



## SMS information sheet

### SETUP TIPS

If you plan to import class and teacher information from your SMS into the PaCT, we recommend you do this as part of your initial setup of the PaCT.

Why?

- Once the teacher or staff member accepts an SMS-initiated PaCT invitation, they will be linked to the SMS groups created in the PaCT;
- If you decide to link with your SMS later, you will have to send teachers a second invitation (which will be produced by the SMS);
- You will save time when setting up your classes/groups in the PaCT;
- Ongoing management of your school in your SMS (staff changes, class changes, new groups) will be reflected automatically in the PaCT with each SMS IDE file upload.

### FULLY AUTOMATING YOUR SMS WITH THE PaCT

eTap, Assembly, KAMAR and Musac Edge Student Management Systems (SMS) can be fully automated with the PaCT. This means information can be regularly transferred between PaCT and e-Tap, Assembly, KAMAR and Musac Edge with no need for manual processing by schools.

### WHAT DO SCHOOLS NEED TO DO?

This depends on the SMS provider. Instructions for each provider are given below; the providers are in alphabetical order.

#### Assembly

*In the PaCT:*

1. Set your SMS settings (during the setup wizard or Manage tab; Change SMS Settings):
  - a. Select **Use SMS**
  - b. Select Assembly from the drop-down list, and
2. Select **Get Secret** and copy the string
3. Set the preferred setting for PaCT exporting judgement data into your SMS automatically
4. Save the changes.

*In Assembly* (you will need Administration rights in your SMS to complete these steps):

1. Under PaCT tab, select PaCT configuration
2. Paste the secret code copied from the PaCT into the <0Auth Token:> field
3. Select the roles and any non-home groups you want included in the upload from Assembly to the PaCT
4. Click the <tick> button to save the changes

#### eTAP

If your school has decided to use Overall Teacher Judgement (OTJs) made in the PaCT for your NAG2A reporting, then automation will work well. If you don't plan to do that, check with eTap before you fully integrate the PaCT and eTap. End-of-year OTJs made in the PaCT will over-write end-of-year OTJs made in eTAP.



You can still automatically transfer student data from eTAP to the PaCT.

***In the PaCT:***

1. Set the SMS settings (during the setup wizard or Manage tab; Change SMS Settings);
  - a. Select Use SMS;
  - b. Select eTAP from the drop down list
2. Select **Get secret** and copy the generate key
3. Set the preferred setting for PaCT exporting judgement data into your SMS automatically
4. Save the changes

***In eTAP*** (you will need Administration rights in your SMS to complete these steps):

1. Select Admin tools/PaCT Management
2. Paste in the secret and select Save Secret
3. Select the Upload Latest IDE file To PaCT button

***Things to note***

Contact eTAP to find out the weekly schedule for the download from the PaCT to the SMS.

## **KAMAR**

***In the PaCT:***

1. Select your SMS settings (during the setup wizard or Manage tab; Change SMS Settings)
  - a. Select Use SMS
  - b. Select KAMAR from the drop-down list, and
2. Select Get Secret and copy the string
5. Set the preferred setting for PaCT exporting judgement data into your SMS automatically
6. Save the changes.

***In KAMAR*** (you will need Administration rights in your SMS to complete these steps):

1. Under IAM/PaCT tab, select PaCT configuration
2. Beside the school name, paste in the secret code copied from the PaCT
3. Save changes.

## **Musac Edge**

1. Select your SMS settings in the PaCT (during the setup wizard or Manage tab; Change SMS Settings)
  - a. Select Use SMS
  - b. Select MUSAC Edge from the drop down list, and
2. Save the changes.

***How often is information transferred?***

The automated updates occur every seven days between 10pm and midnight.

***Things to note:***

If your school does a manual upload (from MUSAC Edge to the PaCT), this will reset the automated schedule to occur seven days from the manual trigger. If you do a manual upload, you may want to consider also doing a manual download (PaCT OTJ data to MUSAC Edge) or be aware that one won't occur for another seven days.