

INTRODUCTION TO DATABASE MANAGEMENT

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Services

Special Olympics
Pennsylvania



Team Members in Database



Database Coordinator

- Responsible for the management of the local program's database.

Competition Coordinator

- Ensure all competitions are registered for sanctioning with Special Olympics Pennsylvania & Ensure that all forms and paperwork are submitted to register your program's delegation for advanced competitions.

Other Team members as needed

- Managers can contact SOPA Vsys Help email for new team long on



VSys One

Special Olympics Pennsylvania

You are logged in as **ckushner** (superuser); [change password](#)

Tools and reports:

Home

Refresh

People Search Advanced

Find a report

Home

People

Projects

Hours

Jobs

Screening

Reports

User reports

User tools

Letters/e-mails

Administrator tools

VSys Web

VSys Live

VSys Kiosk

Setup

News For U!

User Report **All Volunteers Non-Sports Certifications and VV Status** now includes both the status in the volunteer process and the final background check result.

Another new report has been added to show the status of **Unified Partners**. It has the same data as All Volunteers Non-Sports Certifications and VV Status, but also include Medical Certification.

Scheduled System Outages

The Indexing tool will run weekly on Saturday Mornings at 3am. The system will be down for a few hours. Thank you! SOPA VSys Team

Recent tools

- Find people by personal data
- Application forms
- Custom column report
- VSys Live sites and settings
- Advanced exporter
- Applications approval manager

Videos

- VSys One v3.0 New UI Introduction

Help

- Get support
- Online documentation
- Help
- Online videos/webinars

About VSys One

(version 3.1.0.92)

- About VSys One
- VSys One website

100%

1:38 PM
8/15/2016



Vsys Q&A

Basics –

- a) Terminal server
- b) Log in
 - i) Change password

People

- a) Finding people
- b) Adding athletes
- c) Duplicate records
- d) Editing addresses

Reports

- a) User reports

Projects

- a) Competition
- b) Vsyslive events

VsysLive

- a) Log in info

New Features

Q&A

Vsys Help



VsysOne

Welcome to the Vsys Information page. This page will be the home for the Tip sheets for doing various jobs in the new system. There will also be information about upcoming trainings and any new items that will be brought online over the next 6 months.

Help Email address - vsyshelp@specialolympicspa.org

Additional Program Team Volunteers on Vsys

If you currently have volunteers who manipulate data or add athletes to events please send me their names and emails addresses as database coordinators & competition coordinators. I apologies if this process is taking a long time, I am working on things as quickly as possible.

Additional Training

Please note Fall dates have been set aside for additional training – please email me the date you would like to attend.

VsysOne Tip sheets - <http://www.specialolympicspa.org/vsys-tips-info>