



TOUCH BASE TUESDAY AGENDA

March 2019

Presenter: Jackie

March's Trending Topics and Enhancements:

1. Top Menu vs Side Menu

- a. Allows for wider view of data
- b. Top menu has /login.aspx at end of website url
- c. Side menu has /default.aspx at end of the website url

2. Civil Rights Data Collection Reporting in SDS

3. Transcripts

- a. Inactivating or removing pre-HS courses from HS transcripts
- b. Removing courses without a final grade left over from State reporting
- c. Adding/editing a graduation date on HS transcripts

4. Looking forward:

- **SDS Office Moving April 1; please update your records for April.**
200 E Randolph St.
Suite #5100
Chicago, IL 60601
Notify your tech to double check the following ip addresses below, since we have moved x-connect. Since this is a transitional process they will need to **add** and not change the existing entries in their firewall, proxy, spam filter, etc.
 - 68.65.208.43 – xconnect, help, downloading updates (if non-hosted) – http, https, ftp (ports 20 & 21) sc.schooloffice.com, help.schooloffice.com, updates.schooloffice.com
 - 68.65.208.44 – for sending/retrieving files on SDS ftp site - https, ftp (ports 20 & 21) ftp.schooloffice.com
 - 68.65.208.46 – smtp server
mailout.schooloffice.com, mailoutsds.schooloffice.com
 - Setup your firewall to allow the office access to their hosted website/network the your new office ip address will be 68.65.208.45
- Next Touch Base Tuesday will be **April 16, 2019**
 - **Click here to register:** <http://schooloffice.com/sds-free-monthly-student-user-touch-base-tuesdays/>