



## ***Voluntary Vendor Participation Program General Information***

Last Updated 3/24/2008

### **Purpose**

As a service to both Pennsylvania education agencies and to their Student Information System (SIS) vendors, the Pennsylvania Department of Education (PDE) posts a list of Voluntary Vendor Participation Program vendors whose SIS products produce files that meet the PIMS technical requirements. This list of successful Voluntary Vendor Program Participants may be used by Pennsylvania local education agencies as they interact with their vendor, or as they search for SIS software.

### **Disclaimer of Endorsement**

Reference herein to any specific commercial products, process, or service by trade name, trademark, manufacturer, or otherwise, does not constitute or imply its endorsement, recommendation, or favoring by the Pennsylvania Department of Education or the Commonwealth of Pennsylvania. This site may not be used for advertising or product endorsement purposes.

The Pennsylvania Department of Education and the Commonwealth of Pennsylvania are not responsible for the contents of any off-site pages referenced.

The Pennsylvania Department of Education and the Commonwealth of Pennsylvania assume no liability or responsibility for a local education agency's use of products described on the list of successful Voluntary Vendor Participants.

### **Criteria**

SIS vendors are successful when they:

1. Complete and submit a PIMS Voluntary Vendor Participation Program Form.
2. Provide a set of test files from a specific version of the vendor's Student Information System (SIS) software to PDE that meets the technical requirements and works properly with the PIMS system.
3. Vendors have an opportunity to be certified for each specific data collection. A list of templates to be submitted in each data collection is listed below.
  - October Template Certification
    - Student, Student Snapshot, Programs Fact, School Enrollment
  - January Template Certification
    - Staff, Staff Snapshot, Staff Assignment
  - April Template Certification
    - Course, Course Instructor, Student Course Enrollment
  - August Template Certification
    - Student Summary Attendance, Day Calendar, District Annual Facts, Location Annual Facts
4. Files for all certification periods will be accepted beginning in August 15, 2007.

5. Vendors with more than one product or version of a product may complete the process for each product version. Positive results are posted to the PIMS web site by product and version. Note: Incomplete or unsuccessful attempts are not posted on the website.

**Process**

This voluntary process requires that PDE load the vendor-produced PIMS template files in the PDE test environment. The focus of this process is the vendor's ability to generate a file according to PDE specifications. The process is:

1. Vendor downloads and completes a PIMS Voluntary Vendor Participation Program Form.
2. Vendor downloads the PIMS User Manual from the Document Repository in the PIMS website: <http://www.pde.state.pa.us/PIMS>
3. Vendor creates the template files intended for a specific certification.
4. Vendor submits the template files with test data to the PIMS help desk via email: [RA-PIMSHelp@state.pa.us](mailto:RA-PIMSHelp@state.pa.us)
5. PDE confirms that all four of the template files meet the specifications.
6. PDE reports the testing outcome to the vendor within 10 business days via email.
7. PDE posts a list of vendor's successful product(s) and version(s) on the PIMS website. Note: Incomplete or unsuccessful attempts are not posted on the website.