



CHRIS  
NEWSLETTER

SPRING  
2013

VOLUME  
XXI

NUMBER  
4

C O M M E N T S

INSIDE THIS ISSUE: **2** CHRIS TRAININGS **3** CONTACT LOG SCREEN **4** HURRICANE SEASON ANNOUNCEMENTS

## CHRIS Gold v2 Coming Soon!

Olga Camacho

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

Event	Date	Summary	Days
Transition		5/22/2008	
Screening	07/21/08	7/21/2008.F	60
Evaluation	07/21/08	7/21/2008 . Education . Rec Review	0
ESE Eligibility	07/21/08	DD	0
IEP/IFSP	07/21/08	TROPICAL E.S. Public School	0
End Timeline	07/21/08	FSP/IEP Developed	0

Data Facilitator or TAWG Advisory Board representative for your site. You can also contact the CHRIS Help Desk to provide suggestions.

# 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.



*New User Training  
FDLRS/South*

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](mailto: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*



This newsletter was developed by the University of Miami, Department of Psychology, through the Children's Registry and Information System (CHRIS), a special project funded by the State of Florida, Department of Education, Bureau of Exceptional Education and Student Services (BEES), through federal assistance under the Individuals with Disabilities Education Act (IDEA), Part B. The CHRIS Comments newsletter provides updates and information for the users of the CHRIS Registry.

Authorization for reproduction is hereby granted to the State System of Public Education consistent with section 1006.39(2), Florida Statutes. No authorization is granted for distribution or reproduction outside the State System of Public Education without prior approval in writing.

Copyright © 2013  
State of Florida

Principal Investigator & Project Director  
*Christine F. Delgado, Ph.D.*  
[cdelgado@umiami.edu](mailto:cdelgado@umiami.edu)

Project Manager  
*Olga Camacho*  
[olga@miami.edu](mailto:olga@miami.edu)

CHRIS Help Desk  
*Cory Beermann, Technical Support*  
[cory@miami.edu](mailto:cory@miami.edu)

*Bijan Boustani, Technical Support/Publications*  
[bijan@miami.edu](mailto:bijan@miami.edu)

CHRIS Comments  
Newsletter Schedule for 2013  
February, May, August, November

CHRIS Project  
University of Miami  
Department of Psychology  
5665 Ponce de Leon Blvd.  
Flipse Building  
Coral Gables, Florida 33146-0721

Email: [chris.um@miami.edu](mailto:chris.um@miami.edu)  
Website: <http://www.chris.miami.edu>  
Phone: (800) 231-5747  
(305) 284-5514  
Fax: (305) 284-6992

# 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 informa-

tion 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

The screenshot shows the 'Contact Log Master' interface. At the top, there are fields for 'Update Date' (4/22/2008) and 'Entry Person' (mpertier). Below this is a table with columns: DBNUM, Last Name, First Name, Middle Name, Residence County, Child ID, D.O.B., Age, and SY5. The first row contains: 43329, Aa, Aw, , Dade, 43329.16, 6/30/2001, 7.03, 2006.

Below the demographic table is the 'Contact Log Summary' table with columns: Contact Date, Contact To, AN, Contact Reason, and Display. The rows are:

Contact Date	Contact To	AN	Contact Reason	Display
5/27/2004				Yes
3/7/2005	Admin		Sam screened at sch.	Yes
5/10/2005	CHRIS South		Case for pre-review	Yes
10/7/2005			CHRIS Data Sheet received	Yes

To the right of the summary table is the 'Contact Log Record Detail' section, which includes fields for 'Contact Date' (5/10/2005), 'Display' (Y/N buttons), 'Contact Method' (Personal Contact), 'Staff' (CHRIS South, From, To), 'Contact Reason' (Case for pre-review), and 'Contact Notes'.

Callouts in the image point to: 'Auto Calc Fields' (top demographic table), 'Contact Log Summary' (middle table), 'Display Yes/No?' (Y/N buttons), and 'Contact Log Detail' (right-hand detail section).

# Hurricane Season

**Bijan Boustani**

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, backups are made to a backup server twice per weekday. These backups 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.

## ANNOUNCEMENTS

---

### 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](mailto: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](mailto:cory@miami.edu) or visit the Training page at <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>.