

# Interchange Session Descriptions



## G3 G31000 Day 1 Keynote: What's New?

**Session Type:** Keynote  
**Audience:** All  
**User Level:** All

Start your day with an overview of your Interchange and hear about all the great new things happening at Infinite Campus!

## G31001 Day 2 Keynote: G3 Update

**Session Type:** Keynote  
**Audience:** All  
**User Level:** All

Infinite Campus G3 will revolutionize how districts use information. Join us for an overview of what G3 is and how it will impact your district.

## G31303 Preparing for G3

**Session Type:** Skill Builder  
**Audience:** All  
**User Level:** All

Infinite Campus G3 will be the biggest innovation ever adopted by a school district. Once fully implemented, every aspect of a district's core operations should see significant improvement. In this session, participants will:

- Understand the potential impacts of G3;
- Learn how to talk to others about G3; and
- Understand the benefits of moving to G3.

## G31304 Campus G3 Portal: See It Now

**Session Type:** Skill Builder  
**Audience:** All  
**User Level:** All

If you care how parents and students interact with your district, this session is for you! The Infinite Campus G3 Portal fundamentally changes how students and parents interact with the system. This powerful new interface lays the groundwork for G3. In this session, participants will:

- See a demonstration of the G3 portal;
- Understand the benefits of the G3 portal; and
- Learn how to take advantage of the G3 portal in your district.

## Lunch Lunch Lunch

**Session Type:** Lunch  
**Audience:** All  
**User Level:** All

Come have a bite to eat.

## Reporting RE1302 Ad Hoc Reporting: Best Practices

**Session Type:** Skill Builder  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

Ad hoc reporting is the most accessible tool for getting data out of Infinite Campus. Inside knowledge of best practices for using it will make your job easier and get data into the hands of decision makers faster. In this session, participant's will see the latest in best practices for:

- Selecting appropriate fields;
- Using operators to define data sets; and
- Sharing filters and data with others.

<b>Reporting</b>	<b>RE1401</b>	<b>Ad Hoc Reporting: Basic Concepts</b>
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**Session Type:** Hands On  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

Users' information needs are not always met via Infinite Campus standard reports. Campus Ad Hoc Reporting now supports filter copying and field searching, making it easier than ever to create and share queries and reports with others across the district for ease in accessing data. In this session, participants will practice:

- Using the Campus Ad Hoc Filter Designer and Report Designer;
- Making filters and reports available to groups of user; and
- How to show end users where to locate and run prebuilt reports.

<b>RE1402</b>	<b>Ad Hoc Reporting: Cube Designer</b>
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**Session Type:** Hands On  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

Making sense of data is critical and the Campus Cube Designer presents data in multiple ways. In this session, participants will practice constructing cubes displaying:

- Where data is incomplete;
- Student progress and areas for improvement; and
- NCLB sub-groups and their assessment results.

<b>RE2301</b>	<b>Cohort and Accountability Reporting</b>
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**Session Type:** Skill Builder  
**Audience:** Building and District Support  
**User Level:** Intermediate

New in Infinite Campus 2010.1!

The addition of cohort and accountability fields to Infinite Campus improves stakeholder reporting. Reporting data well goes beyond knowing what fields to use. In this session, participants will:

- See how to add these fields to ad hoc queries;
- Learn what fields to incorporate with other data to make reports meaningful; and
- See reporting formats useful to stakeholders.

<b>RE3401</b>	<b>Ad Hoc Reporting: SQL Pass-Through's</b>
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**Session Type:** Hands On  
**Audience:** Building and District Support  
**User Level:** Master

Get the most out of Infinite Campus using your SQL skills and district data. Leverage Campus Ad Hoc Reporting using a SQL query to excavate the data needed for stakeholders in your district. Participants will:

- Define the data needed by stakeholders;
- Identify the associated fields; and
- Build SQL query filters.

<b>Support</b>	<b>SL1100</b>	<b>Support Ticket Consultation</b>
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**Session Type:** Discussion  
**Audience:** All  
**User Level:** All

Optional.

Use this time to meet with your Campus Support Representative. Instead of waiting for your turn in the support lab like prior years, now you can sign up to discuss support issues with a Campus Support Representative in the new Resource Center. These experts are available to answer your questions regarding support tickets during extended hours from 7 a.m. to 4 p.m. each day, including lunch.

Space is limited - please register for only one support consultation. If additional time is needed to resolve your support ticket issue or questions, the Campus Support Representative will schedule additional time after your initial consultation.

## SS1301-OK Campus Behavior

**Session Type:** Hands On  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

Tracking behavior events to their resolution and reporting to parents and staff is a necessary part of school operations. In this session, participants will learn about:

- The Infinite Campus model for handling behavior event data;
- The integrated flow of data from the referral, to the resolution, to the home communication; and
- Proper procedures for safeguarding student privacy.

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## SS1307-OK New Graduation Tab

**Session Type:**  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

New in Infinite Campus 2010.1!

Tracking graduation-related data has become much more important so Infinite Campus moved this data from enrollment to a dedicated tab for each student. The new graduation tab consolidates graduation data in one place while supporting NGA and NCLB cohort tracking and post-graduation data collection. In this session, participants will:

- See a demonstration of the new graduation tab;
- Understand how to collect and view cohort data; and
- Understand how to assign diploma types.

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## SY1301-OK System Administration Overview

**Session Type:** Hands On  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

Infinite Campus delivers a complex set of functionality and all of it is governed by how system administration is used. In this session, participants will:

- See an overview of system administration;
- Understand how data entered in system administration affects all users; and
- Learn the common pitfalls of system administration and how to avoid them.

## SY1302-OK User Security

**Session Type:** Hands On  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

Did you know that Infinite Campus has been audited to meet the National Institute of Standards and Technology? These security control standards are required for federal information system installations including the Department of Defense. Find out how your district can leverage Campus Security to create user groups which makes security, access and tool rights much easier to manage. In this session, participants will learn how to:

- Determine the types of groups Infinite Campus manages;
- Assign stakeholders to more than one group; and
- Leverage Campus Active Directory.

<b>SY1303-OK</b>	<b>Customizing Campus</b>
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**Session Type:** Hands On  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

Infinite Campus is a commercial off-the-shelf (COTS) software that can be modified to meet your needs. When there is a need for more data than the system initially captures or specific district practices users should follow, customization is a good solution. In this session, participants will learn:

- What customizations are possible and appropriate for particular needs;
- How to customize Campus Help; and
- How to create tabs and fields to capture information easily and reliably.

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<b>Student Services</b>	<b>SS1302</b>	<b>Transferring Students</b>
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**Session Type:** Skill Builder  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

Districts can transfer student data electronically across the state or nationally with the Campus National Records Exchange. See how this technology works and get your questions answered. Administrative staff responsible for transferring student records are encouraged to attend. Participants will:

- Understand what data is being transferred;
- Learn how to transfer or receive data to and from another district; and
- Recognize a successful data transfer.

<b>SS1308</b>	<b>Campus Special Education</b>
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**Session Type:** Skill Builder  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

Campus Special Education uses real-time information and web-based communications to support learners, teachers, and parents/guardians. IEP authoring and maintenance, team meetings and process workflow can all be managed in the system. In this session, participants will learn:

- How to create a team that contributes to sections of the IEP;
- What the IEP writing process looks like in the system;
- Issues specific to setup of Campus Special Education, including form upload; and
- How to monitor information and track contacts.

<b>SS1401</b>	<b>Campus Census Basics</b>
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**Session Type:** Hands On  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

The Campus Census wizard is the fastest and most reliable method of building links between personal demographic information and other relationships, including other members of a household. Participants will practice:

- Adding persons, addresses, and associated information;
- Creating households that model real-world families; and
- Recognizing when to enroll a student during the process.

<b>SS1402</b>	<b>Campus Health Office</b>
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**Session Type:** Hands On  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

The nurse's office is a busy place. Today's students have a myriad of medical conditions requiring monitoring. The Campus Health Office streamlines the nurse's recordkeeping so they can focus on the student, while maintaining a full account of activity. In this session, participants will:

- See the information management model used in Campus Health Office;
- Practice setting up the Campus Health Office for most efficient use; and
- Learn how health incidents are reported via Campus Portal and how information feeds the Medicaid log.

**Student Services****SS1403****Employee Self-Service**

**Session Type:** Hands On  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

New in Infinite Campus 2010.1!

Employees can maintain their own staff-related information, including professional credentials, reducing the burden on district staff while increasing the timeliness of the data. Staff can create requests for data to be changed, supply the correct data and monitor the data acceptance process. In this session, participants will:

- Create change requests;
- Monitor the change request workflow; and
- Use the preference settings to control the entire process.

**SS2301****Creating & Using FDF Documents**

**Session Type:** Skill Builder  
**Audience:** Building and District Support  
**User Level:** Intermediate

Infinite Campus supports the Forms Data Format (FDF), allowing districts to gather data using customized forms. Participants see how to:

- Create FDF documents;
- Upload FDFs to Infinite Campus; and
- Use FDFs in applicable areas of Infinite Campus.

**System Administration****SY1304****Standards Setup & Reporting**

**Session Type:** Skill Builder  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

Confused about standards and rubrics? Need to review the ways teachers can determine the standard scores awarded to students? In this session participants will see best practices for:

- Standards bank set up;
- Standards in Campus Grade Book; and
- Report card setup and options.

**SY1401****Campus Surveys**

**Session Type:** Hands On  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

With Campus Survey users can design and send surveys to stakeholders and analyze survey results. Built upon Campus Messenger technology, Campus Survey provides a new tool to gather stakeholder perceptions. In this session, participants will practice using Campus Survey, including:

- The survey design tools;
- How surveys and reminders can be sent to stakeholders; and
- The reports and extracts available.

**SY2401****Assessment Data Management: Basic Concepts**

**Session Type:** Hands On  
**Audience:** Building and District Support  
**User Level:** Beginner, Intermediate

The demand for using test results in decision making creates time pressures to quickly and accurately import test results and make them available to stakeholders. This hands-on workshop will show you:

- How to create and manage data structures for standardized tests and common assessments; and
- How to import test data in bulk and enter results for individual students.

<b>System Administration</b>	<b>SY2402</b>	<b>Campus Messenger Setup &amp; Use</b>
	<b>Session Type:</b>	Hands On
	<b>Audience:</b>	Building and District Support
	<b>User Level:</b>	Intermediate

Campus Messenger provides districts with the ability to communicate in real time with all or a selected group of stakeholders. Messages can be sent to an email address or, with Campus Messenger with Voice, to a voice number. In this session, participants will learn:

- The kinds of messages Campus Messenger can send;
- How to setup Campus Messenger, including the required data elements; and
- The reporting options to confirm messages were sent.

<b>SY3401</b>	<b>Assessment Data Management: Accountability</b>
<b>Session Type:</b>	Hands On
<b>Audience:</b>	Building and District Support
<b>User Level:</b>	Master

New in Infinite Campus 2010.1!  
Assessment data management has been enhanced with fields and import mapping options that support district accountability efforts. It is now easier to use Infinite Campus to share assessment data with teachers, students, parents and other stakeholders. In this session, participants will:

- Setup tests using the new accountability features of Campus Assessments;
- Import test results using the new accountability workflow; and
- Examine ad hoc reports with the accountability fields.

<b>Teaching/Learning</b>	<b>TL1401</b>	<b>Grade Book for Teachers: Grading Tasks</b>
	<b>Session Type:</b>	Hands On
	<b>Audience:</b>	Building and District Support
	<b>User Level:</b>	Beginner, Intermediate

Campus Grade Book and Lesson Planner provide teachers with the ability to keep parents and students informed in real time. Practice using this communication tool in this session. Learn how to:

- Setup student assignments for maximum communication;
- Save time by copying assignments between and within sections; and
- Use student groups to differentiate instruction.

<b>TL1402</b>	<b>Grade Book for Teachers: Standards</b>
<b>Session Type:</b>	Hands On
<b>Audience:</b>	Teachers
<b>User Level:</b>	Beginner, Intermediate

A grade book is not just a place to record scores. The Campus Grade Book is one of the links between planning, pedagogy and parental communication. In this session, elementary teachers will:

- Use score color coding to assist standards-based grading;
- Learn how to maintain a body of evidence for standards-based grading; and
- See techniques for keeping parents and guardians involved.

<b>TL1403</b>	<b>Teacher Communication Tools</b>
<b>Session Type:</b>	Hands On
<b>Audience:</b>	Building and District Support
<b>User Level:</b>	Beginner, Intermediate

Great communication with parents and students enhances student learning and makes a teacher's life easier. Infinite Campus supports communication with a variety of tools available for teachers. In this session, participants will:

- See what a student and/or parent sees when they use Campus Portal;
- Learn how to send messages and newsletters; and
- Learn how to create templates that alert parents when a student's assignment is missing or they're failing.

<b>Session Type:</b>	Hands On
<b>Audience:</b>	Building and District Support
<b>User Level:</b>	Beginner, Intermediate

When teachers have actionable information they can adjust instruction rapidly. Infinite Campus provides a suite of instructional reports that gives teachers the information they need. In this session, participants will:

- Use reports to gather performance information on students;
- Learn to view student assessment data individually or for their entire class;
- See how to monitor how often students and parents are using Campus Portal.