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Oracle Bundle Fixes

Three Oracle Bundle Fixes have been applied to SLMS to ensure it keeps current with Oracle's updates to the system. Oracle releases bundle fixes to its systems quarterly. The next bundle release will be in April. The bundle fixes that have just been applied have corrected a number of issues that Administrators brought to the attention of the SLMS team. First, the Activity Code search on the Administer Activity Rosters menu has been corrected so you can now use the look-up tool to search for activities by their activity code. In addition, the spell check application, which is featured throughout SLMS, has been corrected. Finally, an Oracle Bundle was applied to fix the problem that administrators were facing when trying to drop a group of learners from an activity roster.

Activity Roster Report Change

The Activity Roster Report has been changed to include the learner's organization on the report. Agencies or entities that enroll learners from multiple agencies, such as the Statewide Financial System and the NYS & CSEA Partnership, find that a report that identifies which agency their learners belong to helps the agencies to manage their rosters. To find this report, go to "Main Menu→Enterprise Learning→Learning Reports→Activity Roster."



Marking Grades and Attendance for Multiple Users

Sometimes administrators need to manually enter the completion status and grade for each learner on an activity roster. For some activities this is not a big task. However, other activities may have hundreds of learners. Here is a way to enter grades and completion statuses for 100 learners on a single page.

1. From the SLMS home page, click on "Main Menu→Enterprise Learning→Learner Tasks→Administer Activity Roster".
2. Search for your activity and click on the "Roster" button beside the activity's name.
3. Click on the "Activity Component" link.
4. Under the Activity Component section click the "Details" button next to the activity name.
5. Look through the list of users and enter the appropriate completion status and grade by clicking on the drop down menus.
6. You can select all learners by clicking the "Select All" link under the last learner. Then by going to the "For Selected Learners" section below, you can change the attendance and grade for all selected learners at the same time. The system will let you do this for up to 100 learners at once.

This Month's Tip

When creating programs, DO NOT include special characters into either the program long name or short name. Doing so will prevent you from being able to maintain the program later on.