

Content Scope Template

Learning Objective	Content Categories	Key Concepts
<ul style="list-style-type: none"> • Learning objectives indicate what tasks participants will be able to achieve after completing training • List the learning objectives for the training course in the boxes below 	<ul style="list-style-type: none"> • What are the high-level categories addressed in the learning objective? 	<ul style="list-style-type: none"> • What is the new information the participant needs to achieve the learning objective?
<p>Help Information - Resources</p>	<ul style="list-style-type: none"> • <i>Websites:</i> • <i>Pell grants on the web</i> • <i>GAPS</i> • <i>COD website</i> • <i>IFAP</i> • <i>SFA Coach</i> • <i>School Portal</i> • <i>Desk reference</i> • <i>Tech reference</i> • <i>Sources for schools</i> • <i>1-800-4-fed-aid</i> • <i>1-800-4-p-grant</i> • <i>CAMS</i> • <i>SFA Download</i> • <i>EDExpress Help</i> • <i>SFA Tech</i> • Training Pre-requisites • Familiarity with Windows • Download the software • Set it up • Import ISIRs- Add data 	<ul style="list-style-type: none"> • <u>Training Pre-requisites</u> • Familiarity with Windows • Download the software • Global App set up • Import ISIRs- Add data • Import/Export • Run basic reports • <u>Where to Go</u> • Sources of assistance for schools • Pell grants on the web • COD website (distinguish for what years data)

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	<ul style="list-style-type: none"> • Import/Export • Run basic reports 	
<p>Set up for pell</p>	<ul style="list-style-type: none"> • ALL REQUIRED FIELDS • Formulas • Reporting institution • Attending institution • COA • Enrollment status • Academic calendar • Payment methodology • Disbursement dates • Institution type • Enrollment date • FAA Information 	<ul style="list-style-type: none"> • Effective utilization of these fields (i.e. enrollment dates) • Best Practices to move average to advanced- not data entry • Cost of attendance • Enrollment dates • Enrollment status – change to be more effective throughout the year • Attending institution (tip- how to set up to help process for particular- many schools)
<p>Changes to software/COD impacts NCS – PLEASE REVIEW LIST</p>	<ul style="list-style-type: none"> • New fields in multiple entry • Import set up from prior year by attended campus code • Cents can be used • Record code source fields 	<ul style="list-style-type: none"> • To DO for Marie (All from column B – plus your lunch time duties etc) • Refer them to action letters

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	<p>have been added</p> <ul style="list-style-type: none"> • <u>COD Changes</u> • SSN identifier changed due to COD • POP process has changed • Verification status code change • Record-level reject orders are stored 	
<p>Pell Process (include Module Integration)</p>	<ul style="list-style-type: none"> • Data (multiple) entry • Origination • Disbursement • Import/export batching • Record maintenance • Error resolution/follow-up • Edit codes • Cross-module solutions • Best practices - Cross-module cross-product • Acknowledgements 	<ul style="list-style-type: none"> • Highlight new fields in multiple entry • (Cross Mod) Import ISIRs from Apps • (Cross Mod) Import Pell information from Packaging • Best practices - Cross-module cross-product • Error resolution/follow-up • Record maintenance – Best practices kind of thing (Mark) • ED connect 5.1 –batch activity

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	<ul style="list-style-type: none"> • ED connect 5.1 –batch activity logs 	<p>logs</p> <ul style="list-style-type: none"> • Acknowledgement report – new features- negative pending disbursement (POP)
<p>Queries/Reports</p>	<ul style="list-style-type: none"> • Import/Export batching – exception reports • Cash management issues • Modify pre-defined queries • Create queries • Use with multiple entry • Synthesize answers • Using edit codes in queries • Import/export • Compare field • Disbursement pending report • Identify students in verification status W (sub set of disbursement pending report) 	<ul style="list-style-type: none"> • Modify pre-defined queries • Optional (only if 3-5) – CREATE A NEW QUERY • Synthesize answers using reports • Using New Edit codes • Compare field • Disbursement pending report • Identify students in verification status W (sub set of disbursement pending report)

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<p style="text-align: center;">Appendix</p>	<ul style="list-style-type: none"> • Answers to exercises • Glossary • List of message classes • List of error codes • Module specific query field (ALL) 	<ul style="list-style-type: none"> • Answers to exercises • Glossary • List of message classes • List of error codes • Module specific query field (ALL)

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