

Session #18

Hands-On: Direct Loan Tools and EDExpress

Bob Martin

Bruce Honer

Ginger Klock

Sarah Adams

Kim Schreck

U.S. Department of Education



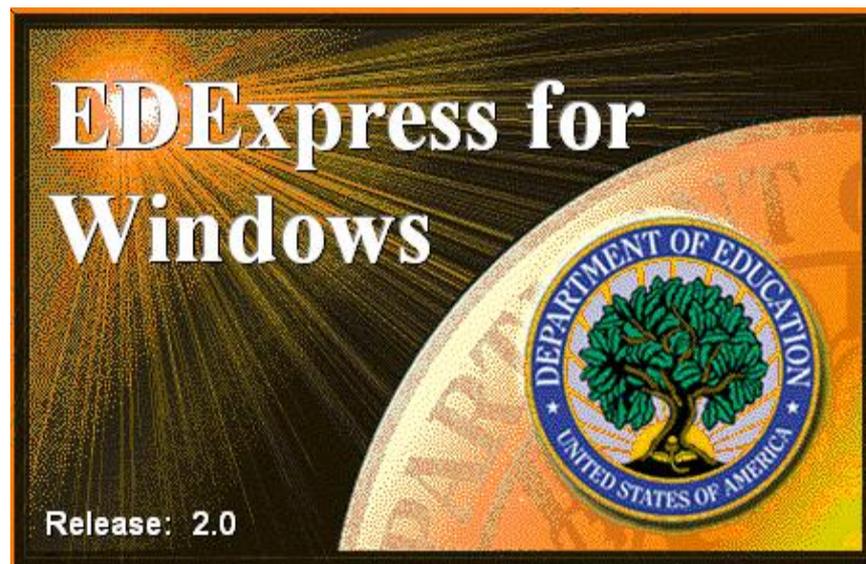
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FEDERAL STUDENT AID

Agenda

- Introductions
- What is EDESuite?
- Where Can I Obtain Help?
- Contact Information
- EDExpress Online Training Login

What is EDESuite?

- **EDESuite** is a set of three software products provided free of charge to assist schools in managing their grant and loan aid
- The products are:
 - EDEExpress
 - Direct Loan Tools
 - SSCR/Enrollment Reporting



What is EDESuite?

- EDEExpress modules
 - **Global:** Includes student demographic record, reporting, and default EDEExpress settings
 - **App Express:** Interfaces with the FAA Access to CPS Online website; imports, stores, displays, and prints ISIRs
 - **Packaging:** Packages student financial aid awards

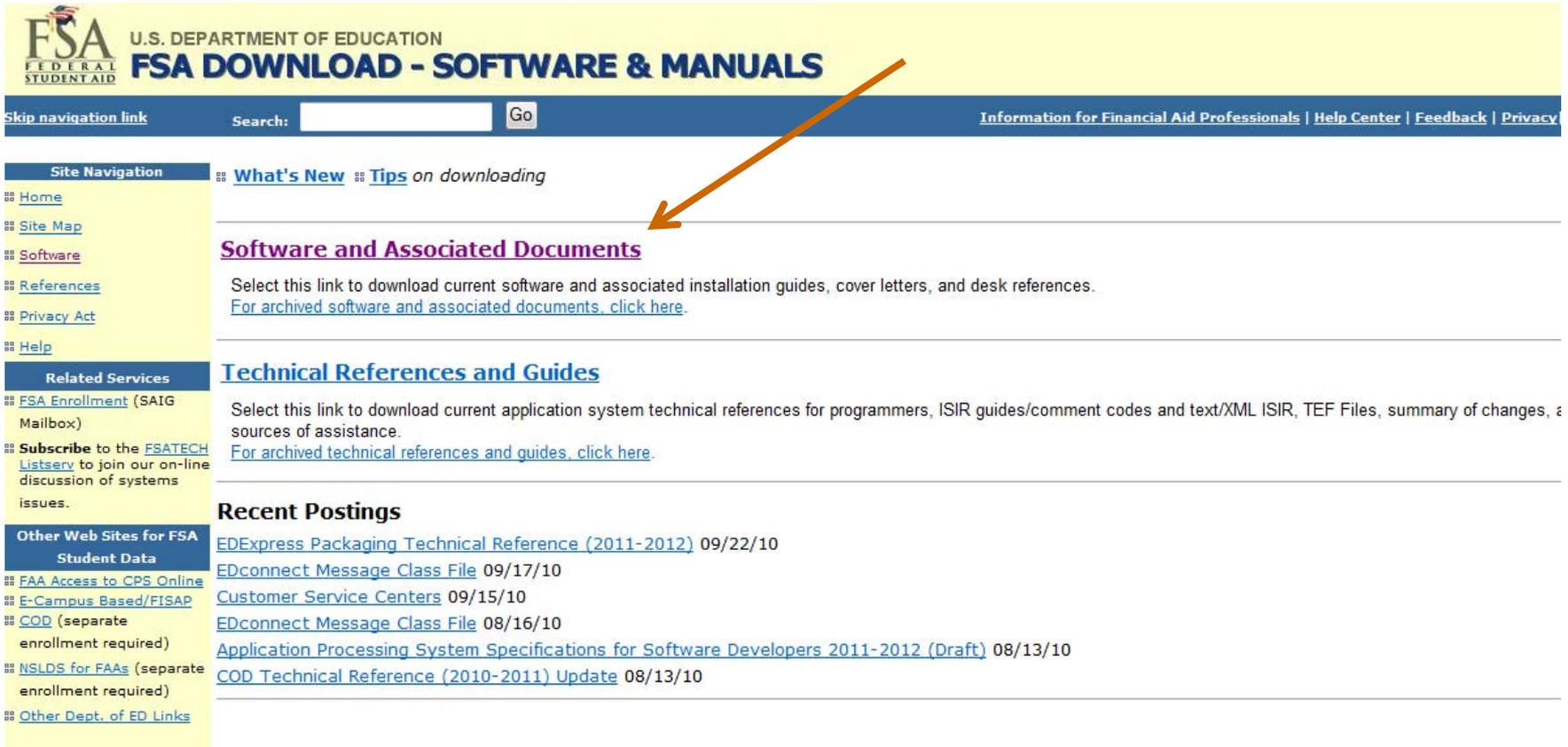
What is EDESuite?

- EDEExpress modules (cont.)
 - **Direct Loan:** Create Direct Loan records and process data through the COD System
 - **Pell:** Create Pell Grant records and process data through the COD System
 - **TEACH Grant:** Create TEACH Grant records and process data through the COD System

What is EDESuite?

- **Direct Loan Tools**
 - Enables schools to compare and print the SAS in a readable format, track cash receipts, and rebuild the EDExpress Direct Loan module if needed
- **SSCR/Enrollment Reporting**
 - Import, update, and export the Student Status Confirmation Report

Where to Find EDExpress?



FSA U.S. DEPARTMENT OF EDUCATION
FEDERAL STUDENT AID **FSA DOWNLOAD - SOFTWARE & MANUALS**

Skip navigation link Search: Go Information for Financial Aid Professionals | Help Center | Feedback | Privacy

Site Navigation :: [What's New](#) :: [Tips on downloading](#)

- Home
- Site Map
- Software
- References
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- Help

Related Services

- [FSA Enrollment \(SAIG Mailbox\)](#)
- [Subscribe to the FSATECH Listserv](#) to join our on-line discussion of systems issues.

Other Web Sites for FSA Student Data

- [FAA Access to CPS Online](#)
- [E-Campus Based/FISAP](#)
- [COD](#) (separate enrollment required)
- [NSLDS for FAAs](#) (separate enrollment required)
- [Other Dept. of ED Links](#)

[Software and Associated Documents](#)

Select this link to download current software and associated installation guides, cover letters, and desk references.
[For archived software and associated documents, click here.](#)

[Technical References and Guides](#)

Select this link to download current application system technical references for programmers, ISIR guides/comment codes and text/XML ISIR, TEF Files, summary of changes, & sources of assistance.
[For archived technical references and guides, click here.](#)

Recent Postings

- [EDExpress Packaging Technical Reference \(2011-2012\)](#) 09/22/10
- [EDconnect Message Class File](#) 09/17/10
- [Customer Service Centers](#) 09/15/10
- [EDconnect Message Class File](#) 08/16/10
- [Application Processing System Specifications for Software Developers 2011-2012 \(Draft\)](#) 08/13/10
- [COD Technical Reference \(2010-2011\) Update](#) 08/13/10

Where Can I Find EDExpress?

<https://www.fsadownload.ed.gov/>

EDExpress User Documentation:

- Desk References
- Cover Letters
- Installation Guides
- Help Text

FSAdownload.ed.gov

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- Other Web Sites for FSA
- Student Data
- FAA Access to CPS Online
- E-Campus Based/FISAP
- COG (separate enrollment required)
- NSLDS for FAAs (separate enrollment required)

[Direct Loan Tools Release 11.0](#)

Student Aid Internet Gateway Software and Documentation

Description: Direct Loan (DL) Tools for Windows, Release 11.0 is a multi-year Windows-based application designed to provide the following functionality related to all Direct Loan schools' software:

- Compare the School Account Statement (SAS) to loans and actual disbursements recorded in EDEExpress or an external file, and/or compare the SAS to the DL Tools Cash database.
- Print the SAS in a readable format.
- Track Cash Receipts (drawdowns) and Refunds of Cash
- Rebuild your Direct Loan origination and disbursement records in EDEExpress using an automated process.

DL Tool

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- Select the item you need—Installation Guide, Cover Letter, Technical Reference, etc.

EDEExpress 2011-2012

[EDEExpress Technical Support](#) Telephone: 800-330-5947

[Click here to download a free Adobe or Word viewer.](#)

[Click here for general help instructions on downloading files.](#)

Document Title	Document Format	Date Posted	File Size	Download Time
Release 3.0				
<i>Documentation</i>				
Installation Guide	PDF Format	01/03/2011	370 KB	1 min @56kbps
Release 3.0 Cover Letter	PDF Format	06/17/2011	131 KB	23 sec @56kbps
Release 2.0 Desk Reference	PDF Format	06/17/2011	1.5 MB	4 min @56kbps
Technical Reference				

Where Can I Obtain Help?

- Visit the PC Lab at the conference
 - www.ifap.ed.gov:
 - Webinar Training
 - EDEExpress Online Training (WBT)
 - Publications
 - FSAtech (Listserv for technical discussions and questions)
- <http://www.ed.gov/offices/OSFAP/services/fsatechsubscribe.html>

Where Can I Obtain Help?

CPS/SAIG Technical Support:

- Phone: 800-330-5947
- TDD/TTY services: 800-511-5806
- E-mail: CPSSAIG@ed.gov
- Representatives are available Monday through Friday, 8 a.m. to 8 p.m. ET

Contact Information

We appreciate your feedback and comments. We can be reached at:

Bob Martin

- Phone: 214-661-9454
- E-mail: Bob.Martin@ed.gov

Sarah Adams

- Phone: 312-730-1514
- E-mail: Sarah.Adams@ed.gov

Bruce Honer

- Phone: 415-486-5521
- E-mail: Bruce.Honer@ed.gov



EDExpress Online Training Login

- To begin hands-on exercises, create User ID and Password to access web-based training (WBT) on IFAP website
- After login, choose an EDExpress module or the DL Tools course from training main menu, then choose a lesson to begin
- Raise your hand for assistance
- Feel free to return throughout the conference or sign into WBT at home to complete additional lessons

EDExpress Online Training Login

Federal Student Aid - IFAP: Home - Windows Internet Explorer

http://ifap.ed.gov/ifap/

File Edit View Favorites Tools Help

Search: GO

Advanced Search

My IFAP

- System & Processing Links - Application
- System & Processing Links - Programs
- System & Processing Links - Transmission
- Participation Links - Application
- Participation Links - Audits
- Participation Links - Programs
- Funding Links
- Resource Links
- Financial Partners Links
- Federal Loan Servicer Links
- Student & Parent Links - Application
- Student & Parent

Information for Financial Aid Professionals (IFAP)

The Information for Financial Aid Professionals (IFAP) Web site consolidates guidance, resources, and information related to the administration and processing of Title IV federal student aid into one online site for use by the entire financial aid community.

The most recent postings to the site are listed in the [What's New](#) section.

Tools for Schools
Click on this box to access online and computer-based training resources.

Worksheets, Schedules, & Tables
Click on this box to access worksheet, schedule, and table resources.

Publications
Click on this box to access program-related and processing-related publications.

Processing Resources
Click on this box to access program and system processing information and materials.

Hot Topics

- [Net Price Calculator](#)
- [Negotiated Rulemaking 2009/2010](#)
- [Federal Student Aid Data Center](#)
- [Disaster Assistance](#)

Gainful Employment

Links to information for gainful employment

[Information Page](#)

Default Prevention

Links to information for default prevention

[Information Page](#)

Direct Loan Information

Links to information for potential and participating Direct

Internet 100%



EDExpress Online Training Login

Federal Student Aid - IFAP: Tools for Schools - Windows Internet Explorer

http://ifap.ed.gov/ifap/toolsforschools.jsp

File Edit View Favorites Tools Help

Favorites Suggested Sites Web Slice Gallery

Federal Student Aid - IFAP: Tools for Schools

Home Getting Started What's New Calendar iLibrary Training Help Feedback

Search: GO

Advanced Search

My IFAP

- System & Processing Links - Application
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- System & Processing Links - Transmission
- Participation Links - Application
- Participation Links - Audits
- Participation Links - Programs
- Funding Links
- Resource Links
- Financial Partners Links
- Federal Loan Servicer Links
- Student & Parent Links - Application
- Student & Parent

Tools for Schools

Federal Student Aid offers online and computer-based training resources to assist in working with Title IV federal student aid programs, software, and systems.

To access these resources, click on the applicable link below.

Tools for Schools

- [COD Computer-Based Training](#)
- [Conference Presentations](#)
- [EDExpress Online Training \(WBT\)](#)**
- [Campus-Based Computer-Based Training](#)
- [FSA Assessments](#)
- [FSA COACH \(Web Based Training\)](#)
- [ISIR Analysis Tool](#)
- [Net Price Calculator](#)

Internet 100%



EDEExpress Online Training Login

EDEExpress Training - Windows Internet Explorer
http://ifap.ed.gov/edexpress/1112index.html

File Edit View Favorites Tools Help

IFAP Home | 2011 Training: WBT | 2011 Training: Text Only | 2010 Training

The Office of Federal Student Aid's Training and Information Services Division (TISD) is proud to offer you seven courses introducing the functions of EDEExpress for Windows and a new Direct Loan (DL) Tools for Windows course.

New! DL Tools Training Available

Federal Student Aid is pleased to offer seven new interactive lessons introducing you to major functions of the Direct Loan (DL) Tools for Windows software. These new lessons can be found on the training main menu.

User ID and Password for WBT Version

When you launch the Web-based training (WBT) version of EDEExpress Online Training, you are prompted to create a User ID and Password or enter existing login credentials. Your User ID and Password must be 4 to 8 characters.

When creating your User ID and Password, be aware this is not a secure site. You should NOT create login credentials used with other secure Web sites. If you forget your User ID and Password, you must create new login credentials.

The WBT version of the course is not compatible with screen reader software.

System Requirements for WBT Version

To run the WBT version of EDEExpress Online Training, you will need a computer, an Internet connection, Microsoft Internet Explorer version 6.0 or higher, and Adobe Flash Player 7.0 or higher. No additional programs are required to run the course.

Text Only Versions of EDEExpress and DL Tools

Later in 2011, Federal Student Aid will be pleased to offer text-only versions of EDEExpress and DL Tools Online Training lessons, together with interactive software exercises and training-only versions of each software product. These lessons will be compatible with screen reader technology.

EDEExpress 2011-2012 Online Training

Log In

Use the links provided (on the menu above or the links below) to select the appropriate cycle year and course type.

If you require the assistance of a screen reader, please use the link to the Text Only Version.

2010-2011 2011-2012

Access Prior Year Training **WBT Text Only**



EDEExpress Online Training Login

EDEExpress Training - Windows Internet Explorer

http://ifap.ed.gov/ifap/edexpress/basicslogin.jsp?cycle=12

File Edit View Favorites Tools Help

EDEExpress Training

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**EDEExpress 2011-2012
Online Training**

IFAP Home | 2011 Training: WBT | 2011 Training: Text Only | 2010 Training: WBT | 2010 Training: Text Only

Log In to EDEExpress 2011-2012 Online Training

Returning Users
If you are a returning user, enter your user ID and password below and click on the Returning User button

Enter User ID: (4 to 8 characters)

Enter Password: (4 to 8 characters)

New Users
If you are a new user, click on the New User button



IFAP Home | 2011 Training: WBT | 2011 Training: Text Only | 2010 Training: WBT | 2010 Training: Text Only

Done Internet 100%



EDEExpress Online Training Login

The screenshot shows a Windows Internet Explorer browser window titled "EDEExpress Training - Windows Internet Explorer". The address bar displays "http://ifap.ed.gov/ifap/EDEExpressBasicsServlet". The browser's menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The address bar also shows "SnagIt" and "Live Search" icons. The page content features the "START HERE GO FURTHER FEDERAL STUDENT AID" logo on the left and the title "EDEExpress 2011-2012 Online Training" on the right. A navigation bar contains links: "IFAP Home | 2011 Training: WBT | 2011 Training: Text Only | 2010 Training: WBT | 2010 Training: Text Only". The main heading is "Log In to EDEExpress 2011-2012 Online Training" with a sub-heading "New User Log In". The instructions state: "Create your user ID and password for EDEExpress 2010-2011 Online Training. Both your user ID and your password must be at least 4 characters and no longer than 8 characters. Both fields must contain only letters and numbers. Special characters (e.g., %, \$, #, or ?) will not be accepted." The form includes three input fields: "Enter User ID: (Enter 4 to 8 characters)", "Enter Password: (Enter 4 to 8 characters)", and "Re-enter Password to confirm: (Enter 4 to 8 characters)". A "Log In" button is positioned below the fields. A warning message reads: "It is important to note that this data is not secured. Your user ID and password should NOT be the same as your EDEExpress user ID and password or any other user name and password. Remember, this data is NOT secured." To the right of the form is a stylized tree graphic with a dark trunk and a canopy of blue and white spirals. The footer of the page repeats the navigation links. The browser's status bar at the bottom shows "Internet" and "100%".



EDEExpress Online Training Login

EDEXpress Training - Windows Internet Explorer

http://ifap.ed.gov/ifap/edexpress/edexuserinfo2.jsp

File Edit View Favorites Tools Help

EDEXpress Training

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EDEXpress 2011-2012 Online Training

IFAP Home | 2011 Training: WBT | 2011 Training: Text Only | 2010 Training: WBT | 2010 Training: Text Only

Log In to EDEExpress 2011-2012 Online Training
New User Log In

Please answer the following questions about your school and your use of EDEExpress.

At what type of institution do you work?

How many aid applicants does your school have?

What is the highest degree offered by your institution?

How does your school use EDEExpress?

Which modules of EDEExpress does your school use? (Select all that apply)

Global Direct Loan Don't Know

App Processing Pell

Packaging TEACH

Which modules of EDEExpress do you personally use? (Select all that apply)

Global Direct Loan Don't Know

App Processing Pell

Packaging TEACH

Do you use DL Tools?

How many years have you used EDEExpress?

Launch Training



EDExpress Online Training Login



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