

Where Do I Set Media Transfer Preferences?

Media Transfer is a preference set in RG or AR.

Schools have the option to transfer media in two places:

1. Applicant media send to Student Record
 - a. Applicant media examples are Birth certificate, test scores, past transcripts
 - b. Schools that use Ravenna for online admissions do not store applicant media
 - c. School choice..all or nothing. We cannot selectively send just birth certificate

2. Student media send to Constituent Record
 - a. Student media would be report cards, transcripts, portraits, etc.
 - b. Best practice is to turn this off. Alumni records do not need to store report cards, etc.
 - c. This will significantly slow down student grade update during the EOY process

Registrar Administration - (Upper School)

Schools	Terms	Marking Per.	Grade Entry	Enrollment	Acad. Grades	Comments	Misc. Gra
Calendar	Periods	GPA's	Tran. Groups	Sub Group	Scheduler	Checklist	Preferenc

Search for:

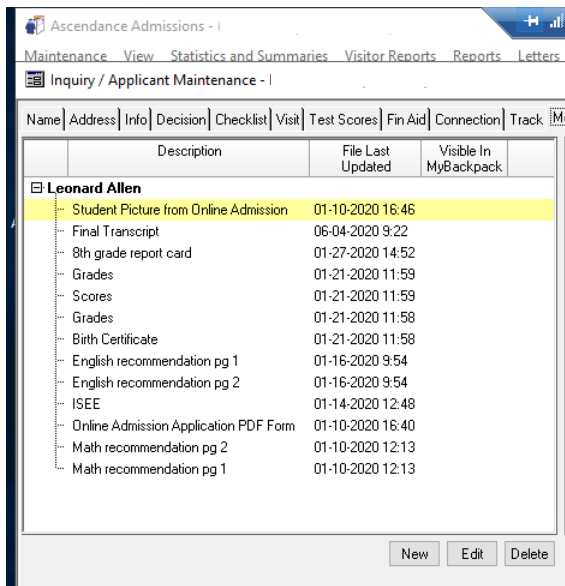
App	Description	Value
RG	When taking a course, are credits earned [I]mmediately, at the end of the [Y]ear, or each [T]erm	Y
*	Should Class Attendance records be created immediately once a Daily Attendance record has been entered?	N
*	What is the default for transferring Applicant Media?	Y
*	What is the location of Media Objects?	..\media
*	What is the default for transferring Student Media?	Y
*	If you transfer students to AL/Dev. upon graduation, when should withdrawn students become Constituents (I=Immediate, G=Graduation of Classmates)?	G
*	Display Exif JPG images on Media Tab? (Select N if errors occur)	Y

Application:

Use Media Manager in System Administration module if you need to turn off student media. Video in EOY Help <https://www.senior-systems.com/end-of-year/>

ADMISSIONS MEDIA Example

.. note Final Transcript was uploaded to Applicant AFTER New Student Transfer and the file will not automatically transfer to Registrar Module. Please upload to the RG record on the Media tab if needed.



REGISTRAR VIEW... RG updated the portrait, this does not update the Admissions.media.

Description	File Last Updated	Visible In MyBackpack
2020-21 US Student Image	12-03-2020 9:19	
8th grade report card	01-27-2020 14:52	
Grades	01-21-2020 11:59	
Scores	01-21-2020 11:59	
Grades	01-21-2020 11:58	
Birth Certificate	01-21-2020 11:58	
English recommendation pg 1	01-16-2020 9:54	
English recommendation pg 2	01-16-2020 9:54	
ISEE	01-14-2020 12:48	
Online Admission Application PDF Form	01-10-2020 16:40	
Math recommendation pg 2	01-10-2020 12:13	
Math recommendation pg 1	01-10-2020 12:13	