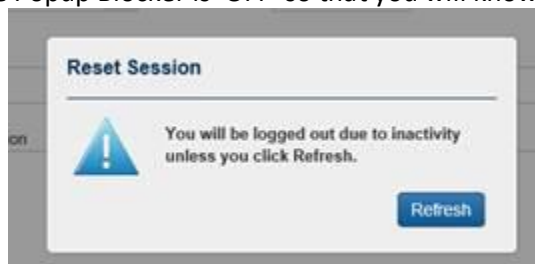


This email contains important information for lead teachers in Georgia's Pre-K Program. If you are receiving this email and you are no longer a Pre-K lead teacher, [click here](#) to unsubscribe.

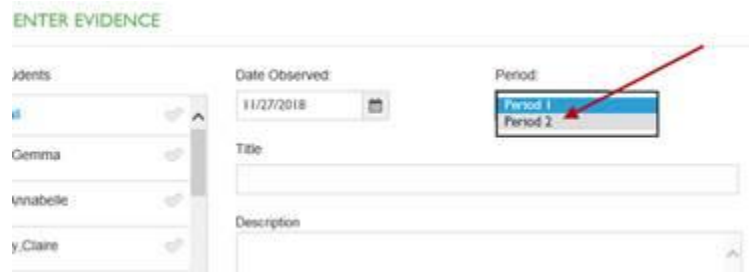
Dear Pre-K Teacher,

Below are a few important WSO updates/reminders before you leave for the holiday break:

1. Some of you have reported that notes or checklist ratings did not save and that after you entered them, the screen 'froze up and returned to the login page'. This is due to your session having timed out. You did not receive the timeout warning (shown below) due to settings on your computer that have the Popup Blocker turned 'ON'. Please ensure your settings reflect that the Popup Blocker is 'OFF' so that you will know if your session is about to be timed out.



2. Make sure all Period 1 Checklists are completed/finalized for each student before you leave for the holidays. As of November 27th, over 7,800 students do not have a P1 Checklist created.
3. Remember to change the Period setting on the 'Enter Evidence' screen when you are ready to switch to Collection Period 2. This will not happen automatically since all schools are on varying calendars and switch at different times. Once you save a note under a new Collection Period, it will default all subsequent notes to that same Period until you change it again.



4. Enjoy your holiday break!

Whenever you need assistance with WSO, submit a WSO Online Help Ticket at <http://www.decal.ga.gov/Prek/PreKChildAssessmentProgram.aspx>. We will respond as quickly as possible. The WSO Training Manual, recorded webinars, WSO 'How To' files and a WSO FAQ are all available to you on this same webpage.

Thank you,
Pre-K Assessment Team