

044 - PE Responsibilities - Campus/Crs/Sec

Table of Contents

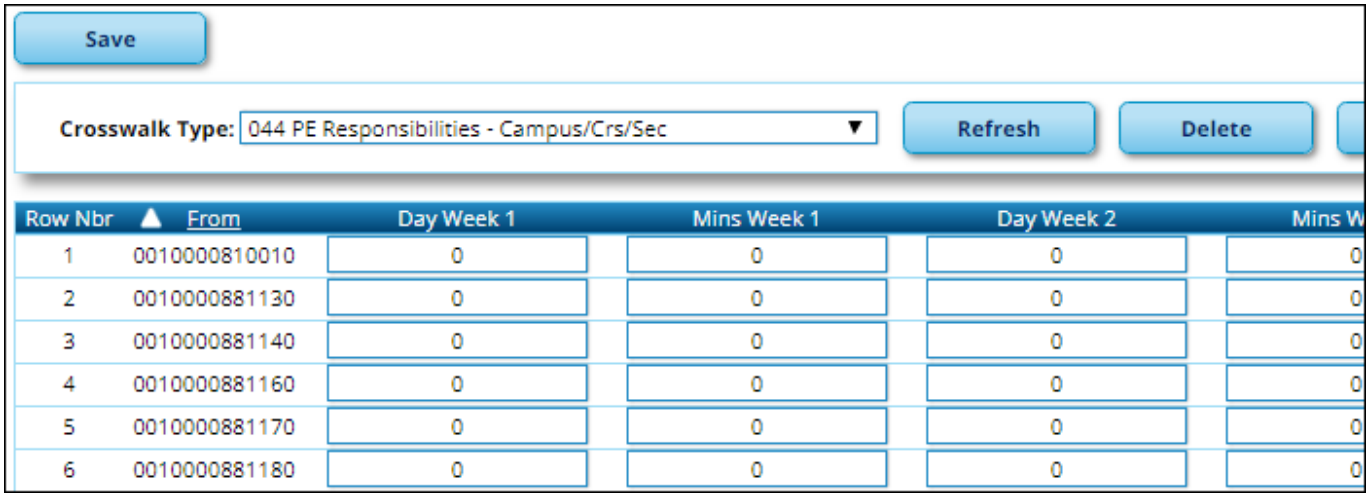
044 - PE Responsibilities - Campus/Crs/Sec 1

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State Reporting > Crosswalks

This crosswalk allows you to enter the number of days and minutes in which the PE teacher provides physical education instruction each week at the campus for the four weeks in October that include the last Friday in October. This is required for all teachers of record for course-sections associated with physical education (PE) service IDs. All districts will use this crosswalk, except for Business-only districts whose responsibility records come from Human Resources, or if PE service IDs are not used for PE courses, or if your PE service ID courses do not have students.

NOTE: This crosswalk is not used for Business-only districts whose responsibility records come from Human Resources, or if PE service IDs are not used for PE courses, or if your PE service ID courses do not have students. All other districts should use this crosswalk.



Row Nbr	From	Day Week 1	Mins Week 1	Day Week 2	Mins W
1	0010000810010	0	0	0	0
2	0010000881130	0	0	0	0
3	0010000881140	0	0	0	0
4	0010000881160	0	0	0	0
5	0010000881170	0	0	0	0
6	0010000881180	0	0	0	0

Create or update the crosswalk:

1. In the **Crosswalk Table** field, select *044-PE Responsibilities - Campus/Crs/Sec*.

2. The first time you access the page, there will be no rows displayed. Click **Create**.

   A list of course-sections associated with physical education (PE) service IDs is listed. This list is predefined and cannot be changed.

   The **From** column lists course-sections in the campus-course-section format, where:
   - The first three digits are the campus ID.
   - The next digits are the course number, which may contain between four and eight digits.
   - The last two digits are the section number.

- The course-sections are for semester 1.

3. For the Teacher of Record for each course-section listed, enter the following information for the four weeks in October that include the last Friday in October:

   - In the **Day Week 1-4** fields, type the number of days in which the employee provides physical education instruction each week at the campus. Valid entries are one digit between 0-5.

   - In the **Mins Week 1-4** fields, type the number of minutes the employee provides physical education instruction each week at the campus. Valid entries are up to four digits between 0-1800.

4. Click **Save**.

5. Click **Print** to print the data displayed.

6. If new PE responsibilities records are found the next time you access the page, the **Create** button will be replaced with the **Refresh** button. Click **Refresh** to add new records to the grid.

NOTE: You cannot delete data row by row. You must click **Delete** to delete all rows on the page. Then, click **Create** to populate the page with PE course-sections. Then, you can re-enter all data.


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Back Cover