



# SchoolInsight™

Student Management System

	<b>Complete After Current Year Ends</b>	<b>Knowledge-Base Article</b>
	Review Admins	<a href="#">How do I handle an admin leaving the school?</a>
	Review Instructors	<a href="#">How do I handle an instructor leaving the school?</a>
	Review Food Items	<a href="#">How do I prepare the lunch module for the following academic Year?</a>
	Rollover Account Balances	<a href="#">How do I rollover student starting balances to the next academic year?</a>
	Copy Report Cards	<a href="#">How do I roll report cards to the next academic year?</a>
	Finalize Student Schedules	<a href="#">How do I add students to a class roster?</a>
	Update Course Fees	<a href="#">How do I generate course fees?</a>
	Update Custom Reports	<a href="#">How do I update the Academic Year on my Custom Reports?</a>
	Update Year on Exports	<a href="#">Why do my scheduled exports have last year's data?</a>
	Close Previous Academic Year	<a href="#">How do I choose the status of an academic year?</a>