



TechnoPro
Computer Solutions, Inc.



ClockWork

Database Scheduler

Secure scheduling made easy and affordable!



ClockWork?

Complete Scheduling Solution

- Researched and Designed by Universities and Colleges; **Currently in use by:**
- McMaster University, Ryerson University
- York University, University of Toronto
- George Brown College, Fanshawe College
- Many others



ClockWork

Complete Scheduling Solution

- Clockwork Support Windows 2000 - 2008
SQL Server
- Clockwork uses TripleDES or AES
Encryption and more
- History of All activities are captured on
system including deleted transactions



What is ClockWork?

Complete Scheduling Solution

- Group Scheduling
- **Counselling Appointments / Notes**
- Workshops / Groups / Events
- **Tests / Exams**
- Appointment Reminder Emails
- **No-show / Cancelled Tracking**



What is ClockWork?

Data Tracking

- Student Data
- Customized Forms and Reports
- Counselling Assessments / Notes
- Accommodations
- Note-taking





What is ClockWork?

Integration

- Integrate with School Info. System
- Datatel
- Outlook / Exchange
- Banner
- Peoplesoft
- GroupWise
- Oracle
- Palm, Blackberry and others



ClockWork Accommodations

- **Automatically Generate Accommodation Letters**
- **Temporary Accommodations**
- **Access Accommodation Letters Online**





ClockWork Reports

- Choose from over 99 Built-in reports
- Build your Own reports
- Export Data to Excel & More
- Create graphical charts
- Appointment Wait Times





ClockWork Other

- Generate Mailing Labels
- Generate and Send batch Emails
- Restricted Access System
- Strong Data Encryption
- “Student is Waiting” Messaging



ClockWork

Integrates with AT software

- JAWS version
 - Dragon Naturally Speaking
 - ZoomText
- soon to come:
Window Eyes and Dolphin



The ClockWork Package

Support & Service

Webinars

**Software
Customization**

Training

Support



Contact Information

email us for a Free Demo

sales@Microscience.on.ca

www.Microscience.on.ca

800-290-6563

**Come Visit
Us At Our Booth!**

Monday

2006 June 19

Time	Angela Carter	Ashley Smith	Cathy Emerson	George Sinclair	Mary Kruder	Mike Dinunzio	Rob Lavalle
8:30 am							
9:30 am						Counselling, Disability 9:30-10:30	
10:30 am						Group 10:30-11:30	
11:30 am							
12:30 pm						Lunch	
1:30 pm						Counselling, Academic 1:30-2:30	
2:30 pm						Professional Development 2:30-3:30	
3:30 pm						Drop-in Appointment 3:30-4:30	
4:30 pm							

Grouped Appointment Modification Warning

There are other appointments that are grouped together with this appointment. Would you like to edit the entire group of appointments or just a single appointment?

Single Appointment Entire Group Cancel

Grouped appointments

ClockWork - [New Student]

File Edit Tools Student Personal Options Windows Help

Scheduling New Student

Student#: Temporary June 14, 2006

First name: Last name:

Female Male

Date of birth:

Email:

OK to email

School Address

Street:

City:

Province:

Postal Code:

Living in Residence

Home Phone:

Work Phone:

Cell Phone:

OK to phone

Permanent Address

Perm Street:

Perm City:

Perm Postal Code:

Perm Country:

Perm Home Phone:

Perm Work Phone:

Program Status

Student will be graduating this year?

Undergraduate

Graduate

Continuing Education

Other

Teaching/ Research Assistant

Divinity College Student

Medical School Resident

Full time

Part time

Faculty

Program

Level

Credits Completed:

Heard How

Memo

Postal code lookup | Print | Export | Save | Cancel

Hail, Julio (3238889) 0 June 14

Student information screen (customizable)

Complete student appointment history

Student Appointment History (Hail, Julio)

Options Data View Text View

23 row(s).

	Date	Start Time	End Time	Description	Status	Attendees List
▶	11/30/2006	10:00 AM	12:00 PM	Workshop		George Sinclair, Clayton Gryde
	6/26/2006	01:30 PM	02:30 PM	Counselling, Academi		Mike Dinunzio
	6/26/2006	10:30 AM	11:30 AM	Counselling, Disability		Mike Dinunzio
	6/26/2006	09:30 AM	10:30 AM	Counselling, Disability		Mike Dinunzio
	6/22/2006	02:00 PM	03:00 PM	Counselling, Disability		Mike Dinunzio
	6/19/2006	01:30 PM	02:30 PM	Counselling, Academi		Mike Dinunzio
	6/19/2006	10:00 AM	11:00 AM	Workshop		George Sinclair, Clayton Gryde
	6/19/2006	09:30 AM	10:30 AM	Counselling, Disability		Mike Dinunzio
	6/12/2006	01:30 PM	02:30 PM	Counselling, Academi		Mike Dinunzio
	6/12/2006	10:30 AM	11:30 AM	Counselling, Disability		Mike Dinunzio
	6/12/2006	09:30 AM	10:30 AM	Counselling, Disability		Mike Dinunzio
	6/9/2006	01:30 PM	02:30 PM	Counselling, Academi		Mike Dinunzio
	6/9/2006	10:30 AM	11:30 AM	Counselling, Disability		Mike Dinunzio
	6/9/2006			selling, Disability		Mike Dinunzio
	6/7/2006			selling, Disability		Mike Dinunzio
	6/7/2006			selling, Disability		Mike Dinunzio
	6/5/2006			selling, Academi		Mike Dinunzio
	5/29/2006			selling, Academi		Mike Dinunzio
	5/29/2006			selling, Disability		Mike Dinunzio
	5/29/2006			selling, Disability		Mike Dinunzio

- Export to Excel
- Export to Access
- Export to Formatted Text
- Export to Delimited Text

Print Export Close

Tasks

People Chooser

Students:

Lavalle, Rob

Counsellors

All members

View schedule +

App Details

Attendees:

App Details

Calendar

June, 2006

Sun Mon Tue Wed

28 29 30 31

4 5 6 7

11 12 13 14

18 19 20 21

25 26 27 28 29 30 1

2 3 4 5 6 7 8

Today: 6/14/2006

19

8:30 am

9:30 am

10:30 am

11:30 am

12:30 pm

1:30 pm

2:30 pm

3:30 pm

4:30 pm

Scheduling

People Chooser

Students:

Staff:

Lavalle, Rob

Rooms Resources

Counsellors

Group Members:

All members

View schedule +

App Details

Attendees:

App Details

Appointment Search

Search between **May 01, 2006** and **May 01, 2007**

Icons: + - Clear Find Appointments With ALL icons

Search Text: (will search appointment description, course, workshop) Search MEMO: *(ignores Encrypted memos; may lengthen search time)

counselling

Add Me Remove Attendee Clear Attendees / Rooms / Resources: (find appointments with any of these)

Students: Mike Dinunzio

Add current activity

Search Results:

Date	Time	Description	Attendees
[2006/06/29] Jun 29, 2006			
[2006/06/29] Jun 29, 2006			
[2006/06/29] Jun 29, 2006			
[2006/06/28] Jun 28, 2006	10:00 AM - 10:00 AM	Phone call- Counselling	Tia Maday, M
[2006/06/28] Jun 28, 2006	09:30 AM - 10:00 AM	Phone call- Counselling	Tia Maday, M
[2006/06/27] Jun 27, 2006	11:00 AM - 12:00 PM	Counselling, Disability	Linda Roades
[2006/06/26] Jun 26, 2006	01:30 PM - 02:00 PM	Counselling, Academic	Mike Dinunzio
[2006/06/26] Jun 26, 2006	10:30 AM - 11:00 AM	Counselling, Disability	Julio Hail, Mike
[2006/06/26] Jun 26, 2006	09:30 AM - 10:00 AM	Counselling, Disability	Julio Hail, Mike
[2006/06/23] Jun 23, 2006	09:00 AM - 10:00 AM	Counselling, Personal	Minnie Mouse
[2006/06/23] Jun 23, 2006	03:00 PM - 04:00 PM	Counselling, Disability	Mike Dinunzio
[2006/06/23] Jun 23, 2006	03:00 PM - 04:00 PM	Counselling, Disability	Julio Hail, Mike

Extra Functions Cancel

Total Duration = 52:0

52 hours, 0 mins = total duration for these appointments (not including cancelled appointments)

OK

Appointment search and stats

Gryder, Clayton (5323321)

Student's Courses:

2006 1 Mathematics 1AA3 01 Jones, R.
2006 FW Biology 1A03 E C01

Student course list (for use with accommodations and/or notetaking)

Term
FW

Course:
Biology 1A03 E

Section:
C01

Instructor:

Instructor Email:

Instructor Phone:

Course Note:

Cross Listed Courses:

Date Letter Issued:
May 12, 2006

Date Letter Returned:

Today Clear

Requires notetaker

Session:

Summer Session 2006 ◀ Now ▶

clear Show all courses Show courses current year

ClockWork - [Accommodations [5323321]]

File Edit Tools Student Accommodations Personal Options Windows Help

New Student Student Info Work logs Courses Accommodations Notetaking Files Tests 1st Assess. Dis. Assess. Pers. Assess. BSWD

Scheduling Accommodations

Gryder, Clayton (5323321)

Summary Template 2006 1 Mathematics 1AA3

TEMPLATE
Use of a computer with a voice-response system (. laws) for tests and exams
Student allowed to use McMaster approved calculator for tests and exams
Student allowed to use a CSD issued dictionary
Instructor to provide a knowledgeable scribe for tests and exams

Approved accommodation summary for a student

Automatically generate accommodation letters

Session: Summer S

Generate Letters and Save Print Summary Save Close

Gryder, Clayton (5323321) 0 June 14

Gryder, Clayton (5323321)

Summary **Template** 2006 1 Mathematics 1AA3

Extra Time All [dropdown]
Extra Time Mult Choice [dropdown]
Extra Time Written_Essay [dropdown]
 Extra-ordinary Time Requirements (see other)

Scheduling
 One Exam Per Day
 One Days Rest
 Two Days Rest
 24 Hrs Between Exams

Able to Write Exams In:
 Morning
 Early Afternoon
 Afternoon
 Evening

 Separate Room Alone
 Group Room (5)
 Group Room (10)
 Student Writes in CSD

Use of Computer
 For All Tests/ Exams
 For Short Answer/ Essay
 With Voice Response System (JAWS)
 Computer with Large Screen (ZoomText)
 McMaster Issue Calculator
 Hand-Held Spell Checker
 Access to Dictionary
 Record Exam Answers on Cassette
 Braille Lite
 Requires Tests/ Exams on Disk

Personal Assistant
 Scribe For Written Exams
 Knowledgeable Scribe for Tech Courses
 Scribe for Scan-Tron
 Scribe for ALL Exams
 Scribe for ALL Tests/ Exams
 Reader for All Tests/ Exams
 Reader for Multiple Choice

For Instructor
 Peer Note Taker
 OK Tape Record Lectures
 FM Hearing System in Class
 Instructor Provides Overhead Copies
 Taped Textbooks (CSD)
 Extensions on Assignments
 Instructor Requested not to turn back to students
 May Miss Class
 Leniency with Spelling
 Alternative for Class Discussions

Misc
 May Use Washroom During Tests/ Exams
 Use of Supportive Chair
 Obus Backform
 Special Parking Access
 May Lay Down (use a cot)
 Snack or Juice
 Allowed to Stretch/ Stand during Tests/ Exams
 Access to Special Timetable
 Wheelchair Accessible Table

Accommodation details (customizable)

Tests/Exams for selected session (default sorted by reverse date):

Date	Start Time	End Time	Duration	Description	Room	Monitor	Student Last	Student First	Letter...	Subject	Section	Prof	Origin..
06/22/06	14:00	15:00	1 hour(s)	Exam	204		Gryder	Clayton	No	Mathe...	01	Jones...	14:00
06/22/06	11:30	12:30	1 hour(s)	Exam	204		Gryder	Clayton	No	Mathe...	01	Jones...	11:30
06/22/06	09:00	10:00	1 hour(s)	Exam	204		Gryder	Clayton	No	Mathe...	01	Jones...	09:00
06/21/06	09:00	10:00	1 hour(s)	Exam	210		Mouse	Minnie	No				
06/20/06	14:00	15:00	1 hour(s)	Exam	205		Hail	Julio	No				
06/20/06	12:30	13:30	1 hour(s)	Exam	210		Mouse	Minnie	No				
06/20/06	11:00	12:00	1 hour(s)	Exam	205		Hail	Julio	No				
06/20/06	10:00	11:00	1 hour(s)	Exam	210		Mouse	Minnie	No				
06/20/06	09:30	10:30	1 hour(s)	Exam	205		Hail	Julio	No				
06/19/06	12:30	13:30	1 hour(s)	Exam	210		Mouse	Minnie	No				
06/19/06	12:30	13:30	1 hour(s)	Exam	204		Gryder	Clayton	No	Mathe...	01	Jones...	12:30
06/19/06	09:30	10:30	1 hour(s)	Exam	210		Mouse	Minnie	No				

**Dedicated test / exam booking
 screen. Standard graphical
 scheduling screen is also available
 for test / exam booking.**

ClockWork - [Workshops]

File Edit Tools Student Personal Options Windows Help

New Student Student Info Workshops Courses Accommodations Notetaking Files Tests 1st Assess. Dis. Assess. Pers. Assess. BSWD

Scheduling Workshops

Click on a workshop to show all schedules:

- Workshop
 - Learning Skills

Workshop: Learning Skills

Description: Learning Skills description

Maximum Attendees: 15 **Workshop Fee:** \$ 0.00

Facilitator: Simlaire, George

Schedule: (double-click to edit, right-click to print)

Start Date	
Nov 30, 2006 (Thu) [10:00 AM 2 hours]	Available Spaces: 13 / 15
Jun 26, 2006 (Mon) [10:00 AM 1 hour]	Available Spaces: 14 / 15
Jun 15, 2006 (Thu) [01:30 PM 3 hours]	Available Spaces: 15 / 15

Workshop / group / event booking screen. Workshops can be single, grouped or recurring.

New Workshop Delete Workshop New Appointment Delete Appointment Print Ctrl+P Close

Mouse, Minnie (1324432) 0 June 14

ClockWork - [Scheduling]

File Help

Modified schedule look

Courses Accommodations Notetaking Files Tests 1st Assess. Dis. Assess. Pers. Assess. BSWD

Tasks

People

Staff: staff info ...

Rooms Resources Groups

View schedule + Back to me

App Details Attendees:

App Deta... Free Sea...

Calendar June, 2006

Day	Monday	Tuesday	Wednesday	Thursday	Friday
2006 June 12	2006 June 13	2006 June 14	2006 June 15	2006 June 16	
8:30	8:30	8:30	8:30	8:30	8:30
9:00	9:00	9:00	9:00	9:00	9:00
9:30	9:30	9:30	9:30	9:30	9:30
10:00	10:00	10:00	10:00	10:00	10:00
10:30	10:30	10:30	10:30	10:30	10:30
11:00	11:00	11:00	11:00	11:00	11:00
11:30	11:30	11:30	11:30	11:30	11:30
12:00	12:00	12:00	12:00	12:00	12:00
12:30	12:30	12:30	12:30	12:30	12:30
1:00	1:00	1:00	1:00	1:00	1:00
1:30	1:30	1:30	1:30	1:30	1:30
2:00	2:00	2:00	2:00	2:00	2:00
2:30	2:30	2:30	2:30	2:30	2:30
3:00	3:00	3:00	3:00	3:00	3:00
3:30	3:30	3:30	3:30	3:30	3:30
4:00	4:00	4:00	4:00	4:00	4:00
4:30	4:30	4:30	4:30	4:30	4:30

Today: 6/14/2006

News Search

Mouse, Minnie (1324432) 0 June 14

Modified schedule look

Day	Monday	Tuesday	Wednesday	Thursday	Friday
2006 June 12	2006 June 13	2006 June 14	2006 June 15	2006 June 16	
8:30	8:30	8:30	8:30	8:30	8:30
9:00	9:00	9:00	9:00	9:00	9:00
9:30	9:30	9:30	9:30	9:30	9:30
10:00	10:00	10:00	10:00	10:00	10:00
10:30	10:30	10:30	10:30	10:30	10:30
11:00	11:00	11:00	11:00	11:00	11:00
11:30	11:30	11:30	11:30	11:30	11:30
12:00	12:00	12:00	12:00	12:00	12:00
12:30	12:30	12:30	12:30	12:30	12:30
1:00	1:00	1:00	1:00	1:00	1:00
1:30	1:30	1:30	1:30	1:30	1:30
2:00	2:00	2:00	2:00	2:00	2:00
2:30	2:30	2:30	2:30	2:30	2:30
3:00	3:00	3:00	3:00	3:00	3:00
3:30	3:30	3:30	3:30	3:30	3:30
4:00	4:00	4:00	4:00	4:00	4:00
4:30	4:30	4:30	4:30	4:30	4:30

Calendar June, 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

Today: 6/14/2006

Course Options:

- Notetakers for selected course
- Active Notetaker Info for selected course
- Notetakees for selected course
- Add a potential Notetaker +
- Email Notetakee(s) for Selected Course

Reports

- 1. Courses Still Requiring Notetakers
- 2. Courses With Notetakers
- Group all equivalent/crosslisted courses under the first course
- 3. Assigned Notetakees Matched With Notetakers
- 4. All Notetakees Matched With Notetakers

Courses Requiring Notes (total count = 8; only courses in the currently selected session are listed):

Course	Status
Biology 1A03 01 [2006 1]	No Notetaker Assigned, Potential Notetakers Ava...
Chemistry 2A03 02 [2006 1]	No notetaker assigned, NO potential notetakers
Computer Science 3EE3 02 [2006 1]	No notetaker assigned, NO potential notetakers
Engineering 3BB3 09 [2006 1]	No Notetaker Assigned, Potential Notetakers Ava...
English 2AC3 01 [2006 1]	No notetaker assigned, NO potential notetakers
Geography 4G03 01 [2006 1]	No Notetaker Assigned, Potential Notetakers Ava...
History 1FF3 05 [2006 1]	No notetaker assigned, NO potential notetakers
Mathematics 1AA3 01 [2006 1]	No notetaker assigned, NO potential notetakers

Notetaking management (with auto-matching)

Hail, Julio (3238889)

Student's Appointments: 7

Date / Time	Description	Counsellor(s)
2006/06/19 Mon Jun 19 (09...	Counselling, Disability	Mike Dinunzio
2006/06/19 Mon Jun 19 (10...	Workshop	George Sinclair, Clay
2006/06/19 Mon Jun 19 (13...	Counselling, Academic	Mike Dinunzio
2006/06/22 Thu Jun 22 (14...	Counselling, Disability	Mike Dinunzio
2006/06/26 Mon Jun 26 (09...	Counselling, Disability	Mike Dinunzio
2006/06/26 Mon Jun 26 (10...	Counselling, Disability	Mike Dinunzio
2006/06/26 Mon Jun 26 (13...	Counselling, Academic	Mike Dinunzio

Primary Disability

(Please check one primary disability only)

- Physical
- Hard of Hearing
- Visually Impaired
- Acquired Brain Injury
- Chronic Medical
- Learning
- Attention Deficit Disorder
- Wondering Disorder
- Mental Health
- Inquiry about
- Screening
- Assessment
- Testing

Counselling appointment notes / assessments (customizable)

Other

Multiple Disabilities

Multiple Disabilities (please check if student has multiple disabilities)

Please select all appropriate secondary disability categories

Session: All Sessions

Summer Session 2006 ◀ **Now** ▶

Tasks

People Chooser

Students: re-activ...

Staff: staff info

Rooms Resources Group

View schedule + Back to

App Details

Attendees:

Mike Dinunzio [Facilitator]

1:30 PM - 4:30 PM (Jun 14)

Workshop

App Deta... Free Se

Calendar

June, 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

Today: 6/14/2006

Edit Appointment Jun 14, 2006

This appointment occurs in the past **You are changing an existing appointment**

Details Multiple Bookings **

Add dates Advanced

Click on a date to add it to the list:

June, 2006						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

Today: 6/14/2006

Add date to list >>

This appointment is also booked at these date/times:

Wednesday June 21, 2006 01:30 PM - 04:30 PM
Wednesday June 28, 2006 01:30 PM - 04:30 PM
Wednesday July 05, 2006 01:30 PM - 04:30 PM
Wednesday July 12, 2006 01:30 PM - 04:30 PM
Wednesday July 19, 2006 01:30 PM - 04:30 PM
Wednesday July 26, 2006 01:30 PM - 04:30 PM

Remove Date Clear List Edit Date Undo Add Date(s)

Add New Student Save Cancel

Grouped appointments dates/times management

8:30 AM
9:00 AM
9:30 AM
10:00 AM
10:30 AM
11:00 AM
11:30 AM
12:00 PM
12:30 PM
1:00 PM
1:30 PM
2:00 PM
2:30 PM
3:00 PM
3:30 PM
4:00 PM



The ClockWork Package

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