

# PowerSchool to MySchoolAccounting

MySchoolAccounting by TES has the ability to easily connect to PowerSchool to transfer data from PowerSchool to MySchoolAccounting. The connection is ONE-WAY. Data is transferred from PowerSchool to MySchoolAccounting. The transfer is accomplished by using the ODBC driver provided by PowerSchool.

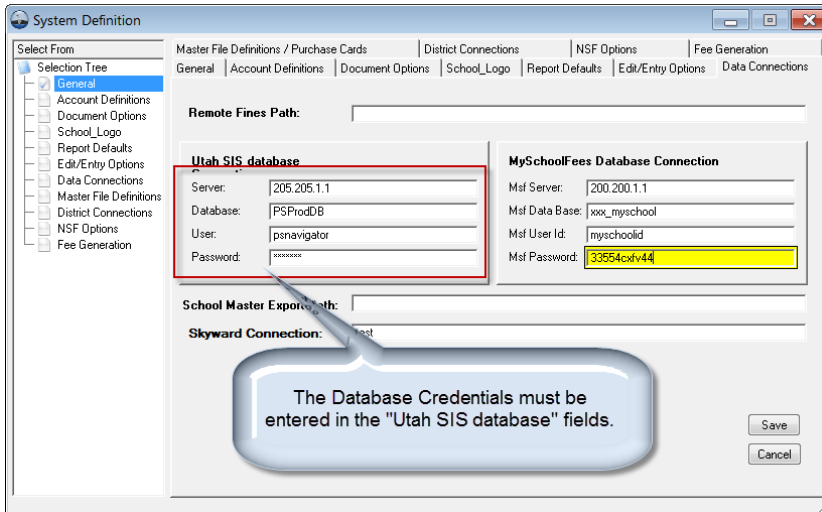
## Setup: Step by Step:

1. Install the PowerSchool ODBC driver at EACH COMPUTER that will be used to IMPORT data from PowerSchool to MySchoolAccounting. This process is documented in the document “ps\_oracle\_odbc\_client\_install.pdf” available on the [www.TesSoftware.com](http://www.TesSoftware.com) website under the “downloads” tab.
2. Configure MySchoolAccounting to read the PowerSchool Database

File → Manager → System Definition → General Tab

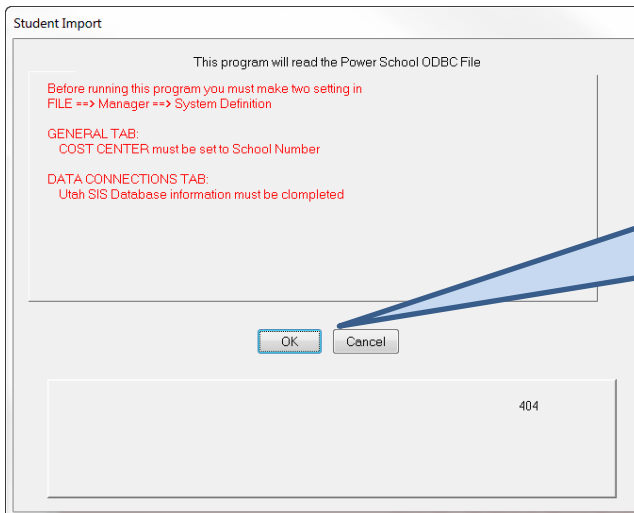
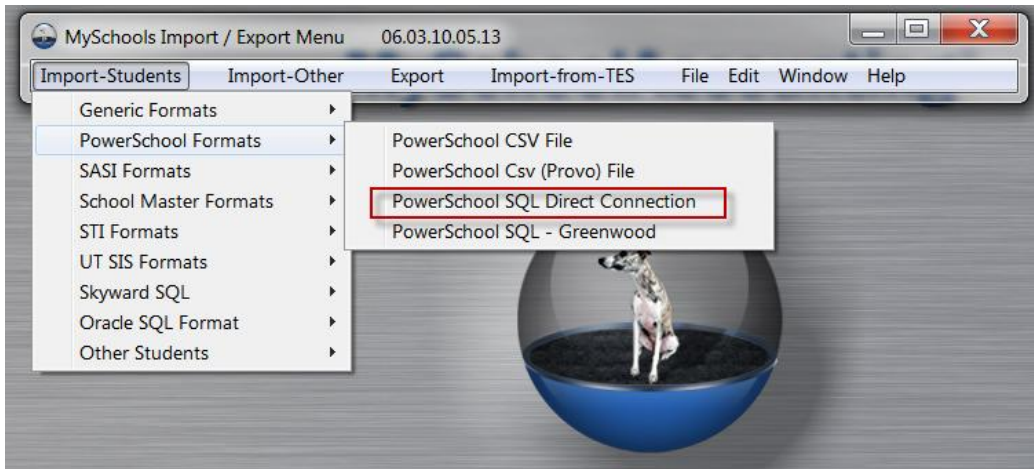
The screenshot shows the 'System Definition' dialog box with the 'General' tab selected. The 'Cost Center' field is highlighted with a red box and a callout bubble pointing to it. The callout bubble contains the text: 'The COST CENTER must match the Powerschool School ID'. The 'Cost Center' field contains the value '11'. Other fields include 'School Name: HappyDale HS', 'Address:', 'City ST Zip:', 'State:', 'Tax Exempt No:', 'Phone:', 'Fax:', 'Short School Name:', 'District: HAPPYDALE', 'Shipping Address', 'Billing Address', 'Base Data Path: c:\tes\actw', 'Fiscal Year Starts In Year: 2009', 'Fiscal Year Starts with Month: 7', 'Statement Period: 10', 'Closed Periods: 9', 'Last Download: 0', 'Startup Do System Test', 'Startup Do Backup', 'Enforce Budgets', and 'Year Closed'. There are 'Save' and 'Cancel' buttons at the bottom right.

File → Manager → System Definition → Data Connections Tab



3. Import students from PowerSchool.

File → Manager → Import/Export Menu



**When you begin the import you will see the information on the first 5 students. Just click OK to continue**

For information about generating fees based on course schedules in PowerSchool please refer to the MySchoolReceipts manual that can be downloaded from [www.TesSoftware.com/downloads](http://www.TesSoftware.com/downloads)