



## WeBSIS - Student Transcript Management System Update

### Overview

This document is to briefly outline some of the recent updates in the **WeBSIS Transcript Management System**.

### Student Transcript Management Application Updates

There have been several key updates here. You can see on the screen shot below we have them marked with A, B and C. Others will be mentioned as well.

The screenshot displays the 'School Student Transcript Management' interface. At the top, it shows 'Student [redacted], Gr Lvl: 12'. Below this, there are fields for 'Lumen Student #', 'GPA Calculation Method' (Standard), and 'Class Rank' (NW: 16 of 45 W: 16 of 45). To the right, it shows 'Grade Level 12', 'Graduation Year 2007 - 2008', and 'School Diploma Graduation Requirements 2007-2008 Standard Diploma'. A search bar and several buttons like 'Calculate Current GPA', 'Assessments', and 'Print Internal Transcript' are visible. Below this is a 'Transcript Summary View' for 'School Year: 2004-2005, Grade Level: 09, Marking Period: S1'. A table lists 6 courses with columns for SA, CCH, Crd, CrdA, CrdE, N/W FGdPts, N/W GrdPts, W FGdPts, W GrdPts, Withdrew Date, and Withdrew Code. A summary row shows 'S1 Total' and '2004-2005 S1 Sub Cum GPA'. Below this is another section for 'School Year: 2004-2005, Grade Level: 09, Marking Period: S2' with a similar table and summary row.

### Class Rank: (Item A on screen shot)

Users can now see a student most recently calculated class rank for Non-Weighted and Weighted GPA's).

### School Diploma Graduation Requirements: (Item B on screen shot)

This area will display all possible diplomas which the student's graduation year may be associated with. Some schools have a Standard and a Basic Diploma. The system allows you to check on a student meeting each of these specific diploma requirements by generating an **Internal Transcript**.

### Comments/Notes:

This option is to be used by counselors to make any notes they may wish about a student. This does not print on the **Internal** or **Official Transcripts** at this time.

### **Transcript Summary View:** *(Item C on screen shot)*

This unique feature allows districts who may house many different grade levels within the same building and/or have different GPA and Diploma requirements spanning different grade levels. For example, some schools may have grade levels 7 – 12 in the same building of which they track Cumulative GPA's for 1) 7<sup>th</sup> – 9<sup>th</sup> for National Junior Honor Society and 2) for 9<sup>th</sup> – 12<sup>th</sup> for Graduation Cum GPA.

So from our example, we need **Transcript reporting** (Internal and Official) and **Cumulative GPA** calculations for;

- 1) 7, 8 and 9<sup>th</sup> grades.
- 2) 9, 10, 11 and 12<sup>th</sup> grades.

To facilitate this WeBSIS allows you to define different **Transcript Summary Views**. One for 7,8,9 and the other 9,10,11,12. If this scenario applies to and your district has not set established this processing, then you would follow the steps below.

### **Step I – Define Transcript Summary Views**

Define Transcript Summary Views using EzStart -> District Graduation and Transcript Management -> District Graduation and Transcript Management -> **Transcript Summary Views** application.

Below is a screen shot of this application.

#### **School**

You will notice that views are assigned to a specific School within the district thus allowing all school to implement different procedures if needed.

#### **Default Transcript View**

In the examples we used above the 9<sup>th</sup> – 12<sup>th</sup> grade view would be the one chosen to be used as the default. The 7 – 9<sup>th</sup> National Junior Honor Society would not be the transcript counselors would be most interested in.

#### **Cum GPA Calculated From**

In the examples we used above the 9<sup>th</sup> – 12<sup>th</sup> grade view would be the one chosen to be used as the default to be used to calculate a student's Cumulative GPA which the students Class Rank is also based from. This option allows you to indicate which view is to be used for the Cum GPA calculations. In our example this would be the 9<sup>th</sup> – 12<sup>th</sup> grade view.

#### **View Grade Levels to Be Included in the View**

This is where you define the grade levels of which the transcript summary view will consist of.

District Graduation and Transcript Management (Admin Access) - Transcript Summary Views

File View

Back Next Search Clear Refresh Transcript Summary Views

### Add/Edit Transcript Summary View 0.016

**General Information**

School \* High School

View Description 09 - 12

View Status  Active  In-Active

Default Transcript View  No  Yes

Cum GPA Calculated From  No  Yes

**Update Information**

Last User gaupport4

Last Update 02-04-2008 12:29:39pm

Cancel Save & Finish Save & Edit

### View Grade Levels to Be Included in the View 0.002

Total: 4 Delete Add Grade Level

#	Grade Level
1	09
2	10
3	11
4	12

1 of 1 Recs: 25

## Subject Area Modification

This has been updated to contain a two character **Short Description**. EzStart => Lumen WeBSIS - District => District Course Management => District Course Subject Areas. You will need to update all your District Course Subject Areas with this short description as it is used on the Student Credit Summary Report, Transcripts, etc.

ABREU, VICTORIA A., Gr Lvl: 12

### School Student Transcript Management

Student ABREU, VICTORIA A.  
Lumen Student # 1317  
GPA Calculation Method Standard  
Class Rank NW: 16 of 45 W: 16 of 45

Grade Level 12  
Graduation Year 2007 - 2008  
School Diploma Graduation Requirements 2007-2008 Standard Diploma

School Year ALL Grade Levels ALL - ALL Search

Calculate Current GPA Assessments Print Internal Transcript

Transcript Summary View 09 - 12 Subject Area Short Description Comments/Notes Attendance Print Official Transcript

### School Year: 2004-2005, Grade Level: 09, Marking Period: S1 0.054

Total: 6 Delete Add New

#	Course	SA	gCH	Grd	CrdA	CrdE	N/W FGrdPts	N/W GrdPts	W FGrdPts	W GrdPts	Withdrew Date	Withdrew Code
1	ENGLISH 1 (--)	LA	NNN	A	.50	.50	11.0000	5.5000	11.0000	5.5000		
2	GOVERNMENT (--)	SS	NNN	A-	.50	.50	10.0000	5.0000	10.0000	5.0000		
3	KEYBOARDING (--)	KB	NNN	A-	.50	.50	10.0000	5.0000	10.0000	5.0000		
4	AG SCIENCE 1 (--)	MS	NNN	A	.50	.50	11.0000	5.5000	11.0000	5.5000		
5	ALGEBRA 1 (--)	MA	NNN	A-	.50	.50	10.0000	5.0000	10.0000	5.0000		
6	PHYSICAL SCI (--)	SC	NNN	A-	.50	.50	10.0000	5.0000	10.0000	5.0000		

1 of 1 Recs: 25

Grd Cum CrdA Grd Cum CrdE GPA CrdA GPA CrdE N/W GrdPts W GrdPts N/W GPA W GPA Pos. Att: N/D Absent: N/D

## Internal and Official Transcripts Printing

There have been several significant modifications to these. Below highlights just some of the more significant.

## Required Graduation Credit Summary by Course Subject Area

Below is a screen shot of this new option to be printed on the Internal Transcript.

### Required Graduation Credit Summary by Course Subject Area

Diploma: 2007-2008 Standard Diploma (2007 - 2008)

Subject Area	SA	Required	Earned	Need
American History	SS	1.00	1.00	Completed
Biology	SC	1.00	1.00	Completed
Computer Science	CS	0.50	0.50	Completed
Electives	MS	8.00	6.00	2.00
English I	LA	1.00	1.00	Completed
English II	LA	1.00	1.00	Completed
English III	LA	1.00	1.00	Completed
Fine Art	FA	1.00	1.00	Completed
Geography	SS	0.50	0.50	Completed
Government	SS	0.50	0.50	Completed
Health	PE	0.50	0.50	Completed
Keyboarding	KB	0.50	0.50	Completed
Math	MA	2.00	3.00	Completed (+1.00)
Physical Education	PE	1.00	1.00	Completed
Physical Science	SC	1.00	1.00	Completed
Practical Art	PA	1.00	0.00	1.00
Speech	LA	0.50	0.50	Completed
World History	SS	1.00	1.00	Completed
	<b>Totals</b>	<b>23.00</b>	<b>21.00</b>	<b>3.00</b>

## Required Graduation Credit Summary by Course Subject Area, Grade Level

Below is a screen shot of this new option to be printed on the Internal Transcript.

### Required Graduation Credit Summary by Course Subject Area, Grade Level

Diploma: 2007-2008 Standard Diploma (2007 - 2008)

Subject Area	Required	Earned	Need
11 - American History	1.00	1.00	Completed
American History (SS)	1.00	1.00	0.00
10 - Biology	1.00	1.00	Completed
Biology (SC)	1.00	1.00	0.00
11 - Computer Science	Undefined	0.50	Completed
Computer Science (CS)	0.50	0.50	0.00
09 - Electives	Undefined	1.00	Completed
10 - Electives	Undefined	1.00	Completed
11 - Electives	Undefined	2.00	Completed
12 - Electives	8.00	2.00	6.00
Electives (MS)	8.00	6.00	2.00
09 - English I	1.00	1.00	Completed
English I (LA)	1.00	1.00	0.00
10 - English II	1.00	1.00	Completed
English II (LA)	1.00	1.00	0.00
11 - English III	1.00	1.00	Completed
English III (LA)	1.00	1.00	0.00
10 - Fine Art	1.00	1.00	Completed
Fine Art (FA)	1.00	1.00	0.00
09 - Geography	0.50	0.50	Completed
Geography (SS)	0.50	0.50	0.00
09 - Government	0.50	0.50	Completed
Government (SS)	0.50	0.50	0.00
09 - Health	0.50	0.50	Completed
Health (PE)	0.50	0.50	0.00

## Current School Credit Check Summary Report

EzStart -> School Counselor -> Reports -> Current School Credit Check Summary Report  
This is a new report made specifically for counselors to check on students within their current school year for any that may have issues with number of earned credits they need based upon their current grade level.

Report lists all students who;

- 1) are enrolled in the currently
- 2) who have been withdrawn from the current school year but under Student Enrollment have been marked to be included in Class Rank for their graduation year. (Shown below in screen shot.)

The screenshot shows the 'Student Demographics (Admin Access)' application. The main window is titled 'Adjust Enrollment History for' and displays various fields for student information. A blue arrow points to the 'Include in Class Rank for Students Graduation Year' checkbox, which is currently unchecked. Other fields include Enrollment Date, Enrollment Code, Grade Level, Resident Status Code, Reporting School, Attending School, Resident School, County, Withdrawal Date, Withdrawal Code, Followup Status Codes, and Followup Placement Relation Codes. The 'Update Information' section shows the last user and last update time.

This is a new school menu, **School Counselor** and application. Counselors will need to be given access rights to this application.

Students are listed based upon the lowest grade level they have been enrolled in within the current school year. This is to take into account any students who may have advanced to another grade level within the current school year. In the example below notice the student

Keeler, Michael 152585)	09, 10	3.50	3.00	50	3.3256
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The 09,10 means that this student was a 9<sup>th</sup> grader in the current school year but also advanced to 10<sup>th</sup> grade.

Counselors are able to indicate the specific number of credits a student should have earned in their Transcript for the latest Marking Period posted. The system provides different options of listing this information.

Reports (Admin Access) - Current School Credit Check Summary Report

File View

Back Next Search Clear Refresh Current School Credit Check Summary Report

### School Counselor Current School Credit Check Summary Report 0

**- Criteria**

School: \* High School

School Diploma: \* 2007-2008 Standard Diploma

Current School Year Grade Level: \* WC

Normal Number of Cumulative Credits Earned a Student Should Have Earned: \* 0

Students Options to be Included on Report: \*

- 01 Students who are not meeting the # of Credits Earned entered as the criteria for this report
- 02 Students who are meeting the # of Credits Earned entered as the criteria for this report
- 03
- 04
- 05
- 06
- 07
- 08
- 09
- 10
- 11
- 12
- 13

**User Note:** Report will list all students who:  
1) who are currently enrolled or m  
2) who have been withdrawn from

Criteria below  
at school year but under the Student Enrollment is to be included in Class Rank for their graduation year.

**Run Report**

