

TSDS PEIMS Fall Submission Quick Checklist

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Table of Contents

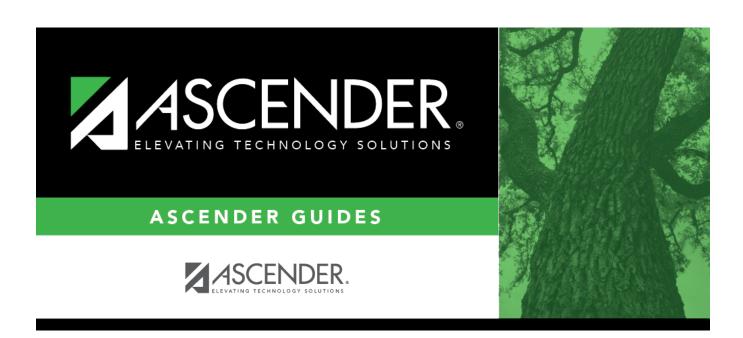
TSDS PEIMS Fall Submission - Quick Checklist

District:

Anticipated Completion Date:

Team Members:

Step	Completion Date	Completed By	Notes
Verify Student data:			
Master Schedule (Grade Reporting)			
Graduation Plan			
Registration			
Special Ed			
Verify Business data:			
District Administration			
• Finance			
Payroll			
• Personnel			
Verify options.			
Clear previous year data.			
Update crosswalks.			
Extract or import data.			
Verify and update organization data.			
Correct frozen data.			
Run extract reports.			
Create XML file.			



Back Cover