

Office of Knowledge, Information and Data Services (KIDS)
KDE Infinite Campus Users' Mid-Year Training
State Board Room, 500 Mero Street, Frankfort, KY 40601 and Microsoft Lync Online
Wednesday, January 8, 2014

REVISED AGENDA

Start	End	Duration	Session	Presenter
(Eastern Standard Time Zone)				
9:00 AM	9:10	0:10	Welcome & Housekeeping Lync tips, question and answer procedures, training resources and EILA credit requirements	Becky Jenkins, Ky. Student Information System (KSIS) Service Manager Office of Knowledge, Information and Data Services (KIDS), Division of Enterprise Data Becky.jenkins@education.ky.gov 502-564-2020 x 2475
9:10	9:25	0:15	Infinite Campus New Interface Changes in E.1402 Guided tour of a district staging site (with scrambled data) showing the new graphical user interface (GUI) with a modern look and easier navigation	Lisa Rhoton, Client Executive Infinite Campus, Inc. lisa.rhoton@infinitecampus.com 502-758-3680
9:25	9:40	0:15	Detailed Preschool Summary Reports Data entry requirements to ensure that preschool children eligible for funding will show up in the IC count	Annie Rooney-French Office of Next Generation Learners (ONGL), Division of Program Standards annie.rooney-french@education.ky.gov 502-564-7056 x 4736
9:40	10:25	0:45	2013-14 Safe Schools Update Safe schools requirements, importance of data standards and communication, known data entry questions and an overview of the safe schools extract validation and extract	Windy Newton Office of Next-Generation Schools and Districts (ONGSD), Division of Student Success windy.newton@education.ky.gov 502-564-2116 x 4063
10:25	10:45	0:20	Teaching Method and Instructional Setting How to set up non-traditional courses and correctly set the Instructional Setting and Teaching Method dropdowns	Amy Patterson ONGL, Division of Learning Services amy.patterson@education.ky.gov 502-564-2106 x 4513
10:45	11:00		Break	
11:00	11:30	0:30	Records Transfer/Records Import How student record transfer works, the procedures relating to automatic transfer and manual requests, the importance of releasing requests and effectively managing the Process Inbox, the importance of importing student records once received, and the impact on state reporting	Tanya Fluke KIDS, Division of Enterprise Data tanya.fluke@education.ky.gov 502-564-2020 x 2473
11:30	12:00	0:30	Infinite Campus(IC)/Continuous Instructional Improvement Technical System (CIITS) Integration details of how the systems work together including data shared, how to establish roles, Grade Book imports, and School Roster Manager role	Nick Gustin KIDS, Division of Enterprise Data nick.gustin@education.ky.gov 502-564-2020 x 2472
12:00	12:30	0:30	Closing and Discussion of Current Issues Not Covered in Previous Sessions Topics may include: eTranscripts - registration/setup and usage; Grades Data Standard - State Reported and End-of-Course; Teacher-of-Record; calendar roll forward; Intervention; state course codes; and ad hoc reports	DeDe Conner, Director KIDS, Division of Enterprise Data dede.conner@education.ky.gov 502-564-2020 x 2208