendors, including Vendor ACH and timesaving workflows used for Expense Reimbursements.
A/P Processing and Reporting A-Z	8	We'll cover all of the reporting related to the Accounts Payable process including Vendor Check History and Vendor Data Mining.
Advanced Budgetary Data Mining	6	This session will provide advanced instruction for creating custom finance data mining reports. Maximize your Data Mining reports by learning how to utilize features you may not have known existed in the reporting setup.
Automated Bank Reconciliation and Positive Pay	8	Enhance your efficiency at balancing your cash each month by automating the clearing of checks. Also, if you would like for your bank to verify your checks to a preauthorized list that you have communicated to the bank in advance, you can do this using the Positive Pay feature in Skyward.
Beginners Budgetary Data Mining	3	This session will review the basics of constructing reports for Revenue/Expense reporting and Balance Sheets. We'll discuss the purpose of the various fields in each setup screen.
Budgeting Options	5	See popular web budgeting options, including budget requisitions, mass change options, budget entry options, budget exporting/importing and online budget transfer requests.
Credit Card Processing	7	Are you manually entering your Credit Card bills into Accounts Payable? Would you like to learn how to automate it? Your credit card file can be imported into the Skyward software; transactions reviewed, edited and approved; then the invoices can be automatically created and paid through the AP process in Skyward.

Finance Tips and Tricks	9	Receive valuable tips on how to make the Financial Management software perform for your district more efficiently.
Finance Transaction Importing Options	10	This session shows you how Journal Entries, Budget figures, Budget Transfers, and Budget Revisions can be imported to Skyward.
Fiscal Year and State Reporting Year End Processing	1	This session will cover all aspects of preparing and processing Fiscal Year including State Reporting considerations.
Government Financial Management Q & A	3	This will be a round table type discussion of the unique challenges for set up and reporting of Finance information.
Next Level Purchasing	1	Learn about all of the tools available to enhance your purchasing capabilities including Ecommerce, Emailing of PO's, Receiving Online and more!
Newer Users and Refresher - FIN/HR	4	This session is for anyone who is new to Skyward or just feels like they need a refresher. Get a concise overview of the core functions performed in the Financial portion of the Business suite.
Salary Negotiations and Budgeting	6	Discover how you can work up a Plan showing the employees that will be working in the new year and what their salaries will be to predict the costs of your personnel for the upcoming year and roll that into your budget.
SMS Newer Business Features	2	This session will be a demonstration of some of the newest options available within Finance & Human Resources, including changes that may have been around a while but that you might not have realized were now available.
W2s and 1099's	4	A refresher course on how to process your W-2s, and tips for correcting exceptions that are reported. Will also be similarly demonstrating 1099 processing.

HUMAN RESOURCES SESSIONS		
Advanced Employee Data Mining	3	Learn more about how to better use the Employee Data Miner to pull data in creative ways in a variety of formats.
Beginners Employee Data Mining	2	Skyward's Employee Data Miner can deliver helpful reporting insights about your personnel. Learn the basics here.
Employee Contract Letters and Posting to Online Forms	5	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.
Fast Track Overview	9	Reduce turnaround times, hire smarter, and improve on-boarding. Here's how you can turn FastTrack into the driving force behind your high-performing culture.
Government HR/Payroll Q & A	2	This will be a round table type discussion of the unique challenges for set up and reporting of Government HR personnel information.
HR Custom Forms	6	Discuss how you might use Custom Forms to identify information that you haven't been able to track before in Skyward and how to go about setting up Fields and Screens to capture this data.
HR/Payroll Tips & Tricks	10	Discover if there are options within the Payroll and HR modules that will allow you to speed-up or streamline your payroll processing steps. Maybe you have some useful tips that you'd like to share as well!
HR Year End Processing	1	We will review the HR related processes that must be accomplished in Payroll, Employee Mgmt, Subtracking, Time Off, and Insurance Tracking during the transition of the school years.
Newer Users and Refresher - FIN/HR	4	This session is for anyone who is new to Skyward or just feels like they need a refresher. Get a concise overview of the core functions performed in the Financial portion of the Business suite.
Payroll Reporting Possibilities	10	Do you feel like there are payroll reports in Skyward that you don't have time to test out for yourself? This session will introduce you to payroll reporting capabilities that you may not have realized are available to you.

Profile Options	8	This session will highlight some features in the HR Employee Profile that you may not have realized are available to you.
Salary Negotiations and Budgeting	6	Discover how you can work up a Plan showing the employees that will be working in the new year and what their salaries will be to predict the costs of your personnel for the upcoming year and roll that into your budget.
State Reporting - Payroll/HR	3	Learn about processing and reporting to the state for the Payroll and HR functions.
State Reporting - TCRS	7	We will have a representative from TCRS discuss and take your questions on the processing of this retirement.
Subtracking/Time Off Importing	7	We'll discuss how the import process is setup, what the options are and how to troubleshoot various exceptions.
Task Manager for HR/Payroll Tasks	2	Task Manager is Skyward's free module that allows districts to set up their particular 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.
True Time Rulegroup Options	5	Have you had True Time setup for a while now but are wondering if there are other options that you could be using or in a better way. This session will explore how the options work to track time entered for various scenarios.
True Time Troubleshooting	9	This session will explore avenues for making corrections to True Time entries at various stages in the process as well as reporting that will assist with identifying issues.
W2's and 1099's	4	A refresher course on how to process your W-2s, and tips for correcting exceptions that are reported. Will also be similarly demonstrating 1099 processing.

STUDENT MANAGEMENT SESSIONS		
Attendance Letter Setup	5	This session will cover how to setup and generate letters notifying parents/guardians of poor student attendance.
Attendance Letter Maintenance/Utilities	6	This session will cover where you can view generated Attendance Letters, how you can customize your Attendance Letters, and how you can maintain attendance letters that have been sent to students
Course Setup for Software Integration	5	Learn how to optimally administer your courses to meet internal and state reporting purposes.
Custom Forms - Making Them Work for You	3	This session will go over the basics of how to create custom fields, how to create custom forms, and how those forms can be utilized and reported on within the Skyward software
Custom Report Cards - Secondary	9	If you currently print District Report cards, but wanted to change a few things around or spice it up a little, then come check out how to design your very own custom Report Cards! This session will give you the basic knowledge that you can take back to the office with you to create your masterpiece.
Student Data Mining - Advanced	8	Have you ever wondered how to print Address Labels, create Processing Lists or wonder what the Report Directory was? This session will be a continuation of Beginning Data Mining and will cover all of that and more!
Student Data Mining- Beginners	5	This session will be for individuals just starting with Student Data Mining and will cover items such as selecting fields, setting up filters etc. Learn what you need to know to get started using Data Mining and creating your own report templates.
Family/Student Access using the Mobile Application	7	Come take a tour of our Skyward Family Access Mobile app and get some troubleshooting tips and tricks as well!
Food Service - Best Practices Q & A	8	Share your struggles and successes with other Skyward schools for how they manage their Food Service operation. Bring those difficult questions you just can't seem to figure out.

Food Service - Free and Reduced/Direct Cert	6	This presentation will concentrate on setup for Free and Reduced Food Service administration as well as review several reports to help you better manage your Food Service operation. We will discuss how to create food service applications manually and how to import direct certification files.
Food Service - Point of Sale	9	Learn how Skyward can be used to efficiently track your Food Service sales. Here we will learn how to configure POS touch screens, setup food service POS terminals, and entering purchases/payments.
Food Service Reporting	7	Review the many reports available for managing and balancing your Food Service operation. Reports like the Daily Activity Report, AccuClaim Audit, AccuClaim, Monthly Participation Data, and Payment Reports will be discussed.
Food Service Year End/Year Start	10	Learn which reports are strongly recommended to run before the year end process starts so you have information you need for auditors in future years. Once year end is finished, learn about the utilities/steps needed to start the new school year flawlessly.
GPA Calculation\Honor Roll\Class Rank\Transcripts and Transcript Labels	3	You don't have to guess what this session is about, but come have some fun learning how to troubleshoot GPA's and run some important Grading Reports, including Honor Roll, Rank and Transcripts.
Gradebook Setup Administration - Preparing for New Year	2	What steps need to be completed in order for the Gradebooks to be setup properly for the start of the new year? This session will cover these to help you be ready.
Grading Procedures and Discrepancies	6	This session will focus on end of the Grading Period procedures such as how grades get posted from Gradebook, how teachers request changes to grades and how you can Approve (or Deny!) those grade change requests. We will also go through some helpful Grading reports to make this process as smooth as possible.
Graduation Requirements/Career Plans	6	Find out how using Graduation Requirements and the reporting options can make it easier for you to keep track of where your students stand for credits so you can make sure they will be able to graduate. We will also discuss using Career Plans as a great tool to plan courses for your students that will keep them on track for graduation.
Health Records Entry and Reporting	8	This session will provide an overview of some of the reporting options available to Health Records and well as various ways to make entries. Reports covered will include the Health Conditions Report, Vaccination Report and options, and Office Visit Report.

Health Records Roundtable	9	This Roundtable discussion will be for users who work with the Health Records program. This is a perfect venue to discuss your questions with other users. Bring your questions to this session to give and get feedback from your peers.
How to Achieve Accurate Attendance Reporting Corresponding to the State	6	During this session we will show you what areas of the software are pulled for State Reporting and how to set this up for accurate submission
Key Attendance Reports	8	Learn about the essential Skyward reports for managing your Attendance.
Maintaining and Cleaning up Data	10	Data clean up and maintenance can be overwhelming without the right tools. This session will discuss tools available to assist in cleaning up duplicate names and addresses, and will also cover how to avoid these occurrences in the future. Join us for some tips and tricks to make maintaining your data an easier task!
New Student Online Enrollment (NSOE)	4	See how this separately purchased module can enhance your process for enrolling new students at your school. This session will cover the options available and you will also see what the process would look like for a parent enrolling a student in your district.
New Users and Refresher Bootcamp (Secretary/Registrar) Part 1	6	Whether you are new to Skyward or would just like to have a review of the basics, this session will be a general overview on how to get around in Skyward Student. We will go over how to look at student information as well as setting up some basic reports.
New Users and Refresher Bootcamp (Secretary/Registrar) Part 2	6	Whether you are new to Skyward or would just like to have a review of the basics, this session will be a general overview on how to get around in Skyward Student. We will go over how to look at student information as well as setting up some basic reports. Continued from Part 1, but feel free to join this session, even if you didn't attend Part 1.
Panel Student Discussion: Veteran Skyward Users	3	This session is a roundtable discussion for experienced Skyward Users on various topics. This will be an open session to discuss various topics regarding the Student side. Come with questions or unique ideas you can share!
Returning Student Online Enrollment	3	This session will go thru the steps to properly setup online enrollment and allow users to complete Online Registration for returning students. We will also discuss options for using custom forms to allow you to obtain specific information from familes that may be needed in your District.

Scheduling Round Table	2	Discuss challenges you have faced in scheduling students and how you have overcome those challenges with other users. Discover how other districts use scheduling and get ideas that will help you, or even give you new ideas to help with your scheduling process!
Secondary Gradebook overview	7	This session will walk through the options available in the Secondary Gradebook, and will cover many common scenarios within the gradebook, as well as how those common situations can be addressed in the most efficient manner.
Skycoder	5	Utilize this excellent tool for modifying fields for your custom uses. This session will demonstrate how to customize screens using scripts within the SkyCoder
Skylert/School Messenger	10	Skylert/School Messenger will go thru the process of sending out notifications to guardians and students by the Administrative Staff and Teachers.
Skyward Showdown	2	Test your Skyward intelligence against your colleagues in the one and only Skyward Game Show! Based on the Jeopardy game show!
Special Programs Tabs	5	During this session we will cover the state reporting requirements found within the Special Programs tabs.
State Reporting Updates/Best Practices/Roundtable	1	Receive the latest updates for Tennessee State Reporting as well as tips/tricks for Best Practices. We will also expand this session to encompass a forum that will allow you to share State Reporting issues that you may be having, working on, and discuss possible solutions, with the group.
SMS Newer Student Features	4	During this session new features will be shown that you may not be aware of that have been added or updated in recent updates.
State Reporting - Data Corrections	4	During this session we will cover how to make corrections on your data previously submitted. Suggestions and best practices for reviewing and verifying your data will be discussed, along with how to use the Data by Subject screen to compare your records in Skyward with what is currently listed in the state program.

State Reporting - Transportation State Reporting process	9	This session will go over the required data that needs to be entered in order to properly submit transportation reports to the state.
State Reporting - Year End & Year Start	8	This session will cover basic steps prior to and during the Year End process. Tasks included are saving final report card to portfolio, next year school path, mass assigning student classification begin & enter dates, and mass assigning year entered 9th grade after year end processing.
Student - ADM Troubleshooting	7	During this session we will discuss ADM Troubleshooting.
Student Data Reporting Overview - 2020 Edition	1	During this session we will show you how to pull data for reporting purposes, covering basic data mining, and show you some of the popular reports that are commonly used within Skyward. We'll also demonstrate how many reports can be scheduled and delivered to your email box on a regular basis.
Student Discipline Overview	4	This session will be an overview of how to properly setup codes, enter data and run Discipline Reports.
Student Year End and Year Start: Best Practices	1	During this session we will go over how each entity, and also the district, completes the Student Year End and Year Start process. We will also cover things you will want to do prior to running year end and things to be done after the process is complete to ensure a smooth start for the upcoming school year.
Teacher Tracking	10	Your teachers should be using Gradebook and all it's options, but are they? This session will show you how to monitor teachers gradebook useage. See assignments, grades, discipline and message center usage.
Test Score Setup	9	With today's emphasis on measuring student achievement on test scores, having this information within Skyward is very important. This session will provide an overview of test score setup, demonstrating the components of information held regarding the tests.

Understanding Standards Gradebook	4	This session will walk through the options available in the Standards Gradebook, and how each impacts the use of the Standards Gradebook processing. We will discuss how to setup Standards Gradebooks on the administrative side and what teachers can expect to see based on these settings.
Utilizing Processing Lists	2	Learn the myriad opportunities for using processing lists to simplify the record selection for your reporting and processing.
XAP Transcripts	10	This session will cover the setup and use of XAP transcripts.

Skyward Tennessee
User Group

Summer 2019
Tennessee
Conference
June 5-6, 2019

SKYWARD®

Recommended Tracks

Attendance

Session	Session Title
5	Attendance Letter Setup
6	Attendance Letter Maintenance Utilities
8	Key Attendance Reports

Scheduling

Session	Session Title
2	Scheduling Round Table
3	Returning Student Online Enrollment
4	New Student Online Enrollment (NSOE)
4	Course Setup for Software Integration

Grading

Session	Session Title
2	Gradebook Setup Administration - Preparing for New Year
3	GPA Calculation\Honor Roll\Class Rank\Transcripts
4	Understanding Standards Gradebook
6	Grading Procedures and Discrepancies
7	Secondary Gradebook overview
9	Custom Report Cards - Secondary

Student State Reporting

Session	Session Title
1	State Reporting Updates/Best Practices/Roundtable
4	State Reporting Data Corrections
5	Special Programs Tabs
7	Student ADM - Troubleshooting
8	Student State Reporting - Year End and Year Start
9	Transportation State Reporting process
10	XAP Transcripts

Data Analytics - Student

Session	Session Title
1	Student Data Reporting Overview - 2020 Edition
2	Utilizing Processing Lists
3	Custom Forms - Making Them Work for You
5	Student Data Mining - Beginners
8	Data Mining - Advanced
10	Maintaining and Cleaning up Data

Teacher

Session	Session Title
2	Gradebook Setup Administration - Preparing for New Year
3	GPA Calculation\Honor Roll\Class Rank\Transcripts
4	Understanding Standards Gradebook
6	Grading Procedures and Discrepancies
7	Secondary Gradebook Overview

Exploring Skyward - Student

Session	Session Title
3	Panel Student Discussion: Veteran Skyward Users
4	SMS Newer Student Features
6	Part 1
7	Part 2
7	Family/Student Access using the Mobile Application
8	Health Records Entry and Reporting
9	Health Records Roundtable
9	Test Score Setup
10	Skylert/School Messenger

Food Service

Session	Session Title
6	Food Service - Free and Reduced/Direct Cert
7	Food Service Reporting
8	Food Service Best Practices Q&A
9	Food Service Point of Sale
10	Food Service Year End/Year Start

Business Office

Session	Session Title
1	Fiscal and State Reporting Year End Processing
1	Next Level Purchasing
2	SMS Newer Business Features
3	Government Financial Management Q & A
3	Beginners - Budgetary Data Mining
4	Newer Users and Refresher - FIN/HR
4	AP Advanced Options
4	W2s and 1099's
5	Budgeting Options
6	Advanced Budgetary Data Mining
6	Salary Negotiations and Budgeting
7	Credit Card Processing
8	A/P Processing and Reporting A-Z
8	Automated Bank Reconciliation and Positive Pay
9	Finance Tips and Tricks
10	Finance Transaction Importing Options

Payroll

Session	Session Title
1	HR Year End Processing
2	Task Manager for H/R Payroll Tasks
2	Beginners Employee Data Mining
2	Government HR/Payroll Q & A
3	Advanced Employee Data Mining
3	State Reporting - Payroll/HR
4	Newer Users and Refresher - FIN/HR
4	W2s and 1099's
5	True Time Rulegroup Options
7	Subtracking/Time Off Importing
7	State Reporting- TCRS
8	Profile Options
9	True Time Troubleshooting
10	HR/Payroll Tips & Tricks
10	Payroll Reporting Possibilities

HR Staff

Session	Session Title
1	HR Year End Processing
2	Task Manager for H/R Payroll Tasks
2	Beginners Employee Data Mining
3	Advanced Employee Data Mining
3	State Reporting - Payroll/HR
4	Newer Users and Refresher - FIN/HR
5	Employee Contract Letters and Posting to Online Forms
6	HR Custom Forms
6	Salary Negotiations and Budgeting
7	Subtracking/Time Off Importing
8	Profile Options
9	Fast Track Overview
10	HR/Payroll Tips & Tricks

TN Finance/HR State/Federal Rept

Session	Session Title
1	Fiscal and State Reporting Year End Processing
3	State Reporting - Payroll/HR
4	W2s and 1099's
7	State Reporting- TCRS

Exploring Skyward - Finance/HR

Session	Session Title
2	SMS Newer Business Features
4	Newer Users and Refresher - FIN/HR
9	Fast Track Overview