



## **TSDS PEIMS Extended Submission Quick Checklist**



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**TSDS PEIMS Extended Submission - Quick Checklist****District:****Anticipated Completion Date:****Team Members:**

✓	Step	Completion Date	Completed By	Notes
	Verify options.			
	Clear previous year data.			
	Verify Student data: • Grade Reporting • Registration • Special Ed			
	Extract or import data.			
	Verify and update organization data.			
	Correct frozen data.			
	Run extract reports.			
	Create XML file.			



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