

# Hide Student Contacts Plugin

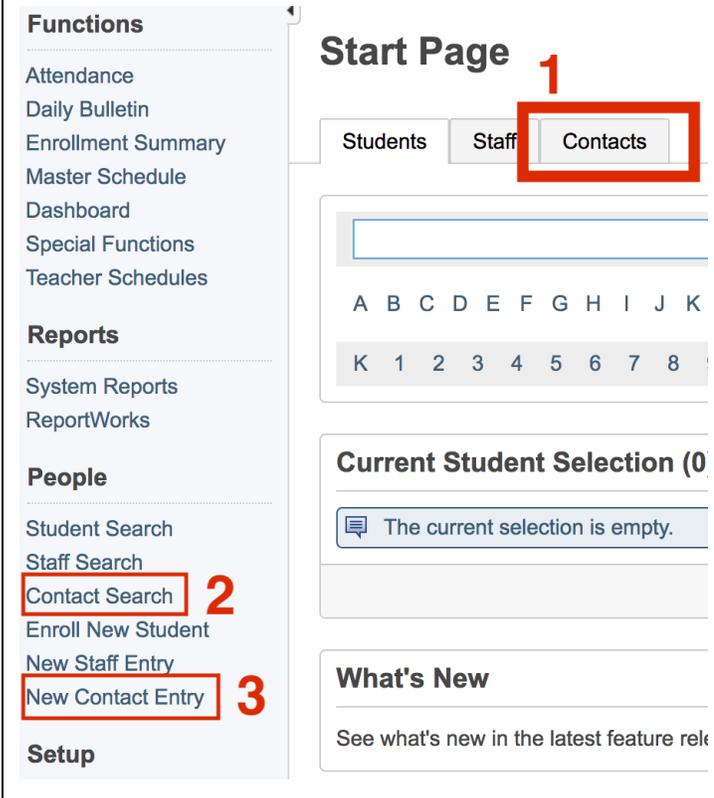
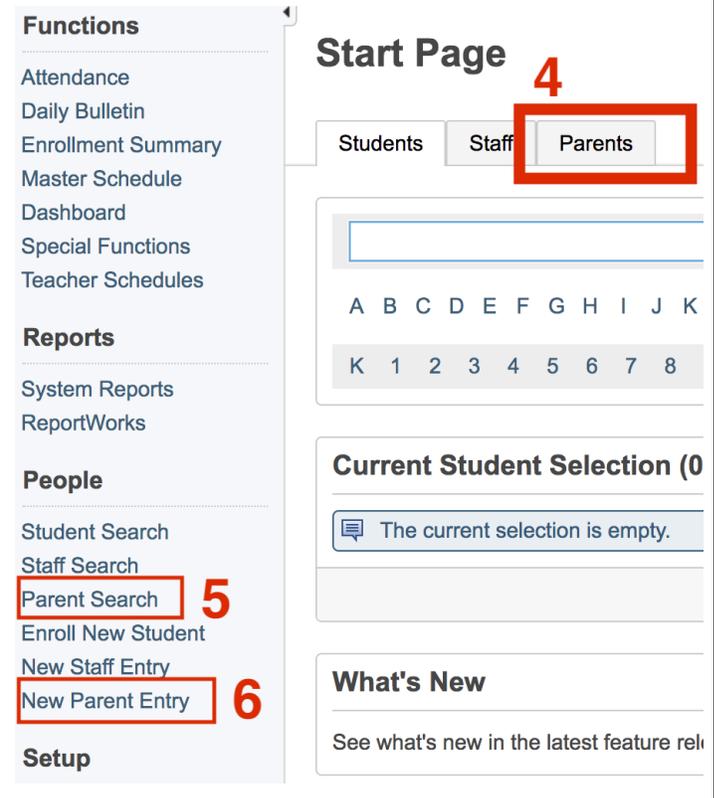
by Roger Sprik | May, 2018 | version 1.4

By default this plugin completely hides the new Student Contacts feature, released in version 12. The rationale is not to avoid Student Contacts indefinitely, but allow you to upgrade for all the other benefits, and have time to prepare to transition to Student Contacts for when your district is ready.

The plugin does not remove any student contacts, it just removes the links to interface with them. Once you are ready to use Student Contacts, it is recommended to disable or delete this plugin.

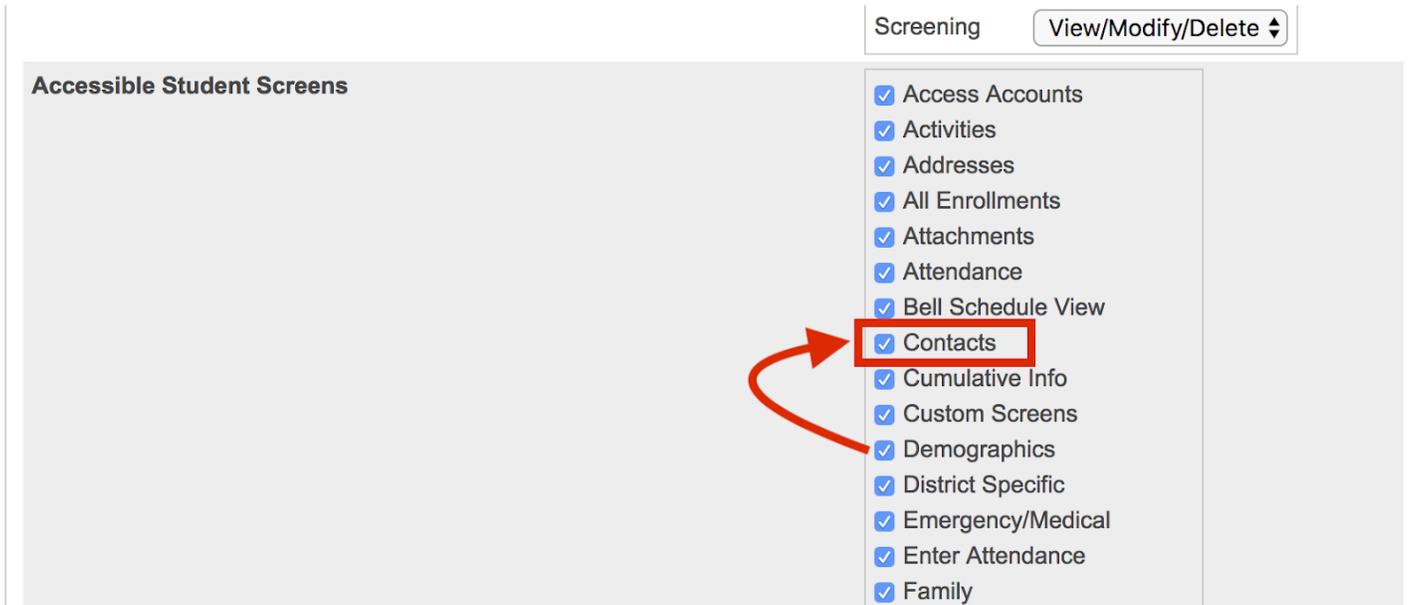
## Start Page

One of the main areas is the Start page in PowerSchool. The plugin removes the new "Contact" elements and replaces them with the original "Parent" elements. See the "Before" and "After" comparison below.

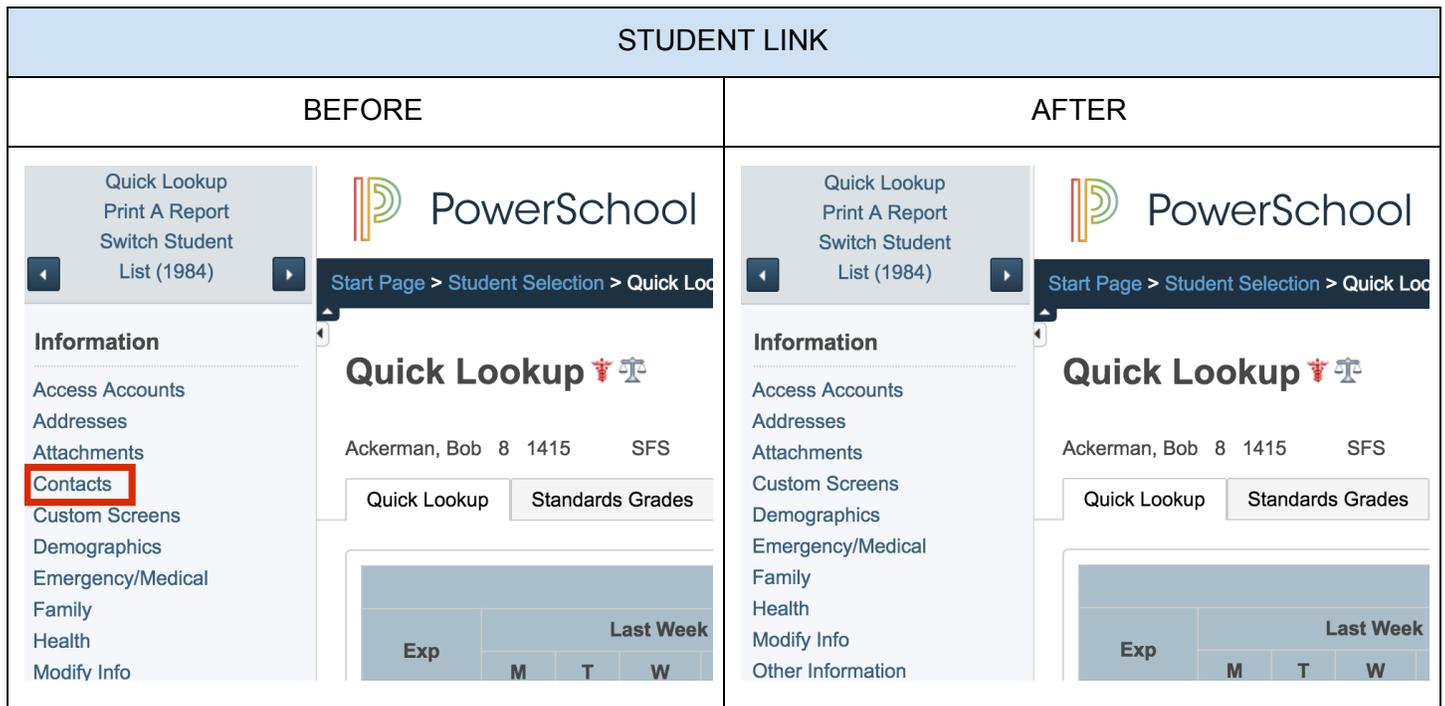
START PAGE	
BEFORE	AFTER
<ol style="list-style-type: none"><li>1. "Contacts" Tab</li><li>2. "Contacts Search" Link</li><li>3. "New Contact Entry" Link</li></ol>	<ol style="list-style-type: none"><li>4. "Parents" Tab</li><li>5. "Search Parents" Link</li><li>6. "New Parent Entry" Link</li></ol>
 <p>The screenshot shows the 'Start Page' interface. On the left is a 'Functions' sidebar with categories: Attendance, Daily Bulletin, Enrollment Summary, Master Schedule, Dashboard, Special Functions, and Teacher Schedules. Below that are 'Reports' (System Reports, ReportWorks) and 'People' (Student Search, Staff Search, Contact Search, Enroll New Student, New Staff Entry, New Contact Entry). At the bottom is 'Setup'. The main content area has tabs for 'Students', 'Staff', and 'Contacts'. The 'Contacts' tab is selected and highlighted with a red box and the number '1'. Below the tabs is a search bar and a grid of letters A-K and numbers 1-8. Underneath is a 'Current Student Selection (0)' section with a message 'The current selection is empty.' and a 'What's New' section.</p>	 <p>The screenshot shows the 'Start Page' interface after the plugin is applied. The sidebar is identical. The main content area has tabs for 'Students', 'Staff', and 'Parents'. The 'Parents' tab is selected and highlighted with a red box and the number '4'. Below the tabs is a search bar and a grid of letters A-K and numbers 1-8. Underneath is a 'Current Student Selection (0)' section with a message 'The current selection is empty.' and a 'What's New' section. The 'Contact Search' link in the sidebar is now 'Parent Search' (labeled '5') and the 'New Contact Entry' link is now 'New Parent Entry' (labeled '6').</p>

# Student Link

PowerSchool adds a "Contacts" checklist item to Group Security and enables it for any user that also has access to the "Demographics" screen.



When you select a student, the plugin also hides the "Contacts" link in the left navigation. You don't need this plugin to hide that link, you could uncheck it from each Security Group -- the plugin just features a "one step" way to do it.



## Contact Change Confirmation

On the Demographics, Parents, and Emergency/Medical Screen, a change to the original Mother, Father, Guardian, or Emergency contact name can trigger a "Reason for Change" confirmation from the user.

If the user chooses "Replacing Person", submitting the change will lead to a confirmation screen that encourages them to make the change in the contacts screen and features a "Go To Contacts Page" button which the plugin will hide, but will still allow the contact to be replaced.

## Emergency Contact/Medical

Adair, Brandon 12 3 A AGHS1

<b>Contact #1</b>	Contact Name (Last, First) Mccarthy, Mark 
	Reason for Name Change Replacing Person 
	Phone

CONTACT NAME CHANGE CONFIRMATION	
BEFORE	AFTER
<p><b>Contact Name Change</b> </p> <p><b>Contact #1 is about to be replaced.</b> There is more information stored for this contact than shows on this page. This contact will remain associated to the student and a new Contact #1 will be created with the new name entered.</p> <p>It is strongly recommended that you make this change from this student's Contacts page where you can see all relevant data.</p> <p><a href="#">Go To Contacts Page</a> <input type="button" value="Submit"/> <input type="button" value="Cancel"/></p>	<p><b>Contact Name Change</b> </p> <p><b>Contact #1 is about to be replaced.</b> There is more information stored for this contact than shows on this page. This contact will remain associated to the student and a new Contact #1 will be created with the new name entered.</p> <p>It is strongly recommended that you make this change from this student's Contacts page where you can see all relevant data.</p> <p><input type="button" value="Submit"/> <input type="button" value="Cancel"/></p>

## Parent Search Results

When you search for parents with the legacy Parents Search, if there are multiple or zero results, there is a "Parent Search Results" screen that features a Contacts tab which the plugin will hide.

PARENT SEARCH RESULTS	
BEFORE	AFTER
<p><b>Parent Search Results</b></p> <p>Select a parent to view details</p> <p> No Parents match your entry</p> <p><input type="button" value="Back"/></p> <p>Students Staff Parents <b>Contacts</b></p> <p>First Name <input type="text"/></p>	<p><b>Parent Search Results</b></p> <p>Select a parent to view details</p> <p> No Parents match your entry</p> <p><input type="button" value="Back"/></p> <p>Students Staff Parents</p> <p>First Name <input type="text"/></p>

# Access Accounts Student Screen

When you select a student and then view their "Access Accounts" screen, the previous functions to work with parents now work with Contacts. The plugin will restore the parent functionality and hide the links to Contacts.

ACCESS ACCOUNTS STUDENT SCREEN							
<p><b>BEFORE</b></p> <ol style="list-style-type: none"> <li>"Add New Contact" links to Contacts screen</li> <li>Parent names link to edit their contact record</li> </ol>	<p><b>AFTER</b></p> <ol style="list-style-type: none"> <li>"Add Parent" icon restored</li> <li>Parent names link to edit their parent record</li> <li>Original Edit and Remove icons restored</li> </ol>						
<p>Access Password <input type="text" value="parent"/></p> <p style="text-align: right;"><b>1</b> Add New Contact</p> <p><b>Parent Access Accounts</b></p> <ul style="list-style-type: none"> <li>James Bailey <b>2</b></li> <li>John Adair</li> <li>John Babb</li> <li>John Bartlett</li> </ul>	<p>Access Password <input type="text" value="parent"/></p> <p style="text-align: right;"><b>3</b></p> <p><b>Parent Access Accounts</b>      Edit    Remove    Add +</p> <ul style="list-style-type: none"> <li>James Bailey          -</li> <li>John Adair <b>4</b>          - <b>5</b></li> <li>John Babb          -</li> <li>John Bartlett          -</li> </ul>						
	<p><b>Search Filter</b></p> <p><b>3</b></p> <p>First Name <input type="text"/></p> <p>Last Name <input type="text"/></p> <p>Email <input type="text"/></p> <p style="text-align: right;"><input type="button" value="Search"/></p> <p style="text-align: right;"><input type="button" value="Cancel"/> <input type="button" value="New Parent Account"/> <input type="button" value="Add"/></p>						
<p><b>Contact Details</b> <b>2</b></p> <p><b>Demographics</b></p> <p>Prefix First Name Middle Name Last Name Suffix</p> <p><input type="text" value="James"/> <input type="text" value="Bailey"/></p> <p>Gender <input type="text"/></p> <p>Employer <input type="text"/></p> <p><input checked="" type="checkbox"/> Active</p> <p><b>Web Account Access</b></p> <table border="1"> <thead> <tr> <th>Account Enabled</th> <th>Username</th> <th>Account Email</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td>jbailey</td> <td></td> </tr> </tbody> </table> <p style="text-align: right;"><input type="button" value="Edit Account"/></p>	Account Enabled	Username	Account Email	<input checked="" type="checkbox"/>	jbailey		<p><b>Edit Parent</b> <b>4</b></p> <p><b>Account Access</b> <input type="checkbox"/> Disable Account</p> <p>First Name <input type="text" value="James"/></p> <p>Last Name <input type="text" value="Bailey"/></p>
Account Enabled	Username	Account Email					
<input checked="" type="checkbox"/>	jbailey						
	<p><b>James Bailey's Settings for Brandon Adair</b> <b>5</b></p> <p> Sending reports by email is currently disabled by the system administrator.</p> <p>Relationship to Student <input type="text" value="Other"/></p> <p><b>What Information Would You Like to Receive?</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Summary of Current Grades and Attendance.</li> <li><input type="checkbox"/> Detail Report Showing Assignment Scores for Each Class.</li> <li><input type="checkbox"/> Detail Report of Attendance.</li> <li><input type="checkbox"/> School Announcements.</li> </ul>						

## Selectively Enable Contacts by Security Group

By default the plugin will hide all the Contact elements from all users. You may want to enable the Contacts feature for **SOME** users. If you enable this setting, **ALL** Contact functionality will be enabled for any member of a Security Group that has the Contacts screen checked in their "Accessible Student Screens" section.

To enable this option, visit the "Student Contacts Hide" link in District settings (under "District Info").

The "Hide Student Contacts Setup" page features:

1. A checkbox to enable this feature
2. A reminder of which security group(s) the currently logged in user is a member of
3. For convenience, a link to edit Security Groups
4. For information, a list of all the Security Groups that have Contacts enabled.

*Note that a large number of security groups may be enabled for Contacts, since it was based on their existing access to the "Demographics" screen.*

### District Information

District Info
Districts of Residence
Miscellaneous
Schools/School Info
<b>Student Contacts Hide</b>
Sign In Screen Custom Message
Student Numbers

**Be sure to submit the setting change with the submit button at the bottom of the screen. After updating Security Group settings, the user will need to log out and back in to see the changes to their access.**

### Enable Contacts by Security Group

Enable based on Group Access to Contacts Screen  **1**  
***If unchecked, Student Contacts are completely hidden***

 Security Groups with Contacts enabled. *You are in group 9* **2**

[Edit Security Groups](#) **3**

- (1) Unassigned
- (2) Office Staff
- (3) Counselors **4**
- (4) Registrar
- (5) Group 5
- (6) Group 6
- (7) Group 7

**Note:** Additional security around Student Contacts, such as "View Only" access, is not addressed by this plugin and should be setup based on the stock functionality available in PowerSchool, such as "Access to Page Permissions".