



## **Reset Values (Registration)**



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# Reset Values (Registration)

## Registration > Utilities > Reset Values

This utility mass resets data in a student's latest enrollment record according to your selections. Data from a student's previous campus is not reset.

Make sure to back up your database before running this utility.

### Update data:

Under **Parameters For Reset:**

Select the students whose data will be reset:

<b>Campus</b>	Select to reset data for students at one campus, or leave blank to reset data at all campuses.  If selected: <b>Campus ID</b> Select the campus.
<b>Grade Level</b>	Select to reset data for students in one grade level, or leave blank to reset data for all grade levels.  If selected: <b>Grd Level</b> Select the grade level.
<b>Track</b>	Select to reset data for students on one track, or leave blank to reset data for all tracks.  If selected: <b>Track</b> Select the track.

You must select at least one of the following:

<b>Active Students</b>	Select to reset data for all active students.
<b>Inactive Students</b>	Select to reset data for all inactive students.

If **Items to Reset** is set to *PK Funding*, the following fields are also displayed:

<b>As of</b>	Type the as-of date to validate the student enrollment date. A student's enrollment date must be after this date.
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<b>ADA Eligibility</b>	Select the eligibility status to reset PK funding data for students with a particular eligibility status.
<b>Items to Reset</b>	Select the specific item of data to be reset. <b>NOTE:</b> If <i>PK Funding</i> is selected, additional fields are displayed under <b>Parameters For Reset</b> , as described above.

Under **Values to Reset:**

<b>From</b>	<b>Specific</b>	If selected, the drop-down field is enabled listing possible values for the field you selected to reset, or a date field allows you to enter a valid date. Select the value to reset.
	<b>All</b>	If selected, all values for the selected item (including blanks) are reset.
	<b>Blank</b>	If selected, only blank values for the selected item are reset.
<b>To</b>	<b>Specific</b>	If selected, the drop-down field is enabled listing possible new values for the field you selected to reset, or a date field allows you to enter a valid date. Select the new value.
	<b>Blank</b>	If selected, From values are changed to blank.

[Resetting PK funding:](#)

For PK funding, additional fields are displayed:

Under **From:**

<b>Program Type</b>	Codes are displayed based on the ADA eligibility code selected. Select the current code indicating the length of the PK instructional day for PK students.
<b>Primary Funding</b>	Select the current primary source of funding for PK students.
<b>Secondary Funding</b>	Select the secondary source of funding for PK students.

When **From Specific** is selected:

- The program searches for all students who have an enrollment date after the **As of** date in the current year and have the **ADA Eligibility** code selected under **Parameters For Reset**.
- The program also matches the **Program Type**, **Primary Funding**, and **Secondary Funding** fields.
- This option updates existing records, but does not add new records.

When **From All** is selected:

- The program searches for all students who have the **ADA Eligibility** code selected under **Parameters For Reset**
- The **Program Type**, **Primary Funding**, and **Secondary Funding** fields under **From** are disabled.
- This option updates existing records and adds new records if one does not exist.

When **From Blank** is selected:

- The program searches for all students who have the **ADA Eligibility** code selected under **Parameters For Reset**.
- The **Program Type**, **Primary Funding**, and **Secondary Funding** fields under **From** are disabled.
- This option updates existing records, but does not add new records.

Under **To**:

**Specific** is the only option.

<b>Entry Date</b>	Type the date on which the students entered the PK program.
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Select the new program type code, primary source of funding, and secondary source of funding.

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#### Resetting FHSP endorsements:

If **From Specific** is selected, the corresponding drop-down field is enabled. Only students who meet the selected criteria are retrieved.

If **From All** is selected, all students who meet the selected **Parameters for Reset** criteria are retrieved.

If **From Blank** is selected, only students who have a blank in the corresponding endorsement column are selected.

If the **To Specific** drop-down field is set to 2 (i.e., *Student has Completed*), the **Date Completed** field appears, and a completion date is required. If the **From Specific** drop-down list is also set to 2 (i.e., *Student has Completed*), the completion date is deleted to prevent invalid data.

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#### Resetting CPR and Speech completion dates:

If **From Specific** is selected, only students who have a PGP record that matches the date are retrieved.

If **From All** is selected, all students who meet the selected **Parameters for Reset** are retrieved regardless of whether they have a PGP. Rows are updated, or new rows are added.

If **From Blank** is selected, all students who meet the **Parameters for Reset** criteria and do not have a PGP, including students with a blank **CPR Date Completed** field, are retrieved.

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### Resetting UID Enrollment Event Flag:

The *UID Enrollment Event Flag* option works in conjunction with the **UID Enrollment** functionality on [Registration > Utilities > Texas Unique Student ID Processing > UID Export](#).

Resetting the value to blank allows you to resubmit enrollment events for a specified date range with new enrollment events and any updated enrollment records.

When *UID Enrollment Event Flag* is selected, the **Parameters for Reset** fields on the page are disabled; the utility is run for *all* campuses, grade levels, tracks, and students in the district.

The **From/To** fields require a date range. The reset only applies to the **From/To Date** fields.

When you click **Reset Values** button, a pop-up window opens which retrieves all students whose entry date or withdrawal date is within the specified date range and have been processed (i.e., their flag is set to *P-Processed*) (i.e., their enrollment event information has already been submitted to TEA).

When you click **Save**, the flag for the selected students is reset from *P-Processed* to blank.

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**IMPORTANT!** Verify that you have selected data correctly before you proceed.

Click **Reset Values**. The [Reset Values By Student](#) pop-up window opens.

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**Clear** Clear your selections on the page.



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