



# Skyward Tennessee User Group

Summer 2023  
Tennessee Conference  
May 31-June 1, 2023

Sessions Highlighted in Yellow are Advanced User Sessions

## Recommended Tracks

### Attendance

Session	Session Title
7	Attendance Letter Set Up/Maintenance/Utilities
8	Key Attendance Reports - Entity and District Level

### Scheduling

Session	Session Title
4	Future Scheduling Start to Finish - Overview

### Grading

Session	Session Title
1	Gradebook Setup Administration - Preparing for New Year
2	Custom Transcript - BYOD - Build them Now
5	Grading Procedures and Discrepancies
9	GPA Calculation/Honor Roll/Class Rank/Transcripts
10	Custom Reports Cards - Secondary

### Student State Reporting

Session	Session Title
1	Special Programs Tabs
2	ADM Troubleshooting - Common Issues & Solutions
3	Grading Set Up and State Reporting
5	Student State Reporting Year End & Year Start
7	The In's and Out's of Extracts
8	State Reporting - Transportation
9	Student Schedules and State Reporting
10	EIS Processing/Round Table

### Data Analytics - Student

Session	Session Title
3	Utilizing Processing Lists
6	Top Ten Reports for Administrators
6	Data Mining - Beginning
7	Student Management Year End/School Level
8	Utilizing Processing Lists/ Session II
8	Student Management Year Start/School Level
9	Data Mining - Advanced
10	Test Score Setup and Import

### Teacher

Session	Session Title
1	Gradebook Setup Administration - Preparing for New Year
8	Secondary Gradebook Overview

### Exploring Skyward - Student

Session	Session Title
1	New User Bootcamp 1
1	Features You Need to Know
1	Help Yourself - Free trainings for you
2	New Users/Refresher Boot Camp II
2	Discipline Overview
2	Qmlativ Overview - Student
3	Top Ten Reports for Office Personnel
4	Panel Discussion - Veteran Skyward Users
4	Online Enrollment - Students Returning
4	Migration Center SMS to Qmlativ - What's in Store?
5	NSOE - New Student Online Enrollment
5	Skyward Game Show
5	Newer Student Features/Tips and Tricks
6	Health Records - Meds/Inventory/Reporting
7	Legal Names/Preferred Names
7	Guidance Counselor Boot Camp
9	New Users Roundtable
9	Custom Forms - Making the work for you
10	Administrative Bootcamp
10	Advanced Features

### Food Service

Session	Session Title
3	Food Service Reporting
6	Food Service - Free-Reduced-Direct Cert

## Recommended Tracks

### Business Office

Session	Session Title
1	State Reporting Year End Processing
1	Next Level Purchasing
2	Zooming in - Top Reports for Business Teams
3	SMS Newer Business Features/Finance Tips and Tricks
4	AP Advanced Options
5	W2s and 1099's
5	Beginners - Budgetary Data Mining
5	Newer Users and Refresher - FIN/HR
6	Budgeting Options
7	Advanced Budgetary Data Mining
7	Salary Negotiations and Budgeting
8	Credit Card Processing
9	A/P Processing and Reporting A-Z
9	Qmlativ Overview - Business
10	Finance State Reporting

### Payroll

Session	Session Title
1	HR Year End Processing 1
2	HR Year End Processing 2
2	Beginners Employee Data Mining
3	Employee Mid Year Changes - Assignment/Payroll
3	Task Manager for H/R Payroll Tasks
3	SMS Newer Business Features/Finance Tips and Tricks
4	Advanced Employee Data Mining
4	State Reporting - Payroll/HR/TCRS
5	Newer Users and Refresher - FIN/HR
5	W2s and 1099's
6	True Time Rulegroup Options
6	Employee Contract Letters and Posting to Online Forms
8	Subtracking/Time Off Importing
8	State Reporting- TCRS
9	Payroll Reporting Possibilities
9	Qmlativ Overview - Business
10	HR/Payroll Tips & Tricks
10	True Time Troubleshooting

### HR Staff

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

### TN Finance/HR State/Federal Rept

Session	Session Title
1	State Reporting Year End Processing
4	State Reporting - Payroll/HR
5	W2s and 1099's
8	State Reporting- TCRS
10	Finance State Reporting

### Exploring Skyward - Finance/HR

Session	Session Title
3	SMS Newer Business Features/Finance Tips and Tricks
4	Migration Center SMS to Qmlativ - What's in store?
5	Newer Users and Refresher - FIN/HR
9	Qmlativ Overview - Business

### IT

Session	Session Title
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