

Electronic Release Setup

Last Modified on 03/15/2024 1:53 pm CDT

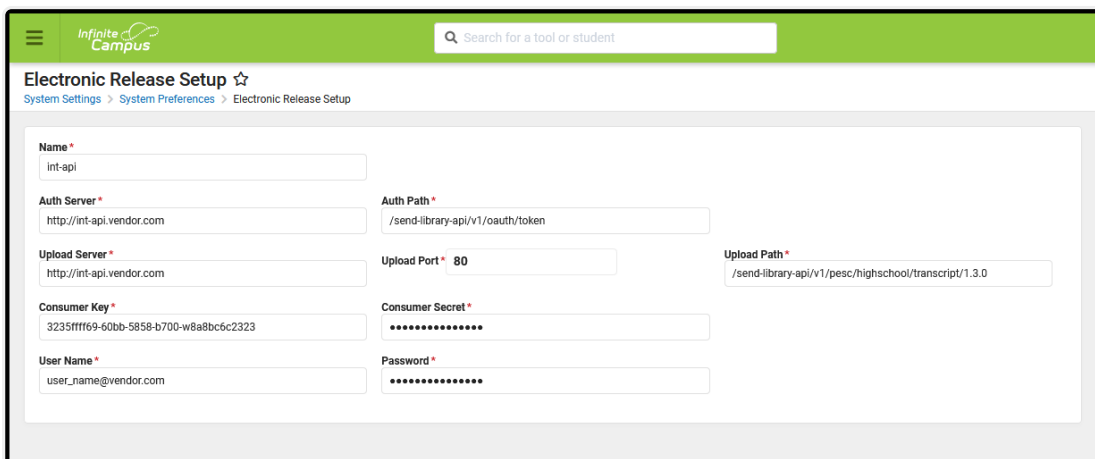
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Classic View: System Administration > Preferences > eTranscript

Search Terms: Electronic Release Setup

The Electronic Release Setup tool allows districts to establish connections for electronic release of student transcripts through their eTranscript vendor of choice if their vendor of choice uses an electronic release API. Your district's system administrator needs to request this information from your eTranscript vendor. Infinite Campus does not provide this information to districts.

All of the fields require a value in order to save.



Electronic Vendor Setup

eTranscript Workflow

Establishing a vendor configuration is Step 4 in the workflow.

► [Click here to expand...](#)

Electronic Release Editor Fields

Field	Description
Name	Indicates the name of the vendor (Parchment, NCS, etc.).
Auth Server	Displays the root server address for oauth authentication.
Auth Path	Indicates the authentication endpoint relative to the authserver.

Field	Description
Upload Server	Indicates the root server address for transcript submission.
Upload Port	Lists the port used for transcript submission.
Upload Path	Indicates the release server (port) endpoint used to submit transcript information.
Consumer Key	Lists the client key for authentication of eTranscript authorization.
Consumer Secret	Lists the code given to the district for access to eTranscript authorization.
User Name	Login credentials used to access eTranscript vendor information. This field can be up to 100 characters.
Password	Login credential used to access eTranscript vendor information.

Enter Electronic Release Information

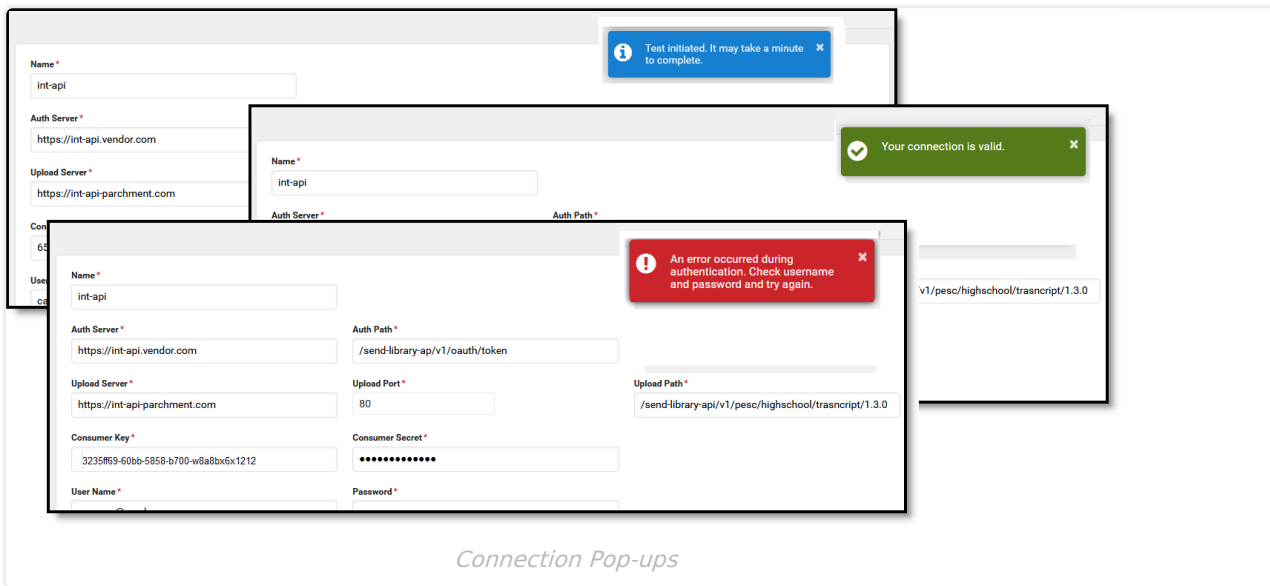
1. Click the **New** button at the bottom of the page. A clear editor screen displays.
2. Enter the values into the correct fields. This information comes from your vendor of choice.
Infinite Campus does not have access to this information or know what the values are.
3. Click the **Save** icon when finished. The entered data is saved in the editor.

Test Electronic Release Configuration

Once the information to access the vendor's API is entered, a connection to the server needs to be tested.

1. Select the saved configuration information by clicking on the editor.
2. At the bottom of the page, click the **Test** button. A blue **Test Initiated** pop-up displays to the right, indicating a test has been initiated.
3. When that test completes, either a green **Your connection is valid** pop-up displays, or a red **Connection failed** pop-up displays.

Once the connection is valid (green pop-up), you can generate an [eTranscript Batch Report](#) using the Batch Queue function and release eTranscripts electronically.



When the test is successful, click the Close button. Multiple vendor configurations can be entered, if desired. Click the New button to add additional configuration details. Configuration details can be deleted when necessary. Select the configuration to delete and click the delete button at the bottom of the page.

