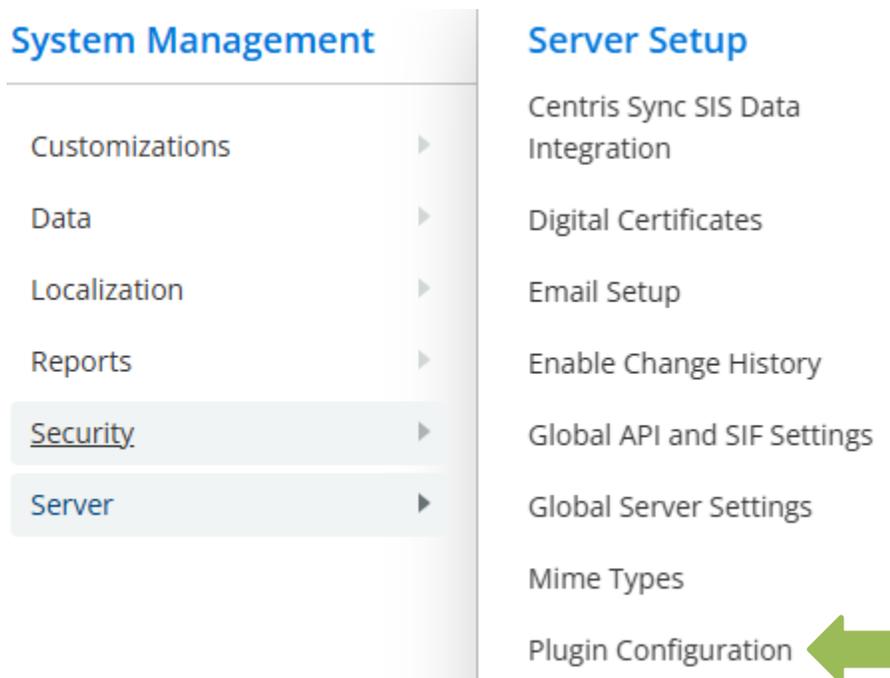


## How to Update the SchoolSoft Plugin in PowerSchool

Applies to:  Standalone Conference Manager System Admin and Office Admin  
 PowerSchool Conference Manager System Admin

The steps below pertain to updating an existing SchoolSoft Conference Manager SSO plugin that was previously installed in PowerSchool. Please note the screenshots below may differ depending upon the version and configuration of PowerSchool you are using

1. Login into PowerSchool with a PowerSchool Administrator account.
2. Navigate to the Plugin Configuration Page



The screenshot shows the 'System Management' sidebar on the left and the 'Server Setup' main content area on the right. In the 'System Management' sidebar, 'Security' and 'Server' are highlighted. In the 'Server Setup' area, 'Plugin Configuration' is highlighted with a green arrow pointing to it from the right.

3. Click the SchoolSoft Conference Manager Single Sign-on Plugin



SchoolSoft CM Single Sign-on	1.7	11/09/2021	<input checked="" type="checkbox"/>	Delete
SchoolSoft Data Integration Plugin	8.1	11/09/2020	<input type="checkbox"/>	Delete
SchoolSoft FM Single Sign-on	1.0	11/09/2020	<input type="checkbox"/>	Delete

4. Click the Update button  
**SchoolSoft CM Single Sign-on Setup**

General Information	
Plugin Name	SchoolSoft CM Single Sign-on
Plugin Description	Provides Single Sign On to SchoolSoft CM
Plugin Version	1.7
Publisher	SchoolSoft
Publisher Email	info@schoolsoft.com
Installed By	Schoolsoft, Conference
Installed/Updated On	11/09/2021
Enabled	True
Update Plugin	<a href="#">Update</a> 

#### Installed Resources

- Data Access Requests

5. Choose the file and navigate to the Plug-in file that was attached to the email from SchoolSoft and click the Submit button to complete the update process.

#### Plugin Update

Choose a new plugin version to install, or browse for a new plugin version.

Plugin Installation File	 <input type="button" value="Choose File"/> No file chosen	<input type="button" value="Submit"/>
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6. From the Plugin Configuration page you should see the new version of the plugin displayed.