

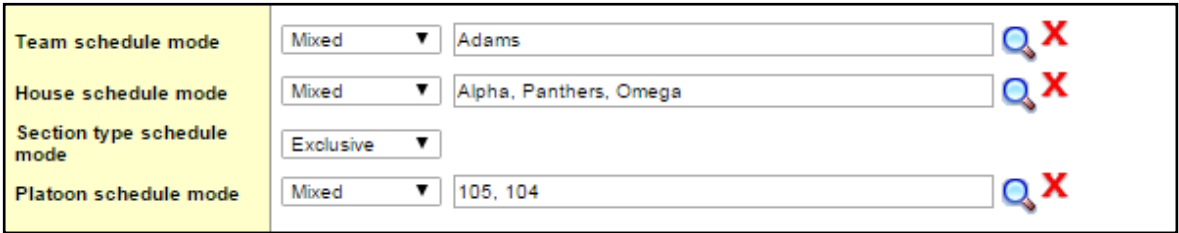
*Enhancements to
Aspen SIS and IMS*

<i>District, school, and system administrators</i>	
Align assessment definitions to courses	<p>Before entering assessment scores, teachers select an assessment definition from a drop-down in the Staff view. To reduce the number of assessments that appear, you can now align assessments to specific courses. This lets teachers select from assessments that are associated with their courses.</p> <p>To enable this enhancement, add the Exam Code field on the Course table to the course details default template, then align the assessment definition to the course.</p> <p>(District view, Tools > Templates. District view, Schedule > Courses > Details)</p>
New 'Middle of the Course' transcript column collection type	<p>For districts that use a mid-term exam for full-year and semester courses (for use as a single transcript column), there is a new "Middle of the Course" collection type for transcript definition columns.</p> <p>(District view, Grades > Transcript Definitions > Columns)</p>



5.4 Release Notes

<p>Registration enhancements reduce duplicate record entry</p>	<p>Enhancements to the Student Registration wizard help prevent duplicate record entry.</p> <p>On Step 1 of the wizard, the registrar enters a student's name, gender, and date of birth. If Aspen finds a match, a new superimposed screen alerts the user to the match and requires them to:</p> <ul style="list-style-type: none">• Activate an existing student record• Create a new student or• Go back to Step 1 of the Registration wizard to edit their data or Cancel. <p>(District, Intermediate Organization or School view, Student > Options > Registration > Register Student)</p>
<p>New option to use standard calculation for standards-based grades</p>	<p>Administrators now have the option of choosing the grade averaging mode to display grades in the Student and Family portals.</p> <p>(School view, School > Preferences > Grade category)</p> <p>If you select:</p> <ul style="list-style-type: none">• Trend: Parents and students see the Power Law Trend equation. This formula references each score entered for a student, and predicts the next score a student would receive if evaluated for that standard again.• Average: Parents and students see the standard arithmetic mean (or average) equation. This formula is the average of all the scores entered for a standard; sum of scores divided by number of scores.
<p>Additional filtering of Progress Report recipients</p>	<p>When teachers run a Progress Report for a single student (Staff view, Gradebook > Scores > Reports > Progress Report), they can email it to specific recipient(s) in the last step of the Progress Report wizard. The list of recipients is now filtered by contacts who have a primary email address, and also have Receive email and Receive grade mailing enabled on their details page. (District [Root Organization], Intermediate Organization and School views, Student > Contacts > Details)</p>

5.4 Release Notes

<i>Users who also have Aspen IMS</i>	
Learning standards enhancements	This is a reminder that Aspen release 5.3.2 affected standards rendering. If your school had standards aligned to curriculum maps and lessons prior to August 14, 2015, Follett recommends that you submit a Pando ticket to refresh your standards from the Aspen server.
<i>Schedulers (For Aspen users who build and manage school and student schedules)</i>	
Multiple grade term maps now supported within a single school	<p>The “Grade term cover map” section of the Schedule Terms page now displays all grade term cover maps for each applicable grade term definition (School view, Grades > Grade Terms) defined by the school (School view, Schedule > Structure > Terms).</p> <p>Previously, if a school used more than one grade term map, Aspen would only display one set of checkboxes based on the maximum number of grade terms offered. This sometimes caused unexpected behavior when teachers posted grades, such as the final grade column not appearing.</p>
Set specific teams, houses, section types, and platoons allowed in a course section	<p>A pick list option now appears to the right of the “schedule mode” drop-downs when you set the Team schedule mode, House schedule mode, Section type schedule mode, or Platoon schedule mode to Mixed. Use the pick list to select one or more options that also are allowed in that course section.</p> <p>(School view, Schedule tab > Course > Detail)</p> 

5.4 Release Notes

<p>New 'Enforce recommendation code match' preference</p>	<p>There is a new scheduling preference in the School view (School > Setup > Preferences > Schedule category):</p> <p>Enforce recommendation code match</p> <p>Select this checkbox to consider only courses with matching recommendation codes in the build year.</p>
<p>New 'Allow Past Add/Drop' preference</p>	<p>There is a new scheduling preference in the School view (School, Setup > Preferences > Schedule category):</p> <p>Allow past add/drop</p> <p>Select this checkbox to be able to enter a past effective date when adding or dropping student course sections on the Student Schedule Workspace (School, Student > Schedule > Workspace). These changes will be reflected in the student's schedule on the effective date.</p> <p>If this checkbox is not selected, the school administrator cannot specify a past date when posting student schedule changes from the Student Schedule Workspace.</p>
<p><i>Teachers</i></p>	
<p>Quickly access your Scores page using new icon on the Class List</p>	<p>A new icon  provides a shortcut to your Scores page from the Class List. Click  in the row of the class whose Scores page you want to view.</p> <p>(Staff view, Gradebook)</p>
<p>Ungraded assignments no longer require a Gradebook column name</p>	<p>Previously, ungraded assignments required a value in the GB column name field. Now, you no longer need to enter a value in this field for ungraded assignments.</p> <p>(Staff view, Gradebook > Assignments > Options > Add Ungraded Assignment)</p> <p>(Staff view, Planner > Events view > Add Ungraded Assignment)</p>

5.4 Release Notes

	(Staff view, Planner > Events view > Options > Add Ungraded Assignment)
Filter assessments by course during assessment entry	<p>Previously, when entering assessment scores, you selected the desired assessment from a drop-down. Now, your Aspen system administrator can align assessments to specific courses. That way, you can select from assessments that were aligned to the courses you teach.</p> <p>(Staff view, Assessment)</p>
Improved Scores grid performance	<p>Enhancements to the Scores grid optimizes loading of multiple rubric columns and scores.</p> <p>(Staff view, Gradebook > Scores)</p>
Health	
New Administrator Setup Guide	<p>The Help topics for administrators to set up and manage your district's health data and services have been updated and combined into a single guide. Detailed instructions help you with all of the management tasks, including:</p> <ul style="list-style-type: none"> • Defining health reference codes and preferences. • Creating immunization series. • Defining health screenings. <p>(From any view, Help > User Guides > Health – Administrator Setup Guide). Note that these same topics are available in online Help (Help > Online Help).</p>
Revised Health User Guide	<p>The revised <i>Health User Guide</i> now focuses on detailed instructions for Health staff who use Aspen's Health view. Newly updated topics include information on:</p> <ul style="list-style-type: none"> • Monitoring and recording immunizations. • Making immunization dose overrides. • Viewing a student's immunization compliance.

5.4 Release Notes

(From any view, **Help > User Guides > Health – User Guide**). Note that these same topics are available in online Help (**Help > Online Help**).

Product improvements

Aspen's 5.4 release includes several critical fixes, which improve functionality throughout the system. Following is a list of some of these product improvements.

- The error message, "A withdrawn student cannot have an active status," now appears when a user tries to withdraw a student with an **Active No Primary** status from their last secondary school. (This message also appears for students with an **Active** status.) (District view, **Student > Options > Registration > Withdraw Student**)
- Aspen now allows the bypass of the course mask check when users copy district or school course catalogs. (District view, **Schedule > Courses > Options > Copy Course Catalog**)
- The at-risk definition procedure was corrected. It now considers the current school year's transcripts when users create at-risk indicators for the **Grades** category with **This school year** as the specified date range. (District view, **Tools > At Risk**)
- The "Enabled and Owned" filter was fixed so that it filters based on the **Owner** field on the **Reference Code - Common** table in the Root Organization, Intermediate Organization and School views. (District [Root Organization], Intermediate Organization, or School view, **Admin > Data Dictionary**)
- An issue that prevented users from associating a group with a student via the **Membership** side-tab was resolved. (District view, **Student > Membership > Groups**)
- In the District view, the Student Membership Groups list now displays page header information. (District view, **Student > Membership > Groups**)
- The **Exclude excused** flag for at-risk indicators in the Attendance category has been fixed. The flag is now correctly reflected in the results. (District view, **Tools > At Results Definitions > Indicators**)
- Groups that students belong to now appear correctly in lists in the District and School views. (District or School view, **Student > Membership > Groups**)
- An issue that prevented districts from re-enrolling existing students was resolved. (District view, **Student > Options > Registration > Register Student**)

5.4 Release Notes

- An error that occurred when resizing photos for staff IDs was corrected. (District view, **Tools > Procedures > Photo Resizer > Options > Run**)
- An issue with values that did not refresh when district users reviewed preference pages for different schools has been fixed. (District view, **District > Schools > Preferences**)
- The issue that allowed a school to edit an attendance record for a secondary student with the **Shared** attendance management type has been resolved. (District view, **Student > Membership > Schools > Details**)
- An error that occurred when running the Staff Attendance Totals report was corrected. (District view, **Attendance > Staff History > Reports > Staff Absence Totals**)
- An issue that caused an exception error to display from the **Student** tab has been corrected. (District [Root Organization], Intermediate Organization, School views > **Student**)
- An issue regarding user attempts to edit a field set they do not own was resolved. Now school users can copy a field set owned by the district (root organization), and then edit or delete it without receiving an error message. (School view, **Student > Field Set** menu > **Manage Field Sets**)
- Prepare Grade Input now displays a more descriptive message when columns are not created and there is not a matching grade term map saved for the term. If schools have multiple grade term definitions but do not update the schedule term grade map, and then run Prepare Grade Input, Aspen cannot create any columns. Aspen now provides a message listing the sections for which columns were not created, and tells the user to update the new grade term map on all schedule terms. (School view, **Grades > Grade Input > Options > Prepare Grade Input**)
- An error that caused the Locker Assignments report to return empty results when run for all lockers, or for all students with **Active students only** selected, was corrected. (School view, **School > Lockers > Reports > Locker Lists > Locker Assignments**)
- A Cashier's Office issue that prevented fees added via the **Multi-Add** button from appearing in the Cashier's Office list was fixed. (School view, **School > Cashier's Office**)
- An issue that caused sections with multiple rooms or multiple teachers to be lost when running **Synchronize Schedule** has been resolved. [(School view, **Schedule > Sections > Options > Synchronize Schedule (Expression to matrix)**)]
- An issue was resolved so users can accurately sort from the **Sort Order** menu and filter the sort order on **Homeroom** and

5.4 Release Notes

Grade level from the **Student** tab. (School view, **Student > Sort Order** menu > filter by **Homeroom** or **Grade level**)

- Aspen performance has been improved when users review records with more than five detail pages. (School view, **Conduct > Incident History**, sort by **Code** column)
- A dynamic field set for assessment entry has been added to let teachers see the most recently updated field sets for edited assessments. (School view > **Assessment > Student Assessments > Assessment Entry**)
- Formatting problems that occurred when users cut-and-pasted bullet points from Microsoft Word documents into course comments have been fixed. Users can now copy and paste bullet points from Word, post grades, and run report cards with bullets formatted correctly.
- In Aspen IMS, criteria were added to resolve the issue of curriculum maps that were missing lesson plans when viewed on the Planner. (Staff view, **Planner**)
- During assessment entry, when a staff member selects an assessment definition, the field set now defaults to the columns of that definition. (Staff view, **Assessment > Assessment Entry**)
- An error was fixed so that teachers can easily upload an image file during Step 1 of the Conduct workflow. (Staff view, **Pages > Tasks** widget)
- An issue was resolved so that teachers can now roll over quick lessons created during the previous school year. (Staff view, **Planner > Lessons view > Options > Edit Lesson Plans > Rollover Lesson Plan**)
- An issue with attachments not appearing in the “Resources Provided by the Teacher” section, when teachers created new assignments and attached files, has been fixed. (Staff view, **Gradebook > Assignments > Options > Add Assignment**)
- The functionality of the message appearing when teachers enter a date assigned that falls outside the grade term has been improved. Teachers select **Yes** to update the grade term, or **No** to leave it as is. (Staff view, **Gradebook > Assignments > Options > Add Assignment**)
- Functionality has been updated so that when a teacher changes an assignment's due date, Aspen makes the same change for that assignment in all linked sections. (Staff view, **Gradebook > Assignment > Options > Add Assignment**)
- An issue with downloading student assignment submissions has been fixed. Teachers can now download all student submissions for an assignment in a single zip file. (Staff view, **Gradebook > Scores > Envelope** icon)

5.4 Release Notes

- Secondary students now appear correctly in the Daily Attendance list. (Staff view, **Attendance > Daily**)
- When users create grades within a new grade scale, an error message now indicates if values are outside an acceptable range. (Staff view, **Tools > Grade Scales > Grades > Options > Add**)
- An error that occurred when users clicked the **Final Grade** column hyperlink in the gradebook has been fixed. (Staff view, **Gradebook > Scores**. Set **Grade columns** to **Post Columns - Term**)
- The issue in which **Update Post Columns** would not populate columns (when updating Post Columns-Progress rubric columns from Trend scores) has been fixed. (Staff view, **Gradebook > Scores > Options > Update Post Columns**)
- Aspen now restricts entry dates for group screenings. An error message warns the user if the date is not within the current school year. (Health view, **Screening > Group Screenings**)
- In the Health view, when a user adds a waiver to a series group immunization on the immunization series form, the pop-up is centered on the page and no longer scrolls. (Health view, **Student > Immunizations > Compliance**)
- In the Health view, an error was resolved that occurred when a user entered group screenings, selected a group with only one student, and then entered a date. (Health view, **Screening > Group Screenings**)
- An error in the Immunization Non-Compliance report was fixed. The report failed to run when at least one of a student's doses was waived; Aspen could not compare doses due to the missing date. (Health view, **Student > Immunizations > Reports > Immunization Non-Compliance**)
- An error that occurred when running a mass update for a team in the Build view has been fixed. (Build view, **Student > Options**)
- In the Special Education view, the error that prevented users from deleting a contact via the Contact Verification workflow was fixed. (Special Education view, **Student > IEPs > Workflows > Checklist**)
- In the Special Education view, a problem that prevented users from deleting records via the Options menu when viewing the details of an IEP Goal or Progress record was fixed. (Special Education view, **IEP > Goals > Options**, Special Education view, **IEP > Progress > Options**)
- An issue that caused incorrect grade levels for students to appear on IEP Educational Assessment Form A for MA was fixed. (Special Education view, **Student > IEPs > Forms**)

5.4 Release Notes

- The logic for the Class Information/Submit assignments widget was updated, so that parents can see the Class Information widget in the Family portal. Also, a **Student** drop-down was added to the widget, so families with more than one student can select which one to view. (Family view, **Pages > Class Information** widget)
- The **Options > Add** ability for Waiting Lists in the Student view has been removed. (Student view > **My Info > Membership > Waiting Lists**)

5.4 Release Notes

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've 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>
New table: Data Publish Image	Privileges enabled for: System administrator (C, R, U, D, G, M)	Used for tracking changes to records across the system (similar to data audit) for SIF and EdFi.	Core category