Training Resources for Counseling Services

Introduction

The SESIS InfoHub provides you with guides, videos, checklists, Frequently Asked Questions (FAQs) and other training resources to assist you in learning the SESIS application. To access SESIS training resources, on the InfoHub login with your Outlook credentials.

ESIS Navigation

Click the links below to access videos and guides that will help you navigate through SESIS.

Videos

Basic Navigation (5:54)
Working with Documents in SESIS (6:26)
How to Run an Advanced Report in SESIS (1:39)
How to Run a Standard Report in SESIS (2:04)

Guides

Basic Navigation in SESIS
Working with Documents in SESIS

Encounter Attendance

The Encounter Attendance page of the SESIS Website provides you with videos, training guides and Frequently Asked Questions (FAQs). Listed are the recommended training videos and guides.

Videos

Adding Students to My Students Caseload (2:02)
Removing a Student from My Students Caseload (10:58)
Recording a Completed Encounter Attendance Session (4:13)
Scheduling a Future Encounter Attendance Session (3:32)

Guides

Creating and Managing Caseload Groups
How to Complete a Service Record for Counseling Services
Encounter Attendance FAQs
Measurable Annual Goals

This short video demonstrates how to report progress in a finalized IEP for measurable annual goals that are aligned to the services you are providing to students.

How to Report Progress towards Goals on a Student's Finalized IEP