

Session Descriptions

9:30—10:30 General Session

KEYNOTE ADDRESS: Assembly Member Paul Fong will be the Keynote Speaker

ETRANSCRIPTCA IN REVIEW: Tim Calhoon will provide an overview of this year's achievements

CLINICS 10:30—12:00 & 1:00—3:30 (Room 192)

Clinics: Need help finding individual applications or transcripts through the Control Center? Want to know more about making bulk transcript requests, customizing reports, or custom emails? Whatever your questions, drop by for personalized, hands on help.

10:45—12:00 Sessions

ETRANSCRIPTCA OVERVIEW, FEATURES, AND WORKFLOW

Audience: This workshop is appropriate for both A/R and IT staff as a general overview of eTranscriptCA. Most appropriate for A/R staff who will operate eTranscriptCA on a day-to-day basis and IT staff who will lead the technical implementation. Plenty of time built in throughout for questions.

Description: Current status and the future of the project will be discussed. Next, an in-depth overview of the basic functionality of eTranscriptCA from Request through Fulfillment.

Session Includes:

Current & Projected Membership	Requesting / Receiving Transcripts
Benefits of eTranscript	Request Holds / Hold Processing
System Features & Functions	Fulfilling Transcripts
Project Status / Future Development	Viewing & Printing; Downloading

IDENTIFYING AND PROCESSING STUDENT TRANSFERS (SB-1440)

Audience: Staff from community colleges and CSU's involved with processing transfer students.

Description: eTranscriptCA will soon support the ability to send preliminary information from CCC's to CSU's on students that are in process with an SB1440 Transfer Degree. Find out why this is important for your students and how your college can prepare to implement this feature.

1:10—2:10 Sessions

GETTING STARTED TRADING TRANSCRIPTS - PANEL DISCUSSION FOR NEW USERS

Audience: College implementation team members charged with exploring the "how-to" Aspects of managing electronic transcript exchange.

Description: Experienced trading partners and users of eTranscript California from both 2- and 4-year institutions will discuss the challenges, how they resolved problems, and help answer questions from new and prospective users about trading transcripts.

1:10—2:10 Sessions (continued)

TECHNICAL IMPLEMENTATION OF ENHANCEMENTS FOR STUDENT TRANSFERS (SB-1440)

Audience: Technical members from colleges currently using eTranscriptCA.

Description: Discuss changes made to eTranscriptCA formats to meet the transcript delivery requirements of SB1440. What affect do the changes have on transcript views and delivery data formats? What changes should transcript recipients expect in their data files?

IMPORTING ETRANSCRIPTS INTO YOUR STUDENT INFORMATION / DEGREE AUDIT SYSTEM

Audience: eTranscriptCA users who want to automate the importing of classes on transcripts for use in their Student Information or Degree Audit Systems.

Description: The biggest payoff of all for electronic transcripts will be in the accuracy and time savings when we can directly import the data into our student records for posting on student transcripts, use in degree audits, and in Student Educational Plans. Come learn more about who is successfully importing, problems that have been encountered, and share your successes and concerns.

2:20—3:20 Sessions

ETRANSCRIPTCA: QUICK START FOR IT

Audience: Most appropriate for 2- and 4-year technical staff who will be involved with interfacing eTranscriptCA with their Student Information System.

Description: This session covers—Processing transcript requests, Fulfilling requests, Sending and Receiving transcripts, and What to do with transcripts received.

Session Includes:

Building Your Team	Xap Communicator	Processing Inbound Requests
Help from others	Matching Records	Hold Processing & Recycling
User Interfaces	Code Availability	Generating Transcripts

BIRDS OF A FEATHER

Audience: All individuals interested in collaborating with their fellow colleagues.

Description: Get together in one of three breakout sections with your fellow colleagues from the UC, CSU or CCC system. Time will be available to ask questions and discuss information gleaned from sessions earlier in the day.

AB 1056 AND CCC MINI-GRANTS

Audience: New colleges interested in implementing eTranscriptCA for the first time, or current users wanting to expand functionality by importing transcripts into their local system.

Description: CA Assembly Bill 1056, requires CA Community Colleges to convert from a paper-based transcript process to electronic transcripts. The California Community Colleges Chancellor's Office created a new mini-grant program to disburse funds to help the colleges implement. Find out about AB1056, the mini-grant options available, and how your college can benefit.

Workshop Schedule

8:30 a.m. - 9:30 a.m.	Registration — Continental Breakfast <i>Building 10—Lobby</i>		
9:30 a.m. - 10:30 a.m.	<p>Welcome Henry Villareal, Dean of Enrollment College of San Mateo</p> <p>eTranscriptCA Year in Review Tim Calhoon, Project Manager, CCC Technology Center</p> <p>Keynote Address Honorable Paul Fong, Assembly Member 22nd District</p> <p><i>Building 10—Bay View Dining Room</i></p>		
	Track 1 New Potential Users	Track 2 Managing Transfers	Track 3 System Integration
10:45 a.m. - 12:00 a.m.	eTranscript California Overview, Features and Workflow <i>Room 195</i>	Identifying and Processing SB1440 Students <i>Room 195</i>	
12:00 - 1:10	Lunch: Connect with Regional Trading Partners— <i>Bay View Dining Rm.</i>		
1:10 p.m. - 2:10 p.m.	Panel Discussion for New Users: Getting Started Trading Transcripts <i>Room 195</i>	Technical Implementation of SB1440 <i>Room 194</i>	Importing eTranscripts into Student Information and Degree Audit Systems <i>Room 193</i>
2:20 p.m. - 3:20 p.m.	eTranscript California Quick Start for IT in 2- and 4-Year Institutions <i>Room 195</i>	<p>Birds of a Feather CSU's <i>Room 194</i></p> <p>CCC's <i>Bay View Dining Room</i></p> <p>UC's & Independents <i>Room 192</i></p>	AB1056 and CCC Mini Grants for Transcript Exchange <i>Room 193</i>
3:25 p.m. - 4:00 p.m.	Closing Session and Prizes— <i>Bay View Dining Room</i>		





**2012
eTranscript
California
Workshop**

**April 3, 2012
College of
San Mateo**













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