

INTEGRIS^{G2} Transitional Course Outline

Integriss^{G2} is the new generation of web-delivered Management Information Software for schools. Developed by School Management Solutions, Integriss^{G2} is built on the solid foundation of its predecessor – Integriss Classic – and includes all the functionality and reporting capabilities that you would expect from our ‘best of breed’ MIS solutions. Whilst now delivered to school users entirely over the web, we have been careful to maintain the spirit of Integriss Classic functionality, thus ensuring a smooth transition of skills from the current software to the new.

To fully support this transition, we have developed a one day foundation course that will cement familiar processes within the context of this new architecture, as well as detailing all the latest features and benefits of our web-delivered system. Indeed, in choosing our training services you can be confident that you have secured the maximum return on your investment in the Integriss^{G2} product.

What’s Covered ?

- Introducing the background to our web-delivered application
- Gaining access to Integriss^{G2} at school or at home
- Getting to know your way around the system
- System Security
- Exploring the features of the new reporting engine
- Introducing the new Help engine
- Making the transition

Course Benefits

Allocating dedicated time to understand the operation of each new product area from foundation level upwards, under the guidance of our expert trainer.

An opportunity to practice new skills through worked examples and understand how to use the software to continue to meet the management information requirements of the school.

A chance to bridge the Internet terminology gap and to get to grips with the actual processes involved in using a web-delivered MIS solution.

To establish user confidence by exploring product features within the context of familiar subject matter, as well as encouraging reciprocal learning within the local school support network.

Who Should Attend ?

As this is intentionally a transitional course only, designed to support school users moving from Integriss to Integriss^{G2}, it is assumed that all delegates will have a minimum of 2yrs experience of using Integriss Core, Administration and Attendance modules.

The course is also relevant to local support and training teams, having previously specialised in Integriss, and who are now looking to offer services to schools on Integriss^{G2}.

All delegates registering for the course should also possess a working knowledge of the Microsoft Office suite.

Transitional Topics

Introducing the background to our web-delivered application –

- Data access any time, any place, anywhere
- You manage the school whilst others look after the system
- Centrally managed software upgrades and system backups
- Identifying the minimal system requirements

Gaining access to Integris^{G2} at school or at home –

- Choosing the right URL
- Creating a shortcut on the desktop
- Assigning Integris^{G2} to your list of favourites
- Selecting the recommended Internet options
- Getting ready for home use

Getting to know your way around the system –

- Building on the foundation of the Integris experience
- Taking a tour of the home screen
- Exploring the web-based features including hyperlinks and utilising the navigation bar
- Gaining confidence with the system using familiar processes – how reassuringly easy it is to use
- Working with the new FIND tool

System Security -

- A new approach to user maintenance
- Assigning roles and responsibilities
- Online banking-strength encryption
- Time-out protection principles

Exploring the features of the new reporting engine –

- Standard and check list reports have just got better - looking at what's changed
- Linking reports to 3rd party applications
- Getting to grips with additional searching, sorting and filtering options
- Printing reports

Introducing the new Help engine -

- Integris^{G2} for my job – the right structured approach
- Navigating between the help content pages
- Finding specific articles using keywords

Making the transition -

- Trainer-led worked examples and targeted exercises
- Using student photographs
- Linking to your live data

Related Courses

For new or inexperienced users we also offer comprehensive courses on all the Integris^{G2} modules, with courses ranging from 1-2 days in length. We are also very happy to discuss delivering bespoke courses upon request; whatever your training requirements we are here to help.

Contact Us

Should you require further clarification on the course content, or would like to register your interest, please contact our Training Administrator, Susan Marsh, on (01235) 401842 or via e-mail (see address below).