



## **ADSY Basic Attendance (Extended)**



# Table of Contents

|                                               |          |
|-----------------------------------------------|----------|
| <b>ADSY Basic Attendance (Extended)</b> ..... | <b>1</b> |
|-----------------------------------------------|----------|



# ADSY Basic Attendance (Extended)

**State Reporting > Maintenance > Extended > Student > ADSY Basic Att**

Update data for the *BasicReportingPeriodAttendanceExtension* complex type as needed.

The *BasicReportingPeriodAttendanceExtension* complex represents the recording of a student's regular reporting period attendance.

[Cross reference for Student Basic Att tab:](#)

| State Reporting Field                                                                        | Element                                                    | ASCENDER Field(s)                                                                        |
|----------------------------------------------------------------------------------------------|------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <b>Registration &gt; Maintenance &gt; Student Enrollment &gt; W/R Enroll</b>                 |                                                            |                                                                                          |
| <b>Campus</b>                                                                                | CAMPUS-ID-OF-ENROLLMENT (E0782)                            | <b>Entry/Exit Date</b>                                                                   |
| <b>Track</b>                                                                                 | INSTRUCTIONAL-TRACK-INDICATOR-CODE (E0975)                 | <b>Track</b>                                                                             |
| <b>Grade</b>                                                                                 | GRADE-LEVEL-CODE (E0017)                                   | <b>Grade (where Entry/Exit are within Report Period dates per Campus Calendar/Track)</b> |
| <b>Inelig Days Present</b>                                                                   | TOTAL-INELIGIBLE-DAYS-PRESENT (E0936)                      | <b>Entry Date/Exit Date Eligibility Code</b>                                             |
| <b>Elig Days Present</b>                                                                     | TOTAL-ELIGIBLE-DAYS-PRESENT (E0937)                        | <b>Entry Date/Exit Date Eligibility Code</b>                                             |
| <b>Registration &gt; Maintenance &gt; Student Enrollment (Directory)</b>                     |                                                            |                                                                                          |
| <b>Local ID</b>                                                                              | LOCAL-STUDENT-ID (E0923)                                   | Campus ID plus student ID (most current campus of enrollment for the school year)        |
| <b>Attendance &gt; Maintenance &gt; Campus &gt; Campus Calendar</b>                          |                                                            |                                                                                          |
| <b>Report Period</b>                                                                         | REPORTING-PERIOD-INDICATOR-CODE (E0934) (Code table: C130) | <b>Track Begin School Begin Cycle</b>                                                    |
| <b>Days Taught</b>                                                                           | NUMBER-DAYS-TAUGHT (E0935)                                 | <b>Mem Days</b>                                                                          |
| <b>Attendance &gt; Maintenance &gt; Student &gt; Student Inquiry &gt; Attendance By Date</b> |                                                            |                                                                                          |
| <b>Total Days Absent</b>                                                                     | TOTAL-DAYS-ABSENT (E0036)                                  | <b>Sum of ADA absence/posting codes for ADA Period</b>                                   |
| <b>Attendance &gt; Maintenance &gt; Flexible Attendance &gt; Weekly Register Worksheet</b>   |                                                            |                                                                                          |
| <b>Bil ESL Days</b>                                                                          | FLEX-ATTEND-TOTAL-BILINGUAL/ESL-DAYS-ELIGIBLE (E1050)      | <b>BIL/ESL Mins</b>                                                                      |
| <b>PRS Days</b>                                                                              | FLEX-ATTEND-TOTAL-PRS-DAYSELIGIBLE (E1048)                 | <b>PRS Mins</b>                                                                          |
| <b>Registration &gt; Maintenance &gt; Student Enrollment &gt; SpecEd</b>                     |                                                            |                                                                                          |

| State Reporting Field                                                                                        | Element                                                      | ASCENDER Field(s)          |
|--------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|----------------------------|
| Spec Ed Maintstream Days                                                                                     | TOTAL-ELIG-SP-ED-MAINSTREAMDAYS-PRESENT (E0940)              | Entry/Exit Date Instrl Set |
| Primary Disability                                                                                           | PRIMARY-DISABILITY-CODE (E0041) (Code table: C053)           | Primary Dis                |
| <b>Registration &gt; Maintenance &gt; Student Enrollment &gt; Bil/ESL</b>                                    |                                                              |                            |
| EB                                                                                                           | EMERGENT-BILINGUAL-INDICATOR-CODE (E0790) (Code table: C061) | EB Cd                      |
| <b>Registration &gt; Maintenance &gt; Student Enrollment &gt; G/T</b>                                        |                                                              |                            |
| G/T                                                                                                          | GIFTED-TALENTED-INDICATOR-CODE (E0034) (Code table: C088)    | Gift/Talent                |
| <b>Registration &gt; Maintenance &gt; Student Enrollment &gt; PK Enroll</b>                                  |                                                              |                            |
| PK Prog Type                                                                                                 | PK-PROGRAM-TYPE-CODE (E1078)                                 | PK Program Code            |
| Primary PK Fund Source                                                                                       | PRIMARY-PK-FUNDING-SOURCE-CODE (E1079)                       | PK Funding Source          |
| Second PK Fund Source                                                                                        | SECONDARY-PK-FUNDING-SOURCE-CODE (E1080)                     | PK Secondary Funding       |
| <b>Special Education &gt; Maintenance &gt; Student Sp Ed Data &gt; Current Year &gt; Program Information</b> |                                                              |                            |
| Multiply Disability                                                                                          | MULTIPLY-DISABLED-INDICATOR-CODE (E0882) (Code table: C088)  | Multi Disability           |

## Modify a record:

### Select a student

To retrieve a student's records, select the student in one of the following ways:

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Stu ID</b>              | Begin typing the student ID. As you begin typing the student ID, a drop-down list displays students whose ID matches the numbers you have typed. The drop-down list displays the students' full name and grade level. From the drop-down list you can select the student.                                                                                                                                                                                  |
| <b>Stu Name</b>            | <p>Begin typing the student's name in one of the following formats:</p> <ul style="list-style-type: none"> <li>• Last name, comma, first name</li> <li>• Last name initial, comma, first name initial</li> </ul> <p>As you begin typing the name, a drop-down list displays students whose names match the letters you have typed. The drop-down list also displays student IDs, and grade levels. From the drop-down list you can select the student.</p> |
| <b>Texas Unique Stu ID</b> | Begin typing the student's Texas Unique Student ID. As you begin typing the ID, a drop-down list displays students whose ID matches the numbers you have typed. The drop-down list also displays student's last name, first name, middle name, and grade level. From the drop-down list you can select the student.                                                                                                                                        |
| <b>Directory</b>           | Click <b>Directory</b> to select a student from the <a href="#">directory</a> .                                                                                                                                                                                                                                                                                                                                                                            |

☐ Click **Retrieve** to retrieve the selected student.

☐ Click **+Add** to add a blank row.

|                             |                                                                                                                                                                                                                                                                                                                 |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Campus</b>               | CAMPUS-ID-OF-ENROLLMENT (E0782)<br><br>Type or select the three-digit campus ID.                                                                                                                                                                                                                                |
| <b>Track</b>                | INSTRUCTIONAL-TRACK-INDICATOR-CODE (E0975)<br>Code table: C141<br><br>Select the campus calendar track to which the student is assigned.                                                                                                                                                                        |
| <b>Report Period</b>        | REPORTING-PERIOD-INDICATOR-CODE (E0934)<br>Code table: C130<br><br>Select the period for which the data is being reported.                                                                                                                                                                                      |
| <b>Days Taught</b>          | NUMBER-DAYS-TAUGHT (E0935)<br><br>Type the number of days of instruction offered per the school calendar during the selected <b>Report Period</b> .                                                                                                                                                             |
| <b>Grade</b>                | GRADE-LEVEL-CODE (E0017)<br>Code table: C050<br><br>Select the student's current grade level.                                                                                                                                                                                                                   |
| <b>Total Days Absent</b>    | Type the number of days during the specified <b>Report Period</b> on which the student was absent, up to four digits.                                                                                                                                                                                           |
| <b>Elig Days Present</b>    | Type the number of days the student was present and eligible for Foundation School Program funding during the specified <b>Report Period</b> , up to four digits.                                                                                                                                               |
| <b>RS Elig Days Present</b> | Type the number of days the student was Remote Synchronous (RS) present and eligible for Foundation School Program funding during the specified <b>Report Period</b> , up to four digits.                                                                                                                       |
| <b>RA Elig Days Present</b> | Type the number of days the student was Remote Asynchronous (RA) present and eligible for Foundation School Program funding during the specified <b>Report Period</b> , up to four digits.                                                                                                                      |
| <b>Bil ESL Days</b>         | FLEX-ATTEND-TOTAL-BILINGUAL/ESL-DAYS-ELIGIBLE Bilingual (E1050)<br><br>Type the total number of days the student was eligible to participate in the state-approved bilingual/ESL program during the reporting period.                                                                                           |
| <b>RS Bil ESL Days</b>      | RA-TOTAL-ELIG-BILINGUAL/ESL-DAYS-PRESENT (E1683)<br>Type the total number of days the student was Remote Asynchronous (RA) present and an eligible participant in the state-approved bilingual/ESL program during the specified <b>Report Period</b> .                                                          |
| <b>RA Bil ESL Days</b>      | RA-TOTAL-ELIG-BILINGUAL/ESL-DAYS-PRESENT (E1683)<br>Type the total number of days the student was Remote Asynchronous (RA) present and an eligible participant in the state-approved bilingual/ESL program during the specified <b>Report Period</b> .                                                          |
| <b>PRS Days</b>             | FLEX-ATTEND-TOTAL-PRS-DAYS-ELIGIBLE (E1048)<br><br>Type the total number of days the female student was eligible for Compensatory Education Home Instruction (CEHI) and and/or pregnancy-related services (PRS) during the specified <b>Report Period</b> .                                                     |
| <b>RS PRS Days</b>          | RS-TOTAL-ELIG-PREG-REL-SVCS-DAYS-PRESENT (E1686)<br><br>Type the total number of days a female student was Remote Synchronous (RS) present or served through Compensatory Education Home Instruction (CEHI) and an eligible recipient of pregnancy related services during the specified <b>Report Period</b> . |

|                              |                                                                                                                                                                                                                                                                                                                          |
|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>RA PRS Days</b>           | RA-TOTAL-ELIG-PREG-REL-SVCS-DAYS-PRESENT (E1687)<br>Type the total number of days a female student was Remote Asynchronous (RA) present or served through Compensatory Education Home Instruction (CEHI) and an eligible recipient of pregnancy related services during the specified <b>Report Period</b> .             |
| <b>Spec Ed Mains Days</b>    | TOTAL-ELIG-SP-ED-MAINSTREAM-DAYS-PRESENT (E0940)<br>Type the total number of days the student was present during the specified <b>Report Period</b> and had a special education individualized education program (IEP), which provided for the mainstream instructional arrangement/setting.                             |
| <b>RS Spec Ed Mains Days</b> | RS-TOTAL-ELIG-SP-ED-MAINSTREAM-DAYS-PRESENT (E1688)<br>Type the total number of days the student was Remote Synchronous (RS) present during the specified <b>Report Period</b> and had a special education individualized education program (IEP), which provided for the mainstream instructional arrangement/setting.  |
| <b>RA Spec Ed Mains Days</b> | RA-TOTAL-ELIG-SP-ED-MAINSTREAM-DAYS-PRESENT (E1689)<br>Type the total number of days the student was Remote Asynchronous (RA) present during the specified <b>Report Period</b> and had a special education individualized education program (IEP), which provided for the mainstream instructional arrangement/setting. |
| <b>Res Fac Days</b>          | TOTAL-ELIG-RESIDENTIAL-FACILITY-DAYS-PRESENT (E1652)<br>Type the total number of days the student was present and eligible for LEA services in a Residential Facility during a particular reporting period.                                                                                                              |
| <b>RS Res Fac Days</b>       | RS-TOTAL-ELIG-RESIDENTIAL-FACILITY-DAYS-PRESENT (E1684)<br>Type the total number of days the student was Remote Synchronous (RS) present and eligible for LEA services in a Residential Facility during a particular reporting period.                                                                                   |
| <b>RA Res Fac Days</b>       | RA-TOTAL-ELIG-RESIDENTIAL-FACILITY-DAYS-PRESENT (E1685)<br>Type the total number of days the student was Remote Asynchronous (RA) present and eligible for LEA services in a Residential Facility during a particular reporting period.                                                                                  |
| <b>Local ID</b>              | LOCAL-STUDENT-ID (E0923)<br><br>(Optional) Type the student's local ID number as assigned by the district. This is a nine-digit number, the first three digits of which are the campus ID followed by the student ID.                                                                                                    |
| <b>Bil ESL Fund</b>          | BILINGUAL/ESL-FUNDING-CODE (E1651) Code table: C225<br>Indicate the language program in which the student participates during the reporting period.                                                                                                                                                                      |
| <b>RS Bil ESL Fund</b>       | RS-BILINGUAL/ESL-FUNDING-CODE (E1680) Code table: C225<br>Indicate the Remote Synchronous (RS) language program in which the student participates during the reporting period.                                                                                                                                           |
| <b>RA Bil ESL Fund</b>       | RA-BILINGUAL/ESL-FUNDING-CODE (E1681) Code table: C225<br>Indicate the Remote Asynchronous (RA) language program in which the student participates during the reporting period.                                                                                                                                          |

☐ Click **Save**.

**Add****Add a student.**

Click to add a student who does not already exist in ASCENDER State Reporting tables. Manual entry of a student is rare and generally only needed when a district is using ASCENDER State Reporting only. Most districts extract the data from ASCENDER. If you add or modify a student record in ASCENDER State Reporting, you should also update in ASCENDER (live).

**State Stu ID**

This field is required only if you are adding a new student in State Reporting. Otherwise, the ID is extracted from Registration and not editable.

- The first character must start with S or 0-8.
- The first three characters cannot be 000, 666, or 900-999.
- The middle digits (4th and 5th digit) cannot be 00.
- The last four digits cannot be 0000.
- The number cannot be 123456789, 219099999, or 078051120.

The following fields are required:

| Fall                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Summer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Extended                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• <b>State Stu ID</b></li> <li>• <b>First Name</b></li> <li>• <b>Last Name</b></li> <li>• <b>Sex</b></li> <li>• <b>Date of Birth</b></li> <li>• <b>Grade Level</b></li> <li>• At least one race must be selected.</li> <li>• <b>TX Unique Student ID</b></li> <li>• <b>Attribution Code</b></li> <li>• <b>Economic Disadvantage</b></li> <li>• <b>Homeless Status</b></li> <li>• <b>Asylee/Refugee</b></li> <li>• <b>As of Status</b></li> </ul> | <ul style="list-style-type: none"> <li>• <b>State Stu ID</b></li> <li>• <b>First Name</b></li> <li>• <b>Last Name</b></li> <li>• <b>Sex</b></li> <li>• <b>Date of Birth</b></li> <li>• <b>Grade</b></li> <li>• At least one race must be selected.</li> <li>• <b>TX Unique Student ID</b></li> <li>• <b>Attribution Code</b></li> <li>• <b>Economic Disadvantage</b></li> <li>• <b>Homeless Status</b></li> <li>• <b>Asylee/Refugee</b></li> <li>• <b>As of Status</b></li> <li>• <b>Campus</b></li> <li>• <b>Foundation Coursework</b></li> <li>• <b>Unaccompanied Youth Status</b> (if <b>Homeless Status</b> is not 0)</li> <li>• <b>Career and Technical Ed</b></li> <li>• <b>Foster Care</b></li> <li>• <b>Military Connected</b></li> </ul> | <ul style="list-style-type: none"> <li>• <b>State Stu ID</b></li> <li>• <b>First Name</b></li> <li>• <b>Last Name</b></li> <li>• <b>Sex</b></li> <li>• <b>Date of Birth</b></li> <li>• <b>Grade Level</b></li> <li>• At least one race must be selected.</li> <li>• <b>TX Unique Student ID</b></li> <li>• <b>Foster Care</b></li> </ul> |

Click **Save**.

|                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>+Add</b>                                                                       | Add a basic attendance record for the student.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|  | <p><a href="#">Delete a row.</a></p> <p>Click  to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.</p> <p>Click <b>Save</b>.</p>                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Delete</b>                                                                     | <p><a href="#">Delete all of the student's records.</a></p> <p>Click <b>Delete</b> to delete all of the student's records. A confirmation message is displayed.</p> <p>Click <b>OK</b> to continue. Otherwise, click <b>Cancel</b>.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Change ID</b>                                                                  | <p><a href="#">Change the student's ID.</a></p> <p>The <b>Change ID</b> button is disabled until a student is retrieved on the page.</p> <p>Retrieve a student, and click <b>Change ID</b>. The <b>Change Student ID</b> section is displayed at the top of the page.</p> <p>In the <b>New Student ID</b> field, type a valid social security number that you would like to change the existing ID to, and then click <b>Submit</b>.</p> <p>The <b>Change Student ID</b> dialog box is displayed prompting you to review the change ID request information and accept the information if it is correct.</p> <p>Click <b>OK</b> to continue. Otherwise, click <b>Cancel</b>.</p> |



## Back Cover