# Electronic Release Setup (North Carolina)

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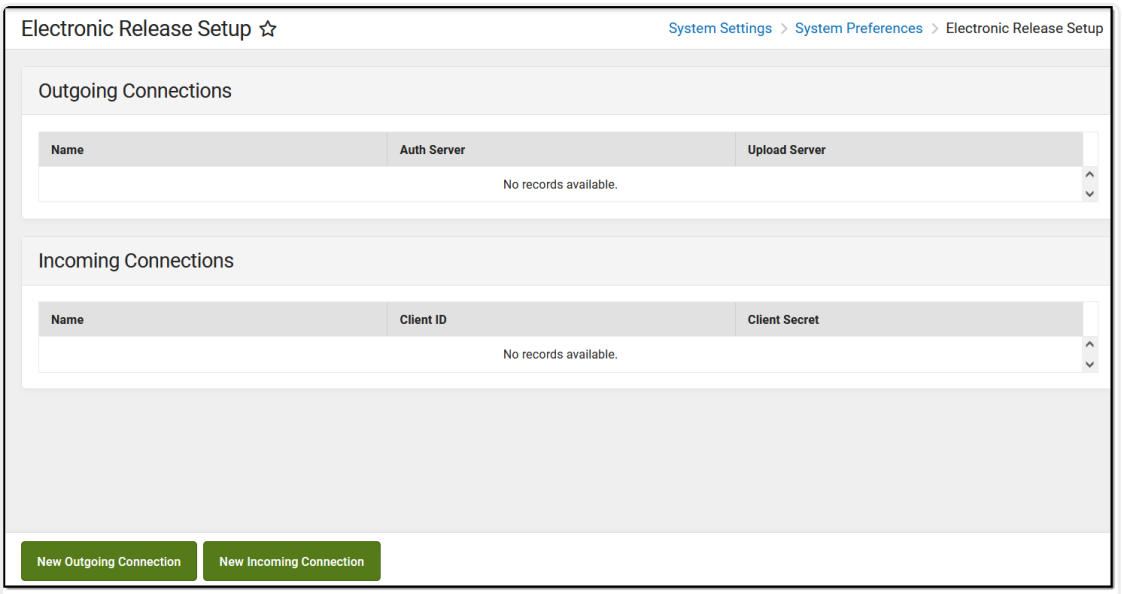
Tool Search: Electronic Release Setup

The **Electronic Release Setup** tool allows districts to establish New Outgoing Connections and New Incoming Connections.

For North Carolina, an API has been created to allow the College Foundation of North Carolina (CFNC) to request etranscript data from districts. Each district has a key and a secret assigned by the North Carolina Department of Public Instruction (NCDPI) and provided to CFNC for use in the API.

Since this information is maintained by NCDPI, districts do not need to modify anything on this tool.

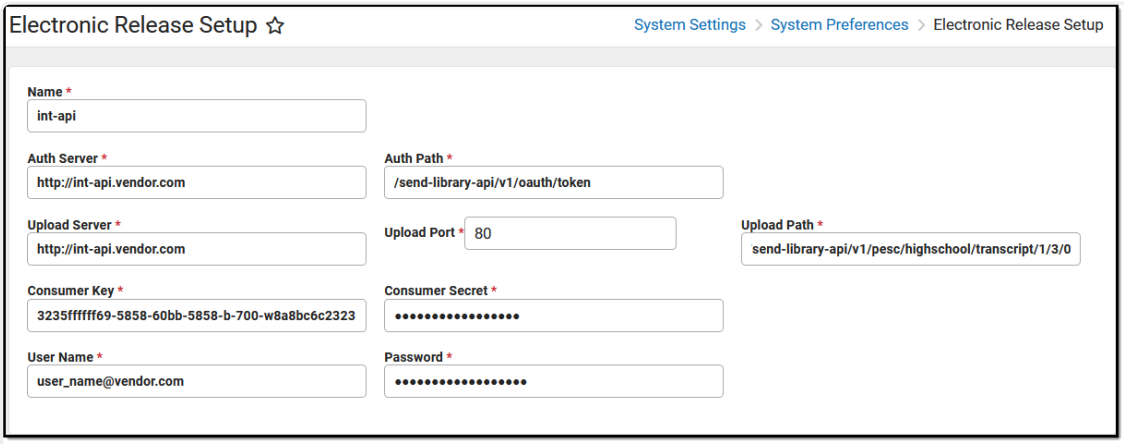



*Electronic Release Setup*

# New Outgoing Connection

Districts can establish connections for the electronic release of student transcripts through an eTranscript vendor if their vendor of choice uses an electronic release API. The district's system administrator must request this information from your eTranscript vendor. Infinite Campus does not provide this information to districts.

Establishing a vendor configuration is Step 4 in the eTranscript Workflow.




*Electronic Vendor Setup*

# 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. |
| **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 for accessing eTranscript vendor information.<br>This field can be up to 100 characters. |
| **Password** | Login credentials for accessing eTranscript vendor information. |

# Enter Electronic Release Information

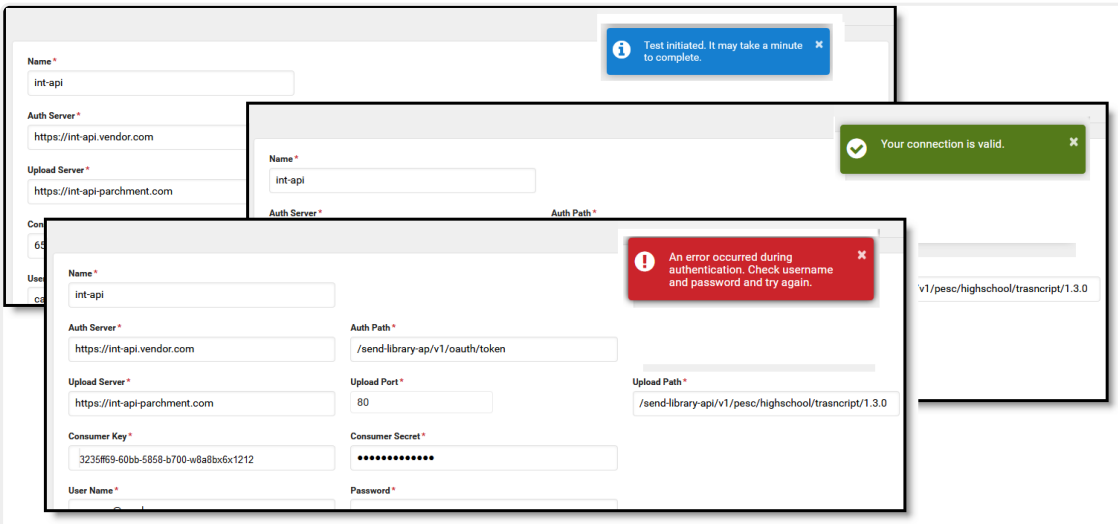
1. Click the **New** button at the bottom of the page. A clear editor screen displays.
2. Enter the values into the correct fields. This information should be obtained from your vendor of choice. Infinite Campus does not have access to this information.
3. Click the **Save** icon when finished. The entered 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.

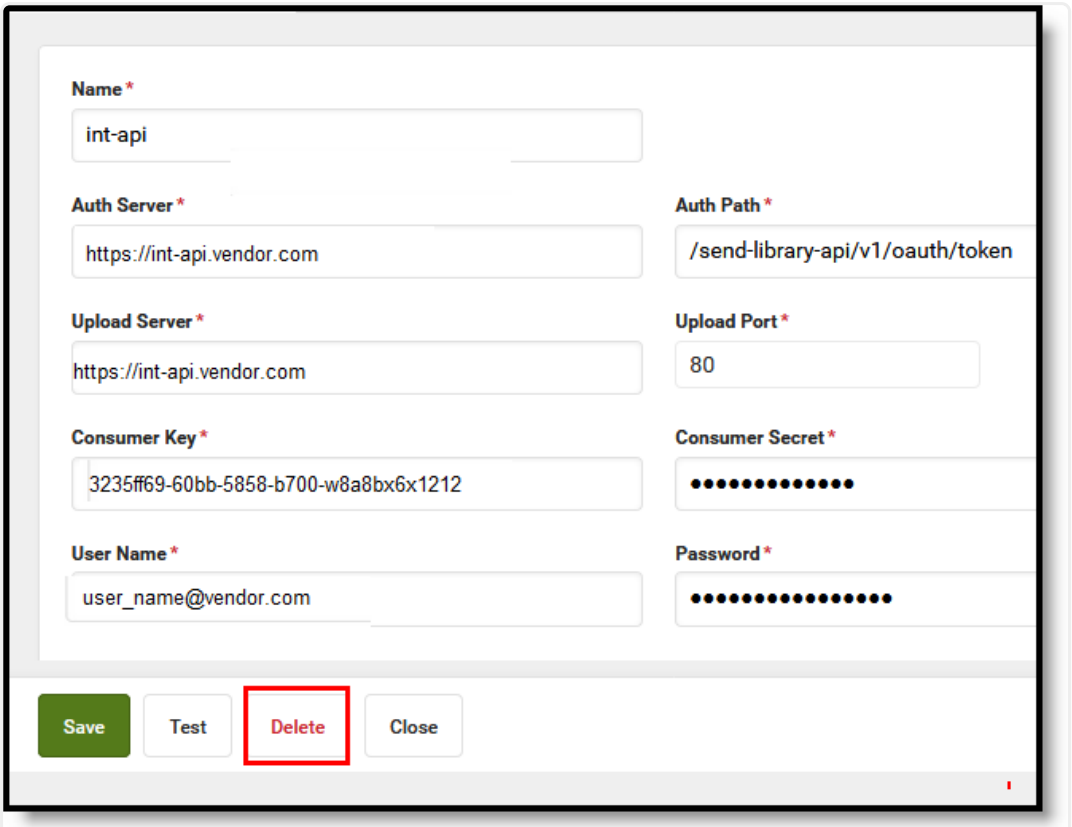
1. Select the saved configuration information by clicking on the editor.
2. At the bottom of the page, click the **Test** button. A blue **Test Initiated** pop-up will display to the right, indicating that a test has been initiated.
3. When that test completes, either a green **Your connection is valid**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




*Connection Pop-ups*

When the test is successful, click the Close button. If desired, multiple vendor configurations can be entered. 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.



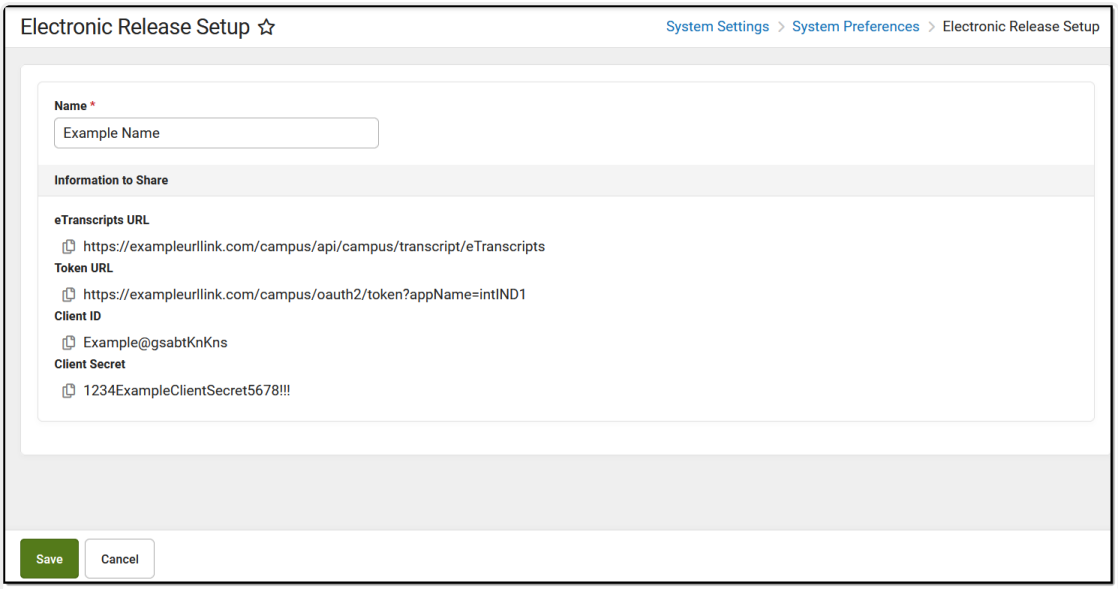

*Delete Vendor Configuration*

# New Incoming Connection

Districts can use the New Incoming Connection option to generate connection information they can share with their third-party transcript provider. The transcript provider should include the information in their API requests to obtain transcript data. The following information is generated:

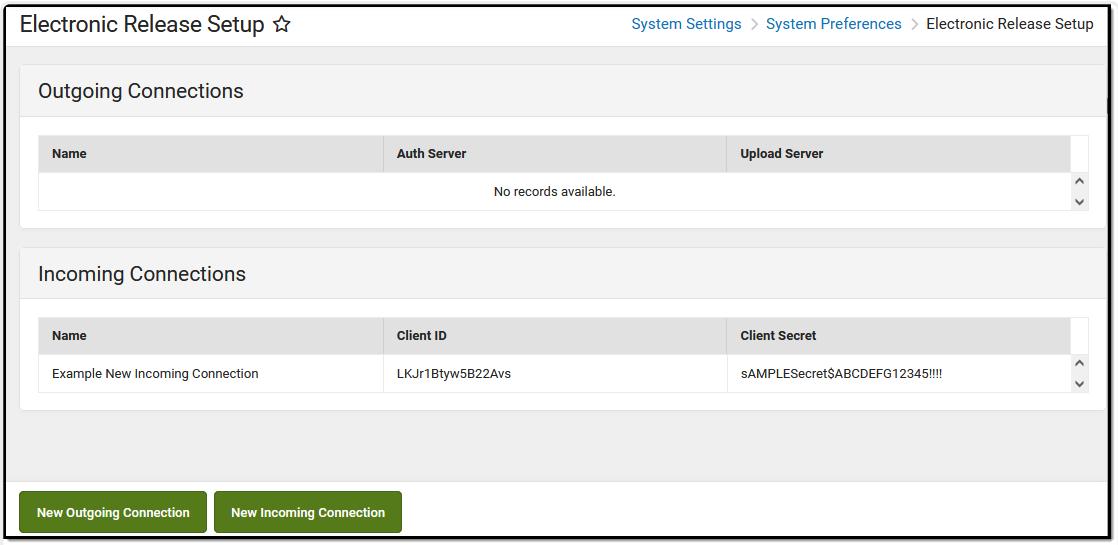
- eTranscripts URL
- Token URL
- Client ID
- Client Secret

A **Name** is required to save the data in the editor for future reference. **The data record must be saved for use by your third-party transcript provider**. Select **Cancel** to exit from the screen without saving data.



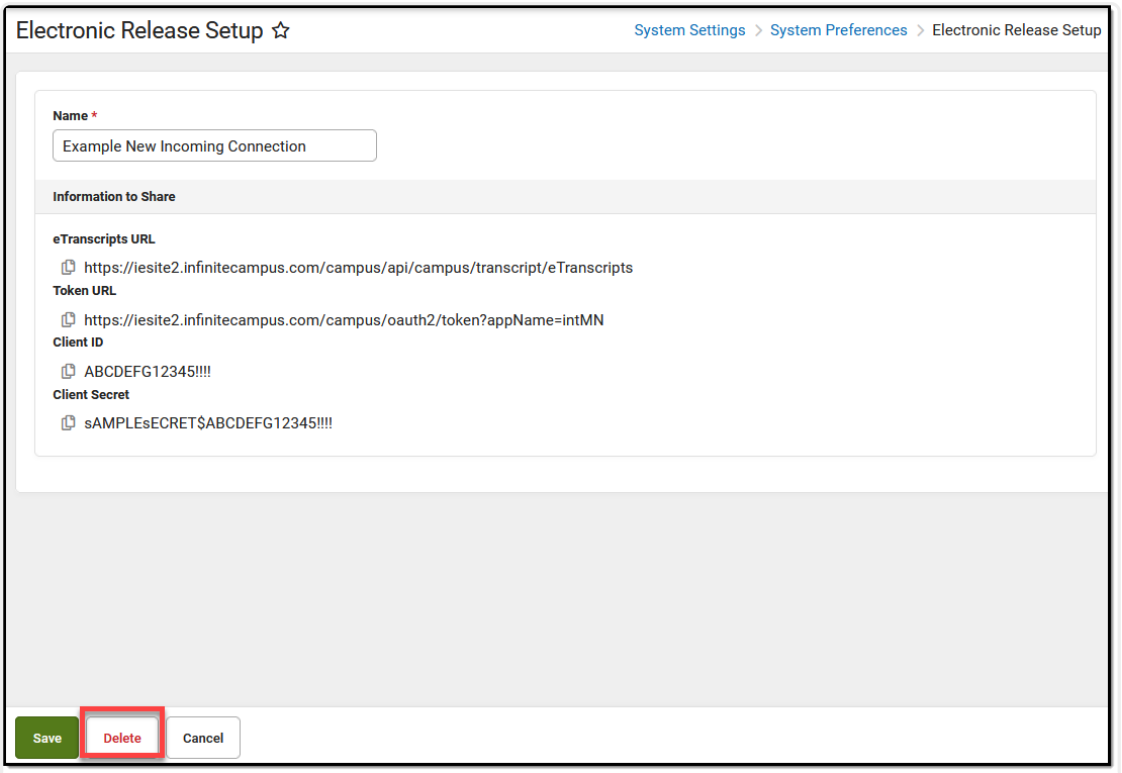

*Example of Information to Share with 3rd Party Transcript Vendor*

When the New Incoming Connection information is saved, it is displayed under that section of the Electronic Release Setup page. **The data record must be saved for use by your third-party transcript provider.**




*Saved Incoming Connection Record*

Click on the connection to view the details or delete the record. **If the record is deleted, the third-party transcript provider cannot use the connection information for transcripts.**




*Delete Incoming Connection Data*