Follett Aspen™

Enhancements to Aspen SIS and IMS

All users	
Updated color scheme	Some Aspen screens or portions of screens have a fresh new look, making them easier to read. Areas that were previously yellow are now gray. This new look appears in several places, including: • Templates (workflows, wizards, forms, regular templates), and the rows, borders, and embedded lists within templates • Rows and borders in list views • Login screen • Pop-ups (pick lists, manage resources pop-ups, input definitions for reports, procedures, imports, and exports)
District, school, and system administrators	
Improvements to district and school preference pages	District and school preference pages now have clearer labeling and tabs for basic and advanced preferences. (District [Root Organization] view, **District** [**Root Organization**] **Name > Setup > Preferences**) (School view, **School > Setup > Preferences**)
Visual alert for scheduled jobs that fail to run/run unsuccessfully	On the Entered Jobs page in the District or School view, **Tools** tab, an alert appears next to the name of any job that fails to run successfully.

5.5 Release Notes

Localization descriptions in rubric details now unlimited	The number of localization descriptions has been changed from five to unlimited. Use the **Add** button to add localization descriptions for additional languages. (District view, **Assessment > Rubric Library > *select a rubric* > Criteria > Criteria Details)**
Default average calculations can be customized	In the School view, a new **Average Calculations** side-tab appears (School view, **Grades > Average Calculations**). Schools have four default averages that can be customized: • Cumulative Average • Overall Average • Semester Running Average • Standard Overall Average Schools can link an Average Calculation to a default Aspen procedure. Then, customize that procedure to modify the averages displayed in the teacher's gradebook and in the Family and Student portals. The enhancement does not change the way Aspen currently calculates these averages. Contact your Customer Relationship Manager (CRM) for help customizing these calculations.
Login screen help	The login screen now has a link to help users who cannot log in. When they click **Trouble logging in?,** they are advised to contact their school administrator for assistance.
New stack trace information on Job Queue status page	The Job Queue status page now displays an icon next to any running tool job with a stack trace error. Click the icon for a read-only pop-up containing stack trace text. This enhancement helps users diagnose problems with a tool that is stuck or taking a long time to run. (District view, **Admin > System Status > Job Queue**)
Limit contacts who receive a student's Progress Report	When teachers run a Progress Report for a single student, they specify the email recipient(s) on the last step of the Progress Reports wizard. To limit this selection, select the **Receive grade mailing** and **Receive email** checkboxes on the student contact details page.

	(District [Root Organization], Intermediate Organization, and School views, **Student > Contacts > Details**)
	(District [Root Organization], Intermediate Organization, and School views, **Student > Details >** *select contact under* **Parent/Guardian Information**)
	(District [Root Organization], Intermediate Organization, and School views, **Student > Contacts > Options > Add**)
Procedure copies rubric grades to a new term	A new procedure helps teachers who grade using rubrics. Previously, teachers manually entered a term's rubric column scores. The next term, many of the scores were the same, so teachers toggled back and forth, re-entering the scores, then manually editing the few that had changed. This procedure copies scores from one term to another and does not overwrite manually-entered scores.
	(School view, **Grades > Grade Input > Options > Prepopulate Rubric Scores**)
	(Staff view, **Gradebook > Scores > Options > Prepopulate Rubric Scores**)
New student search feature	A new district (root organization) preference (in the **Student** category) enables a student search feature on student details pages (**Student > Details**). If enabled, users can click an icon and search for a student by typing a name or ID in a pop-up, with the option of also entering a first name, grade, gender, or date of birth.
	If this preference is not enabled, users search for students by clicking on the navigation bar and reviewing the Student Pick List.
	(District [Root Organization], Intermediate Organization, School, and Staff views, **Student > Details**)
Hide forums in Family portal	When mass-creating class pages from the Schedule tab in the School view, the Build Class Pages pop-up has a new checkbox, **Hide Forums in the Family Portal**. Selected by default, it prevents forums from appearing in the Family portal.

5.5 Release Notes

New fields on a group's details page	There are two new fields on a group's details page: • **Owner:** Sets the owner of the group. The options include the district, a school, or an individual user. • **Filter by**: Sets the member type filter.
Changes to system-owned tools prompt a warning	When a tool is flagged as system-owned, the user receives a warning when they modify its source code, input definition, format (report), or XML definition (import and export.) The Procedure/Report ID will persist and remain read-only. The element that was edited (source code, input definition, etc.) will be automatically flagged as custom.
Page tabs can now have their own Group Resources widget	Previously, each tab of a Page shared the same Group Resources widget. Now, resources in the Group Resources widget can be assigned to individual Page tabs.
View a student's schedule from a previous year	Select "Previous year" from the Filter menu to view a student's schedule from last year. (School view, **Student > Schedule** (list view).
Standard exports added for Google Classroom setup	Aspen now has five standard exports to reduce manual setup for Google Classroom: • Google export class • Google export roster • Google export school • Google export staff • Google export student (District [Root Organization] view, **Tools > Exports**)
API Browser Key credential for Google Docs *(IMS only)*	Before students can submit a Google Docs™ document for an assignment, you need to create an API key in the Google Developers Console for the Follett Aspen Project. To enable this enhancement, copy the API key from the Google Developers Console, and paste it into the **Browser Key** field in Aspen.

5.5 Release Notes

	(District [Root Organization] view, **District [Root Organization] > Preferences > Remote Services** category **> Advanced > Browser Key**)
Support for Microsoft ® SQL Server® 2014 *(Self-hosted districts only)*	Microsoft® SQL Server® 2014 versions are now supported for use with the Aspen 5.5 release.
Schedulers (For Aspen users who build and manage school and student schedules)	
Show a student's secondary school in Matrix view	Aspen now shows not only a student's schedule from his or her primary school, but also the schedule from his or her secondary school (if enrolled). (Build view, **Student > Schedule > Matrix view**)
Special Education Users	
Assign the next special education case manager	The new field, **Next Case Manager**, (on the **IEP** and **Students** tab in the Special Education view) will store the next case manager name until it is updated from the Assign Next Case Manager function. (Special Education view, **IEP > *select student***) (Special Education view, **Student > *select student* > IEP > Details**)
New 'Assign Next Case Manager' option	The **Options** menu on the **IEP** tab (in the Special Education view) now includes the **Assign Next Case Manager** function. This function will populate the **Case Manager > Name** field with the value a user enters in the new **Next Case Manager > Name** field. The Assign Next Case Manager function assigns a new case manager for IEPs when students change schools or grade levels. The command gives you option to update the case manager for one of the following: • The current selection: All selected IEPs in the Special Education view **> IEP** tab **> Details**

	• A case manager's cases: All IEPs currently assigned to an individual case manager • All active IEPs: All IEPs with an active status Upon completion, the **Next Case Manager > Name** field will be empty. There is no Previous Case Manager field to store historical data; however, the new Case Manager History report lists the current and previous case managers for individual students.
New 'Case Manager History' report	The "Case Manager History" report for individual students is located under the **Reports** menu in the Special Education view, Organization and School, **IEP > IEP attributes > Details**.
Teachers	
Procedure copies rubric grades to a new term	A new procedure helps teachers who grade using rubrics. Previously, teachers would manually enter a term's rubric column scores. The next term, many of the scores were the same, so teachers toggled back and forth, re-entering the scores, then manually editing the few that had changed. This procedure copies scores from one term to another and does not overwrite manually-entered scores. (School view, **Grades > Grade Input > Options > Prepopulate Rubric Scores**) (Staff view, **Gradebook > Scores > Options > Prepopulate Rubric Scores**)
Create assignments for linked class sections	You can now create an assignment, and immediately add it to a selection of your linked course sections. A new **Add Assignment?** column on the Create Assignment page lets you select checkboxes next to the class sections for the assignment. (This column only appears for linked sections.) When you create an assignment for linked sections and then open the assignment's details page, the field **Update changes to linked assignments** is enabled. Any edits you make to the assignment are copied to the other linked sections. (Staff view, **Gradebook > Assignments > Options > Add Assignment** or **Add Ungraded Assignment**)

	(Staff view, **Gradebook > Scores > Options > Add Assignment**)
	(Staff view, **Gradebook > Scores > Add Assignment button**)
	(Staff view, **Planner > Events view >** *click in a date* **> Add Assignment**)
	(Staff view, **Planner > Events view > Options > Add Assignment**)
Delete an assignment from multiple linked classes	If an assignment is associated with linked class sections, you can delete it from one or more of the linked sections at the same time.
	(Staff view, **Gradebook > Assignments > Options > Delete**)
	(Staff view**, Gradebook > Assignments > Details > Options > Delete**)
	(Staff view, **Gradebook > Scores >** *select the assignment in column header*. Click **Delete** on the assignment details page.)
	(Staff view, **Planner >** *highlight assignment on the calendar* **> Options > Delete Calendar Item**)
	(Staff view, **Planner >** *open assignment on the calendar*. Click **Delete** on the assignment details page.)
	(Staff view, **Pages >** *select class page*. Select assignment from the Submit Assignments widget. Click **Delete** on the assignment details page. Click **OK** or **Delete** on the pop-up.)
Drag and drop a file from My Resources to an assignment in the gradebook	You can now click **Drag and Drop from My Resources** on the Create Assignment page. This makes it easy to add a resource from your personal course materials to an assignment.
	(Staff view, **Gradebook > Assignments > Options > Add Assignment** or **Add Ungraded Assignment**)
	(Staff view, **Gradebook > Scores > Options > Add Assignment**)
	(Staff view, **Gradebook > Scores > Add Assignment button**)
	(Staff view, **Planner > Events view >** *click in a date* **> Add Assignment**)
	(Staff view, **Planner > Events view > Options > Add Assignment**)

5.5 Release Notes

|	
Exclude an assignment from the term average calculation	Click **Exclude from averages** if you want to exclude an assignment score from the term average calculation. On your Scores page, the column header for the assignment will appear gray and have a strikethrough. In the Family and Student portals, "Excluded from averages" will appear next to the assignment. (Staff view, **Gradebook > Assignments > Options > Add Assignment**) (Staff view, **Gradebook > Scores > Options > Add Assignment**) (Staff view, **Gradebook > Scores > Add Assignment button**) (Staff view, **Planner > Events view > *click in a date* > Add Assignment**) (Staff view, **Planner > Events view > Options > Add Assignment**)
New 'Calculate as full point value' behavior for special codes	When you create a special code, you can select **Calculate as full point value** at the **Behavior** field. When this checkbox is selected, Aspen will include an assignment's maximum points when calculating the student's average. (Staff view, **Tools > Special Codes > Options > Add**)
Limit contacts who receive a student's Progress Report	When you run a Progress Report for a single student, you can email it to specific recipient(s) in the last step of the Progress Reports wizard. The contacts you can select from have specific fields enabled on their details page. See your system administrator for more information. (Staff view, **Gradebook > Scores > Reports > Progress Reports**)
Lookup (or CTRL + L) pop-up lists your special codes, grade scales, and footnotes	When entering assignment grades, the Lookup pop-up is enhanced to display your special codes and footnotes, in addition to your grade scales. (Staff view, **Gradebook > Scores > *go to a grading cell* > Options > Lookup** (or press **CTRL + L**)
New Student Information icon	A new Student Information icon lets you quickly view additional demographic and academic information for a student from your Scores page.

5.5 Release Notes

	There are two new gradebook preferences: **Enable student details** and **Enable student academics**. If you enable one, or both, the new icon appears in the **Name** column on your Scores page. Click the icon to access a pop-up with a **Demographics** tab (if **Enable student details** is selected) and/or an **Academics** tab (if **Enable student academics** is selected). (Staff view, **Set Preferences > Gradebook** tab)
Type 'Teacher's Notes' and 'Assignment feedback' without entering an assignment score	Before, you could only type **Teacher's Notes** and **Assignment feedback** when entering assignment scores on your Scores page. Now you can type **Teacher's Notes** and **Assignment feedback** without entering a score. Just click in the empty grading cell, then click the comment icon, and enter your comments. You can do this in the Single Student, Single Assignment, and All Students views. In the Single Student View and Single Assignment view, **Assignment feedback** and **Teacher's Notes** columns display your comments. If only a portion of your comments appear, you can click in the column to read the entire comment or edit it. (Staff view, **Gradebook > Scores**)
New 'Start time' and 'End time' fields for online submissions	You can now specify a **Start time** and an **End time** for your online assignments. When you create an assignment, click **Allow Online Submissions** on the new assignment page. Enter an **Open date** (with an optional **Start time**) and a **Close date** (with an optional **End time**). Students can only submit the assignment through the portal to you during the specified date and time range. Students can submit online assignments when the **Close date** is after the **Date due** you specified. If an assignment is not submitted by this time on the **Close date**, it is marked as "Missing" in the Student portal. (Staff view, **Gradebook > Assignments > Options > Add Assignment**) (Staff view, **Gradebook > Scores > Options > Add Assignment**) (Staff view, **Gradebook > Scores > Add Assignment button**)

5.5 Release Notes

	(Staff view, **Planner > Events view > *click date in calendar* > Add Assignment**) (Staff view, **Planner > Events view > Options > Add Assignment**)
New Student Submission column and icon 📧! help track late assignments	A new Student Submission column in the Single Student and Single Assignment views displays a date and timestamp for students' uploaded assignment files. This timestamp also appears in the Family and Student portals. When a student submits an assignment after the **Date due** you specified, but before the online submission **Close date** has been reached, 📧! appears to indicate a late submission. Click 📧! to download the file. (Staff view, **Gradebook > Scores**)
Categories side-tab being phased out	In Aspen 5.5, the **Categories** side-tab is no longer functional. In the Staff view, if you click **Gradebook > Categories**, you will get a link to the Class Details page (**Gradebook > Details**), where you can create and edit your assignment categories. The **Categories** side-tab will not appear in future Aspen releases.
Associate colors with grade scales; view them on Scores page (Traditional gradebook)	You can associate colors with grade scales, and view them on your Scores page. This can help you quickly spot students who are performing well over a series of assignments, and identify students whose poor scores might put them at risk.(Staff view, **Tools > Grade Scales > Options > Add**) On your Scores page, you can decide whether you want to view all of the colors you have selected, only some of them, or none at all. Your selections can toggle on or off. They appear in the full Traditional view, as well as the Single Assignment and Single Student views. (Staff view, **Gradebook > Scores > select *Color* at *Display* and click** [Color Filter ▶] **to show or hide the colors.**)
Associate colors with rubric rating scales (standards-based gradebook)	If you use a standards-based gradebook in which student performance is tracked using a rubric rating scale, you can assign colors to specific ratings (Staff view, **Gradebook > Rubric Rating Scales > Details**). On your Scores page, these colors can help you quickly

	spot students who are consistently meeting standards, and those who might be at risk. (Staff view, **Gradebook > Scores > select** *Color* **at** *Display* **and click** [Color Filter ▶] **to show or hide the colors.**)
Icons provide quick link between class attendance input page and Scores page	From the Class List breadcrumbs on your Scores page, click the **Attendance** icon to go directly to the class attendance input page. From the class attendance input page, click the **Scores page** icon in the Class List breadcrumbs to quickly reach your Scores page for the class. (Staff view, **Gradebook > Scores**) (Staff view, **Attendance > Class > Input**)
Adjust assignment category weights by term	If you calculate term averages by weight (and not by total points), you can change the weight for your categories by term. This will not affect your gradebook scores from previous posted terms. Adjusting category weights can be helpful for special assignments. For example, you might weigh the Homework category (**HW**) more heavily than Class Participation (**CP**) during Term 1. However, during Term 2 you assign several class group projects and want Class Participation to have more weight than Homework. You can change the weights for **CP** and **HW** for Term 2, without affecting your Term 1 grade calculations. Note that adjusting a category's weight will affect scored assignments in your gradebook for the term(s) you edit. (Staff view, **Gradebook > Details > Categories** field **> Adjust Weights by Term**)
'Update Post Columns' button appears on Scores page	On your Scores page, if you set **Grade Columns** to **Post Columns - Term** or **Post Columns - Course**, the **Update Post Columns** button now appears next to the **Post Grades** button. This serves as a helpful reminder to update post columns before posting

	your grades. (Staff view, **Gradebook > Scores**)
Quickly add multiple assignments on Scores page and in Assignments widget	When adding or editing an assignment on the **Gradebook** tab, **Scores** side-tab, click **Save and New** to quickly create another assignment (Staff view, **Gradebook > Scores**). When editing an existing assignment in the Assignments widget, click **Save and New** to create another assignment (Staff view, **Pages >** Assignments widget).
Number of tabs on Pages no longer limited to four	The previous limit of four tabs per Page has been eliminated. If there are too many tabs on a Page to display all, a scroll arrow lets you move the display and see the other tabs.
Each tab on a Page can now have its own Group Resources widget	You can now have a Group Resources widget on each tab of a Page, so that each tab has its own set of resources.
View the date/timestamp for a student's assignment submission *(Also available in Aspen mobile)*	The date/timestamp appears for each student's uploaded assignment files in the gradebook. You can determine whether the assignment was submitted on or before the due date, or if the assignment was late. (Desktop version: Staff view, **Gradebook > Scores > Student**) (Desktop version: Staff view, **Gradebook > Scores > Assignment**) (Mobile version: **Gradebook >** *tap on the class >* *tap on the assignment >* *tap on the student's name*)
View a Google Doc, or download other assignment files *(IMS only)*	View or download student-submitted files or your own provided file for an assignment in Aspen Mobile so you can look at a document while entering the grade. (**Gradebook >** *tap on the class >* *tap on the assignment >* *tap on the student's name*).
Enable or disable quick lesson plan sharing *(IMS only)*	Previously, when a quick lesson plan was created, it was viewable by all teachers who taught the same course. Now, you can select whether to share the quick lesson plan with other teachers or keep it private (Staff view, **Planner > Lessons**).

5.5 Release Notes

Students can review graded online quizzes from desktop and mobile devices *(IMS only)*	When teachers create an online quiz, they can select **Allow students to review graded quiz questions** on the **Quiz Details** tab. Then students can review the following: • Question • Correct response • Their response • The time they spent on the question • Score • Point value (Staff view, **Gradebook > Assignments > Options > Add Assignment**) (Staff view, **Gradebook > Scores > Options > Add Assignment**) (Staff view, **Gradebook > Scores > Add Assignment button**) (Staff view, **Planner > Events view > *click in a date* > Add Assignment**) (Staff view, **Planner > Events view > Options > Add Assignment**)
Read-only Google Doc shared on a class or group Page *(IMS only)*	Currently, any Google Doc that is shared as a group resource for a class or group Page defaults to student-editable. Now, in My Resources and in the Group Resources widget, you have the option to make a Google Doc read-only when shared on a class or group Page. (Staff view, **Planner > My Resources > Add** or **Edit a Google Doc**) (Staff view, **Gradebook > Scores > Options > Add Assignment** or **Add Ungraded Assignment > Drag and Drop from My Resources > My Resources > Add** or **Edit a Google Doc**) (Staff view, **Gradebook > Assignments > Options > Add Assignment** or **Add Ungraded Assignment > Drag and Drop from My Resources > My Resources > Add** or **Edit a Google Doc**) (Staff view, **Pages > *select a Page* > Group Resources > Add** or **Edit a Google Doc**)

5.5 Release Notes

Quickly view and edit a Google Doc using new icons in the gradebook *(IMS only)*	New icons make it easy for you to view and edit a student's copy of a completed Google Doc assignment in the gradebook. In the assignment column, click [icon] to view a student-editable Google Doc, or click [icon] to view a student-submitted Google Doc (Staff view, **Gradebook**).
New option to display curriculum map for a section in the Family/Student portals *(IMS only)*	You can select the new **Show in portal** checkbox to display the curriculum map for a section in the Family and Student portals. Your district and/or school must enable a new Family/Student portal preference for the **Show in portal** field to appear in your gradebook. (Staff view, **Gradebook > Curriculum Maps**)
Health	
Student's date of birth and age appear in Student List breadcrumbs	A student's date of birth and age now appear in the Student breadcrumbs on the student immunization details page. This way, nurses no longer have to switch between the compliance page and the student details page when reviewing immunization compliance. (Health view, **Student > Immunizations**)
Immunization dates that occurred before a student's date of birth are not allowed	Aspen displays a warning message when a user enters an immunization date that is prior to a student's date of birth. (Health view, **Student > Immunizations**)
New grace period for immunizations	Some states require a four-day grace period for immunization administration. In the immunizations rule definitions, you can set a grace period during which an immunization would be considered compliant. For example, if an immunization is due for a student on their 5th birthday, but the dose was administered four days prior to their birthday, it would still be considered valid if the grace period was set to at least four days. To allow for states that do not honor a grace period, the Grace Period attribute is (0) by default, but can be edited as needed.

5.5 Release Notes

Students and Families: Aspen Mobile and desktop version (unless indicated otherwise)	
More information listed on Academics tab	The **Scores** column on the **Academics** tab displays more information about a student's assignments. (**Academics** tab **>** *select the class* **> Assignments** sub-tab). For example: • "Missing" indicates an online assignment was not submitted on time. • "Excluded from averages" indicates that a teacher has blocked an assignment's score from students' averages. • "Calculate as full point value" shows that Aspen included the assignment's total points when calculating the student's average. (Desktop: **Academics >** *select a class* **> Assignments > Score** column) (Mobile: Tap **Academics >** *select a class* **>** *select a category* **> Grade** column)
Updated 'Average Summary' grid on Class Details page	The Classes page (on the **Academics** tab) shows a summary of attendance and performance information for a class. This page now displays the average, by term, for each assignment category (such as quizzes or homework), as well as the weight of each assignment category towards the overall grade each term. (Desktop: **Academics >** *select a class* **> Details > Average Summary** section) (Mobile: Tap **Academics >** *select a class* **> Average Summary** section)
File icon, assignment name, and date/timestamp appear with student's assignment	When a student submits a file for an assignment, the file icon, assignment name, date, and time of submission appear. Parents can see whether their student submitted an assignment, but they cannot upload or delete any files. To upload a Google Doc in the desktop version of Aspen, click the: • Student Portal Home page, To Do widget • Student portal class Page, Assignments widget • **Academics > Assignments** side-tab **> Details** • **Calendar > Assignment Details**

5.5 Release Notes

	To upload a Google Doc in the mobile version of Aspen, tap: • **Home** or **To Do** > *tap on the assignment* • **Academics** > *tap on the class* > *tap on the category* > *tap on the assignment* • **Calendar** > *tap on the assignment*
More information about assignment grades	You can now see any special codes that a teacher has associated with an assignment. These include: • **Exempt**: Aspen will not count this assignment when calculating the student's average. • **Calculate as zero:** Aspen counts this assignment as a zero when calculating the student's average. • **Calculate as full point value:** Aspen includes this assignment's total points when calculating the student's average. (Desktop: **Academics** > *select a class* > **Assignments** > **Score** column) (Mobile: Tap **Academics** > *tap a class* > *tap a category* > **Grade** column)
Students can review graded online quizzes *(IMS only)*	When students check their grades on the **Academics** tab, the **Scores** column now displays [icon] if the teacher has allowed students to review a graded online quiz. Click [icon] to see the results of the quiz, such as your response, the correct response, and the point value for each correct answer. (Desktop: Click **Academics** > **Assignments** > Click **Category** to select the category name for the quiz **>** Click [icon] next to the score of the quiz) (Mobile: Tap **Academics** > *select the class* > *select the category name for the quiz* > *tap the quiz*)

5.5 Release Notes

Submit a Google Doc for an assignment *(IMS only)*	Students can submit a Google Doc from their Google Drive for an assignment. You can only submit one file or one Google Doc, but not both. To submit a Google Doc in the desktop version of Aspen, click the: • Student portal Home page, To Do widget • Student portal class Page, Assignments widget • **Academics** tab **> Assignments** side-tab **> Details** • **Calendar** tab **> Assignment Details** To submit a Google Doc in the mobile version of Aspen, tap: • **Home** or **To Do >** *tap on the assignment* • **Academics >** *tap on the class* **>** *tap on the category* **>** *tap on the assignment* • **Calendar >** *tap on the assignment*
Post a student-editable Google Doc for an assignment *(IMS only)*	Teachers can attach a student-editable Google Doc to an assignment. Then students can open their own copy of the Google Doc, make their edits, and post it back to the teacher. To post a Google Doc in the desktop version of Aspen, click the: • Student portal Home page, To Do widget • **Academics > Assignments** side-tab **> Details** • **Calendar > Assignment Details** To post a Google Doc in the mobile version of Aspen, tap: • **Home** or **To Do >** *tap on the assignment* • **Academics >** *tap on the class* **>** *tap on the category* **>** *tap on the assignment* • **Calendar >** *tap on the assignment*

5.5 Release Notes

Remove a student-submitted Google Doc for an assignment *(IMS only)*	Students can remove a submitted Google Doc for an assignment, as long as the online submission window is open and the assignment has not been graded. The document must be removed before it can be resubmitted. To remove a submitted Google Doc in the desktop version of Aspen, click the: • Student portal Home page, To Do widget • Student portal class Page, Assignments widget • **Academics > Assignments** side-tab **> Details** • **Calendar > Assignment Details** To remove a submitted Google Doc in the mobile version of Aspen, tap: • **Home** or **To Do >** *tap on the assignment* • **Academics >** *tap on the class > tap on the category > tap on the assignment* • **Calendar >** *tap on the assignment*
Edit and repost a Google Doc for an assignment *(IMS only)*	Students can edit and repost a student-editable Google Doc, as long as the online submission window is open and the assignment has not been graded. To edit and repost a student-editable Google Doc in the desktop version of Aspen, click the: • Student portal Home page, To Do widget • **Academics > Assignments** side-tab **> Details** • **Calendar > Assignment Details** To edit and repost a student-editable Google Doc in the mobile version of Aspen, tap: • **Home** or **To Do >** *tap on the assignment* • **Academics >** *tap on the class > tap on the category > tap on the assignment* • **Calendar >** *tap on the assignment*

5.5 Release Notes

Download assignment files *(IMS only)*	Students and families can now download an assignment's file submission and teacher-provided file resources in Aspen Mobile. • **Home** or **To Do >** *tap on the assignment* • **Academics >** *tap on the class > tap on the category > tap on the assignment*
Review the curriculum map for a section *(IMS only, Desktop only)*	If enabled by your district and school, the curriculum map associated with a class is available from the **Academics** tab. (**Academics > Curriculum Maps**)
New 'Grades' widget *(Desktop only)*	A new Grades widget appears on your Home page. Click in the widget to see student average and attendance information for each grading term. (Click **Pages**.)
'Back' button replaces breadcrumb *(Mobile only)*	When logged in to Aspen Mobile, students can click the new **Back** button to return to the previous page instead of using the breadcrumb. The **View Full Site** link will take students back to the desktop Home page.

5.5 Release Notes

Product improvements

Aspen's 5.5 release includes several critical fixes, which improve functionality throughout the system. Following is a list of some of these product improvements.

- An issue was resolved with translating report cards to Chinese and Vietnamese. Aspen now has improved unicode support for rubric and reference codes for multiple character sets in a single data column in SQL server. (District [Root Organization] view, **Admin > Data Dictionary**)

- In Aspen Mobile, enhancements to the Aspen app grade notification include the assignment and class name. (Staff and Student views, **Academics** tab)

- **Current Term** and **Current Year** drop-downs have been added for class lists, so teachers, students, and parents can view a student's progress from previous terms. (Staff view, **Student > Academics**; Student view, **Academics**; Family view, **Academics**)

- When a student submits a Google Doc for an assignment in the desktop view, Aspen automatically brings them to the Aspen Mobile interface (Student view, **Academics > Assignments > Details**).

- In Aspen Mobile, an issue with scrolling on list pages on mobile devices has been improved (**Locate a Student, Academics,** and **Attendance** tab).

- Grades Push Notification now identifies the assignment and class.

- An issue was resolved with scrolling on list pages in Aspen Mobile.

- In the Health view, an error was resolved that occurred in the visit log when selecting a medication for a student who attended more than one school. The medications available to select are now restricted to those medications for the current school. Users can add a student to the Standing Orders student list of the student's secondary school (Health view, **Medication > Standing Orders**).

5.5 Release Notes

New or updated preference	Where to access	Description
New **District (Root Organization) Student** preference Student search details ☑	*District [Root Organization] view, District [Root Organization] >Setup > Preferences > Student category*	Enables a student search feature on student details pages (**Student > Details**). If enabled, users can click an icon and search for a different student by typing a name or ID on a pop-up, with the option of entering a first name, grade, gender, or date of birth. If this preference is not enabled, users will search for students by clicking on the navigation bar and reviewing the Student Pick List.
New **District (Root Organization) General** preference Auto-fill lag time (milliseconds) 400	*District [Root Organization] view, District [Root Organization] > Setup > Preferences > General category*	Defines the maximum number of milliseconds Aspen waits after a user stops typing to search for data. The longer the lag time, the fewer server requests are made. The shorter the lag time, the quicker the auto-fill section pick list displays. Defaults to 400 milliseconds.

5.5 Release Notes

New **District (Root Organization) Security** preference **Unsupported file types** [ ]	*District [Root Organization] view, **District [Root Organization] > Setup > Preferences > Security** category*	Prevents specified file types from being uploaded to the following places: • Student Locker • Staff Planner • Staff Gradebook > "Resources Provided by the Teacher" • Student Portal >To Do widget • Email attachments
New **District (Root Organization)** and **School Family/Student portals** preference *(IMS only)* **Allow curriculum maps in portal** ☐	*District [Root Organization] view, **District [Root Organization] > Setup > Preferences > Family/Student Portal** category* *School view, **School > Setup > Preferences > Family/Student Portal** category*	Allows a read-only version of curriculum map for a section to appear in the Family and Student portals (if the **Show in Portal** option is selected for the section in the teacher's gradebook).
New **District (Root Organization) General** preference **Fields to copy from Student to Student Attributes** [ ]	*District [Root Organization] view, **District [Root Organization] > Setup > Preferences > General** category*	Allows you to keep historical data after the end-of-the-year rollover. Type the names of fields in the Student table to copy over to the Student Attribute table.

5.5 Release Notes

New **District (Root Organization) General** preference **Fields to copy from Staff to Staff Attributes** [ ]	*District [Root Organization] view, District [Root Organization] > Setup > Preferences > General category*	Allows you to keep historical data after the end-of-the-year rollover. Type the names of fields in the Staff table to copy over to the Staff Attribute table.
New **District (Root Organization) Remote Services** preference **Browser Key** [ ]	District [Root Organization] view, **District [Root Organization] > Setup > Preferences > Remote Services** category **> Advanced**	Before students can submit a Google Docs™ document for an assignment, create an API key in the Google Developers Console for the Follett Aspen Project. To enable this enhancement, copy the API key from the Google Developers Console, and paste it into the **Browser Key** field in Aspen.
New **Staff Scheduling** parameter **Max periods** [ ]	School view, **Staff > Schedule > Attributes**	The new **Max periods** preference in Staff Scheduling Parameters (School view, **Staff > Schedule > Attributes**) sets the maximum number of periods a teacher can be scheduled for in a day.
Student withdrawal alias mapping preference renamed	*District [Root Organization] view, District [Root Organization] > Setup > Preferences > Membership category*	Membership preference **Student withdrawal alias mapping** has been renamed **Field to copy from student to student withdrawal**.

5.5 Release Notes

Changes to User Roles and Privileges

Review your user roles to ensure the settings are appropriate for the default user roles used in your district and any customized roles you've created from Aspen's default roles.

The following table lists *new* and *updated* user role security privileges in Aspen:

New or updated privilege	*Default roles affected*	*Description*	*Where to access* *District view, **Admin > Security > Roles > Details***
New table: **Grade Average Calculation**	Privileges enabled for: • System administrator (C, R, U, D, G, M) • School administrator (C, R, U, D, G, M) • Family (R on Course, Curriculum Map/Curriculum Instance/Curriculum Lesson Plan/Curriculum Narrative) • Student (R on Course, Curriculum Map/Curriculum Instance/Curriculum Lesson Plan/Curriculum Narrative) • School Cashier (R on Section [Master Schedule], Staff, Student School)	This table stores four default averages that can be modified: • Cumulative Average • Overall Average • Semester Running Average • Standard Overall Average	**Grades** category