



Purpose

- Accountability for professional development and other services provided to California K-12 schools and districts
- Online registration management system
 - Professional development workshops and special events
 - Consultations (communication tracking) with districts and school sites
 - Meetings
- Reporting of services and events offered to schools and districts that may be aligned to organization goals and objectives
- Ability for teachers and staff to track their professional development hours through personal accounts

Features

Online Event Registration and Management

- Customizable public catalogue of workshops, events and meetings
 - Client customizable event catalogue categories
 - Events are searchable by keyword
 - Easy registration from search results
- Customized online calendars of events (site/district/county office of education)
 - Workshops
 - Meetings
 - Personal OMS account event registrations
- Client customizable goals and objectives tied to workshops, events, services, and meetings
- Event payment options
- Automated participant registration confirmations via email
 - Waiting list management
 - Cancellation/No Show monitoring
 - Awarding professional development credit (hours, units, or credits)
 - Payment monitoring
 - Attendance management
- Export event participant data to Microsoft Excel® for client templates
 - Sign-in Sheets
 - Name Tags
 - Certificates
 - Participant statistical information for presenters/facilitators

Consultations

- Ongoing journal entries of organizational services that are provided to schools and districts
- Billable hour tracking and reporting for grants and other programs
- Ability to summarize and report to districts about the services provided by organization
- Organization member reports



Reports

- Report wizard for customized reports of event and consultation data (example: grants, funding sources, state and federal projects)
 - Data filtering by region, county, school sites, and districts
 - Program Improvement (schools and districts)
 - Title I
 - Goal and objective accountability
 - Keyword
- Pre-built summary reports
 - Sites and Districts Served
 - Goal and Objective Accountability
 - Services Provided
 - Schools (group/year/site/goals)
 - Districts (group/year/site)
 - State and Federal Programs
- Consultation reports
 - Schools
 - Districts
 - Consultant/Coach accountability of hours
- Staff member event facilitation reports
- Export all summary reports to Microsoft Excel®

OMS Web Interface

- Hosted web database service – no site software to install or update
- Organization and department specific logos and color theme
- Unique OMS domain name
- Technical support
 - Live
 - Videoconference
 - Skype
 - Twitter
 - Online help documentation

