

# Keys to Ownership Services

## Drive Your Success using PowerSchool

### Keys to Ownership Services

Adopting a new SIS and keeping functionality relevant for users ongoing can be challenging for both large and small districts. To help, we offer Keys to Ownership (KTO) services, a highly variable and flexible consulting solution designed for your unique PowerSchool needs.

KTOs are sold as customized, 10 remote hour packages, focused on the topics that are most important and needed by PowerSchool administrators.

Designed for customers at any stage in their life-cycle of PowerSchool adoption, you will be assigned an expert PowerSchool consultant who will assist you during your first year of deployment or provide a helping hand if you have been using PowerSchool for years. You drive what hours are used for, at your own pace. KTOs assist you in two primary areas: PowerSchool **functionality** and **completing tasks**.



### PowerSchool Functionality

Our consultants will help you take full advantage of PowerSchool functionality, helping you plan and find the optimal approaches to resolving your user needs through hands on, direct engagement centered on your district or school goals and needs. An expert from our PowerSchool service team will help you configure and use important PowerSchool features and functions that go beyond standard implementation. Our services save you time and reduce stress, while helping you maximize PowerSchool old and brand new features. We can help you speed up the planning and provide productive execution to go live with your solutions faster, with confidence.

#### Examples of focused topics:

- Parent Portal setup and roll out
- Standards setup and importing
- Test score setup and importing
- PowerLunch setup and deployment
- Incident Management setup
- Honor roll setup
- Graduation Planner
- Attendance tracking and notification
- Health Management setup and immunization data
- New school setup and data
- Setting up summer school
- Document attachments and categories
- Repeated course grade suppression
- Localization administration (Language Toolkit)
- Database extensions
- Security, roles, and field-level security

## Completing Tasks

PowerSchool KTO services can help you complete important PowerSchool administration work, when it becomes difficult to fit in or spin up on quickly. With the help of a PowerSchool expert, complete critical tasks more easily or choose to supplement your labor constraints by having our team take on the bulk of the work involved. KTO services save time, ensure accuracy, and help you learn best practices, so you can manage tasks better on your own going forward.

### Regularly Occurring Tasks:

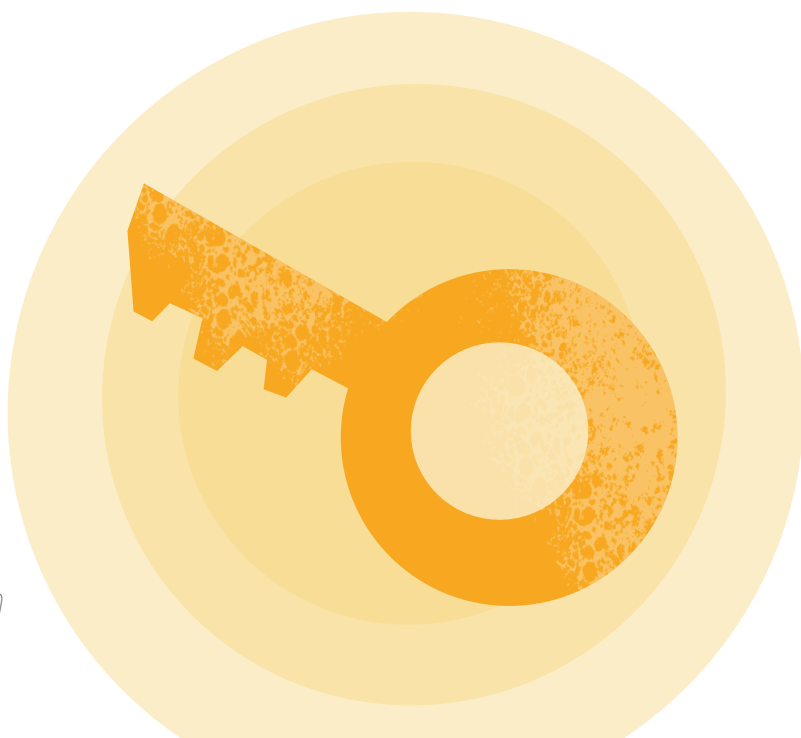
- End-of-term readiness and completion
- End-of-year readiness and completion
- Next-year setup
- Report card readiness review

### Additional Tasks:

- Data audits and validation reports
- Using Data Import/Export Manager
- Troubleshooting GPA issues
- Adding/removing calendar days
- Using DDA/DDE to extract and fix data; to make bulk changes
- State compliance submission planning and readiness
- Attendance audits and adjustments for start of new year
- Importing customizations and reports from other sources
- Reviewing system reports for accuracy
- Using photo management
- Search strategies and methods when using data

*Customers are choosing to purchase 2-4 KTO bundles yearly, so they have that planned helping hand when they need it or to take the weight off for planned deployments and new feature releases.*

*Design your own KTO services bundle based on the needs of your school or district. Work with your PowerSchool sales representative to determine how many KTO packages you need, or discuss how to target certain topics within PowerSchool.*



**To get started, contact your PowerSchool account executive at (877) 873-1550, or visit our website at [www.PowerSchool.com](http://www.PowerSchool.com)**