

# Administrator Help Home



At School Pathways, we are well aware of the wide variety of hats School Administrators wear. Listed below are a wide variety of help articles, helpfully categorized so that you can find the right information for whatever your job-of-the-day may be.

## Student Records and Enrollment

## Staff Records and Employment

<a href="#">9th Grade Entry Year: Capturing Information from CALPADS</a>	2017/04/05 17:38	<a href="#">Creating New Staff - School Level</a>	2018/09/07 23:52
<a href="#">Archiving Enrollment Records</a>	2017/01/24 20:34	<a href="#">Credential Authorization Data &amp; Local Assignment Options</a>	2021/03/22 19:22
<a href="#">Contact Manager</a>	2019/04/01 22:01	<a href="#">District - Propagating Staff Records to Schools</a>	2018/01/24 22:40
<a href="#">Counselor Tab: Updated, Remodeled, Robust</a>	2019/08/05 15:40	<a href="#">Ending Staff Employment</a>	2018/01/24 23:06
<a href="#">Cume File</a>	2018/03/05 19:10	<a href="#">Local Assignment Options</a>	2019/05/21 18:21
<a href="#">Deleting Student Records</a>	2018/01/19 23:47	<a href="#">Staff: Support Staff Oversight Setup</a>	2018/03/05 18:52
<a href="#">Dis-enroll a student from SpSIS</a>	2017/01/24 22:10	<a href="#">Tags</a>	2018/01/16 17:19
<a href="#">Discipline, Incidents, and Referrals</a>	2018/01/24 21:58		
<a href="#">Embedded Letters</a>	2018/01/24 22:44		
<a href="#">Enrolling in Special Programs</a>	2017/01/27 00:33		
<a href="#">Enrollment Rollovers and Matriculations</a>	2018/03/12 18:21		
<a href="#">How to Upload an IEP File into Student Notes</a>	2017/01/25 18:40		
<a href="#">Inter-District Transfers</a>	2017/01/24 22:20		
<a href="#">Loader</a>	2018/01/25 00:06		
<a href="#">Pre-Enrollment of Students</a>	2018/02/27 19:04		
<a href="#">Registering New Students</a>	2018/02/27 19:17		
<a href="#">Special Program Enrollments</a>	2017/01/25 18:03		

<a href="#">Special Programs and Accommodations</a>	2018/03/05 17:54
<a href="#">Student Grade Level Advancement</a>	2018/03/13 18:21
<a href="#">Summer School Enrollment</a>	2018/03/05 18:15
<a href="#">Tags</a>	2018/01/16 17:19
<a href="#">Transcript Settings</a>	2018/03/12 17:55
<a href="#">Trigger Email Setup for EL &amp; SPED</a>	2017/05/09 15:57
<a href="#">Work Permits</a>	2018/10/24 22:29

## Transcripts, Course Catalogs Testing and Report Cards

<a href="#">A-G Requirement Tracking</a>	2019/03/07 23:47	<a href="#">CAASPP Student Score Reports (SSRs) Manual</a>	2019/04/01 21:40
<a href="#">Calculating Cal Grant GPAs</a>	2019/04/26 20:46	<a href="#">Entering Standardized Test Scores</a>	2017/01/25 18:55
<a href="#">CMS - ADMIN Report Cards</a>	2018/01/17 21:18	<a href="#">NWEA 6-Month Testing Tracker</a>	2018/02/06 19:27
<a href="#">CMS - Report Cards</a>	2017/10/18 18:53	<a href="#">NWEA/School Pathways Integration</a>	2018/11/07 19:44
<a href="#">Copying the Course Catalog</a>	2019/04/03 19:03	<a href="#">PFT Submissions Manual 2018-2019</a>	2019/02/12 18:04
<a href="#">Course Catalog: Master Course List</a>	2019/11/06 17:24	<a href="#">Test Registration System - Administration - CAASPP</a>	2018/01/19 21:52
<a href="#">Course Modifiers</a>	2020/04/28 16:00	<a href="#">Test Registration System - Instructors</a>	2018/03/05 18:55
<a href="#">Creating a Course Catalog</a>	2020/04/28 16:48	<a href="#">Test Scores- Entering Standardized Test Scores</a>	2018/06/04 21:05
<a href="#">CTE Pathways: Establishing and Tracking CTE Pathways in the SIS</a>	2020/09/02 16:04	<a href="#">TOMS Student Profile</a>	2019/05/16 15:41
<a href="#">Customization of Report Cards, Progress Reports, and Rubrics</a>	2020/06/05 21:38		
<a href="#">Dual Enrollment Courses for Academic and CTE Courses</a>	2020/03/11 22:10		
<a href="#">Progress Reports</a>	2018/01/19 20:00		
<a href="#">Report Cards</a>	2018/01/17 19:40		
<a href="#">Report Cards: Mass Print and Mass Import</a>	2018/01/25 00:15		
<a href="#">School Setup</a>	2018/02/28 17:33		
<a href="#">Transcript Settings</a>	2018/03/12 17:55		

<a href="#">Transcripts- Setting Requirement Waivers</a>	2017/01/25 18:39
<a href="#">Transcripts-Importing Report Card Information</a>	2017/10/18 18:50

## All Administrator Essentials

These manuals cover a wide range of essential functions in School Pathways Student Information System.

<a href="#">9th Grade Entry Year: Capturing Information from CALPADS</a>	2017/04/05 17:38
<a href="#">Accessing Passwords for Parents and Students</a>	2017/04/07 15:43
<a href="#">Accessing the SIS</a>	2017/01/24 21:27
<a href="#">Attendance Codes and Claim Override</a>	2019/04/04 22:09
<a href="#">Collections and Batch Changes</a>	2017/01/24 21:34
<a href="#">Course Catalog: Master Course List</a>	2019/11/06 17:24
<a href="#">Course Modifiers</a>	2020/04/28 16:00
<a href="#">Create-A-Report</a>	2021/03/22 19:21
<a href="#">Creating New Staff - School Level</a>	2018/09/07 23:52
<a href="#">Credential Authorization Data &amp; Local Assignment Options</a>	2021/03/22 19:22
<a href="#">Cume File</a>	2018/03/05 19:10
<a href="#">Customization of Report Cards, Progress Reports, and Rubrics</a>	2020/06/05 21:38
<a href="#">Customizing User Logins</a>	2018/01/19 23:44
<a href="#">Deleting Student Records</a>	2018/01/19 23:47
<a href="#">Dis-enroll a student from SpSIS</a>	2017/01/24 22:10
<a href="#">Discipline, Incidents, and Referrals</a>	2018/01/24 21:58
<a href="#">End of Year SIS Processes</a>	2022/03/17 17:07
<a href="#">End-of-Year Checklist for Classroom-Based Schools</a>	2021/05/26 19:50
<a href="#">Ending Staff Employment</a>	2018/01/24 23:06
<a href="#">Enrollment Rollovers and Matriculations</a>	2018/03/12 18:21
<a href="#">Passing Your Audit</a>	2018/02/23 19:24
<a href="#">Pre-Enrollment of Students</a>	2018/02/27 19:04
<a href="#">Registering New Students</a>	2018/02/27 19:17
<a href="#">Resolving Attendance Anomalies</a>	2017/03/29 22:54
<a href="#">School Setup</a>	2018/02/28 17:33
<a href="#">Security Settings</a>	2018/03/05 17:44
<a href="#">Setting School Calendars</a>	2018/01/19 22:59
<a href="#">Special Program Enrollments</a>	2017/01/25 18:03
<a href="#">Special Programs and Accommodations</a>	2018/03/05 17:54
<a href="#">Staff: Support Staff Oversight Setup</a>	2018/03/05 18:52
<a href="#">Student Dashboard</a>	2018/03/05 18:14
<a href="#">Student Grade Level Advancement</a>	2018/03/13 18:21
<a href="#">Tags</a>	2018/01/16 17:19
<a href="#">Transcript Settings</a>	2018/03/12 17:55
<a href="#">Transcripts-Importing Report Card Information</a>	2017/10/18 18:50
<a href="#">Updating Passwords- For Admin Users</a>	2017/04/07 15:44
<a href="#">Video: EOY Review</a>	2020/05/20 22:56

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<a href="#">Video: Fall 1 Review</a>	2019/10/30 15:40
<a href="#">Video: Fall 2 Review</a>	2020/02/12 23:08

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