



AccuSQL



AccuTrack

What's New in Version 2019?

Revision 1.0.1

January 21, 2019



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What's new in AccuTrack and AccuSQL 2019!

There's quite a bit of improvements to expect in the latest edition of our AccuTrack and AccuSQL software suite. We always look to our users first for all these improvement ideas whether it is from our day-to-day interactions or suggestions made online through the [User Voice](#). In this update there some amazing new features and an overall enhancement of our existing ones. We hope you enjoy using the new software as much as we enjoyed working on getting to implement these updates for the 2019 release.

Our most exciting new editions for the 2019 Version are definitely going to be the AccuTask Scheduler and the Reports Center. The AccuTask Scheduler allows for a more seamless process when it comes to scheduling automated tasks through AccuTrack/AccuSQL. While, the Reports Center adds a new and intuitive feature to browse reports in order to find the best reports to suit your institution's needs.

Other improvements include even more local lab support in several areas, including some additional report filters, and numerous other enhancements.

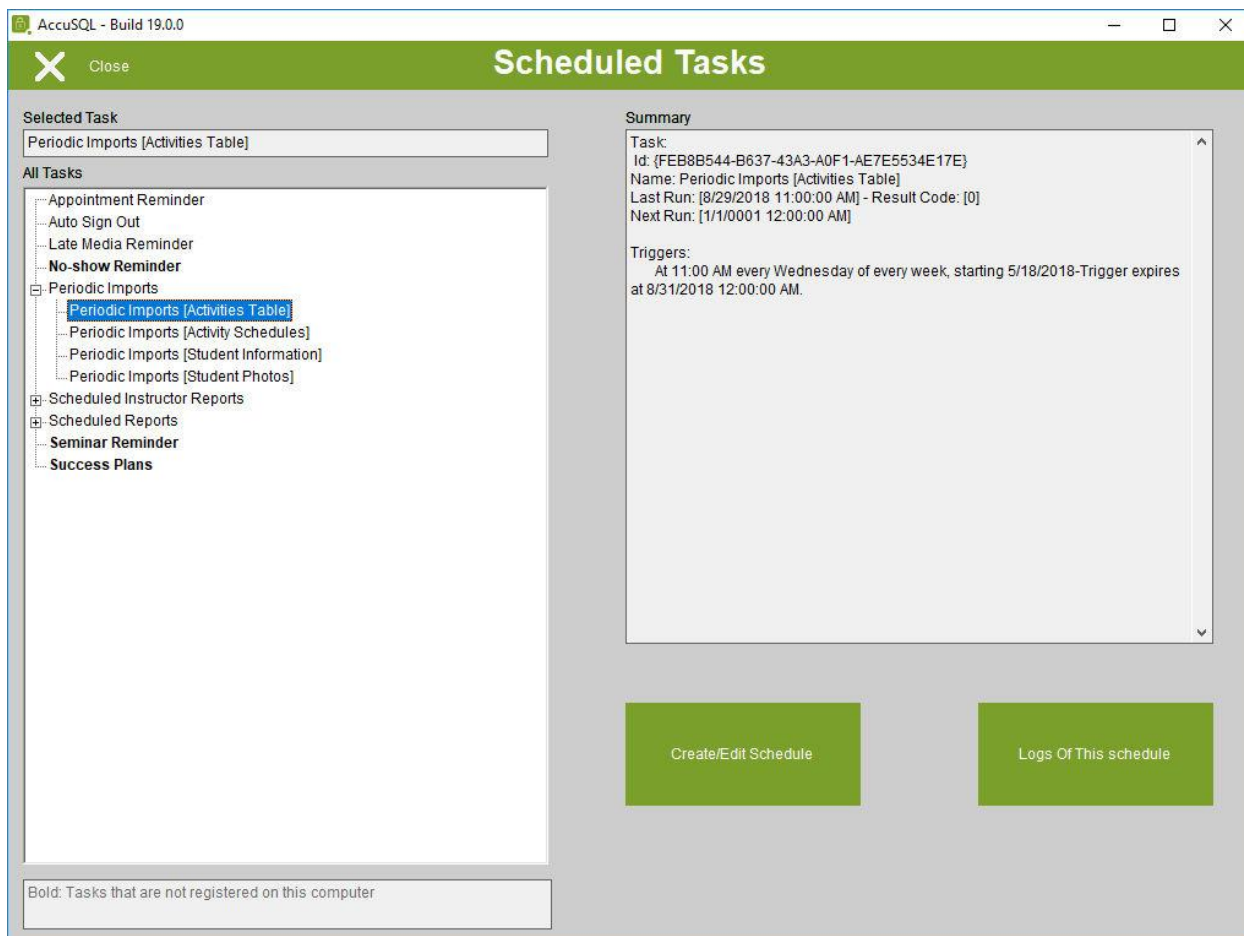
Please read further to review additional details about all of the new features.

Best wishes,

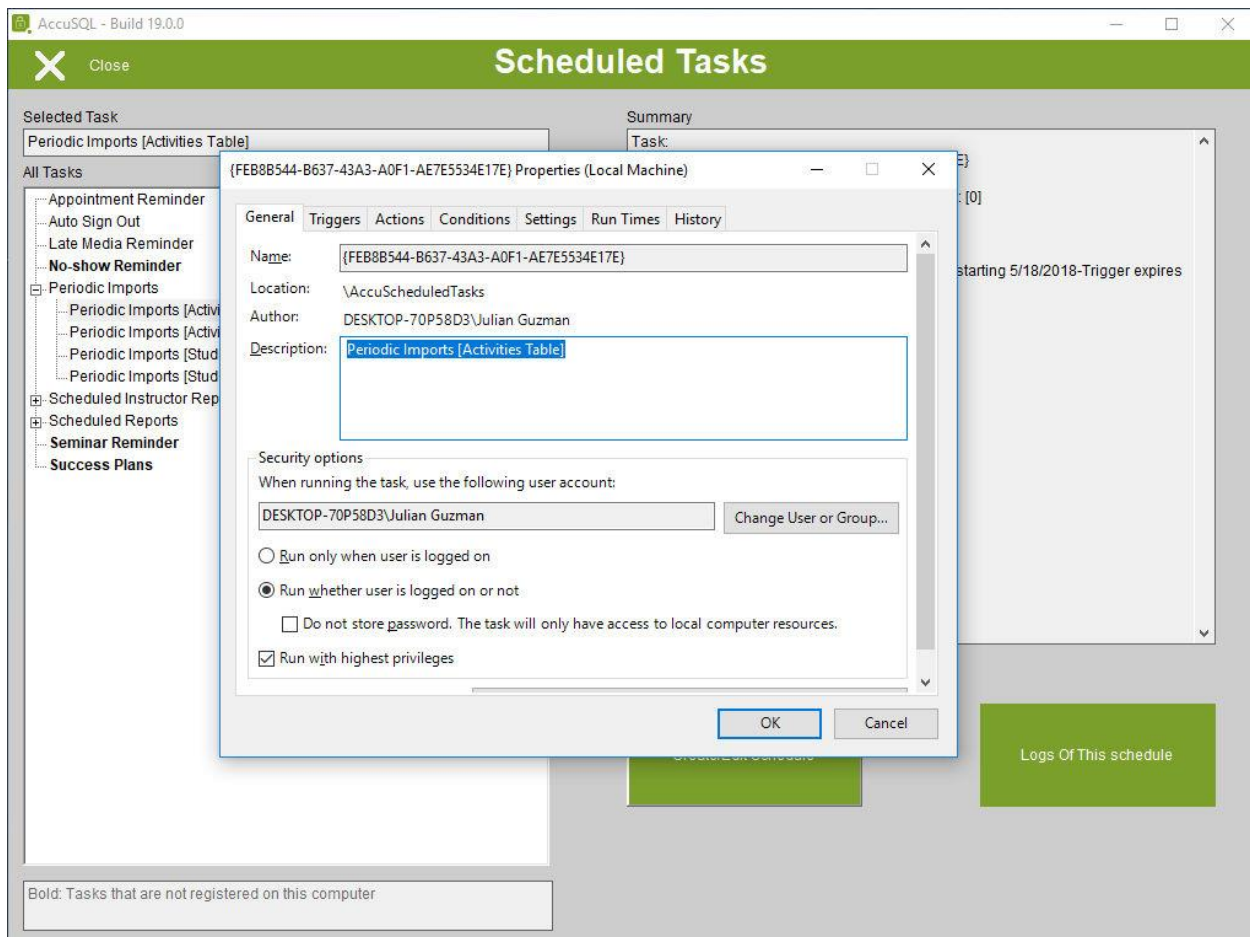
The AccuSQL/AccuTrack Team

New Automated Task Scheduler – AccuTask Scheduler

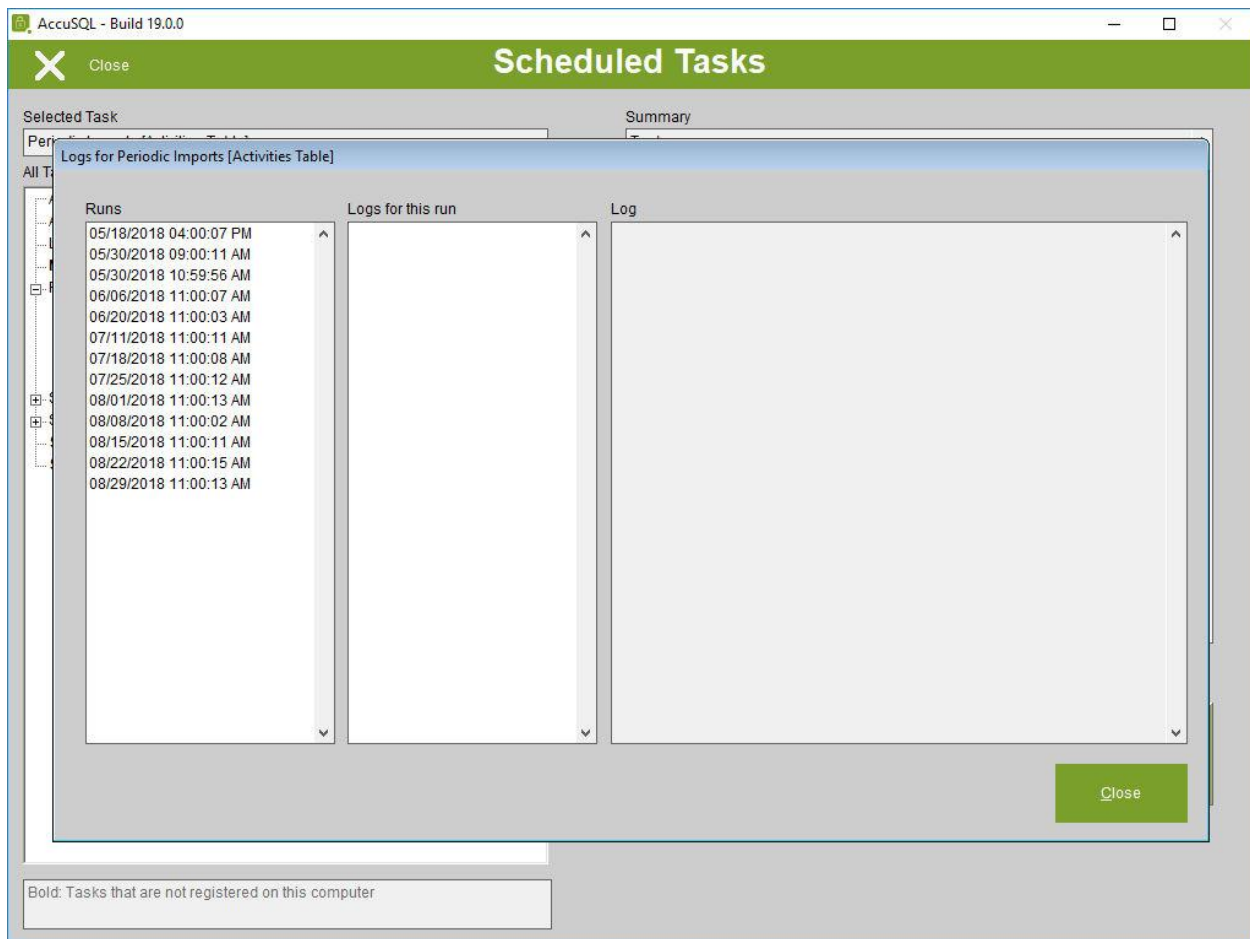
Our development team worked for about 6 months on a much needed improvement to the Task Scheduler which handles the regularly posted imports, automatic student sign-outs, scheduled reports, and more. This has been a headache for our users and support team alike for years as it would not always run reliably due to a variety of reasons (the user not having the proper Windows permissions, security settings needed on that computer not given, etc.). ***With the re-write of this tool we have solved that problem!*** This work was actually released (unofficially) to our version 2018 users in late May of 2018 which has since been improved with feedback from our clients who have had a chance to utilize this update.



How we accomplished avoiding many of the problems with our previous/existing tool and the Windows permissions/security needed is ***AccuTask Scheduler is integrated with Windows Task Scheduler*** already included with a PC's Windows installation. This means changing when they run, security and permission settings, and other options for these tasks to run should be something your IT teams are very familiar with setting up and maintaining.



In addition, the AccuTask Scheduler is more robust as it can continue to attempt running a task, even if the task does not run for some reason. Another improvement to help with that is if a certain report or import fails, then the process will continue with the next report or import so that one missing file or corrupted file will not stop all the other scheduled items from firing. To help troubleshoot issues with Automated Tasks, the AccuTrack Scheduler also comes with a 'Log' feature accessible directly from AccuTrack/AccuSQL that will show exactly where the task errored-out.

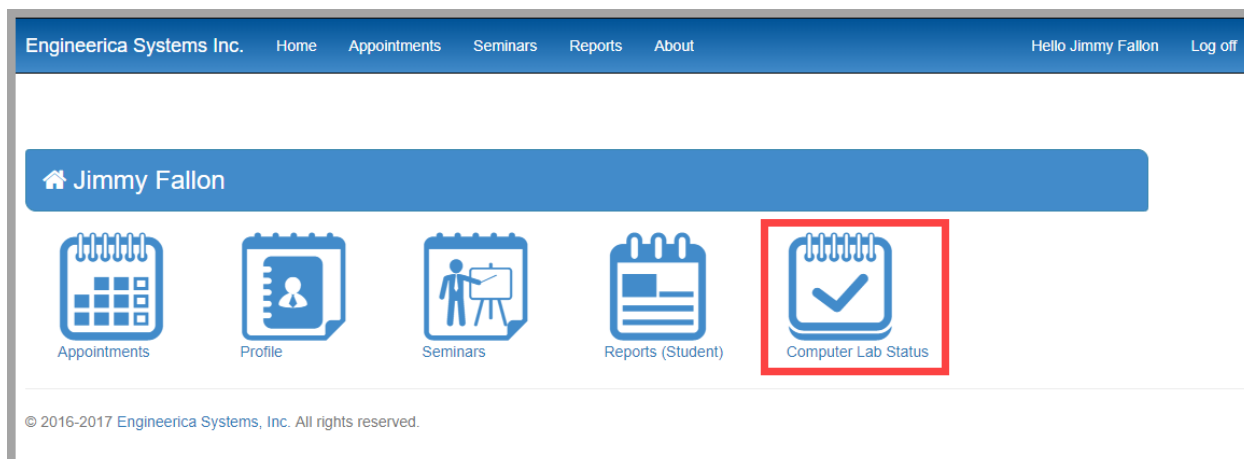


We have also included smart features to prevent the AccuTask Scheduler from sending out old or expired messages. With the new interface it is easy to create tasks that run from anywhere or at the same time as others without any issues. This means that tasks can now be scheduled from multiple labs too if needed (institutions may need to use multiple client terminals to do this in some cases).

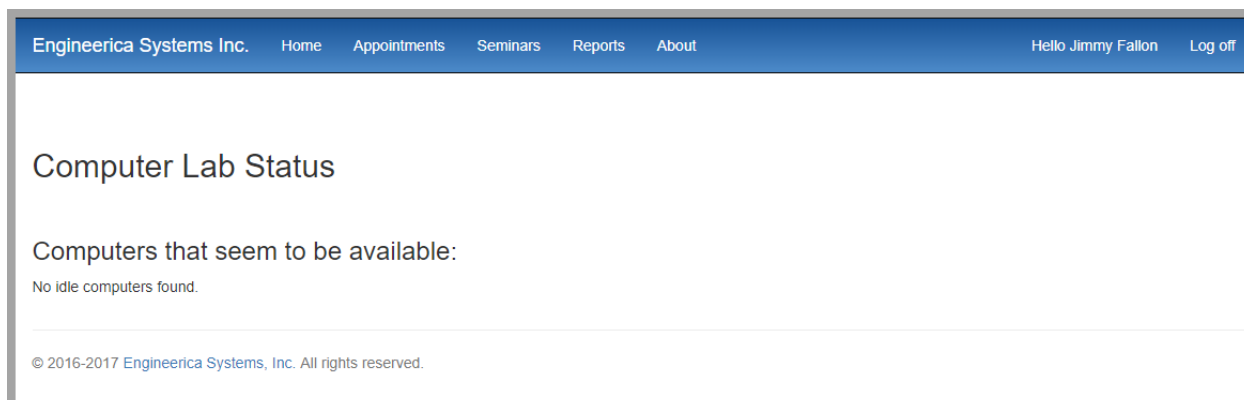
New Web Gateway Features and Improvements

Broadcast Computer Lab Status in Web Gateway 2019

Whenever a Student or Tutor is logged into Web Gateway, they will see an additional icon called **Computer Lab Status**.

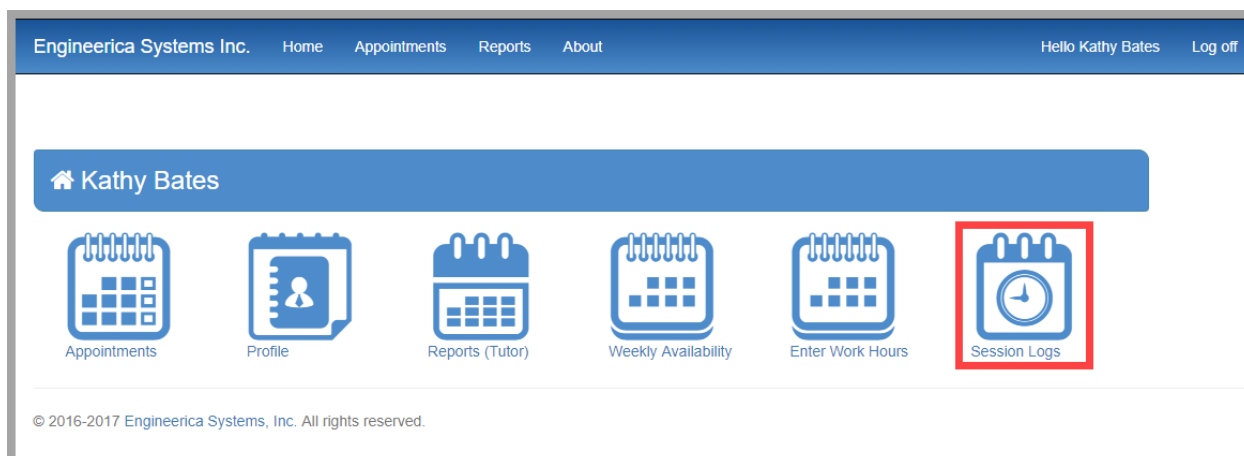


Clicking on Computer Lab Status will take the user to a screen that shows how many computers (if any) are available for use. The student can check the Computer Lab Status from anywhere on campus by simply logging into their school's Web Gateway portal.



Tutor's Ability to Add Session Log Notes via Web Gateway 2019

When a tutor logs into their Web Gateway Portal, they will see an additional icon called Session Logs.



Clicking on Session Logs will take the tutor to a screen where they can select a tutoring session they want to add notes to. Simply select the appropriate session and click Session Log Notes. This will bring up a small pop-up screen where notes can be entered and saved.

Engineering Systems Inc. Home Appointments Reports About Hello Kathy Bates Log off

Session Log and Session Questionnaire

Student	Session	Category	ActivityId	Activity	Instructor
Fallon, Jimmy	10/04/2018 [12:41 PM to 12:43 PM]				
Abbott, Meecsha E	10/02/2018 [04:51 PM to 04:51 PM]	Course Tutoring		Advanced Visual Basic	Howard, Ron
Smith, Michael	07/18/2002 [06:50 PM to 08:54 PM]				Assistant, Lab
Brundage, Kay D	02/26/2002 [05:40 PM to 07:54 PM]				Assistant, Lab
South, Rumisha	02/26/2002 [04:58 PM to 07:09 PM]				Assistant, Lab
Bryan, Isalah R	02/26/2002 [04:57 PM to 06:05 PM]				Assistant, Lab
Rqvland, Amrinder A	02/26/2002 [04:56 PM to 06:21 PM]				Assistant, Lab
Flemmings, Folami J	02/26/2002 [04:24 PM to 05:11 PM]				Assistant, Lab
Beaumont, Naomi R	02/26/2002 [04:05 PM to 06:36 PM]				Assistant, Lab
Mullenix, Ida C	02/26/2002 [03:56 PM to 04:02 PM]				Assistant, Lab
Deanda, Hoa C	02/26/2002 [03:55 PM to 04:24 PM]				Assistant, Lab
Jiga, Jung Ho Baeza	02/26/2002 [03:54 PM to 04:13 PM]				Assistant, Lab
Munro, Hetal L	02/26/2002 [03:30 PM to 04:52 PM]				Assistant, Lab
Huang, Karol Latrese	02/26/2002 [03:30 PM to 04:52 PM]				Assistant, Lab
Sanders, Gevorg R	02/26/2002 [03:16 PM to 09:43 PM]				Assistant, Lab
Robicheau, Krunal L	02/26/2002 [03:02 PM to 03:11 PM]				Assistant, Lab
Sprull, Jerron Carlos	02/26/2002 [02:51 PM to 05:18 PM]				Assistant, Lab
Nieto, Babatunde D	02/26/2002 [02:31 PM to 02:51 PM]				Assistant, Lab

Select a session from the log and proceed.

[Session Log Notes](#) [Session Log Questionnaire](#)

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Tutor's Ability to Add a Session Questionnaire via Web Gateway 2019

When a tutor logs into their Web Gateway portal, they will see an additional icon called Session Logs. Clicking on Session Logs will take the tutor to a screen where they can select a tutoring session they would like to add a Session Log Questionnaire to. Select the appropriate session and click Session Log Questionnaire. This will bring up a small pop-up where the Session log Questionnaire can be edited.

Engineering Systems Inc. Home Appointments Reports About Hello Tina Becher Log off

Session Log and Session Questionnaire

Student	Session	Instructor
Becher, Louise	01/21/2019 [03:57 PM to 04:58 PM]	

Select a session from the log and proceed.

[Session Log Notes](#) [Session Log Questionnaire](#)

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Session Log Questionnaire

Was student prepared?

☒ Yes ☐ No ☐ Partially

* Answer is required

Do you recommend additional services?

☐ Yes ☒ No

* Answer is required

What hampered the tutoring session? (click all that apply)

☐ Student not paying attention ☐ Student uninterested

☒ Student lack of understanding of materials ☐ I was not hampered in any way

Would you like to increase your tutor hours?

-- Select one --

☐ Yes I would

☒ No I would not


☐ I may be

[Save](#) [Reset](#) [Cancel](#)

Tutor's Ability to Customize their Weekly Availability via Web Gateway 2019

This is an existing feature that has been improved. Tutors can make changes to their availability via Web Gateway and the changes will now reflect in AccuTrack/AccuSQL. This prevents scheduling appointments with tutors during times they are not available for tutoring.

Custom Weekly Availability

Use this screen to setup up your weekly appointment schedule. This screen can be used alone or to customize the "semester" schedule you have set using the Schedule Availability screen. The availability you set here will be appended to any other schedule you have set in the Schedule Availability screen. First, select a date. Based on the date selected, the current week will be displayed under Available Times. Set your schedule for the week indicated by clicking Add and then using the drop-down From and To fields under the days of the week. Available Times are the blocks of time when you are available for appointments with students. To remove a block of time, click the  icon adjacent to that block. Once you are done, click Save and your schedule will be submitted for review.

Pick a week

Mon, 21 Jan 2019

Available Times


Sunday, January 27, 2019


 From 7:00am - To 10:30pm

Add

Monday, January 21, 2019


 From 7:00am - To 11:35am

 From 11:35am - To 2:00pm

 From 2:00pm - To 7:00pm

Add

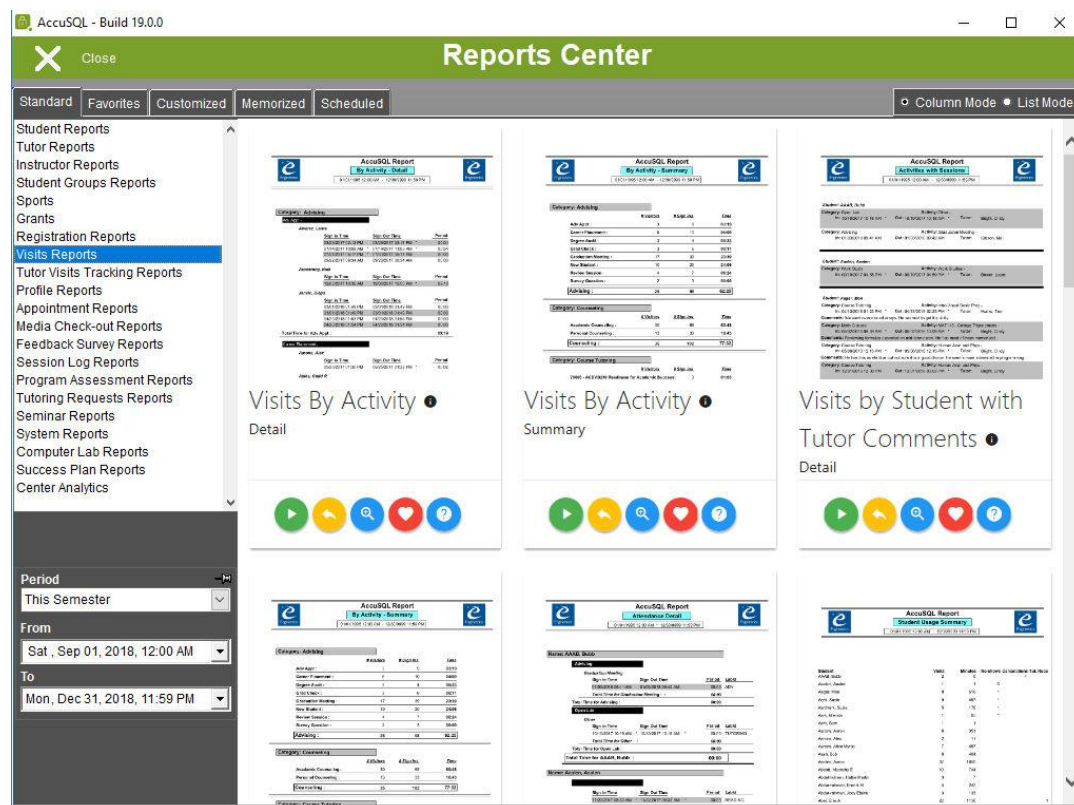
Tuesday, January 22, 2019

 From 7:00am - To 11:35am

New Reports Center and Improved Options

After getting some valuable feedback from our existing AccuTrack and AccuSQL users in a survey we conducted earlier this year we found that the filtering in the Reports needed to go through some evaluations, the overall organization and feel of the reports needed updating, adding some missing reports, and increasing overall functionality and usability of this feature.

First, the Reports Center can be viewed in two different modes – Column Mode and List Mode. In the screenshot preview of the Reports Center notice that there are several tabs up at the top of this screen with different views – Standard, Favorites, Customized, Memorized, and Scheduled.



Just to help understand these report types/sections here is a quick refresher:

Standard (Reports) are those 100+ reports included with the AccuSQL software developed with over 20 years of help from feedback of Centers using our software.

Favorites (Reports) are those reports that run most often, but typically there is a change in the filters and options used on them regularly so much so that an admin would not want to memorize the settings.

Customized (Reports) are those reports that have been tweaked to include extra columns or calculations needed for a particular use. These are based off the Standard reports but differ in the data displayed.

Memorized (Reports) are those reports that are run regularly using the same filters and options that are needed for reporting on the Centers/Local Labs.

Scheduled (Reports) are those *typically memorized reports* that run automatically on a regular schedule in AccuTrack/AccuSQL.

AccuSQL - Build 19.0.0

Close

Reports Center

Standard Favorites Customized Memorized Scheduled

Column Mode List Mode

Student Reports
Tutor Reports
Instructor Reports
Student Groups Reports
Sports
Grants
Registration Reports
Visits Reports
Tutor Visits Tracking Reports
Profile Reports
Appointment Reports
Media Check-out Reports
Feedback Survey Reports
Session Log Reports
Program Assessment Reports
Tutoring Requests Reports
Seminar Reports
System Reports
Computer Lab Reports
Success Plan Reports
Center Analytics

Period
This Semester
From
Sat, Sep 01, 2018, 12:00 AM
To
Mon, Dec 31, 2018, 11:59 PM

Reports Center

By Activity - Detail

Category: Advising

	Sign In Time	Sign Out Time	Period
Alexis, Laura	09/01/2017 02:02 PM	09/01/2017 03:12 PM	B000
	07/14/2017 13:28 AM	07/14/2017 13:28 AM	B004
	09/01/2017 09:38 AM	09/01/2017 09:38 AM	B000
	09/23/2017 09:34 AM	09/23/2017 09:34 AM	B000
Amberlynn, Rich			
	Sign In Time	Sign Out Time	Period
	12/06/2017 01:36 AM	12/06/2017 12:55 PM	B2-18
Janele, Diego			
	Sign In Time	Sign Out Time	Period
	03/01/2018 01:40 PM	03/01/2018 01:40 PM	B000
	09/01/2018 02:00 PM	09/01/2018 02:00 PM	B000
	04/20/2018 01:53 PM	04/20/2018 01:54 PM	B000
	04/20/2018 01:53 PM	04/20/2018 01:54 PM	B000
Total Time for Adv. Appt :			03-18
	Sign In Time	Sign Out Time	Period
Alexis, Alex	05/25/2017 01:50 PM	05/25/2017 01:50 PM	B002
	Sign In Time	Sign Out Time	Period
Allies, Oued R	03/10/2017 11:50 AM	03/10/2017 11:50 AM	B005
	Sign In Time	Sign Out Time	Period
Alexis, Laura	02/06/2018 10:20 AM	02/06/2018 10:20 AM	B006
	Sign In Time	Sign Out Time	Period
Amberlynn, Rich	09/01/2017 01:10 PM	09/01/2017 01:11 PM	B000

Visits By Activity

Detail

What were the visits per activity?

▶ ◀ 🔍 ❤️

Reports Center

By Activity - Summary

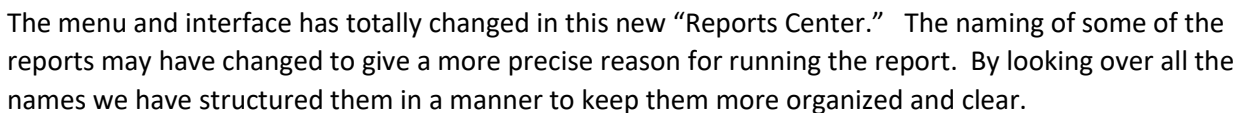
Category: Advising

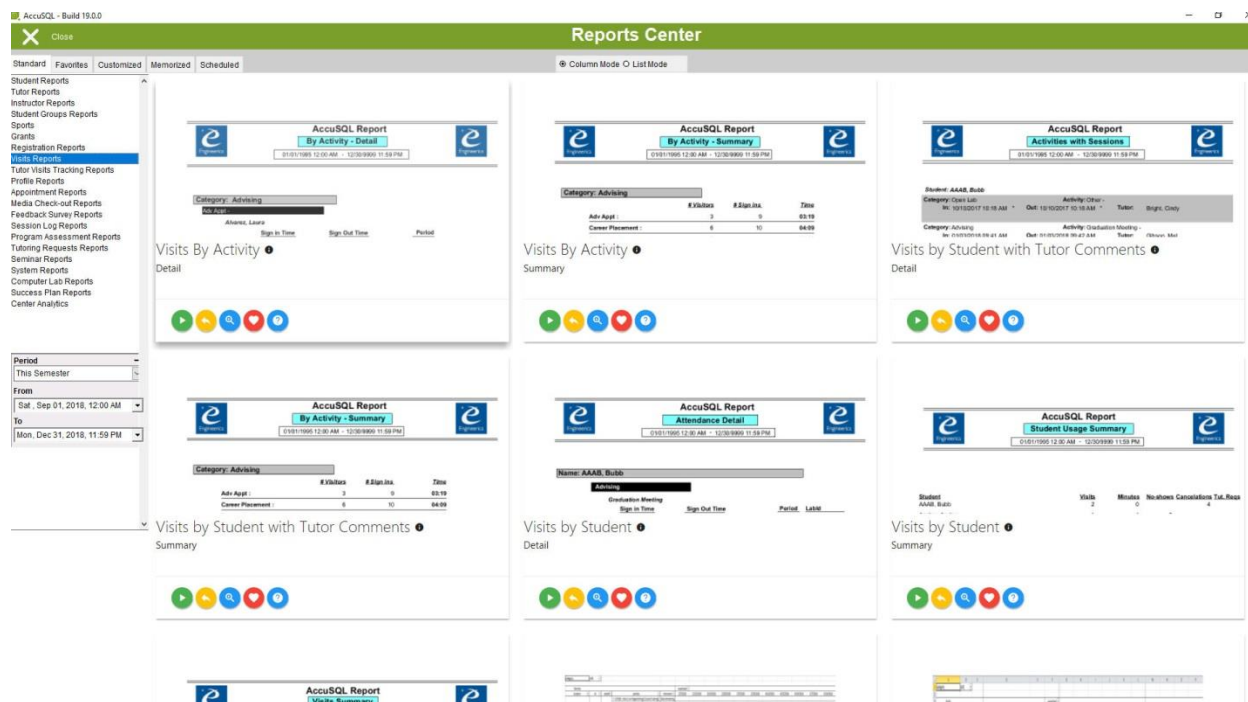
	# Sign-ins	# Sign-outs	Total
Adv. Appt	3	5	03-18
Career Placement	8	10	04-09
Degree Audit	3	4	08-13
Grad Check	3	6	08-11
Evaluation Meeting	17	20	22-26
New Student	10	20	04-09
Review Session	6	7	08-24

Visits By Activity

Summary

How many visitors, sign-ins, and hours did each activity receive?





To help find just the report needed we have updated the short and long descriptions of the reports, provided multiple preview options including a hover option, and even added a quick run option (with no filters aside from the date) so that the report can quickly be found that works for your unique reporting needs. Clients will still have access the classic “Reports” screen, if they are not ready to train staff on the new Reports Center.

AccuSQL - Build 19.0.0
Close

Reports Center

Standard
Favorites
Customized
Memorized
Scheduled

Column Mode
List Mode

Student Reports
Tutor Reports
Instructor Reports
Student Groups Reports
Sports
Grants
Registration Reports
Visits Reports
Tutor Visits Tracking Reports
Profile Reports
Appointment Reports
Media Check-out Reports
Feedback Survey Reports
Session Log Reports
Program Assessment Reports
Tutoring Requests Reports
Seminar Reports
System Reports
Computer Lab Reports
Success Plan Reports
Center Analytics

Student Labels

Student List

Student List (Visited)

Period

This Semester

From

Sat , Sep 01, 2018, 12:00 AM

To

Mon, Dec 31, 2018, 11:59 PM

AccuSQL Report

Student List

AccuSQL Report

Student Groups Summary

AccuSQL Report

Student List (Visited)

AccuSQL - Build 19.0.0
Close

Reports Center

Standard
Favorites
Customized
Memorized
Scheduled

Column Mode
List Mode

Student Reports
Tutor Reports
Instructor Reports
Student Groups Reports
Sports
Grants
Registration Reports
Visits Reports
Tutor Visits Tracking Reports
Profile Reports
Appointment Reports
Media Check-out Reports
Feedback Survey Reports
Session Log Reports
Program Assessment Reports
Tutoring Requests Reports
Seminar Reports
System Reports
Computer Lab Reports
Success Plan Reports
Center Analytics

Student Labels

Student List

Period

This Semester

From

Sat , Sep 01, 2018, 12:00 AM

To

Mon, Dec 31, 2018, 11:59 PM

AccuSQL Report

Student List

Student Labels

Purpose:

Prints address labels for selected students

Available Filters:

Reporting period, Students, Activities, Student Groups, Lab IDs

Display Options:

None

Grouped by:

None

Order:

Last/First, First/Last

Description:

The address labels can be printed on standard Avery products. The addresses are formatted to print 30 address labels per sheet in three columns. Dimensions of each label is 1" by 2(5/8)". The labels are compatible with the Avery 5160 product code. According to the Avery instructions sheet, other compatible Avery products include 8160, 8250, 8460, 8560, 8660, 18160, 8810, 8860, 18660, and 6245.

Student List

Who are the students in the system and what are their contact information?

14 | Page

More organized and speedy Media Checkout

Now there is a feature that allows Media Stock to be associated with a particular Lab ID so that it is easy to quickly know and identify where the resource was borrowed from across the institution. Additionally we have given admins the ability to check-in or out multiple items per transaction instead of only one at a time. This means that your system admins can quickly checkout items in bulk to reduce time needed per student check-in/out.

[illegible]

AccuSQL - Build 19.0.0
Express Media Checkout
Close
Single Mode
Multi Mode

Media:
Media ID
3888888

ID	Type	Title	Instructor	Max Out	Active	In	Note
1	Hardware	Computer 1		1 Hours	Yes	Yes	
3888888	Hardware	Digital Camcorder 1		4 Hours	Yes	Yes	
4777777	Book	Brave New World		3 Days	Yes	No	

Student:
Student ID
Name
Phone
(407) -
Out
In
Active

Student has

ID	Title	Type	Out	Due

Improved Waiting List features

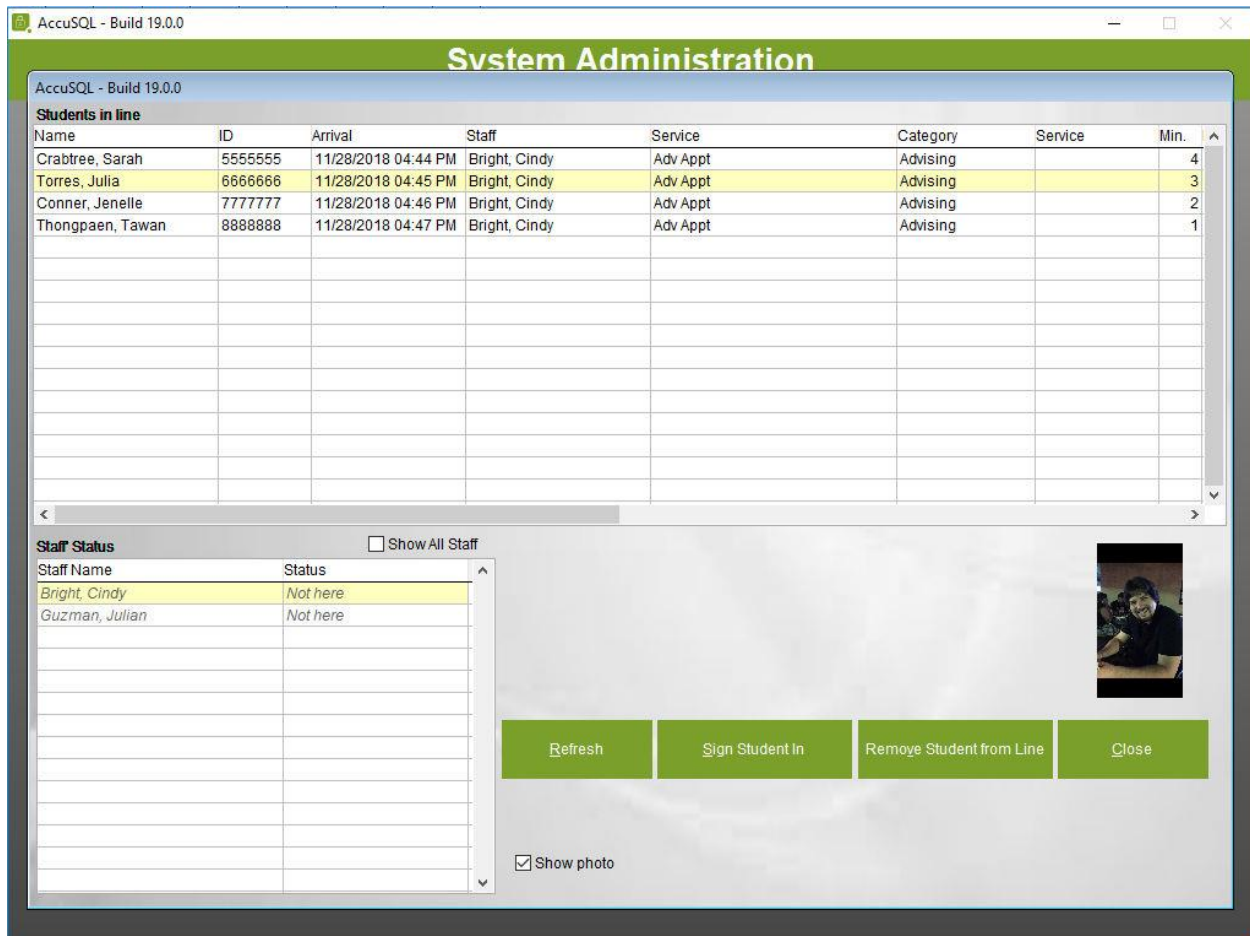
We have some improvements to our Waiting List screen that will be sure to help our centers that take advantage of the student Intake System. First we made the default headers for the “Tutor” and “Activity” update the text to match the Local Lab Terminology used in your Center so that Advising sees “Advisors” and Testing Centers see “Tests Wait Line”, etc. We also added the option to hide the Tutor column or hide the Activity column if the information selected does not need to be displayed to students. We also update the welcome text to use the correct information.

#	Student	Staff	Activity
1	Graff-Rapoza, Steffanie	Guzman, Julian	Career Placement
2	Rodriguez, Santiago	Bright, Cindy	Adv Appt
3	Crabtree, Sarah	Bright, Cindy	Adv Appt
12/10/2018 09:21 AM Showing 1-3 of 3			
Welcome to our center. Please have your ID card ready.			

#	Student
1	Graff-Rapoza, Steffanie
2	Rodriguez, Santiago
3	Crabtree, Sarah
12/10/2018 09:26 AM Showing 1-3 of 3	
Welcome to our center. Please have your ID card ready.	

Intake System can now display Student Photos

Clients using the Intake system will be happy to learn that now while viewing the Intake System there is a student photo displayed in the Local Lab's queue. This feature can only be turned on by an Admin for security reasons. The feature itself is notable for assisting Tutors/Staff with matching a face to the name of the student that they will be meeting.



Filtering Options added to the grid in the last screen of the Import Feature

While creating the import jobs in AccuTrack/AccuSQL the grid in the Import Wizard's last screen will now allow filtering and sorting on the summary page to quickly identify problematic records that are shown as having issues. With this update it should be extremely easy to troubleshoot your CSV import files and know exactly what corrections are needed to be made. Then simply update the CSV import file so it will run without any issues the next time that it is attempted.

The screenshot shows the 'Import results' window. At the top, a summary table shows the status of records:

Status of records	Count
Allready in database	26
Violates uniqueness in import file	6

Below this is a grid of records. A context menu is open over the first row, showing filtering options:

- Starts with
- Filter on this value
- Exact value
- Filter excluding this value
- Clear Filter
- Report
- Export

The grid contains the following data:

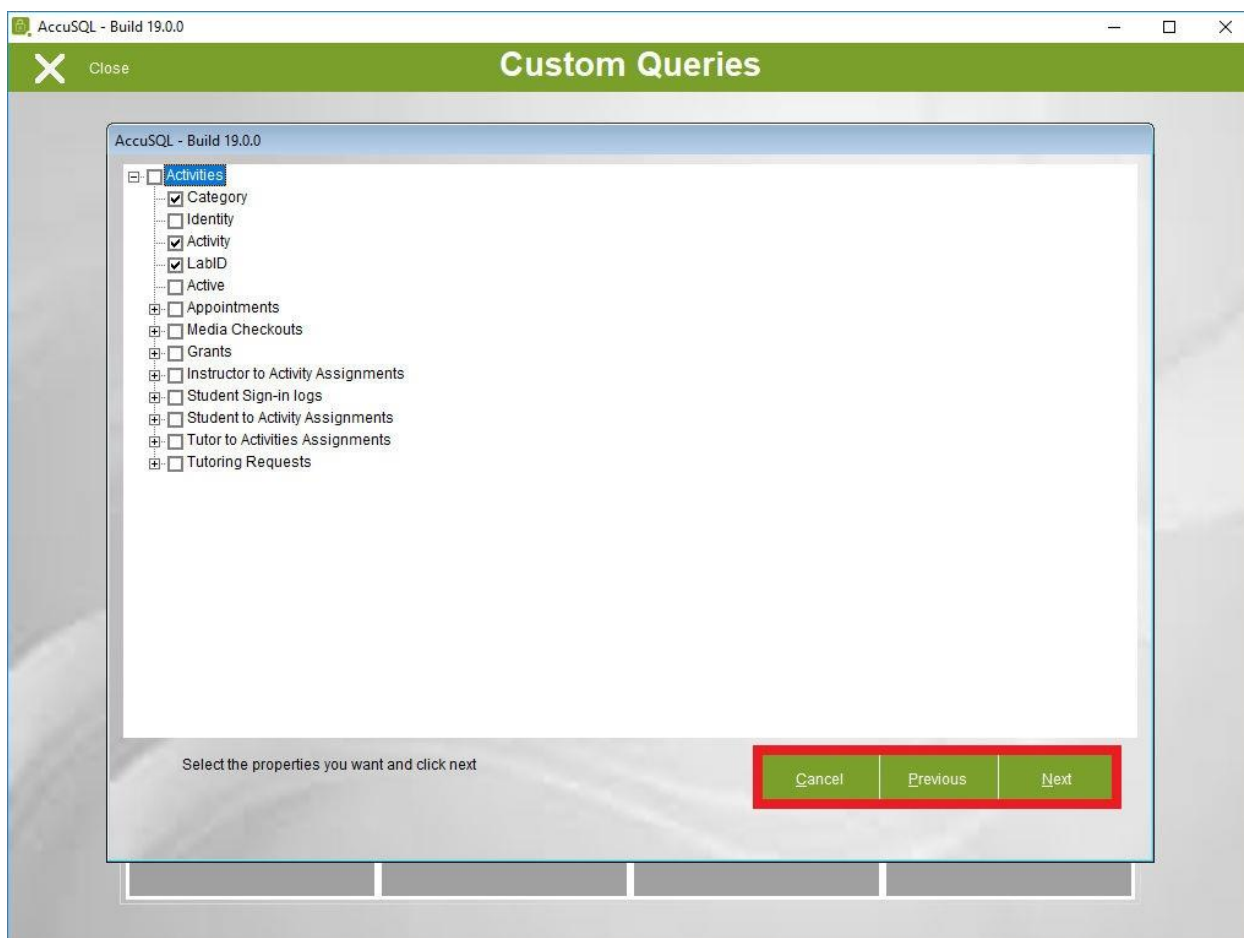
Inst.	First nai	Last nai	Class days	From	To	Inst. Email	RCMARKER	_REASON_
David	Foster	Tu,Th	9AM	11AM	juliang@engineerica.com	19	Violates uniqueness in import file	
David	Foster	Tu,Th	7AM	9AM	juliang@engineerica.com			
Mon	Nasser	Mo,We,Fri	8AM	9:40AM	juliang@engineerica.com			
David	Foster	We	1PM	5PM	juliang@engineerica.com			
Mon	Nasser	Mo, We	1PM	3PM	iuliano@engineerica.com			

At the bottom of the window, there are three buttons: 'Schedule as automated import', 'Need help? Click here.', and 'OK'.

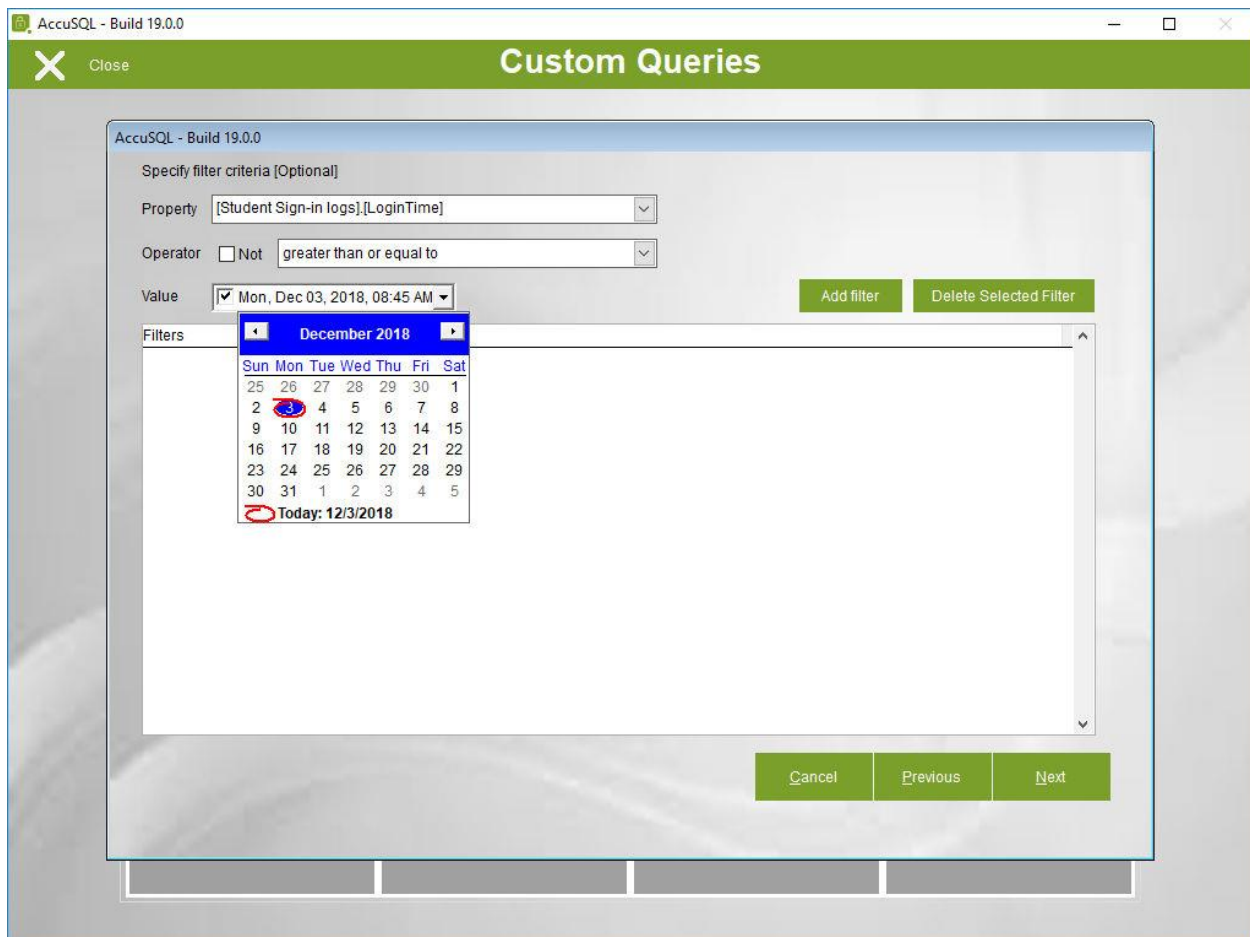
User-friendly Custom Queries

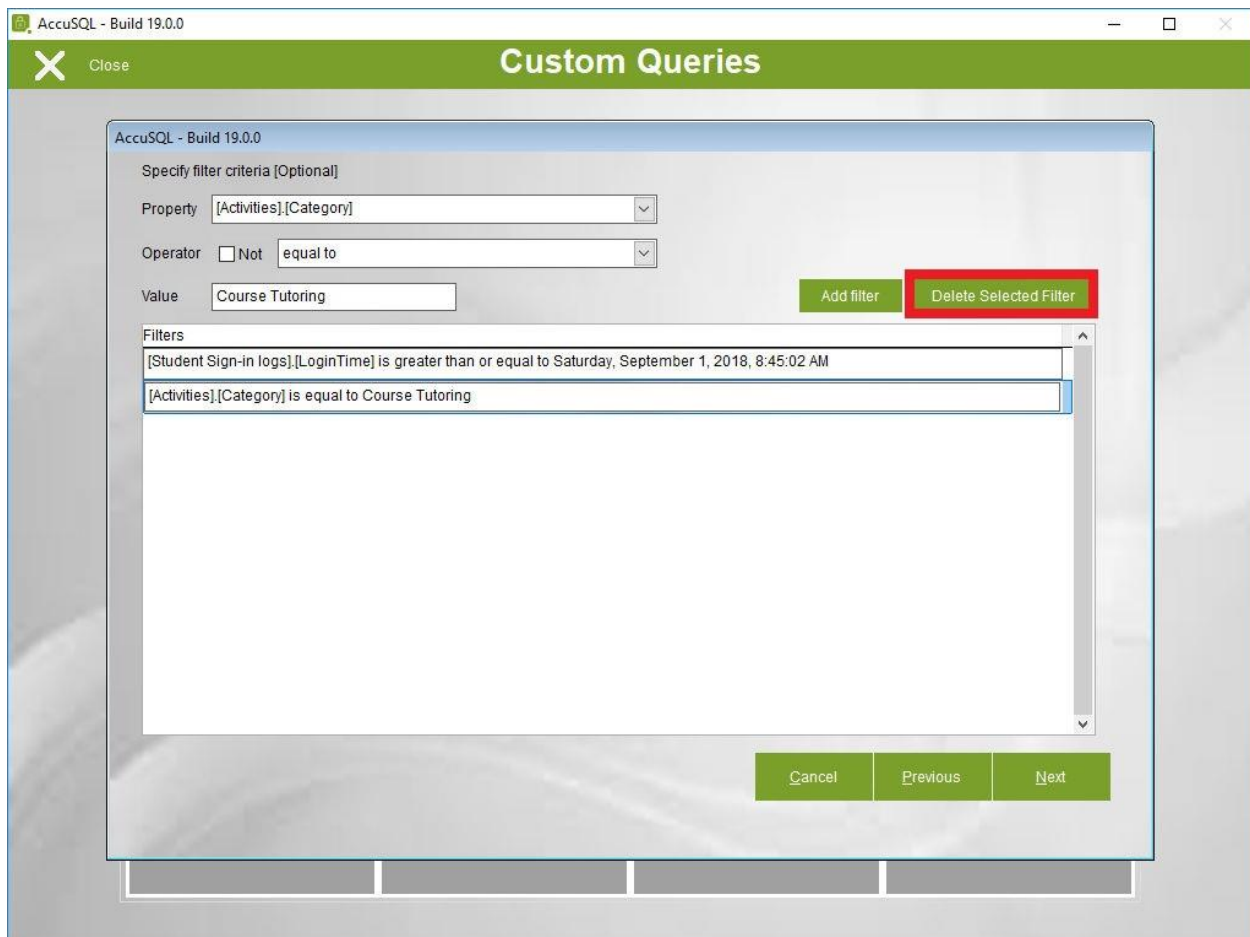
Most of our users would probably never know this feature exists or if they have used it in the past would refuse to use it because of the complexity required to make the queries. This does not mean that a novice will not still be confused by the advanced query generator, but it makes this reporting feature a lot more user-friendly for those who are in need of custom reports pulling from multiple tables in AccuTrack and AccuSQL.

In an effort to make this option more user-friendly we have started by adding a “Back” button to be able to return to the previous screen in case there was a mistake made on a previous step or an option was not selected.

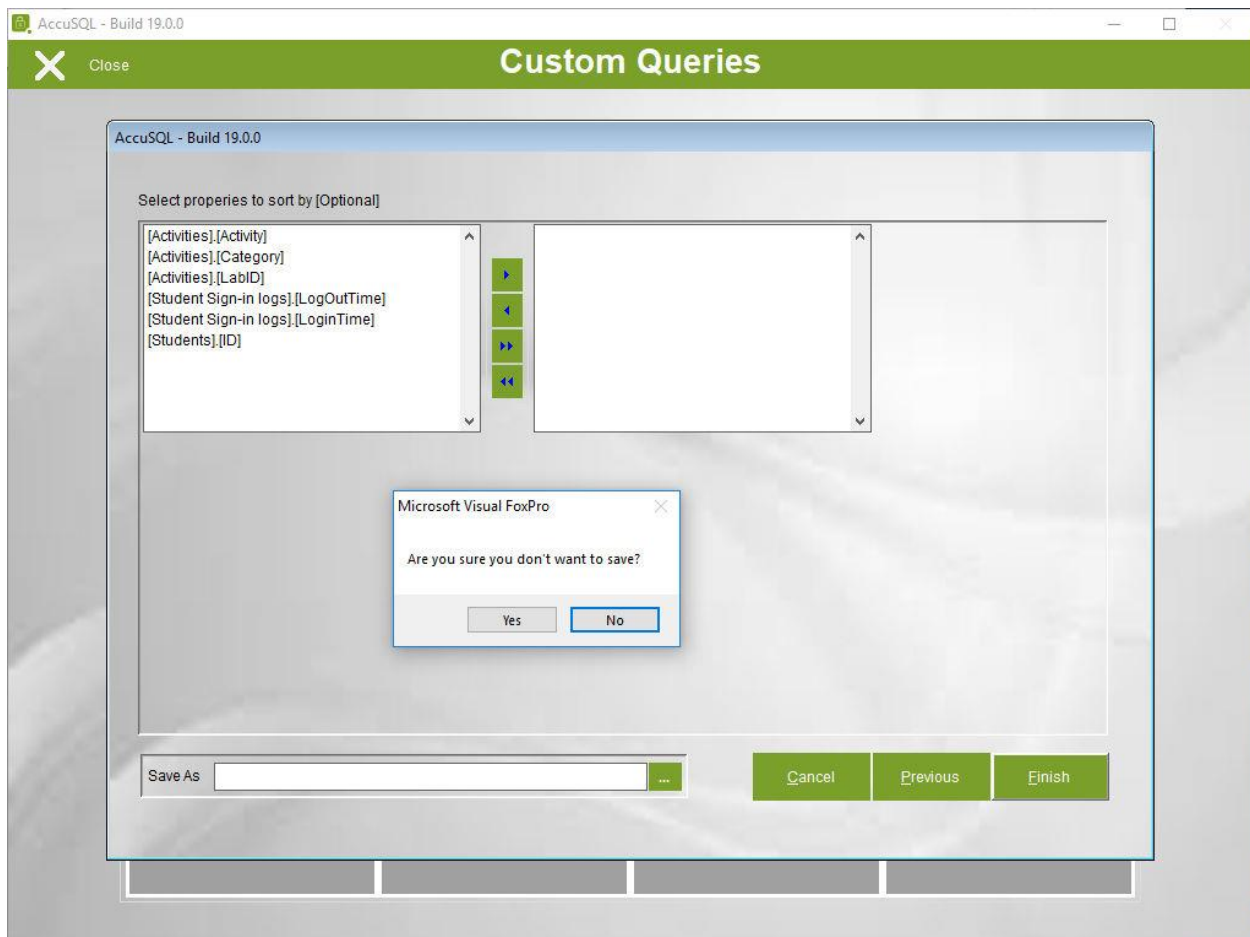


Next we now are allowing admins to delete a filter that was created in error while building the custom query. In the past this would mean starting over if the incorrect date/time format was used or the person who created the custom query did not use the exact name of the group that was needed to be filtered in the data. We also made the “value” field in the date filter easier to enter. Now when a date field is selected a mini calendar menu will be shown to select the exact date which will be correctly formatted every time these date filters are added. Now there is no need to worry about whether the correct date/time format was used because it will be completed automatically using this option.





Finally to make it more user-friendly instead of letting an admin accidentally skip the option of saving the query it will now prompt them to select a location to save the query if wanted. By doing so it should allow them to then run or modify the query in future use.



Tutor Off-Time Options Enhanced

To help make Tutors lives easier we have added a few enhancements in the AccuTrack and AccuSQL 2019 software. Now the grid in when selecting the **Tutor Off Times** it is now a *Multi-select grid* so they can select multiple tutors and apply the entered off time to all of them. There will also be a confirmation message to “Apply the entered off time to X, Y, & Z tutors?” which will avoid accidental selection of tutors.

[illegible]

Session Questionnaires filtered by Activity

A great feature for our Session Questionnaires is that we will have the Questionnaires be setup “per activity” in addition to “per center.” This should allow for some really unique questions rather than a blanketed set of questions asked for all Activities. Keep in mind we left the same functionality if admins prefer to not set these Session Questionnaires per Center or Activity.

AccuSQL - Build 19.0.0

Close

Session Questionnaire Setup

Question	Active	Required	Type
How was the student's understanding of the materia	Yes	Yes	Radio

Question

How was the student's understanding of the material?

☒ Active
☒ Required

Type

☒ Radio ☐ Checkbox ☐ Combobox ☐ Listbox ☐ Listbox (multiple selection)

Add Delete Edit

Answer	Active	Weight
Excellent	Yes	4
Above Average	Yes	3
Average	Yes	2
Below Average	Yes	1
Abysmal	Yes	0
Non-Existent	Yes	-1

Answer

Excellent

☒ Active
Weight: 4 NotApplicable

Add Delete Edit

Lab: Tutoring Center

Specific Activity: ENG405 Software Engineering [Course Tutor]

Preview

Option to enable appointments for Global Activities while restriction set to only Registered Classes

Before: If the Restriction Option for 'Only allow registered students to schedule appointments' was checked, then activities that were set to Global Registration could not have appointments. This did not make sense to us as Global Registration was meant to be accessible to anyone for anything.

Now: Toggle on or off a new option right below 'Only allow registered students to schedule appointments' called – 'Also allow scheduling appointments to Global Activities without registration.' This means that now admins get to choose whether or not Global Activities will be available for student to make appointments.

The screenshot shows the 'Control Panel' window of AccuSQL - Build 19.0.0. On the left is a tree view of settings categories, including 'Appointments Options' which is expanded. The main area displays the 'Appointments Restrictions' settings. The 'Lab' dropdown is set to 'Advising Office'. At the bottom are 'Cancel' and 'Save' buttons.

Appointments Restrictions	
<input type="checkbox"/>	Only allow students to schedule appointments with staff assigned to them in the staffing Requests screen
<input checked="" type="checkbox"/>	Only allow registered students to schedule appointments
<input checked="" type="checkbox"/>	Also allow scheduling appointments to global services without registration
<input checked="" type="checkbox"/>	Freeze new appointments if no-shows exceed: 5
<input checked="" type="checkbox"/>	Freeze new appointments if cancellations exceed: 5
<input type="checkbox"/>	Maximum number of appointments per day: 2
<input type="checkbox"/>	Maximum number of appointments per week: 5