

Class Reporting Manager

What is this?

The Class Reporting Manager (CRM) is where programs enter and monitor information for teachers and students in the new GAPREK Provider Portal.

- Data for teachers, additional staff, and substitutes can be added, edited, moved, and removed to ensure accuracy of reporting.
 - The CRM is integrated with the GaPDS system to verify teacher credentials and certifications based on the teacher's GaPDS number.
- Data for students (including returning students and those from waiting lists) can be added, edited, moved, and removed to ensure accuracy of enrollment.
 - Programs can also manage attendance overlap and potential duplicate students (which might include uploading student documentation) in the CRM.

Who can access the CRM?

- Primary Authorized User
- Project Director
- Site Director
- Data Management User

For information on User Roles, please click [here](#).

What if I need help?

For support with the Class Reporting Manager (CRM), refer to the following resources:

- [GAPREK Provider User Guides](#)
- [Video tutorials](#)
- [Provider FAQs](#)
- [GAPREK website](#)
- Click the 'Contact Pre-K' button on your GAPREK navigation bar

What if I still have questions?

If you have additional questions, please contact your Georgia's Pre-K Specialist or GAPREK.support@decal.ga.gov.