



tsds_peims_summer_checklist

Table of Contents

tsds_peims_summer_checklist i

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TSDS PEIMS Summer Submission - Quick Checklist

District:

Anticipated Completion Date:

Team Members:

✓	Step	Completion Date	Completed By	Notes
	Run the Set Student CTE Indicators utility.			
	Verify options.			
	Clear previous year data.			
	Verify Student data:			
	• Attendance			
	• Discipline			
	• Grade Reporting			
	• Graduation Plan			
	• Registration			
	• Special Ed			
	Extract or import data.			
	Verify and update organization data.			
	Correct frozen data.			
	Run extract reports.			
	Create XML file.			