

SMARTT UPDATES
By Donna Cornellier
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1) SITE ROLLOVER REQUESTS --- DUE AUGUST 17th

Please note that once you submit the site rollover request, the site will not actually be rolled over to FY08 until the last week of August. At that time, you will be able to enter FY08 data. The SMARTT administrators are reviewing all data entered for FY07 and checking the Federal Reports to ensure that all data entered follows the business rules for the fiscal year.

Make sure that you use the Site Rollover Report to ensure that you have updated all pertinent information. This report will help you update your goal, assessment, and attendance data. The Site Rollover Report link is located under **“SITE”** which helps you review the data entered and determine if goal, assessment, and attendance data still needs to be updated. Remember that the report always lists only current students at the site. When you exit a student from the site, you verify that all the information has been updated.

Please review staff and volunteer records and eliminate any duplicates. The Site Rollover Report lists staff that had salary records in FY07. We added the SMARTT ID in the staff and volunteer search screens so you can determine which duplicate staff member to exit. We added a new exit reason called “duplicate staff” so when that reason is selected, the staff name will not appear in the look-up screen in the future.

2) PARTIAL INTAKES FOR MAPT TESTING

The partial intake feature is again available for programs until the site has rolled over to FY08. The purpose of the partial-intake is to allow programs to enter a small amount of information for newly enrolled ABE students during the summer so that a SMARTT ID is generated for MAPT testing. Once the site is rolled to FY08, the partial link will not be available and full intakes are required.

Last year we had many problems when a number of programs did not convert partial intakes to full intakes and then created another full intake, thus creating two records for the same student. UMass/OWL Technical Support staff then had to move test data from one record to another which created extra work for their staff and our staff. Please be careful when selecting the SMARTT ID for testing. We realize that this was the first year of computerized testing, and we expect the process to be smoother this year. Make sure that you review the assessment updates which cover any changes for MAPT testing students in FY08.

3) FY08 STUDENT INTAKE AND GOAL FORMS

The student intake and goal forms for FY08 are posted on the ACLS website under SMARTT Information. There are no changes to the student intake form. There are 2 changes to the goal form in Column A regarding ADP:

The changes are:

4. “Complete some adult HS credits toward ADP/EDP” to **“Complete some adult HS credits and/or MCAS tests toward ADP”**
5. “Obtain ADP/EDP” to **“Obtain ADP”**

4) COGNOS UPGRADE

The Cognos upgrade will take place the week of August 13th. There will be minimal down time for users when we switch servers. The new version of Cognos has several enhancements. It is fully supported by Internet Explorer 7. Many of you that use IE 7 noticed that the formatting changed and had trouble reading the data. The new version provides a lot more capabilities especially in the area of analysis in cubes.

The User ID for all programs remains the same, but the password has been reset. All users were e-mailed the new default password which requires that the user reset it at the first logon. When it asks for the previous password, the previous password is the new default password which I e-mailed everyone. Then you are required to set your own password. Once you logon to Cognos, click on “Cognos Connection” under “View Cognos content” to get the menu of Cognos options.

View Cognos content

Use [Cognos Connection](#) to access reports, analyses and other Cognos content. Information for broad distribution can be stored and accessed from shared folders and pages. Private information, personalized content, and favorite reports can be stored and accessed from personal folders and pages.

Please contact one of the SABES regional technologist if you have any questions regarding Cognos. Make sure you sign up for Cognos trainings to learn the new navigation and various features.

5) SMARTT TRAINING SCHEDULE

The updated training schedule is listed below. Please make sure that appropriate staff attends the scheduled upcoming trainings. There are 5 SMARTT New User trainings scheduled in each region in September and October so make sure that all new staff are registered for these trainings. Two additional statewide trainings will be offered later in the year. Notify your SABES regional office as soon as possible with future SMARTT/Cognos training needs so SABES can schedule appropriate trainings. For contact information, see <http://www.sabes.org/staff.htm>. To register for these and other trainings, please go to <http://calendar.sabes.org/> and click on your region or contact the regional offices directly.

SMARTT TRAINING SCHEDULE

8/10/07

SMARTT NEW USER

9/18/07	Bristol CC	Dan Chisholm	9:30 - 3:30
9/20/07	Holyoke CC	Charlie Herbert	9:30 - 3:30
10/4/07	Boston ALRI	Akira Kamiya	10:00 - 3:30
10/11/07	Northern Essex CC	Patty Ball	10:00 - 3:30
10/17/07	Quinsigamond CC	Eunice Snay	10:00 - 3:30

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(open lab, demo, and/or discussion for experienced users)

8/2/07	Pittsfield ALC	Charlie Herbert	10:00 - 12:00	<i>Focus: Ending the Fiscal Year 07</i>
8/14/07	Quinsigamond CC	Eunice Snay	10:00 - 12:00	<i>Focus: Ending the Fiscal Year 07</i>
8/20/07	Northern Essex CC	Patty Ball	10:00 - 12:00	<i>Focus: Ending the Fiscal Year 07</i>
9/20/07	Quinsigamond CC	Eunice Snay	10:00 - 12:00	<i>Focus: Starting the New Year</i>
9/20/07	Boston ALRI	Akira Kamiya	10:00 - 12:00	<i>Focus: Starting the New Year</i>
9/20/07	Northern Essex CC	Patty Ball	10:00 - 12:00	<i>Focus: Starting the New Year</i>

SMARTT REPORTING (COGNOS) TRAINING AND UPDATES

8/2/07	Pittsfield ALC	Charlie Herbert	1:00 - 3:00	<i>Focus: Performance Standards</i>
9/10/07	Northern Essex CC	Patty Ball	10:00 - 12:00	<i>Focus: Performance Standards</i>
9/20/07	Boston ALRI	Akira Kamiya	12:30 - 2:30	<i>Focus: Intro to Cognos 8</i>

Please call or e-mail the Regional Technology Coordinator holding the trainings to register. If these sessions will not meet your needs, please call a Regional Technology Coordinator.

BOSTON	Akira Kamiya	617 287-4075	akira.kamiya@umb.edu
CENTRAL	Eunice Snay	508 854-4514	esnay@qcc.mass.edu
NORTHEAST	Patty Ball	978 738-7303	pbball@necc.mass.edu
WEST	Charlie Herbert	413 552-2019	cherbert@hcc.mass.edu
SOUTHEAST	Dan Chisholm	508 678-2811 x2731	dchishol@bristol.mass.edu