


# Core Collection: Early Childhood Data System - PK Submission (Updated 2023-2024)

# Table of Contents

**Core Collection: Early Childhood Data System - PK Submission (Updated 2021-2022)** ..... 1

# Core Collection: Early Childhood Data System - PK Submission (Updated 2021-2022)

The Early Childhood Data System (ECDS) collection is one of the TSDS Core Collections. This guide covers the submission of prekindergarten (PK) data. (Kindergarten data is submitted separately.) The reporting of PK program data for ECDS is mandatory for all public school districts. The reporting of private PK program data is optional.

LEAs are required to submit specific demographic, classroom link, and special program data elements for the ECDS PK collection. All elements will be submitted in the PEIMS Summer Collection.

**The ECDS PK submission is due June 23, 2022.**

> **NOTE:** The assessment vendor will provide the ECDS PK assessment data directly to LEAs in TWEDS-compliant XML format. LEAs will load the assessment data files into TSDS.

Extract Rules and Edits for 2021-2022

## Prerequisites

Prerequisites:

- Verify that all roles and users are correct in ASCENDER Security Administration.

Terminology:

- **Interchange:** A file that contains data in the correct format to be transferred to TEA.
- **Complex Type:** A grouping of Elements within an Interchange.
- **Element:** A specific unit of data that must be reported to the TEA.

Hard-coded elements

The following values are built into the program, are the same each time they are extracted, and cannot be changed by the user:

- ORGANIZATION-CATEGORY (E1240) is the classification of the education agency according to

the level of administrative and operational control granted by the state. **This is hard coded in the program as “ESC,” “LEA,” or “School” according to the county-district number.**

- STUDENT-IDENTIFICATION-SYSTEM (E1090) is the coding scheme used for identification and record-keeping purposes by schools, social services, or other agencies to refer to a student. **This is hard coded in the program as “State” and the student’s SSN is used.**

# I. Verify ASCENDER Business Data

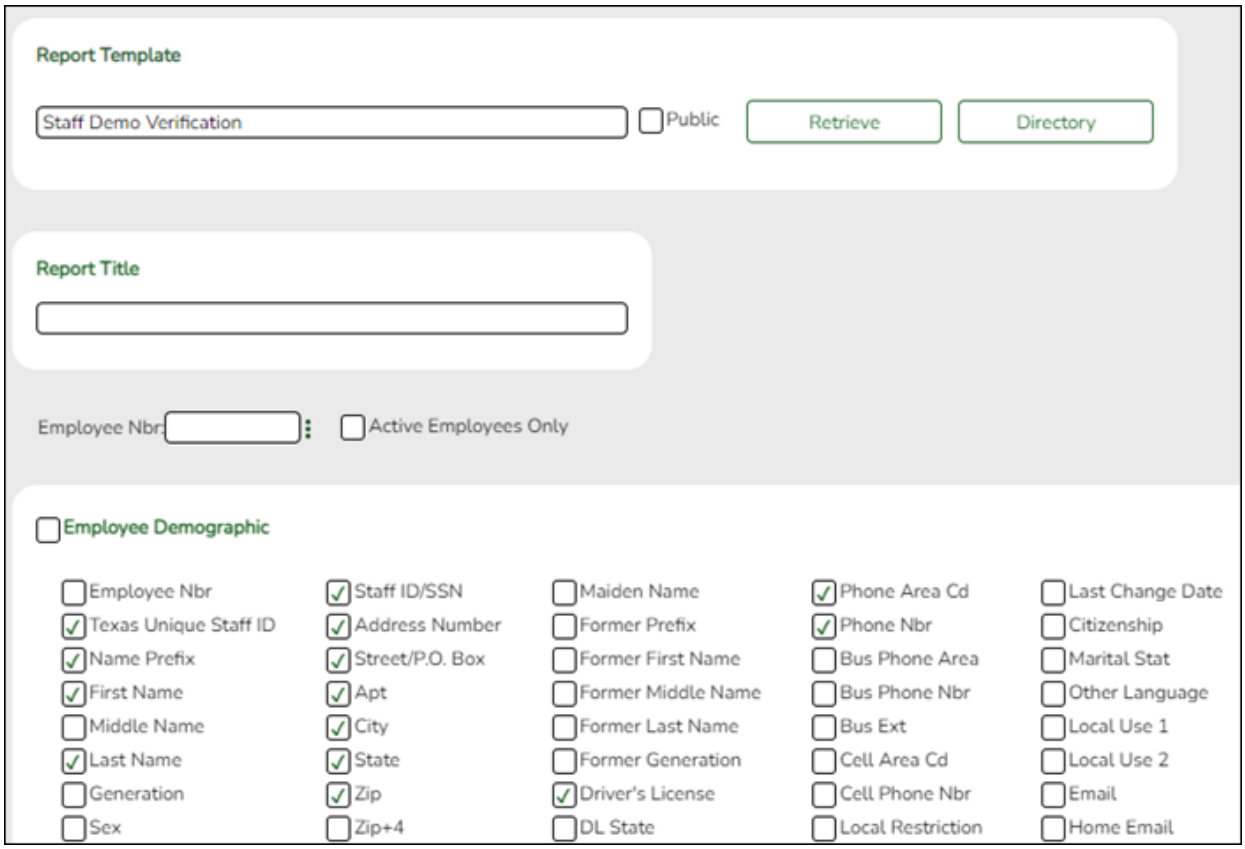
Verify data for each element in the ASCENDER Personnel application. **It is suggested that you run reports first, and then use the maintenance pages in the Personnel application to update data where needed.**

## Personnel

- Personnel Reports

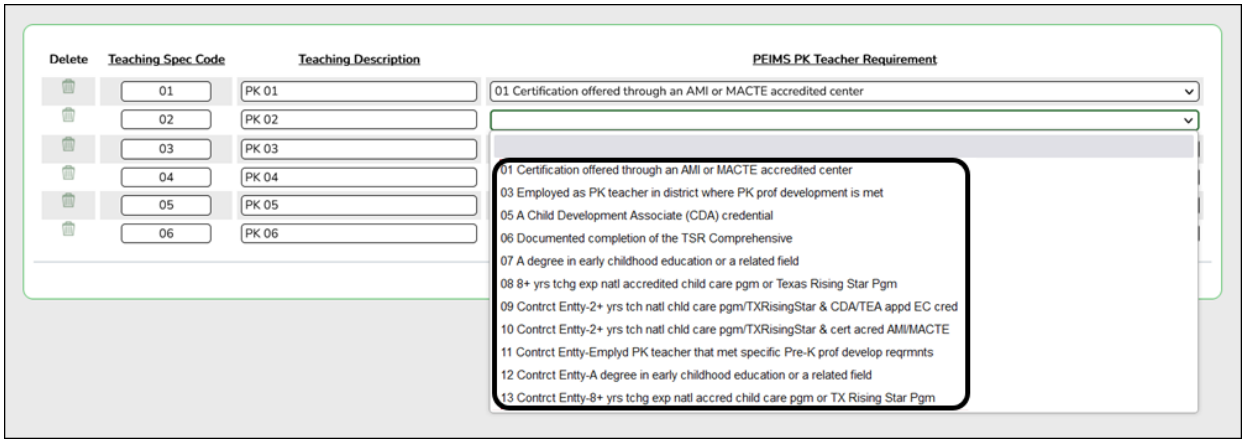
  Personnel elements can be verified by running the following reports:

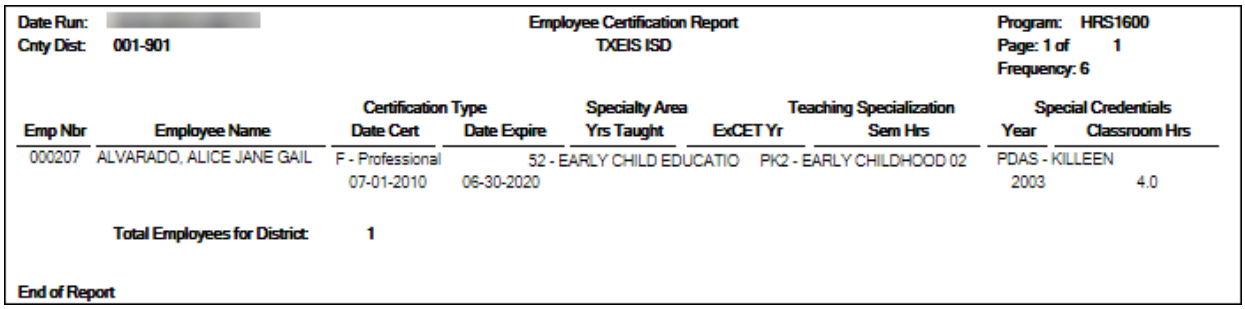
  ***Personnel > Reports > User Created Reports***




  Use the User Created Report to verify staff demo data.

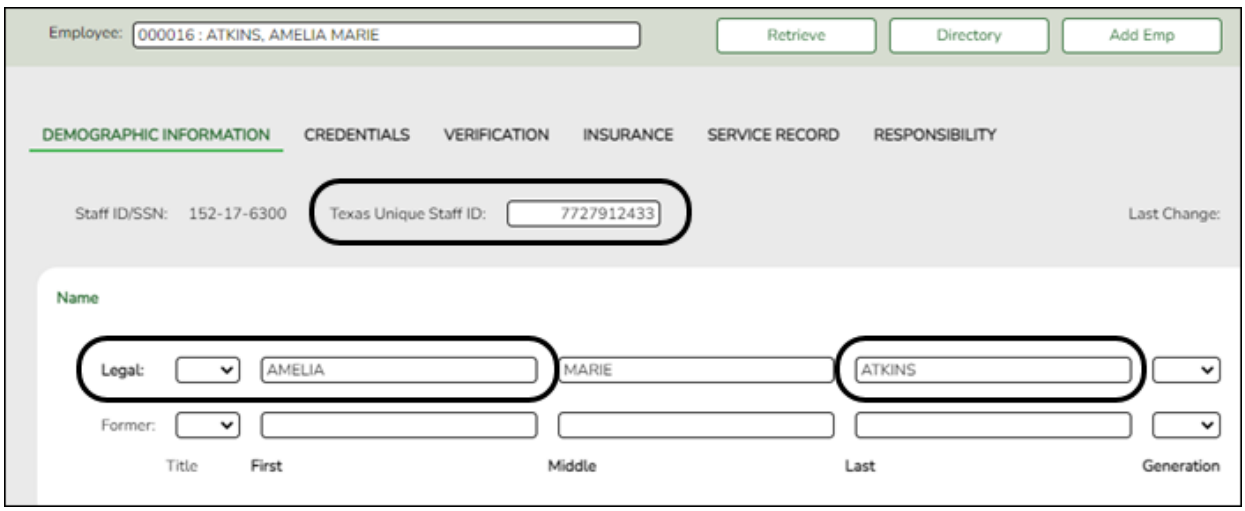
***Personnel > Reports > Personnel Reports > HRS1600 - Certification Report***




HRS1600 allows you to view a list of instructors assigned to a particular teacher specialization code that is associated with the PK teacher certification requirement.

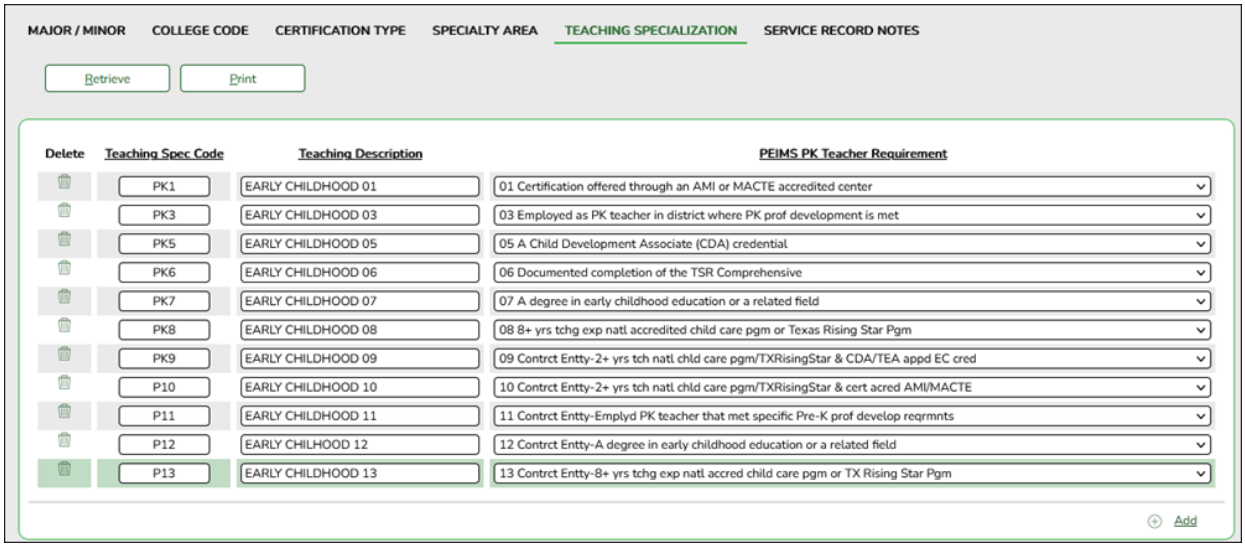
- Personnel > Maintenance > Staff Demo > Demographic Information



**Reported Elements from Demographic Information:**

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E1524 | —- | TX-UNIQUE-STAFF-ID | Texas Unique Staff ID |
| E0703 | —- | FIRST-NAME | Legal - First |
| E0705 | —- | LAST-NAME | Legal - Last |

- Personnel > Tables > Credential > Teaching Specialization

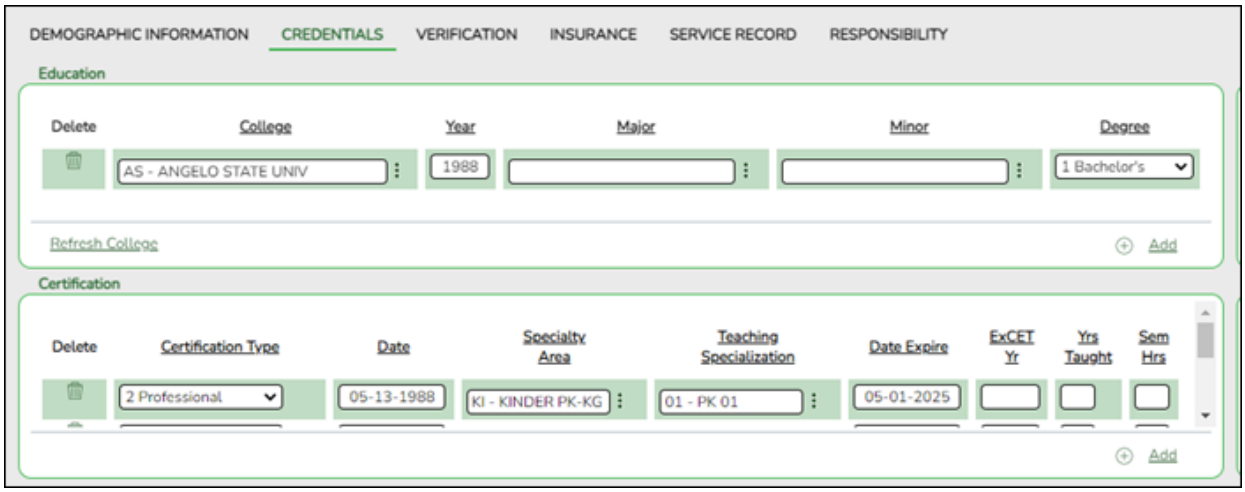



## Interchange: StaffAssociationExtension
## Complex Type: StaffExtension

The **PEIMS PK Teacher Requirement** field is used to indicate if a particular teaching specialization code is associated with required additional qualifications for the High Quality Prekindergarten Program.

Setting up codes for all **PEIMS PK Teacher Requirement** codes (one for each code in table C207) is recommended but not required.

- Personnel > Maintenance > Staff Demo > Credentials




**Reported Elements from Credentials:**

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E1581 | C207 | PK-TEACHER-REQUIREMENT | PEIMS PK Teacher Requirement/Teaching Specialization |

# II. Verify ASCENDER Student Data

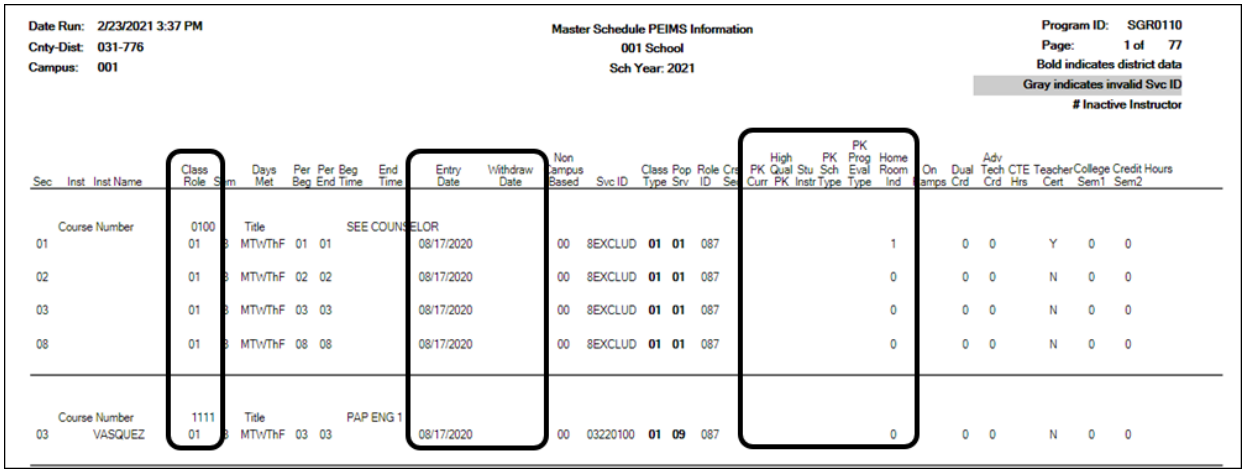
Verify data for each element in the ASCENDER Student applications. **It is suggested that you run reports first, and then use the maintenance pages in the Student applications to update data where needed.**

## Grade Reporting

- Grade Reporting Reports

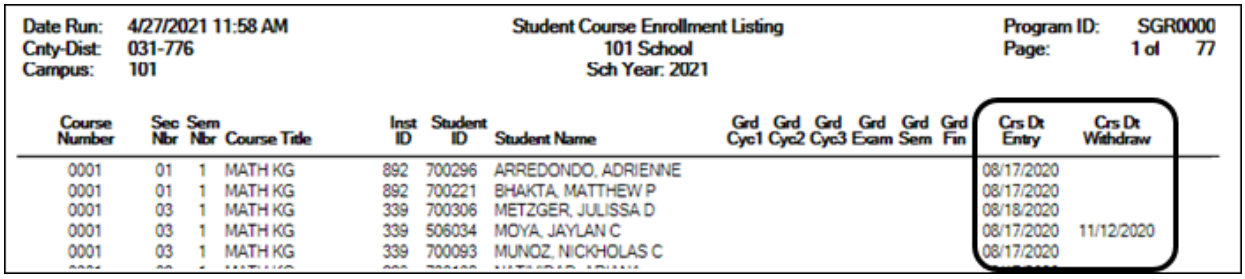
Grade Reporting elements can be verified by running the following reports:

***Grade Reporting > Reports > Grade Reporting Reports > Master Schedules > SGR0110 - Master Schedule PEIMS (Grd Rpting)***



For PK course-sections, verify the instructor's **Class Role**, **Entry Date**, **Withdraw Date**, as well as **PK Curr**, **High Qual PK**, **Stu Instr**, **PK Sch Type**, **PK Prog Eval Type**, and **Home Room Ind**.

***Grade Reporting > Reports > Grade Reporting Reports > Student Schedules > SGR0000 - Student Course Enrollment Listing***



Date Run: 4/27/2021 11:58 AM
Cnty-Dist: 031-776
Campus: 101

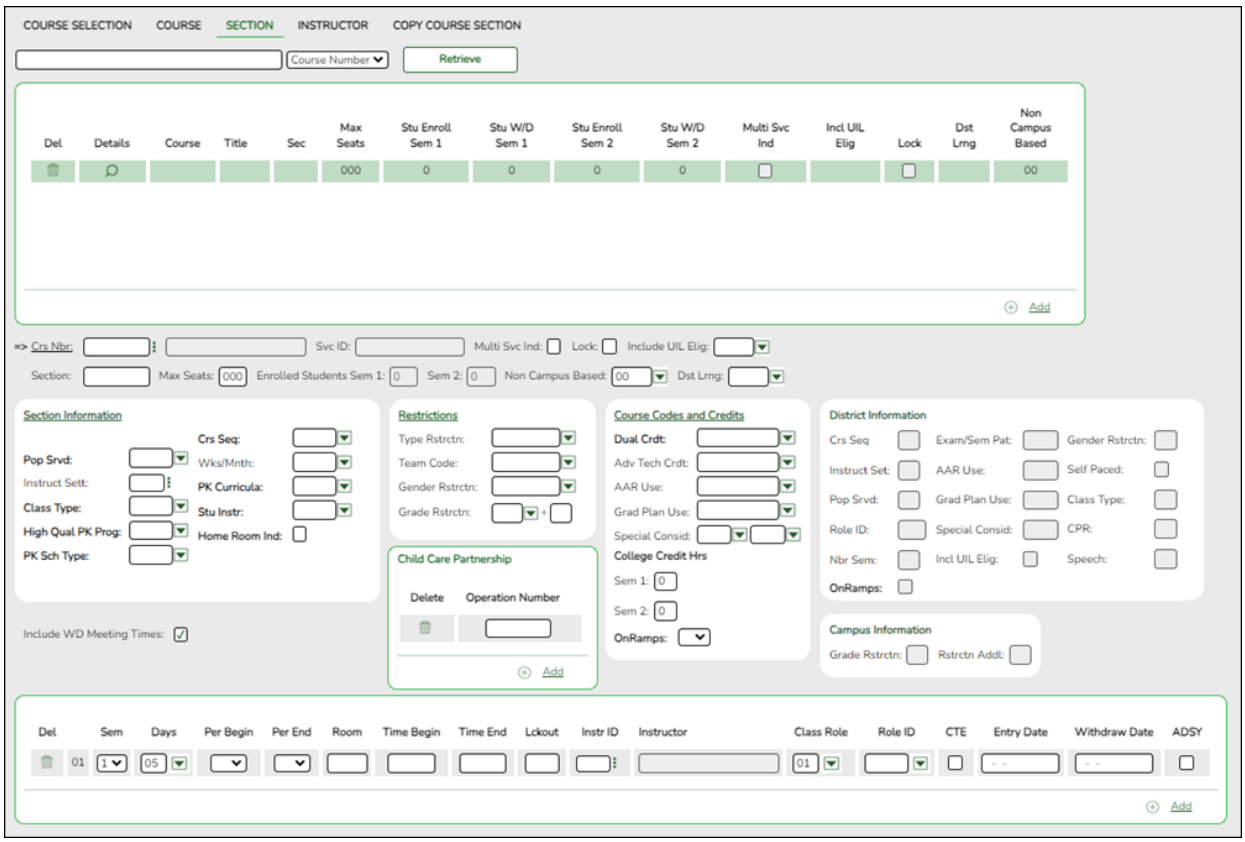
Student Course Enrollment Listing
101 School
Sch Year: 2021

Program ID: SGR0000
Page: 1 of 77

| Course Number | Sec Nbr | Sem Nbr | Course Title | Inst ID | Student ID | Student Name | Grd Cyc1 | Grd Cyc2 | Grd Cyc3 | Grd Exam | Grd Sem | Grd Fin | Crs Dt Entry | Crs Dt Withdraw |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0001 | 01 | 1 | MATH KG | 892 | 700296 | ARREDONDO, ADRIENNE | | | | | | | 08/17/2020 | |
| 0001 | 01 | 1 | MATH KG | 892 | 700221 | BHAKTA, MATTHEW P | | | | | | | 08/17/2020 | |
| 0001 | 03 | 1 | MATH KG | 339 | 700306 | METZGER, JULISSA D | | | | | | | 08/18/2020 | |
| 0001 | 03 | 1 | MATH KG | 339 | 506034 | MOYA, JAYLAN C | | | | | | | 08/17/2020 | 11/12/2020 |
| 0001 | 03 | 1 | MATH KG | 339 | 700093 | MUNOZ, NICKHOLAS C | | | | | | | 08/17/2020 | |

For PK course-sections, verify the **Crs Dt Entry** and **Crs Dt Withdraw** fields for all students.

- Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Section



**Reported Elements from Section:**

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E1580 | C088 | HIGH-QUALITY-PK-PROGRAM INDICATOR | High Qual PK Prog |
| E1555 | DC152 | PK-SCHOOL-TYPE | PK Sch Type |
| E1579 | C206 | PK-CURRICULA | PK Curricula |
| E1558 | DC153 | STUDENT-INSTRUCTION | Stu Instr |
| E1440 | —- | HOMEROOM-INDICATOR | Home Room Ind |
| E1726 | —- | CHILD-CARE-OPERATION-NUMBER | Operation Number |

**IMPORTANT:** Be sure **Home Room Ind** is selected for at least one class for all PK students, and that the student was enrolled in this class on the reading assessment date.

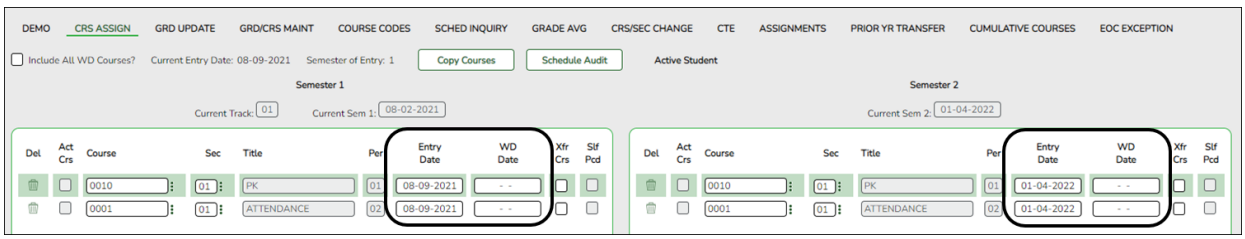
- A student can only have one home room selected. (This is a new TEA edit for 2018-2019.)
- If a student was in one homeroom from the beginning of the school year, then moved to another home room on December 1 (for example), but tested in the first home room class, the second class must not have the homeroom indicator set.

The home room indicator identifies the instructor in the ECDS PK system who will be used in the ECDS PK reports. For each PK homeroom **Instructor**, verify the following on ***Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Instructor***:

- The instructor must not be excluded from PEIMS Reporting. Be sure **Exclude from PEIMS** is not selected.
- The instructor must have a valid **Staff ID** or **SSN**.

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E1065 | —- | ASSIGNMENT-BEGIN-DATE | Entry Date |
| E1066 | —- | ASSIGNMENT-END-DATE | Withdraw Date |

- Grade Reporting > Maintenance > Student > Individual Maint > Crs Assign




**Reported Elements from Crs Assign:**

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E1069 | —- | STUDENT-BEGIN-DATE | Entry Date |

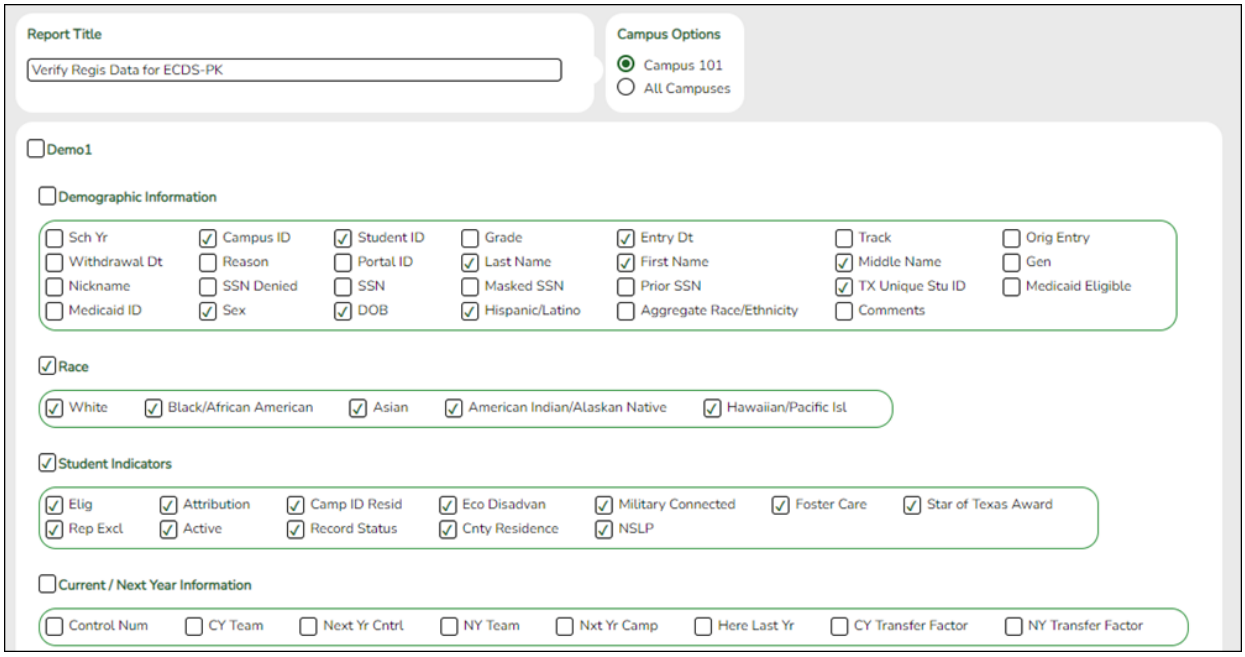
| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E1070 | —- | STUDENT-END-DATE | WD Date |

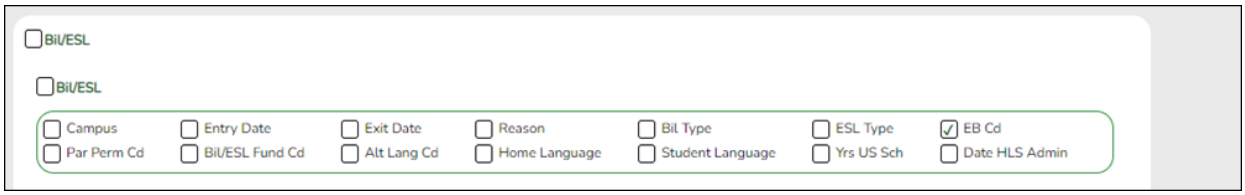
## Registration

- Registration Reports

Student registration elements can be verified by running the following reports:

***Registration > Reports > Create Registration Report***

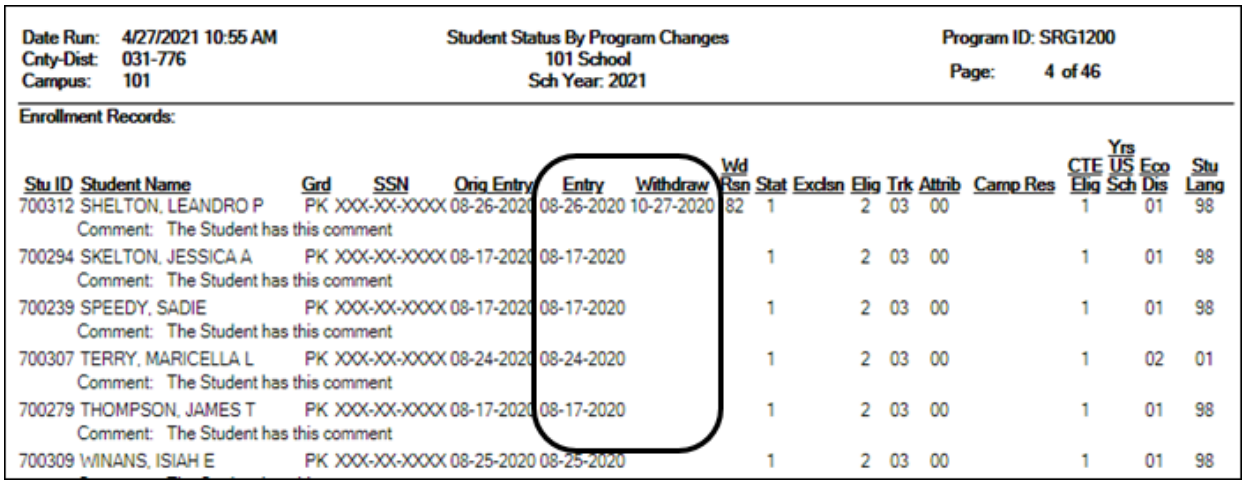



Use the Create Registration Report to verify student demographic data, as well as the EB indicator.

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***Registration > Reports > Registration Reports > Program > SRG1200 - Student Status Changes by Program***



Date Run: 4/27/2021 10:55 AM
Cnty-Dist: 031-776
Campus: 101

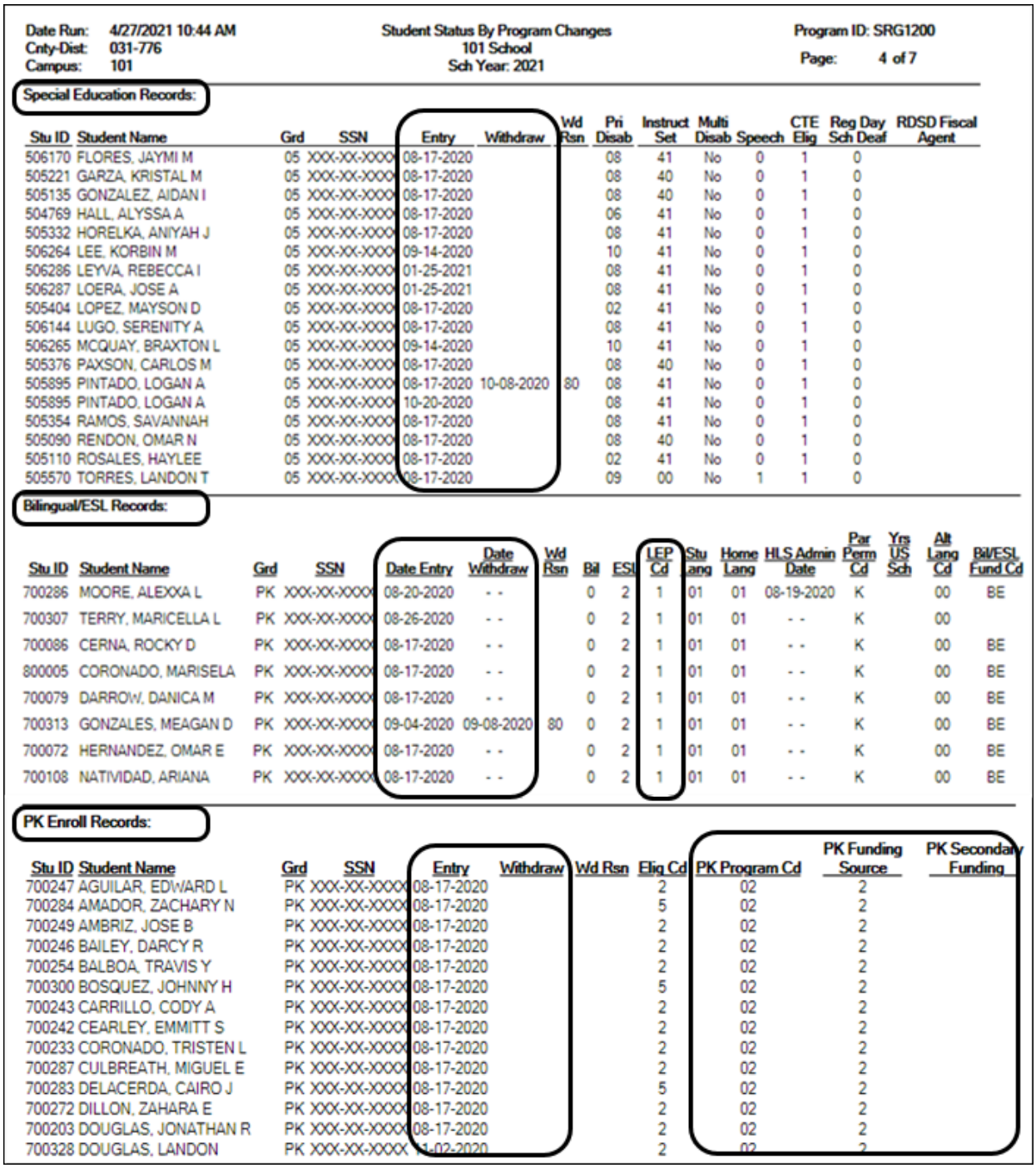
Student Status By Program Changes
101 School
Sch Year: 2021

Program ID: SRG1200
Page: 4 of 46

Enrollment Records:

| Stu ID | Student Name | Grd | SSN | Orig Entry | Entry | Withdraw | Wd Rsn | Stat | Exclsn | Elig | Trk | Attrib | Camp Res | CTE Elig | Yrs US Sch | Eco Dis | Stu Lang |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 700312 | SHELTON, LEANDRO P | PK | XXX-XX-XXXX | 08-26-2020 | 08-26-2020 | 10-27-2020 | 82 | 1 | | 2 | 03 | 00 | | 1 | | 01 | 98 |
| | Comment: The Student has this comment | | | | | | | | | | | | | | | | |
| 700294 | SKELTON, JESSICA A | PK | XXX-XX-XXXX | 08-17-2020 | 08-17-2020 | | | 1 | | 2 | 03 | 00 | | 1 | | 01 | 98 |
| | Comment: The Student has this comment | | | | | | | | | | | | | | | | |
| 700239 | SPEEDY, SADIE | PK | XXX-XX-XXXX | 08-17-2020 | 08-17-2020 | | | 1 | | 2 | 03 | 00 | | 1 | | 01 | 98 |
| | Comment: The Student has this comment | | | | | | | | | | | | | | | | |
| 700307 | TERRY, MARICELLA L | PK | XXX-XX-XXXX | 08-24-2020 | 08-24-2020 | | | 1 | | 2 | 03 | 00 | | 1 | | 02 | 01 |
| | Comment: The Student has this comment | | | | | | | | | | | | | | | | |
| 700279 | THOMPSON, JAMES T | PK | XXX-XX-XXXX | 08-17-2020 | 08-17-2020 | | | 1 | | 2 | 03 | 00 | | 1 | | 01 | 98 |
| | Comment: The Student has this comment | | | | | | | | | | | | | | | | |
| 700309 | WINANS, ISIAH E | PK | XXX-XX-XXXX | 08-25-2020 | 08-25-2020 | | | 1 | | 2 | 03 | 00 | | 1 | | 01 | 98 |

Set the **Print Enroll Records** parameter to Y to verify student entry and withdrawal dates.



Date Run: 4/27/2021 10:44 AM
Cnty-Dist: 031-776
Campus: 101

Student Status By Program Changes
101 School
Sch Year: 2021

Program ID: SRG1200
Page: 4 of 7

**Special Education Records:**

| Stu ID | Student Name | Grd | SSN | Entry | Withdraw | Wd Rsn | Pri Disab | Instruct Set | Multi Disab | Speech | CTE Elig | Reg Day Sch Deaf | RDSD Fiscal Agent |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 506170 | FLORES, JAYMI M | 05 | XXX-XX-XXXX | 08-17-2020 | | | 08 | 41 | No | 0 | 1 | 0 | |
| 505221 | GARZA, KRISTAL M | 05 | XXX-XX-XXXX | 08-17-2020 | | | 08 | 40 | No | 0 | 1 | 0 | |
| 505135 | GONZALEZ, AIDAN I | 05 | XXX-XX-XXXX | 08-17-2020 | | | 08 | 40 | No | 0 | 1 | 0 | |
| 504769 | HALL, ALYSSA A | 05 | XXX-XX-XXXX | 08-17-2020 | | | 06 | 41 | No | 0 | 1 | 0 | |
| 505332 | HORELKA, ANIYAH J | 05 | XXX-XX-XXXX | 08-17-2020 | | | 08 | 41 | No | 0 | 1 | 0 | |
| 506264 | LEE, KORBIN M | 05 | XXX-XX-XXXX | 09-14-2020 | | | 10 | 41 | No | 0 | 1 | 0 | |
| 506286 | LEYVA, REBECCA I | 05 | XXX-XX-XXXX | 01-25-2021 | | | 08 | 41 | No | 0 | 1 | 0 | |
| 506287 | LOERA, JOSE A | 05 | XXX-XX-XXXX | 01-25-2021 | | | 08 | 41 | No | 0 | 1 | 0 | |
| 505404 | LOPEZ, MAYSON D | 05 | XXX-XX-XXXX | 08-17-2020 | | | 02 | 41 | No | 0 | 1 | 0 | |
| 506144 | LUGO, SERENITY A | 05 | XXX-XX-XXXX | 08-17-2020 | | | 08 | 41 | No | 0 | 1 | 0 | |
| 506265 | MCQUAY, BRAXTON L | 05 | XXX-XX-XXXX | 09-14-2020 | | | 10 | 41 | No | 0 | 1 | 0 | |
| 505376 | PAXSON, CARLOS M | 05 | XXX-XX-XXXX | 08-17-2020 | | | 08 | 40 | No | 0 | 1 | 0 | |
| 505895 | PINTADO, LOGAN A | 05 | XXX-XX-XXXX | 08-17-2020 | 10-08-2020 | 80 | 08 | 41 | No | 0 | 1 | 0 | |
| 505895 | PINTADO, LOGAN A | 05 | XXX-XX-XXXX | 10-20-2020 | | | 08 | 41 | No | 0 | 1 | 0 | |
| 505354 | RAMOS, SAVANNAH | 05 | XXX-XX-XXXX | 08-17-2020 | | | 08 | 41 | No | 0 | 1 | 0 | |
| 505090 | RENDON, OMAR N | 05 | XXX-XX-XXXX | 08-17-2020 | | | 08 | 40 | No | 0 | 1 | 0 | |
| 505110 | ROSALES, HAYLEE | 05 | XXX-XX-XXXX | 08-17-2020 | | | 02 | 41 | No | 0 | 1 | 0 | |
| 505570 | TORRES, LANDON T | 05 | XXX-XX-XXXX | 08-17-2020 | | | 09 | 00 | No | 1 | 1 | 0 | |

**Bilingual/ESL Records:**

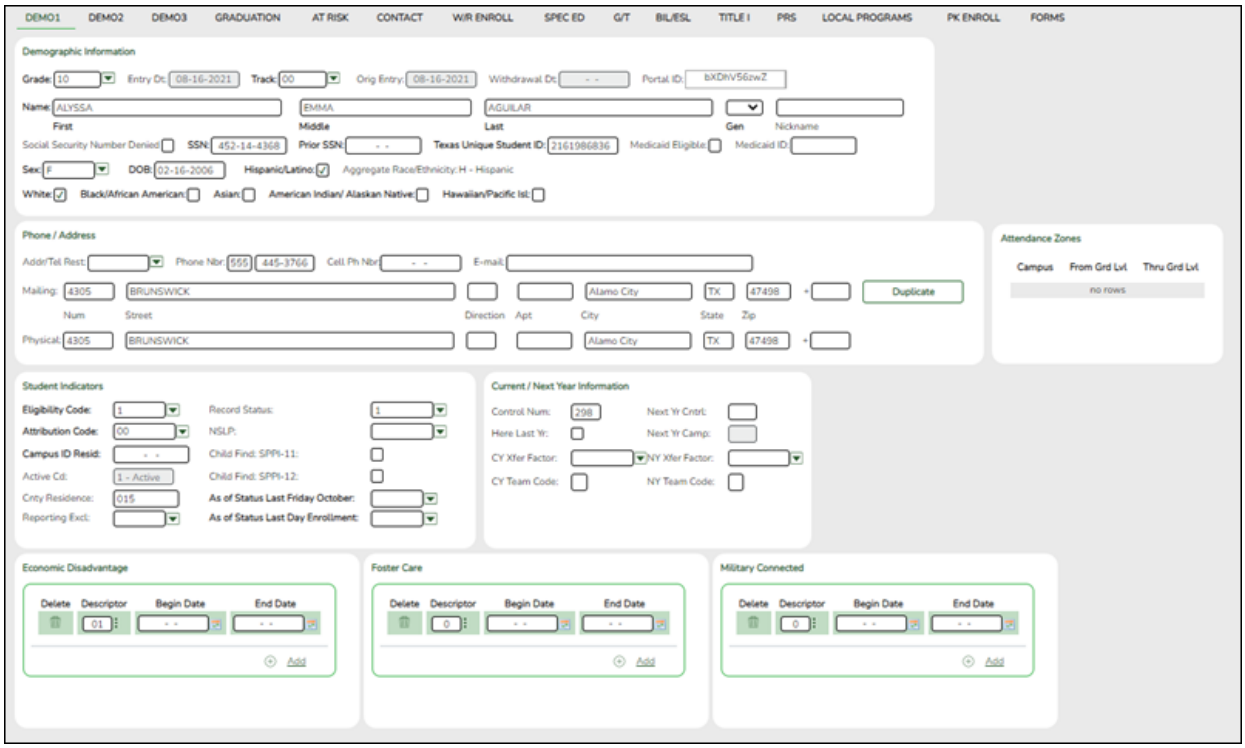
| Stu ID | Student Name | Grd | SSN | Date Entry | Date Withdraw | Wd Rsn | Bil | ESL | LEP Cd | Stu Lang | Home Lang | HLS Admin Date | Par Perm Cd | Yrs US Sch | Alt Lang Cd | Bil/ESL Fund Cd |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 700286 | MOORE, ALEXXA L | PK | XXX-XX-XXXX | 08-20-2020 | - - | | 0 | 2 | 1 | 01 | 01 | 08-19-2020 | K | | 00 | BE |
| 700307 | TERRY, MARICELLA L | PK | XXX-XX-XXXX | 08-26-2020 | - - | | 0 | 2 | 1 | 01 | 01 | - - | K | | 00 | |
| 700086 | CERNA, ROCKY D | PK | XXX-XX-XXXX | 08-17-2020 | - - | | 0 | 2 | 1 | 01 | 01 | - - | K | | 00 | BE |
| 800005 | CORONADO, MARISELA | PK | XXX-XX-XXXX | 08-17-2020 | - - | | 0 | 2 | 1 | 01 | 01 | - - | K | | 00 | BE |
| 700079 | DARROW, DANICA M | PK | XXX-XX-XXXX | 08-17-2020 | - - | | 0 | 2 | 1 | 01 | 01 | - - | K | | 00 | BE |
| 700313 | GONZALES, MEAGAN D | PK | XXX-XX-XXXX | 09-04-2020 | 09-08-2020 | 80 | 0 | 2 | 1 | 01 | 01 | - - | K | | 00 | BE |
| 700072 | HERNANDEZ, OMAR E | PK | XXX-XX-XXXX | 08-17-2020 | - - | | 0 | 2 | 1 | 01 | 01 | - - | K | | 00 | BE |
| 700108 | NATIVIDAD, ARIANA | PK | XXX-XX-XXXX | 08-17-2020 | - - | | 0 | 2 | 1 | 01 | 01 | - - | K | | 00 | BE |

**PK Enroll Records:**

| Stu ID | Student Name | Grd | SSN | Entry | Withdraw | Wd Rsn | Elig Cd | PK Program Cd | PK Funding Source | PK Secondary Funding |
|---|---|---|---|---|---|---|---|---|---|---|
| 700247 | AGUILAR, EDWARD L | PK | XXX-XX-XXXX | 08-17-2020 | | | 2 | 02 | 2 | |
| 700284 | AMADOR, ZACHARY N | PK | XXX-XX-XXXX | 08-17-2020 | | | 5 | 02 | 2 | |
| 700249 | AMBRIZ, JOSE B | PK | XXX-XX-XXXX | 08-17-2020 | | | 2 | 02 | 2 | |
| 700246 | BAILEY, DARCY R | PK | XXX-XX-XXXX | 08-17-2020 | | | 2 | 02 | 2 | |
| 700254 | BALBOA, TRAVIS Y | PK | XXX-XX-XXXX | 08-17-2020 | | | 2 | 02 | 2 | |
| 700300 | BOSQUEZ, JOHNNY H | PK | XXX-XX-XXXX | 08-17-2020 | | | 5 | 02 | 2 | |
| 700243 | CARRILLO, CODY A | PK | XXX-XX-XXXX | 08-17-2020 | | | 2 | 02 | 2 | |
| 700242 | CEARLEY, EMMITT S | PK | XXX-XX-XXXX | 08-17-2020 | | | 2 | 02 | 2 | |
| 700233 | CORONADO, TRISTEN L | PK | XXX-XX-XXXX | 08-17-2020 | | | 2 | 02 | 2 | |
| 700287 | CULBREATH, MIGUEL E | PK | XXX-XX-XXXX | 08-17-2020 | | | 2 | 02 | 2 | |
| 700283 | DELACERDA, CAIRO J | PK | XXX-XX-XXXX | 08-17-2020 | | | 5 | 02 | 2 | |
| 700272 | DILLON, ZAHARA E | PK | XXX-XX-XXXX | 08-17-2020 | | | 2 | 02 | 2 | |
| 700203 | DOUGLAS, JONATHAN R | PK | XXX-XX-XXXX | 08-17-2020 | | | 2 | 02 | 2 | |
| 700328 | DOUGLAS, LANDON | PK | XXX-XX-XXXX | 11-02-2020 | | | 2 | 02 | 2 | |

Set the **Print Special Ed Records**, **Print Bilingual/ESL Records**, and **Print PK Enroll Records** parameters to Y to verify program information. These reports can be run individually.

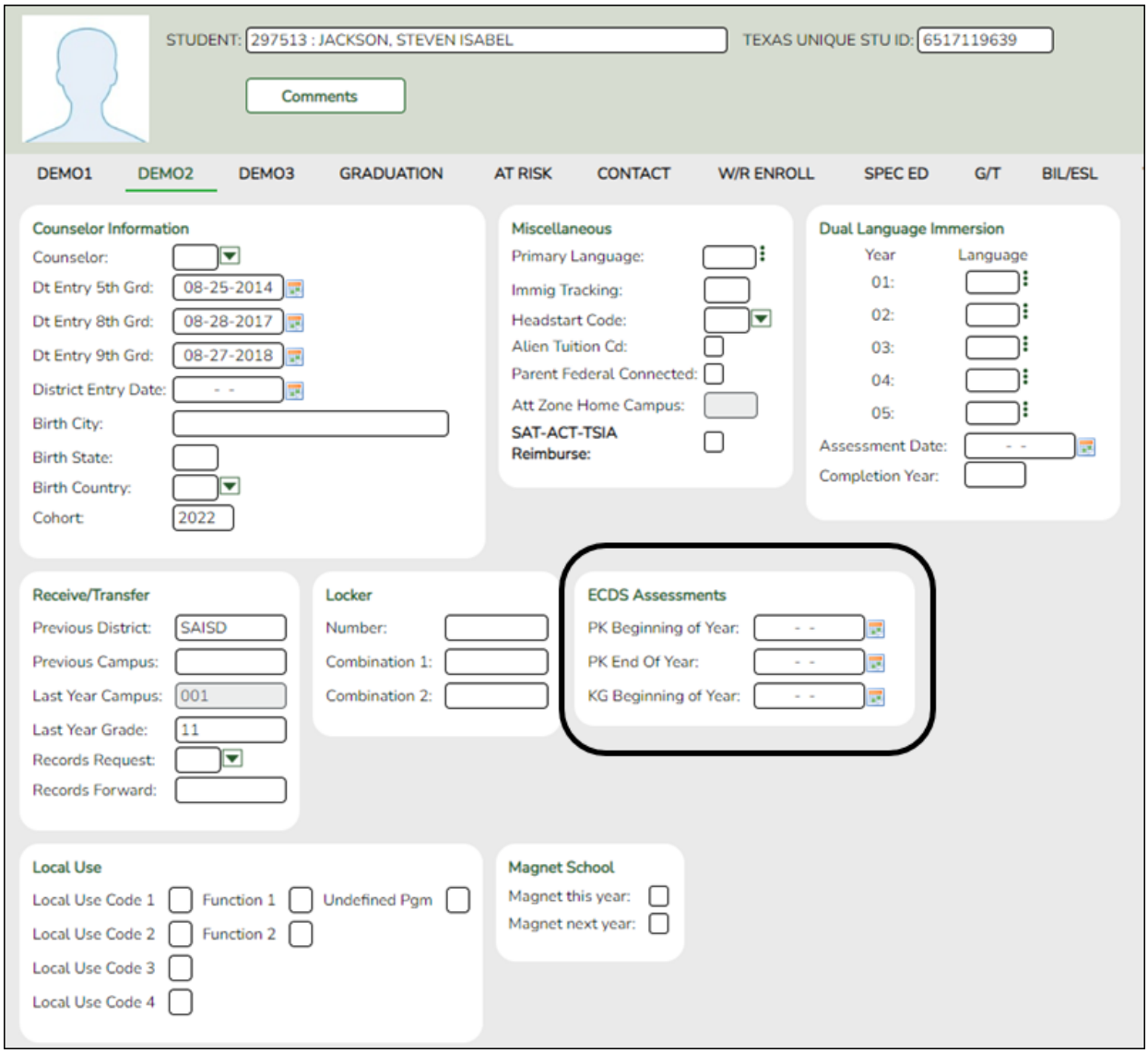
- Registration > Maintenance > Student Enrollment > Demo1




**Reported Elements from Demo1:**

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E0703 | —- | FIRST-NAME | Name - First |
| E0704 | —- | MIDDLE-NAME | Name - Middle |
| E0705 | —- | LAST-NAME | Name - Last |
| E1523 | —- | TX-UNIQUE-STUDENT-ID | Texas Unique Student ID |
| E0004 | —- | SEX-CODE | Sex |
| E0006 | —- | DATE-OF-BIRTH | DOB |
| E1064 | —- | HISPANIC-LATINO-CODE | Hispanic/Latino |
| E1063 | —- | WHITE-CODE | White |
| E1061 | —- | BLACK-AFRICAN-AMERICAN-CODE | Black/African American |
| E1060 | —- | ASIAN-CODE | Asian |
| E1059 | —- | AMERICAN-INDIAN-ALASKA-NATIVE-CODE | American Indian/ Alaskan Native |
| E1062 | —- | NATIVE-HAWAIIAN-PACIFIC-ISLANDER-CODE | Hawaiian/Pacific Isl |
| E0785 | C054 | ECONOMIC-DISADVANTAGE-CODE | Eco Disadvan |
| E0017 | —- | GRADE-LEVEL-CODE | Grade |

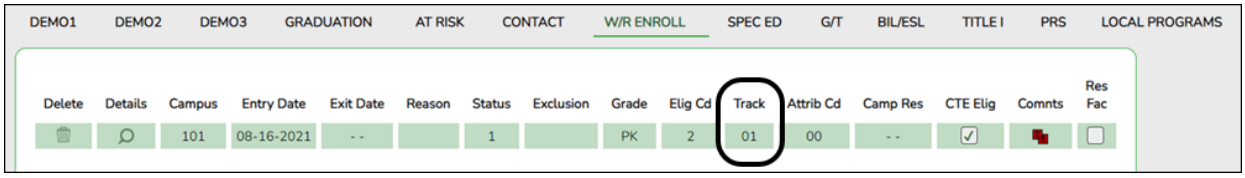
- Registration > Maintenance > Student Enrollment > Demo2




**Reported Elements from Demo2:**

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E1397 | —- | ADMINISTRATION-END-DATE | —- |

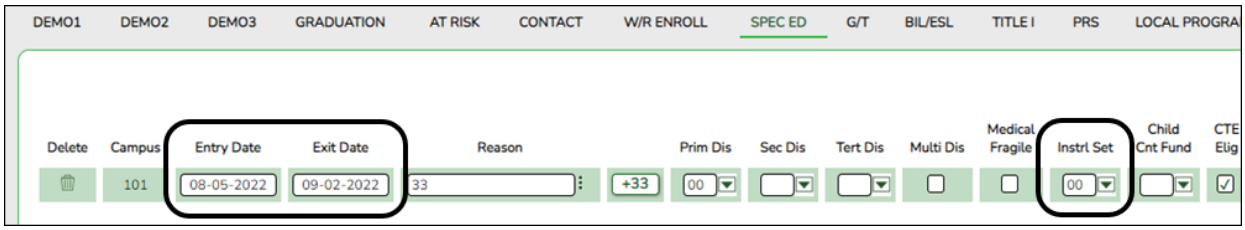
- Registration > Maintenance > Student Enrollment > W/R Enroll




**Reported Elements from W/R Enroll:**

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E0975 | —- | INSTRUCTIONAL-TRACK-INDICATOR-CODE | Track |

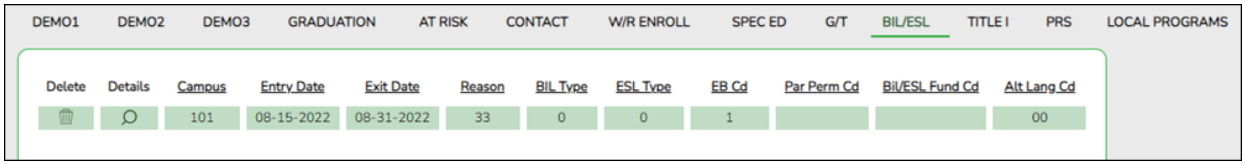
- Registration > Maintenance > Student Enrollment > SpecEd




**Reported Elements from SpecEd:**

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E0794 | C088 | SPECIAL-ED-INDICATOR-CODE | Entry/Exit Date |

- Registration > Maintenance > Student Enrollment > Bil/ESL

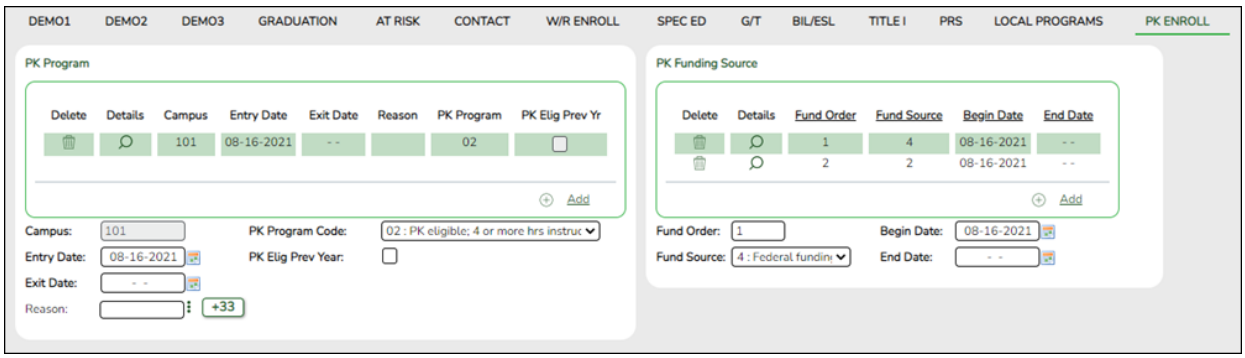



**Reported Elements from Bil/ESL:**

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E0790 | C061 | EMERGENT-BILINGUAL-INDICATOR-CODE | EB Cd |

**IMPORTANT:** The **EB Code** cannot be updated from the State Reporting > Maintenance > Summer > Student > Demo page. It must be correct on this tab so that it is correct in the *Student* interchange.

- Registration > Maintenance > Student Enrollment > PK Enroll




**Reported Elements from PK Enroll:**

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E1078 | C185 | PK-PROGRAM-TYPE-CODE | PK Program Code |
| E1079 | C186 | PRIMARY-PK-FUNDING-SOURCE-CODE | PK Funding Source |
| E1080 | C186 | SECONDARY-PK-FUNDING-SOURCE-CODE | PK Secondary Funding |

**IMPORTANT:** The **EB Code** cannot be updated from the State Reporting > Maintenance > Summer > Student > Demo page. It must be correct on this tab so that it is correct in the *Student* interchange.

# III. Verify Data and Create XML File

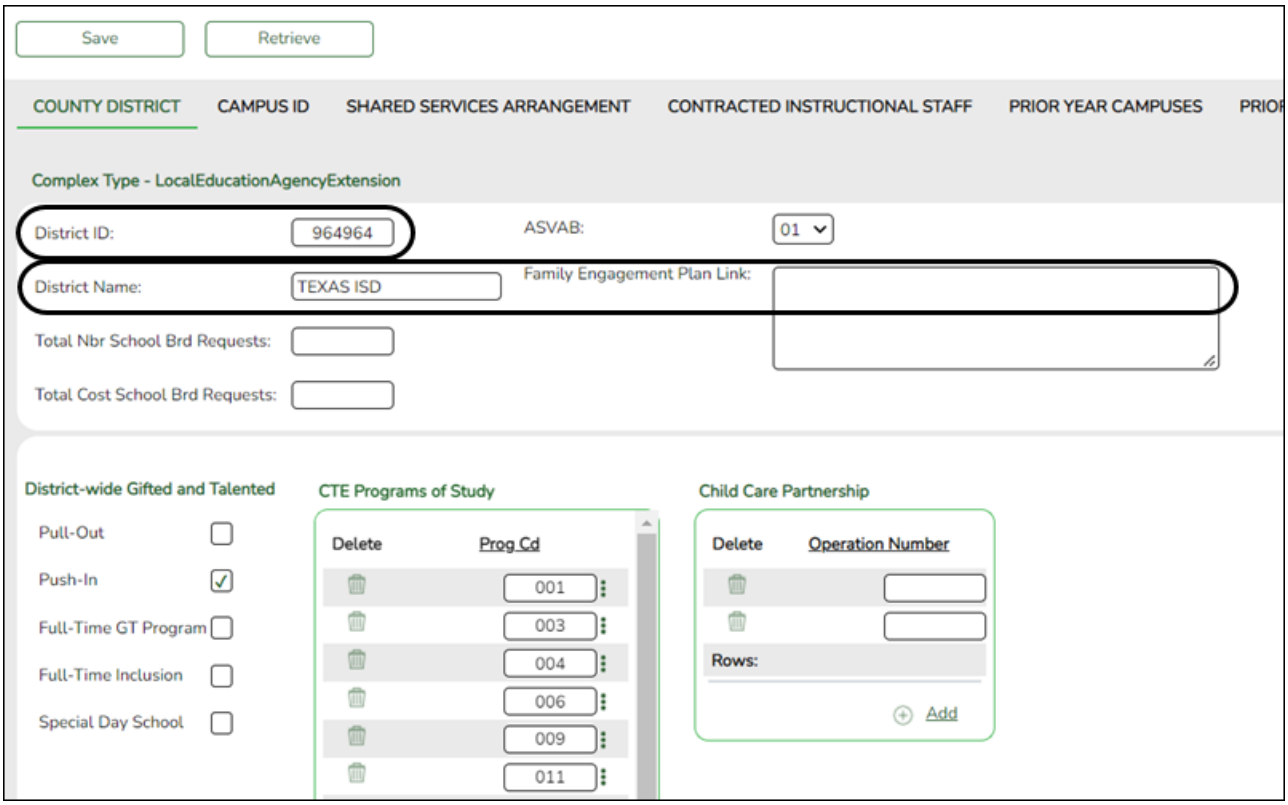
- Review the Family Plan Engagement Link

The following Organization data is always maintained from the maintenance pages; there is no extract, unless you used the Import External File utility.

**NOTE**: The Family Engagement Plan Link is no longer Mandatory and an incomplete tagline will no longer generate if the field is left blank.

- If not selected, you will receive a Special Warning upon submission.

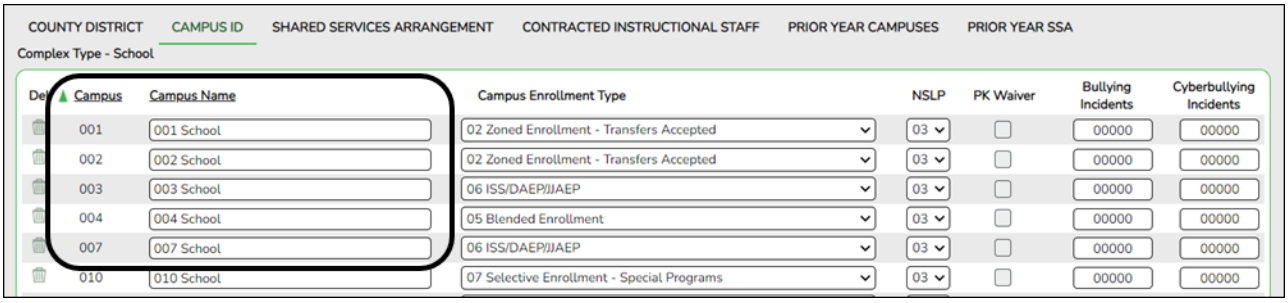
***State Reporting > Maintenance > Organization > County District***




### Reported Elements from County District:

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E0212 | —- | DISTRICT-ID | District ID |
| E0213 | —- | DISTRICT-NAME | District Name |
| E1583 | —- | FAMILY-ENGAGEMENT-PLAN-LINK | —- |
| E1626 | C216 | PROGRAM-EVALUATION-TYPE | Code this element on *Registration > Maintenance > District Profile > District Maintenance > State Reporting* |

### *State Reporting > Maintenance > Organization > Campus ID*



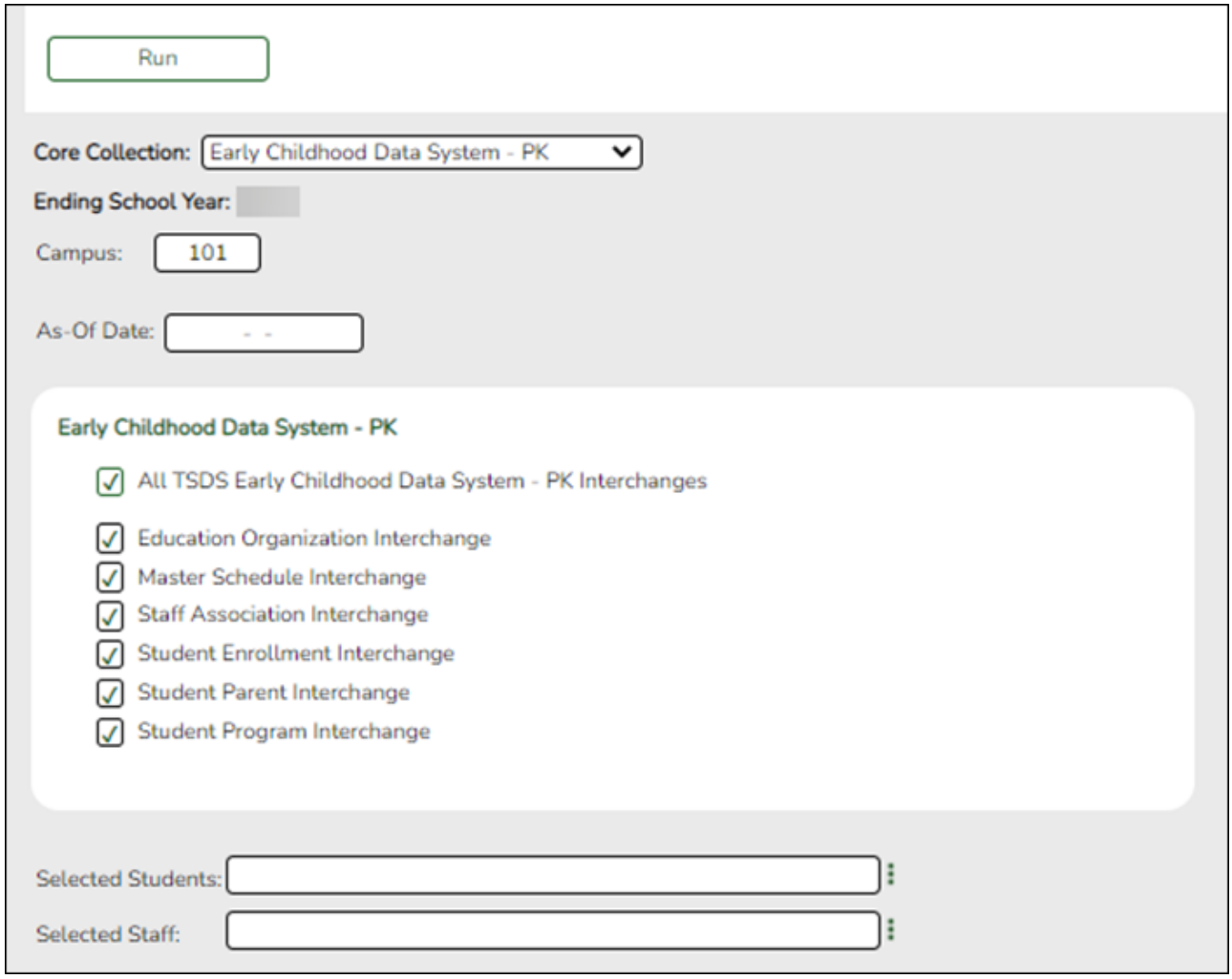

### Reported Elements from Campus ID:

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E0266 | —- | CAMPUS-ID | Campus |

| Element | Code Table | Data Element | ASCENDER Name |
|---|---|---|---|
| E0267 | —- | CAMPUS-NAME | Campus Name |

- Create XML file.

***State Reporting > Utilities > Create TSDS Core Collections Interchanges***




| | |
|---|---|
| **Core Collection** | Select the submission. For the ECDS PK submission, select *Early Childhood Data System - PK*. |
| **Ending School Year** | (Display only) The submission year, as entered in the **Submission Year** field on State Reporting > Options, is displayed.<br><br>For example, for the 2020-2021 ECDS-PK submission, the field would display 2021. |
| **Campus** | Type the three-digit campus ID. Leave blank to select all campuses in the district. |

| | |
|---|---|
| **As-Of Date** | (Required) Enter the as-of date for running this utility.<br>**NOTES:**<br>∘<br>This date is used as the staff association date as well as for determining the course-section in the master schedule.<br>∘<br>When determining which record to retrieve, the system first references the **PK End Of Year** date, if blank, then references the **PK Beginning Of Year** date. If both of those dates are blank, the entered **As-of Date** is used to determine which record to retrieve. |

❑ Select the following individual interchanges for the ECDS PK submission.

- All TSDS Early Childhood Data System - PK Interchanges
- Education Organization Interchange
- Master Schedule Interchange
- Staff Association Interchange
- Student Enrollment Interchange
- Student Parent Interchange
- Student Program Interchange

Only courses with service ID 01010000 are included.

| | |
|---|---|
| **Selected Students** | The field is enabled if you selected all interchanges or a student-related interchange. Type or click the ellipsis to select the students for whom you want to create an interchange. Separate multiple students (Texas unique student IDs) with a comma (e.g., 6895409515,1628657282,2986961713). Leave blank to select all students.<br><br>**Note**: The **As-Of Date** field must be completed in order for this field to retrieve students. |
| **Selected Staff** | The field is enabled if you selected all interchanges or a staff-related interchange. Type or click the ellipsis to select the employees for whom you want to create an interchange. Separate multiple employees (Texas unique staff IDs) with a comma (e.g., 4732877094,2568052155). Leave blank to select all staff.<br>**Note**: The **As-Of Date** field must be completed in order for this field to retrieve staff. |

❑ Click **Run**.

When the process is complete, you are prompted to save a .zip file containing the individual files for the completed interchanges.

The default name of the zipped folder is *District_YYYY-MM-DD.HH-MM-SS*.TSDS.zip, where:

- *District* is the six-digit county-district number
- *YYYY-MM-DD* is the date when the folder was created

- *HH-MM-SS* is the hour, minute, and second when the folder was created

Example: *015101-2020-05-15.15-30-22.*TSDS.zip

The default name for the individual files is *District_Campus_Collection_TimeStamp_Interchange.xml*, where:

- *District* is the six-digit county-district number
- *Campus* is the three-digit campus ID
- *Collection* is the nine-character collection (ending school year & submission)
- *TimeStamp* is the 12-digit date-time-stamp when the interchange was created (YYYYMMDDHHMM)
- *Interchange* is the name of the interchange created.

Example: 015101_000_2021TSDS_202005151420_InterchangeStudentProgramExtension.xml

**NOTE**: The Student Program only extracts for Special Education; therefore, not all students will be written into this interchange, which may result in a blank interchange.

❑ If errors are encountered:

1. Correct the data in ASCENDER.
2. Re-run the interchange(s).


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# Back Cover