

PASl Digital Student Record Training Resources

These training resources are for organizations who will be using PASlprep as their Digital Student Record solution. They cover the various functions available for PASlprep Digital Student Record when working with student documents in PASlprep. Each module groups functionalities from basic view functions to advanced student document bulk operations, based on a user's assigned security permissions.

PASlprep Digital Student Record training videos and reference guides are available through the [PASl Community Site](#) (*Navigation: Documents > Training Resources > Digital Student Records*).

Modules	Training Resources	Location	Last Updated	Notes
Module 1: View Student Documents	Reference Guide	<ul style="list-style-type: none"> View Student Documents Report a Student Document Problem 	April 23, 2018	
	Training Video	<ul style="list-style-type: none"> View Student Documents (4:36 minutes) 	April 23, 2018	
Module 2: Contribute Student Documents	Reference Guide	<ul style="list-style-type: none"> Student Document Metadata Add Student Document Edit Student Document 	April 23, 2018	
	Training Video	<ul style="list-style-type: none"> Contribute Student Documents (6:40 minutes) 	April 23, 2018	
Module 3: Manage Student Documents	Reference Guide	<ul style="list-style-type: none"> List Student Document Problems Resolve a Student Document Problem Delete and Undelete Student Documents List Student Document Quality Assurance Manage Student Documents Flagged for Quality Assurance PASlprep Flag Additional Student Documents for Quality Assurance Manage Alberta Student Link Requests 	April 27, 2018	
	Training Video	<ul style="list-style-type: none"> Resolve Problems and Delete Student Documents (10:36 minutes) 	April 23, 2018	
		<ul style="list-style-type: none"> Student Document Quality Assurance (7:32 minutes) Manage Alberta Student Link Requests (5:47 minutes) 	April 23, 2018 April 27, 2018	
Module 4: Bulk Load Student Documents	Reference Guide	<ul style="list-style-type: none"> View Student Document Submission Bulk Load Student Documents Revert Student Document Submission 	April 23, 2018	
	Training Video	<ul style="list-style-type: none"> Student Document Bulk Operations (13:59 minutes) 	April 23, 2018	

Alberta Student Link Training Resources

The Alberta Student Link is a self-service application for out-of-province schools and authorities to request a student's digital record. This application provides the ability to track the request and approved transfer of a student's digital record. The purpose is to support students attending schools outside of Alberta.

Training Resources	Location	Last Updated	Notes
Reference Guide	Alberta Student Link	April 30, 2018	
Training Video	Alberta Student Link (4:59 minutes)	April 30, 2018	

Contact

For questions on the PASlprep Digital Student Record Management functionality and Alberta Student Link, please contact **PASl and Student Records** at StudentRecords@gov.ab.ca or phone 780-422-9337 (for toll-free access within Alberta first dial 310-0000)