

Tennessee Skyward User Group Conference

May 29-30, 2024

The Park Vista Gatlingburg, TN

Legend

F - Financial Management	SM - Student Management
HR - Human Resources / Payroll	SR - State Reporting - Student Records
Qmlativ Student Records	SR - State Reporting - Business
Qmlativ Business	UL - Co Presented - User/Skyward
SMS to Qmlativ	** Suggested for New Users/Refresher for Seasoned Users

DAY 1: Wednesday May 29, 2024

7AM - 8:30 AM Registration/Breakfast

8:45 - 9:35 am - Work Session #1

Room	Legend	Session	Presenter
Mountainview B	F	Next Level Purchasing/Ecommerce	Aaron Messier
Mountainview C	HR	Employee Mid Year Changes - Assignment/Payroll	Kathryn Smerz
Mountainview D	HR	HR Year End Processing 1 - Subtracking, Time Off, Payroll	Ann Nollinger
Ballroom 1	SM	**New Users/Refresher Boot Camp I	Becky Thomason
Gardenview B	SM	**Features You Need to Know	Joe McBrayer
Gardenview C	SM	Gradebook Setup Administration - Preparing for New Year	Jim Bembenek
Gardenview D	Q/B	Qmlativ Student GPA/Grading - Preparing for Migration	Rachel Kubacki
Ballroom 2	S2Q	Qmlativ Business HR Differences and Redesign - Preparing for Migration	Cody Dyb
Mountainview A	F/HR	Table / Help Desk	Marc Johnson
Gardenview A	SM	Table / Help Desk	Heather Brant

9:45 - 10:35 am Work Session #2

Mountainview B	F	Zooming in - Top Reports for Business Teams	Kathryn Smerz
Mountainview C	HR	Beginners Employee Data Mining	Marc Johnson
Mountainview D	HR	HR Year End Processing 2 - Employee Management	Ann Nollinger
Ballroom 1	SM	**New Users/Refresher Boot Camp II	Becky Thomason
Gardenview B	SM	Custom Transcripts - Bring your laptop and Build them Now	Heather Brant
Gardenview C	SR/SM	TISA ADM Data Verification with Skyward Reports	Brandi McBrayer
Gardenview D	SM	Discipline Overview	Joe McBrayer
Ballroom 2	Q/SM	Compare SMS to Qmlativ Student - Editing Students/Families	Rachel Kubacki
Mountainview A	F/HR	Table/Help Desk	Brent Siebring
Gardenview A	SM	Table/Help Desk	Courtney Adkins

10:35 - 10:50 Coffee Break

10:50 - 11:40 Work Session #3

Room	Legend	Session	
Mountainview B	F/HR	SMS Newer Business Features/Finance Tips and Tricks	Aaron Messier
Mountainview C	S2Q	Compare SMS to Qmlativ Business	Cody Dyb
Mountainview D	HR	Task Manager for HR/Payroll Tasks	Marc Johnson
Ballroom 1	F	Fiscal Year End	Brent Siebring
Gardenview B	SM	**Utilizing Processing Lists	Jim Bembenek
Gardenview C	SR/SM	Grading Set Up and State Reporting	Brandi McBrayer
Gardenview D	SM	Food Service Reporting	Hunter Zakrzewski
Ballroom 2	SM	Top Ten Reports for Office Personnel/Administration	Arthur Summer
Mountainview A	F/HR	Table / Help Desk	Ann Nollinger
Gardenview A	SM	Table / Help Desk	Joe McBrayer

11:45 - 12:45 Welcome/Lunch

12:55 - 1:45pm - Work Session #4

Room	Legend	Session	
Mountainview B	F	AP Advanced Options	Kathryn Smerz
Mountainview C	SR/HR	State Reporting - Payroll/HR	Emily Young
Mountainview D	HR	Advanced Employee Data Mining	Marc Johnson
Ballroom 1	SM	Panel Student Discussion/Round Table	Arthur Summer/Jim Bembenek
Gardenview B	SM	Online Enrollment - Students Returning	Becky Thomason
Gardenview C	SM	Future Scheduling Start to Finish - Overview	Heather Brant
Gardenview D	SM	Key Attendance Reports - Entity and District Level	Courtney Adkins
Ballroom 2	Q/SM/B	Successfully Changing to Qmlativ	Becca Borre
Mountainview A	F/HR	Table/Help Desk	Aaron Messier
Gardenview A	SM	Table/Help Desk	Hunter Zakrzewski

1:55 - 2:45pm - Work Session #5

Room	Legend	Session	
Mountainview B	F	Beginners - Budgetary Data Mining	Brent Siebring
Mountainview C	F/HR	Newer Users and Refresher - FIN/HR	Aaron Messier
Mountainview D	SR/HR/F	W2s and 1099's	Marc Johnson
Ballroom 1	SR/SM	Student State Reporting Year End & Year Start	Brandi McBrayer
Gardenview B	SM	Grading Procedures and Discrepancies	Hunter Zakrzewski
Gardenview C	SM	NSOE New Student Online Enrollment	Jim Bembenek (Joe McBrayer)
Gardenview D	SM	Skyward Game Show	Arthur Summer/Becky Thomason
Ballroom 2	SM	Future Scheduling Request Processing	Heather Brant
Mountainview A	F/HR	Table/Help Desk	Kathryn Smerz
Gardenview A	SM	Table/Help Desk	Courtney Adkins
Lower Lobby	QMLATIV	Table/Help Desk	Rachel Kubacki/Cody Dyb

Tennessee Skyward User Group Conference

May 29-30, 2024

The Park Vista Gatlingburg, TN

2:45 - 3:00 pm Break

3:00 - 3:50pm - Work Session 6

Room	Legend	Session	Staff Assigned
Mountainview B	HR	True Time Rulegroup Options	Marc Johnson
Mountainview C	F	Budgeting Options	Aaron Messier
Mountainview D	HR	Employee Contract Letters and Posting to Online Forms	Kathryn Smerz
Ballroom 1	SR/SM	State Reporting Updates/Best Practices	Brandi McBrayer
Gardenview B	S2Q	Qmlativ Business - Payroll Clean Up - Preparing for Migration	Cody Dyb
Gardenview C	Q/SM	Qmlativ Student - Curriculum Clean Up - Preparing for Migration	Rachel Kubacki
Gardenview D	SM	**Student Data Mining Beginning	Courtney Adkins
Ballroom 2	SM	Future Scheduling Interactive Master Builder/Scheduling Board	Heather Brant
Mountainview A	F/HR	Table/Help Desk	Ann Nollinger
Gardenview A	SM	Table/Help Desk	Joe McBrayer

4:00 - 4:50pm - Work Session #7

Room	Legend	Session	Staff Assigned
Mountainview B	HR	HR Custom Forms	Aaron Messier
Mountainview C	F	Advanced Budgetary Data Mining	Brent Siebring
Mountainview D	F/HR	Salary Negotiations and Budgeting	Ann Nollinger
Ballroom 1	SM	Legal Names/Preferred Names	Arthur Summer
Gardenview B	SR/SM	The In's and Out's of Extracts	Brandi McBrayer
Gardenview C	SM	Student Management Year End/School Level	Joe McBrayer
Gardenview D	SM	Guidance Counselor Boot Camp	Becky Thomason
Ballroom 2	SM	**Attendance Letter Set Up/ Maintenance/Utilities	Courtney Adkins
Mountainview A	F/HR	Table/Help Desk	Kathryn Smerz
Gardenview A	SM	Table/Help Desk	Hunter Zakrzewski

5:00 PM COMPLIMENTARY RECEPTION

Day 2 Thursday May 30, 2024

7:00 - 8:30 am Breakfast

8:45 - 9:35 am - Work Session #8

Room	Legend	Session	Staff Assigned
Mountainview B	HR	Subtracking/Time Off Importing	Ann Nollinger
Mountainview C	SR/HR	State Reporting- TCRS	Emily Young
Mountainview D	F	Credit Card Processing	Aaron Messier
Ballroom 1	SM	New Users Roundtable	Arthur Summer
Gardenview B	SR/SM	State Reporting - Ed-Fi Setup to Understanding Errors	Brandi McBrayer
Gardenview C	SM	Student Management Year Start/School Level	Joe McBrayer
Gardenview D	SM	Secondary Gradebook Overview	Jim Bembenek
Ballroom 2	SM	Food Service Best Practices Q/A	Hunter Zakrzewski
Mountainview A	F/HR	Table/Help Desk	Marc Johnson
Gardenview A	SM	Table/Help Desk	Heather Brant

9:45 - 10:35 am - Work Session #9

Room	Legend	Session	Staff Assigned
Mountainview B	HR	Payroll Reporting Possibilities	Marc Johnson
Mountainview C	Q/HR/F	Panel Business Discussion/Roundtable	Ann Nollinger/Cody Dyb
Mountainview D	F	Vendor Management & Reporting	Aaron Messier
Ballroom 1	SM	GPA Calculation\Honor Roll\Class Rank\Transcripts - Set up	Jim Bembenek
Gardenview B	SR/SM	Student Schedules and State Reporting	Brandi McBrayer
Gardenview C	SM	Food Service - Free-Reduced-Direct Cert	Hunter Zakrzewski
Gardenview D	SM	Data Mining - Advanced	Courtney Adkins
Ballroom 2	SM	**Custom Forms Making Them Work for You	Heather Brant
Mountainview A	F/HR	Table/Help Desk	Brent Siebring
Gardenview A	SM	Table/Help Desk	Arthur Summer

10:35 - 10:50 am Break

10:50 - 11:40 am- Work Session #10

Room	Legend	Session	Staff Assigned
Mountainview B	S2Q	Compare SMS to Qmlativ Business - Finance	Cody Dyb
Mountainview C	HR	True Time Troubleshooting	Ann Nollinger
Mountainview D	SR/F	Finance State Reporting	Emily Young
Ballroom 1	SM	Administrative Bootcamp/Teacher Tracking	Joe McBrayer
Gardenview B	Q/SM	Compare SMS to Qmlativ - Student - Attendance	Rachel Kubacki
Gardenview C	SM	**Advanced Features	Courtney Adkins
Gardenview D	SM	Custom Report Cards - Secondary	Hunter Zakrzewski
Ballroom 2	SM	Test Score Setup and Import	Arthur Summer
Mountainview A	F/HR	Table/Help Desk	Brent Siebring
Gardenview A	SM	Table/Help Desk	Jim Bembenek

11:45 - 12:15 pm Closing Remarks/PRIZE DRAWINGS