

Ad Hoc Reporting: State Distributed Reports

This document contains a list of reports that are distributed at the State Level from the State's StudentInformation Pristine Database. This database is always kept at the most current version of StudentInformation. In order for your ITC to sync down any reports listed within this document, your ITC database version of StudentInformation must match the State Support Pristine database version.

ITC Sytem Admins must run syncer option 64 in order to download any reports listed in this document. Only one version of any vendor extract will be kept at he state level, if customization is needed for a school district the ITC or district may create a copy of the state level report and make modifications. However; if the vendor has changed the formatting and those changes have not been made on the state level report, please submit a helpdesk ticket and provide the new documentation if it is available and the ProgressBook Support team will work with the vendor to ensure the state level distributed report is updated

Assessment		
Report Name	Report Description	Last Modified
ACT Pre-ID	Used to create the Pre-ID file to upload for the ACT State Test day for 11th grade students.	07/25/2018
FY19 - Preschool ELA Pre-ID Enrollment File	This report creates the Enrollment file as part of the 2018 Preschool ELA Pre-ID process.	08/30/2018
FY19 - Preschool ELA Pre-ID Student	This report produces the 2018 Pre-ID student file for students taking the Preschool ELA Assessment. File should be saved as a CSV file	08/30/2018
FY19 - Preschool ELA Pre-ID Teacher File	Provides a file of Preschool Teachers needed to complete the 2018 PS ELA PRE-ID process. Run in conjunction with the Student File report and the Enrollment File Report	08/30/2018
JVS ACT Pre-Id	Used to create the Pre-ID file to upload for the ACT State Test day for 11th grade JVS students. Reporting High School School Code fields is filled out with HomeSchool IRN field. To be run by JVS Schools.	07/25/2018
Preschool ELA Pre-ID Enrollment File	This report creates the Enrollment file as part of the Preschool ELA Pre-ID process.	08/22/2017
Preschool ELA Pre-ID Export	This report produces the Pre-ID student file for students taking the Preschool ELA Assessment. File should be saved as a CSV file	08/10/2017
Preschool ELA Pre-ID Teacher File	Provides a file of Preschool Teachers needed to complete the PS ELA PRe-ID process. Run in conjunction with the Student File report and the Enrollment File Report	07/25/2018
SAT Pre-ID File	Used to create the Pre-ID file to upload for the SAT State Test day for 11th grade students. This report contains any 11th grade student with FTE > 0.	07/25/2018

Attendance		
Report Name	Report Description	Last Modified
Absence Intervention Letter		04/16/2018
Absence Thresholds Detail	Lists the type of threshold each student has exceeded and the trigger date(s). If a trigger date is within the last 7 days of running the report, it is highlighted in blue.	07/25/2018
Absence Thresholds Summary	Lists the type of threshold each student has exceeded and the trigger date(s). If a trigger date is within the last 7 days of running the report, it is highlighted in blue.	07/25/2018
Attendance Process Warnings	Identifies absences that are skipped during the calculations and displays messages to indicate the issues.	07/25/2018
Attendance Process Warnings Detail	Identifies absences that are skipped during the calculations and displays messages to indicate the issues.	07/25/2018
Attendance Skipped Student	Identifies students that are skipped during the calculations and displays messages to indicate the issues.	07/25/2018
Attendance Skipped Student Detail	Identifies students that are skipped during the calculations and displays messages to indicate the issues.	04/30/2018
Consecutive Absence Detail	Identifies if any students have met or exceeded at least 15 hours of consecutive unexcused absences. If there are no consecutive absences for a student, you receive the message, "No Data Qualified for this Report."	07/25/2018
Consecutive Absence Summary	Identifies if any students have met or exceeded at least 15 hours of consecutive unexcused absences. If there are no consecutive absences for a student, you receive the message, "No Data Qualified for this Report."	07/25/2018
Daily Absence Detail	Lists each absence during the school year for all students. This report does not identify absence thresholds.	07/25/2018
Daily Absence List		07/25/2018
Daily Absence List Detail		07/25/2018
Daily Absence Summary	Lists each absence during the school year for all students. This report does not identify absence thresholds.	07/25/2018
Daily Attendance Detail	Provides Excel/CSV compatible list of student attendance filtered by date or date range.	07/25/2018
Daily Period Attendance Detail	Provides Daily Period attendance	07/25/2018
Daily Period Attendance Summary	Provides Daily Period attendance	07/25/2018
Monthly Absence Detail	Displays all student absences by month and identifies if they are approaching or have exceeded the threshold for each month.	07/25/2018
Monthly Absence Summary	Displays all student absences by month and identifies if they are approaching or have exceeded the threshold for each month.	07/25/2018

Monthly Absence Summary - By Building	Displays all student absences by month and identifies if they are approaching or have exceeded the threshold for each month.	07/25/2018
Yearly Absence Detail	Provides a summary of the yearly totals for all student absences. From this report, you can run the Daily Absence Summary, Consecutive Absences Habitual Truancy, Monthly Habitual Truancy and Excessive Absences, and Attendance Thresholds reports for just one student by clicking on Daily, Consecutive, Monthly, or Threshold respectively in the row of their name.	07/25/2018
Yearly Absence Detail with Perfect Attendance		07/25/2018
Yearly Absence Summary	Provides a summary of the yearly totals for all student absences. From this report, you can run the Daily Absence Summary, Consecutive Absences Habitual Truancy, Monthly Habitual Truancy and Excessive Absences, and Attendance Thresholds reports for just one student by clicking on Daily, Consecutive, Monthly, or Threshold respectively in the row of their name.	07/25/2018

Discipline		
Report Name	Report Description	Last Modified
Discipline Actions for Special Education Students	Provides a list of students with disabilities and any discipline actions they may have	07/25/2018
Discipline by Ethnicity Count	Provides a summarized table of the number of incidents by ethnicity based on specific filtering options.	07/25/2018
Discipline Demerit Detail	Displays unsummarized data of the Student Demerit Summary Report	07/25/2018
Discipline Demerit Summary	Displays Student Demerit report and supplied a total. Provides post filter option to range filter on total demerits.	07/25/2018
Discipline Detail	Provides Excel/CSV compatible list of students with discipline actions and infractions.	07/25/2018
Incident Letter		
Students Without Discipline Report	A listing of students that do not have any discipline incidents for the school year selected. Returns Grade Level, Student Number, Student Name, Student Status and Homeroom	07/25/2018

Eligibility		
Report Name	Report Description	Last Modified
End Of Course Evaluation	Provides an evaluation of Students who have or have not taken the End Of Course Tests. If the student scores below a 2 it colors them in red. If a student has never taken an assessment, the student information is colored in red. If students have assessment scores but none are End Of Course the student shows no score information.	07/25/2018
End Of Course Performance Detail	Provides Excel Compatible format of End Of Course Performance Summary Report.	07/25/2018
End Of Course Performance Summary		07/25/2018
Grad Point Assessment Remediation	Report provides Grad Point Assessment test Listing for End of Course, OCTCA Industry Credential and Work Key with score filtering for below a certain score (default value 3).	07/25/2018

EMIS		
Report Name	Report Description	Last Modified
CTE Concentrator Detail	Provides CTE Concentrator information	07/25/2018
EMIS Admission Calendar Comparison		07/25/2018
EMIS Attendance Hours Summary		07/25/2018
EMIS FD Detail	Provides EMIS FD Tab Detail information in Excel Compatible Format.	07/25/2018
EMIS FN Attributes Detail	Provides EMIS FN Tab Attribute information in Excel Compatible format.	07/25/2018
EMIS FN Graduate Detail	This report will show the fields required on the FN Graduate Tab.	07/25/2018
EMIS FS Standing Attendance Detail	Provides EMIS FS Standing Tab Detail information in Excel Compatible Format.	07/25/2018
Gifted Detail	Provides Gifted Detail information for each student.	07/25/2018
Gifted Summary	Provides Gifted Summary By Student	07/25/2018
MOA Summary	Report to be run after MOA EMIS process has been run. Pulls Effective FS and FN Data along with District Withdrawal Date in order to verify Non-MOA students. Default Filter to Non-MOA only.	07/25/2018
Non-Report To EMIS	Provides a list of students who are marked as Not Reported to EMIS	07/25/2018
Period G Core Summary		07/25/2018
Preschool Student Coding	This report will provide a listing of all Preschool students, their EMIS situation and will point out students with situations that need updated to a new situation.	07/25/2018
STAT Detail		07/25/2018
State Assessment Below Reported Score Report	Provides State Assessment data with additional filter where scores are less than a specific scoring value. That value is variable and dependent on what you enter when running the report.	07/25/2018
State Assessment Report	Provides a report that will allow pull all assessment test types and parts based on student's enrollment year and test year.	07/25/2018
Sub-Calendar Hours Analysis		07/25/2018
Third Grade Testing Diagnostic Detail	Report will show diagnostic results for students in grades KG - 3.	07/25/2018

EMIS Admin

Report Name	Report Description	Last Modified
SSID Search	Search for SSID within a district	07/13/2017

Fees		
Report Name	Report Description	Last Modified
Course Fee Analysis Detail	Provides an excel compatible version of the Course Fee Analysis Report	07/25/2018
Course Fee Analysis Summary	Provides PDF version of the Course Fees balance information by FeeCode	07/25/2018
Outstanding Fee Balances By Accounting Code	Provides a list of students by accounting code who have outstanding balances	07/25/2018

ITC

Report Name	Report Description	Last Modified
ITC Student Count Report	Gets Student Count for each district in the ITC.	12/04/2016
ITC Vendor Security List	Provides an ITC Wide active Vendor List with associated Districts/Buildings and the roles that have been assigned.	

Medical

Report Name	Report Description	Last Modified
Immunization Matrix	Provides a list of students who have immunization series information in a format where you can easily see which series are entered and which ones are missing.	07/25/2018
Latest Dental Screening	Provides the most recent Dental Screening Available.	07/25/2018
Latest Hearing Screening	Shows the most recent student hearing screening result for all students.	07/25/2018
Latest Vision Screening	Provides the latest student vision screening information	07/25/2018
Student Immunization Summary	Provides 1 Sheet per student report on Immunization data	07/25/2018

Scheduling		
Report Name	Report Description	Last Modified
5 Credit Rule Check	Report for EMIS Coordinators to run against 9-12 students and see who has met the 5 credit attempted rule for the year and who has not according to their schedule. Best viewed in Excel.	07/25/2018
Student Location	Student report that shows where a student is at in the building each period of the day.	07/25/2018
Student Schedules	Basic Report that Provides All Student Schedule Information In Excel Formatting	07/25/2018
Unapproved Course Request Detail	Provides a list of students who have unapproved course requests	07/25/2018

School		
Report Name	Report Description	Last Modified
Active User Security Audit	Provides list of Active Users and the groups, roles and buildings they have access to within StudentInformation. Optional Post Filtering: User Is Active, User Is Enabled, & User Type.	07/03/2018
Building Ethnicity Count	Provides a local ethnicity code count by building and grade level. Grand Totals are summarized by building.	07/25/2018
Disabled and Inactive User Security Audit	Provides list of Inactive and Disabled users. If the User 'Is Active' flag is set to No a helpdesk ticket will be needed so a DBA can enable it and then the user will be able to re-enable the account from StudentInformation.	07/03/2018
District Ethnicity Count	Provides a local ethnicity code count by building. Grand Total is summarized by the entire district.	07/25/2018
Grade Level Count By Building		07/25/2018
Homeroom Roster Detail	Provides Excel Compatible Format of data provided in the Homeroom Roster Summary	07/25/2018
Homeroom Roster Summary		07/25/2018
Vendor Security List		07/03/2018

Student		
Report Name	Report Description	Last Modified
Contact Address Standardization Errors	Lists all Contact Address Standardization Errors by School Year and School	07/25/2018
Emergency Contact List	Provides a list of students and their emergency contact information.	07/25/2018
Homeroom List with Counts	Provides a homeroom list with gender and ethnicity counts	07/25/2018
SSID Missing Fields	Provides a list of students who will not receive an SSID automatically due to missing information.	07/25/2018
Student Address History	Report provides student address history as of 18.0 release.	07/25/2018
Student Address Standardization Errors	Lists all Student Address Standardization Errors by School Year and School	07/25/2018
Student Count Report District Detail	<p>The information is pulled from tblStudentEMISFS.</p> <p>The students' effective dates and district admissions dates must be less than or equal to the calendar dates chosen.</p> <p>The students' cannot be withdrawn or if they are withdrawn the withdrawal date must be greater than the calendar date.</p> <p>The students cannot have a EMISituationID of 304, 357, or 352 (Attends JVS as a satellite student or non-res of sending dist, satellite course)</p> <p>The students cannot have a SentToReason of 'OE' and their Attendance Percentage must be 0.</p>	12/04/2016
Student Count Report Student Detail	<p>This report will show each student that is being counted at each school for the district in context on the date that the district has the highest student count between the start and stop dates.</p> <p>In order to run the report for one specific date, set the Start Date and Stop Date both to the date that you wish to see the students on.</p> <p>If an ITC is in context, this report will not return any data.</p> <p>If a District is in context, this report will run for the District that is in context.</p> <p>If a School is in context, this report will run for the District that the School belongs to.</p>	04/26/2018
Student Family Group Information	Lists student mailing address information related to Family Groups	07/25/2018

Vendor Extract		
Report Name	Report Description	Last Modified
Clever - Admins	For schools using Clever - This report includes all staff that are not marked as teachers. Anyone staff member who has more than one job function beyond teacher should be in this extract. This report should be set up as a nightly vendor FTP at the district administration level. you will need to rename the file admins.csv	07/25/2018
Clever - Enrollments	For Schools using Clever - This should be set up as a nightly vendor FTP at the district administration level. you will need to rename the file enrollments.csv	07/25/2018
Clever - Schools	For Schools using Clever - This should be set up as a nightly vendor FTP at the district administration level. you will need to rename the file enrollments.csv	07/25/2018
Clever - Sections	For Schools using Clever - This should be set up as a nightly vendor FTP at the district administration level. you will need to rename the file sections.csv	07/25/2018
Clever - Students	For Schools using Clever - This should be set up as a nightly vendor FTP at the district administration level. you will need to rename the file students.csv	07/25/2018
Clever - Teachers	For Schools using Clever - This report only staff members who have a job function of teacher. This report should be set up as a nightly vendor FTP at the district administration level. you will need to rename the file teachers.csv	07/25/2018
Inter-State Studio Photo Export	Vendor Export: Inter-State Studio for School Pictures	07/25/2018
NWEA MAP Class Roster File Extract	Standard Version for NWEA schools using extract requirements before April 2017.	07/25/2018

YearEnd

Report Name	Report Description	Last Modified
Student Promotion Detail	This report will show the student's current grade level, current school, progression track, new school, grade level next year, and attending building IRN next year.	07/25/2018