



DASL 2022-2023 School Year Initialization

- **2022-2023 School Year Initialization**
- VERIFY the school year in context is **2022-2023**
 - ❖ **Building Level - Calendar Wizard**
Management > School Administration > School Building Administration > Calendar Wizard
 - *No longer use Non Attending days*
 - Follow-up Checklist: *Periods of the Day (lunch times), Rotation Days, Master Calendar Periods, Reporting Terms, Schedule Terms, Master Calendar*
 - ❖ **Building Level – SYI First Pass**
Management > School Administration > School Year Initialization > Execute Tasks
 - Run first 12 tasks then **uncheck** Student: Admission **AND** Fee Proration (Marks: Marks Configuration)
 - ✓ Follow-up Checklist: *Student Codes, Staff Member Schools, Sub Calendar Exceptions, DASL Options, Homeroom Terms*
 - Management > School Administration > School Year Initialization > Follow Up Check List
 - ❖ **Building Level – SYI Second Pass**
 - Run next 2 tasks and Student: Admission (Scheduling: Course Configuration and Scheduling: Courses)
 - ✓ Follow-up Checklist: *Course Terms*
 - ❖ **Building Level – SYI Third Pass**
 - Run remaining 5 tasks and Fee Proration
 - ✓ Follow-up Checklist: *Fees Administration, Course Sections, Marking Patterns, GPA Sets, Honor Rolls,*
 - ❖ **Building Level – Create Default Schedule Result**
Management » School Administration » Scheduling Administration » Scheduler » Schedule Result Sets
- **Items to Note:**
 - ❖ *Rooms and Locations are not School Year specific*
Update in the Summer
Management > School Administration > School Building Administration > Rooms/Locations
 - ❖ *Homerooms are School Year Specific*
Update at any time
Management > School Administration > School Building Administration > Homerooms