

# psug 2009

## Fall Users Group Meeting

November 3-4, 2009 ( 8: 30 am — 4 pm)



### No COST!!!!

Pre-registration is required. Register @ [www.edutech.nodak.edu/powerschool/](http://www.edutech.nodak.edu/powerschool/).

Class sizes on Day 1 are limited to 15.

### Day 1 3-hour sessions

- Excel Basics
- Data Mining
- Keeping your PS Data Clean
- Grad Sets
- Report Works
- Back to the Basics Administrators!
- New schools round table

< Meeting location >

Bismarck Hughes Ed Center  
806 North Washington

Bismarck, ND

### Day 2 General session & 1-hour sessions

- Grad Sets Overview
- PT Administrator
- Export Using Templates
- Entering Standards in Gradebook
- Using Recommendations in the Scheduler
- Reportworks Overview
- Gradebook Q& A
- Activities..What are Your Options?
- Using Mail Merge in PowerSchool
- School Notification Systems



# Laptops required!!