

Phase 2

- WISEgrants for IDEA and ESEA
- Projected release date June 2015

Same:

- Laws
- “Top - Down” format for ESEA
- Dropdown menus for costs
- Web-based claims
- Approval process for ESEA private school affirmations

Different:

- Software
- “Top-Down” format for IDEA
- More budget detail
- Passwords
- More flexibility for user rights
- Ability to sort and filter columns on screen
- Better audit trail

Security Overview

9

- **District Security Administrator (DSA)**
 - Uses the ASM tool to manages access to DPI's secure applications
 - Superintendent or an appointee
 - Assigns and removes WISEgrants Application Administrators in the ASM tool
 - List of current DSAs <https://apps2.dpi.wi.gov/ldsutil/admin/>
- **WISEgrants Application Administrators**
 - Assigns user access in the ASM tool
 - Assigns user rights in WISEgrants
 - Assigns District Authorizer in WISEgrants

Security Overview

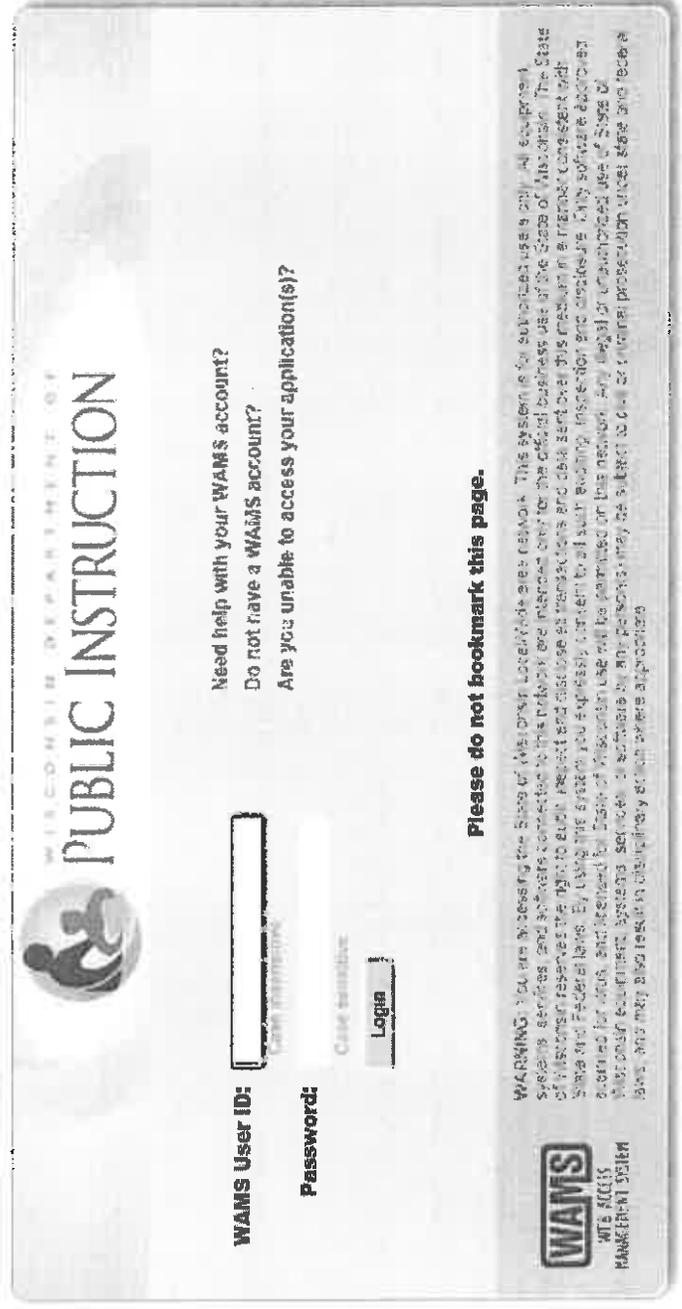
10

- **WISEgrants Users**
 - Users who will edit or view assigned grant applications
 - ✦ Program staff, fiscal staff, school leaders, district leaders, etc.
 - District Authorizer
 - ✦ Designee in the district to electronically sign forms and claims



Security Overview

- Secure Home
 - Secure webpage to access secure applications and tools
 - WAMS ID
- Use Secure Home to Login to the following:
 - ASM
 - WISEDash
 - SAFE
 - PTP
 - WISEgrants
 - Etc.



Step 1: Get Started

12

A. Determine who is the District's DSA

The DSA is the gatekeeper for security (ASM)

- <https://apps2.dpi.wi.gov/ldsutil/admin/>
- If a DSA is not assigned or if the DSA is incorrect, the *District Administrator* will need to complete this electronic form <https://helpdesk.dpi.wi.gov/DistrictAccess.html>
- ✦ The District Administrator need a WAMS ID to submit this form to the DPI helpdesk

Step 1: Get Started

13

- B. District leaders determine who will be the
 - WISEgrants Administrator(s)
 - WISEgrant Users
 - WISEgrant User(s) assigned with District Authorizer(s) rights

- C. WISEgrant Application Administrator(s) collect WAMS ID (not password) from all WISEgrant users



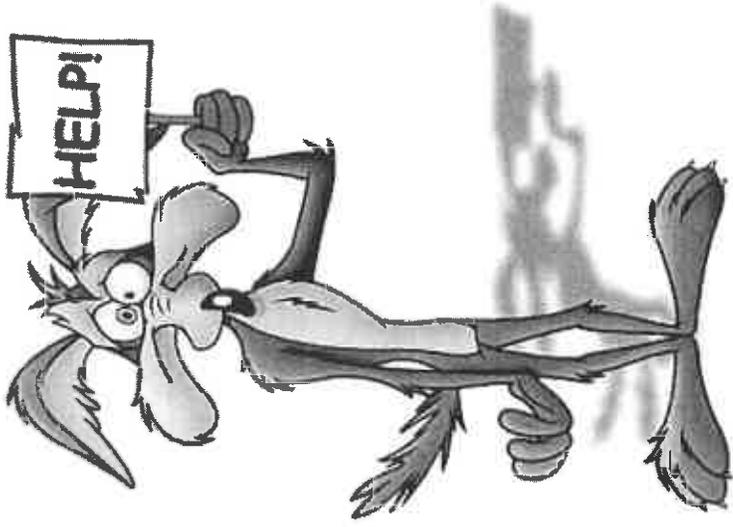
Link for Step-by-Step Instructions for WAMS IDs

<http://dpi.wi.gov/sites/default/files/imce/wise/pdf/wams-guide.pdf>

Step 2: Provide Access in ASM Tool

15

- A. DSA logs into the ASM tool and assigns access to the WISEgrant Application for the designated WISEgrants Application Administrator(s)
- B. WISEgrants Application Administrator(s) log into the ASM tool and assigns access to the WISEgrant Application to themselves AND the WISEgrant Users



Quick Start Video for the **ASM tool**

(for DSAs and application administrators)

<http://wise.dpi.wi.gov/sites/default/files/imce/wise/mp4/ASM140416.mp4>

If you have questions or need further assistance regarding the **ASM tool** (for DSAs and application administrators) please submit a ticket through DPI's Online Helpdesk

Help Ticket: <http://wise.dpi.wi.gov/asm-help-ticket>

Step 3: Provide Access in WISEgrants

17

A. WISEgrant Application Administrators logs into WISEgrants and

- 1) Views list of users given WISEgrants access in ASM
- 2) Edits access rights for WISEgrants Users
- 3) Provides District Authorizer rights to appropriate WISEgrants Users

B. WISEgrants Users can login to WISEgrants using Secure Home