

# NZEI TE RIU ROA

## Managing your school's Student Management System (SMS)

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The school's Student Management System is compatible with many systems for managing aspects of your school. Different 'modules' help you with tasks including tracking attendance, enrolling students, and putting student logons into your data network.

There is a table of systems and the modules compatible to each SMS available on the Ministry of Education website: <http://www.education.govt.nz/school/digital-technology/managing-data/>

The SMS main daily use will be for entering and monitoring attendance, student details (e.g. behaviour) and achievement information.

The various SMS platforms have reporting functions that are particularly useful for analysis purposes. These can be useful for Board and for community reporting.

Each vendor of the SMS systems has strong levels of support and professional development on the use of their system. When moving into a new school and encountering an unfamiliar system, contact with the vendor is advised to quickly get up top speed:

<http://www.education.govt.nz/school/digital-technology/managing-data/contacting-vendors-of-school-management-systems/>