tsds_peims_summer_checklist

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✔	Step	Completion Date	Completed By	Notes
	TSDS PEIMS Summer Submission - Quick Checklist			
	District:			
	Anticipated Completion Date:			
	Team Members:			
	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.			

✔	Step	Completion Date	Completed By	Notes
	Summer PEIMS Reports			
	Run the **Set Student CTE Indicators** utility.			