

adc_createnewrun_body

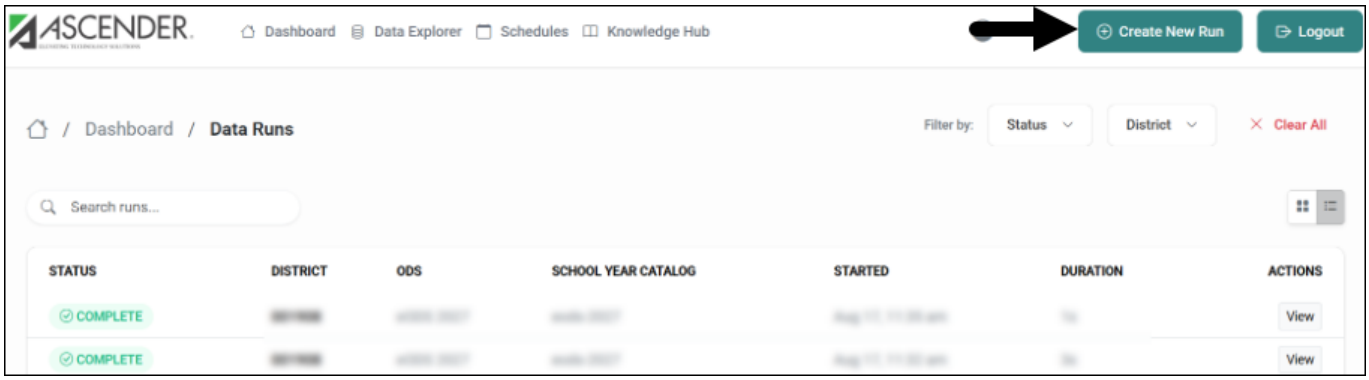
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XXX
At the beginning of the school year, once the applicable set-up requirements for the LEA have been completed, it is recommended to begin creating runs one domain at a time in domain dependency order. Following this recommendation ensures Level 1 errors remain manageable.

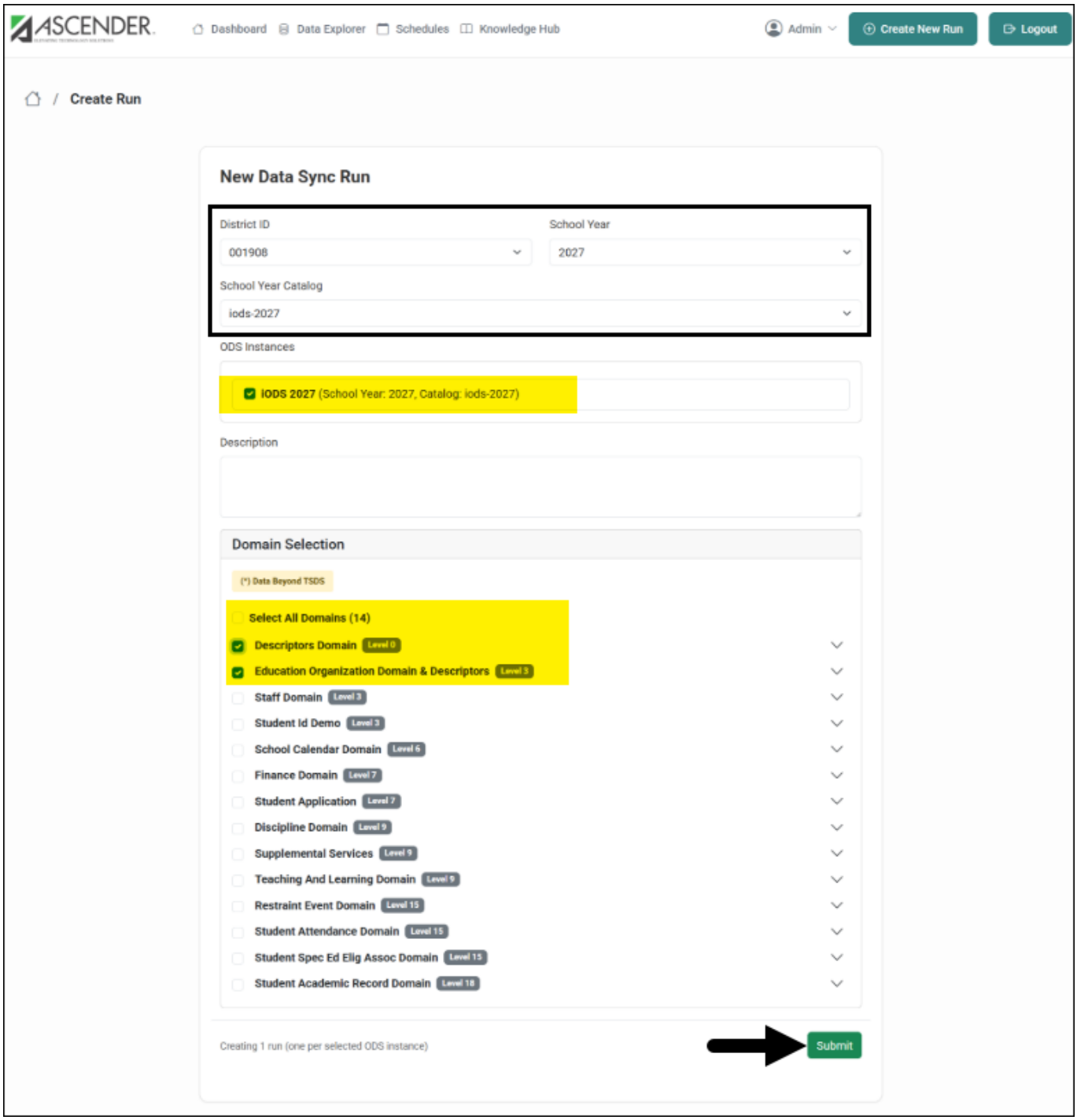
Create New Run

Access the ASCENDER DataConnect (ADC) tool.



1. From the Dashboard, click **Create New Run**. The Create Run page opens.

❑ Complete the following fields for the New Data Sync Run:



- In the **District ID** field, click ⌄ to select the applicable county-district ID.
- In the **School Year** field, click ⌄ to select the applicable school year (2027).
- In the **School Year Catalog** field, click ⌄ to select the applicable catalog.
- Under **Domain Selection**:
  - Clear the **Select All Domains** checkbox.
  - Following the domain dependency order, select one domain at a time.

❑ Click **Submit**.

2. Review the Level 1 errors and make any necessary corrections in ASCENDER Enterprise.

3. As Level 1 Errors become manageable, repeat steps 1 and 2, and continue adding domains in dependency order.

4. After all domains are sending successfully, repeat step 1, except now **Under Domain Selection**, mark the **Select All Domains** checkbox to include all domains in the run. Now, you can begin creating scheduled runs.