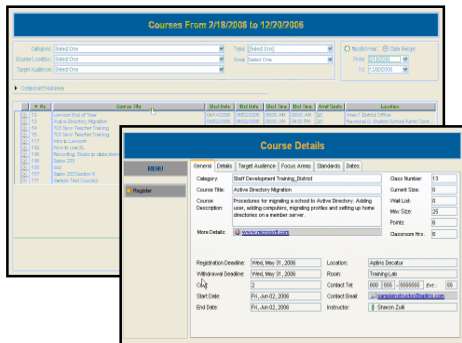
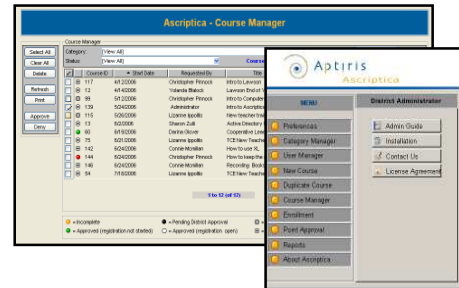


Ascriptica™ is a comprehensive tool allowing schools and districts to coordinate course offerings and tracking of professional development achievement for any size school or district. Highlights of Ascriptica include:

Course Management – Ascriptica provides flexible tools for managing course offerings, including:

- **Dynamic Categories:** Organize courses by department or subject matter
- **Shared Content Management:** Designate staff to control course offerings in each category, with district sign-off
- **Customized Course Details:** Add custom details to course descriptions
- **Flexible Enrollment Dates:** Configure courses with specific enrollment start and end dates

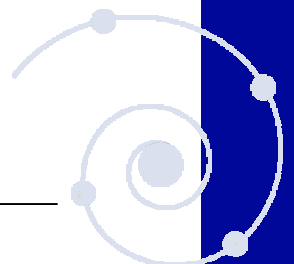


Course Catalog – Users may access the online course catalog securely from home or work, any time. Catalog features include:

- **Flexible Searches:** Locate relevant courses by category, date range, location, and target audience
- **Course confirmations:** Send notifications for each course registration or withdrawal; send reminders before the first day of class.
- **Waitlists:** Automatically track waitlists and enroll participants as spaces become available

Instructor Tools – Ascriptica is designed to assist instructors in their work by providing:

- **Class Communications:** View class rosters, wait lists, and use Ascriptica to send email to all participants
- **Sign-in Sheets:** Generate sign-in sheets for each course to provide tangible proof of attendance
- **Reporting:** Designate course completion and credit, including partial credit if desired
- **Certificates:** Print customized certificates of completion



Ascriptica

Professional Development Management

Course Evaluations – Online course evaluations are available for every offering. Features include:

- Multi-Tiered Questions: Specify questions on a district-wide basis, within a category, or for any one course
- Required: Designate evaluations as mandatory, blocking release of completion points until finished
- Security: Record all responses anonymously
- Analysis: Provide summary reports to instructors and category administrators to identify trends

Reports – Extensive, flexible reporting is built into Ascriptica at both a system-wide level and on a category basis, giving professional development and departmental administrators the data they require. Some of the pre-defined reports include:

- Employee Training History: Generate reports by date range, work location and position
- Standards: Summarize course offerings by state standard in compliance with Florida reporting requirements
- Evaluation Summaries: Summarize evaluations at the district, category or class level
- Instructors: Report details for all courses and hours taught
- Accounting: Calculate costs dynamically based on enrollment

User Management – Integrated user management builds on existing directory information, providing:

- Security: Authenticate staff prior to accessing Ascriptica
- User Accounts: Leverage the FirstClass server architecture for Account management, user authentication, and security protocols
- Non-District Employees: Enroll external users after allowing your staff the first chance to sign up
- Policy controls: Utilize enrollment limits and lock-out features to control misuse

For More Information

To learn more about Ascriptica or to arrange for a demonstration, please contact Aptiris.

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