

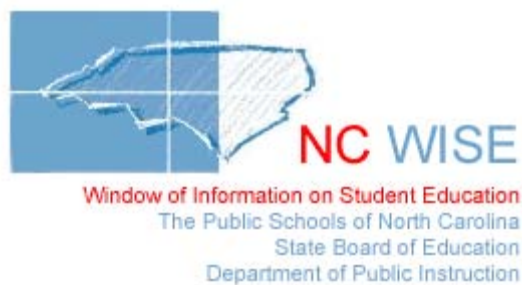
Caldwell County Schools



NC WISE Teacher Assistant Module (TAM)

Entering TAM
Accessing the Website
Logging On
Changing Your Password

Training Guide
Updated 08/29/05



Entering TAM

Steps to Follow		
Preparation		Logging On is the process used to start TAM. Before Logging On you need to know your Username, Password and Database ID.
Process	1	You must access the NC Wise website. A link to the website can be found on the Caldwell County Schools site. Or you can type in the URL (internet address) directly in your Internet browser (Internet Explorer, Netscape, etc.)
	2	When you access the correct website, a page requesting your Username, Password and Database is displayed. Completing this information and clicking on OK will open TAM
	3	If you have been given a temporary password by the Data Manager or you need to change your password (for whatever reason), the process is the same. You <i>must</i> change your password at least once every 90 days.
		Page 2
		Page 3
		Pages 4 - 6

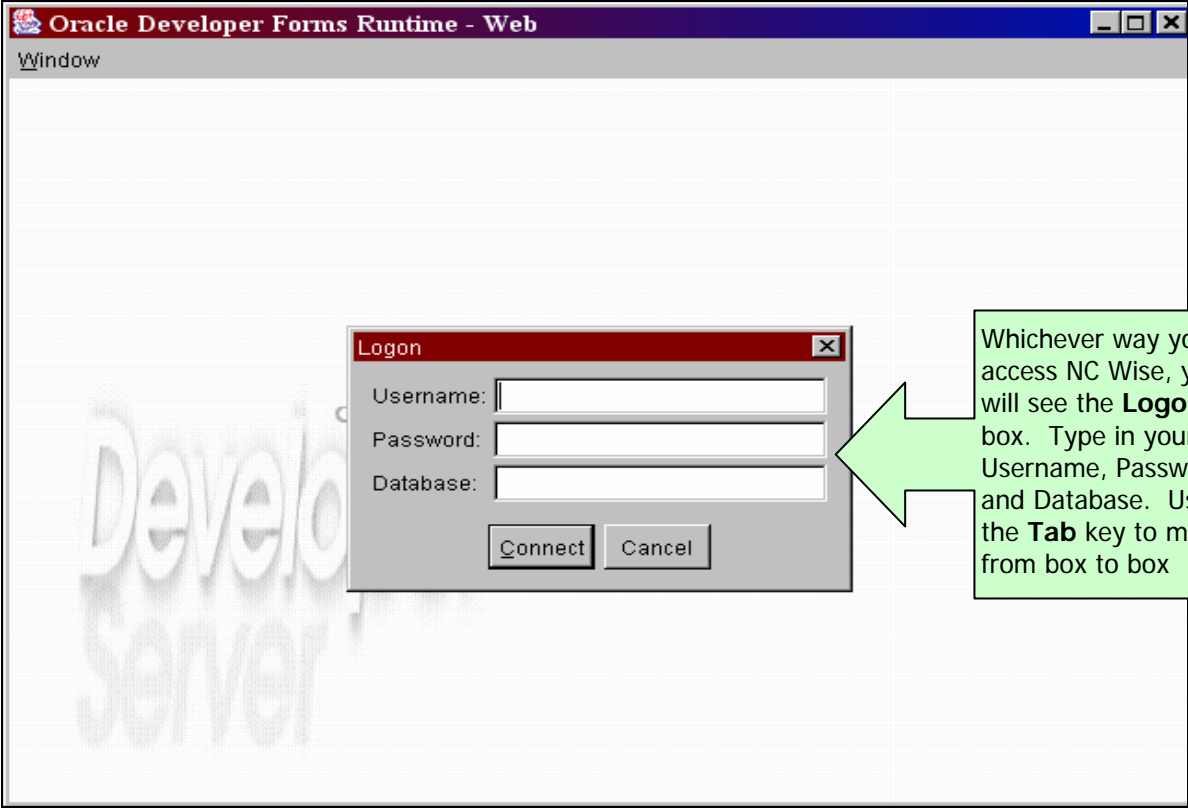
Entering TAM (Step 1) Accessing the Website

Alternative Method to Access NC Wise:
If you want to go directly to your browser to access NC Wise, type the following URL:

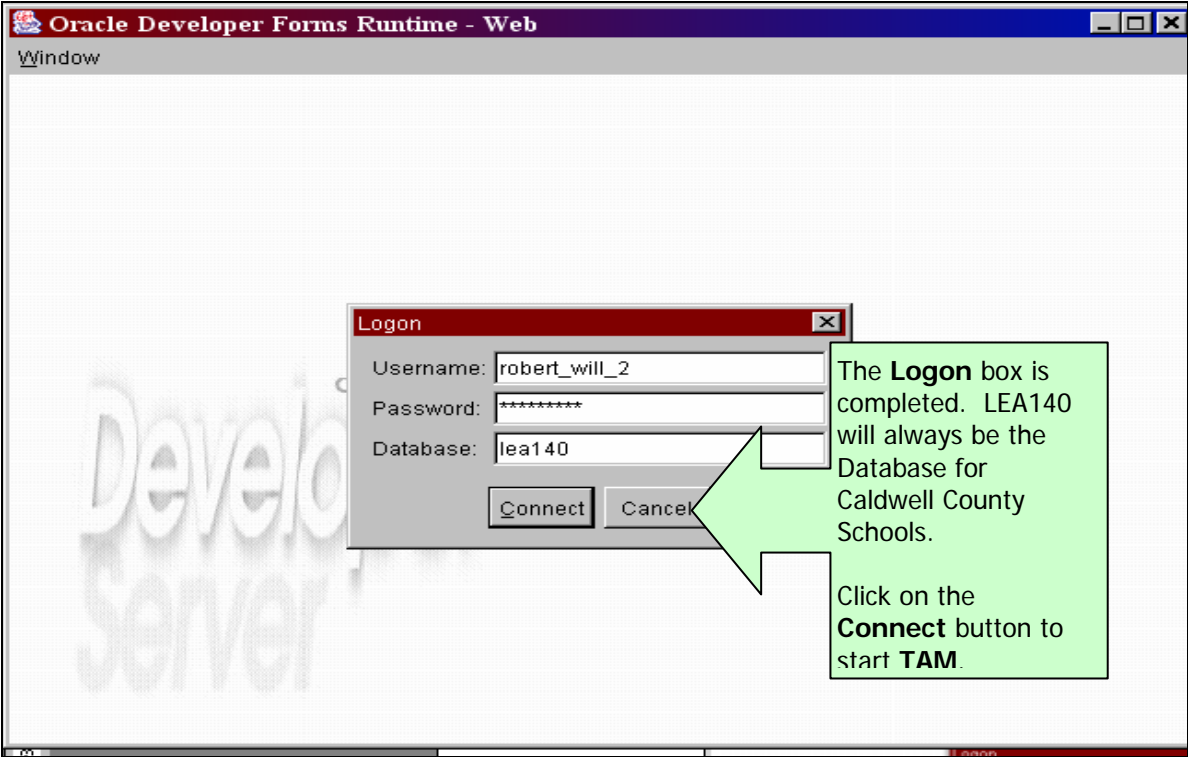
<https://esis.ncwise.org>

Entering TAM

(Step 2)
Entering UserID, Password and Database



Whichever way you access NC Wise, you will see the **Logon** box. Type in your Username, Password and Database. Use the **Tab** key to move from box to box



The **Logon** box is completed. LEA140 will always be the Database for Caldwell County Schools.
Click on the **Connect** button to start **TAM**.

Entering TAM (Step 3) Changing Your Password

Wise County Student Information System

Action My Students My Classes Query Lock Help Window

Teacher Assistant for: Acosta Aleesha -- Wise Middle School 14

Teacher Assistant My Students: Basic Demographics Other Features
Academic Progress
Student Absences

Classes Home Rooms Teams
 Today's Classes Curr Students All Students

Course	Sec.	Title	S	T	D	P	AC	Name	Phone	...	Birth Date	Age	S...	Contact
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My Classes: List Ph... Summary
Attendance: Spreadsheet Single
Reports
Grade Entry
Setup Options

eSIS

Save Sequence [Print] [Cursor] [F5] [F6]

Click on the word Action on the Menu Bar

Wise County Student Information System

Action My Students My Classes Query Lock Help Window

My Preferences costa Aleesha -- Wise Middle School 14

Assistant My Students: Basic Demographics Other Features
Academic Progress
Student Absences

Classes Home Rooms Teams
 Today's Classes Curr Students All Students

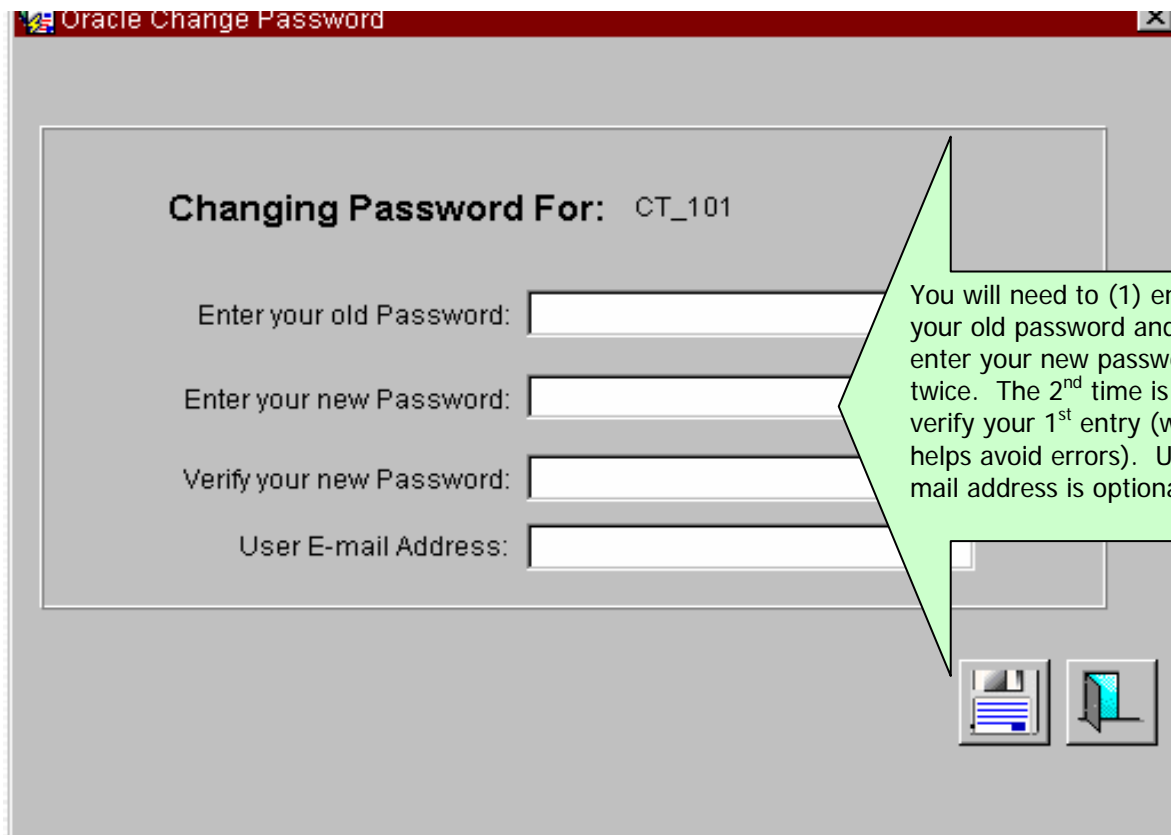
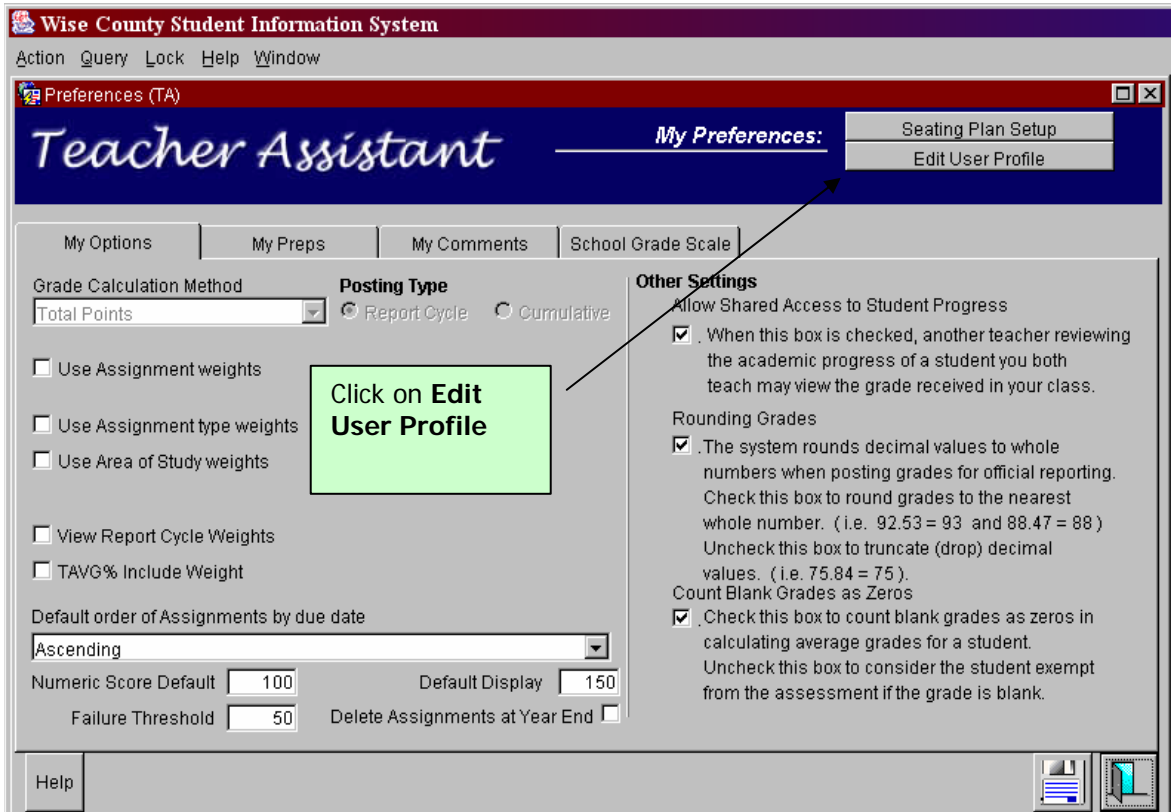
Course	Sec.	Title	S	T	D	P	AC	Name	Phone	...	Birth Date	Age	S...	Contact
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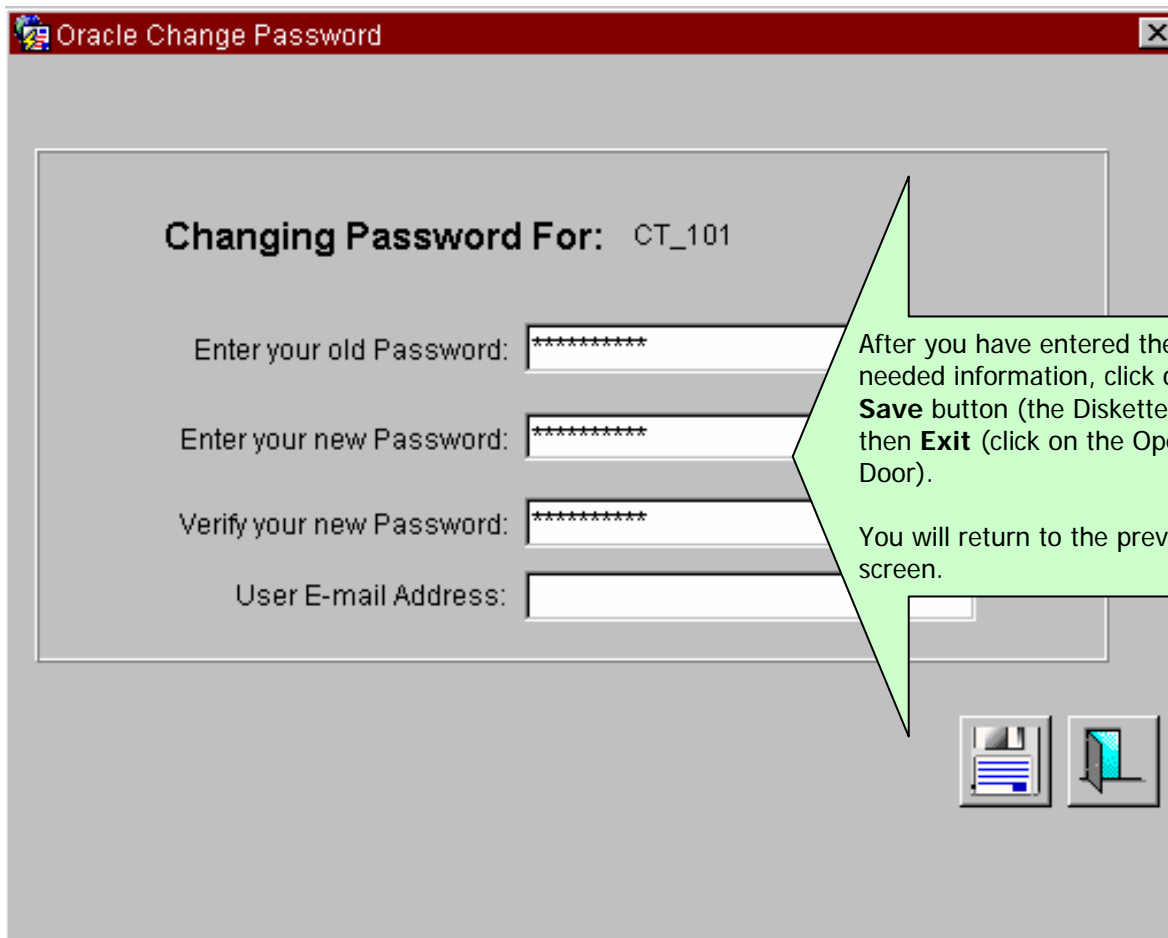
My Classes: List Ph... Summary
Attendance: Spreadsheet Single
Reports
Grade Entry
Setup Options

eSIS

Save Sequence [Print] [Cursor] [F5] [F6]

Click on My Preferences





Important Suggestion:

Whenever you see the Diskette symbol and you have made any changes, always click on this symbol before leaving the screen. This saves your changes and you will not have to worry about losing them if the computer loses power, you lose connection, etc.