

Updating TSDS - Quick Checklist

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✓	**Step**	**Completion Date**	**Completed By**	**Notes**
Step 1: TSDS Settings in District Administration				
	Enter TSDS Options.			
	Enter TSDS Connection Information. (Key and Secret)			
Step 2: District Settings in Registration				
	Enter District Website and Email.			
	Verify the ESC County/District number is correct. (It should NOT be the LEA number.)			
	Verify info on the State Reporting tab is correct.			
	Enter the Local Program to TEA PEIMS Codes.			
Step 3: Grade Reporting changes				
	Update all local services IDs to be unique for each course.			


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