
Update History from Summer School Grades

March 28, 2013

After summer school has ended and all grades have been entered the history table may be updated in the new year database as well as the previous year.

The **Update History from Summer School Grades** program can be run to perform this process from the District database.

There are some items that need to be considered prior to performing this task:

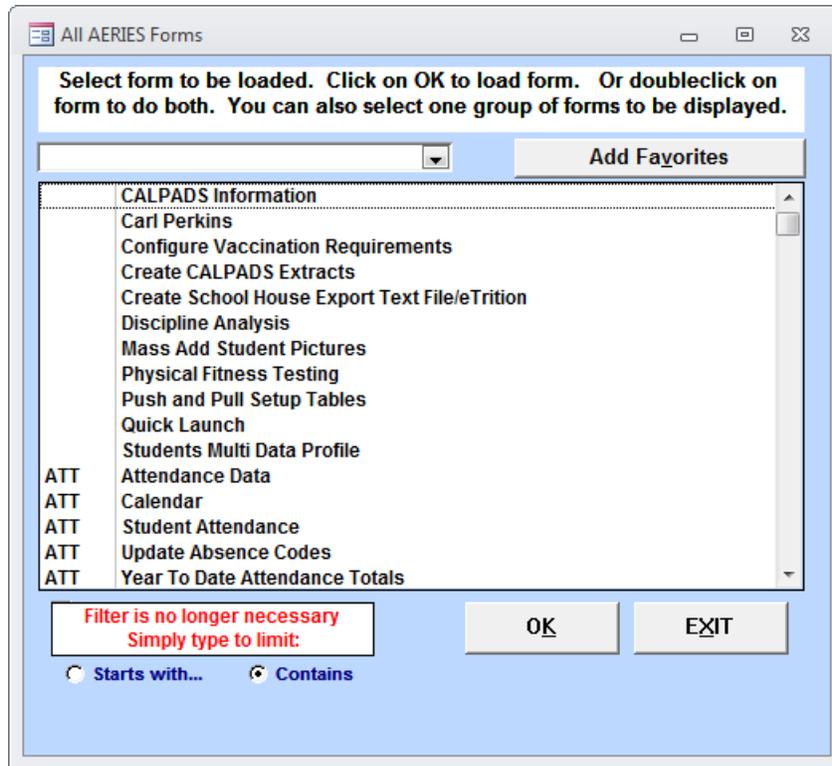
- Should the update be run against the new year databases and/or last year's databases.
- Which schools do you need to update with summer school grades.
- When the Grade record transfers what grade should the history grade level contain. For example, an 8th grader taking a 9th grade class.
- Should the 12th graders get placed into last year's database and/or the new year database.
- Determine a default Course ID for courses that will be updated from summer school and no longer exist in the Course Table.
- Determine which Term and Year should be used for the updated history records.

Once you have gone over the above, the following guide will instruct you on properly running the update process.

Update History

Determine which years District database will be used to update the grades out to the school sites **HIS** table and sign into that database.

From **View All Forms** locate and select **Update History from Summer Schools Grades/CS**.



The following form will display. Select the Database Suffix and Year for the district database where the summer school database records currently reside. Enter the password and click the mouse on the Login button.

The screenshot shows a window titled "AERIES Client Server Log In". The main area has a yellow background and contains the text "PLEASE LOG IN TO SUMMER SCHOOL DATABASE". Below this are several input fields: "Server Name:" with the value "sqlsvr2008", "Database Suffix:" with the value "aeriesdemoSS", "Year:" with the value "2012 - 2013" and up/down arrow buttons, "User Name:" with the value "test", and "Password:" with the value "****". There are "LOGIN" and "CANCEL" buttons. At the bottom, it says "Version 14.0322 - March 2013" and "Copyright ©1995-2013 Eagle Software".

The following form will display with the database selected. If the database is incorrect use the Change Server/DB button to reselect the correct database.

In the **“Update From School:”** field enter or use the drop down to select the summer school containing the grades to be updated into history.

In the **“Update Into School:”** field, enter or use the drop down to select the school that will now contain the updated history records.

The sort for the drop downs will default to school code. To change the Sort By to display by name, click on the radio button to the left of Name.

There are three crucial fields within the **Copy Mark (GRD) – into Term/Year (HIS)** area. The **Enter Mark** field is used to select which mark will be copied over from summer school as a history record into the school selected. Click on the drop down arrow to select this mark.

The **Enter Term** and **Enter Year** field is the term that will now display in history. Click on the **Enter Term** drop down and select the correct term. Enter the correct school year into the **Enter Year** field.

Update History from Summer School Grades

CONNECTED TO SUMMER SCHOOL'S DATABASE

Server Name: sqlsvr2008

Database Suffix/Year: aeriesdemo 12 Change Server/DB

UPDATE FROM SCHOOL:

516 Eagle High Summer School

UPDATE INTO SCHOOL: Sort by: Code Name

994 Screaming Eagle High School

Copy Mark (GRD) - Into Term/Year (HIS)

Enter Mark: M1 Enter Term: 3 Enter Year: 12

Default Crs ID: Schl Taken at: 0 HIS Grade: Grade

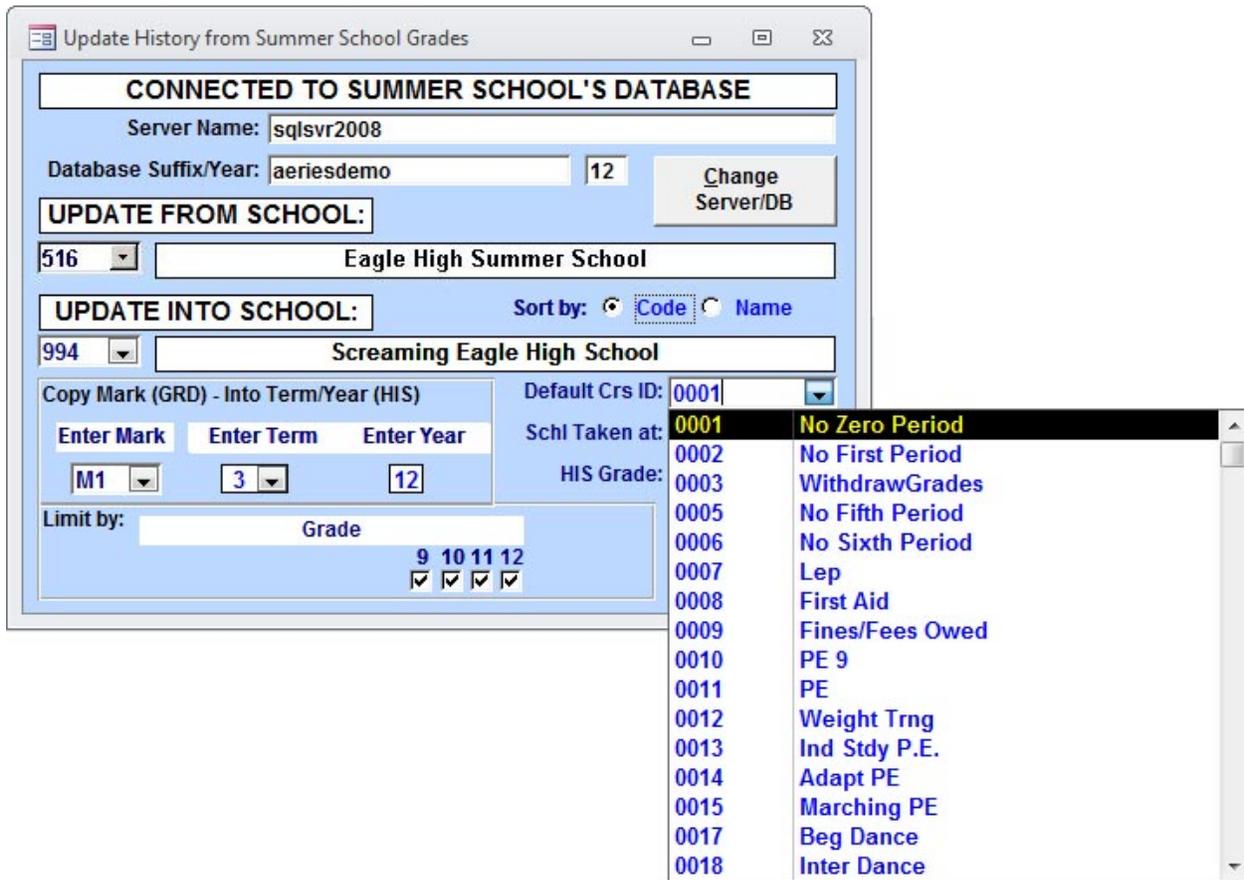
Limit by: Grade 9 10 11 12

OK EXIT

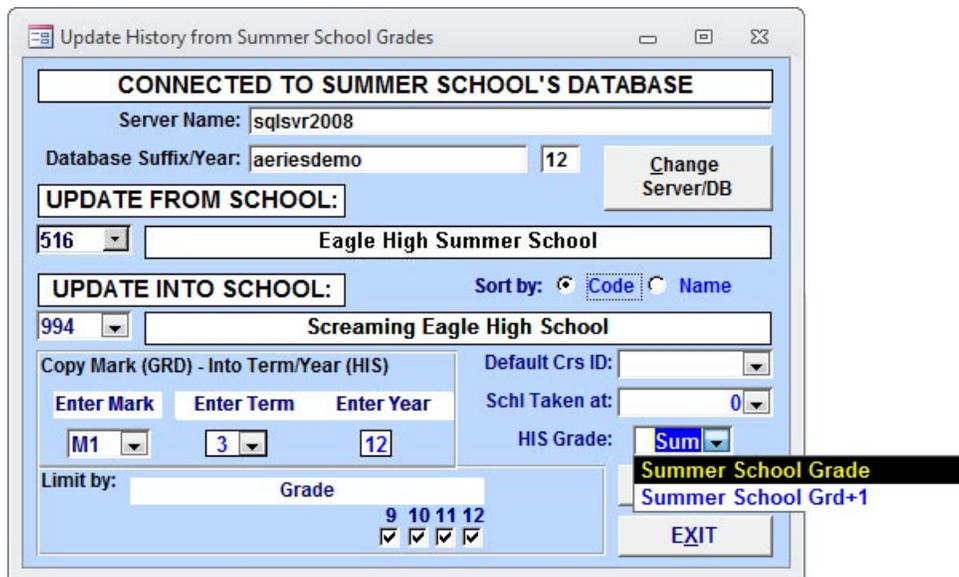
It is very important that the correct **Term** and **Year** have been selected. These fields will now display on the **Student Transcript** form when the update is complete.

The same course numbers should be setup in the summer school and the school that will be updated but some courses do get deleted from year to year. A **Default Crs ID** field has been added to ensure that all records get updated.

The course number selected in **the Default Crs ID** field will be copied over with any record that has an invalid course number in the current database. The default course number **MUST** be setup within the **CRS** tables within both databases. Click on the drop down arrow and select the default course ID.



The **Schl Taken at** field should default to the summer school. The **HIS Grade** field determines what grade level will be updated into the history table. **The Summer School Grade** will copy over the grade the student was in while attending summer school. **The Summer School Grade + 1** will increase the grade by one.



Click on the drop down arrow to select how the grade level will be updated into the **HIS** table. One example is a student who was in the eleventh grade while in summer school. When History was updated, the **Summer School Grade + 1** option was selected and thus displays the GRD level for the summer school class increased by one, when viewing transcripts.

The “**Limit by:**” area can be used to copy over certain grades. In the example below, grade 12 has not been selected, so only grades 8 – 11 will be copied over with the update.

Update History from Summer School Grades

CONNECTED TO SUMMER SCHOOL'S DATABASE

Server Name: sqlsvr2008

Database Suffix/Year: aeriesdemo 12

UPDATE FROM SCHOOL:

516 Eagle High Summer School

UPDATE INTO SCHOOL: Sort by: Code Name

994 Screaming Eagle High School

Copy Mark (GRD) - Into Term/Year (HIS)

Enter Mark Enter Term Enter Year

M1 3 12

Default Crs ID:

Schl Taken at: 0

HIS Grade: Grade

Limit by: Grade

9 10 11 12

After all selections are complete click on the OK button and the update process will begin.

When the process is complete a message will display with the total number of GRD records updated into the HIS table.

VIEW STUDENTS NOT COPIED?

HIS Table updated with summer school grades - 928 GRD records copied to HIS. 75 students were NOT copied. Do you want to view the students NOT copied?

If there were students that did not get copied over a message will display indicating the number of students. To view these students click the mouse on the Yes button and the following report will display.

Screaming Eagle High School

3/28/2013

2012-2013

Update HIS from Summer School - Students not Copied

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ID	School	Stu#	Name	Grade	Sex	Last Sch	Next Sch
36727	51	405	Arellano	12	F	15	0
83643	51	410	Ballesteros	12	F	15	0
32680	51	406	Booze	12	M	15	0
32748	51	412	Chingari	12	M	16	0
33285	51	67	De Guzman	12	F	16	0
33225	51	407	Domingue	12	F	15	0
34828	51	85	Farnsworth	12	M	16	0