

(OBSOLETE) Import External File

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This page was removed 6/25/24 with release 8.1100, AMP-9071 as TSDS sunsets.

State Reporting > Utilities > Import External File

This utility is for districts that update data in State Reporting tables from a text flat file created outside ASCENDER. Each row in the file corresponds to a PEIMS record.

The only record types available for importing are:

- Organization-District (010) (10010 LocalEducationAgencyExtension complex type)
- Organization-Campus (020) (10020 SchoolExtension complex type)
- Finance-Budget (030) (20030 BudgetExtension complex type)
- Finance-Actual (032) (20032 ActualExtension complex type)
- Finance-SSA Actual (033) (20033 SharedServiceArrangementExtension complex type)

All other records are skipped.

File layout

010 Records (10010 - LocalEducationAgencyExtension Complex Type):

	District ID	District Name		Num School Board	Total Cost School Board Requests	ARMED-SERVICES-VOC-APT-BATTERY-INDICATOR-CODE	Filler
E0755	E0212	E0213		E1556	E1557	E1625	
C042				C200		C217	
Cols 1-3	I AIC /I_UI		Cols 44-62		Cols 66-71	Cols 72-73	Cols 74-80

020 Records (10020 - SchoolExtension Complex Type):

Input Record Type Code	District/Campus ID	Campus Name			Bullying Incidents	Cyberbullying Incidents
E0755	E0266	E0267		E1591	E1727	E1728
C042				C212		
Cols 1-3	Cols 4-12	11 DIC 13-/16	Cols 47-65	Cols 66-67	Cols 69-73	Cols 74-78

030 Records (20030 - BudgetExtension Complex Type):

Input Record Type Code	District ID				Organization Code	Year	, ,	Budget Amount	Filler
E0755	E0212	E0316	E0317	E0318	E0319	E0974	E0320	E0321	
C042		C145	C146	C159			C147		
Cols 1-3	Cols 4-9	Cols 10-12	Cols 13-14	Cols 15-18	Cols 19-21	Col 22	Cols 23-24	Cols 25-35	Cols 36-80

032 Records (20032 - ActualExtension Complex Type):

•	District ID				Organization Code	Year	_	Actual Amount	Filler
E0755	E0212	E0316	E0317	E0318	E0319	E0974	E0320	E0774	
C042		C145	C146	C159			C147		
Cols 1-3	Cols 4-9	Cols 10-12	Cols 13-14	Cols 15-18	Cols 19-21	Col 22	Cols 23-24	Cols 25-35	Cols 36-80

033 Records (20033 - SharedServiceArrangementExtension Complex Type):

•		Shared Svcs Arr Member Dist ID	Shared-Svcs-Arrangemt-Type-Code			Actual Amount	Filler
E0755	E0212	E0981	E0776	E0316	E0974	E0774	
C042			C049	C145			
Cols 1-3	Cols 4-9	Cols 10-15		Cols 18-20	Col 21		Cols 33-80

Import file:

File Click **Browse** to select the file to import.

The first letter of the filename indicates the submission period and must be one the following in order to be imported:

F (fall)

M (mid-year)

S (summer)

E (extended)

Once a file has been selected the **Import** button is enabled.

☐ Click **Import**.

When the import is complete, results are displayed, including counts of errors, records read, records skipped, and records by type.

Valid records are imported. Records marked with errors are not imported.

Correct any errors, and then run the Delete Tables utility to clear out the imported data; otherwise duplicate record errors will occur when you attempt to import a second time for the valid records that were imported originally.

Print Report

Click to print the PEIMS Import External File Report.

Review the report using the following buttons:

Click first page of the report.

Click 1 to go back one page.

Click to go forward one page.

Click last to go to the last page of the report.

The report can be viewed and saved in various file formats.

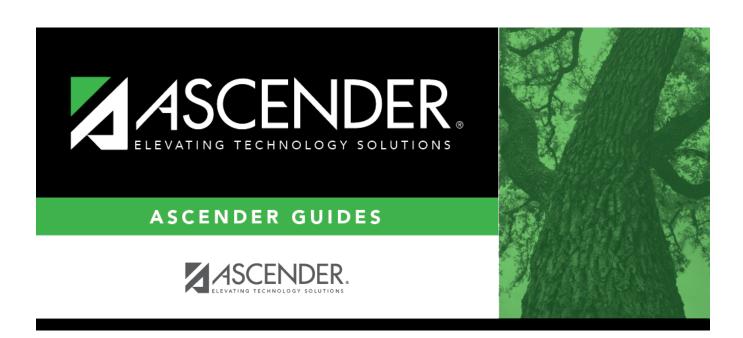
Click 🚨 to save and print the report in PDF format.

Click to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included.

Click It to close the report window. Some reports may have a Close Report, Exit, or Cancel button instead.

Records that resulted in an error are listed. The line number in the file corresponding to the record that caused an error is displayed in the first column, and the record itself is displayed in the second column. A summary of the import is printed on the last page of the report.

Contact the TSDS PEIMS Coordinator at your regional education service center for further assistance.



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