

TIER Security Codes Setup



In order to report the correct TIER security role the following setup is required:

- 1. Enter the staff person into Infinite Campus and create a District Employment and District Assignment record. In order to report a staffPersonal SIF message the person needs to be entered into Infinite Campus and the District Assignment will need to be configured. There is no other possible way to report the data.
- 2. On the District Assignment tab, mark the 'Teacher' check-box when appropriate (If teacher = yes, 1000 will report)
- 3. On the District Assignment tab, select the correct 'Title', when appropriate (If the standard code is not one of the four below, 9999 will report)
- 4. The following four codes can be reported in SIF using the appropriate 'Title' record in the attribute dictionary (System Administration > Custom > Attribute/Dictionary > EmploymentAssignment > Title > Dictionary > Standard Code):
 - 2240 = Universal Screening Assessor
 - 2400 = Internal Coach
 - 2000 = Site User
 - 2410 = Principal



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Tier Security Codes Setup - Continued



The district assignment tab triggers the SIF message. Code 1000 and 9999 do not need to be entered. If the teacher check box is checked the code will send as 1000. If the title is not one of the four listed below the code will send as 9999. The program logic handles 1000 and 9999.

Title Dictionary Detail

	Code	Name	Seq	Value	Standard Code	Active
X	88	ADMIN	8			X
X	88	MSIS	8			X
X	88	ESAP	8			X
X	87	SIS	8			X
X	88	State Report	8			X
X	2240	Internal Screening Assessor	1	2240	2240	X
X	2400	Internal Coach	2	2400	2400	X
X	2600	Site User	3	2600	2600	X
X	2410	Principal	4	2410	2410	X



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