

Student PDF AcroForm



Management Technology Helpdesk

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Contents

Student PDF AcroForm	3
Version Change History.....	3
PDF AcroForm Requirements	4
Special Features	5
Student Output Form File.....	5
Sample AcroForm Setup	6
Data Attribute Tables.....	7
Student data attributes.....	7
Contact Relationship Names	20
Contact Field Names	20
Data Attribute Translations	21
Student data attributes.....	22
School data attributes	22
Teacher data attributes	22
Student PDF AcroForm Filler Option Screen	25
Student Selection Criteria	26
Contact Name Selection.....	28
Error Messages.....	29
Sample Output Form	30
Form Library Cross Reference Report.....	31
Sample Form Library Cross Reference Report	32

Student PDF AcroForm

The Student Forms program fills PowerSchool student data in Adobe AcroForm file text fields. The form files are stored in a form library. When a form from the library is selected, a matching copy of the form is made with the student data filled in for update by a counselor, teacher, administrator, etc. The completed form may be saved to the students file folder, mailed as a form letter, or used as a working document to start an administrative procedure.

The form file field names match the student data names in PowerSchool. The form field types must be text fields. The program supports fields for a staff member, using data from the PowerSchool Teachers Table. The program supports fields for the student school building, using data from the PowerSchool Schools Table.

The Adobe form files support student foreign languages. The form library is designed with a default file name of "eng". Additional forms files are created for student languages, using the ISO three character language codes. The form update program selects the appropriate form in the form library, using the students primary language code (MI_LEP_PrimaryLanguage). The default language is English (eng), when the student's language code is not found in the form library.

Version Change History

November 2011 – 1.00 First version

December 2011 – 1.01 The Print Cross Reference report was created. The report prints the student name and status from the file names saved in the form library.

January 2012 – 1.02 Translation of student ethnic code Ethnicity and MSDS state reporting fields MI_ethnAft, MI_ethnAsi, MI_ethnInd, MI_ethnLat, MI_ethnPac, and MI_ethnWhi.

PDF AcroForm Requirements

When creating your Adobe AcroForm form, the program will recognize all text form fields with field names matching the PowerSchool student attribute names. Example data attributes names include: LastFirst, Grade_level, Gender, mailing_street, etc. The student field names may additionally include the prefix "Student." in the name (example: "Student.LastFirst"). Student data attribute names are found in the "View field list" option, using the Search Students screen in PowerSchool. See the table "Student data attributes".

Student contact names in PowerSchool are stored as a group of variable names; such as Contact1_Last, Contact2_Last, Contact1_street, Contact2_street, etc. The contact numbers in the field name do not correspond to a relationship; such as Father, Mother, Uncle, etc. To reference the contact data with the desired relationship, the field name in the PDF file is specified with the prefix name "contact.", the name of the relationship desired, and the data attribute desired. A sample PDF field name to display the Mothers last name is "Contact.Mother.Last". See the tables "Contact Relationship Names" and "Contact Field Names".

The subject of the form can be a student or a student contact. The Father of the student is a student contact. The program provides the choice of selecting students or student contact names. To reference the selected contact name in the form, the syntax is: "Contact.Selected.attribute_name". See the tables "Contact Relationship Names" and "Contact Field Names".

PowerSchool data attributes for the student's school are updated when the form field name use the prefix "School.", referring to the data attribute in the PowerSchool Schools Table. See the table "School data attributes".

PowerSchool data attributes for a staff member are updated when the form field name use the prefix "Staff.", referring to the data attribute from the PowerSchool Teachers Table. See the table "Teacher data attributes".

The PDF form field read only attribute must not be set for PowerSchool field names. The form field names are not case sensitive. The program will recognize Gender and GENDER as the same data attribute in PowerSchool. The PDF form fields must be defined large enough, displaying the maximum number of characters inserted into the field from PowerSchool. If the form field is too small, the data will be truncated when printing the form. The PDF fields have the capability to do multiple lines, scrolling for large text messages.

Selected attributes have the data values translated for reporting. New reporting translation values can be added as requirements are defined. See the table "Data Attribute Translations".

Create an English language version of the PDF form, naming the file "eng". Other language versions of the form may be produced, taking the original file and translating the text to a new language.

Special Features

The field name "FirstLast", "Contact.Mother.FirstLast", or field name "Staff.FirstLast" updates the form field with the appropriate first name, middle name, and last name. The contact relationship name can vary.

For contact address fields: street, city, state, and zip the data is sometimes not entered. To fill in an address when not entered, an option is available to use the student mailing address. The special field names for this option for contacts are mStreet, mCity, mState, and mZip. If the contact street name is not entered or empty, then the program will insert the student mailing field data for Mailing_Street, Mailing_City, Mailing_State, and Mailing_Zip.

The form text field name pDate will insert a date as a run time parameter.

The form text field names p1, p2, p3, and p4 will have data inserted as run time program parameters.

Student Output Form File

The student output file name is created using the form directory name, the student number, and the program run date.


If the form file is saved in a form directory name
c:\misdAttendance\eng.pdf,

then the output file name created for the student will be named
misdAttendance<xxxxxxxxxx>on<yyyy-mm-dd>.PDF,

where <xxxxxxxxxx> is the student number and <yyyy-mm-dd> is the run date parameter.

Sample AcroForm Setup

The sample form is run with a creation date as a run time parameter (pDate). The form is created by staff member in a school building. The form pre-fills student demographic information from PowerSchool. Additional form fields are updated by the staff member and then forwarded to the MISD for referral.

0	Macomb Intermediate School District 44001 Garfield Road * Clinton Township, MI * 48038-1100 * 586/228-3300							
1			Attendance Department: 586.228.3516		Fax: 586.228.3327			
2	REFERRAL FOR ATTENDANCE OFFICERS SERVICES **Form must be complete**							
3	Date	10/05/2011	pDate	— Report parameter date				
4	Student Name	FirstLast				Gender	Genc	
5	U.I.C	MI_SRSD_StudentUIC — Student attributes —						
6	Date of Birth	DOB	Grade	Grade	Special Education	MI	Classification	
7	Address	Mailing_Street			Zip Code	Mailing_Zip		
8	City/Township	Mailing_City		Telephone	Home_Phone			
9	Contacts	Contact.Father.FirstLast		Mother	Contact.Mother.FirstLast			
10	Address	Contact.Father.Street		Address	Contact.Mother.Street			
11	City/Zip	Contact.Father.City	Contact.Fat	City/Zip	Contact.Mother.City	Contact.Mot		
12	Staff	By	Staff.FirstLast		School	School.Name		
13	School	School.SchoolAddress		District	School.Distr	Phone	School.SchoolPhone	
14	# Undocumented Absences	nbrUndocumented		# Medically Excused	nbrMedical			
15	# Total Absences	nbrAbsences		# Times Arriving to School Late	nbrLate			
16	Is Incurrigibility an Issue?	ynIncurrigibility		# Days Suspended	nbrDaysSuspended			
17	Reasons for Suspension	txtReason						
18	SCHOOL INTERVENTIONS PRIOR TO REQUEST FOR ISD SUPPORT:							
19	Date of Written Notice to Parents							

Data Attribute Tables

Student data attributes

Type	Field name
CUSTOM	1030DAYRULE_MISD
CUSTOM	ACCEPTABLE_USE_MISD
CUSTOM	ALLERGIES
CUSTOM	ALTERNATE_PHONE_MISD
CUSTOM	ALT_PHONE_UNLISTED_MIS
D CUSTOM	APT_MISD
CUSTOM	AREA
CUSTOM	ATE_SKILL_CERT
CUSTOM	ATTENDED_IN_DISTRICT_MI
SD CUSTOM	BIRTH_COUNTRY_MISD
CUSTOM	BIRTH_STATE_MISD
CUSTOM	COUNSELOR
CUSTOM	DATA_SOURCE
CUSTOM	DATEOFENTRYINTOUS
A	
CUSTOM	DATE_ENTERED_US_MIS
D	CUSTOM
	DATE_US_SCHOOLS_MIS
D CUSTOM	DC_MATCHDATE
CUSTOM	DENTIST_NAME
CUSTOM	DENTIST_PHONE
CUSTOM	DISTRICT_ANALYSIS_MISD
CUSTOM	DISTRICT_SCHOOL_ATTENDED_MIS
D CUSTOM	ELL_DATE
CUSTOM	ELL_LEVEL
CUSTOM	ELL_SERVICE
CUSTOM	ELPA_INITIAL_DATE
CUSTOM	ELPA_INITIAL_SCOR
E CUSTOM	ELPA_SCREEN_MISD
CUSTOM	EMERG_1_PTYPE
CUSTOM	EMERG_1_REL
CUSTOM	EMERG_2_PTYPE
CUSTOM	EMERG_2_REL
CUSTOM	EMERG_3_PHONE
CUSTOM	EMERG_3_PTYPE
CUSTOM	EMERG_3_REL
CUSTOM	EMERG_CONTACT_2

CUSTOM EMERG_CONTACT_3
 CUSTOM ENGLANGLNR
 CUSTOM ESL_PLACEMENT
 CUSTOM FAMILY_REP
 CUSTOM FATHERDAYPHONE
 CUSTOM FATHER_EMPLOYER CUSTOM
 FATHER_HOME_PHONE
 CUSTOM FORMER_DISTRICT_MISD
 CUSTOM
 FORMER_SCHOOL_ADDRESS_MIS
 D CUSTOM FORMER_SCHOOL_CITY_MISD
 CUSTOM FORMER_SCHOOL_MISD CUSTOM
 FORMER_SCHOOL_STATE_MISD
 CUSTOM
 FORMER_SCHOOL_SUSPEND_MISD CUSTOM
 FORMER_SCHOOL_ZIP_MISD CUSTOM
 FORM_BIRTH_CERT_MISD CUSTOM
 FORM_HEARING_VISION_MISD CUSTOM
 FORM_IMMUNIZATION_MISD
 CUSTOM FORM_RESIDENCY_MISD
 CUSTOM FTEID
 CUSTOM GENERATION_MISD
 CUSTOM GPACUR_MISD
 CUSTOM GRADE_LEVEL
 CUSTOM GRADUATION_YEAR
 CUSTOM GRAD_CODE
 CUSTOM GRAD_DATE CUSTOM
 GRAD_FINAL_CLASS_RANK CUSTOM
 GRAD_FINAL_CUM_GPA
 CUSTOM GRAD_STATUS
 CUSTOM GUARDIAN
 CUSTOM
 GUARDIANDAYPHON
 E CUSTOM GUARDIANRELCODE
 CUSTOM GUARDIANSHIP
 CUSTOM GUARDIAN_FN
 CUSTOM GUARDIAN_LN
 CUSTOM GUARDIAN_MN
 CUSTOM HOMELESS
 CUSTOM HOMELESS_CODE
 CUSTOM
 HOME_PHONE_UNLISTED_MIS
 D CUSTOM HOSPITAL_NAME_MISD
 CUSTOM IMMUNIZATON_DPT
 CUSTOM IMMUNIZATON_MMR
 CUSTOM IMMUNIZATON_POLIO
 CUSTOM INCLUDE_TIME_SHARE

CUSTOM
 INSTRUCTIONAL_SETTIN
 G CUSTOM LANGUAGE_HOME_MISD
 CUSTOM LANGUAGE_PRIMARY
 CUSTOM LEP_EXIT_DATE
 CUSTOM LEP_STATUS
 CUSTOM LPAC_DATE
 CUSTOM MAILING_APT_MISD
 CUSTOM MEDIA_RELEASE CUSTOM
 MEDIA_RELEASE_MISD
 CUSTOM MEDICAL_ASTHMA_MISD
 CUSTOM
 MEDICAL_CONSIDERATION
 S CUSTOM MEDICAL_DIABETES_MISD
 CUSTOM MEDICAL_HEARING_MISD
 CUSTOM MEDICAL_HEART_MISD
 CUSTOM
 MEDICAL_PEAUT_ALLERGY_MIS
 D CUSTOM MEDICAL_VISION_MISD
 CUSTOM MEDICATIONS_MISD
 CUSTOM MEIS_ATTENDANCE CUSTOM
 MEIS_FTE_IN_GEN_ED
 CUSTOM MILITARY_FAMILY
 CUSTOM MI_ADED_APRIL_FTE1
 CUSTOM MI_ADED_APRIL_FTE2
 CUSTOM MI_ADED_APRIL_FTE3
 CUSTOM MI_ADED_APRIL_PROGRAM1
 CUSTOM MI_ADED_APRIL_PROGRAM2
 CUSTOM MI_ADED_APRIL_PROGRAM3
 CUSTOM
 MI_ADED_DIPLOMAGEDSTATU
 S CUSTOM MI_ADED_FEBRUARY_FTE1
 CUSTOM MI_ADED_FEBRUARY_FTE2
 CUSTOM MI_ADED_FEBRUARY_FTE3
 CUSTOM MI_ADED_FEBRUARY_PROGRAM1
 CUSTOM MI_ADED_FEBRUARY_PROGRAM2
 CUSTOM MI_ADED_FEBRUARY_PROGRAM3
 CUSTOM MI_ADED_JULY_FTE1 CUSTOM
 MI_ADED_JULY_FTE2 CUSTOM
 MI_ADED_JULY_FTE3 CUSTOM
 MI_ADED_JULY_PROGRAM1 CUSTOM
 MI_ADED_JULY_PROGRAM2 CUSTOM
 MI_ADED_JULY_PROGRAM3 CUSTOM
 MI_ADED_PARTCIPANTFUNDING
 CUSTOM MI_ADED_SEPTEMBER_FTE1
 CUSTOM MI_ADED_SEPTEMBER_FTE2
 CUSTOM MI_ADED_SEPTEMBER_FTE3

CUSTOM MI_ADED_SEPTEMBER_PROGRAM
 1 CUSTOM MI_ADED_SEPTEMBER_PROGRAM
 2 CUSTOM MI_ADED_SEPTEMBER_PROGRAM
 3 CUSTOM MI_ASOFFDATE
 CUSTOM MI_BIRTHCOUNTRY
 CUSTOM MI_DATEOFCONSENT
 CUSTOM MI_ECDAYSPERWEEK
 CUSTOM MI_ECDAYSPERWEEK2
 CUSTOM MI_ECDAYSPERWEEK3
 CUSTOM MI_ECDAYSPERWEEK4
 CUSTOM MI_ECDAYSPERWEEK5
 CUSTOM MI_ECDELIVERYMETHOD
 CUSTOM MI_ECDELIVERYMETHOD2
 CUSTOM MI_ECDELIVERYMETHOD3
 CUSTOM MI_ECDELIVERYMETHOD4
 CUSTOM MI_ECDELIVERYMETHOD5
 CUSTOM MI_ECDELIVERYSCCHEDULE
 CUSTOM MI_ECDELIVERYSCCHEDULE
 2 CUSTOM MI_ECDELIVERYSCCHEDULE
 3 CUSTOM MI_ECHOURSPERDAY
 CUSTOM MI_ECHOURSPERDAY2
 CUSTOM MI_ECHOURSPERDAY3
 CUSTOM MI_ECHOURSPERDAY4
 CUSTOM MI_ECHOURSPERDAY5 CUSTOM
 MI_ECPROGRAMENDDATE CUSTOM
 MI_ECPROGRAMENDDATE2 CUSTOM
 MI_ECPROGRAMENDDATE3 CUSTOM
 MI_ECPROGRAMENDDATE4 CUSTOM
 MI_ECPROGRAMENDDATE5 CUSTOM
 MI_ECPROGRAMSTARTDATE CUSTOM
 MI_ECPROGRAMSTARTDATE2 CUSTOM
 MI_ECPROGRAMSTARTDATE3 CUSTOM
 MI_ECPROGRAMSTARTDATE4 CUSTOM
 MI_ECPROGRAMSTARTDATE5 CUSTOM
 MI_ECSPED_ASSESSMENTTOOL CUSTOM
 MI_ECSPED_ENTRYASSESSMENTDATE CUSTOM
 MI_ECSPED_EXITASSESSMENTDATE CUSTOM
 MI_ECSPED_OUTCOME1A CUSTOM
 MI_ECSPED_OUTCOME1B CUSTOM
 MI_ECSPED_OUTCOME2A CUSTOM
 MI_ECSPED_OUTCOME2B CUSTOM
 MI_ECSPED_OUTCOME3A CUSTOM
 MI_ECSPED_OUTCOME3B CUSTOM

MI_EI_ELIGIBILITYCODE CUSTOM
 MI_EI_EXITCODE
 CUSTOM MI_EI_EXITDATE
 CUSTOM MI_EI_IFSPDATE
 CUSTOM MI_EI_PARTBELIGIBLE
 CUSTOM
 MI_EI_PRIMARYSETTIN
 G CUSTOM MI_EI_SERVICE1
 CUSTOM MI_EI_SERVICE2
 CUSTOM MI_EI_SERVICE3
 CUSTOM MI_EI_SERVICE4
 CUSTOM MI_EI_SERVICE5
 CUSTOM MI_EI_SERVICE6 CUSTOM

MI_ELEVENTHGRADEATTENDED CUSTOM

MI_ELEVENTHGRADEENROLLED
 CUSTOM MI_ENROLL_TYPE
 CUSTOM MI_ENTRYYEAR
 CUSTOM MI_ETHNAFR
 CUSTOM MI_ETHNASI
 CUSTOM MI_ETHNIND
 CUSTOM MI_ETHNLAT
 CUSTOM MI_ETHNPAC
 CUSTOM MI_ETHNWHI
 CUSTOM MI_EXIT_TYPE CUSTOM
 MI_FATHER_ADDRESS
 CUSTOM MI_FATHER_CUST_NO
 CUSTOM MI_FISCALENTITYCODE
 CUSTOM
 MI_FISCALENTITYTYPECOD
 E CUSTOM MI_GT_PROGRAMMODEL
 CUSTOM MI_GT_SPPRGMOPTION1
 CUSTOM MI_GT_SPPRGMOPTION2
 CUSTOM MI_GT_SPPRGMOPTION3
 CUSTOM MI_IEPDATE
 CUSTOM
 MI_LEP_COUNTRYORIGI
 N CUSTOM MI_LEP_ENROLLMENT
 CUSTOM MI_LEP_EXITCODE
 CUSTOM MI_LEP_EXITDATE CUSTOM
 MI_LEP_LOCFUNDPGM
 CUSTOM
 MI_LEP_PRIMARYLANGUAGE CUSTOM
 MI_LEP_PUPIL_LIMENG CUSTOM
 MI_LEP_REENTRYDATE CUSTOM
 MI_LEP_REFUGEE_IMPPGM CUSTOM
 MI_LEP_TITLE3 CUSTOM

MI_LEP_TITLE3_IMMED CUSTOM
 MI_LUNCHSTATAPPFLAG
 CUSTOM

 MI_MIGRANTED_ENTRYDAT

 E
 CUSTOM

 MI_MIGRANTED_INSTRUCT_LANGART
 S CUSTOM MI_MIGRANTED_INSTRUCT_LEPESL
 CUSTOM MI_MIGRANTED_INSTRUCT_MATH
 CUSTOM MI_MIGRANTED_INSTRUCT_OTHER
 CUSTOM MI_MIGRANTED_INSTRUCT_SCIENCE
 CUSTOM MI_MIGRANTED_INSTRUCT_SOCIAL
 CUSTOM MI_MIGRANTED_INSTRUCT_VOC
 CUSTOM MI_MIGRANTED_PRGMFUNDING
 CUSTOM

 MI_MIGRANTED_SUMINSTRUCT_LANGART
 S CUSTOM MI_MIGRANTED_SUMINSTRUCT_LEPESL
 CUSTOM MI_MIGRANTED_SUMINSTRUCT_MATH
 CUSTOM MI_MIGRANTED_SUMINSTRUCT_OTHER
 CUSTOM MI_MIGRANTED_SUMINSTRUCT_SCIENCE
 CUSTOM MI_MIGRANTED_SUMINSTRUCT_SOCIAL
 CUSTOM MI_MIGRANTED_SUMINSTRUCT_VOC
 CUSTOM MI_MIGRANTED_SUMSUPPORT_DENTAL
 CUSTOM

 MI_MIGRANTED_SUMSUPPORT_DOPREVEN

 T
 CUSTOM MI_MIGRANTED_SUMSUPPORT_GUIDCOUNSEL
 CUSTOM MI_MIGRANTED_SUMSUPPORT_HEALTH CUSTOM
 MI_MIGRANTED_SUMSUPPORT_NUTRITION
 CUSTOM MI_MIGRANTED_SUMSUPPORT_OTHER
 CUSTOM

 MI_MIGRANTED_SUMSUPPORT_PUPILTRANSPOR
 T CUSTOM MI_MIGRANTED_SUMSUPPORT_SOCWRK
 CUSTOM MI_MIGRANTED_SUPPORT_DENTAL
 CUSTOM

 MI_MIGRANTED_SUPPORT_DOPREVENTIO
 N CUSTOM MI_MIGRANTED_SUPPORT_EYECARE
 CUSTOM MI_MIGRANTED_SUPPORT_GUIDCOUNSEL
 CUSTOM MI_MIGRANTED_SUPPORT_HEALTH
 CUSTOM MI_MIGRANTED_SUPPORT_OTHER
 CUSTOM

 MI_MIGRANTED_SUPPORT_PUPILTRANSPOR
 T CUSTOM MI_MIGRANTED_SUPPORT_SCOWRK
 CUSTOM MI_MOTHER_ADDRESS
 CUSTOM MI_MOTHER_CUST_NO
 CUSTOM MI_MULTIPLEBIRTH
 CUSTOM

 MI_NINTHGRADEATTENDE

D

CUSTOM MI_NINTHGRADEENROLLED
 CUSTOM MI_OEAA_ELAGROUPCODE CUSTOM
 MI_OEAA_ELARESEARCHCODE1
 CUSTOM MI_OEAA_ELARESEARCHCODE2
 CUSTOM MI_OEAA_ELATESTTYPE CUSTOM
 MI_OEAA_MATHGROUPCODE
 CUSTOM MI_OEAA_MATHRESEARCHCODE1
 CUSTOM MI_OEAA_MATHRESEARCHCODE2
 CUSTOM MI_OEAA_MATHTESTTYPE CUSTOM
 MI_OEAA_READINGGROUPCODE
 CUSTOM MI_OEAA_READINGRESEARCHCODE1
 CUSTOM MI_OEAA_READINGRESEARCHCODE2
 CUSTOM MI_OEAA_READINGTESTTYPE
 CUSTOM MI_OEAA_SCIENCEGROUPCODE
 CUSTOM
 MI_OEAA_SCIENCERESEARCHCODE1 CUSTOM
 MI_OEAA_SCIENCERESEARCHCODE2 CUSTOM
 MI_OEAA_SCIENCETESTTYPE CUSTOM
 MI_OEAA_SOCIALGROUPCODE CUSTOM
 MI_OEAA_SOCIALRESEARCHCODE1
 CUSTOM MI_OEAA_SOCIALRESEARCHCODE2
 CUSTOM MI_OEAA_SOCIALTESTTYPE
 CUSTOM MI_OEAA_WRITINGGROUPCODE
 CUSTOM
 MI_OEAA_WRITINGRESEARCHCODE1
 CUSTOM
 MI_OEAA_WRITINGRESEARCHCODE
 2 CUSTOM MI_OEAA_WRITINGTESTTYPE
 CUSTOM MI_PCCM
 CUSTOM MI_PCT
 CUSTOM
 MI_RESIDENT_COUNTY_COD
 E CUSTOM MI_SCMOPERISDESANUM
 CUSTOM MI_SETTING
 CUSTOM
 MI_SPED_ADDITIONALDISABILI
 TY CUSTOM MI_SPED_EXITCODE
 CUSTOM MI_SPED_EXITDATE
 CUSTOM MI_SPED_FTE52
 CUSTOM MI_SPED_FTE53
 CUSTOM MI_SPED_HOURS CUSTOM

 MI_SPED_IEPANOTHERDISTRICT CUSTOM
 MI_SPED_IEPDATE
 CUSTOM MI_SPED_IEPDAYS
 CUSTOM MI_SPED_MINUTES CUSTOM
 MI_SPED_PARENCONSEVAL

CUSTOM
 MI_SPED_PRGMSERVICECODE1
 CUSTOM
 MI_SPED_PRGMSERVICECODE
 2 CUSTOM
 MI_SPED_PRGMSERVICECODE
 3 CUSTOM
 CUSTOM MI_SPED_PRIMARYDISABILITY
 CUSTOM MI_SPED_PRIMARYEDSETTING
 CUSTOM MI_SPED_RESOFIIEP CUSTOM
 MI_SPED_SUPPORTSERVICES1
 CUSTOM MI_SPED_SUPPORTSERVICES2
 CUSTOM MI_SPED_SUPPORTSERVICES3
 CUSTOM
 MI_SPED_SUPPORTSERVICES
 4 CUSTOM
 MI_SPED_SUPPORTSERVICES
 5 CUSTOM
 CUSTOM MI_SPED_TEACHER CUSTOM
 MI_SPED_TIMELINESSOFIEP
 CUSTOM MI_SRSD_10_30_DAYRULE
 CUSTOM MI_SRSD_ADMINUNIT
 CUSTOM MI_SRSD_BIRTHCITY
 CUSTOM MI_SRSD_EARLY_MIDDLE_COLLEGE
 CUSTOM MI_SRSD_IMMIGRANT_STATUS
 CUSTOM MI_SRSD_PRGMELIG_21CCLC
 CUSTOM MI_SRSD_PRGMELIG_504
 CUSTOM MI_SRSD_PRGMELIG_ADED
 CUSTOM MI_SRSD_PRGMELIG_ALTED
 CUSTOM
 MI_SRSD_PRGMELIG_DEVRETKINDER
 CUSTOM
 MI_SRSD_PRGMELIG_EARLYINTERVENTIO
 N CUSTOM MI_SRSD_PRGMELIG_ECSPEDASSESS
 CUSTOM MI_SRSD_PRGMELIG_GIFTTAL CUSTOM
 MI_SRSD_PRGMELIG_INTSTUD CUSTOM
 MI_SRSD_PRGMELIG_LEP
 CUSTOM MI_SRSD_PRGMELIG_MIGRANTED
 CUSTOM MI_SRSD_PRGMELIG_OEAA CUSTOM
 MI_SRSD_PRGMELIG_OSSTUD CUSTOM
 MI_SRSD_PRGMELIG_SEATTIME CUSTOM
 MI_SRSD_PRGMELIG_SPED CUSTOM
 MI_SRSD_PRGMELIG_TITLE1
 CUSTOM
 MI_SRSD_PRSNL_CURRICULUM_STATU
 S CUSTOM MI_SRSD_STUDENTUIC
 CUSTOM MI_SRSD_STUDRESLEANUM
 CUSTOM MI_SRSD_STUDRESMEMBERSHIP
 CUSTOM MI_STDNTEXPLUS_DAMAGECOST
 CUSTOM MI_STDNTEXPLUS_EXPELDATE

CUSTOM	MI_STDNTXPLUS_EXPELFOLLOWUP
CUSTOM	MI_STDNTXPLUS_EXPELENGTH
CUSTOM	MI_STDNTXPLUS_INCIDENTDATE
CUSTOM	MI_STDNTXPLUS_INCIDENTLOCATIO
N	
CUSTOM	
	MI_STDNTXPLUS_INCIDENTPRIMARYVICTI
M CUSTOM	MI_STDNTXPLUS_INCIDENTTIME CUSTOM
	MI_STDNTXPLUS_INCIDENTTYPE
CUSTOM	MI_STUENROLLEC1
CUSTOM	MI_STUENROLLEC2
CUSTOM	MI_STUENROLLEC3
CUSTOM	MI_STUENROLLEC4
CUSTOM	MI_STUENROLLEC5
CUSTOM	MI_STUENROLLECEXREAS
CUSTOM	MI_STUENROLLECEXREAS2
CUSTOM	MI_STUENROLLECEXREAS3
CUSTOM	MI_STUENROLLECEXREAS4
CUSTOM	MI_STUENROLLECEXREAS5
CUSTOM	MI_STUINSTSERVTAS1
CUSTOM	MI_STUINSTSERVTAS2
CUSTOM	
	MI_STUINSTSERVTAS
3 CUSTOM	
	MI_STUINSTSERVTAS
4 CUSTOM	
	MI_STUINSTSERVTAS
5 CUSTOM	
	MI_STUINSTSERVTAS
6 CUSTOM	
	MI_STUINSTSERVTAS
7 CUSTOM	MI_STUSPTSERVTAS1
CUSTOM	MI_STUSPTSERVTAS2
CUSTOM	MI_STUSPTSERVTAS3
CUSTOM	MI_STUSPTSERVTAS4
CUSTOM	MI_STUSPTSERVTAS5
CUSTOM	MI_STUSPTSERVTAS6
CUSTOM	MI_STUSPTSERVTAS7
CUSTOM	MI_STUSPTSERVTAS8
CUSTOM	MI_SUFFIX
CUSTOM	MI_TENTHGRADEATTENDED
CUSTOM	MI_TENTHGRADEENROLLED
CUSTOM	
	MI_TWELFTHGRADEATTENDE
D CUSTOM	
	MI_TWELFTHGRADEENROLLE
D CUSTOM	MI_UNACCOMPANIED_YOUTH

CUSTOM	MONITOR_DATE
CUSTOM	MOTHERDAYPHONE
CUSTOM	MOTHER_EMPLOYER
CUSTOM	
	MOTHER_HOME_PHON
E CUSTOM	OTHER_INFO
CUSTOM	PARTTimestUDENT
CUSTOM	PEPE_SPED_MISD CUSTOM
PHYSICAL_LIMITATIONS_MISD	
CUSTOM	PREID_FLAG
CUSTOM	PREVIOUS_LASTNAME_MISD
CUSTOM	
PREV_SERVICES_OTHER_DESC_MISD	
CUSTOM	PREV_SERVICES_OTHER_MISD
CUSTOM	PREV_SERVICES_SE_MISD CUSTOM
	PREV_SERVICES_SL_MISD
CUSTOM	PREV_SERVICES_SW_MISD
CUSTOM	
	PREV_SERVICES_TITLE1_MIS
D CUSTOM	PROVIDER
CUSTOM	
	PS_DONOTCONTAC
T CUSTOM	PS_RES_SCHOOL
CUSTOM	PUPIL_CODE1_MISD
CUSTOM	PUPIL_CODE2_MISD
CUSTOM	PUPIL_CODE3_MISD
CUSTOM	SAT
CUSTOM	SEC_504_PLAN
CUSTOM	SHARED_DISTRICT1_MISD
CUSTOM	SHARED_DISTRICT2_MISD
CUSTOM	SHARED_DISTRICT3_MISD
CUSTOM	SHARE_TIME_FTE_MISD
CUSTOM	
	SINGLEPARENTHSHLDFLA
G CUSTOM	TEACHER_NAME
CUSTOM	TRACKER
CUSTOM	US_CITIZEN_MISD
CUSTOM	YOUNGEST_ONLY
DATE	ALERT_DISCIPLINEEXPIRES
DATE	ALERT_GUARDIANEXPIRES
DATE	ALERT_MEDICALEXPIRES
DATE	ALERT_OTHEREXPIRES
DATE	APPLIC_RESPONSE_RECVD_DATE
DATE	APPLIC_SUBMITTED_DATE
DATE	DISTRICTENTRYDATE
DATE	DOB
DATE	ENROLLMENT_TRANSFER_DATE_PEND

DATE	ENTRYDATE
DATE	EXITDATE
DATE	SCHOOLENTYDATE
DATE	WM_CREATEDATE
DATE	WM_STATUSDATE
DATE	WM_TA_DATE
FLOAT	BALANCE1
FLOAT	BALANCE2
FLOAT	BALANCE3
FLOAT	BALANCE4
FLOAT	CUMULATIVE_GPA
FLOAT	CUMULATIVE_PCT
FLOAT	CUSTOMRANK_GPA
FLOAT	FULLTIMEEQUIV_OBSOLETE
FLOAT	LUNCH_ID
FLOAT	MEMBERSHIPSHARE
FLOAT	SIMPLE_GPA
FLOAT	SIMPLE_PCT
FLOAT	STUDENT_NUMBER
NUMBER	ALLOWWEBACCESS
NUMBER	CAMPUSID
NUMBER	CLASSOF
NUMBER	DISTRICTENTRYGRADELEVE
L NUMBER	ENROLLMENTCODE NUMBER
	ENROLLMENT_SCHOOLID
NUMBER	ENROLL_STATUS
NUMBER	EXCLUDE_FR_RANK
NUMBER	FEETHNICITY
NUMBER	FEDRACEDECLINE
NUMBER	FEE_EXEMPTION_STATU
S NUMBER	FTEID
NUMBER	GPENTRYYEAR
NUMBER	GRADE_LEVEL
NUMBER	GRADREQSETID
NUMBER	GRADUATED_RANK
NUMBER	GRADUATED_SCHOOLI
D NUMBER	LDAPENABLED
NUMBER	NEXT_SCHOOL
NUMBER	PERSON_ID
NUMBER	PHONE_ID
NUMBER	PHOTOFLAG
NUMBER	SCHED_LOADLOCK NUMBER
SCHED_LOCKSTUDENTSCHEDULE	
NUMBER	SCHED_NEXTYEARGRADE

NUMBER	SCHED_PRIORITY
NUMBER	SCHED_SCHEDULED
NUMBER	
	SCHED_YEAROFGRADUATIO
N NUMBER	SCHOLENTRYGRADELEVEL
NUMBER	SCHOOLID
NUMBER	SDATARN NUMBER
STATE_ENROLLFLAG	
NUMBER	STATE_EXCLUDEFROMREPORTING
NUMBER	STUDENT_ALLOWWEBACCESS
NUMBER	SUMMERSCHOOLID
NUMBER	TEACHERGROUPID
NUMBER	TUITIONPAYER
NUMBER	WM_CREATETIME
NUMBER	WM_TIER
VARCHAR2	BUILDING
VARCHAR2	
	BUS_ROUT
E VARCHAR2	BUS_STOP
VARCHAR2	CITY
VARCHAR2	
	DISTRICTOFRESIDENC
E VARCHAR2	DOCTOR_NAME
VARCHAR2	DOCTOR_PHONE
VARCHAR2	EMERG_CONTACT_1
VARCHAR2	EMERG_CONTACT_2
VARCHAR2	EMERG_PHONE_1
VARCHAR2	EMERG_PHONE_2
VARCHAR2	ENROLLMENTTYPE
VARCHAR2	ENTRYCODE
VARCHAR2	ETHNICITY
VARCHAR2	EXITCODE VARCHAR2
	FAMILY_IDENT
VARCHAR2	FATHER
VARCHAR2	
	FATHER_STUDENTCONT_GUI
D VARCHAR2	FIRST_NAME
VARCHAR2	GENDER
VARCHAR2	GEOCODE
VARCHAR2	GRADREQSET
VARCHAR2	
	GRADUATED_SCHOOLNAM
E VARCHAR2	GUARDIANFAX
VARCHAR2	
	GUARDIAN_STUDENTCONT_GUI
D VARCHAR2	HOME_PHONE
VARCHAR2	

	HOME_ROO
M VARCHAR2	HOUSE
VARCHAR2	LASTFIRST
VARCHAR2	LASTMEAL
VARCHAR2	LAST_NAME
VARCHAR2	
	LOCKER_COMBINATIO
N VARCHAR2	LOCKER_NUMBER
VARCHAR2	LUNCHSTATUS
VARCHAR2	MAILING_CITY
VARCHAR2	MAILING_GEOCODE
VARCHAR2	MAILING_STATE
VARCHAR2	MAILING_STREET
VARCHAR2	MAILING_ZIP
VARCHAR2	MIDDLE_NAME
VARCHAR2	MOTHER
VARCHAR2	
	MOTHER_STUDENTCONT_GUI
D VARCHAR2	PL_LANGUAGE
VARCHAR2	SCHED_NEXTYEARBUILDING
VARCHAR2	SCHED_NEXTYEARBUS
VARCHAR2	SCHED_NEXTYEARHOMEROOM
VARCHAR2	SCHED_NEXTYEARHOUSE
VARCHAR2	SCHED_NEXTYEARTeam
VARCHAR2	SSN
VARCHAR2	STATE
VARCHAR2	
	STATE_STUDENTNUMBE
R VARCHAR2	STREET
VARCHAR2	STUDENTPERS_GUID
VARCHAR2	STUDENTPICT_GUID
VARCHAR2	
	STUDENTSCHLENRL_GUI
D VARCHAR2	SUMMERSCHOOLNOTE
VARCHAR2	TEAM
VARCHAR2	TRACK
VARCHAR2	
	WITHDRAWAL_REASON_COD
E VARCHAR2	WM_ADDRESS VARCHAR2
	WM_STATUS
VARCHAR2	
	WM_TA_FL A
G VARCHAR2	ZIP

Contact Relationship Names

Mother, Father, Step Mother, Step Father, Foster Mother, Foster Father, Grandmother, Grandfather, Aunt, Uncle, Sibling, Friend, Probation Officer, Counselor, Case worker, Occupational therapist, Speech therapist, Physical therapist, Teacher consultant, Adult student, Teaching parent, and Other.

The output form may be for a selected contact person. In this situation the contact is selected from the input parameters. The contact field name is required. The syntax for forms with input contact names is: "Contact.Selected.<Contact Field Name>", where <Contact Field Name> is the data attribute of the contact in PowerSchool. Example: Contact.Selected.FirstLast.

Contact Field Names

Apt, AUP, Backgroundcheck, Backgroundcheck_expire, Cellphone, Cellphone2, City, Ecpriority, email, Employer, First, FirstLast, Homephone, Last, Liveswith, Notes, Recmail, Ref, State, Street, Workextension, Workphone, and Zip.

Special contact field names mStreet, mCity, mState, and mZip may be specified, replacing the student mailing fields with Mailing_Street, Mailing_City, Mailing_State, and Mailing_Zip when the contact street address is empty. The assumption the contact lives at the mailing address and it was not entered in the contact address.

Data Attribute Translations

Student data attribute name	Translation	Translation
Ethnicity	0 to spaces	Spaces to
Ethnicity	1 to Native	
Ethnicity	2 to Asian	
Ethnicity	3 to Black	
Ethnicity	4 to Pacific	
Ethnicity	5 to White	
Ethnicity	6 to Hispanic	
Liveswith	1 to Yes	0 to No
Recmail	1 to Yes	0 to No
MI_SRSD_PrgmElig_21CCLC	1 to Yes	0 to No
MI_SRSD_PrgmElig_504	1 to Yes	0 to No
MI_SRSD_PrgmElig_AdEd	1 to Yes	0 to No
MI_SRSD_PrgmElig_AltEd	1 to Yes	0 to No
MI_SRSD_PrgmElig_DevRetKind	1 to Yes	0 to No
MI_SRSD_PrgmElig_EarlyInterve	1 to Yes	0 to No
MI_SRSD_PrgmElig_ECSpedAss	1 to Yes	0 to No
MI_SRSD_PrgmElig_GiftTal	1 to Yes	0 to No
MI_SRSD_PrgmElig_IntStud	1 to Yes	0 to No
MI_SRSD_PrgmElig_LEP	1 to Yes	0 to No
MI_SRSD_PrgmElig_MigrantEd	1 to Yes	0 to No
MI_SRSD_PrgmElig_OEAA	1 to Yes	0 to No
MI_SRSD_PrgmElig_OSStud	1 to Yes	0 to No
MI_SRSD_PrgmElig_SpEd	1 to Yes	0 to No
MI_SRSD_PrgmElig_Title1	1 to Yes	0 to No

School data attributes

TYPE	Field name
-----	-----
-----	NUMBER
	ALTERNATE_SCHOOL_NUMBER
NUMBER	DFLTNEXTSCHOOL
NUMBER	DISTRICT_NUMBER
NUMBER	FEE_EXEMPTION_STATUS
NUMBER	HIGH_GRADE
NUMBER	HIST_HIGH_GRADE
NUMBER	HIST_LOW_GRADE
NUMBER	ISSUMMERSCHOOL
NUMBER	LOW_GRADE
NUMBER	SCHOOLGROUP
NUMBER	SCHOOL_NUMBER
NUMBER	STATE_EXCLUDEFROMREPORTING
VARCHAR2	ABBREVIATION
VARCHAR2	ASSTPRINCIPAL
VARCHAR2	ASSTPRINCIPALEMAIL
VARCHAR2	ASSTPRINCIPALPHONE
VARCHAR2	COUNTYNAME
VARCHAR2	COUNTYNBR
VARCHAR2	NAME
VARCHAR2	PRINCIPAL
VARCHAR2	PRINCIPALEMAIL
VARCHAR2	PRINCIPALPHONE
VARCHAR2	
	SCHEDULEWHICHSCHOO
L VARCHAR2	SCHOOLADDRESS
VARCHAR2	SCHOOLCITY
VARCHAR2	SCHOOLCOUNTRY
VARCHAR2	SCHOOLFAX
VARCHAR2	
	SCHOOLINFO_GUI
D VARCHAR2	SCHOOLPHONE
VARCHAR2	SCHOOLSTATE
VARCHAR2	SCHOOLZIP

Teacher data attributes

TYPE	Field name
-----	-----
CUSTOM	DOB
CUSTOM	GENDER
CUSTOM	
	MI_ETHNAF
R CUSTOM	MI_ETHNASI

CUSTOM	
	MI_ETHNIN
D CUSTOM	MI_ETHNLAT
CUSTOM	
	MI_ETHNPA
C CUSTOM	
	MI_ETHNWH
I CUSTOM	MI_REP_PIC
CUSTOM	
	MI_SPECED_PRGMASIG
N CUSTOM	MI_SPECED_TEACHER
CUSTOM	REPHIGHDEG
DATE	WM_CREATEDATE
DATE	WM_STATUSDATE
DATE	WM_TA_DATE
FLOAT	BALANCE1
FLOAT	BALANCE2
FLOAT	BALANCE3
FLOAT	BALANCE4
FLOAT	LUNCH_ID
NUMBER	FEETHNICITY
NUMBER	FEDRACEDECLINE
NUMBER	GRADEBOOKTYPE
NUMBER	GROUPVALUE
NUMBER	MAXIMUM_LOAD
NUMBER	NOOFCURCLASSES
NUMBER	SCHED_ISTEACHERFREE
NUMBER	SCHED_LUNCH
NUMBER	
	SCHED_MAXIMUMCONSECUTIV
E NUMBER	SCHED_MAXIMUMCOURSES
NUMBER	SCHED_MAXIMUMDUTY
NUMBER	SCHED_MAXIMUMFREE
NUMBER	SCHED_MAXPERS
NUMBER	SCHED_MAXPREPS
NUMBER	
	SCHED_SCHEDULE
D NUMBER	
	SCHED_SUBSTITUT
E	
NUMBER	SCHED_TEACHERMOREONESCHOOL
NUMBER	SCHED_TOTALCOURSES
NUMBER	
	SCHED_USEBUILDIN
G NUMBER	SCHED_USEHOUSE
NUMBER	SCHOOLID
NUMBER	STAFFSTATUS
NUMBER	STATUS NUMBER

SUPPORTCONTACT
 NUMBER WM_CREATETIME
 NUMBER WM_EXCLUDE
 NUMBER WM_TIER
 VARCHAR2 CITY
 VARCHAR2 EMAIL_ADDR
 VARCHAR2 ETHNICITY
 VARCHAR2 FIRST_NAME
 VARCHAR2 HOMEROOM
 VARCHAR2 HOME_PHONE
 VARCHAR2 LASTFIRST
 VARCHAR2 LASTMEAL
 VARCHAR2 LAST_NAME
 VARCHAR2
 MIDDLE_NAM
 E
 VARCHAR2
 NAMEASIMPORTE
 D VARCHAR2
 PERIODSAVAIL
 VARCHAR2 PREFERREDNAME
 VARCHAR2
 SCHED_ACTIVITYSTATUSCOD
 E VARCHAR2 SCHED_BUILDINGCODE
 VARCHAR2 SCHED_CLASSROOM
 VARCHAR2 SCHED_DEPARTMENT
 VARCHAR2 SCHED_GENDER
 VARCHAR2 SCHED_HOMEROOM
 VARCHAR2 SCHED_HOUSECODE
 VARCHAR2 SCHED_PRIMARYSCHOOLCODE
 VARCHAR2 SCHED_TEAM
 VARCHAR2
 SCHOOL_PHON
 E VARCHAR2
 SIF_STATEPRID
 VARCHAR2 SSN
 VARCHAR2 STAFFPERS_GUID
 VARCHAR2 STATE VARCHAR2
 STREET
 VARCHAR2 TEACHERNUMBER
 VARCHAR2 TITLE VARCHAR2
 WM_ADDRESS
 VARCHAR2 WM_STATUS
 VARCHAR2 WM_TA_FLAG
 VARCHAR2 ZIP

Student PDF AcroForm Filler Option Screen

- The form file directory contains the PDF form files. Files in the directory are named for the student languages supported in the school district. The default language is English (eng).
- Identify the file directory where the student output form files are created. This directory should be used each time you run the program. The output file directory name must not be the same name as the PDF form library.
- Select a staff member for reference in the form as a contact name.
- Students may be selected to create a form, dependent on the student current course effective date.
- Each form may reference a date printed. The date printed is used in the output form name.
- Four general run time parameters may be inserted into the output form.

Click on the "Browse" button to select the PDF AcroForm file library name where the form files are saved.

Click on the "Browse" button to select and choose the output file directory where the student form files are created.

Forms can be created for student communication or for parent only communication (contacts). The radio button on the screen can choose students, students and their contact name, and contact names in alphabetical order.

Student PDF AcroForm filler

PowerSchool Student PDF AcroForm Filler 1.00

Form file directory name: **Browse**

Output file directory: **Browse**

School building: **Next >**

Optional staff name:

Courses and teachers taught on: **12-15-2011**

Date printed in form (pDate): **12-15-2011**

Optional form field parameters...

Form parameter value (p1):

Form parameter value (p2):

Form parameter value (p3):

Form parameter value (p4):

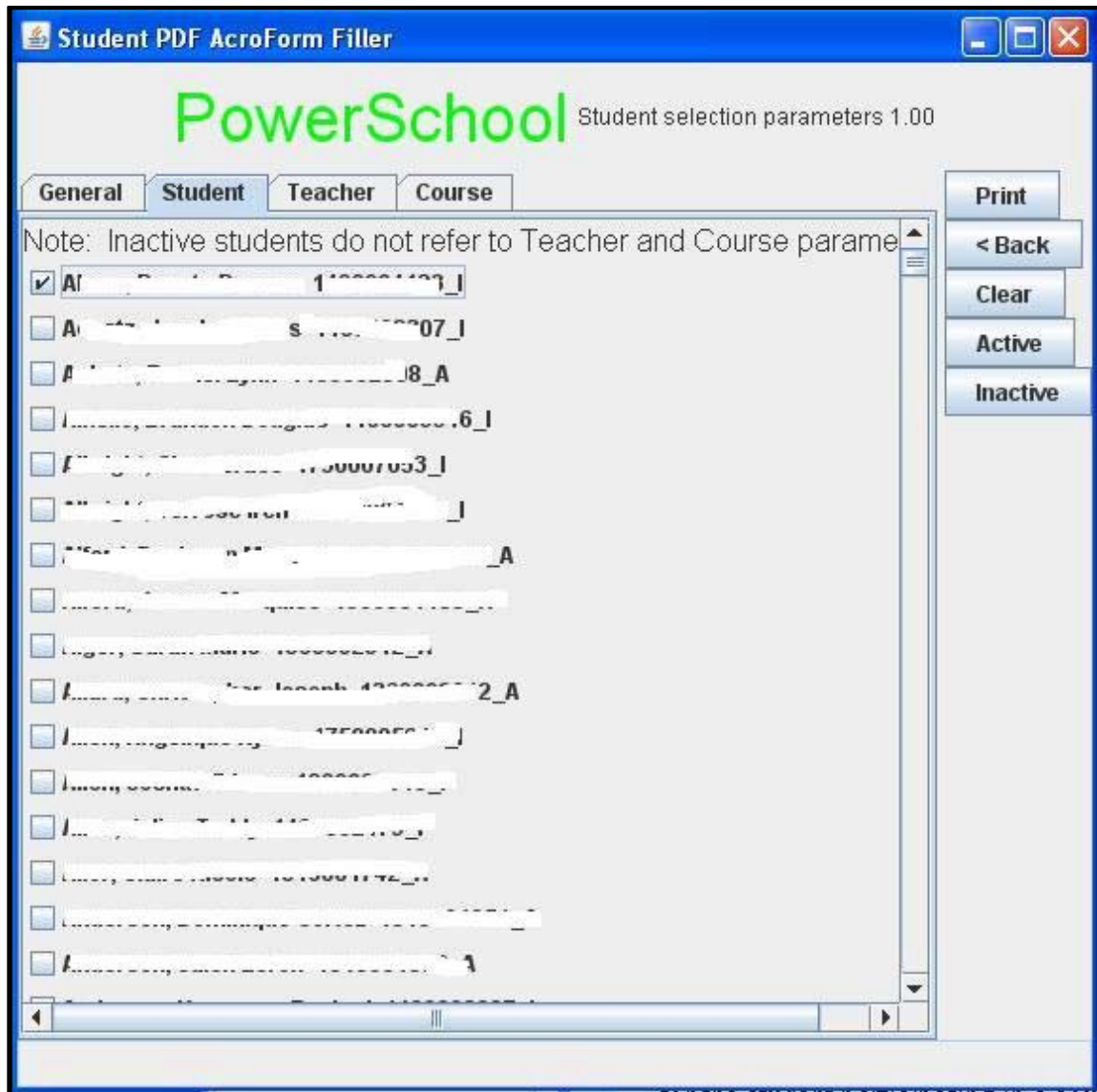
Output for Students or Contacts...

Select students **Contacts by student name**

Contacts by name

Student Selection Criteria

The usual procedure is to select one or two students, creating the PDF forms to complete. Select the students on the Student tab and click on the Print button. Go to the output file directory and open the PDF forms created for completion and editing.



The program has the capability to select a large group of students, selecting students with personal data attributes by gender and grade level. In addition the student selection will check for the student participating in a course, in a selected school period, with a selected teacher.

Example 1: Select all active students. Select the course band only. Select period 01 only. This prints files for all the students attending band in period 01.

Example 2: Select all active students. Select a teacher. Select a course from the teacher schedule. This prints files for all the students attending the course taught by the teacher.

Student PDF AcroForm Filler

PowerSchool Student selection parameters 1.00

General Student Teacher Course

Print

< Back

Gender	Grade	Grade	Period#	Period#
<input checked="" type="checkbox"/> F	<input checked="" type="checkbox"/> -03	<input checked="" type="checkbox"/> -02	<input checked="" type="checkbox"/> 00	<input checked="" type="checkbox"/> 01
<input checked="" type="checkbox"/> M	<input checked="" type="checkbox"/> -01	<input checked="" type="checkbox"/> 00	<input checked="" type="checkbox"/> 02	<input checked="" type="checkbox"/> 03
	<input checked="" type="checkbox"/> 01	<input checked="" type="checkbox"/> 02	<input checked="" type="checkbox"/> 04	<input checked="" type="checkbox"/> 05
	<input checked="" type="checkbox"/> 03	<input checked="" type="checkbox"/> 04	<input checked="" type="checkbox"/> 06	<input checked="" type="checkbox"/> 07
	<input checked="" type="checkbox"/> 05	<input checked="" type="checkbox"/> 06	<input checked="" type="checkbox"/> 08	<input checked="" type="checkbox"/> 09
	<input checked="" type="checkbox"/> 07	<input checked="" type="checkbox"/> 08	<input checked="" type="checkbox"/> 10	<input checked="" type="checkbox"/> 11
	<input checked="" type="checkbox"/> 09	<input checked="" type="checkbox"/> 10	<input checked="" type="checkbox"/> 12	<input checked="" type="checkbox"/> 13
	<input checked="" type="checkbox"/> 11	<input checked="" type="checkbox"/> 12	<input checked="" type="checkbox"/> 14	<input checked="" type="checkbox"/> 15
	<input checked="" type="checkbox"/> 14	<input checked="" type="checkbox"/> 20	<input checked="" type="checkbox"/> 16	<input checked="" type="checkbox"/> 17
	<input checked="" type="checkbox"/> 30	<input checked="" type="checkbox"/> 99	<input checked="" type="checkbox"/> 18	<input checked="" type="checkbox"/> 19
			<input checked="" type="checkbox"/> 20	<input checked="" type="checkbox"/> 21
			<input checked="" type="checkbox"/> 22	<input checked="" type="checkbox"/> 23
			<input checked="" type="checkbox"/> 24	<input checked="" type="checkbox"/> 25

Clear Set All Clear Set All

Contact Name Selection

Parents from the student contacts can be the main object of the form. The parent is found by selecting the student and contacts, or a list of alphabetical contact names is provided.

Student PDF AcroForm Filler

PowerSchool Contact name selection parameters 1.00

Student name and number	Contact name and relationship
<input type="checkbox"/> [REDACTED] D, JENNIFER 1140798090_1	[REDACTED], SUSAN Mother
<input type="checkbox"/> [REDACTED] D, JENNIFER 1140798090_2	[REDACTED], JEROME Father
<input type="checkbox"/> [REDACTED] D, JENNIFER 1140798090_3	[REDACTED], CAROL Grandmother
<input type="checkbox"/> [REDACTED] D, JENNIFER 1140798090_4	[REDACTED], JUDY Grandmother
<input type="checkbox"/> [REDACTED] D, JENNIFER 1140798090_5	[REDACTED], BARB Friend
<input type="checkbox"/> [REDACTED] RD, SARAH 1140798606_1	[REDACTED], SUE Mother
<input type="checkbox"/> [REDACTED] D, SARAH 1140798606_2	[REDACTED], JERRY Father
<input type="checkbox"/> [REDACTED] D, SARAH 1140798606_3	[REDACTED], CAROL Grandmother
<input type="checkbox"/> [REDACTED] D, SARAH 1140798606_4	[REDACTED], JUDY Grandmother
<input type="checkbox"/> [REDACTED] D, SARAH 1140798606_5	[REDACTED], BARB Neighbor
<input type="checkbox"/> [REDACTED] IS, NATALIE 1140798401_1	[REDACTED], VIRGINIA Mother
<input type="checkbox"/> [REDACTED] IS, NATALIE 1140798401_2	[REDACTED] S, JASON Father
<input type="checkbox"/> [REDACTED] S, SAMANTHA 1760003496_1	[REDACTED] S, VIRGINIA Mother
<input type="checkbox"/> [REDACTED] S, SAMANTHA 1760003496_2	[REDACTED] S, JAY Father
<input type="checkbox"/> [REDACTED] S, SAMANTHA 1760003496_3	[REDACTED] J, PAULA Aunt
<input type="checkbox"/> [REDACTED] S, SAMANTHA 1760003496_4	[REDACTED] Z, DEE Aunt
<input type="checkbox"/> [REDACTED] S, SAMANTHA 1760003496_5	[REDACTED], JUDY Grandmother

Print
< Back

Error Messages

Error message are displayed on the bottom of the screen.

Error missing file directory with PDF forms.

A file directory containing the bilingual PDF forms to use is required.

Error missing output file directory to create the report.

A separate file directory must be specified to place the pre-filled student data forms from PowerSchool.

Error a building must be selected for the report.

Student selection is run by school building.

Error default form file name (eng) is missing= file name

English is the default language when creating forms. The form for the English language must exist.

Error the form directory may not be used as the output file directory.

To avoid any confusion the pre-filled student forms must not be created in the form library (directory).

Error a student must be selected in the Students tab.

At least one student must be selected to create an output student PDF form.

Sample Output Form

In the sample form the student and staff information is pre-filled from PowerSchool. The staff member enters the student absent history and case history. The form is then saved and sent to the MISD for referral.

Macomb Intermediate School District 44001 Garfield Road * Clinton Township, MI * 48038-1100 * 586/228-3300	
MISD	
Attendance Department: 586.228.3516 Fax: 586.228.3327	
REFERRAL FOR ATTENDANCE OFFICERS SERVICES <i>**Form must be complete**</i>	
Date	11/30/2011
Student Name	[Redacted] Gender F
U.I.C.	[Redacted]
Date of Birth	1994 Grade 11 Special Education Yes Classification
Address	[Redacted] Dr Zip Code 48038
City/Township	Clinton Twp Telephone 586- [Redacted] 5
Father	G. [Redacted] Mother L. [Redacted]
Address	[Redacted] Dr Address [Redacted] Dr
City/Zip	Clinton Twp 48038 City/Zip Clinton Twp 48038
Referred By	E. [Redacted] School Mount Clemens High School
Address	155 Cass Avenue District 50160 Phone 586-461-3400
# Undocumented Absences	[Redacted] # Medically Excused [Redacted]
# Total Absences	[Redacted] # Times Arriving to School Late [Redacted]
Is Incurability an Issue?	[Redacted] # Days Suspended [Redacted]
Reasons for Suspension	[Redacted]
SCHOOL INTERVENTIONS PRIOR TO REQUEST FOR ISD SUPPORT:	
Dates of Written Notices to Parent	[Redacted]
Approximate number of Phone Contacts	[Redacted] Has Direct Parental Contact Bee Made? [Redacted]
Has Administrator Addressed This With The Parent?	[Redacted]
In What Manner?	[Redacted] Referrals Given: [Redacted]
Other Considerations/Comments	[Redacted]
Signature of Administrator _____ (Rev.10/10)	

Form Library Cross Reference Report

The output form files may be saved in a file folder as student history. A report program reads the selected file directory, printing the student name and status, using the student number contained in the PDF file name to obtain the student information.

The report prints the students ordered by student name and date. A second report listing orders the students by contact name and student name. The PDF report file name is "FormXref.PDF", created in the form library folder specified to scan.

If the PDF form file is for a student contact; such as a Father, then the contact number is part of the file name. The program uses the contact number to refer to the contact name. In some situations the PowerSchool contact name may be changed, after the PDF form has been saved. In this situation the relationship between the report contact name and the contact name in the PDF form file will be different.

- The output form library folder name must be specified.
- A school building must be specified for printing a heading in the report
- Click on the "Print Xref" button to run the report
- The report is name "FormXref.PDF" found in the output file directory.

Sample Form Library Cross Reference Report

Anchor Bay MS North 52805 Ashley New Baltimore, MI 48047			Form Library Cross Reference Sorted by Student Name and Date					Page: 1 Date: 12/21/2011		
Student Name	Student#	School	Status	Grade	Gender	Form	Date	Contact	Relationship	#
Adam	1 002	00088	00	07	F	mlsdAttendance	2011-12-21			
Adam	103C	79	00088	00	08	M	mlsdAttendance	2011-12-21		
Adk	11E	3	00088	00	08	F	mlsdAttendance	2011-12-21		