



CHRIS
NEWSLETTER

WINTER
2007

VOLUME
XV

NUMBER
3

C O M M E N T S

INSIDE THIS ISSUE: **2** DOE PERSONNEL AND
TAWG UPDATE

3 REPORTER TUTORIAL

4 CHRIS WEBSITE FEATURES
AND ANNOUNCEMENTS

My Time with CHRIS and FDLRS

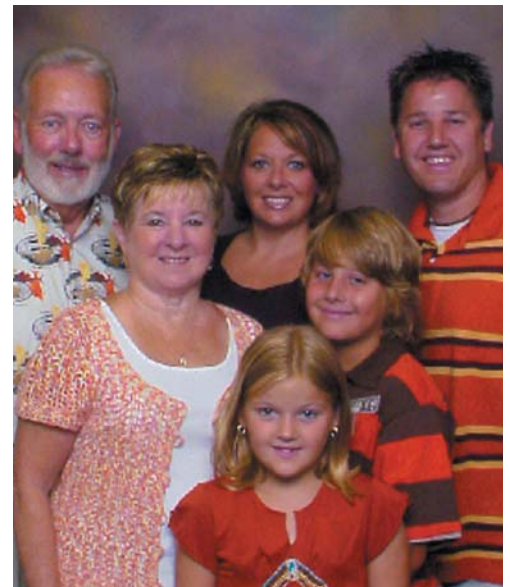
Don Woods, FDLRS Manager
FDLRS/SunriseAssociate Center

As I head for retirement, grandchildren, and Europe, I contemplate the last 13 years with the FDLRS network. CHRIS was an integral part of FDLRS and so began "my time with CHRIS."

My background as a teacher, an Assistant Principal, and a Principal for middle school age students, did not provide me much knowledge of Child Find and CHRIS. I began working with FDLRS as the manager. The vast quantities of information presented to me at the time made my learning curve slow at first. With the help of my Child Find staff, the FDLRS Network, and all the CHRIS support staff, including many phone calls to/from Miami, I learned. I quickly realized that CHRIS was an important part of the overall picture to provide Child Find specialists with a valuable tool for case management in Florida. I

have seen it work first hand. I have been through its growing pains and revisions, all of which make it the invaluable tool it is today.

I have met many people committed to helping children grow to reach their learning potential. To all of you I say "Thank you" for your hard dedicated work. I would also like to take this opportunity to say "Thank you" to those of you who have helped me do the best job I could for the FDLRS Network. Most of all I would like to say "Thank you" to my staff for supporting me in all the initiatives that were given to us from the district and the Department of Education. I will fondly remember and miss all of you as I sit on my porch in the North Carolina Mountains sipping iced tea and listening to the stream cascading against the river rocks and know life has been good.



Don Woods and Family

All of us at the CHRIS Project would like to say thank you Don for all your support through the years. Thank you for being so instrumental in establishing the emergency backup site at Polk. Enjoy your retirement. We will miss you!

DOE Personnel Update

New things are happening with the Florida Department of Education (FDOE) Bureau of Exceptional Education and Student Services and, as a result, some responsibilities are being shifted around.

Karen Morris will be temporarily taking over as the CHRIS/FDOE liaison and the FDOE liaison for the FDLRS Child Find function, but will continue to collaborate with Kimberly Crawford in various aspects of each of these areas. As many of you know, Karen is the Program Specialist for ESE Technology and the FDOE liaison for the FDLRS Technology function, and she will continue serving in these areas.



Karen Morris

Kimberly will continue in her role as the Program Specialist for Programs for Students with Speech/Language Impairments. Additionally, she has taken on the role of Program Specialist for Programs for Students with Autism Spectrum Disorders. As this is a transition period, Sheryl Sandvoss will continue to be involved in this area as well.



Kimberly Crawford

Collaboration is what it's all about right now at FDOE! As in the past, the FDOE Program Specialists and liaisons will continue to be available to support you in your efforts to meet the needs of children in our beautiful state!

TAWG Update

The CHRIS Project would like to welcome the following members to the TAWG Advisory Board:

- Carl Thornton, FDLRS/Gulfcoast, Pinellas County (FDLRS Manager)
- Kathy Leith, FDLRS/Alpha, Palm Beach County (FDLRS Manager)
- Rosa Sagastume, FDLRS/Island Coast, Lee County (Child Find)
- Ansley Henderson, FDLRS/Sunrise, Polk County (Child Find)

We would also like to welcome the following new members to the TAWG Executive Board:

- Terry Orme, FDLRS/Alpha, Palm Beach County (Child Find)
- Susana Cossio, FDLRS/South, Miami-Dade County (Child Find)



This newsletter was developed by the University of Miami, Department of Psychology, through the Children's Registry and Information System (CHRIS), a special project funded by the State of Florida, Department of Education, Bureau of Exceptional Education and Student Services (BEES), through federal assistance under Individuals with Disabilities Education Act (IDEA), Part B. The CHRIS Comments newsletter provides updates and information for the users of the CHRIS Registry.

Authorization for reproduction is hereby granted to the State System of Public Education consistent with Section 1006.39 (2), Florida Statutes. No authorization is granted for distribution or reproduction outside the State System of Public Education without prior approval in writing.

Copyright © 2007
State of Florida, Department of State

Editor in Chief, Features
Cory Beermann
cory@miami.edu

Principal Investigator
Christine F. Delgado, Ph.D.
cdelgado@miami.edu

Project Manager
Olga Camacho
olga@miami.edu

CHRIS Help Desk
Cory Beermann, Technical Support
cory@miami.edu

CHRIS Comments
Newsletter Schedule for 2006-2007
August, November, February, May

CHRIS Project
University of Miami
Department of Psychology
5665 Ponce de Leon Blvd.
Flipse Building Room #241
Coral Gables, Florida 33146-0721

Email: chris.um@miami.edu
Web site: www.chris.miami.edu
Phone: (800) 231-5747
(305) 284-5514
Fax: (305) 284-6992

FOCUS ON REPORTER

Reporter Tutorial



Cory Beermann

As more of you realize the benefits of creating custom reports in CHRIS, the Help Desk wants to make sure that you have access to the tools that will make the creative process an interesting and rewarding one. Below you will find some helpful information to maximize the capabilities of the Reporter Program.

Sub-Summaries:

Adding a sub-summary to a custom report will perform one of two useful tasks: 1) it allows records to be grouped into categories, 2) it can prevent the duplication of records in a report. Use the following steps to create a sub-summary in a custom report:

- Navigate to the custom report you wish to add the sub-summary to and switch to "Layout mode."
- Click and drag a new "Part" from the "Status Area" and drop it below the body part of the custom report.
- When the "Part Definition" window is displayed, select, "sub-summary when sorted by" and then select the field you would like the sub-summary to sort by.
- Place the field you are sorting by in the new sub-summary part by using the "Field tool" from the status bar.
- To see the record total of each summarized group, you will also need to insert the "TotalKids" field into the new sub-summary part. This field can be found under the "Reporter.fp5" relationship in the "Select Field" window.
- **IMPORTANT!** Once the sub-summary part has been set up, the found set must be sorted by the field contained within

the sub-summary part. See the instructions for sorting records below.

- Switching to "Preview Mode" will display the formatted report grouped by the sub-summary described in the steps above.

Sorting Records:

To sort records in Reporter, follow the steps below:

- Perform your desired find and wait for the found set to be displayed.
- Make sure you are in either "Browse" or "Preview" mode and click "Records">"Sort" on the FileMaker Main Menu. This will display the "Sort Records" window.

- Determine the field that needs to be sorted and locate it on the "Reporter Relationship Help Sheet" which can be found on our web site: http://www.chris.miami.edu/Technical_Support/Downloads.htm.
- Once the correct relationship has been found, locate it in the "Sort Records" window.
- Double click on the correct field and then click "Sort". The selected field will then be sorted in ascending order.

Call the Help Desk at: 800.231.5747 for more information.

DBNUM	Last Name	First Name	DOB	Timeline Status	Transition Date
22478	Jon	Sarah	5/23/2002	ER	11-29-2004
22515	Lae	Christian	4/5/2002	ER	11-30-2004
22500	Phs	Joseph	4/11/2002	ER	12-2-2004
20617	Jiz	Joshua	12/13/2001	ER	12-3-2004
22287	Too	Alexander	1/21/2002	ER	12-3-2004
22514	Spn	De'Ja	5/5/2002	ER	12-6-2004
22492	Ths	Darius	6/5/2002	ER	12-7-2004
22476	Stg	Trey'Vion	4/30/2002	ER	12-8-2004
22270	Pan	Katlyn	3/16/2002	ER	12-8-2004
22553	Kig	Craig "CJ"	3/17/2002	ER	12-9-2004
22516	Vig	Jacob	4/27/2002	ER	12-14-2004
Total number of kids with: ER as a timeline status:					11
22436	Mcy	Patrick	12/27/2001	ET	11-15-2004
22496	Yal	Raymond	11/16/2001	ET	11-29-2004
22520	Cay	Donovan	1/6/2002	ET	11-29-2004
22484	Del	Zain	1/15/2002	ET	11-29-2004
21879	Wen	Rachel	12/26/2001	ET	12-6-2004
22581	Mcy	Antonio	1/15/2002	ET	12-6-2004

CHRIS Timeline Report Showing a Timeline Status Sub-summary (highlighted)

Check Out CHRIS on the Web

The CHRIS web site is loaded with helpful information and resources for all our users. Here are some of the highlights. We invite you to take a look.

- Refrence information regarding the requirements to setup Citrix at remote sites
–[Support > Citrix](#)
- Browse through FAQs to find answers to frequently asked questions
–[Support > FAQs](#)
- Access online tutorials
–[Support > Online Tutorials](#)
- View or download manuals and other support materials
–[Support > Downloads](#)
- Request a CHRIS training (Data Facilitators only)
–[Training > Request](#)
- View information from TAWG meetings
–[TAWG](#)



ANNOUNCEMENTS

CHRIS Training Sessions

If you would like to request a New User, Data Facilitator, or Online Reporter training, please send an email to Cory Beermann at cory@miami.edu. You can also visit the Training web page at www.chris.miami.edu/training.htm or call the Help Desk for more information. Remember, CHRIS trainers can go to your center if there are six or more CHRIS users in your area that are interested in attending training.

CHRIS Surveys

The CHRIS Project needs your input! User input helps us provide the best quality support and service to all our users. The 2nd annual CHRIS User Survey will be conducted in March 2007. All users will receive an email with instructions for completing the survey. Later this year, we will also be asking our users to complete a survey on the Standard Tracking Reports in CHRIS. Your input regarding reports will assist us in making CHRIS Gold even more user friendly.



Upcoming Meetings/Conferences

The next TAWG Advisory Board Meeting will be held on May 4, 2007 at the Hampton Inn, Orlando Airport Hotel. Visit the TAWG web page at www.chris.miami.edu/tawg.htm for more information.

Share a CHRIS story!

Do you have an interesting CHRIS story that you would like to share with everyone? If so, please email Cory Beermann at: cory@miami.edu.

Do you want to be on the CHRIS mailing list?

If you are interested in receiving email announcements regarding the quarterly edition of the CHRIS Comments newsletter, send us your email address at chris.um@miami.edu. You will receive a link to our web site (www.chris.miami.edu/publications/newsletter.htm) where the newsletter is distributed in Adobe PDF format and can be downloaded and saved onto your local computer. If you cannot open the PDF files, go to www.adobe.com and download a copy of the free Adobe Acrobat Reader.