



Coming Soon!

Aesop Announces February 2006 Release

(currently scheduled for 2/18/06)

There are several new features that will be released this month. We are pleased to give you these features as a response to your feedback!

The new 'absence creation' screen feature in particular will be one that you may want to communicate to your school administrators and employees near the time of the release. The "web alert" feature is a great way to do that.

New Absence Creation Screen – the absence creation screen will now allow the user to input a "date range" as well as a "day of the week" selection. This will allow your employees to indicate quickly and easily the length of the absence, without the need to calculate the number of days.

The screenshot shows a web interface for creating an absence. At the top, there are two tabs: "Choose an Employee" and "Enter Absence Information". Below the tabs, the text reads "Creating an Absence: [Morris, Christine](#)" and "School: [Harding Elementary School](#)".

The main form is titled "Create Absence" and has the following fields:

- Start Date:** 2/6/2006 (with a calendar icon)
- End Date:** 2/10/2006 (with a calendar icon and a red arrow pointing to it)
- Absence Reason Type:** Personal (with a dropdown arrow)
- Substitute Absence Type Required:** YES
- Substitute Absence Type:** Full Day (with a dropdown arrow)
- Starting at:** 8 AM : 30 (with dropdown arrows for AM/PM and minutes)
- Ending at:** 2 PM : 00 (with dropdown arrows for AM/PM and minutes)

Below the date range, there is a row of checkboxes for the days of the week: Sun, Mon, Tue, Wed, Thu, Fri, Sat. The checkboxes for Mon, Tue, Wed, Thu, and Fri are checked with green checkmarks. Below this row, it says "Create absences on these days of the week within the date range specified above".

At the bottom of the form, there are two buttons: "Next >" and "Cancel".

Additionally, multi-school employees will be able to select multiple schools on the first page when entering an absence. This can be a real time-saver for itinerant employees. We will be making updates to the employee manuals to reflect this change.

Choose an Employee | Enter Absence Information

Creating an Absence: [Julius, Doreen](#)

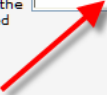
Start Date	End Date	School	Absence Reason Type	Substitute Absence Type Required	Absence Type
2/6/2006	2/10/2006	Select a School Knorr Elementary School Middletown Elementary Sc'hool	Personal	YES	Half Day AM

Sun Mon Tue Wed Thu Fri Sat

Create absences on these days of the week within the date range specified above

Starting at: 8 AM : 00
Ending at: 11 AM : 30

Next > Cancel



Web Navigator Master Data Absence Reference Data Security Reports Extract / Import Help

Create Absence Create Vacancy Absence Modify Daily Report School Find Employee Find Substitute Live Help Aesop

General Information Configuration Settings Calendar Web Alerts Absence Approval Settings

School Closings No Calling Days

Add Closed/In-service days:

First Date	Last Date	School	Employee Type	Reason	Type
2/6/2006	2/6/2006	West Chester Area School District #1 School Cash Elementary Schools Harding Elementary School	View All Administrator Bus Mechanic Special Ed		Closed

Current Closed/In-service days:

From: August 2005 To: July 2006

School: View All Employee Type: View All Submit

Show Calendar Show List

Closed Day
 In-service Day
 Closed and In-service Day

August 2005							September 2005							October 2005							November 2005						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6	28	29	30	31	1	2	3	25	26	27	28	29	30	1	30	31	1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
28	29	30	31	1	2	3	25	26	27	28	29	30	1	23	24	25	26	27	28	29	27	28	29	30	1	2	3

December 2005							January 2006							February 2006							March 2006						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	1	2	3	1	2	3	4	5	6	7	29	30	31	1	2	3	4	26	27	28	1	2	3	4
4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	(6)	7	8	9	10	11	5	6	7	8	9	10	11
11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18
18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25
25	26	27	28	29	30	31	29	30	31	1	2	3	4	26	27	28	1	2	3	4	26	27	28	29	30	31	1

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

1. The option to close dates by "date range"
2. The ability to multi-select schools to affect.
3. Now you can enter a school closed day for multiple employee types at once
4. The closed "type" drop down includes both "closed" days and "in-service" options.
5. Now you will have the ability to see your school calendar at a glance, or even the calendar as it might relate to a single school or employee type.