

# Direct Connect- Courses and Marks, PASI and YOU!

Phase 2 PASI integration

*Alberta*  
**PowerSchool**  
Users Group

# What is our Purpose?

- To prepare us for the changes coming to PowerSchool/PASI when we go live with all course marks and enrollments.

# Challenges

- No more Edulink
- Work Experience/RAP
- CTS
- Students switching streams during the term
- Changing Terms for Sections (i.e.. Semester to year long mid year)
- Withdrawn process (Leaving the course or the school)
- Storing of grades
- School/Course entry and exit dates

# Advantages

- Real time information for both students and schools.
- Single New Entry and Course Corrections
- No more SCM uploads
- All information is in PowerSchool and live

# Discussion Questions and Answers

- **Established due dates and/or cut off dates.** (Before the Term End Store)
- Teacher communication and sign off when grades are complete
  - Final Grade verification reports
- CTS: only enroll in the modules suggestions
  - **Do not enroll students into a module until they are actually taking it.** (Edmonton Public)
  - **when you have 1 assignment to input into Gradebook.(PWSD choice)**
- Admin support should have lists with student enrolment numbers in courses for quick verification of numbers when doing mark approvals at the end of term. (How many marks are you expecting?)

# Discussion Questions and Answers con't

- All withdrawals and changes need to be done before the grades are stored and the correct funding selected
- All staff that modify student schedules need to be aware that if they drop or add courses incorrectly it **will** end up on the students DAR

# Student Profile in PowerSchool

- The only time you will need to go directly into PASIPrep is to Create Diploma Exam Sittings, Upload the DER file, get Credentials, get the DAR report
- See new tabs in PowerSchool

Name & Contact

Disclosures & Other

School Enrolments

Course Enrolments

Evaluated Marks

Exam Marks

Official Marks

# Creating your Section

Alberta Information	
Diploma Course	No
Career Technology Studies	
Funding/Delivery Schedule	REG - Regular (Synchronized with ...)
Primary Delivery Method	REG - Regular (Synchron...
Instruction Language	EN - English (Synch...
Instructional Minutes Offered	(Synchronized with PASI)
French Instruction Hours	
External Credential Eligible	No
Section Term (Derived)	Semester1 (Based on Term selection)
Section Term (Override)	(Synchronized with PASI)
Exam Registration Date	MM/DD/YYYY
Exam Writing Center	
Class ID	

Under the Heading Alberta Information you do NOT need to fill anything in UNLESS your section does not follow the DEFAULTS set up.

Instructional Minutes OFFERED is NOT to be filled out -this is only in case there are Priority School Issues and usually in this case it is on cc record (ALL ENROLMENTS TAB)



# Section Defaults

- Funding/Delivery Schedule default is REGULAR there are now only 3 choices for this REG, EVG or SAT.

Funding/Delivery Schedule

- REG - Regular
- EVG - Evening
- SAT - Weekend
- MAJ - Majority ESL
- FUL - Full year
- SUM - Summer
- CON - Continuous
- QTR - Quarter

- Primary Delivery Method default is REGULAR there are now only 6 choices for this DSL, HED, OFC, ORP, or VTL.

Primary Delivery Method

- REG - Regular
- DSL - Distance Learning
- HED - Home Education
- OFC - Off Campus
- ORP - Outreach Program
- VTL - Online/Virtual Delivery
- ONC - On Campus

# Section Defaults con't

- Instruction Language default is English - so if you are a French immersion school or you teach in another language you will have to input the correct language of instruction in every time you create a new section.

Instruction Language

EN - English ▼

- EN - English
- FR - French
- OT - Other
- AL - American Sign Language
- AR - Arabic
- BL - Blackfoot (Siksika)
- CC - Chinese (Cantonese, Yue)
- CM - Chinese (Mandarin)
- CR - Cree
- DE - German
- DN - Dene (Chipewyan)
- FL - Filipino
- GR - Greek (Ancient)
- HE - Hebrew
- HI - Hindi
- HU - Hungarian
- IT - Italian
- JA - Japanese
- KO - Korean

# Adding Students to Courses

## Adding a course enrollment

- Course enrollment dates need to be **within school enrollment dates**.
- Course enrollments should not overlap.
- Same to be said for Concurrent students.
- DATES are HUGE in PowerSchool and PASI

# Deleting or Withdrawing course enrollments

## Dropping/Deleting a course enrollment

- Start date and end date need to match if deleting. This is to remove from the DAR
- If you forget you can change date in All Enrollments and then delete.(you can only delete IF you have the security access to do this)

## Withdrawing a course enrollment

- Use the end date the student is actually no longer in the course. Note a withdrawn course WILL show on a DAR report

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# REGULAR COURSE COMPLETION



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# STEPS FOR MARK APPROVAL

## Attachment #1

1. STORE GRADES
2. Set SCM Defaults
3. CTS Validation (if doing Non diploma)
4. SCM Validation
5. Fix Work Item Warnings
6. Approve Marks (Attachments #5)



# SCENERIOS

CLASSES OUTSIDE THE REGULAR TIMEFRAME  
Completed/Withdrawn/Stream Changes/Course  
Extensions



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# Student Leaves Early completed COURSE

## Attachment #2

- Teacher input all the marks (or get the final mark from the teacher)
- Add Single New Entry
- All Enrollments> Funding Requested and Course Enrollment Status
- Then Transfer student out
- Approve the marks (Attachment #5)

# Withdrawn Student – WDR want funding

## Attachment #3

- Withdraw student (Modify Schedule)
- All Enrollments > Funding Requested = Yes

# Switching Streams

- Exit student from -1 class and enroll in -2 using the next days date. Make sure there is no overlap.
- Note once you exit the student from the -1 the funding flag is automatically changed to NO and the completion status is set to WDR.

# Continuous Student

- If a student is extending a course past the end of the course
  - Enroll the student into the NEW course (full year or semester 2 > teacher move the assignments to the new extended course)
  - For the course that is NOT completed go to All Enrollments>Edit>Change the Funding Request to NO and the Course Enrollment Status to CTN - Continuing

# Mark Evaluations

## Attachment #4

- Historical Mark > Single New Entry
- Internal TermID may need to be changed
- Course Challenge (note only evaluation type that you can say YES to funding)

\*Approve evaluations as soon as you complete them (Attachment 5)

OUT - Out of Province Evaluation
AAM - Alberta Awarded Mark
CHA - Course Challenge
CON - Concurrent Registration
ECP - External Credential Pathway Credit (EXCRED)
EXP - Exemption
HMF - Highest Mark Forward
JRH - Junior High
LGC - Ledger Card Mark
MPC - Mature Prerequisite Credit
MUS - Music Evaluation
PVT - Private School Evaluation
RAC - Retroactive Credits
REG - Regular
SCS - Special Case School Mark
WPC - Waived Prerequisite Credit

# Mark Approval

## Attachment #5

- Special Functions
- Choose your Item Course Enrollment or Evaluation
- Filter (Unapproved/Diploma/Non Diploma)
- Approve