

SCH0110 - Master Schedule PEIMS (Next Yr)

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This report lists only next year PEIMS information for one campus or for the district, and for a specific credit level.

NOTE: If an instructor is excluded from PEIMS reporting (i.e., **Exclude from PEIMS** is selected on Maintenance > Master Schedule > Campus > Instructors) the instructor name is replaced with “Excluded.”

Report field descriptions

Instructor List

The first part of the report is a campus list of instructors by instructor number (i.e., control number). Instructors who do not have students assigned are listed with counts of 0.

In Membership	The count of students in membership assigned to the instructor by control number is displayed. Students with eligibility code 0, 7, or 8 are not included in the count. All other eligibility codes are counted once.
ADA Total	The count of students assigned to the instructor by control number is displayed. Students with eligibility code 1 and 3 are counted once. Eligibility codes 2 and 6 are counted as one-half. Students with eligibility code 0, 4, 5, 7, or 8 are not counted in the total.
Not in Membership (eligibility code 0, 7, 8)	The count of students assigned to the instructor by control number whose eligibility code is 0, 7, or 8 is displayed. No other eligibility codes are counted.

The columns are totaled at the end of the instructor list.

Student List

The next part of the report is a list of students by instructor number. The list is only generated if **Student Listing** is Y. Students who are not assigned a control number are listed first with a blank instructor name and number. Instructors who do not have students assigned are not included.

Grade	The student's grade level for the specified as-of date is displayed.

WD Date	The student's withdraw date is displayed if the student has withdrawn. • If the withdrawal date is after the as-of date, the student is included on the report, and his withdrawal date is displayed. • If the withdrawal date is before the as-of date, the student is not included on the report.
Elig Cd	The student's eligibility code from Registration > Maintenance > Student Enrollment > Demo1 is displayed.
Number of Students	The instructor's totals for **In Membership**, **ADA Total**, and **Not In Membership** are displayed at the end of this section.

Total Count Page with Signature Lines

The final page of the report is the administrative signature page.

Number of Students	**In Membership**	The total count of all **In Membership** totals is displayed. Totals on both listings should match.
	ADA Total	The total count of all **ADA Totals** is displayed. Totals on both listings should match.
Date/Signature of Principal or Superintendent		
Date/Signature of PEIMS Coordinator		
Attendance Taken XX Period	The ADA period is displayed.	

Report field descriptions

Report Column	Breadcrumb	Field
Sec		
Inst		
Inst Name		
Svc ID		
Class Role		
Non Campus Based		
Sem		
Beg Time		
End Time		
Days Met		
Instr Set		
Class Type		
Pop Srv		
Role ID		
AAR Use		
Crs Seq		
PK Curr		

Report Column	Breadcrumb	Field
High Qual PK		
Stu Instr		
PK Sch Type		
PK Prog Eval Type	Scheduling > Maintenance > Master Schedule > Campus > Sections	**PK Prog Eval Type**
Home Room Ind		
On Ramps		
Dual Crd		
Adv Tech Crd		
Dist Lrn		
CTE Hrs		
Crdt Lvl		
Rpt Card Grd Type		
Course		
Title		

Run the report:

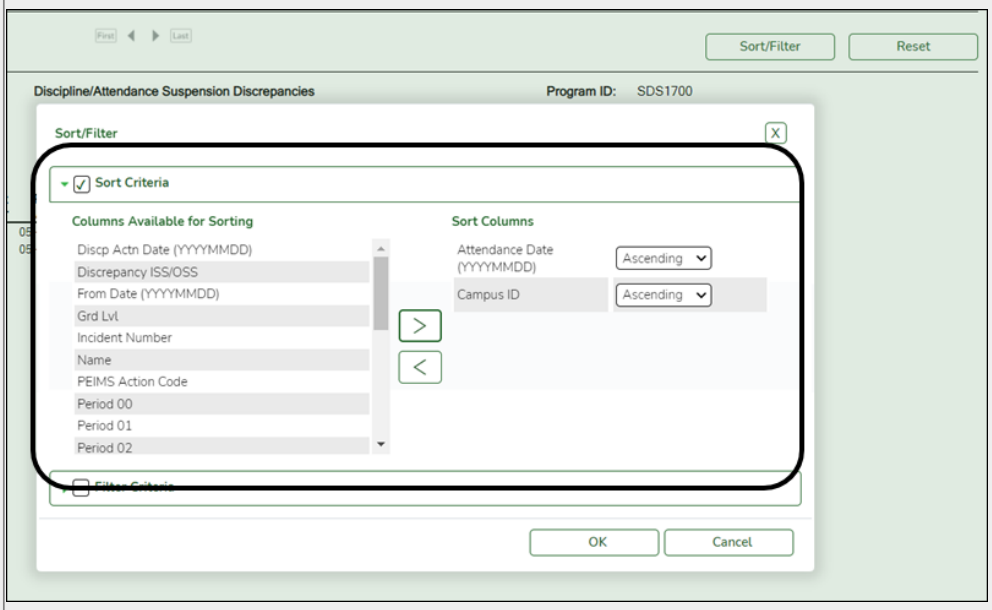
Parameter	Description
Campus ID (Blank for All)	Type the three-digit campus ID, or click ⋮ to select the campus. Leave blank to select all campuses in the district. **NOTE:** If you select to create the report for all campuses, any campuses excluded from district reporting (i.e., campuses that have the **Exclude from District Reporting** field selected on Registration > Maintenance > Campus Profile > Campus Information Maintenance > Control Info) are not included in the report. However, you can generate the report for an individual excluded campus by entering the campus ID.
Credit Level (E = Elem, M = Mid, H = High, Blank for All)	E - Select elementary credit level courses. H - Select high school credit level courses. M - Select middle school credit level courses. Blank - Select all credit levels.

Other functions and features:

Sort

Sort report data.
You can sort data to make it easier to review or find records in the reports. Not all reports allow this option.

In the report window, click **Sort/Filter** to open the Sort/Filter window. By default, the **Sort Criteria** section is expanded. If not, click **Sort Criteria**.



(Left grid) Columns Available for Sorting	Click the field by which you want to sort, and then click >. The field moves to the right grid. Continue moving fields to the right grid as needed.
(Right grid) Sort Columns	You can rearrange the fields to indicate the order in which you want the sort applied. Click a field name, and drag it up or down to a new location. • In the right grid, for each field, indicate if you want that data sorted in ascending (e.g., A-Z, 0-9) or descending (e.g., Z-A, 9-0) order. • To remove a field from the sort, select the field, and then click < to move it back to the left grid.

Select the **Sort Criteria** check box and click **OK** to apply the selected sort criteria to the report.

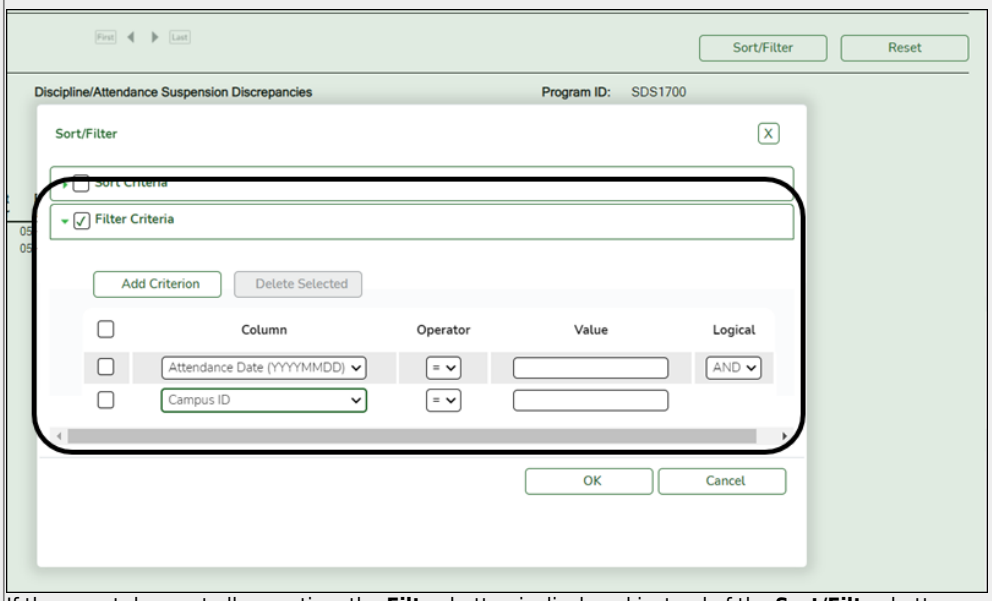
Click **Cancel** to close the window without re-sorting.

Filter Filter report data.

Filter

When you want to view only certain data, you may find it useful to filter the report data. You can use specific criteria to retrieve only the data that you want. Not all reports allow this option.

From the report window, click **Sort/Filter** to open the Sort/Filter window. By default, the **Sort Criteria** section is expanded. Click **Filter Criteria** to expand the **Filter Criteria** section.



If the report does not allow sorting, the **Filter** button is displayed instead of the **Sort/Filter** button, and sort criterion fields are not available.

Click **Add Criterion** to add new filter criteria. A blank row is added to the grid.

Column	Select a field by which to filter the data. The drop down lists the columns that appear on the report.
Operator	Select an operator. = Equals ≠ Not equals › Greater than ≥ Greater than or equal to ‹ Less than ≤ Less than or equal to
Value	Type the value by which you want to filter. For example, if you selected a date in the **Column** field, type a date to view only data for a specific date. **Note:** When filtering report data by date, you must use the following formats: • If the date is displayed in the MM/DD/YYYY format, the filter value must be in the YYYYMMDD format. • If the date is displayed in the MM/YYYY format, the filter value must be in the YYYYMM format. • If the date is displayed in the MM/YY format, the filter value must be in the YYMM format.

Add Criterion	Add another row. Select the logical connector (*AND* or *OR*) in the **Logical** field. Continue adding rows as needed. The **Logical** field does not appear until you click **Add Criterion** to add an additional row. • Using the AND operator limits search results, because the program looks only for records that contain both criterion. • Using the OR operator expands search results, because the program looks for records that contain either one criterion or the other, or both.
Delete Selected	Delete selected row. Select the row, and then click the button. The row is deleted from the filter criteria.

Click **OK** to apply the selected filter criteria to the report.

Click **Cancel** to close the dialog box without applying a filter.

NOTE: Some applications allow you to filter by specific data:

In Test Scores, you can filter report data to include only students who are enrolled in special programs. When filtering report data for At Risk, PRS, and GT programs, you must select 1 (Yes) or 0 (No) in the **Value** field. For example, if you filter report data for the At Risk program by selecting *Equals* in the **Operator** field and *Yes* in the **Value** field, no data is displayed; however, if you select *1* in the **Value** field, the At Risk data is displayed.

Reset	Reset report data. Click to restore the report to the original view, removing all sorting and filtering that has been applied.


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