

eSchool System Administrator forms are normally only used for startup of a brand new district or during a conversion.

If after reading the description below you still think you need the form, please contact Bobby Downum at 501.682.5249 for assistance.

eSchool System Administrator setup is normally handled by your district using one of the following methods. You may contact your field rep for help with either method.

- Granting resources.
- Copying the resources of another user.

If the Active Directory Account Manager needs to be changed, that form is available on the web.

The Active Directory Account Manager is a user with the ability to add Active Directory accounts, delete Active Directory accounts, and reset Active Directory account passwords. The ADAM does NOT have the ability to assign resources in eSchool unless also an eSchool System Administrator, but it is not required to be both and not uncommon for the duties to be separate. It is also possible to create an account in Active Directory that never uses eSchool (a Cycle Coordinator for example).

Remember that the Active Directory Account Manager and the eSchool System Administrator does not have to be the same person. Below is a common setup but in your situation you may have both duties.

Example Setup:

Active Directory Account Manager:

The person with the ability to add Active Directory accounts, delete Active Directory accounts, reset Active Directory passwords – this user is not able to grant resources in eSchool unless also one of the eSchool System Administrators.

xxxxajones (a user in the Tech department)

eSchool System Administrator:

The person with the ability to grant resources in eSchool – this user is not able to add Active Directory accounts, delete Active Directory accounts, reset Active Directory passwords unless also one of the Active Directory Account Managers.

xxxxasmith (a user in the main office)