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.			

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.

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

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