



guide_summer_verify_options

Table of Contents

State Reporting > Options

Verify that the following are set correctly:

Submission Year	Type the ending year of the school year for which you will be submitting data. The submission year is edited to ensure a valid year is entered and that code table data is loaded for the year specified. If you change the date, all district and campus data is deleted except for the District ID and District Name fields on Maintenance > Organization > County District , and the Campus and Campus Name fields on Maintenance > Organization > Campus ID .
As-of Date	Type the fall as-of date provided by the TEA. Or, click the field to select the date from a calendar. The as-of date is edited to ensure a valid date is entered. This date is used in the fall staff and fall student extracts.
School Start Window (SSW) Date	Type the school-start window date set by the TEA for the current school year. Or, click the field to select the date from a calendar.
Generic Program for Dyslexia Reporting	DYSLEXIA-INDICATOR-CODE (E1530) (S1) Code table: C088 Type or click  to select the code indicating the local program used to track students identified as dyslexic.
Generic Program for Early College High School Reporting	ECHS-INDICATOR-CODE (E1560) (S1, S3, S4) Code table: C088 Type or click  to select the code indicating the local program used to track students participating in the Early College High School (ECHS) program.
Generic Program for T-STEM Academy Reporting	T-STEM-INDICATOR-CODE (E1559) (S1, S3, S4) Code table: C088 Type or click  to select the code indicating the local program used to track students participating in the Texas Science, Technology, Engineering and Mathematics (T-STEM) Initiative program.
Generic Program for IGC Reporting	INDIVIDUAL-GRADUATION-COMMITTEE-REVIEW-CODE (E1563) (S3) Code table: C201 Type or click  to select the code indicating the local program used to track students assigned to an Individual Graduation Committee (IGC).

1. Verify that Submission Year is set correctly. For the 2016-2017 school year, the field must be set to 2017. 2. Verify that the As-of Date and School Start Window (SSW) Date fields are set correctly. For 2016-2017: zz The As-of Date is 10/28/2016. zz The School Start Window (SSW) Date is 09/30/2016. This is the closing date for the window. 3. Verify that generic codes are properly set for crisis reporting (if applicable), early college high school, T-STEM, and IGC reporting.

On pages in TxEIS TSDS where student records are retrieved, you can click Prev and Next to view the previous and next students in alpha order within a campus or grade level. The following options allow you to indicate if you want to scroll through students within a campus, grade level, or both. If both are selected, the sort is by campus then grade level. zz Select Sort Prev/Next Student Search by Campus if you want to view students alphabetically within the campus of the retrieved student. zz Select Sort Prev/Next Student Search by Grade if you want to view students alphabetically within the grade level

of the retrieved student. 5. Click Save.



Back Cover