

## Infinite Campus Communiqué # 4

Greetings.

This is an update on the Infinite Campus implementation.

The new servers to house Infinite Campus have been installed and the software and data are being moved over. The servers are being co-located at GRU to take advantage of the higher band width. This will improve the speed of access at the schools.

On June 25<sup>th</sup>, MIS will begin the final data extract from CICS. All data in CICS at that time will be transferred over to Campus for the June 30 start. From June 30 forward, data pertaining to the 2007-08 school year will continue to be input into CICS. Data for the 2008-09 school year will be put in Campus. Data required for both will need to be double entered. This was explained in a prior communiqué and will be further clarified as need arises.

Activities in Campus will be progressive. During the week of June 30 – July 3, the primary activity should be focused on entering new students into Campus. This is our bread and butter. FTE and funding are tied to this making it our highest priority. Only students new to the system will need to be entered. Existing students will already be in Campus. By the end of the first week, enrolling new students should be second nature. As a by-product of this intensive enrollment effort, data specialists, support and administrative staff will become more familiar with the Campus interface.

After the first week, activities will diverge depending on your job tasks. Scheduling, building households, course entry and custom reporting will become increasingly more important for associated staff members.

### NOTES FOR TEACHERS

- During the first few weeks of July most activity in Campus will be administrative and school-based. There will be little for you to see during this time. Teacher views and the students you will have next year are dependent on schedules. Until schedules are in place and students are assigned to classes, your views and access to data will be limited.
- Teacher training will take place during pre-planning and conducted en masse at each school site. A teacher coach, a member of the staff at your school, will conduct the training and will be available to support you throughout the year.

### ERRATA ON CICS

A previous communiqué reported that CICS would be taken down at the end of July. This is only partially true. CICS currently has six functions – Student Systems, Business Services, Human Resources, Facilities and Transportation, MSA and Information Resources. Infinite Campus will replace only the Student Systems. The other functions of CICS will continue uninterrupted.

Infinite Campus Implementation Team

**Emailed on June 13, 2008**