

ACCESS Newsletter

February 2024

HELLO FROM ACCESS!

Happy 2024!

Ms. Anna Marie Vaughn, Superintendent of Columbiana County ESC retired on December 31, 2023. Ms. Vaughn was a member of the ACCESS Board for many years representing Columbiana County. We thank her for supporting ACCESS.

Ms. Marie Williams, current Superintendent of the Columbiana County ESC, has now joined the ACCESS Board of Directors. We look forward to working with her. Welcome Ms. Williams!

Thank you to the ACCESS staff. Working on this newsletter to share with you is a collective effort.

Grab a beverage of your choice, relax and enjoy our newsletter. We have many things to share.

Lisa Smith



"Though February is short, it is filled with lots of love and sweet surprises." -Charmaine T. Forde



Let us know what you would like to hear about. Email smith@access-k12.org
Remember, click on the many embedded links within for more information.

WHAT'S INSIDE

- INFOhio Exploring Eclipses
- INFOhio ICoach Training will be held at ACCESS in March
- HB33 - Posting State Assessments Results to ParentAccess
- District Data Review for LRC 2024 Worksessions
- Training Schedules for Fiscal, Student and EMIS Services
- Security Updates and Reminders



**ACCESS SPRING MEMBERSHIP ASSEMBLY MEETING,
FRIDAY, APRIL 12, 2024 @ 9:00 a.m.**

Highlights



<https://www.infohio.org/>



FOR

Classroom Teachers Instructional Coaches
Administrators
Curriculum Directors
Technology Coordinators
Library Staff
all others interested.

Date: March 12, 2024 - 9:00 a.m. - 3:00 p.m.

Registration:

[ICoach Training Registration](#)



Did You Know...

- More than 265 INFOhio ICoaches support the use of quality digital content available at no cost from INFOhio in schools and districts across Ohio?
- INFOhio ICoaches serve in a variety of positions, including principals, classroom teachers, school librarians, instructional coaches, curriculum directors, and tech directors?
- INFOhio ICoaches receive up to 18 contact hours of self-paced training at no cost?
- In the 2023-2024 school year, INFOhio ICoaches have already supported thousands of school staff around the state to implement INFOhio's resources?

What are you waiting for?

Join us for a free, in-person training led by INFOhio Instructional Specialists:

March 12, 2024 from 9-3.

ACCESS | 493 Bev Road, Unit 1 | Boardman, OH 44512

Register now!

[ICoach Training Registration](#)

Complete by March 8, 2024

[Learn About the Ohio ICoach Program](#)

INFOHIO is part of an Information Technology Centers' (ITCs) CORE service offerings. These resources are available to schools whether or not you have a physical library within your building.

If you circulate books, we can assist with cataloging and tracking. If you do not, INFOhio has available a vast amount of electronic resources that can be utilized both in the classroom and for professional development.

Take advantage of the outstanding K-12 resources provided by ODE and delivered by ACCESS. Let us know if you have any questions.

<http://www.infohio.org>

See the **INFOHIO Page** within this Newsletter for more information.

NETWORK SERVICES

Network Vulnerability Scans - ACCESS is scanning your network monthly! Security scan reports go out to your tech coordinator. Contact Tom (davies@access-k12.org) if you have any questions about the scans, reports, or how to deal with reported vulnerabilities.

Security Tips & Documents

Through our partnership with the OECN, we can assist with tools, tips and documents that can be shared to ensure you have what you need within your district. Just ask us how we can help.



Tech Guard - Cybersecurity Training

Statewide ITCs, including ACCESS, have partnered with Tech Guard for cyber security awareness training, including email campaigns, videos and data on user awareness.

Information about Tech Guard can be found at

[Cyber Security Training](#)

If interested in consortium pricing, let us know.



Fall in Love with 2-Step Verification this Valentine's Day

MFA **increases security** because even if one credential becomes compromised, unauthorized users will be unable to meet the second authentication requirement and will not be able to access the targeted physical space, computing device, network, or database.

ACCESS can enforce MFA for your Google users. The enforcement can be assigned by OU, so you can be granular about the assignment. ACCESS recommends that you enforce MFA for at least your administrators and your fiscal staff. Please put in a help desk ticket if you have questions or would like to get started.

Don't forget to remind staff that their password will expire every 365 days if they have enabled Google MFA! They do not need to be in an OU That has it enforced, they can just follow [these instructions](#) to enable it for themselves.

Password expiration is dependent on when the password was reset and not when MFA enabled.



Reminder

Password Policy Updated August 1, 2023

Passwords now need to be a minimum of 16 characters. They also need 3 of the 4 complexity rules, i.e., uppercase, lowercase, numbers, and symbols. Don't forget to turn on Google multifactor authentication to make your password expire in 365 days not 90!

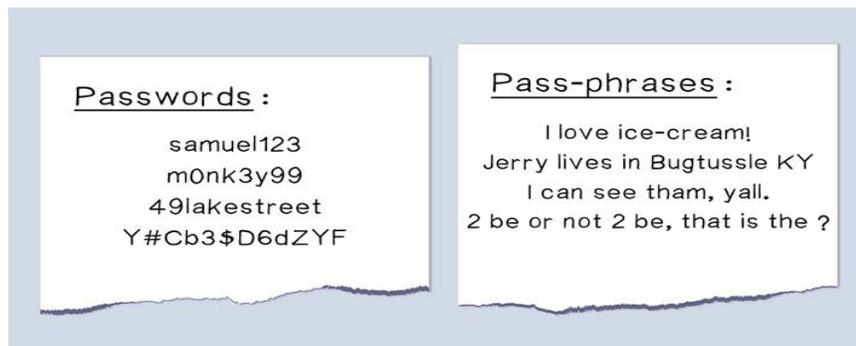
Click [HERE](#) for more information.

We are staying compliant with Cybersecurity Standards.



STUDENT EMAIL PASSPHRASES ARE HERE!

We are now able to randomly generate easy to remember passphrases for student email accounts instead of the current random jumble of letters and numbers. If you would like to make a change to the password format for your district, please submit a helpdesk request to support@access-k12.org and let us know the desired format ie capitalized 3 letter word, random 2 digit number, lower case four letter word, special character (Red27test!). The format can even vary by grade level!



Join a GOOGLE MEET call from Google Docs, Sheets, or Slides



What's changing:

You can now join a Google Meet call from Google Docs, Sheets, and Slides. In addition to the [Present To Meet](#) option, you can select "Join the call" to quickly join and present a document, spreadsheet, or presentation to all attendees, allowing everyone in the meeting to collaborate while having a conversation. Click [HOW TO JOIN](#) for additional information.

FISCAL SERVICES

SAVE THE DATE

INTRO TO USPS TRAINING CLASS 1

Wednesday Feb 14, 2024 9am-3pm

INTRO TO USPS TRAINING CLASS 2

Thursday Feb 15, 2024 9am-12pm

SSDT ROADSHOW

Wednesday April 24 ,2024 9am-4pm

**CONTRACTS, CALENDARS &
SALARY NOTICES**

Thursday May 9, 2024 9am-3pm

FIVE YEAR FORECAST

WorkSession

Thursday May 23, 2024 9am-3pm

FISCAL YEAR END TRAINING USPS/USAS

Thursday June 6, 2024

USPS 10am-11:30pm

USAS 1pm-2:30pm

YEAR END STAFF REPORTING

Training/Work Session

Thursday June 13, 2024 9am-3pm

BUDGETING/CERTIFICATION

Training/Work Session

Thursday June 20, 2024 9am-3pm

Please make sure that you register for the upcoming events along with all worksessions on the ACCESS website www.access-k12.org

Please log in using your email alias (everything before the @sign) and your email password

Worksessions

All worksessions are open between 9am and 3pm

Thursday February 8
Thursday March 7
Wednesday March 13
Thursday April 4
Thursday April 18
Thursday May 9
Thursday May 16
Thursday May 23
Thursday June 13
Thursday June 20
Thursday June 27
Thursday July 11
Thursday July 18
Thursday July 25

FISCAL SERVICES

Un-Voiding a check in USAS



Users may now unvoid outstanding disbursements written for purchase orders or for refunds.

Users may Un-Void a Voided Disbursement where the Disbursement Void date is in an Open Posting Period, not dated prior to 2024, and the Invoices were not deleted after the disbursement was voided.

UnVoid Disbursements + x

1. From the Transaction menu, select "Disbursements".
2. Search for the disbursement(s) to be UnVoided and click the beside UnVoid Invoice Items Disbursement(s).
3. Click on UNVOID
4. To UnVoid the Invoice items, leave the box checkmarked Confirm Cancel
5. To leave invoices voided, uncheck the box and the AP Invoice items will be cancelled.
6. Click on Confirm to continue to process the UnVoid. Click on Cancel to return to the grid.

SSDT ROADSHOW

ACCESS will be hosting the SSDT Team on Wednesday, April 24, 2024 for a day filled with trainings, new information and answers to your questions..

We will keep you updated as to the final topics once they have been decided upon.

Make plans now, this is an event you don't want to miss.



IMPORTANT DATES

**Five Year Forecast - Required Spring Update (FY24) (2024P2MAY) P
4/1/2024- 5/31/2024**

**Staff and Course Collection - Final (FY24) (2024L2FNL) L
1/8/2024 -8/7/2024**

**Financial Collection (FY24) (2024H0000) H
6/3/2024- 8/30/2024**

STUDENT SERVICES

COMING
SOON

HB 33 - Posting State Assessment Results to ParentAccess

In order to comply with HB33, Frontline (ProgressBook) will include in the next release (v23.3) the ability to post Ohio's State Tests (grades 3 through 8 and high school end-of-course tests) to **ParentAccess**. We do not have an exact date on when this will be made available so stay tuned to your email for more information.

Scheduling Trainings

The training schedule for upcoming scheduling sessions is now available! Please make sure to share this information with users (especially those who are new) in your district. If you wish to attend a scheduled session but are unable to do so, the trainings will be recorded and posted to the [ACCESS webpage](#) in the [Training](#) section.

Please visit the [ACCESS Student Services Training page](#) for a description of each session.

Student Promotion / Bulk Enrollment

Thursday, February 27th from 9:00-11:00

[REGISTER](#) for the *In Person Session*

[REGISTER](#) for the *Zoom Session*

High School & Middle School Courses/Sections/Groups

Thursday, February 29th from 9:00-11:00

[REGISTER](#) for the *In Person Session*

[REGISTER](#) for the *Zoom Session*

Entering Course Requests & Hand Scheduling/Bulk Assigning Students

Wednesday, March 6th from 9:00-11:00

[REGISTER](#) for the *In Person Session*

[REGISTER](#) for the *Zoom Session*

Online Course Request (Public Course Request)

Wednesday, March 6th from 1:00-3:00

[REGISTER](#) for the *In Person Session*

[REGISTER](#) for the *Zoom Session*

High School and Middle School Scheduling Training (Batch Scheduler)

Thursday, March 14th from 9:00-12:00

[REGISTER](#) for the *In Person Session*

[REGISTER](#) for the *Zoom Session*

Elementary Scheduling Training

Wednesday, May 1st from 9:00-11:30

[REGISTER](#) for the *In Person Session*

[REGISTER](#) for the *Zoom Session*

We will also have the following **Scheduling Worksessions** which will be held in-person from 9:00am-3:00pm (unless otherwise noted) in the ACCESS Computer lab. Registration for these open labs is required.

Thursday, April 11, 2024 - [Click here to register](#)

Wednesday, April 17, 2024 - [Click here to register](#)

Wednesday, April 24, 2024 - [Click here to register](#)

Wednesday, May 1, 2024 1-3pm - [Click here to register](#)

Wednesday, May 15, 2024 - [Click here to register](#)

Monday, May 20, 2024 - [Click here to register](#)

Wednesday, June 5, 2024 - [Click here to register](#)

Wednesday, June 12, 2024 - [Click here to register](#)

Wednesday, June 26, 2024 - [Click here to register](#)

"BE HAPPY, BE BRIGHT, BE YOU."
KATE SPADE

STUDENT SERVICES (con't)

Standards Based Report Cards for 2024-2025

If you are currently using standards based report cards and would like updates/adjustments made for the 2024-2025 school year, please submit them no later than **June 28, 2024**. **After this date, we will only be able to accommodate minor changes.**

If your district has not used standards based report cards in the past, but you're interested in exploring the possibility for next school year, please contact us. We are happy to meet with you and review the options available.

Harmony Student Reports

Have you heard of Harmony? It's a third party product available for ACCESS districts to generate various reports. There are many reports that are easy accessible including a **new interactive dashboard** that has student, discipline, attendance, marks and medical information all at your fingertips.

<https://harmony.access-k12.org/>

Don't have access? Fill out the Harmony Account Request Form found [here](#), have it signed by your supervisor and send it into student@access-k12.org.

Reading Diagnostic and Tier 1 Dyslexia Assessments Reporting

Districts are required to administer a reading diagnostic to all students in grades K-3. The assessment must be administered by September 30th for students in Grades 1-3 and by the 20th day of instruction for kindergarten students.

Beginning this FY(24), reporting requirements have changed from reporting On Track, Not On Track, to reporting the assessment, students and their Reading Diagnostic score to EMIS.

New for FY24 is Tier 1 Dyslexia Screener administration and reporting. For the 2023-2024 school year, districts are required to administer a universal (tier1) screener to all students in grades K-3 (a universal screener must be administered to students enrolled in KG after Jan 1, 2024, but prior to Jan 1, 2025) and to students in grades 4-6 if requested by a parent or teacher (with parental consent).

In the near future, StudentInformation will include 'templates' available from the Analytic Hub that will create a file of students who are eligible to take the Reading Diagnostic and the Dyslexia Screener. District staff will populate these files with the assessment code and student results. The file would then be uploaded to StudentInformation (available in next release (v23.3) of StudentInformation).

Details of the available assessments and reporting are available in the [EMIS Manual > Student Assessment \(FA\) Record](#).

ACCESS will schedule worksessions as soon as the templates are available in StudentInformation.



EMIS Framework - All district staff have a role!



ODEW has dedicated a page to the [ODEW website](#) with information to provide an understanding of how EMIS works. The information available explains the data included for EMIS reporting along with the various district personnel that impact data. Take a look at the available documents and see how your daily tasks affect your district's EMIS data and reporting!

EMIS Data Collection Calendar - 2023 - 2024 - Draft

EMIS Data Collections for FY24 that have closed have been removed

Draft

EMIS Data Collection Calendar for 2023-2024

By Open Date

	Data Set	Open Date	Close Date
Student Cross Reference (FY24) (2024SSCRS)	S	7/3/2023	7/12/2024
SOES Student Contact(s) Collection (FY24) (2024SSSDT)	S	8/7/2023	8/9/2024
Kindergarten Readiness Assessment Collection (FY24) (2024AGOFL)	A	9/21/2023	2/16/2024
Summer and Fall End of Course Assessment Collection (FY24) (2024AGEFL)	A	9/21/2023	<u>3/21/2024</u> **
Current Graduation Credit Progress Collection (FY24) (2024SGRCR)	S	9/21/2023	9/13/2024
Student Course Grade Collection (FY24) (2024LCGRD)	L	9/21/2023	9/13/2024
Calendar Collection - Final (FY24) (2024CFINL)	C	10/5/2023	8/7/2024
Fall 3rd Gr ELA and Reading Collection (FY24) (2024AGNFL)	A	10/19/2023	3/1/2024
DPR Growth Assessment Collection (FY24) (2024AGDFY)	A	10/19/2023	7/17/2024
Child Outcome Summary Assessment Collection (FY24) (2024AGMFY)	A	10/19/2023	8/23/2024
Reading Diagnostics Collection (FY24) (2024ARDFY)	A	11/16/2023	7/17/2024
Five Year Forecast - Initial Optional (FY24) (2024P1OPT)	P	12/1/2023	3/31/2024
Tier 1 Dyslexia Screener Collection (FY24) (2024ADSFY)	A	12/14/2023	7/17/2024
Midyear Student Collection (FY24) (2024S2TRD)	S	1/2/2024	4/26/2024
SOES End of Year Student Collection (FY24) (2024SBODE)	S	1/2/2024	7/17/2024
OELPA Assessment Collection (FY24) (2024AGFSP)	A	1/25/2024	8/7/2024
Final Exiting Student Follow up (FY24) (2024S2EXT)	S	2/8/2024	8/7/2024
Staff and Course Collection - Final (FY24) (2024L2FNL)	L	2/8/2024	8/7/2024
Spring Alternate Assessment Collection (FY24) (2024AALTS)	A	2/8/2024	8/7/2024
Career Tech Accountability Assessment Collection (FY24) (2024ACTSP)	A	2/8/2024	8/7/2024
Other Accountability Assessments (FY24) (2024ANACC)	A	2/8/2024	8/9/2024
Spring End of Course State Assessment Collection (FY24) (2024AGESP)	A	2/22/2024	7/17/2024
Spring State Assessment Grades 3-8 Collection (FY24) (2024AGNSP)	A	2/22/2024	7/17/2024
Five Year Forecast - Required Spring Update (FY24) (2024P2MAY)	P	4/1/2024	5/31/2024
End of Year Student Collection (FY24) (2024S3TRD)	S	5/2/2024	7/17/2024
Graduation Collection (FY24) (2024G0000)	G	5/2/2024	10/11/2024
Five Year Forecast - Final Optional (FY24) (2024P3OPT)	P	6/1/2024	8/31/2024
Financial Collection (FY24) (2024H0000)	H	6/3/2024	8/30/2024



Shading indicates date or other changes from prior version of schedule

** Expected change in Close Date due to an issue with the vendor file.

District Data Review for LRC 2024 Worksessions

Have you reserved your districts' spot?

ACCESS is offering **three separate** opportunities for district staffs to come together to review EMIS data that will appear on the FY24 Local Report Card. These will be in open lab “*worksession*” format. Districts are encouraged to come as teams for this review, i.e., *superintendents, treasurers, EMIS coordinators, guidance counselors, career counselors, special education directors, and any other relative staff.*

Both ACCESS and ESC staff will be available to assist in answering questions.

If you are interested in attending a session, check with your superintendent to reserve your district’s spot. Your team can come anytime during the listed hours. The three dates follow.

Tuesday, May 21, 2024 9am - 3pm
Tuesday, June 11, 2024 9am - 3pm
Tuesday, June 25, 2024 9am - 3pm

ACCESS EMIS Trainings and Worksessions

<u>Event</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>
New EMIS Coordinator Training	Tuesday	February 13, 2024	9-3
New EMIS Coordinator Training	Thursday	February 22, 2024	9-3
EMIS Alliance - <i>Troubleshooting the FTE Reports</i>	Wednesday	February 28, 2024	9-Noon
<i>EMIS Worksession</i>	Wednesday	February 28, 2024	1-3 pm
New EMIS Coordinator Training	Tuesday	March 12, 2024	9-3
EMIS Alliance - <i>Troubleshooting the CTE Reports</i>	Wednesday	March 19, 2024	9-Noon
<i>EMIS Coordinator Meeting</i>	Wednesday	March 27, 2024	9-Noon
<i>EMIS Worksession</i>	Wednesday	March 27, 2024	1-3 pm
New EMIS Coordinator Training	Thursday	March 28, 2024	9-3
<i>EMIS Coordinator Meeting - S and SOES Checklist</i>	Tuesday	April 16, 2024	9-Noon
<i>EMIS Worksession</i>	Tuesday	April 16, 2024	1-3 pm
<i>EMIS Coordinator Meeting - FY24 Graduate Checklist</i>	Thursday	April 25, 2024	9-Noon
<i>EMIS Worksession</i>	Thursday	April 25, 2025	1-3 pm

The above events have been scheduled to date. Additional events will be added as needed.

Registration for all events is available from the [ACCESS website](#).

Professional Development Opportunity for EMIS Coordinators

2024 OAEP - Ohio Association of EMIS Professionals Spring Conference

May 6 & 7, 2024

Hilton Columbus at Easton

ODEW EMIS Staff and Business Owners share the latest information to finish out FY24 EMIS Reporting, along with changes for the FY25 school year. Frontline Staff and additional vendors will also be included in the agenda presenting the latest updates to software and EMIS reporting.

This is a great opportunity for ACCESS District EMIS Coordinators!



Getting Started with INFOhio K-5

[Click Here](#)



Getting Started with INFOhio 6-12

[Click Here](#)



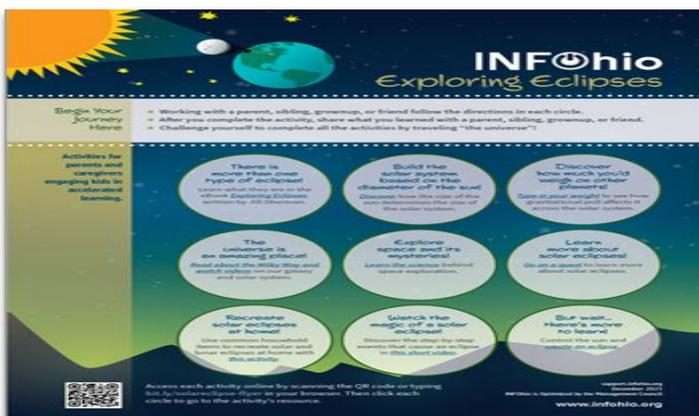
Share the Solar Eclipse Excitement With this Fun INFOhio Choice Board

On April 8, 2024, a total solar eclipse will cross North America, passing over Mexico, the United States, and Canada. Residents of Ohio within a 124-mile-wide band will experience this total solar eclipse. Anyone outside the band will still experience a partial eclipse.

Engage students and families in this once in a lifetime event with games and activities on the **INFOhio Exploring Eclipses** choice board.

Share the URL, or send the printed flyer home with students so they can build knowledge about science and eclipses! For additional solar eclipse resources, check out the 2024 Solar Eclipse website from the Ohio Department of Education and Workforce and these Solar Eclipse Instructional Materials available in Open Space.

If you have any questions, INFOhio is always happy to help at support.infohio.org.



Click on...

[EXPLORING ECLIPSES](#)



LIBRARY SERVICES, CONTINUED.

INFOhio Added New Instructional Materials to Open Space

INFOhio has recently added more than [25,000 open-access instructional materials](#) to Open Space. This substantial update includes a diverse range of content, from interactive lesson plans and engaging games to comprehensive textbooks and informative videos for every subject and grade level. The resources have undergone review by INFOhio staff, underscoring INFOhio's commitment to fostering accessible and high-quality learning experiences for students and teachers alike. Previously, a portion of these materials were accessible through Educator Tools, as part of a collection provided by Knovation (ACT).

Also added to Open Space are free instructional materials and resources from [DriveOhio](#), an initiative of the Ohio Department of Transportation. The [DriveOhio content](#) features seven hands-on lesson plans, eLearning modules, and a student ambassador program including free immersive learning resources, grant opportunities, and DriveOhio career connections with a statewide network of employers.

For educators looking to maximize the potential of these instructional materials and gain proficiency with the platform, INFOhio offers a comprehensive [professional development class focused on Open Space](#). This course is designed to empower educators with the skills to effectively find, use, and curate materials with Open Space, enhancing their teaching strategies and Student engagement in the process.

Check out all of the [recently added materials](#) in Open Space. Have questions? INFOhio is always here to help.

For questions, comments, and additional support contact INFOhio at Support.infohio.org.



Supporting GoLearn with Professional Learning Webinars from Ohio DLA

GoLearn is a platform that enables academic choice for students and allows schools to offer unique courses across district lines. Ohio schools are joining the GoLearn pilot and registering students in courses found through the GoLearn platform. If your district is interested in participating in the pilot, complete the [interest form](#) to get started. For more information about GoLearn, watch this brief [introductory video](#) and see the [GoLearn flyer](#).

To learn more about GoLearn, please contact John Mitchell at john.mitchell@managementcouncil.org. [Be the first to know](#) about INFOhio's work by joining the [INFOhio Community](#), subscribing to the INFOhio newsletter, and connecting with INFOhio through social media.



LIBRARY SERVICES, CONTINUED.

A Personalized Virtual Hands-On Workshop with INFOhio's Expert

Are you having trouble finding resources to support a content area topic? Do students need additional supplemental materials to bridge a knowledge gap? Do you want personalized help finding and curating resources for your students and staff? Seize this unique opportunity to earn an exclusive invitation to a hands-on virtual session with INFOhio's experts.

How Do I Get Invited?

1. **Watch** all four webinars in the [Supporting Everyday Teaching series](#) and **complete** a short quiz after viewing each one.
2. **Check** your email for a **Google Form** from INFOhio! This form will include date and time options to sign up for a virtual workshops.
3. Once you've **confirmed** the best date and time option an exclusive invitation will be sent to your email.

Questions about the series or the workshop? Reach out to INFOhio at support.infohio.org.



Six Resources to Try if You Like Bill Nye the Science Guy

INFOhio is committed to providing Ohio's educators with access to high-quality videos, eBooks, and interactives to meet the needs of all learners. Listed for each resource below are the most popular science topics from the Bill Nye the Science Guy video collection, which is no longer available through INFOhio due to recent licensing changes from Disney. If you used Bill Nye videos in the classroom, try these six resources available through INFOhio to supplement your classroom with videos, eBooks, and interactives. Ohio educators, students, and caregivers can find many of these resources on infohio.org using the buttons to access the grade-level pages.

1. **ScienceFlix for Grades 6-8:** For topics on atoms, magnetism, and rocks and soil, look to ScienceFlix for more than 80 units of study on science, technology, engineering, and math.
2. **Capstone Interactive eBooks for Grades 3-8:** Capstone Interactive eBooks is a library of more than 1000 unlimited use, interactive eBooks on science and social studies, making it a fantastic resource for topics like phases of matter, light and color, and Earth's seasons.
3. **World Book eBooks for Grades 3-8:** If you liked Bill Nye videos for topics like electric current, the moon, and fossils, take a look at World Book eBooks with more than 1500 eBook titles supporting a variety of reading initiatives and content areas including science, social studies, computer science, and mathematics.
4. **Science Online for Grades 6-12:** Topics about chemical reactions, the water cycle, and erosion can be found in Science Online, a collection of science, technology, engineering, and math resources.
5. **World Book Student for Grades 5-10:** World Book Student is an online encyclopedia with access to eBooks, videos, interactives, primary sources, and articles on topics like fossils, erosion, and chemical reactions.
6. **Educator Tools for Grades K-12:** If you used the Bill Nye videos on topics like the food web, biodiversity, and bones and muscles, check out Educator Tools, a repository of high-quality instructional resources purchased, licensed, or developed by INFOhio to support Ohio's Learning Standards and instructional practices.

Search these six resources for more alternatives to supplement your science classroom with engaging, no-cost, unlimited access to high-quality digital resources to engage and motivate your students. To learn more, read the Teach With INFOhio blog post [Six Resources](#)

LIBRARY SERVICES, CONTINUED

Five Additional Tips from INFOhio's Technical Team

Do you ever wonder if there are tips and tricks you just don't know about when it comes to [INFOhio's Library Services Platform](#)? Ever feel like there might be an easier way to do something, but you aren't sure how to do it? Learn more as [INFOhio's Technical Team](#) shares their top tips and tricks for navigating the tasks librarians and library paraprofessionals tackle each school day. The INFOhio Technical Team is sure to share a helpful tip you have not heard before. INFOhio's Technical Team includes nine support specialists from across Ohio with a variety of backgrounds in technology, education, and libraries. Technical team specialists focus on working with school library staff using INFOhio's Library Services Platform throughout Ohio. INFOhio's Library Services Platform offers users a variety of products and services—from the online catalogs, Fetch and ISearch, to library automation software, Workflows, BLUEcloud, MobileStaff, SymphonyWeb, and *coming soon* Data Control, a cloud-based reporting tool. Discover something new, or be reminded of the INFOhio Technical Team's favorite [tips and tricks](#) to help save time and effort as you foster a love of reading and learning in students.

- **Personalizing WorkFlows:** Learn personalization options—such as allowing multiple tabs, changing background colors, and adjusting font size—to take advantage of WorkFlows.
- **Check Out By Homeroom:** Learn how check out can go more quickly and smoothly by making a small adjustment to circulation.
- **Delve into Data Control:** Learn more about INFOhio's newest library services platform project! Data Control allows users to create their own reports or start with a template that can be customized to meet specific needs.
- **Accessing Content Through the INFOhio Website:** Learn how users are authenticated on the INFOhio website to provide a seamless experience when accessing INFOhio resources.
- **Curate Lists:** Learn how to create and share resource lists with students and staff.



Library support by [INFOhio](#).
Phone number: 330-702-7875
Support Email Address: support@infohio.org

Resources

YOUR REPRESENTATIVES for 2023-2024 - Mahoning & Columbiana Counties

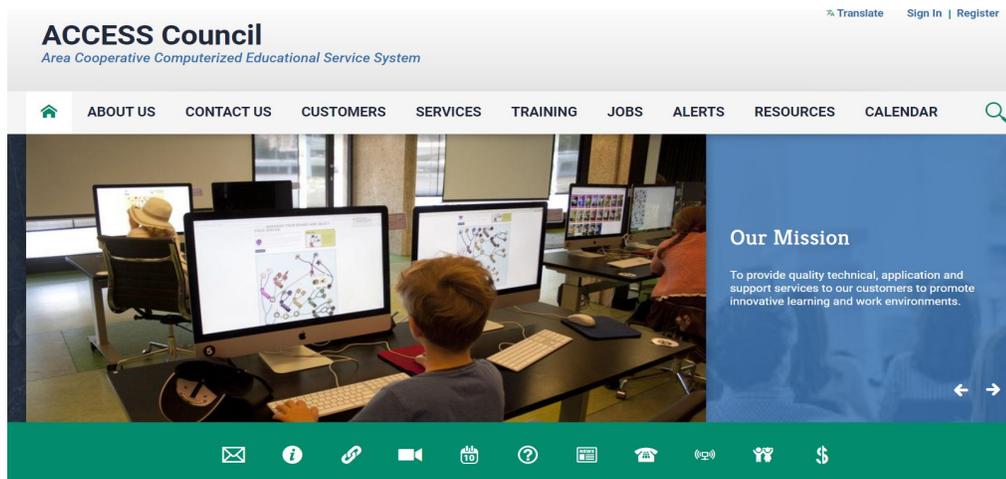
The **ACCESS Board of Directors** meet monthly. Current board members are:

- Dr. Donald Mook, Chairman, Superintendent, Columbiana Exempted Schools
- Dr. Traci Hostetler, Vice Chair, Superintendent, ESC of Eastern Ohio
- Ms. Charlene Mercure, Secretary, Treasurer, Crestview Local Schools
- Ms. Marie Williams, Superintendent, Columbiana County ESC
- Ms. Dawn Welsch, Treasurer, Sebring Local Schools
- Mr. Eric Lowe, Superintendent, Beaver Local Schools
- Mr. Pete Pirone, Superintendent, Struthers City Schools
- Ms. Rachael Smith, Superintendent, Springfield Local Schools
- Mr. Kirk Baker, Superintendent, Jackson-Milton Schools, alternate
- Ms. Jennifer Coldsnow, Treasurer, Leetonia Schools, alternate

Assembly Overview & Composition

The Assembly is the overall governing body of ACCESS. The Assembly makes decisions regarding programs, fees, budget, and policy. The Assembly is composed of the Superintendent of each of the [Member Districts](#). The Assembly meets two times a year.

Visit the **ACCESS web page** for additional information about our organization.
<http://www.access-k12.org>





ACCESS - Advancing Education Technologies
<http://www.access-k12.org>

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