

PowerSchool API Documentation

How it Works

Importing from PowerSchool

Ident-A-Kid's CCSSVM API will import all Student names and attendance codes from PowerSchool into Ident-A-Kid Visitor Management Solution. The API is then enabled to send all tracked tardies and early released through Ident-A-Kid back to PowerSchool. Coming soon is the feature to sync all student contacts from the PowerSchool Contacts module.

Tardy

Student Tardies are logged within Ident-A-Kid by selecting the Tardy button, the Student Name (or scanning a student ID), entering the reason why they were tardy (optional) and optionally selecting the appropriate Tardy Code if run with an attendant and want to have multiple code options. The Tardy button handles attendance codes for the current class and/or all previous classes. If you have only one tardy code to post to PowerSchool, it will automatically be selected in V4.

Daily Attendance and Tardies for this class Attendance - You will want to erase the Additional Info 3 for Previous Classes since you are marking only a Tardy Code for that specific period or day. You do not need this since you are not posting attendance for a previous class period. You can customize Additional Info 1-3 for all additional information you require from the Student for this check in. To check in, you will select the Tardy button, select the student name from the preloaded list (or scan a student ID), enter any required additional information, select the appropriate Tardy code for PowerSchool in additional info 4 (in v4, this autoselects) and click Check In.

Meeting Attendance – To check in a Tardy Student, you will select Check in and the Tardy button, select the student name from the preloaded list (or scan a student ID), enter any required additional information you have required for Additional Info 1 and 2, select the appropriate PowerSchool attendance code for all previous classes that were missed (Absent, Absent Excused), then select the PowerSchool Tardy Code for that current class and click Check In. If you have only one code and it is required, these screens will not appear in v4 to select the code. It automatically selects it for you.

All check in's will be sent to PowerSchool with the Attendance codes you have selected. All additional information fields will be sent with the Tardy check in to PowerSchool into the comments box. Time in/out to school is added to the comments for the check in.

Early Release

Daily and Meeting Attendance - To check out an Early Released student, you will select the Early Release button, select the student name from the preloaded list, enter any required additional for Additional info 1 - 3, select the appropriate PowerSchool attendance code for the remainder of the day that will be

missed (Parent Excused, Absent, etc) and click Check Out. If you have only one code and it is required, these screens will not appear in v4 to select the code. It automatically selects it for you. If you have the Student Contacts feature enabled in Ident-A-Kid with your parents and guardians preloaded, the process will be to find the parent/guardian name in the list or scan their ID, then select the student attached to that person for check out.

The Attendance code selected will be posted to the Student's schedule for the remainder of the time of the day or posted for all classes after the checkout time. The Early Release button handles the current class and all classes after the checkout time.

Returning Students

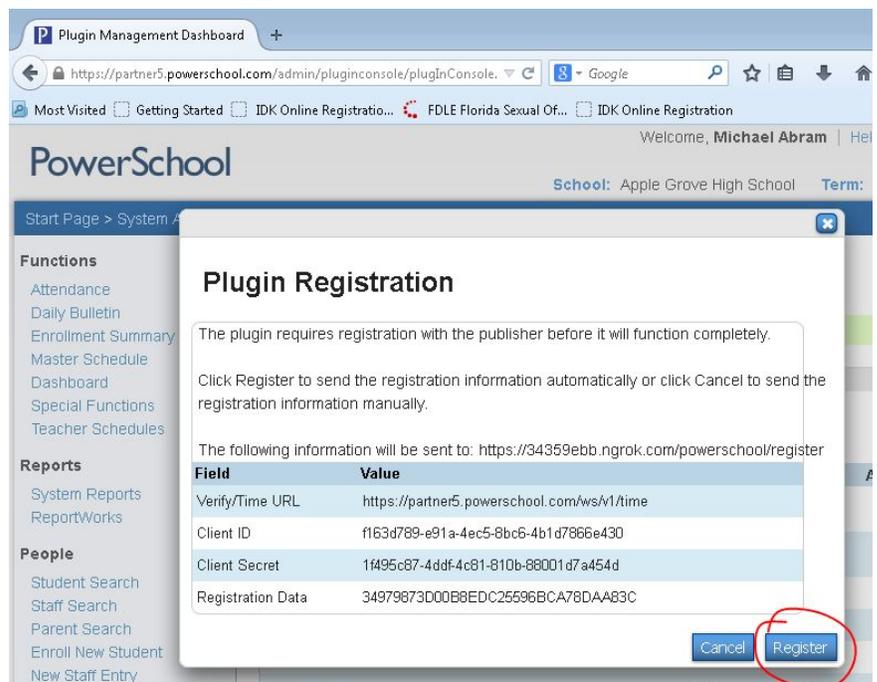
If a Student is coming back to school, the school can create a Returning Students button, where the school can select the student name from the dropdown menu, enter all required additional information, if changing the previous check out code, enter into additional info 3, enter the new Attendance code for all future classes (Present) and click Check In.

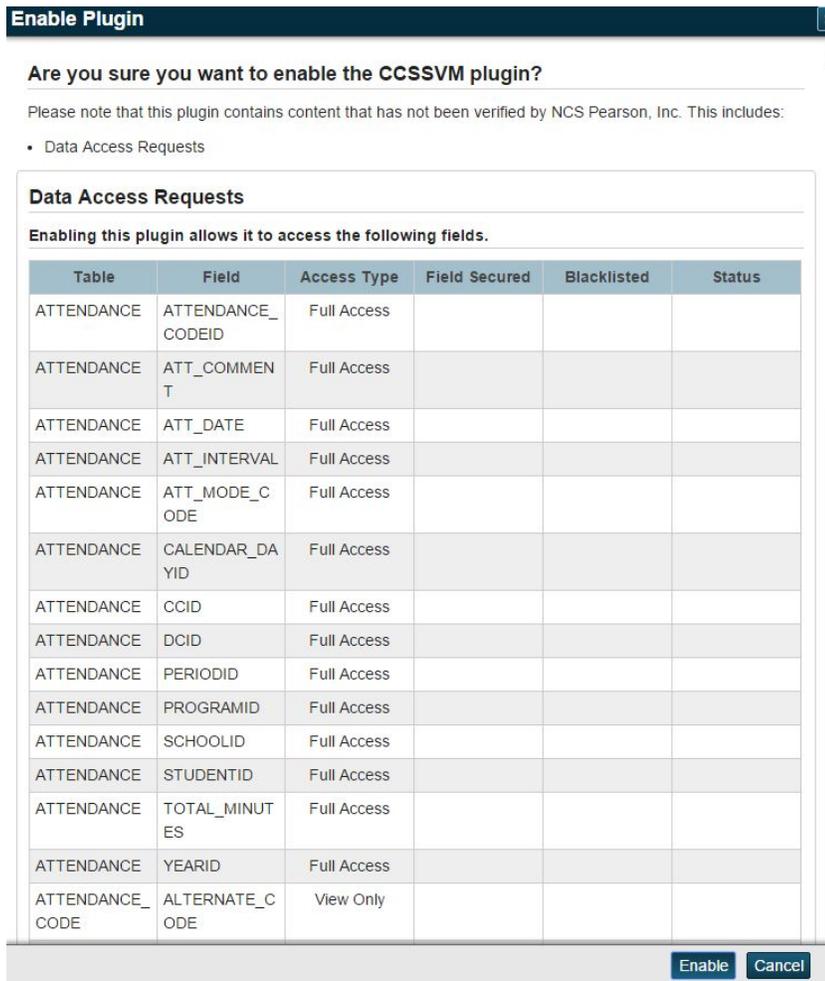
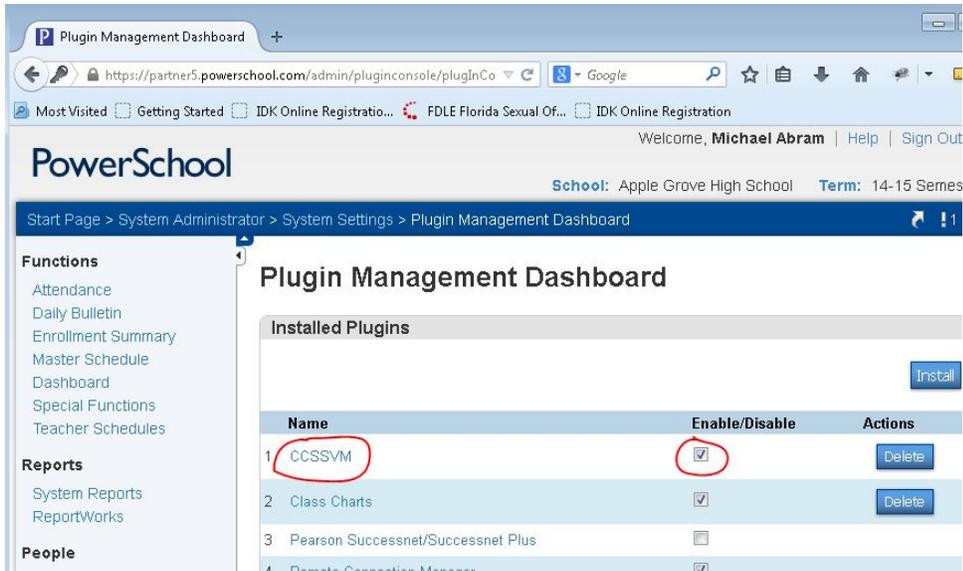
Registering CCSSVM Plugin

****Before registering Ident-A-Kid's CCSSVM Plugin, you must have all Schools installed with Ident-A-Kid's Visitor Management software and associated to your district account. You will also need to review your label settings.**

Please go into your District Administrative Module and go to Preloaded List- District RFID Users. When on this page, go to Settings- Label Settings. This will show you what buttons are set up for each school. Please make sure all schools have the two required buttons. One should have the word "Tardy", the other "Early" (i.e. Tardy, Tardy Student, Early Release, Early Departure). If having a third button for Returning Students, make sure that is there.**

Please provide Tech Support your secured Host Url and District Account Number through email to support@identakid.com. Tech Support will receive your registration code and provide you the plugin.xml. You will need to **Install** the Plugin, **Register** and **Enable** the Plugin within PowerSchool. You can find the Plugin Module at Start Page > System > System Settings > Plugin Management. This may be slightly different depending on the version of PowerSchool your district is on.





PowerSchool will display all tables and fields we are trying to access and the permissions we will have.

Please review and select **Enable**.

CCSSVM API Configuration

After installing and registering the Plugin, you need to log into your District Administrative Module to configure your settings to start sending and receiving data from PowerSchool to CCSS. Log in to your District Administrative Module <https://www.identakid.net/district>.

You will now have a new Menu within your District Administrative Module named PowerSchool.

Map Schools

You will first want to select Map Schools under the PowerSchool menu.

Here you will see all schools within your District account that have Ident-A-Kid. Select the corresponding school within PowerSchool from the dropdown menu. Map all schools you have purchased for the PowerSchool – Ident-A-Kid API. Enable Attendance for all schools.

CCSSVM School		Power School		Attendance
Number	Name	Name	Map Date	<input checked="" type="checkbox"/>
F96F4445	Eastern Montgomery High	<input type="text" value="Eastern Montgomery High"/>		<input checked="" type="checkbox"/>
0A534039	Cherry Hill Middle	<input type="text" value="Cherry Hill Middle School"/>		<input checked="" type="checkbox"/>
44EB5E79	Washington Elem	<input type="text" value="Washington Elementary"/>		<input checked="" type="checkbox"/>

After mapping all schools required and enabling Attendance, click **Save Changes**. You can come back to this area at a later time if you need to map a new school or turn on/off attendance for any schools.

Import Students

Next, you will import all students. Go back to the PowerSchool Menu and select Import Students.

Check All	CCSSVM School		Power School	
<input checked="" type="checkbox"/>	Number	Students Name	Students Name	
<input checked="" type="checkbox"/>	B0A244E1 296	Eastern Montgomery High School	296 Eastern Montgomery High School	
<input checked="" type="checkbox"/>	B267554B 368	Gilbert Linkous Elementary School	368 Gilbert Linkous Elementary School	
<input checked="" type="checkbox"/>	D5D51864 326	Harding Avenue Elementary School	326 Harding Avenue Elementary School	

Terminate
Please Wait...

51.17%

Select all schools and click **Import to CcssVm**. At the top of the page, you will have an alert to confirm. Please select **Yes**. This will start the sync process of all students into Ident-A-Kid. You will have a status bar for all imports. All initial Imports are best to run during non-peak school hours or after hours. You have the option to Terminate the process at any stage during the Import.

If your school student list becomes out of sync or you add a new school, come back to Import Students, select only the schools that need to be synced and sync these schools at any time.

Once you import the student lists you must open the Manager application and allow the new settings and student list to sync.

Attendance

Select Attendance from the PowerSchool menu.

- Global Attendance Module - By Enabling this module you are allowing CCSSVM to push back Tardies and Early Release check-ins to the PowerSchool Attendance module.
- For Districts **Upgrading** their CCSS API, Enable Attendance for each school in the Map Schools and save.
- Import PowerSchool Attendance Codes into CCSSVM - Attendance Codes will be added as Additional Info Field 3 and 4 for badges that contain the word **Tardy or Early** (i.e. Tardy, Tardy Student, Early Release, Early Departure). Please refer back to the PowerSchool API Configuration document to make sure all button settings are correct for each school. All badge settings will need to be corrected and customized to your preference before schools start utilizing this module.

First, **Enable** the Global Attendance Module. This Module can be enabled or disabled as needed by the District.

The last step is to sync all attendance codes. Open the Import PowerSchool Attendance Codes into CCSSVM page.

Successfully imported 24 number of attendance codes, [refresh](#) this page to be reflected.

PowerSchool - Import Attendance Codes - This table shows all imported or manually created attendance codes or additional info 4

<input type="checkbox"/>	Number	School Name	Current Attendance Codes (Tardy/Early)
<input checked="" type="checkbox"/>	F96F4445	W10 Touchscreen Elementary	0
<input checked="" type="checkbox"/>	0A534039	Test School Win 10	0
<input checked="" type="checkbox"/>	44EB5E79	Test school win 8	0

Select all schools and click **Import to CcssVm**. At the top of the page, you will have an alert to confirm. Please select **Yes**. This will start the sync process of all Attendance Codes for the schools into Ident-A-Kid. You will have a status bar for all Imports. All initial Imports are best to run during non-peak

school hours or after hours. You have the option to terminate the process at any stage during the Import.

If your school Attendance Codes become out of sync or you add a new school, you can select only the schools that need to be synced and sync these schools.

Settings

Remove – If you need to remove the PowerSchool API plug in click here. This will disable sending attendance until a new plugin is installed.

Re-Activate Syncing - Is syncing is ever disrupted, or you reenable a plugin, you can Re-activate syncing. This is recommended if you upgrade to a newer version of PowerSchool and you have to resync your students list.

Stop/Restart Attendance Sync to API

If you need to Stop syncing Tardies and Early Releases to PowerSchool for any reason, go to the Attendance page in the PowerSchool menu and **Disable** the Global Attendance Module. If you Disable the Global Attendance Module, the check-ins processed after that time will not be queued and will need to be manually entered into PowerSchool by your schools. Once you are ready, you can Enable the Global Attendance Module to start syncing back to PowerSchool again.

Please make sure to notify all school staff before enabling and disabling this PowerSchool API.

Connection Problems with PowerSchool

If PowerSchool is having service issues, the Ident-A-Kid API will queue all check-ins until the connection is reestablished.

Remaping a School

To remap a school that was mapped previously to the wrong school in PowerSchool, please first start by going into the school manager and deleting all students from the "Students" preloaded list. Once this list has been cleared, you can then go into the District Manager to remap your school. Please go to Map Schools and Select the appropriate new school and Save. Then, go to Import Students. Select only this school to be mapped and click Import to CCSSVM. This will change only the school that is needed.

If you have any problems with the API syncing, or issues registering and configuring this API, please contact our Tech Support at 800-890-1000.

CCSSVM School Settings

Each school will need to configure certain settings within Ident-A-Kid to be able to write back into PowerSchool. Each school will need a Tardy button, an Early Release/Early Departure button, and/or a Returning Students button. All Attendance codes will be imported for each Attendance Code Field. We suggest for the school to delete all codes that do not apply to that specific field (Previous Classes, Tardy current Class, Early Release).

Additional Information 1 & 2 may be set up to request any information the school needs from the Student or Parent for this check-in/out. All captured data will be sent back into PowerSchool in the comments section.

If settings are changed and do not abide by the settings below, the check-ins will not go into PowerSchool.

Required settings for the **Tardy** button are:

Display Settings: Name Label Prefix: Student

Disable "Enable Freeform Entry" and "Allow No Name"

Under Pre-loaded Category to load, you will want to select specifically the "Students" list.

Additional Information 3: Previous Classes. For Tardy to Class buttons, have no answer for additional Info 3, so the badge will only post a code to the current class. For Tardy to school, we suggest removing all codes that do not apply to Previous Classes before checking students in. This Field needs to be Required, Displayed and Freeform OFF. This Field can be removed altogether if your school utilizes Daily Attendance as your Default Attendance tracking mode.

Name Options

Name Label Prefix

Student

Allow No Name

Preloaded Name Options

Pre-loaded Category to Load

Students

Enable Freeform Entry

Enable Student Contact Relationship

Enable Check Against Pre-Approved SOC

Answers - Previous Classes - TARDY

/ Settings / Badge Settings / TARDY / Previous Classes / Answers

[Add New](#) [Refresh](#) [Go Back](#)

Answer	Last Modified
Absent	07/24/2018, 12:10 PM

Previous Classes - TARDY

/ Settings / Badge Settings / TARDY / Previous Classes

Title

Previous Classes

Input Format

Text or Button

Required

Displayed

Display at Check Out

Freeform Entry

If there is only one code (preferred for Kiosk mode), the system will not display the code to select. It will be automatically selected.

Additional Information 4: Current Class. We suggest removing all codes that do not apply for the Tardy occurrence. This is the code that will send back into PowerSchool for this specific class, or in Daily

Attendance mode for that day. If there is only one code (preferred for Kiosk mode), the system will not display the code to select. It will be automatically selected. This will need to be Required and Displayed, and Freeform OFF.

Answers - Current Class - TARDY
 / Settings / Badge Settings / TARDY / Current Class / Answers

[Go Back](#)

Answer	Last Modified
TARDY	04/04/2018, 03:31 PM

Current Class - TARDY
 / Settings / Badge Settings / TARDY / Current Class

Title

Input Format

Required
 Displayed
 Display at Check Out
 Freeform Entry

Title

Description

Display Buttons

Web Client Display Buttons

Badge Enable

Name Options

Name Label Prefix

Allow No Name

Required settings for the **Early Departure** (Release or Dismissal) button are:

Title must have Early in it.

Web Client Display button to Check out only.

Disable Allow No Name.

For preloaded category you will have two options.

If you have your student contacts imported, you will preload Student Contacts as the preloaded list and enable Student Contact Relationship.

If no Student Contacts are imported, you will select the Students list. Disable Freeform entry.

Additional Information 3: Previous Classes. All attendance codes will be preloaded into the Answers box. We suggest removing all codes that do not apply to returning (i.e. only Excused Absence). This box is for students returning that want to mark a previous attendance code (Unexcused) to a new code (Excused). Typically

Title

Input Format

Required
 Displayed
 Display at Check Out
 Freeform Entry

Add preloaded answers for your users to select when checking in for a quicker check in process.

districts will leave this optional or remove this all together if Daily Attendance is not needed.

Additional Information 4: Current Class. All Attendance codes will be preloaded into the Answers box. We suggest removing all codes that do not apply to the student's early departure. We commonly rename this title to Remainder of the Day.

This is the code that will send back into PowerSchool for remainder of the classes, or in Daily Attendance mode for that day. If there is only one code (preferred for Kiosk mode), the system will not display the code to select. It will be automatically selected. This will need to be Required and Displayed, and Freeform OFF.

Title

Input Format

Required
 Displayed
 Display at Check Out
 Freeform Entry

Add preloaded answers for your users to select when checking in for a quicker check in process.

[Go Back](#)

Answer	Last Modified
Unexcused	12/11/2017, 03:01 PM

If your check ins are not syncing back to PowerSchool, please call our Technical Support at 800-890-1000 or email Support@identakid.com with your issue.

Ident-A-Kid API for PowerSchool

We have the following permissions for the tables below:

TABLE	FIELD	PERMISSIONS			
TENDANCE	ATTENDANCE_CODEID	Full Access			
ATTENDANCE	ATT_COMMENT	Full Access			
ATTENDANCE	ATT_DATE	Full Access			
ATTENDANCE	ATT_INTERVAL	Full Access			
ATTENDANCE	ATT_MODE_CODE	Full Access			
ATTENDANCE	CALENDAR_DAYID	Full Access			
ATTENDANCE	CCID	Full Access			

ATTENDANCE	DCID	Full Access			
ATTENDANCE	PERIODID	Full Access			
ATTENDANCE	PROGRAMID	Full Access			
ATTENDANCE	SCHOOLID	Full Access			
ATTENDANCE	STUDENTID	Full Access			
ATTENDANCE	TOTAL_MINUTES	Full Access			
ATTENDANCE	YEARID	Full Access			
ATTENDANCE_CODE	ALTERNATE_CODE	View Only			
ATTENDANCE_CODE	ATT_CODE	View Only			
ATTENDANCE_CODE	DCID	View Only			
ATTENDANCE_CODE	DESCRIPTION	View Only			
ATTENDANCE_CODE	ID	View Only			
ATTENDANCE_CODE	PRESENCE_STATUS_CD	View Only			
ATTENDANCE_CODE	SCHOOLID	View Only			
ATTENDANCE_CODE	YEARID	View Only			
BELL_SCHEDULE_ITEMS	END_TIME	View Only			
BELL_SCHEDULE_ITEMS	START_TIME	View Only			
GEN	ID	View Only			
GEN	NAME	View Only			
PREFS	DCID	View Only			
PREFS	ID	View Only			
PREFS	NAME	View Only			
PREFS	SCHOOLID	View Only			
PREFS	VALUE	View Only			
PREFS	YEARID	View Only			