



ASCENDER GUIDES



tsds_peims_summer_checklist

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TSDS PEIMS Summer Submission - Quick Checklist				
District:				
Anticipated Completion Date:				
Team Members:				
✓ Step	Completion Date	Completed By	Notes	
Verify options.				
Clear previous year data.				
Verify Student data:				
• Attendance				
• Discipline				
• Grade Reporting				
• Graduation Plan				
• Registration				
• Special Ed				
Verify Business data:				
• Human Resources				
Extract or import data.				
Verify and update organization data.				
Correct frozen data.				
Run extract reports.				
Create XML file.				



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