Extract Status

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Extract Status

State Reporting > Extracts > Extract Status

This page allows you to review the status and completion of extracts. You can view, print, and delete extract and error reports for completed extracts.

View status and reports:

Extract Type	Select the extract type for which you want to check job status or completion.

- The list of jobs for the selected extract type is displayed, sorted by date in descending order.
- The data can be re-sorted.

  A white triangle is displayed in the heading row next to the column by which the grid is currently sorted. If the column is sorted in ascending order, the triangle points up. If the column is sorted in descending order, the triangle points down.

  - To re-sort data in the grid, click the underlined column heading. It will sort in ascending order.
  - Click it again to sort in descending order.

Job ID	The unique ID for each job is displayed. The number is automatically generated.
Job Status	"In Progress," "Failed," or "Completed" is displayed for each job listed. "In Progress" is displayed until the extract is complete. Once the extract is complete, "Completed" is displayed, and the **Job End** field displays the date and time at which the extract was completed. **NOTE:** Click **Refresh** to see the updated status.
Job Start	The date and time when the job was run is displayed.
Job End	The date and time when the job was completed is displayed.
User Name	The name of the person who submitted the job, according to the user ID, is displayed.
User Email	The user's email address is displayed, as entered on the Extract page.
School Year	The school year for which the extract was run is displayed.

The following vary by extract:

Error/Extract Summary	Various error reports may be displayed if errors are encountered. Click **Print Report**. Review and correct all errors. Student records are not extracted if the following conditions exist: Blank or invalid SSN, including 000000000 Blank Texas Unique Student ID Invalid student record status Duplicate SSNs (The first student encountered with the SSN is extracted; all others with the same SSN are not extracted.) Verify the counts for each record type, and determine the reason for each bypassed student. **If students are bypassed:** 1. Correct data in the student files. 2. Run the Delete/Clear Tables utility to delete or clear previous data for the desired tables. 3. Re-extract the data. 4. Verify the data. 5. Repeat until no students are bypassed.
Local Pgm Code	For the Flexible Attendance, Restraint, Student Fall, Course Completion, and Discipline extracts, the code may be displayed if applicable.
Semester	For Attendance extracts only, the semester for which the extract was run is displayed.
Flex Attendance	For the Attendance extract only, this report provides a list of students participating in flex attendance programs. Review data for accuracy.
Title I Part A	For the Attendance extract only, after extracting semester 2, this report lists extract errors that are specific to Title I data. Review and correct any errors.
Assign Dis Action Nbrs	This is displayed for the Discipline extract only. Discipline action numbers are automatically assigned when the extract is run, so this field will always display *Yes*.
Leaver Error Summary	(Fall extract) Review the number of leaver tracking records written. Review and correct all errors.

Reports can be printed any time, as long as the row is not deleted.

Other functions and features:

🗑	Select rows to be deleted.
Delete	Click to delete any rows selected for deletion.
Refresh	Re-retrieve the data displayed.

|	
Print Report	Print the report for the extract (if available). **Review the report using the following buttons**: Click ⬚First to go to the first page of the report. Click ◀ to go back one page. Click ▶ to go forward one page. Click ⬚Last to go to the last page of the report. **The report can be viewed and saved in various file formats**. Click 🗎 to save and print the report in PDF format. Click 🗎 to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included. Click ☒ to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead.

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