What is SLF?

- SLF – Student Locator Framework
- Automation of the state ID assignment process
  - Gathering student information data elements
  - Assigning state IDs
  - Resolving near matches (input from the user)
  - Writing back state IDs into the student information system
What is needed

- A Student Information System with a SIF agent that supports SIF 2.4
  - PowerSchool
  - Infinite Campus
  - JMC
- ZIS: Zone Integration Server (DE responsibility)
- Student Locator Agent (DE responsibility)
- Student Resolver Agent (DE responsibility)

Requests can be made in two ways

- Manual – the user initiates the request
- Event-driven – actions in the student information system initiate the flow of data to the state ID system

- No files to upload
- No data to hand-enter
- Must accurately enter the student information in the SIS or the State ID system will have incorrect data
SLF Early Adopters

- The process is being tested by
  - Dike-New Hartford (web-based JMC)
  - West Des Moines (Infinite Campus)
  - Linn-Mar (PowerSchool)
  - Tipton (sql, preweb-based JMC)
  - Des Moines (Infinite Campus)
  - Fort Dodge (Infinite Campus)
- Once each has provided sign-off on the process, then we will begin setting up zones and configuring the agents for other districts (by SIS vendor).

Next Steps at the DE

- Single-Sign-On integration with the new portal
- Fully test the data from the SIS to the state ID system in development.
- Move to production, synchronize, send up, verify, then open for write-back of IDs to SIS in beta districts
- Announce the move to production by SIS vendor
- DE sets up the zones for each district and nonpublic school.
- DE assigns SIFWorks SLF Locator application to a user in each district or nonpublic school.
What each district will need to do

• Register your student information system SIF agent in your SIF zone.
• Import the ZIS SSL certificate into the agent
• Initiate a SIF synchronization
• **Configure error and near match notifications by adding email addresses of the district staff who should receive the notifications.**
• **Attend training.** We will provide webinars.

BY SIS

• Infinite Campus? CIC will configure your agent for you.
• JMC? JMC will configure your agent for you.
• PowerSchool?
• Configuration of your agent will be done remotely.
Timeline

- Mid-May for sign-off from any or all:
  - Dike-New Hartford (web-based JMC)
  - West Des Moines (Infinite Campus)
  - Linn-Mar (PowerSchool)
  - Tipton (sql, preweb-based JMC)
  - Des Moines (Infinite Campus)
  - Fort Dodge (Infinite Campus)
- DE to begin setting up zones for Infinite Campus, PowerSchool, and JMC districts and nonpublic schools using web-based or sql preweb-based.
- Begin registering the agents from vendors as soon as we have sign-offs from beta testers by SIS (mid-May).

By when?

- Infinite Campus districts are the first priority because of their need to send transcript data.
- As soon as any vendor has a state-approved agent, we can begin registering the district’s agent with the state’s ZIS.
- JMC dependency is on running a sql-based program. As JMC districts and school convert to sql-based, then your agent can be configured.
Student Locator or SSID

Notification Types

User Fixing Error
Requires student data to be fixed/entered

User Matching Error
Requires accessing the site to select your student

Emails are generated through system to notify
Check your junk e-mail box
Who should receive the email notifications?

**Notification Set up**

- Click on Zone name
- Click on the School Notification tab
- Click Add
- Enter Email Address and Name
- Select School(s)
- Change Grace Period to 60 or 120
- Click OK

See Notification Set Up Checklist

Who will need access to SIFWorks SLF Locator?

**Accessing Console**

**Access the Console via the Iowa Education Portal**

[Image of the Iowa Education Portal]
Home Page of Console

What actions happen in the console?

- Set up the email notifications
  - By building
  - Multiple buildings
  - district
- Synchronize the agent to the SIS (populate the students in the agent)
- Check for students without State ID
- Find out the data missing for a student for whom an error message has been received
- End-of-year rollover process
As you prepare for SLF

- Who should have access to the console
- Who should receive the email notifications
- Discuss current process and if a change is needed
  - Centralize the process?
  - Decentralize the process?
- Update your current students by uploading a batch file.
- Watch for updates from the DE as well as your SIS vendor