



MyEducationBC

BC Student Learning Group Programs

September 2020 v1.2

Version History

Version	Date	Description
1.0	Sep 3, 2020	Initial document created
1.1	Sep 16, 2020	Addition of Section 4, Student demographics field and additional filters
1.2	Sep 25, 2020	Additional troubleshooting steps added

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1.0 Introduction

BC Student Learning Group Programs provide a consistent structure in BC for identifying the cohort or group of students an individual is placed with. 200 Learning Group Programs (*LearningGroup001* through *LearningGroup200*) are available for selection, and when combined with the School identifier provide both provincially consistent and unique school Learning Group identification.

The use of the core program functionality allows for mass assigning the Learning Group Program and accommodates historical tracking, and provides the same functionality in the Global > Student Program Participation table with mass update, modify list and export from the tables. The start and end date in programs provides a date based history to clearly identify when a student was a part of the group.

Student Learning Groups are found in **Student > Membership > Programs** and accessed using the **Data Dictionary Selection: BC Student Learning Groups**. Complete Details on Student Program Assignment are found in the Enrollment and Demographics guide located on the MyEducationBC.info site > School User Resources.

2.0 Security

User access to Student Learning Group Programs are based on general student program access. To add or edit a Student Learning Group Program:

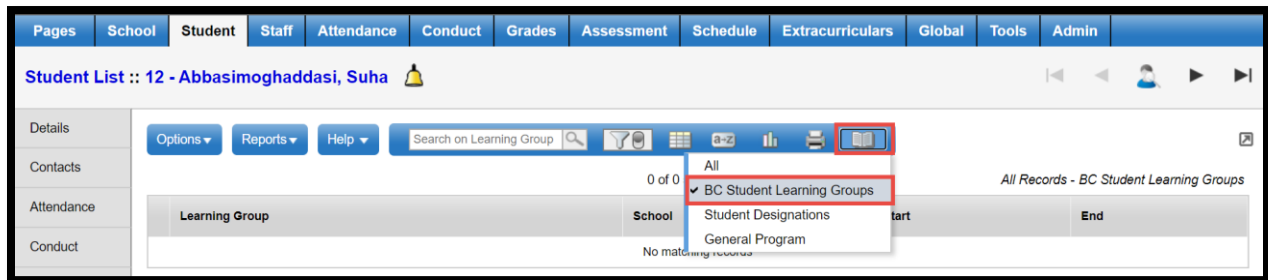
- Users must have access to edit Student Program Participation, and
- Users must have access to School or District view

3.0 Managing BC Student Learning Group Programs

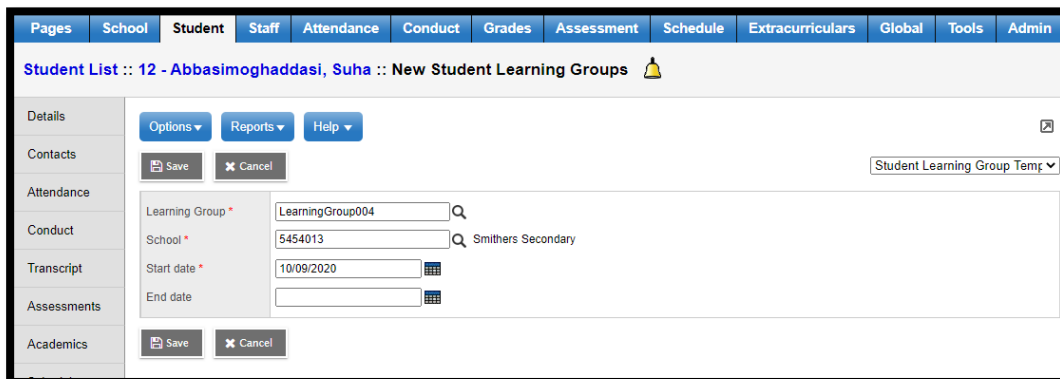
The Student Learning Group Program is managed individually through the **School view > Student top tab > Membership side tab > Programs** and mass assigned through **School view > Student top tab > Options > Assign Student Learning Groups**

3.1 To assign a BC Student Learning Group to an individual student:

- School or District View > Student top tab > Select the Student > Membership side tab > Programs.
- Set the Dictionary Menu to **BC Student Learning Groups**



- Select **Options > Add**
 - **Note:** the template will default to the **Student Learning Group Template**. This template provides the fields used with Student Learning Group programs.



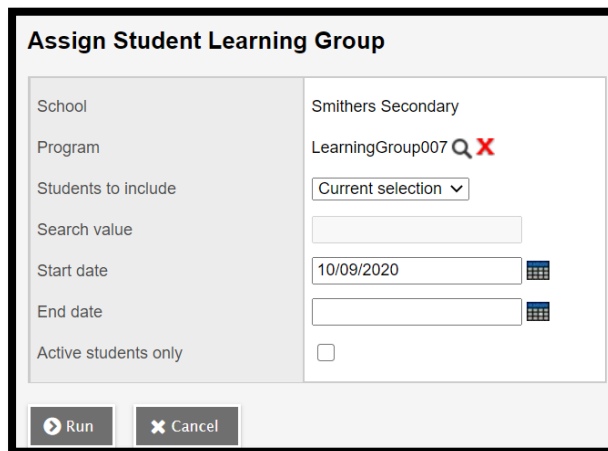
The screenshot shows the 'New Student Learning Groups' form. The form includes fields for 'Learning Group', 'School', 'Start date', and 'End date'. The 'Learning Group' field contains 'LearningGroup004', the 'School' field contains '5454013' (Smithers Secondary), and the 'Start date' field contains '10/09/2020'. There are 'Save' and 'Cancel' buttons at the top and bottom of the form. The interface also shows a navigation bar with tabs like 'Pages', 'School', 'Student', 'Staff', 'Attendance', 'Conduct', 'Grades', 'Assessment', 'Schedule', 'Extracurriculars', 'Global', 'Tools', and 'Admin'.

- (Required) Select the appropriate **Learning Group** from the pick list
- (Required) Select the current Learning Group **School** from the pick list
- (Required) Enter the **Start Date**
- Enter the **End Date** or leave blank
- **Save**

3.2 To assign a BC Student Learning Group to multiple students:

The mass assign functionality for BC Student Learning Groups uses the same process as the Assign Student Programs for mass assigning General Student Programs for Primary Active students. Details on this functionality are found in the Enrollment and Demographic guide.

- **School view > Student top tab**
 - **Select the students** in the Learning Group and use **Options > Show Selected** to filter the list to only those students
- **Options > Assign Student Learning Groups**



- In the popup enter the following information:
 - **School:** Auto populates with the current school
 - **Program (Required):** Select the Learning Group from the picklist
 - **Students to Include:** Use the default 'Current Selection' or select the appropriate dropdown for the school situation
 - **Start Date (Required):** Enter the date
 - **End Date (Optional):** Enter date if known
 - **Click Run**
- A results message pop up provides the number of successful Learning Group assignments and a list of the individual students where the assignment was unsuccessful. E.g. student already has the selected Learning Group assigned in that date range.

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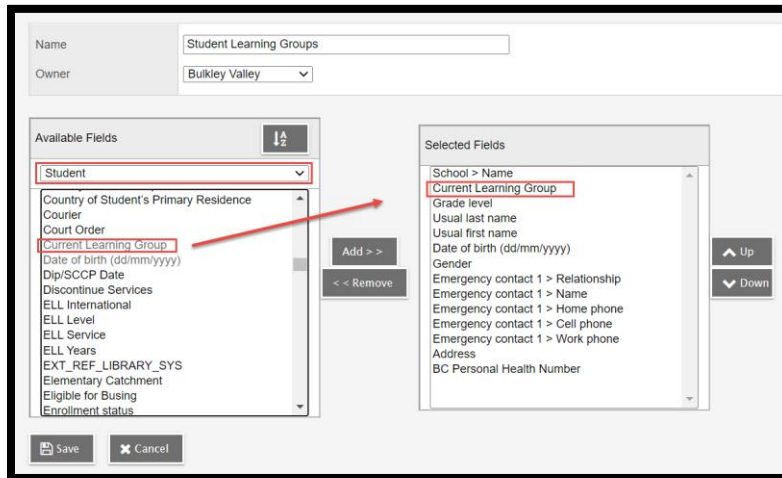
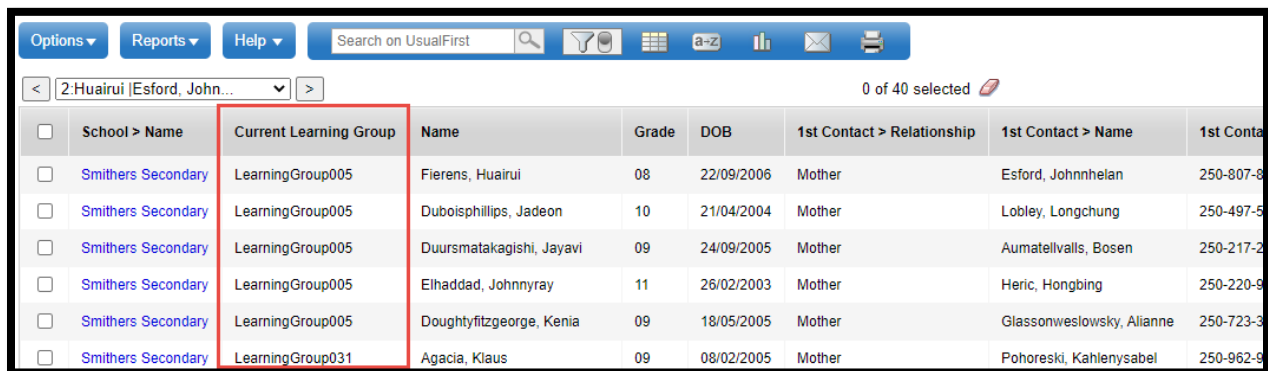
Messages
=====

Students skipped due to existing program within date range:
Abdalvand, Paarmita - existing program.
Abdulahikawaja, Avaline - existing program.
Abbasimoghaddasi, Suha - existing program.
Abdullalh, Ceyda - existing program.
11 student program record created.
4 student program record skipped.
  
```

4.0 Learning Group Field on Student Demographic Table

The current Student Learning Group Program is identified in the student demographics in a field named **Current Learning Group**. The *Current Learning Group* field is populated with a procedure based on the start and end dates of the Learning Group Program for Active students, that runs overnight at the Enterprise level. The procedure can also be run manually by the school as needed. Once the Current Learning Group field is populated, a variety of filters in the Student and Attendance top tabs are available for use with reporting.

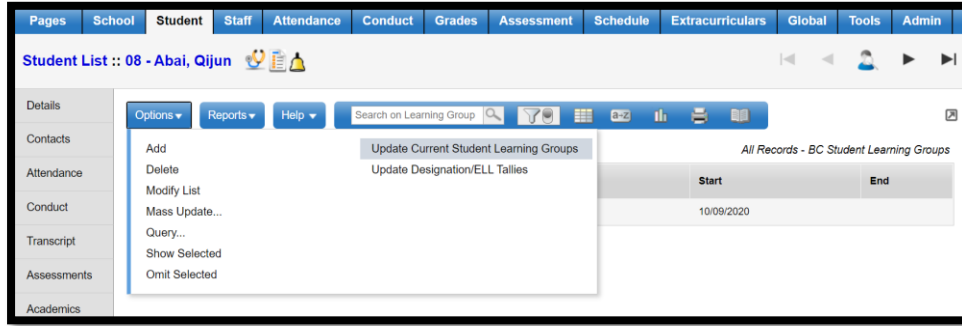
The **Current Learning Group** field is available to add to field sets for viewing. See the Fundamentals guide for details on creating field sets.

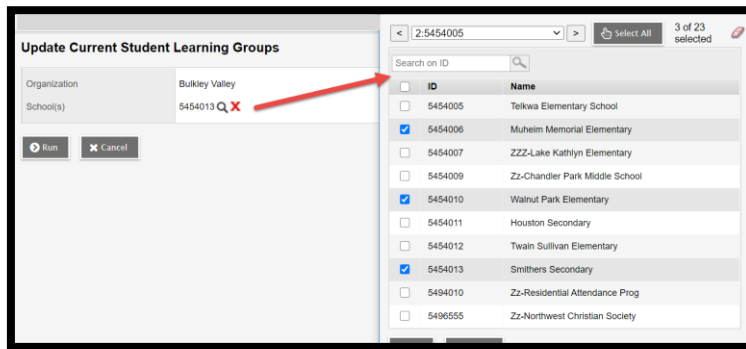
	School > Name	Current Learning Group	Name	Grade	DOB	1st Contact > Relationship	1st Contact > Name	1st Contact > Phone
<input type="checkbox"/>	Smithers Secondary	LearningGroup005	Fierens, Huairui	08	22/09/2006	Mother	Esford, Johnhelan	250-807-8
<input type="checkbox"/>	Smithers Secondary	LearningGroup005	Duboisphillips, Jadeon	10	21/04/2004	Mother	Lobley, Longchung	250-497-5
<input type="checkbox"/>	Smithers Secondary	LearningGroup005	Duursmatakagishi, Jayavi	09	24/09/2005	Mother	Aumatellvalls, Bosen	250-217-2
<input type="checkbox"/>	Smithers Secondary	LearningGroup005	Elhaddad, Johnnyray	11	26/02/2003	Mother	Heric, Hongbing	250-220-9
<input type="checkbox"/>	Smithers Secondary	LearningGroup005	Doughtyfitzgeorge, Kenia	09	18/05/2005	Mother	Glassonweslowsky, Alianne	250-723-3
<input type="checkbox"/>	Smithers Secondary	LearningGroup031	Agacia, Klaus	09	08/02/2005	Mother	Pohoreski, Kahlenysabel	250-962-9

4.1 Update Current Student Learning Groups Procedure

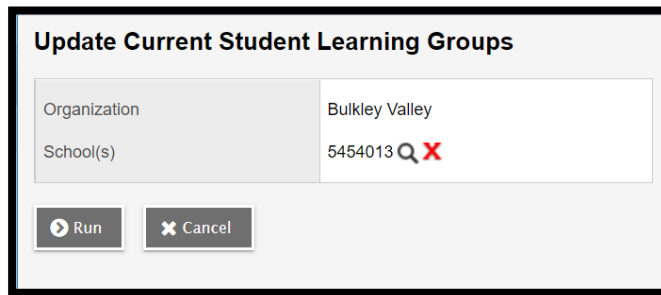
The **manual procedure** is located at the *District and School view > Student top tab > Select any student > Membership side tab > Programs sub side tab > Options > Update Current Student Learning Groups*.



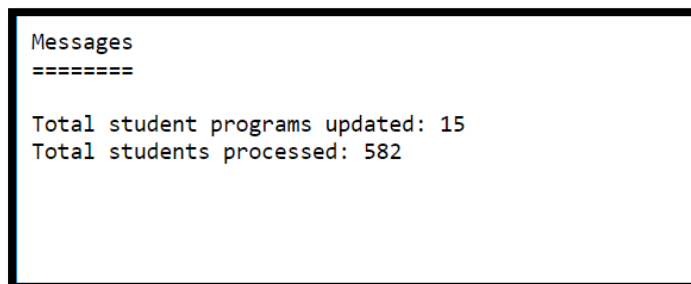
- When the procedure is run in the **District view**, the procedure will update **all Student Learning Group Programs for the Schools selected in the parameter screen.**



- When the procedure is run in the **School view**, it will update **all Student Learning Groups for the School.**



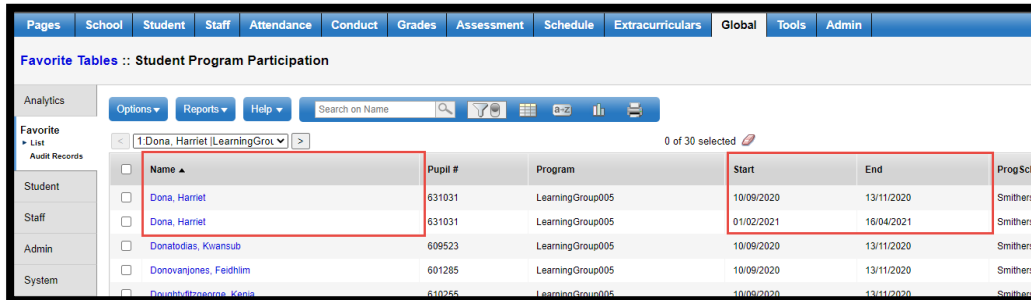
The procedure provides a results message showing the number of updated records and the total records.



4.2 Student Learning Group Filters

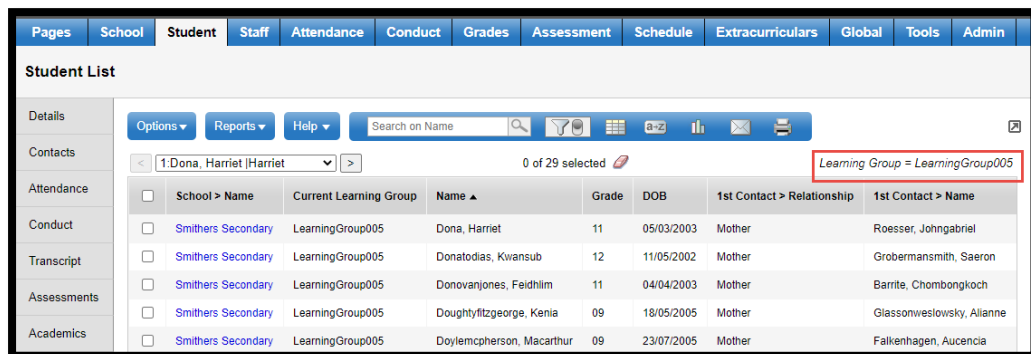
Student Learning Group filters will display information based on the location of the filter. Select the appropriate location for the information needed.

- The Student Program Participation Global Table contains **program records** assigned to a student, the filters in the Global Table are able to return multiple individual Student Learning Group Program records.
 - E.g: LearningGroup005 displays twice for the student with two different date ranges:



Name	Pupil #	Program	Start	End	ProgSch
Dona, Harriet	631031	LearningGroup005	10/09/2020	13/11/2020	Smithers
Dona, Harriet	631031	LearningGroup005	01/02/2021	16/04/2021	Smithers
Donatodias, Kwansub	609523	LearningGroup005	10/09/2020	13/11/2020	Smithers
Donovanjones, Feidhlim	601285	LearningGroup005	10/09/2020	13/11/2020	Smithers
Doughtyfitzgeorge, Kenia	610255	LearningGroup005	10/09/2020	13/11/2020	Smithers

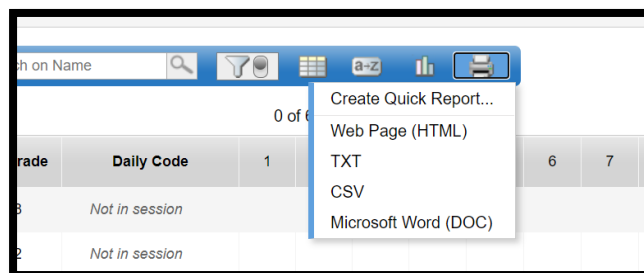
- The Student top tab and Attendance top tab filters display Primary Active students based on the **Current Learning Group field**. A student can have only one value (one current learning group) in the Current Learning Group field.



School > Name	Current Learning Group	Name	Grade	DOB	1st Contact > Relationship	1st Contact > Name
Smithers Secondary	LearningGroup005	Dona, Harriet	11	05/03/2003	Mother	Roesser, Johngabriel
Smithers Secondary	LearningGroup005	Donatodias, Kwansub	12	11/05/2002	Mother	Grobermansmith, Saeron
Smithers Secondary	LearningGroup005	Donovanjones, Feidhlim	11	04/04/2003	Mother	Barrile, Chombongkoch
Smithers Secondary	LearningGroup005	Doughtyfitzgeorge, Kenia	09	18/05/2005	Mother	Glassonweslowsky, Allanne
Smithers Secondary	LearningGroup005	Doylemcperson, Macarthur	09	23/07/2005	Mother	Falkenhagen, Aucencia

4.3 Student Learning Group Filter Locations and Use

Learning Group filters include Primary Active students and can be used in combination with the quick report/export functionality to create reports and exports for School and District use. Details on the use of Quick Reports and Exports is located in the Fundamentals guide.



District and School view > Student top tab > Filters

- **Learning Group = ?**
 - Select the Learning Group in the parameter pop up
 - Displays students with the selected Learning Group populated in the Current Learning Group field
- **No Learning Group**
 - Displays students without a Learning Group populated in the Current Learning Group field

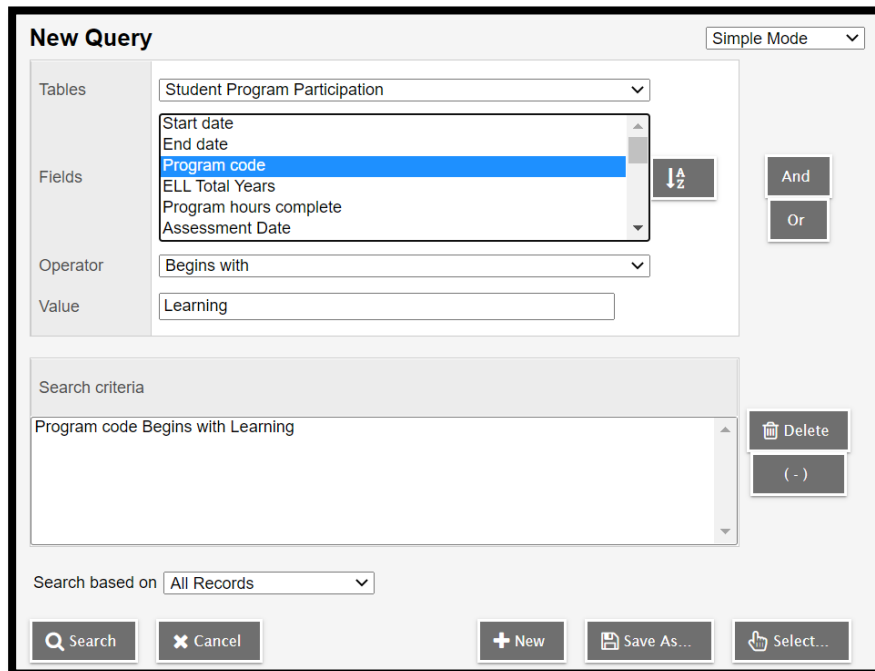
School view > Attendance top tab > Daily History and Class History side tabs

- **Learning Group = ?**
 - Select the Learning Group in the parameter pop up
 - Displays students with the selected Learning Group populated in the Current Learning Group field

School and District view > Global top tab > Favorite side tab > Student Program Participation

- **Learning Group = ?**
 - Select the Learning Group in the parameter pop up
 - Displays all Student Learning Group Program records for the selected Learning Group

In this screen, the *Options > Query* function can be used to identify all Student Learning Group Program records or to further scope the search to specific student records based on District and/or School processes and needs. Details on the Query functionality is found in the Fundamentals guide.



New Query Simple Mode ▾

Tables: Student Program Participation

Fields: Start date, End date, Program code, ELL Total Years, Program hours complete, Assessment Date

Operator: Begins with

Value: Learning

Search criteria: Program code Begins with Learning

Search based on: All Records

Buttons: Search, Cancel, + New, Save As..., Select...

4.4 Troubleshooting Current Learning Group Field and Filters

If a student displays the incorrect **Current Learning Group** in Student Demographics or Displays incorrectly in the **Student** and **Attendance Learning group filters**:

Check the Learning Groups assigned in the *Student > Membership > Programs side tab* and ensure any previous Learning Groups are end dated correctly. Only **one Learning Group should be active for a student at a time**.

If the student is **Primary** and **Active** in the school and the Current Learning Group does not populate, the student may have a data issue (e.g. invalid PHN). Correct the data issue and re-run the procedure.

Confirm the student is **Primary** and **Active** to the school where the program is assigned.

Once the student data is corrected, run the manual procedure to update the Current Learning Group field as outlined in section 4.1 above.