With each new version of FileMaker, new programming features become available that can be used to improve CHRIS. In the coming months, we will be taking advantage of some of these features as we upgrade CHRIS. Although most of the internal workings of CHRIS will remain the same, the program will look and function a bit differently. Some of the changes will include:

- Layout Format and Fonts
- Screen Colors
- Screen-to-Screen Navigation
- Report Menus

In April, we sent out a survey to all CHRIS users asking for feedback on some of the screen and layout options. We have reviewed the results and will present the most popular selections at a Technical Assistance Work Group (TAWG) Executive Board meeting in May. The TAWG Executive Board will finalize software upgrade decisions and will review other user suggestions for changes to CHRIS. The results of this meeting will be provided to the TAWG Advisory Board and all of our users at a later date.

We welcome your feedback as we strive to provide you with a user-friendly database that meets the varied needs of our many users. If you have any comments and/or suggestions you would like discussed at the TAWG meeting, please contact the CHRIS Data Facilitator or TAWG Advisory Board representative for your site. You can also contact the CHRIS Help Desk to provide suggestions.
CHRIS NEWS

CHRIS Training Update

Bijan Boustani

Over the past few months, we conducted one New User training session and one Reporter training session. Thanks to Florida Diagnostic and Learning Resources System (FDLRS)/South for hosting these training sessions.

CHRIS offers a variety of training sessions. If you have six or more users, training sessions can be conducted at your site. Training sessions for fewer than six users are conducted at the CHRIS offices at the University of Miami. One-on-one training sessions are available for experienced users. To schedule a training session, contact Cory Beermann at cory@miami.edu or visit the Training page on the CHRIS website at http://chris.miami.edu/training/training.html.

New User Training
FDLRS/South
Getting to Know the Contact Log Screen

Cory Beermann

The Contact Log Master screen (see Figure 1) displays all of the Contact Log events created for one child’s record. This screen is used to manage how Contact Log events are displayed in the Service Coordination Event section of the Tracking screen. Enter the Contact Log Master screen by selecting the “CTC LOG” option from the CHRIS main menu.

Automatically Calculated Fields
The top section of the Contact Log Master screen contains information that is pulled from the Demographic screen. Modifications to these fields must be made in the Demographic screen.

Contact Log Summary
The Contact Log Summary section provides a list of all of the Contact Log events for the child’s record. This summary includes the Contact Date, Contact To, Action Needed, Contact Reason, and Display fields. Each of the column headings are buttons that can be clicked on to sort the Contact Log records in ascending (A–Z) or descending (Z–A) order. To highlight a record, click on a single record from the Contact Log Summary section. The record will be highlighted in blue, and the corresponding record detail will appear on the right side of the screen in the Contact Log Record Detail section.

Contact Log Record Detail
The Contact Log Record Detail section is located in the bottom-right portion of the screen. This section displays detailed information for the selected Contact Log record. These data are modifiable, and any edits can also be seen in the Contact Log event detail screen for the child’s record.

Display – Yes/No?
The display column in the Contact Log Summary section indicates whether the Contact Log record will be displayed on the Tracking screen. To display a Contact Log record, click the Y button by the Display field on the right side of the screen. Otherwise, click the N button. Records marked “No” will not be displayed in the Service Coordination section of the Tracking screen (but will continue to be displayed in the Contact Log Master screen).

Figure 1. Contact Log Master Screen
Another season marked by lightning, tropical storms, and hurricanes is fast approaching. All CHRIS users should take the necessary precautions to protect their computer systems.

We strive to ensure the integrity of the CHRIS data and provide our users with uninterrupted access to CHRIS, but sometimes adverse events occur that can potentially damage the database.

As a result, we abide by very comprehensive backup procedures.

At the CHRIS server farm, back-ups are made to a backup server twice per weekday. These back-ups are kept for one week, essentially providing us with 10 copies of the database at any given time.

In addition to this, a tape backup is performed once per weekday and includes a copy of the database as well as data from all the servers in the farm.

To protect against events involving hurricane damage, CHRIS maintains servers at the Polk County Technology Center. Once per weekday, a copy of the database is transferred electronically to the Polk site. The Polk servers are also backed up to a tape drive.

**Hurricane Season**

*Bijan Boustani*

Do you want to be on the CHRIS Mailing List?

If you are interested in receiving the CHRIS Comments Newsletter via email or know someone who wants to be added to our mailing list, send us an email at chris.um@miami.edu. Newsletters are distributed in PDF format and can be downloaded and saved on your computer.

**CHRIS Trainings**

To register for any CHRIS training session, send an email to Cory Beermann at cory@miami.edu or visit the Training page at [http://www.chris.miami.edu/training.html](http://www.chris.miami.edu/training.html).

**CHRIS Forms**

Do you create forms or letters that include CHRIS data? If so, you can automate the completion of these documents by creating a report in Reporter. CHRIS Help Desk staff are happy to help create the forms and letters in Reporter.

**CHRIS Research**

Did you know that the CHRIS website contains CHRIS-related research? Published articles and presentations containing CHRIS data can be found at [http://chris.miami.edu/publications/research.html](http://chris.miami.edu/publications/research.html).