



# tsds\_peims\_summer\_checklist



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**TSDS PEIMS Summer Submission - Quick Checklist**

**District:**

**Anticipated Completion Date:**

**Team Members:**

✓ Step	Completion Date	Completed By	Notes
Run the <b>Set Student CTE Indicators</b> 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.			

**Summer PEIMS Reports**

Verify data for each element in the following ASCENDER Student applications. It is suggested that you run reports first, and then use the maintenance pages in the Student applications to update data where needed.

<b>Attendance</b>	
SAT2100 - Six Weeks FTE Report	XXXXXXXXXXXX.
SAT0500 - Campus Attendance Summary	XXXXXXXXXX
SAT0900 - Campus/District Summary Report	XXXXXXXXXX
SAT0920 - Campus/District Multi-Track Summary Report	XXXXXXXXXX
SAT1700 - Entry / Withdrawal Summary	XXXXXXXXXX
SAT0400 - Daily Attendance Summary	XXXXXXXXXX
SAT1900 - Perfect Attendance Report	XXXXXXXXXX
<b>Discipline</b>	
SDS0200 - Special Ed Students in Discipline Settings	XXXXXXXXXXXX.
SDS0300 - Bil/ESL Students in Discipline Settings	XXXXXXXXXX
SDS1000 - PEIMS Report	XXXXXXXXXX
SDS1300 - Discipline Audit Report (PEIMS Edits)	XXXXXXXXXX
SDS1700 - Discipline Suspension Attendance Verification	XXXXXXXXXX
SDS1800 - Career Tech Students in Discipline Settings	XXXXXXXXXX
SDS0250 - Discipline Student Restraint	XXXXXXXXXX
SEM1100 - Student Special Ed Restraint List	XXXXXXXXXX

<b>Attendance</b>	
<b>Grade Reporting</b>	
SGR0050 - District Master List (Grd Rptng)	XXXXXXXXXX
SGR2550 - Teaching Assignments	XXXXXXXXXX
SGR0110 - Master Schedule PEIMS (Grd Rptng)	XXXXXXXXXX
SGR1600 - Career and Technical Code Verification	XXXXXXXXXX
SGR1920 - Pass/Fail Verification List	XXXXXXXXXX
<b>Graduation Plan</b>	
SGP1000 - Student Personal Graduation Plan	XXXXXXXXXX
<b>Registration</b>	
SRG0200 - Student Name Listing	XXXXXXXXXX
SRG0600 - Student Special Program Listing	XXXXXXXXXX
SRG1200 - Student Status Changes by Program	XXXXXXXXXX
SRG1900 - Local Program Enrollment Count	XXXXXXXXXX
SRG0100 - Campus Information	XXXXXXXXXX