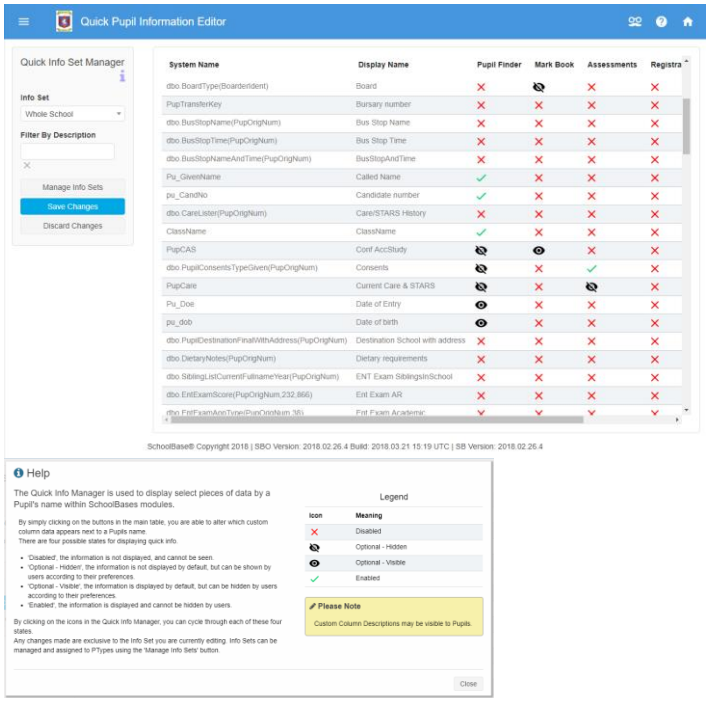
Furlong®

Newsletter – March 2018

In case you missed it…

Our latest release of SchoolBase® included some great new functionality, the most notable of these include:

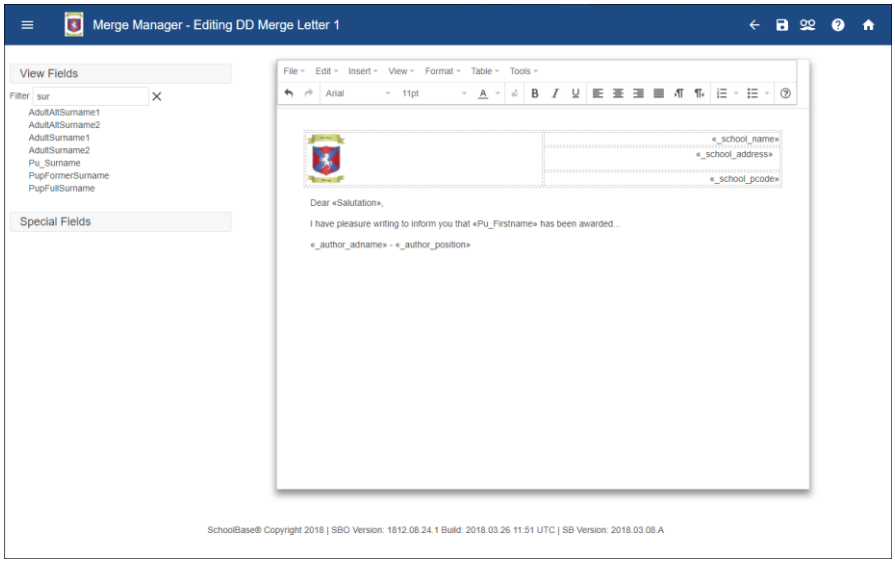
- The new **Activity Group Finder** is here with a user-friendly interface and significantly improved speed.
- We have created a **Help Log Viewer** making it simple for you to manage your outstanding logs and follow their progress.
- **Quick Pupil Information Editor** has been upgraded, ensuring that you can tailor your 'Quick Pupil Information' quickly and easily in different areas in a far more easy-to-use format.



New Mail Merge

We are excited to announce that the **new online Mail Merge process** will be released at the **end of April.** This powerful tool will transform the mail merge process as you know it, here are a few details of the new functionality:

- Have the fields you want and called by the names you are familiar with
- If there is data related to a pupil – it can be included – without exception
- Full HTML emails enabling you to include hyperlinks, images – anything you want
- Your content, your formatting, direct to parents' devices
- Does not rely upon Report Server
- And more on the way!



GDPR Update

GDPR is the hot topic at the moment and we are gearing up to 25th May with a range of developments in both SchoolBase and our documentation. These details were outlined in our latest release notes.

GDPR compliance documents

On our website we now have a section for documents for GDPR compliance. These include a thorough updated explanation of our data anonymiser and its processes.

GDPR within SchoolBase®

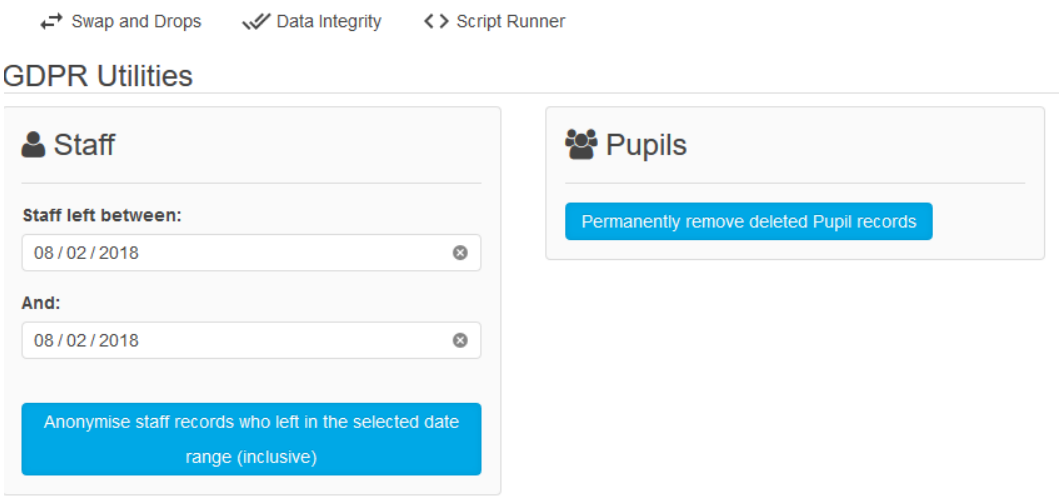
Functionality to **delete pupil records** and **fully anonymise staff records** is now available in SchoolBase online. This will be found in GDPR Utilities' in the 'Data Integrity.' If you are not sure how to turn on this feature then please give our help desk a quick call and one of our team will be able to help you.

Deletion of pupil records

There is now a button which will permanently remove all pupil records in the 'Deleted' pupil type.

Anonymisation of staff records

Staff records will be comprehensively anonymised rather than deleted. This is due to the breakage of the structure of the database which could occur when deleting as staff are linked to so many aspects including timetable, assessments, mark books and more. Please be reassured that this is incredibly thorough and will anonymise all instances of staff data.



New Staff

We have recently had Karl and Matt join our sales team, bringing us up to full capacity. Amanda has taken on the role of Management accountant and is working alongside Margaret and Richard has joined our help desk.

Training Courses

We have come to the end of our spring training courses and received some great feedback from the attendees. To view the upcoming summer courses and to book yourself a place please visit the Support section of our Furlong site.

All courses are held in our Furlong Offices and run from 10am-4pm.
Book online here or contact our support team on 01264 354111

International User Group Meeting

There will be a two day SchoolBase user group meeting held in Cambodia, 16th-17th May. Any of our schools in the region, or even if you are not, are welcome to attend, to secure a place please contact our helpdesk.

International Training

Howard and Cathy will be running a training course for our new school, International school of Dongguan, at the beginning of May. They are both looking forward to catching up with the staff and sharing with them the features SchoolBase has to offer.

Furlong Support Team Training

A polite reminder that every Friday our support team attend internal training sessions from 9am – 10am. These training sessions allow our support team to be kept up to date with new developments and functionality within SchoolBase to be able to provide you with the best support possible.

Best regards,

Furlong Team
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