



Trainings – This may be a great time for both classified and certified personnel to enhance their knowledge and improve their skills. Below are links to some of the many LBL SIS Suite training videos available to you and your staff. You can also access these videos in ClassLink by clicking on the *LBL SIS Suite Video Help* icon:

If you are interested in live online trainings by our application experts, please contact our help desk at 866.914.2800 (toll free) or 541.812.2800.

WebSIS Trainings (If prompted for a user name/password: wbt/training)	
<h3>WebSIS Basics</h3> <ul style="list-style-type: none">• WebSIS Navigation (6:42)• Set User Preferences (1:44)• Change WebSIS Password (1:47)• Global Student Search (3:19)• Enrollment, Programs & Thresholds (webinar) (58:00) (Sept, 2019) <h3>Behavior Tracking</h3> <ul style="list-style-type: none">• Behavior Tracking (webinar) (48:50) (Sept, 2019) <h3>State Reporting</h3> <ul style="list-style-type: none">• ADM Reporting (43:43)• Fall ODE Reporting (1:03:24) <h3>Health Information</h3> <ul style="list-style-type: none">• Student Health Information (webinar) (43:48) (Sept, 2019)	<h3>Contact Information</h3> <ul style="list-style-type: none">• District Person Table (10:50)• Add/Update Student Contact Information (3:24)• Add Parent/Emergency Contact (5:26)• Change Parent/Emergency Contact (4:54)• Delete a Contact (1:37)• Associated Students (4:24)• Merge Person Records (2:02) <h3>Flags</h3> <ul style="list-style-type: none">• Student Flags (webinar) (35:27) (Sept, 2019) <h3>Career Technical Education</h3> <ul style="list-style-type: none">• CTE Reporting Overview (15:23)• CTE Course Registration (1:23:46)• CTE Course Linking (5:37)• CTE Assessment Entry (4:33) <p>Continue on next page</p>

<h3>Immunization</h3> <ul style="list-style-type: none"> • Immunization Overview (5:26) • Immunization Shot Entry (7:44) • Primary Review – Part A (3:10) • Primary Review – Parts BCD (2:24) • Primary Review – Parts EFG (2:05) • Primary Review – Part H (3:58) 	<ul style="list-style-type: none"> • Immunization Status Detail Report (7:46) • Immunization Status Summary Report (3:18) • Protection Status Report (4:01) • Exemption Rates Report (4:26) • Immunization Analysis Page (6:41)
<h3 style="text-align: center;">Gradebook Trainings <small>(If prompted for a user name/password: wbt/training)</small></h3>	
<h4>Attendance Office</h4> <ul style="list-style-type: none"> • Attendance Overview (3:22) • Attendance Editor Daily Entry (2:02) • Attendance Editor Week View (1:17) • Office Updates to Classroom Attendance (5:10) • Batch Attendance Entry (4:42) • Elementary School (AM/PM) Attendance (2:38) <h4>Teacher Attendance</h4> <ul style="list-style-type: none"> • Quick Attendance (2:27) • Seating Chart (1:58) • Attendance Grid (1:04) <h4>Gradebook Manager: Policies</h4> <ul style="list-style-type: none"> • Gradebook Policies Overview (1:55) • Attendance Policies <i>(coming soon)</i> 	<h4>Gradebook Manager: Templates</h4> <ul style="list-style-type: none"> • Gradebook Templates Overview (2:56) • Grading Scales – Part 1 (10:49) <i>NEW!</i> • Grading Scales – Part 2 (6:34) <i>NEW!</i> • Grading Terms (6:19) <i>NEW!</i> • Grade Calculation Methods <i>(coming soon)</i> <h4>Learning Standards</h4> <ul style="list-style-type: none"> • Linking Standards to Courses (7:59) <h4>Teacher Gradebook</h4> <ul style="list-style-type: none"> • Gradebook Login (1:54) • Gradebook Grid Introduction (2:56) • Gradebook Class Roster Options (1:29) • Quick Grades (1:21) • Send Message from Gradebook (1:26)
<h3 style="text-align: center;">ClassLink</h3>	<h3 style="text-align: center;">PS TIENET</h3>
<ul style="list-style-type: none"> • ClassLink Basics (1:42) • My Apps (5:45) • Quick Tips: Adding Apps, Using Folders, Auto-launch (2:14) 	<ul style="list-style-type: none"> • New Staff Training (1:33:36)

We are here to help

If you have any questions, please call the Student Information Systems Help Desk at 866.914.2800 (toll free) or 541.812.2800. Our phones are staffed from 7:30 AM to 5:00 PM every weekday. You can also submit questions, problems, or concerns via the online Web Help Desk. Your office staff will assist you with this.

Online trainings available--this may be the perfect time for staff to get that extra training they never have time for. Recorded trainings and live trainings available for classified and certified.

As you've likely heard many times, we are all in this together. LBL's SIS team is here to help you succeed in these most challenging of times.