



# ClassLink ClassSync™

## Product Overview

ClassSync is a unique synchronization tool that aligns a school's full Active Directory (AD) schema to the Student Information System (SIS) data. The IT director and staff save hours of user list comparison and reconciliation through the implementation of this program. ClassSync enables the IT team to identify bad log-in accounts, correct missing information in AD and fix the OU paths in seven simple steps.



ClassSync eliminates one of the most time-consuming and repetitive tasks for the IT team. Synchronizing the AD to the SIS means that only valid users can access a school's system, increasing security and streamlining operations.

### Universal Learning Environments

- Where students, teachers, parents and administrators are seamlessly connected to the applications they need and to each other through a single desktop interface
- Maximize a school or district's investment in, and management of, educational technology
- Enable communication, collaboration, creation, assessment and reporting in support of student achievement

The Active Directory (AD) should only contain validated student accounts, cross-checked by the SIS. When the AD contains invalid accounts, grants access to unenrolled students, and generally makes account management more complex, the IT team can't work to its full potential.

Eliminating those excess accounts means:

1. Time Savings for the IT staff
2. Faster, Streamlined Ongoing Operations
3. Increased security (elimination of unauthorized users from system)
4. Accuracy for Reporting
5. Better Space Management (no more storing files of unenrolled/transferred or graduated students)

ClassSync can be used an unlimited number of times throughout the school year to ensure that the AD is current and clean.



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[www.ClassLink.com](http://www.ClassLink.com)

ClassSync leads the user step-by-step in cleaning out the AD to match it exactly to the SIS. There is no training needed to use ClassSync. It's a simple seven-step process outlined in the Welcome screen and shown below:

ClassSync

**Steps**


- Welcome
- Connect to AD
- Import SIS
- Templates
- Template metrics
- Define variables
- Correlate
- Correlate man...
- Import users!
- View Report

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**To Do**

User instructions for this module.

Welcome to ClassLink ClassSync!



## Getting started with ClassSync

- **Step 1. Connect to Active Directory**

In this step you will be asked to connect to your Active Directory and will be presented with a tree-based view of the AD.
- **Step 2. Import SIS**

In this step you will open a SIS extract.
- **Step 3. Configure User Templates**

In this step you will define how users will be created in the Active Directory.
- **Step 4. Review Templates Applicability**

This step is just to review which templates will be applied to which users.
- **Step 5. Define Variables**

In this step you will specify how to use information from the SIS extract for creating AD users.
- **Step 6. Correlate Users**

In this step you will create a set of rules to correlate the virtual AD created from SIS on the actual Active Directory.
- **Step 7. Manual Correlation**

In this step you will have a chance to match users that were not correlated automatically.
- **Step 8. Modify the AD**

In this step actual modifications to the AD will be performed
- **Step 9. View Reports**

In this step you will be able to save and / or print reports of any changes that will have been made to the AD.