

# How to Install Level Data Directory Manager Screen Plugin 1.4.0 for PowerSchool 23.5+

With the release of PowerSchool 23.5 (released May 2023), PowerSchool introduced a new “Enhanced User Interface” feature which implements an entirely new navigation structure to all PowerSchool pages. This new navigation structure required that our Level Data Apps services be restructured to comply with these new layout requirements.

Any customers choosing to use the new Enhanced User Interface feature and that also utilize Level Data’s directory services must update their Level Data Directory Manager Screen plugin to a minimum version of 1.4.0 to ensure that a link to the Level Data Directory Manager screen is present in the Enhanced User Interface’s navigation structure.

Please note that if you do not have the Level Data Directory Manager Screen plugin installed, then a Directory Manager screen was not implemented on your PowerSchool instance by Level Data, or your Directory Manager screen uses PowerSchool’s built-in custom student screens feature. In either case, no action is required.

It is our recommendation that regardless of whether you choose to use the new Enhanced User Interface or not, that you update your Level Data Directory Manager Screen plugin to ensure compatibility with PowerSchool.

## How to Install/Update to 1.4.0

**Requirements** - We require that Custom Page Management (CPM) is enabled and that the PowerSchool supported “**Plugin Management Configuration**” page is used to install, delete, enable, and disable plugins. This means that we do not support custom web root installations of our plugins.

The Plugin Management Dashboard can be found by navigating to:

### **Original User Interface:**

- Start Page > System > System Settings > Plugin Management Configuration

### **Enhanced User Interface:**

- Start Page > System Management > Server > Plugin Configuration

If you run into any issues along the way or have additional questions, submit a ticket to [helpdesk@leveldata.com](mailto:helpdesk@leveldata.com).

## 1. Removal of Old Level Data Directory Manager Screen Plugin

Prior to installing version 1.4.0 of the Level Data Directory Manager Screen plugin, the old version of the plugin must be removed.

1. Navigate to the **Plugin Management Dashboard**.
2. Find the row with a plugin name of **Level Data Directory Manager Screen**. Note that the Level Data Directory Manager Schema plugin should not be deleted or updated.
3. Click the **Delete** button on the right side under the **Actions** column.
4. On the **Delete Plugin** confirmation box, select **Yes** to confirm that you want to delete the plugin.

### [Form](#)

## 2. Installation of New Level Data Directory Manager Screen Plugin

After removing the old version of the Level Data Directory Manager Screen plugin, the new version must be installed. If you haven't done so already, make sure the Level Data Directory Manager Screen plugin zip file is saved to your computer.

1. Navigate to the **Plugin Management Dashboard**.
2. Click the **Install** button on the upper right-hand side of the page.
3. Depending on your browser, on the Plugin Install page, click the **Choose File** or **Browse** button.
4. Navigate to the location where the new Level Data Directory Manager Screen plugin is saved and choose the file named **Level\_Data\_Directory\_Manager\_Screen-1.4.0.zip**. Click the **Open** button, then click **Install**.
5. On the **Plugin Management Dashboard**, find the row with the plugin name of **Level Data Directory Manager Screen**. Check the box under the **Enable/Disable** column. On the **Enable Plugin** drawer that slides out, click the **Enable** button.