

Request for Extended Travel

NAME: Christine Blouke

DATE: July 1, 2014 DEPT/BUILDING Technology

PURPOSE: 2014 Edupoint National User Conference

DISTRICT BENEFIT:

TRAVEL DETAILS: 1. DESTINATION: Anaheim, CA

2. DATES: November 5-7, 2014

Table with 3 columns: ESTIMATED EXPENSES, DESCRIPTION, COST. Rows include TRAVEL (Airline \$252.00), MEALS (November 5-Dinner \$66.00, November 7 - Dinner), LODGING (Disneyland Hotel \$318.00), REGIS/FEES (Early Bird Registration Fee \$375.00), SUBSTITUTE (\$0), OTHER (Shuttle \$22.00, Shared Shuttle \$22.00 round trip), and TOTAL (\$1,033.00).

BUDGET SOURCE(S):

1. GENERAL FUND:

2. WORKSHOP FUNDS:

3. CONTRACT REQUIREMENT:

4. OTHER: Title IIA 230.2240.0342.120.350.000

Federal Funds Teaching Team Prof. Dev.

MLL 7/21/14

SUPERVISORS RECOMMENDATION AND COMMENTS:

This trip is to support Christine's technical skills for our district wide student information system. It's critical information that she needs to keep our system functional.

SUPERVISOR SIGNATURE

*Michelle Jones*

SEND FORM TO SUPERINTENDENT/DESIGNEE:

SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:

Rec approval. *K Gray*

BOARD ACTION:            APPROVED            DISAPPROVED            DATE:           

I AGREE THAT ALL OF THE INFORMATION ON THIS FORM IS ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE.

EMPLOYEE SIGNATURE:

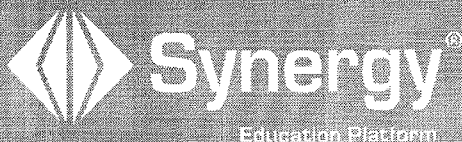
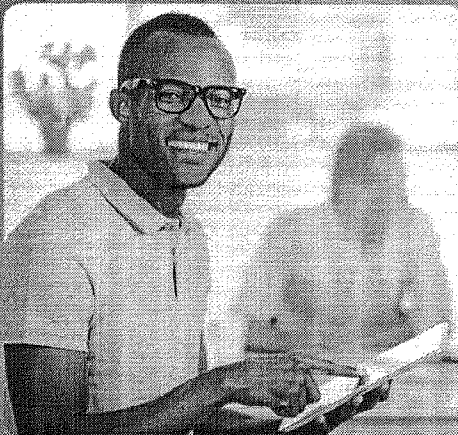
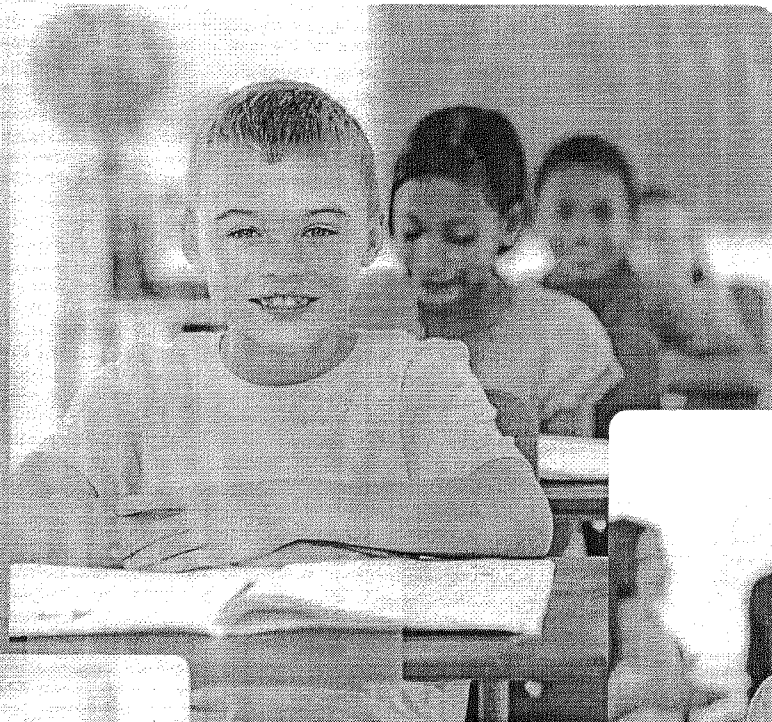
*Christina Blorke*

DATE:

*July 14, 2014*

# Edupoint NATIONAL USERS CONFERENCE

November 6-7, 2014  
Disneyland Hotel  
Anaheim, CA



**WEDNESDAY, NOVEMBER 5 | OPTIONAL PRE-CONFERENCE HANDS-ON SESSIONS**

7:30am- 8:00am	Continental Breakfast
8:00am- 11:30am	Hands-on Training Sessions (Morning Sessions)
11:30am- 12:30pm	Lunch
12:30pm- 4:00pm	Hands-on Training Sessions (Afternoon Sessions)

**THURSDAY, NOVEMBER 6 | GENERAL CONFERENCE – DAY 1**

8:00am- 10:00am	Conference Registration & Continental Breakfast
10:00am- 11:30am	Opening General Session
11:30am- 1:00pm	Lunch & Vendor Exhibits
11:30am- 5:00pm	Customer Support Open Forum
1:00pm- 2:10pm	Breakout Session #1
2:20pm- 3:30pm	Breakout Session #2
3:30pm- 3:45pm	Refreshment Break
3:45pm- 4:55pm	Breakout Session #3
5:00pm- 6:30pm	Networking Reception

**FRIDAY, NOVEMBER 7 | GENERAL CONFERENCE – DAY 2**

8:00am- 9:00am	Breakfast & Vendor Exhibits
9:00am- 3:20pm	Customer Support Open Forum
9:00am- 10:10am	Breakout Session #4
10:20am- 11:30am	Breakout Session #5
11:30am- 1:00pm	Lunch & Vendor Exhibits
1:00pm- 2:10pm	Breakout Session #6
2:20pm- 3:30pm	Breakout Session #7
3:30pm- 4:00pm	Closing General Session

If you play a role in the management, administration, or support of the Synergy® Education Platform, Edupoint's Annual Users Conference will provide you with the opportunity to connect with the products, trends, and people at the forefront of the K-12 student, instructional, and special education data management industry.

The conference program – designed with the customer in mind – is intended to provide attendees with opportunities to:

- Refresh and enhance your knowledge of Synergy
- Spend one-on-one time with Edupoint subject matter experts
- Be the first to learn about new functionality in the upcoming release of Synergy
- Network with your peers and Edupoint staff

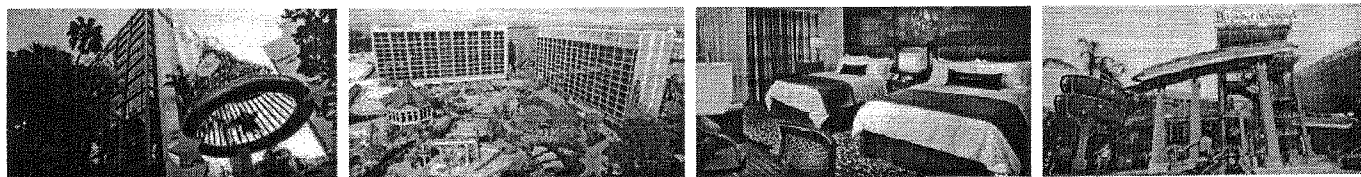
Conference sessions have been developed so that users of all levels – from those who recently implemented Synergy to those who are experienced users – will receive valuable information relevant to their school district role and experience level. Incorporating feedback from previous conferences, attendees can expect:

- Over **75 breakout sessions** – with sessions for all levels of Synergy experience
- 30 **NEW** conference sessions, including additional sessions focused on Curriculum & Standards
- A dedicated Hands-on Track, providing intimate computer lab sessions for in-depth Synergy training
- Customer-led sessions for an end-user's perspective on Synergy
- The return of the Open Forum for scheduled one-on-one instruction and Q&A with Edupoint solution experts
- Previews of new products and services
- Partner Expo with live demonstrations of integrated solutions and the opportunity to speak one-on-one with trusted technology industry leaders
- Optional pre-conference hands-on training sessions on November 5th

## CONFERENCE REGISTRATION FEES

Early Bird Registration (before 8.31.14)	\$375
Regular Registration (after 8.31.14)	\$450
Optional Pre-Conference Hands-on Sessions	\$125/ea

## HOTEL ACCOMMODATIONS



Hotel accommodations are available at the Disneyland Hotel at a dramatically discounted rate of \$159/night (plus taxes & fees), which includes complimentary in-room internet access. Accommodations are also available at Disney's Grand Californian Hotel & Spa for \$197/night (plus taxes & fees), which also includes complimentary in-room internet access.

These room rates are also available post-conference for any attendees who choose to stay and enjoy Disneyland with their families after the conference concludes. Discounted Disneyland Park tickets will be made available to all conference attendees for purchase (details provided approximately 60-days prior to the start of the conference).

Room reservations can be made one of two ways:

- Click Here (or if viewing a printed copy of the brochure, visit <https://resweb.passkey.com/go/GDEK14A>)
- Contact group reservations at 714.520.5005 and indicate that you are with the Edupoint Users Conference.

## OPTIONAL PRE-CONFERENCE HANDS-ON TRAINING SESSIONS

Edupoint is pleased to offer optional pre-conference training sessions for Synergy users who wish to receive in-depth, hands-on Synergy instruction on Wednesday, November 5th- a day prior to the beginning of the general conference. These sessions will take place at the Disneyland Hotel, where attendees will use Edupoint's local demonstration test environment for all sessions. The cost is \$125 per session, and a continental breakfast and lunch will be provided.

### Optional Pre-Conference Hands-on Training Session Schedule

Morning Sessions: 8:00am - 11:30am | Afternoon Sessions: 12:30pm - 4:00pm

Session	Room #1	Room #2	Room #3
Morning Session 8:00am - 11:30am	Mail Merge 2.0 with Report Card Focus	Elementary Report Card Creation	Customizations without the use of Synergy Technology
Afternoon Session 12:30pm - 4:00pm	Mail Merge 2.0 with Report Card Focus (repeat of morning session)	Elementary Report Card Creation (repeat of morning session)	Hands-on SIREN Applications

#### Mail Merge 2.0 with Report Card Focus

This session will walk users through the process of creating a custom report card using Mail Merge 2.0 functionality. Using conditional to format grades, attendance, and comments will be covered. Some experience with Mail Merge 2.0 will be beneficial, but is not a necessary prerequisite. **Level: Intermediate**

#### Elementary Report Card Creation

This course provides introductory, hands-on training in the basic techniques of creating/editing elementary report cards. It is designed to help acquire general tools and skills needed to edit rdlc files created in Microsoft Visual Studio. **Level: Intermediate**

#### Customizations without the use of Synergy Technology

This Hands-on session will guide attendees through the many forms of customization within Synergy. Topics will include property override, user defined data, customizing existing screens in Synergy and TeacherVUE, creating new screens in Synergy and ParentVUE and modifying the report interface for custom reports. **Level: Intermediate/Advanced**

#### Hands-on SIREN Applications

This session provides a hands-on look at SIREN. It will include creating a query in Synergy and then modifying the report via SIREN in addition to creating a SIREN report using a SQL query. This session will also include formatting and some common issues you may run into while using SIREN. **Level: Intermediate/Advanced**

## OPTIONAL 2-DAY SYNERGY TECHNOLOGY TRAINING SESSION

New for 2014, Edupoint is pleased to offer pre-conference training for the Synergy Technology (ST) Development environment, which helps district staff learn how to customize the Synergy platform to meet your individual district needs. This two-day session will take place November 4-5 at the Disneyland Hotel and is open to current Synergy Technology customers only. The cost is \$600, and a continental breakfast and lunch will be provided each day. Space is limited.

### Optional Pre-Conference 2-Day Synergy Technology Training Session

Tuesday, November 4 – Wednesday, November 5 | 8:00am- 4:00pm

#### Customizations using Synergy Technology (ST) Designer

By using the ST Toolkit, you can extend the functionality of the Synergy application in ways that can't be achieved with the customization features included in the base product. This hands-on course will use Designer and other development tools to create new custom features for Synergy by building new Business Objects, Views, Extracts and Reports. SQL and C# knowledge are highly recommended. Training conducted on Edupoint-provided computers. **Level: Advanced**

★ = New Session

# SESSION SCHEDULE

	IT	DEVELOPERS	SPECIAL EDUCATION	INSTRUCTIONAL APPLICATIONS	CURRICULUM & STANDARDS
<b>DAY 1   THURSDAY, NOVEMBER 6</b>					
10:00-11:00 11:00-12:00 12:00-1:00	Applying Releases, Updates & Enhancements	Using Synergy Technology to Write Reports	Synergy Special Education (SE) New Features	Grade Book & Instructional Data on ParentVUE, StudentVUE, & Mobile Apps	Grade Book 10.0 & Future Features ★
	Database Architecture & SQL Query: Basic ★	Using Existing Web Services	Synergy Special Education (SE) Setup & Configuration	Grade Book 10.0 & Future Features ★	Implementing Standards: Setup & Configuration ★
	Database Architecture & SQL Query: Advanced ★	SIREN Using Synergy Queries & C# ★	Synergy Special Education (SE) Setup & Configuration (cont.) ★	Grade Book Setup for New Implementing Districts	Standards for Secondary Grade Book
<b>DAY 2   FRIDAY, NOVEMBER 7</b>					
8:00-9:00 9:00-10:00 10:00-11:00 11:00-12:00	SQL Server Database Optimization	Extending Web Services with Synergy Technology ★	Synergy Special Education (SE) Roundtable: Currently Implementing Districts	Customer Perspectives: Transitioning to Standards ★	Standards for Elementary Grade Book
	Synergy Infrastructure & How It All Works	Extending Web Services with Synergy Technology (cont.) ★	Synergy Special Education (SE) Roundtable: Newly Implemented Districts	Customer Perspectives: Implementing Grade Book ★	Synergy Assessment ★
	Security Tips & Techniques within Synergy	SIREN Using SQL & C# ★	User-defined Tabs, Fields, & Reports within Synergy Special Education (SE) ★	Administrator Analysis, Reports & Planning Tools ★	Synergy... Your New LMS ★
	Synergy External Interfaces	SQL Widgets: Focus on the Student Report Card & Testing Data	Synergy Special Education (SE) as a Problem Solver ★	Introduction to TeacherVUE Grade Book	Intervention: RTI & Grade Book Breakouts ★

★ = New Session

# SESSION SCHEDULE

SIS 1	SIS 2	CORE SIS	ELECTIVES 1	ELECTIVES 2	HANDS-ON	TRACK
<b>DAY 1   THURSDAY, NOVEMBER 6</b>						
Synergy Surveys: Creation, Distribution, & Reports	★ Query: Advanced	★ Discipline & Teacher Referral	★ Custom Rules Setup	★ Synergy Tips & Tricks: "Did you Know..."	★ HANDS-ON: Graduation Requirements Profile Definitions	1
Synergy Online Registration	★ Synergy Help Desk Processes & Procedures	★ Course Requests & New Career Plans	★ Arizona State Reporting	★ Mail Merge within Synergy	★ HANDS-ON: Customizing Existing Screens & Creating New Screens within Synergy	2
Synergy Mobile Applications	★ Fees & the Direct Payment Model	★ Query: Beginner	★ California State Reporting	★ Query: Intermediate	★ HANDS-ON: Synergy Customization	3
<b>DAY 2   FRIDAY, NOVEMBER 7</b>						
Master Schedule Builder	★ Query: Intermediate	★ Grade Reporting	★ Oregon State Reporting	★ Grade Book & Instructional Data on ParentVUE, StudentVUE, & Mobile Apps	★ HANDS-ON: Synergy Special Education (SE) Query	4
Supporting Synergy	★ Scheduling Maintenance & Walk-in Scheduling	★ Student Course History & Graduation Requirements	★ Virginia State Reporting	★ Standards for Elementary Grade Book	★ HANDS-ON: Synergy Rules Engine	5
Mass Scheduling	★ Test History: Test Import	★ Attendance Letters	★ Supporting Multiple Districts	★ Standards for Secondary Grade Book	★ HANDS-ON: Customizing ParentVUE & StudentVUE	6
New Synergy Features: 10.0 Highlights	★ New Year Rollover	★ Synergy Health	★ Overview of Workflows within Synergy	★ Synergy Experiences: A Customer Point of View (Panel Presentation)	★ HANDS-ON: Synergy Workflow	7



### Applying Releases, Updates & Enhancements

What is the difference between a versioned release (10.0), a continuous enhancement (CE), and a targeted update (TU)? And how should they be applied to your systems? Learn the intricacies of updating the system and how to ensure your success during the process. **Level: Beginner**

### Database Architecture & SQL Query: Basic

This course will demonstrate how to use SQL scripts to extract a Synergy data dictionary, and walk through Entity Relationship Diagrams (ERDs) of core Synergy database tables. It will also discuss the relationship between database tables and Synergy Business Objects. **Level: Advanced**



### Database Architecture & SQL Query: Advanced

This course builds on the material covered in "Database Architecture & SQL Query: Basic". This course covers more advanced SQL scripts to extract and/or view data in Synergy by understanding the Entity Relationship Diagrams (ERDs) of core Synergy database tables. Attendees should have taken the "Basic" class in either this Users Conference or a prior Users Conference. **Level: Advanced**



### SQL Server Database Optimization

This session will review best practices for SQL server installation and configuration, and discuss options for high availability. We will cover backup as well as server configuration to prevent server performance issues. Session topics include SQL Server backup for database backup, restore and moving data to other SQL servers for disaster recovery, offline data query / extractions, and test / training databases. We will review database table size growth and options to reduce the growth and/or shrink tables. **Level: Intermediate/Advanced**

### Synergy Infrastructure & How it All Works

Synergy has many parts in addition to the mandatory web server and database. How do all of these various parts interact with each other? We will discuss the interaction of the database and web server with each other, as well as with process servers, load balancers, LDAP stores, and Generic Conversion. **Level: All**

### Security Tips & Techniques within Synergy

This session will discuss the logic Synergy uses to apply security to users. We will also discuss security management, adding users, and security best practices. **Level: Intermediate / Advanced**

### Synergy External Interfaces

This session will provide an overview of Synergy external interfaces, including an understanding of the requirements for integration and data transfer. It will also review how common applications – such as Blackboard, SchoolMessenger, and more – view and use data within Synergy. Data import/export and tasks using Generic Conversion will also be covered. **Level: Intermediate/Advanced**

### Using Synergy Technology to Write Reports

This session will present an introduction to the creation of reports with data from multiple areas using Synergy Technology. Step-by-step illustrations will be provided to create a custom student profile report that combines information such as health, discipline, and course history. **Level: Beginner**

### Using Existing Web Services

Synergy has web services that can be used to extract data, execute reports, and do much, much more. This session will focus on how to engage these web services and provide best practices on how to use them. Attendees should have some basic knowledge of web services. **Level: Advanced**

### SIREN Using Synergy Queries & C#

This session will discuss advanced Synergy Query / Reporting techniques and theories. These will include type in query, Query Joins and Syntax, saving as a report, modifying report layouts in SIREN, modifications available using C# code, and aggregation of data – both in Synergy Query and SIREN. **Level: Intermediate/Advanced**



### Extending Web Services with Synergy Technology

There are a number of default web services available from a standard Synergy installation. If you need functionality beyond what's provided, you can develop your own web service handlers with the ST Toolkit. Custom web services can be used for real-time third party integrations to import & export data, and to extend the functionality of the application. This session will discuss the concepts involved, identify the individual components, and then work through the development of a sample custom web service. This session is intended for software developers. **NOTE: This double-session takes place during both Sessions 4 & 5. Level: Advanced**



### SIREN Using SQL & C#

Using the SIREN report writer, this course will demonstrate how to use native SQL to create and format reports that can be executed in Synergy. Modifications that can be achieved using C# code, security and best practices will also be discussed. **Level: Intermediate/Advanced**



### SQL Widgets: Focus on the Student Report Card & Testing Data

This session will demonstrate how to create and refresh dashboard widgets using either native SQL (with the Synergy database or external data sources) or the Ad-Hoc Query Tool. We will focus on creating graphs of student report card scores and student test results. **Level: Intermediate**

**Synergy Special Education New Features**

This session will present new features for Synergy SE targeted for version 10.0, as well as a review of major features that have been included in Continuous Updates (CUs) for 9.0, as time allows. Districts that currently use, are in the process of implementing, or may be considering the addition of Synergy SE are invited to attend. **Level: All**

**Synergy Special Education Setup & Configuration**

This session will review the setup options available in Synergy SE. Topics include modifying the Portfolio and utilizing district defined set-up options. Also, learn how to customize many of your Synergy SE documents using Document Definition and Auto Populate and Property Override. Document security, such as who can delete, print and update Synergy documents, will also be covered. A variety of approaches will be addressed.

**NOTE:** This double-session takes place during both Sessions 2 & 3. **Level: All**

**Synergy Special Education Roundtable: Currently Implementing Districts**

This session will engage participants from currently implementing and recently implemented districts in a collaborative discussion regarding tips and tricks for an effective implementation of Synergy SE. Discussion topics will include process set-up options and creative ideas for product use.


**Level: Beginner/Intermediate**

**Synergy Special Education Roundtable: Newly Implemented Districts**

This session will engage participants from recently implemented districts in discussions of successful post-adoption strategies based on recent experience. General best practices and detailed logistical considerations will be highlighted with the goal of maximizing end user product competence and product acceptance. **Level: All**

**User-defined Tabs, Fields, & Reports within Synergy Special Education**

This session will present the basic principles for the creation of user-defined data within Synergy SE. Step-by-step illustrations will be provided for the addition of a tab to the Synergy SE student view, with examples of custom data reporting capabilities. **Level: All**

**Synergy Special Education as a Problem Solver** 

The emphasis of this course is on different ways--from traditional to "out of the box"-- that Synergy SE can be used to solve problems that are facing individual districts. Class participants will have the opportunity to submit some of their challenges ahead of time. Possible solutions will be provided during the class based on selected submissions. Class discussion will provide the opportunity to share additional success stories about how others have used Synergy to provide creative solutions to difficult problems.

**Level: Intermediate/Advanced**

**Grade Book & Instructional Data on ParentVUE, StudentVUE, & Mobile Apps**

This session will demonstrate the various methods of accessing Grade Book and Instructional data. Attendees will be shown how parents and students use the ParentVUE and StudentVUE applications to access instructional data, how administrators use AdminVUE to access grade book data, and how teachers use TeacherVUE on mobile applications such as iPad, iPhone, and Android devices. **Note:** This session is also offered under the E-books 2 Track. **Level: Beginner**

**Grade Book 10.0 and Future Features** 

This session will introduce the new Grade Book features included in the 10.0 release. We will review functionality of new features, the integration of new features with existing functionality, and discuss potential implementation considerations. **Note:** This session is also offered under the Curriculum & Standards Track. **Level: All**


**Grade Book Setup for New Implementing Districts**

This session will review implementation, training, and configuration options for newly implementing school districts. Session topics will include grading and scheduling considerations, standards-based grading configuration, report card setup, security considerations, district grade book options, and strategies for successful implementations.


**Level: Beginner/Intermediate**

**Customer Perspectives: Transitioning to Standards** 

Listen to the challenges and decision points implementing standards from actual districts that have gone through the process. The session will focus on grading practices and how they were ultimately implemented in Synergy. **Level: All**

**Customer Perspectives: Implementing Grade Book** 


Listen to the challenges and decision points for implementing Grade Book from actual districts that have gone through the process. The session will focus on critical decisions by the district administrator including rollout plans, training, grading philosophies, and more. **Level: All**

**Administrator Analysis, Reports, & Planning Tools** 


This session will demonstrate new 9.0x functionality (and 10.0) that shows an Administrator's ability to find, analyze, and react to Instructional Application data, including elementary and secondary mark distribution (by department, standard, course, section, SBRC row, teacher, ethnicity, gender, subject, and more), standards analysis, grade book alerts, and reports. **Level: Intermediate/Advanced**

**Introduction to TeacherVUE Grade Book**

This session will provide an overview of the functionality included in TeacherVUE and Grade Book. Session topics will include district and teacher configuration options, assignment data collection, grading preferences and options, managing multiple classes, elementary report card processes, secondary report card processes, and standards. **Level: Beginner**

**Grade Book 10.0 and Future Features** 

This session will introduce the new Grade Book features included in the 10.0 release. We will review functionality of new features, the integration of new features with existing functionality, and discuss potential implementation considerations. **Level: All**

**Implementing Standards: Setup & Configuration** 

This session will review the setup and configuration required to support standards-based grading in Grade Book. Session topics will include a discussion of organizing a district's standards, importing standards files into Synergy, aligning standards to courses, configuring standards for teacher use, determining standards proficiency and the new standards 'roll-up' concept, and standards-based report cards options for both elementary and secondary. **Level: All**

**Standards for Secondary Grade Book**


This session will review the latest functionality supporting standards-based grading in Secondary Grade Book. Session topics will include a discussion of determining overall grades from standards, configuring 'Standards' mode and class standards, navigating standards on Grade Book Main and the new standards 'roll-up,' methods for determining standards proficiency, correlating standards to assignments, capturing standards data, analyzing standards results, and dynamic secondary standards-based progress reports and report cards. Attendees should already have a basic understanding of how standards are set up and configured within Synergy. **Note: This session is also offered under the Educives 2 Track. Level: All**

**Standards for Elementary Grade Book**

This session will review the latest functionality supporting standards-based grading in Elementary Grade Book. Session topics will include standards-based report card options, configuring 'Standards' mode and class standards, navigating standards on Grade Book Main and the new standards 'roll-up,' methods for determining proficiency, report card correlations vs. standards, correlating report card correlations/standards to assignments, capturing standards data, analyzing standards results/creating breakouts based on standards proficiency, and standards-based progress reporting options. Attendees should already have a basic understanding of how standards are set up and configured within Synergy. **Note: This session is also offered under the Educives 2 Track. Level: All**

**Synergy Assessment** 


This session will demonstrate the new Synergy Assessment module. Attendees will be shown how to create questions for the item bank, how to create and schedule assessments, how students will take the assessment online, and how to view and analyze student performance. **Level: Beginner/Intermediate**

**Synergy: Your New LMS** 

This session focuses on the Learning Management System (LMS) capabilities of Synergy. We'll be reviewing features from curriculum management and collaboration to Assessment, Teacher Websites and the portal. This session will also discuss LTI capabilities. **Level: Intermediate/Advanced**

**Intervention: RTI and Grade Book Breakouts** 

This session focuses on intervention and using new Response to Intervention features in the grade book. We'll discuss organizing students, teachers, administrators, and resources around intervention. **Level: Intermediate/Advanced**

**Synergy Surveys: Creation, Distribution, & Reports** 

Have you ever wanted to get feedback from teachers, parents, students, or anyone else for that matter? Now you can with the Synergy Survey module. This session will walk you through the basic setup and distribution of a survey, and demonstrate how to review the results. **Level: All**

**Synergy Online Registration** 

Synergy Online Registration is an exciting, powerful and efficient new module. More than just registrations, this module can also provide 'school of choice' and electronic document submission options. This session will introduce attendees to the interface, workflow and setup considerations districts will need to prepare for. Discussion will extend beyond the application to include policy and procedure ideas. **Level: Intermediate**

**Synergy Mobile Applications**

This session will provide an overview of all Synergy Mobile Applications and their functionality on the currently support platforms. We will review the current mobile apps of AdminVUE, ParentVUE, StudentVUE, TeacherVUE, SEVUE, and HealthVUE. **Level: Beginner**

**Master Schedule Builder**

Thinking of using the Master Schedule Builder this year? Master Schedule Builder is a scheduling tool in Synergy that builds the sections in the master schedule. Join this session for an overview of the Master Schedule Builder process, including setup, scheduling and reporting capability. This session is for those that have just started using MSB or are considering using it in the future. **Level: All**

**Supporting Synergy**


Synergy's feature set is vast. How do you support Synergy without being an expert in every area? Learn the philosophy and practice of supporting software, as well as features and tools that make the task easier. **Level: All**

**Mass Scheduling**

This session will review the setup and process for using Mass Scheduling in Synergy. Session topics include School Scheduling Options, creating option sets, running reports, troubleshooting rejected schedules, and finalizing schedules. This session will also review using ClassBoard with Mass Scheduling. **Level: Intermediate**

**New Synergy Features: 10.0 Highlights** 

In this session, we will discuss and demonstrate some of the SIS highlights of the upcoming release, Synergy 10.0. We will review functionality of new features, the integration of new features with existing functionality, and discuss potential implementation considerations. **Level: All**

**Query: Advanced** 

This Query session will focus on Joins and the Type In Query, which allows for the creation of more complex queries than the Columns interface. We will briefly review the new SQL Admin screen in 9.0 as well. **Level: Advanced**

**Synergy Help Desk Processes & Procedures** 

Synergy Help Desk is the online tool used to track client tickets. Learn the process flow and what to expect during a ticket's life cycle. Come see ways to optimize your Help Desk experience and see upcoming features. **Level: All**

**Fees & the Direct Payment Model** 

This session will contain an overview of the Fees- Direct Payment Model. Topics covered at the District Level will include: Direct Payment System Overview, District Fee Option Setup, Fee Types, District Fees and District Course Fees setup and push to schools. Topics covered at the School Level will include: School Fee Opted-In, Creation of School Fees and School Course Fees Setup, the pull from District and the multiple Fee Sync processes. Topics covered at the Student Fee Level will include: Student Fee Features, multiple payments, waivers and refunds. Other topics will include: Quick Payment, Payment History and reports. **Level: All**

**Query: Intermediate**

This session will review intermediate functions within Synergy query. Curriculum will include instruction on creating conditions in a query and using aggregate functions. Additionally, topics such as creating labels from a query and saving a query as a report will be covered. Opening a previously saved query and deleting a saved query will also be discussed. **Note: This session is also offered under the Electives 2 Track.**  
**Level: Intermediate**

**Scheduling Maintenance & Walk-in Scheduling**

A scheduler's work is never done. Scheduling during the school year ranges from scheduling a new student using Walk-in Schedule to making individual student changes. This session will review the features of Walk-in Schedule and cover the processes to add, change, and mass assign sections within section maintenance. **Level: Beginner**

**Test History: Test Import**

This course will cover the process of setting up a test definition in test history for use with importing a test. Additionally, methods of creating and setting up a test import definition will be covered. Methods of handling different imports in regards to "Pass/Fail" and performance levels will also be discussed.  
**Level: Intermediate**

**New Year Rollover**

This session will cover the preparation and detailed setup required for processing the New Year Rollover in Synergy. It will review processing configuration files, creating attendance calendars, and assigning students to the next grade level and school, as well as creating an enrollment record in the new year. **Level: All**

**Discipline & Teacher Referral**

This session will review the creation of an incident, adding violations, weapons, students and non-students, and creating dispositions for both students and non-students. We will also cover the teacher referral process and how it relates to discipline incidents. **Level: Beginner/Intermediate**

**Course Requests & New Career Plans**

Course Request entry can be a time consuming and tedious task if you don't have the right tools. Join this session to learn how to quickly and efficiently enter course requests using the various options in Synergy. Mass Assign Course Requests and Online Course Requests will be demonstrated. We will also discuss how to integrate career plans into the course request process. **Level: Beginner**

**Query: Beginner**

This session will cover the basics of creating queries using the native Synergy Query tool, explain the options in the output type drop down menu, and use of Conditions and Sort to help limit data output. Creation of simple Filters using Query will also be discussed. **Level: Beginner**

**Grade Reporting**

This session will review Grading setup, which includes Mark Definition, the Update Grade process, and Report Card setup and printing. In addition, we will cover GPA Setup, Honor Roll and Eligibility Definition and the Update GPA process and how these definitions reflect on the Student Grade Grid and other reports. **Level: Beginner**

**Student Course History & Graduation Requirements**

This session will review Course History setup, specifically dealing with Student Transcript Options, Graduation Requirements, and the Graduation Requirements Profile Definition and how these definitions reflect on transcripts and other course history reports. **Level: Beginner**

**Attendance Letters**

This session will discuss the setup and configuration needed for Attendance letters. In addition, the course will cover the use of merge to create letters using the fields in the xml output to create period and daily attendance letters for daily and period attendance for the different options available, and why they are used. **Level: Beginner/Intermediate**

**Synergy Health**

This session will cover the essentials of entering student health information within Synergy – including health screening information, accidents/injuries, emergency information, immunizations, and medication and service monitoring.  
**Level: Beginner/Intermediate**

## ELECTIVES 1

### Custom Rules Setup

The rules engine in Synergy allows a district to implement custom validation for data entry such as enrolling students, changing student data, and creating health alerts. This session will focus on how to configure these rules, and will also go over best practices. **Level: Intermediate/Advanced**

### Arizona State Reporting

This session will provide a brief overview and demonstration of Arizona State Reporting. In addition to the overview, we will also hold a state reporting Q&A session with Arizona districts. **Level: All**

### California State Reporting

This session will cover the newly released CALPADS engine for the fiscal year 2014-15 and cover rules and other helpful tools that can be utilized to ensure correct data reporting. It will focus on tips and tricks to effectively utilize the tools and functionality necessary to drive data integrity and optimize efficiency. **Level: Intermediate**

### Oregon State Reporting

This session will review Oregon State Reporting within Synergy, including new fields, running extracts, and troubleshooting errors. **Level: Beginner**

### Virginia State Reporting

This session will review Virginia State Reporting within Synergy, including new fields, running extracts, and troubleshooting errors. **Level: Beginner**

### Supporting Multiple Districts

This session will provide an open forum discussion on strategies and methodologies for supporting multiple districts using Synergy. This panel presentation will be led by Genesee Intermediate School District – who support over nineteen school districts and several special programs that utilize Synergy for their student data management needs. Those who currently support multiple districts – or may support multiple districts in the future – are invited to attend and participate. **Level: All**

### Overview of Workflows within Synergy

Synergy has the ability to follow custom defined processes for school administration (i.e. preparing for scheduling) as well as for student interactions (i.e. suspension process). Learn how to define and use Workflows to ensure steps are not missed in critical processes. **Level: Advanced**

## ELECTIVES 2

### Synergy Tips & Tricks: "Did You Know..."

This interactive session – led by the Genesee Intermediate School District – will present helpful tips and tricks in an engaging and fun way on a variety of topics such as scheduling, course history, attendance, grade book, New Year Rollover (just to name a few) that may make life with Synergy easier. Districts that currently use or are in the process of implementing Synergy are invited to attend. **Level: All**

### Mail Merge within Synergy

This session will cover the use of Mail Merge with Synergy. Topics will include how to find merge fields, as well as the differences between Mail Merge and Mail Merge 2.0. Examples of both types of Mail Merge will be shown. **Level: Beginner**

### Query: Intermediate

This session will review intermediate functions within Synergy query. Curriculum will include instruction on creating conditions in a query and using aggregate functions. Additionally, topics such as creating labels from a query and saving a query as a report will be covered. Opening a previously saved query and deleting a saved query will also be discussed. **Note: This session is also offered under the SIS2 Track.** **Level: Intermediate**

### Grade Book & Instructional Data on ParentVUE, StudentVUE, & Mobile Apps

This session will demonstrate the various methods of accessing Grade Book and Instructional data. Attendees will be shown how parents and students use the ParentVUE and StudentVUE applications to access instructional data, how administrators use AdminVUE to access grade book data, and how teachers use TeacherVUE on mobile applications such as iPad, iPhone, and Android devices. **Note: This session is also offered under the Instructional Applications Track.** **Level: Beginner**

### Standards for Elementary Grade Book

This session will review the latest functionality supporting standards-based grading in Elementary Grade Book. Session topics will include standards-based report card options, configuring 'Standards' mode and class standards, navigating standards on Grade Book Main and the new standards 'roll-up,' methods for determining proficiency, report card correlations vs. standards, correlating report card correlations/standards to assignments, capturing standards data, analyzing standards results/creating breakouts based on standards proficiency, and standards-based progress reporting options. Attendees should already have a basic understanding of how standards are set up and configured within Synergy. **Note: This session is also offered under the Curriculum & Standards Track.** **Level: All**

### Standards for Secondary Grade Book

This session will review the latest functionality supporting standards-based grading in Secondary Grade Book. Session topics will include a discussion of determining overall grades from standards, configuring 'Standards' mode and class standards, navigating standards on Grade Book Main and the new standards 'roll-up,' methods for determining standards proficiency, correlating standards to assignments, capturing standards data, analyzing standards results, and dynamic secondary standards-based progress reports and report cards. Attendees should already have a basic understanding of how standards are set up and configured within Synergy. **Note: This session is also offered under the Curriculum & Standards Track.** **Level: All**

### Synergy Experiences: A Customer Point of View

This panel session will provide insight into how fellow districts utilize the functionality with Synergy. Hear customer best practice perspectives on such topics as implementation, scheduling, leveraging data outside of Synergy, and more. **Level: All**

## HANDS-ON

### HANDS-ON: Graduation Requirement Profile Definition

This session will be a hands-on experience on how to configure the Graduation Requirement Profile Definition. The Graduation Requirement Profile Definition allows the user to customize the CHS404- Student Graduation Check (a one page report) for counselor and District use. Level: Beginner

### HANDS-ON: Customizing Existing Screens & Creating New Screens within Synergy

This session will instruct participants on how to customize existing Synergy screens and create new Synergy screens in a "Hands-On" environment. Participants will create user defined data elements, then add those elements to a new tab they create on an existing Synergy screen as well as adding them to a new screen they create. Participants will be able to follow along with the instructor on computers in a lab setting with Synergy test environments provided by Edupoint. Level: Intermediate/Advanced

### HANDS-ON: Synergy Customizations

This hands-on session will provide an overview of the many forms of customization in Synergy. Topics will include property override, user defined data, customizing existing screens in Synergy and TeacherVUE, creating new screens in Synergy and ParentVUE and modifying the report interface for custom reports. Level: Intermediate/Advanced

### HANDS-ON: Synergy Special Education (SE) Query

This course will actively involve the participants in expanding the capabilities of the basic Synergy Special Education query. This includes adding additional data, changing titles, changing column size, ordering, sorting, and grouping data in order to create a professional looking report. Participants will learn how to specify conditions in order to filter out unwanted data and how to allow others to easily take advantage of queries by creating reports and scheduling report distribution. Participants will be able to follow along with the instructor on computers in a lab setting with Synergy test environments provided by Edupoint. Level: Intermediate

### HANDS-ON: Synergy Rules Engine

This Hands-on course will cover the setup and configuration of the Rules Engine in Synergy. Users learn how to create person notifications, conditional mandatory fields, batch error emails as well as real-time errors to prompt users to enter data correctly. Level: Intermediate

### HANDS-ON: Customizing ParentVUE and StudentVUE

This session will instruct participants on how to customize ParentVUE and StudentVUE in a "Hands-On" environment. Participants will create user defined data elements, then add those elements to both the Student Information screen and the Student Information Update screen. Attendees will also be shown how to create custom screens for the Online Registration module. Participants will be able to follow along with the instructor on computers in a lab setting with Synergy test environments provided by Edupoint. Level: Intermediate/Advanced

### HANDS-ON: Synergy Workflow

This session will instruct participants on how to use the Workflow feature in a "Hands-On" environment. The session will detail the steps for creating student related workflows, as well as school process workflows. Participants will be able to follow along with the instructor on computers in a lab setting with Synergy test environments provided by Edupoint. Level: Intermediate/Advanced

## OPEN FORUM

Maximize your time with Synergy experts by scheduling one-on-one time with members of Edupoint's Customer Resource Center and Development teams in the Open Forum. The Forum – open throughout the conference – is your opportunity to speak with Edupoint subject matter experts for private solution demonstrations, and to have questions answered about Synergy functionality pertinent to your district.

Edupoint's Open Forum is available for walk-in as well as scheduled one-on-one support sessions. Registration for scheduled support sessions will be available on-site during registration check-in and throughout the conference.

Solution experts for Grade Book, Special Education, Scheduling, Grading, Course History, Attendance, Discipline Workflows, Mobile Applications, Test History, Health, and more will be available.

## THINGS TO DO IN ANAHEIM

Home to the "Happiest Place on Earth," the Anaheim / Orange County region has a vibrant yet laid-back vibe, a creative spirit and a diverse range of activities that make it a premier vacation destination. Below are just a couple of options for southern California fun during your Users Conference downtime.

### Disneyland Resort & Disney's California Adventure

Exciting rides, colorful characters, nightly entertainment and non-stop family fun await you at these Disney parks. Discounted park tickets will be available for purchase approximately 60 days prior to the start of the conference, giving you the opportunity to check out World of Color each night or stay the weekend to experience all that Disney has to offer.

### Downtown Disney

Just steps from the Disneyland Hotel, Downtown Disney features restaurants such as Naples Ristorante e Pizzeria, ESPN Zone, Tortilla Jo's, and House of Blues- in addition to numerous shopping and entertainment options.

### Beaches

Not just sand between your toes, the 42 miles of Orange County coastline feature lively beach towns, family fun, vibrant boardwalks and cool breezes in the warm California sun. Seal Beach, Huntington Beach, and Newport Beach are all less than 20 miles away.

# REGISTRATION INFORMATION

Registration for Edupoint's Annual Users Conference is below. Online Registration (preferred) can be accomplished by clicking the "Register Online" button below or visiting the Users Conference page on Edupoint's website. **If a registration is submitted by fax, please contact us at 480.633.7552 to confirm receipt.** Edupoint will confirm all registrations via email and provide instruction on payment methods. Accepted forms of payment include Purchase Order, Check, or Credit Card. If you have any questions regarding the Users Conference, please contact Josh White at 480.633.7552 or email [Edupoint-UserConference@Edupoint.com](mailto:Edupoint-UserConference@Edupoint.com).

## Edupoint 2014 National Users Conference

November 6-7, 2014  
Disneyland Hotel | Anaheim, CA

[Click Here to Register Online](http://www.edupoint.com/News/UsersConference/Registration)

COMPLETE FORM & FAX TO 480.633.7502

Or visit: [www.edupoint.com/News/UsersConference/Registration](http://www.edupoint.com/News/UsersConference/Registration)

NAME \_\_\_\_\_

DISTRICT: \_\_\_\_\_

TITLE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL: \_\_\_\_\_

### REGULAR CONFERENCE REGISTRATION

Please Select Your Registration Choice

- Early Bird Registration (Before 8.31.14)  \$375
- Regular Registration (After 8.31.14)  \$450

### REGISTRATION OPTIONS - PLEASE SELECT YOUR TRACK

(Choose One - Attend all sessions within a given track)

- |                          |                          |                          |                            |                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| IT                       | DEVELOPER                | SPECIAL ED               | INSTRUCTIONAL APPLICATIONS | CURRICULUM & STANDARDS   | SIS 1                    | SIS 2                    | CORE SIS                 |
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### PRE-CONFERENCE HANDS-ON REGISTRATION (OPTIONAL) - WEDNESDAY, NOVEMBER 5

#### MORNING SESSIONS (8:00AM - 11:30AM)

- Mail Merge 2.0 with Report Card Focus  \$125
- Elementary Report Card Creation  \$125
- Customizations without Synergy Technology  \$125

#### AFTERNOON SESSIONS (12:30PM - 4:00PM)

- Mail Merge 2.0 with Report Card Focus\*  \$125
- Elementary Report Card Creation\*  \$125
- Hands-on SIREN Applications  \$125

\* Repeated Session - Same Content as Morning Session

### PRE-CONFERENCE 2-DAY SYNERGY TECHNOLOGY (ST) TRAINING

- Customizations using Synergy Technology (ST) Designer  \$600
- November 4-5 | 8:00am - 4:00pm | Open to current Synergy Technology districts only.

