


Enhancements to Aspen SIS and IMS

All users	
Aspen has a fresh, new look	<p>An exciting new user interface will help you usher in a new school year! The new design is meant to improve your workflow and your overall experience using Aspen.</p> <p>You will notice many exciting changes, such as:</p> <ul style="list-style-type: none">• Welcoming login screen with colorful background image• Fresh color palette for each view• Redesigned workspace with page titles positioned toward the top of the page and the menu toolbar closer to the data you work with• Larger font and more white space for improved readability• Preferences set by clicking on your name• And, a prominent new icon  on the Scores page in the gradebook for teachers to set or edit their gradebook preferences. <p>All of these changes complement the Aspen functionality you are accustomed to. The top- and side-tabs are in the same places, keeping your information exactly where you expect to find it.</p>

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<i>District, school, and system administrators</i>	
Use new report to identify duplicate Login IDs	<p>The Unique Logins Validation report identifies duplicate Login IDs within your district. This can help reduce time spent resetting passwords when users click "I forgot my password" on the Aspen login page.</p> <p>After running the report, system administrators can edit the duplicate login IDs manually, and notify users whose Login IDs were changed. The system administrator should then run the report again to ensure no duplicates remain.</p> <p>Next, the system administrator should ask Aspen Technical Support to run an SQL script, which will enforce case insensitivity on the Login ID column. This upgrade will recognize LSmith, ISmith, and Ismith (and other variations) as duplicate IDs, ensuring unique login IDs.</p>
Access the Civil Rights Data Collection Administrator Setup Guide	<p>To review this user guide, select CRDC - Administrator Setup Guide on the Help menu. (Help > User Guides > CRDC - Administrator Setup Guide).</p>



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<p>Describe how averages are calculated in the Student and Family portals</p>	<p>Aspen's 5.5 release introduced the Average Calculations side-tab (School view, Grades > Average Calculations). The Average Calculations page displays four default averages that can be customized:</p> <ul style="list-style-type: none">• Cumulative Average• Overall Average• Semester Running Average• Standard Overall Average <p>In version 5.6, the new Portal Description field appears on the details page of each default average. School administrators can enter text that tells students and their families how the average is calculated.</p> <p>Depending on a school's Grade and Family/Student portal preferences and a teacher's gradebook preferences, the average and its description appear on class details pages in the Family and Student views (Academics > select a class > Details). An information icon  indicates a description was entered. Users can hover their cursor over the icon to read the description.</p>
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<p>Roll back passwords and restore deleted course sections</p>	<p>Now it is easier to correct errors, because users can roll back deleted course sections and restore passwords that were reset by accident. To do so, enable the new user security role privilege "Restore data" (in the Organization category) (District view, Admin > Security > select a user role > Details). The "Restore data" privilege must be enabled, along with the ability to create (C) and update (U) records on the list.</p> <p>To restore passwords, launch the Restore Password wizard (District view, Admin > Users > Options > Restore Passwords).</p> <p>To restore deleted course sections, go to the School view, Schedule > Master > Sections > Options > Restore Deleted Sections. This function only applies to currently scheduled classes, and restores the course section, teacher's schedule, student schedules and all schedule section details to their original state.</p> <p>To review the details of the reset password records or restored course sections, see the new Data Restore table (District view, Global > All). This table stores the original values for reset passwords and schedule sections that were deleted. The table's fields include:</p> <ul style="list-style-type: none">• Create time• Name (user who did the initial reset/deletion)• Type (data change type)• Count (number of affected records)• Blob field (identifying information for the records to be restored)• Field system (SQL scripts to undo the action that was performed)• Restore date (date the data was restored)• Name (user who ran the restore process)
<p><i>Teachers</i></p>	
<p>Create multiple assignments, from different assignment categories, at once</p>	<p>A new pop-up lets you create multiple assignments, from different assignment categories, at one time. For example, you can quickly create six new assignments--three in the Test category and three in the Project category--on one pop-up.</p>

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	<p>In the pop-up, select the number of assignments you want to create, the categories they belong to, the date due, and other information. Click Save to see the list of new assignments. Then you can edit an assignment's details or add resources, as needed.</p> <p>(Staff view, Gradebook > select a class > Assignments > Options > Add Multiple Assignments)</p>
Students and Families	
<p>Hover text describes how averages are calculated</p> <p><i>(Not available in Aspen mobile)</i></p>	<p>Depending on your district's and school's settings, a semester running total and an overall cumulative average appear on a class details page. If your district has included a description of how these averages are calculated,  appears. Hover your cursor over  to view the description.</p> <p>(Desktop: Academics > select a class > Details)</p>

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Changes to User Roles and Privileges

Review your user roles to ensure the settings are appropriate for the default user roles used in your district and any customized roles you have created from Aspen's default roles.

The following table lists **new** and **updated** user role security privileges in Aspen:

<i>New or updated privilege</i>	<i>Default roles affected</i>	<i>Description</i>	<i>Where to access</i> <i>District view, Admin > Security > Roles > Details</i>
Administer all screenings <i>(New privilege)</i>	Privileges enabled for: District Administrator (C, R, U, D, G, M) School Administrator (C, R, U, D, G, M) Nurse (C, R, U, D, G, M)	Enables user roles, such as the nurse manager, to manage group health screenings for all students, and filter them by Homeroom, Section, or Grade Level at the Group Type field (Health view, Screening > Group Screenings). If this privilege is not enabled, physical education teachers, or other users, can only view or edit screenings for students enrolled in their own sections (the Group Type field defaults to Sections).	Health category

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		<p>Note: If this privilege is not enabled, the user security role needs the appropriate privileges to navigate to the Health view. The role also requires Create (C), Read (R) and Update (U) privileges for the Health Screening system table.</p>	
<p>Restore data <i>(New privilege)</i></p>	District Administrator (C, R, U, D, G, M)	Lets users rollback deleted course sections and restore passwords that were reset by accident. This privilege must be enabled with the ability to create (C) and update (U) records on the list (User, List or Class Section).	Organization category
<p>Global access to Grade Average Calculation system table</p>	Not assigned to any default role.		Grades category
<p>Global access to Student Conduct Action Date system table</p>	Not assigned to any default role.		Student category