

Web Overview

The screenshot shows the login interface for the RDS student management system. At the top, there is a green header with the text "RDS student management login". Below this, a white box titled "User Login" contains two input fields: "User Name" and "Password". Below the password field are two buttons: "Login" and "Change Password...". In the bottom right corner of the page, it says "version 4.18". At the very bottom, there is a green footer with the text "copyright 1985 to 2011 Regional Data Services" and the "RDS" logo.

Logging in through the Student Management Web Link will take you to the Students Page. Administrative tabs will be visible to administrators only.

The screenshot shows the "Students" page in the RDS student management system. At the top, there is a green header with the text "RDS student management > Students". Below this, there is a navigation bar with tabs for "students", "users", "attendance", "grades", "discipline", "tests", "Rtl", "reports", "letters", "other features", "setup", "help", and "logout". The main content area is titled "Search for Student" and contains a search form with various fields: "School" (dropdown menu), "Grade" (dropdown menu), "STN" (text input), "Student ID" (text input), "Last Name" (text input), "First Name" (text input), "Gender" (dropdown menu), "Team" (dropdown menu), "Parent Name" (text input), "Family Name" (text input), "Only Include" (dropdown menu), "Exact Match" (checkbox), "Show Parent Address and Phone" (checkbox), and "Include Withdrawn Students" (checkbox). There is a "Search" button and a "New Student" button in the upper right corner. At the bottom, there is a green footer with the text "copyright 1985 to 2011 Regional Data Services" and the "RDS" logo.

The "School" dropdown will be limited to schools to which the user has access. This screen will allow you to search for a student using any of the filtering options, or add a new student by selecting the "New Student" button in the upper right side of the screen.

Also, you can jump to the Report Builder, Letter Writing, and many other features from this page.

After entering any filters, select Search to retrieve a list of students. This shows the simple view. You can request additional data to be displayed by checking the "Show Parent, Address, and Phone" box.

students users attendance grades discipline tests **RtI** reports letters other features setup help logout

RDS student management > Students

Search for Student New Student

School: RDS High School Grade: any

STN: Student ID:

Last Name: Ka First Name: Exact Match

Gender: any Team: any

Parent Name: Family Name: (all schools)

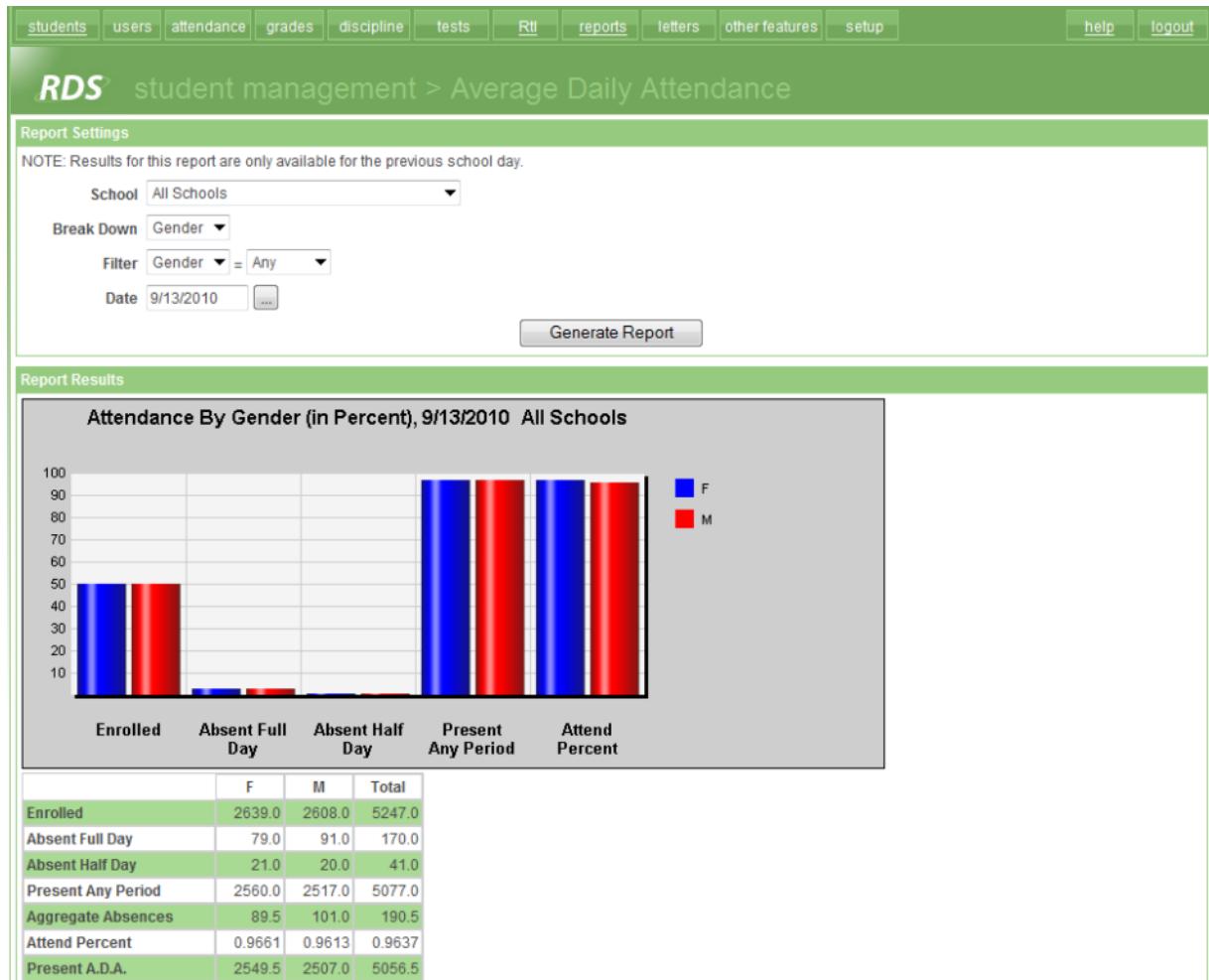
Only Include: Show Parent Address and Phone Include Withdrawn Students

19 student(s) found. (click Student ID, STN, or Name to manage student)

	Student ID	STN	Name	School	Gender	Grade	HR	Team	Locker
<input type="button" value="snapshot"/>	3130027	999999999	Kaiser, Amy	C11 RDS High School	F	10	D206		D21987
<input type="button" value="snapshot"/>	6130025	999999999	Kaimakoski, Sam	C11 RDS High School	M	10	D206		D21988
<input type="button" value="snapshot"/>	6140056	999999999	Kaimakoski, Sam	C11 RDS High School	M	09	D219		C1377
<input type="button" value="snapshot"/>	8110114	999999999	Kalecki, Amy	C11 RDS High School	F	12	C202		C21802
<input type="button" value="snapshot"/>	8140025	999999999	Kalember, Sam	C11 RDS High School	M	09	D219		C1378
<input type="button" value="snapshot"/>	1130061	999999999	Kalinowski, Sam	C11 RDS High School	M	10	C222		D21989
<input type="button" value="snapshot"/>	6120042	999999999	Kalis, Amy	C11 RDS High School	F	11	AAC		
<input type="button" value="snapshot"/>	7110004	999999999	Kamleiter, Amy	C11 RDS High School	F	12	AAC		
<input type="button" value="snapshot"/>	6130085	999999999	Kapp, Sam	C11 RDS High School	M	10	C222		D22004
<input type="button" value="snapshot"/>	4120068	999999999	Karagias, Amy	C11 RDS High School	F	11	C220		D1661
<input type="button" value="snapshot"/>	0130014	999999999	Karakozis, Sam	C11 RDS High School	M	10	C222		D21990
<input type="button" value="snapshot"/>	2140140	999999999	Karamacoski, Amy	C11 RDS High School	F	09	D219		C1379
<input type="button" value="snapshot"/>	4140126	999999999	Kasper, Sam	C11 RDS High School	M	09	D219		C1380
<input type="button" value="snapshot"/>	7120041	999999999	Kasperan, Sam	C11 RDS High School	M	11	C220		D1662
<input type="button" value="snapshot"/>	7130046	999999999	Kaszak, Amy	C11 RDS High School	F	10	C222		D21992
<input type="button" value="snapshot"/>	6130065	999999999	Katon, Amy	C11 RDS High School	F	10	C222		D21993
<input type="button" value="snapshot"/>	6120029	999999999	Katon, Sam	C11 RDS High School	M	11	C220		D1955
<input type="button" value="snapshot"/>	1120066	999999999	Kats, Amy	C11 RDS High School	F	11	C220		D1664
<input type="button" value="snapshot"/>	5140034	999999999	Kaylor, Sam	C11 RDS High School	M	09	D219		C1381

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From the Attendance tab, one item from the list of options is to select an ADA view, shown below. Other charting and graphing capabilities will exist within the web product.



From the Reports tab, The Report Builder is available for running pre-defined or user-defined reports. The reports can be designed or modified here too.

RDS Dynamic Web Reporting

Manage Reports
Report Designer ?

report options
add calculated field
sorting
filtering
use full design view

Report Name:

Report Title:

Data Font Size:

Summary Lines Only:

Report Format: pdf (Adobe Reader) csv (spreadsheet)

Page Layout: Letter (8.5 x 11) Portrait Landscape

Space Used: 690 of 750

Report Fields

	FieldName	Width	Spacing	Sorted	Summary	Column Header	Description
▶	Name	150	5	2, Ascending		Student Name	
	Student ID	70	5			Student ID	
	State ID	70	5			State ID	
	Grade	20	5			Grade	
	Team	20	5	1, Ascending		Team	
	Street Address	150	5			Street Address	
	Course Title	70	5			Crse Title	
	Teacher Short Name	100	5			Teacher Name	

Available Fields

	FieldName	Description
▶	add to report	Name
	add to report	Student ID
	add to report	State ID
	add to report	Team
	add to report	Email
	add to report	Locker
	add to report	Grade
	add to report	School
	add to report	School Name
	add to report	Counselor Name
	add to report	Birth Date
	add to report	Bus
	add to report	Street Address

The "Letter" tab allows administrators to access the Letter Designer.

RDS Letter Writing

preview
save
load

B
/
U
12
▼
■ Black
▼

Spacing above:

Spacing below:

Systems
Categories (Groups)
Keywords (Data Elements)

RDS K12
▼
Discipline
▼
▼
insert field

Eisenhower Elementary School

1450 South Main Street

Crown Point, IN 46307

Mary Ann Chapko, Principal	Phone:	(219) 663-8800
Shari Hanley, Secretary-Treasurer	Fax:	(219) 662-4333

{Date - Long}

To:	{Parent}
	Parent/Guardian of {First Name} {Last Name}

NOTICE OF BUS SUSPENSION

This notice is to inform you that {First Name} is suspended from riding the school bus for day(s) beginning on Date1. This notice will afford you the opportunity to arrange alternate transportation to school on the following date(s): {Beginning Date}. This suspension follows the Incident Report filed by the bus driver which states the following behavior occurred on {Incident Date}.

{Comments}

Acceptable student conduct while on board a school corporation bus will be followed throughout the school year. Students riding busses are under the supervision, direction, and control of the school bus driver, and at all times shall be subject to the discipline of the bus driver. In order to assure each student safe transportation while traveling to and from school, the Crown Point Community School Corporation has adopted rules for proper bus behavior. Bus rules and consequence options for violations are found in the Elementary Student Handbook.

Remember that riding the school bus is a privilege and the safety of all children is our primary concern. I realize that the denial of bus riding privileges can cause an extreme inconvenience for parents but I will have no alternative if bus rules continue to be violated. Please contact the school if you require further clarification.

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RDS

To print a letter, the letter is selected from the “Letter Format” drop down list of available letters, and then a filter screen is presented for record selection. Some of the filters are shown below (security based).

The screenshot shows the RDS student management interface. At the top, there is a navigation bar with tabs for students, users, attendance, grades, discipline, tests, Rti, reports, letters, other features, and setup. On the right side of the navigation bar are links for help and logout. Below the navigation bar, the page title is "RDS student management > Letters: UserName:NCW". The main content area is titled "Letter Format" and shows a dropdown menu for "Discipline : Notice of Bus Suspension". Below this is a search bar. The "Basic Information" section contains filters for "Incident Date" (with date pickers for "from" and "to"), "Student Name (all or part):", and "Student ID:". The "Schools" section is a list of checkboxes for various schools, including Alternative/Special Needs, Colonel John Wheeler Middle School, Crown Point Community School Corporation, Dual Enrollment School K-12, Dwight D. Eisenhower Elementary School, Jerry Ross Elementary School, Lake Street Elementary School, MacArthur Elementary School, RDS High School, Solon Robinson Elementary School, Taft Middle School, Timothy Ball Elementary School, and Winfield Elementary School. The "Codes" section has two dropdown menus: "Violation Codes" and "Action Codes", both currently showing "Colonel John Wheeler Middle School".

The student(s) selected for letter production will appear in a list for verification. After letters are produced, they can be stored by individual student for future retrieval.

In the web K12, all of the tabs should look familiar, except that the Demographics and Schedule categories have been split, and some new tabs have been added, such as Documents, Log, Parent Access, Rti, and Student Snapshot. Also, notice the “prev student” and “next student” buttons in the upper right area. The students presented when selecting prev/next will be based on the filters used on the Student Search page.

When accessing the Schedule page, the scheduler and course packages will be available.

students	users	attendance	grades	discipline	tests	Rti	reports	letters	other features	setup	help	logout
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RDS student management > Update Student

6130085 Kapp, Sam < prev student next student > return to search

Grade 10 RDS High School

Demographics	Schedule	Emergency Data	Transcript Detail	Medical Records	Entries/Withdrawals	Attendance	Clubs/Honors/Activities	Discipline		
ELL	Special Ed	Special Ed Fields	Misc. Data	Test Scores	Guidance	Documents	Log	Parent Access	Rti	Student Snapshot

Demographics save

Registration

Last Name *

First Name *

Middle Name

Gender *

Birth Date *

Contact Information

SSN (ex.999-99-9999) *Not required.*

Phone * (ex.111-555-1234)

Unlisted?

Home Phone Type *

Home Address *

Home City/State *

Home Zip *

Mom's Last Name

Dad's Last Name

AM Bus

PM Bus

Parent/Guardian 1

Parent/Guardian 1 Name *

Parent 1 Code *

Parent/Guardian 1 Phone (ex.111-555-1234)

Parent 1 Phone Type

Parent/Guardian 1 Address

Parent/Guardian 1 City/State

Parent/Guardian 1 Zip

Email Addresses

Student Email Address

Parent 1 Email Address

Parent 2 Email Address

Race and Ethnicity (check all that apply)

Hispanic

Native American/Alaska Native

Your system administrator can management the data elements for each page by selecting a category (DEMO is demographics), and then indicating which fields should be viewable, modifiable, and required. Site specific help can be entered (see Additional Description column), and fields can be relabeled (see Alternate Label column) for clarity for your own local use. Values can be saved by school, or district.

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RDS student management > Data Field Setup

Modify Student Information Entry

School: Alternative/Special Needs Category: DEMO Save for this School Save

Field	Alternate Label	View?	Modify?	Required?	Additional Description
Last Name		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
First Name		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Middle Name		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Gender		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Birth Date		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Social Security Number	SSN	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Not required.
Phone		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Unlisted?		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Home Phone Type		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Home Address		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Home City/State		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Home Zip		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Mom's Last Name	Parent 1 Last Name	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Dad's Last Name	Parent 2 Last Name	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
AM Bus		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
PM Bus		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Parent/Guardian 1 Name		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Parent 1 Code		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Parent/Guardian 1 Phone		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Parent 1 Phone Type		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Parent/Guardian 1 Address		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Parent/Guardian 1 City/State		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Parent/Guardian 1 Zip		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Student Email Address		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Parent 1 Email Address		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Parent 2 Email Address		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Hispanic		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!
Native American/Alaska Native		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	!