

Binder

Secure Document Management in Infinite Campus

Binder is a fully integrated document management solution that allows districts to efficiently upload, organize, distribute, and retrieve student documents directly within Infinite Campus. Whether managing assessment reports, records requests, proof-of-residency documents, or other student files, Binder eliminates manual processes and makes large-scale document management fast and simple.

With powerful bulk upload functionality, districts can upload thousands of PDF documents at once, automatically match files to students using identifiers such as Student Number, and publish documents directly into shared document modules within Infinite Campus. Binder also provides secure document retrieval tools, allowing authorized staff to quickly locate, preview, download, and package student documents for records requests and transfers.

Benefits

- Fully integrated with Infinite Campus
- Eliminates manual document filing and distribution
- Upload and publish thousands of documents in minutes
- Automatically matches documents to student records
- Reduces errors through pre-upload analysis and validation
- Simplifies records requests and student transfers
- Supports assessment reports, residency documents, enrollment paperwork, and more
- Secure access to student documents for authorized users
- Saves staff time while improving document organization and accessibility

Key Features

Infinite Campus Integration

- Documents are stored directly within Infinite Campus document modules, eliminating duplicate storage systems and manual imports.

Bulk Document Upload

- Upload thousands of documents simultaneously and automatically match files to students using Student Number or other identifier formats.

Intelligent File Matching

- Analyze files before publishing to verify document-to-student matches and identify potential errors before processing.

Module-Specific Publishing

- Publish documents to district-defined document repositories, including a shared documents tab for Parent Portal, for easy access by authorized staff.

Bulk Assessment & Report Distribution

- Quickly distribute assessment reports, STAR reports, MAP Reports, and other student-specific documents to large groups of students.

Records Request Support

- Generate downloadable ZIP files containing selected documents for records transfers, audits, and records requests.

Flexible Configuration and File Support

- Customize document modules, file naming conventions, identifier matching methods, and upload settings. Upload and use a variety of file types, including CSV, PDF, and DOC files.

Upload Management

- Easily verify, modify, or reverse uploads for greater control and accuracy.

