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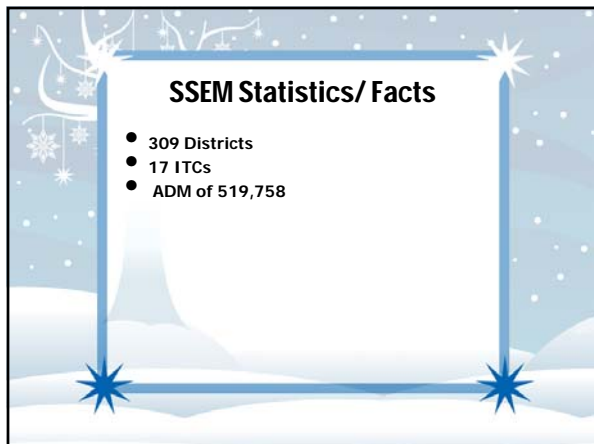
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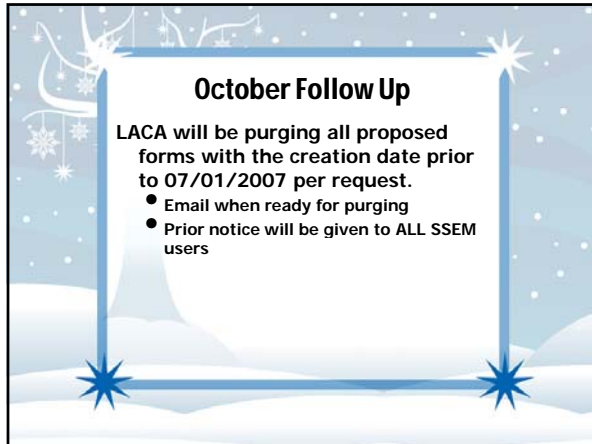
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**October Follow Up**

LACA will be purging all proposed forms with the creation date prior to 07/01/2007 per request.

- Email when ready for purging
- Prior notice will be given to ALL SSEM users

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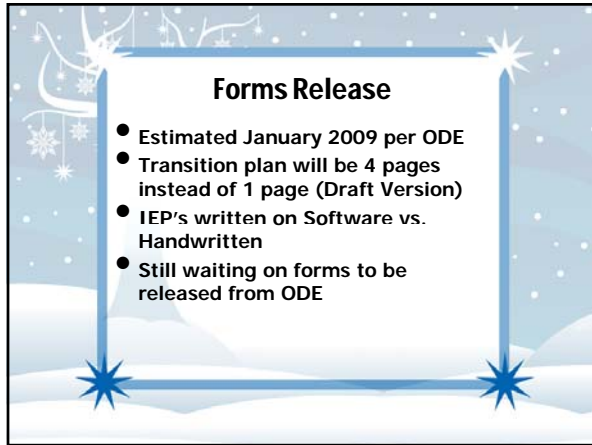
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**Forms Release**

- Estimated January 2009 per ODE
- Transition plan will be 4 pages instead of 1 page (Draft Version)
- IEP's written on Software vs. Handwritten
- Still waiting on forms to be released from ODE

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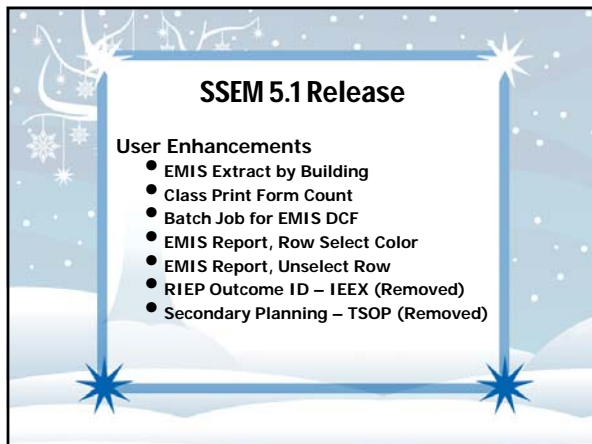
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**SSEM 5.1 Release**

**User Enhancements**

- EMIS Extract by Building
- Class Print Form Count
- Batch Job for EMIS DCF
- EMIS Report, Row Select Color
- EMIS Report, Unselect Row
- RIEP Outcome ID – IEEX (Removed)
- Secondary Planning – TSOP (Removed)

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**SSEM 5.1 Release**

**User Enhancements**

- Revised EMIS DCF
  - Service Start/End Dates
- Display of @@@@Specially Designed Instruction
- 10<sup>th</sup> OGT default month "March"

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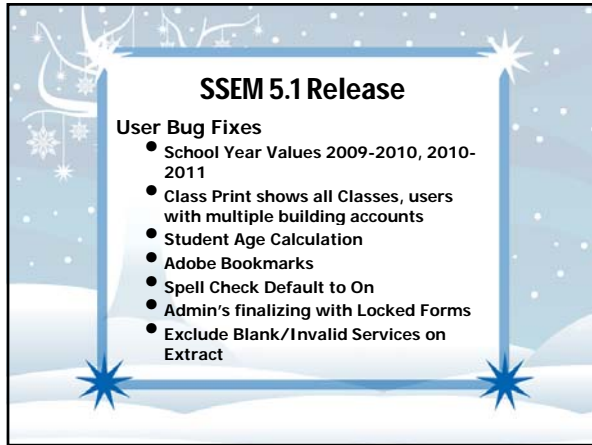
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**SSEM 5.1 Release**

**User Bug Fixes**

- School Year Values 2009-2010, 2010-2011
- Class Print shows all Classes, users with multiple building accounts
- Student Age Calculation
- Adobe Bookmarks
- Spell Check Default to On
- Admin's finalizing with Locked Forms
- Exclude Blank/Invalid Services on Extract

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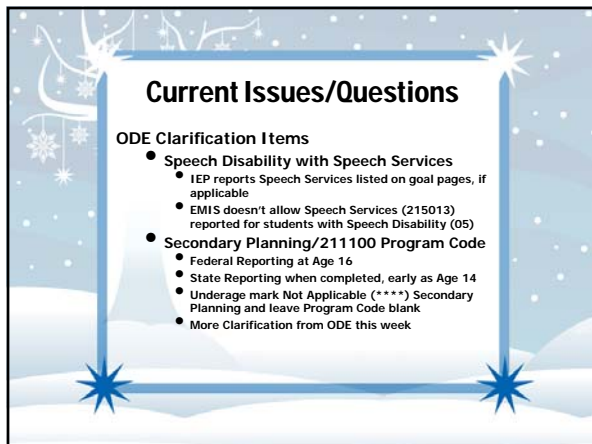
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**Current Issues/Questions**

**ODE Clarification Items**

- Speech Disability with Speech Services
  - IEP reports Speech Services listed on goal pages, if applicable
  - EMIS doesn't allow Speech Services (215013) reported for students with Speech Disability (05)
- Secondary Planning/211100 Program Code
  - Federal Reporting at Age 16
  - State Reporting when completed, early as Age 14
  - Underage mark Not Applicable (\*\*\*\*) Secondary Planning and leave Program Code blank
  - More Clarification from ODE this week

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**Current Issues/Questions**

**ODE Clarification Items**

- **TETR – Transfer ETR Adoption**
  - Event Date – Date of Acceptance in new district
  - Start Date – Date of Acceptance in new district
  - End Date – Last Date of imported ETR (old district expiration)
- **TIEP – Transfer IEP Adoption**
  - Event Date – Date of Acceptance in new district
  - Start Date – Date of Acceptance in new district
  - End Date - ?

Best Practice – Anniversary of Meeting Date instead of Anniversary of imported IEP Effective End Date

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**Current Issues/Questions**

**Handicap Code not pulling over from DASL**

- Fixed in DASL 9.2 Release
  - Tentatively scheduled to release next week

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**December Reporting**

- IEP Served as of Dec 1
  - Handicap & Program Codes Reported
  - Last Submission – Mid January
- Reports available later this week from EMIS Coordinator
  - ODE Sending detailed report similar to previous inclusion/exclusion report

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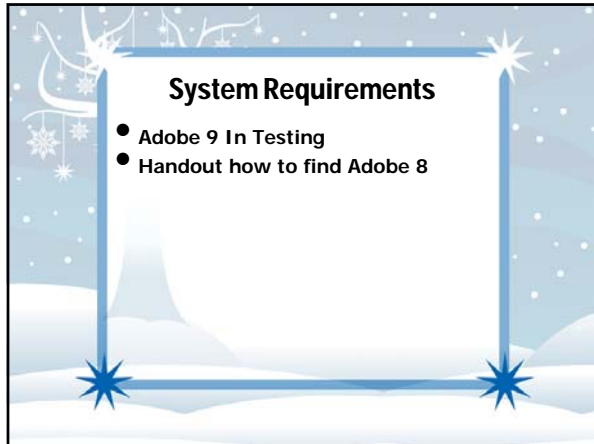
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**System Requirements**

- Adobe 9 In Testing
- Handout how to find Adobe 8

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**Next Meeting Date**

February 18, 2009

April 23, 2009 (With EMIS Coordinators)

June 10, 2009

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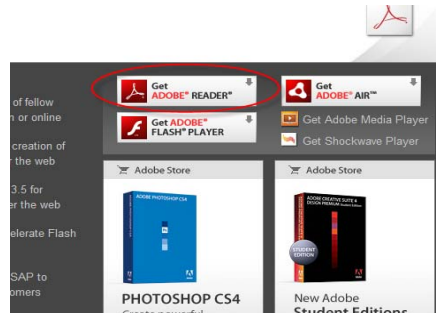
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The supported Adobe® version for the SSEM Version 5.0+ is currently Adobe® 8. Adobe® has issued an upgrade to version 9 which is not supported by SSEM. If a user chooses to perform the automatic update for Adobe®, they may have issues viewing and saving forms in SSEM. The user must remove Adobe® 9 from the computer before downloading Adobe® 8. Below are directions to navigate through the Adobe® website to find the correct version.

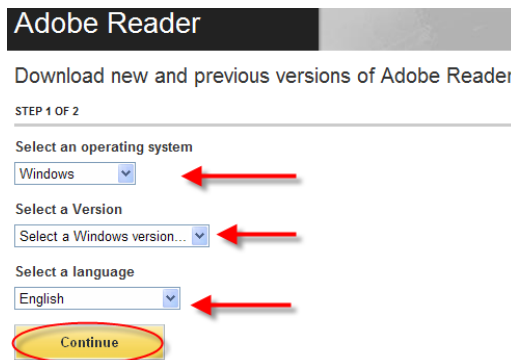
The link to get Adobe® reader is located in the middle right hand corner of the Adobe® homepage. Clicking on the “Get Adobe® Reader” link will open the next step in the process.



Once arriving to the Adobe® Reader page, you will need to selecte “Different language or operating system?”



Selecte an operating system, version and language by using the drop down options. Once selected, click “Continue”.



Step 2 of 2 will show once the previous step is completed. You will now have an option to download “Adobe Reader 8.1.3”. Select version and choose “Download Adobe Reader”. This may take several minutes to download.

