Your step by step guide to get your MIS school data into SchoolsBuddy

Step 1 - Setup 7 iSAMS Keys

Your iSAMS administrator must setup 7 separate API Keys within the iSAMS Admin Control Panel / API Keys Section. We will request these via an online form.

Why do we need these?

This enables us to call for different elements of the data independently, which helps with load and also the import (update) processes within SchoolsBuddy.

Each API key will require different 'methods' to access, which are individual calls to modules for data. These are listed against each Key on the following pages.

API Key 1 Groups	SchoolManager - Academic Houses SchoolManager - Forms SchoolManager - Years		
API Key 2	Staff		HRManager - Current Staff
API Key 3	Students		PupilManager - Current Pupils



API Key 4 Contacts

PupilManager - Contacts (Filtered). As per screenshot Note: We can now filter exact contact types required, i.e just Mother's/Fathers or Guardians, or multiple types.

Contacts	Includes all home contacts with associated fields.	Standard	<contacts></contacts>	(po
Contacts (Filtered)	Includes all contacts with associated fields.	Standard	<contacts></contacts>	1
Requires POST Filters:				
contactTypes - csv				
contactOnly - boolean				
contactLocations - csv				
studentHome - boolean				
sustamStatusesToInclude	- CSV			

API Key 5 Medical - *this is optional*

D PupilManager - Current Students - Health

Pupil Manager Datasets <pupilmanager></pupilmanager>		16 Ek				
8	Current Students	Includes all current students with associated fields.	Free	<currentpupils></currentpupils>	۳	
	Current Students (with Custom Fi	Includes all current students with associated custom fields.	Standard	<currentpupils></currentpupils>	۴	•
1	Current Students - Health	Includes all current student health fields.	Standard	<currentpupilshealth></currentpupilshealth>	۴	-
	Current Students - Health (with C	Includes all current student health fields with associated custom fields.	Standard	<currentpupilshealth></currentpupilshealth>	۳	•



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Please Note

If you are only using SchoolsBuddy for <u>some</u> not <u>all</u> school years/grades, it is possible to filter the Contacts for just the pupils from specific years. It may also be possible to filter the Current pupils.

Step 2 - Attendance/Absence

We need to be granted access to the REST API - this does not require you to do anything on your iSAMS installation but merely request this access to be granted via the iSAMS support team and provide us with the ClientID and Client Secret.

Step 3 - Submit Keys, Access URL & REST

Once the API Keys have been Setup and Approved, please complete this <u>online</u> <u>form</u> which also requires your iSAMS access URL (e.g. yourschool.isams.cloud) and the REST API Client ID and Client Secret.

Step 4 - SchoolsBuddy Configuration

Once we have the API keys and your School has been setup on SchoolsBuddy, we will begin 'pulling' your data in overnight.

After the initial import we will examine the data and with you, do checks to ensure the data has come into SchoolsBuddy successfully.

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Very Important - Please Read

In iSAMS it is common that staff members are also marked as parents using the same email address.

SchoolsBuddy cannot support multi-role with the same email address and therefore during the import process we try and ignore school email address (staff members) marked as parents.

It is therefore **important** to note that personal email addresses will need to be used for those staff members.

Either this can be updated in the iSAMS database or they can be added against the pupils directly into SchoolsBuddy (*this is not written back to iSAMS*).

We will show you how to add Contacts directly into SchoolsBuddy during you Training.

Problems?

If you have any problems with this please email us at <u>onboarding@schoolsbuddy.com</u> and we will be able to help.

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