tsds_peims_fall_checklist

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✔	Step	Completion Date	Completed By	Notes
	TSDS PEIMS Fall Submission - Quick Checklist			
	District:			
	Anticipated Completion Date:			
	Team Members:			
	Verify options.			
	Clear previous year data.			
	Update crosswalks.			
	II. Verify Student data:			
	• Master Schedule (Grade Reporting)			
	• Graduation Plan			
	• Registration			
	• Special Ed			
	III. Verify Business data:			
	• Finance			
	• Human Resources			
	Extract or import data.			
	Verify and update organization data.			
	Correct frozen data.			
	Run extract reports.			
	Create XML file.			

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