| **Product** | **Session Name** | **Session Description** | **Session** |
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| SM | New/Key Features-AKA Field | This session we will go over some newer features to the student SMS side, focusing on the updates to the AKA field and how to incorporate it into online forms. | 1 |
| SM | Family Maintenance | This session will present some best practices and advice on how to manipulate family/guardian records in the student database following family separations, marriages, etc. | 1 |
| SM | Qmlativ Student Management Demonstration | This session will be a demonstration of Qmlativ Student Management modules and processes, and highlights of enhancements compared to SMS. | 2 |
| SM | Emergency Preparedness | This session will cover some reports and tools that can be used in Skyward to locate students and staff. The end of this session will be an open discussion for districts to share their ideas with others. | 2 |
| SM | Skybuild | This session is geared towards users that are already familiar with basic Skybuild Imports and Exports. More advanced formatting and data manipulation options will be covered, as well as tips and tricks for troubleshooting these setups. | 3 |
| SM | Advanced Data Mining | This session will cover advanced options in Data Mining including the different printing options, And/Or Filter, and troubleshooting suggestions. | 3 |
| SM | Future Scheduling Prep through Completion | This session will overview the Future Scheduling process and review the many tools available to assist you with creating next year schedules.  | 4 |
| SM | Gradebooks – From and IT/Troubleshooting Perspective | This session will offer troubleshooting strategies that apply specifically to the secondary gradebook. This will include how to resolve situations where grades aren’t calculating as intended as well as how to troubleshoot sync issues with the passback API. | 4 |
| SM | Qmlativ Student Management SMS to Qmlativ Prep & Data Clean-up | This session is a discussion of required and suggested data cleanup in SMS in preparation for a smooth migration to Qmlativ. Topics to include curriculum, grading/GPA setup cleanup, and other miscellaneous cleanup topics and documentation/resources in SMS Skydoc. | 4 |
| SM | Student Management Roundtable | This session will be a customer-led discussion on any and all topics within the Student Management system. Are you curious how implementing a process went for another district? Come and ask and get feedback from your peers. | 5 |
| SM | Data Cleanup – SMS | This session will focus on reports and processes to help clean up SMS Student Data and prevent additional corrections from happening. Name Merge, Street Name Changes, Data Mining Report Clean-up are some of the areas we will focus on. | 5 |
| SM State | Survey Processing | This session will cover Survey processing, functionality of Add Students to Extracted Survey Data, using the FTE Calculator/ FTE Debug, Mass Update FTE Fields utility. | 1 |
| SM State | SESIR/Discipline Reporting | This session will cover the data setup for reporting SESIR and Student Discipline data for the 2024 updates and including reporting of HOPE Scholarship Notifications. | 2 |
| SM State | Test Scores & EOC | This session will cover Test Builder setup affecting state reporting, EOC and the new Date Passed setup. | 3 |
| SM State | Student State Roundtable | This roundtable provides an opportunity for districts to interact and discuss state reporting topics with other district users.  | 5 |
| F/HR | Employee Management Best Practices | This session will cover best practices for handling common day to day situations or scenarios. | 1 |
| F/HR | Employee Letters | This session will cover how to create an Employee Letter out of the Employee Management system and how to deliver it electronically to employees. | 2 |
| F/HR | Qmlativ Business Suite Demonstration | A demonstration of Qmlativ Business modules and processes, along with highlights of enhancements compared to SMS. | 3 |
| F/HR | Salary Negotiations/Budgeting | This session will cover how to generate and export out a budget from the Salary Negotiations area. | 4 |
| F/HR | Purchasing & AP Processing | This session will go through the life of a requisition all the way through it becoming a payment. | 5 |
| F/HR | Qmlativ Business Suite SMS to Qmlativ Prep & Data Clean-up | A discussion of required and suggested data cleanup in SMS in preparation for a smooth migration to Qmlativ.  Topics to include pay schedules, payroll, positions, and other miscellaneous cleanup topics.  Documentation/resources in SMS Skydoc. | 5 |
| F/HR State | FRS Roundtable | Bring your questions and issues to this roundtable discussion for the Florida Retirement System.  | 1 |
| F/HR State | W2 Processing | This session will demonstrate how to create your W2 workfile for accurate reporting of 2023 W2 forms. | 2 |
| F/HR State | Survey 2/3 Roundtable | Bring your questions and issues to this roundtable discussion for the DOE Survey 2 and 3. We will discuss new updates to the process as well. | 3 |
| F/HR State | Business State Reporting Roundtable | Bring your questions and issues for any Florida State Report in this catch all roundtable. Any Finance or HR State Report is up for discussion.  | 4 |
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