



TOUCH BASE TUESDAY AGENDA

January 22, 2019

Presenter: Jackie

January's Trending Topics:

1. Prepare for Scheduling:

- Copy Course Codes
- Copy Coursemaster
- Edit State Course Codes

2. Health Records Merge- Student System Adjustments

3. State Reporting Changes or Updates

- **Indiana Transcript-**
- **Indiana Course Completion Report (Swf_in_doeCC.rpt)**

Looking Forward:

The next Student Touch Base Tuesday will be offered live on Tuesday February 19th, 2019.

For maximum impact, if there are topics that you would like to "touch base" on during that time feel free to contact Jackie Cunningham at Jackiec@schooloffice.com with your suggestions.