

Installing Data and Software for 09-10

The following is a list of items that should be completed after you have received your JMC Data 09-10 folder from JMC. The items below are not numbered but should be completed in the order listed if possible.

Note: This document assumes you have completed the following items as covered in the “Getting Ready for 2009-2010” document including sending your 08-09 data into JMC.

We welcome feedback on this document. If you feel that an item should be added or edited for this or next year’s document please contact us at feedback@jmcinc.com.

- Put the JMC Data 09-10 folder onto the file server. Typically this folder is placed next to the previous year’s data folder.
- Download (from our website <http://www.jmcinc.com/software/jmcdl.html>) and install the 09-10 JMC office application. Make sure to install the correct office application, i.e. district or non-district.
- Start up the office application for the first time pointing the office application to the JMC Data 09-10 folder and Transcript folder when prompted. The Transcript folder is the same transcript folder you used last year. Do not create a new Transcript folder.
- If you are using the Online Course Registration module for course registration for the 2009-2010 school year, download and install the Online Software 09-10. Please consult the documentation which includes complete directions at <http://www.jmcinc.com/software/jmcdl.html#online>. Also, use the instructional videos that can be downloaded at <http://www.jmcinc.com/videos/videos.html>.
- Download the “Starting the School Year Checklist 2009-2010” document (Available in the Spring of 2009) at www.jmcinc.com. Please use this as a guide to make sure you have completed all of the necessary steps to start the school year correctly in the Office Modules. Please note that most of the steps included in this form will not be completed until July and August.

New for the 2009 – 2010 School Year

In addition to updated State Reporting and new features for the 2009-2010 school year we are looking forward to the updates listed below.

1. Parent Access will receive a new look for the 2009-2010 school year.
2. The JMC Website will be redesigned for the 2009-2010 school year. Please take time to familiarize yourself with all of the new resources available to you.
3. The JMC Instructional Video library will be greatly expanded. Now you will have even more educational resources available to you 24 hours a day.