Getting Started with rSchool Today
and the ATS Nightly Sync:

Prior to configuring ATS to sync with rSchool Today, you will need to first speak with your rSchool rep and Athletic Director. In order to utilize the functionality between ATS and rSchool, we know that you need to have the **Full Version of the Activity Scheduler**.

Associated Fees:

- There is no fee associated from ATS to utilize this feature.
- rSchoolToday has fees associated with the export functions and the data that does come out of their system.
- At present Keffer Development/ATS has the following applicable fees from rSchoolToday:
    - 1-4 Schools
        - Setup: $495 (per school)
        - Annual fee: $195 (per school)

    - 5+ Schools
        - Setup: $395 (per school)
        - Annual: $95 (per school)

General Data Flow:

- Every night, at 1 am, rSchoolToday will export the student records from each school that was set up. The condition for a student to be included in that file is that he participates at least in one sport, so, internally, he must be included in a roster that is turned ON.
- ATS will import those files into the system to add new records or update existing record
- Every night at 3 am, ATS will export the physical statuses of the students in each   school, and rSchoolToday will import them and show them in the AS-SEI module.

The interface with rSchoolToday is pretty straightforward.

Under the Admin area you need to enter your school's NCES School ID in the applicable box.
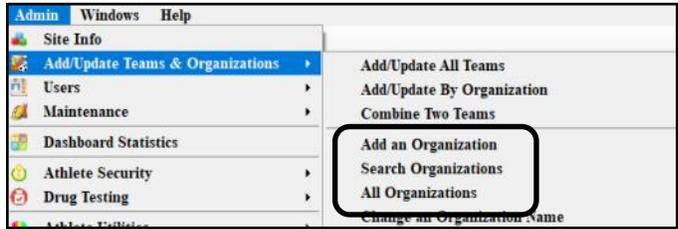
If you do not have an organization set, you will need to add an organization. If you have an organization(s) defined, select search organizations and open the appropriate organization from the menu. Input your Organizations unique Outside Reference ID. More info is below on how to obtain that information.

Set an organization for each school that is going to be utilizing the rSchool Sync.

Note 1:

Data between rSchoolToday and ATS will be synced nightly.

Note 2:

If needed, below is some information to help you search for your NCES id.

You can use the link below to lookup your NCES District ID

https://nces.ed.gov/ccd/schoolsearch/

ATS - rSchoolToday Configuration

After you have filled out the information under the team/organization tab, you will need to open ADMIN—> Site Info—> Opt(1) tab—> Note/Batch schedule

Select the days you would like the rSchool information to be synced. Those are multiple marks, so pick the days that are most appropriate. This will set the days for everyone using the sync process.

There needs to be a Batch Confirmation email selected. This will send the designated person, a confirmation email that the nightly sync was completed.

*** As a note:

When the nightly sync runs, if an student exists rSchool Today will update the information necessary, but will not overwrite the ID number in the system. If it will be the first time they are getting loaded into ATS, it will insert the rSchool Today ID, which can then be changed by the staff or student when logging in to the patient portal.

Cross-walking Grades/Years:

The next step, to ensure your athletes populate into ATS correctly, is to crosswalk the Import/Sync to the athlete year.

Cross-walking the athlete year and the Import/Sync grade allows the students that come into ATS to be entered and aligned with what already exists, should you call it something different in ATS than rSchool does. Example, ATS you use traditional names Fresh, Soph, Jr, Sr, and rSchool uses 9, 10, 11, 12, you can link each to the appropriate grade so information does not get entered incorrectly.

This menu is also accessible through the ADMIN—> Import Cross-Walk option. If you are a large organization with multiple schools doing imports, you can give partial admin access to the import cross-walk menu vs the drop downs.

The Teams X-Walk is the same menu as above, but this screen is locked so a user with only partial admin privileges cannot navigate to other menus.

Cross-walking Genders/Teams:

You also need to cross-walk the Athlete Gender to what is coming from rSchool. Sometimes the information coming from rSchool can come as M or F. You can create that link between what is coming across and what you want it to be linked to in your database.

This is done by going to the ADMIN tab—> Import Cross-Walk drop down.
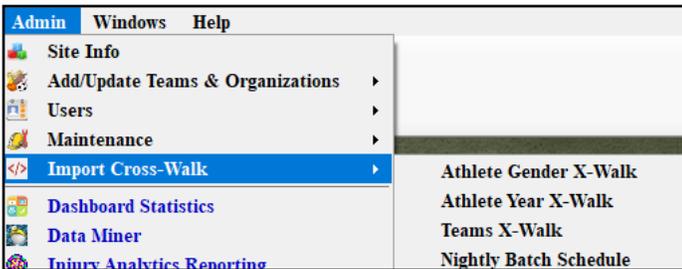
In the Import Name enter how the information is stored in rSchool for your organization, example is a simple letter or abbreviation instead of the full name. In the Gender; there is a dropdown menu for your to select what is stored in your database to link the information to.
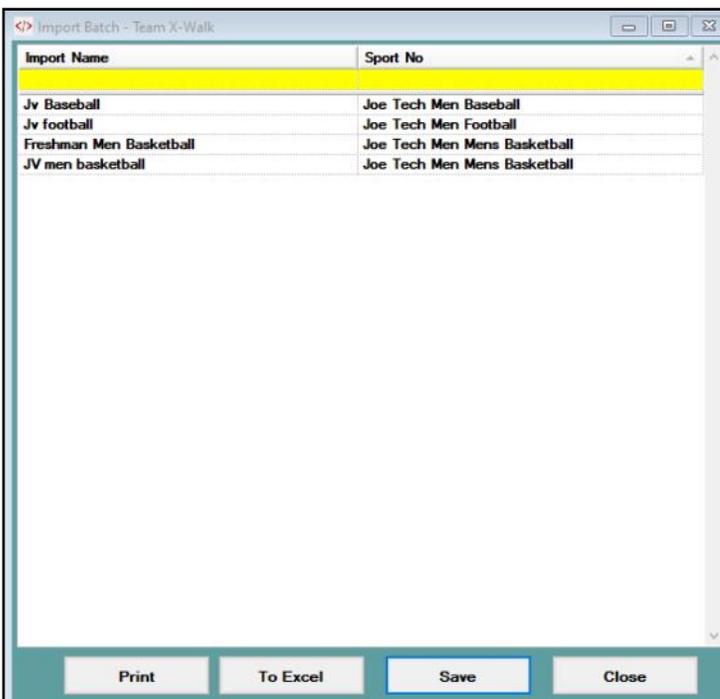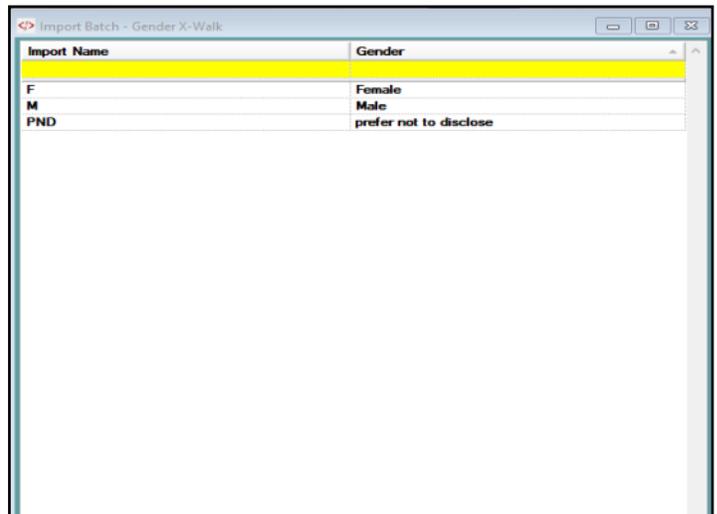
The Team X-Walk Allows you to link how ever the teams are set up in rSchool to link to one team. If there are multiple names for each team, such as freshman football, JV football, Varsity football, ATS will create a separate team for them. If your cross-walk the teams they will all be on one roster.