

TSDS PEIMS Course 3: TSDS PEIMS Application

TSDS-PEIMS-L003-D002

- ❑ Review TSDS Portal and PEIMS Application Roles
- ❑ Review the data flow process in the PEIMS application
- ❑ Review how to navigate and manage the PEIMS process
- ❑ TSDS PEIMS Reports
- ❑ Accessing the Data
- ❑ Prepare/Finalize and Completing the Data
- ❑ Approving the Data and Requesting an Extension from TEA
- ❑ Accepting the Data (ESC)
- ❑ Overview of TEA administrative functions

- **The participant will be able to:**
 - ▣ Describe the TSDS PEIMS Application functionality
 - ▣ Manage and monitor the Data Loading Process with the TSDS PEIMS Application
 - ▣ Access and Export Data from the PEIMS Application
 - ▣ Run the TSDS PEIMS Reports
 - ▣ Request an extension from TEA
 - ▣ Understand the Approval and Acceptance Process
 - ▣ Understand TEA's administrative functions



Course Prerequisites

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□ Prerequisites that are needed prior to this training:

■ Training Prerequisites:

- Participants should attend the TSDS PEIMS and Technical Course 1: TSDS Overview and TSDS High Level End User Process Map training (or view the online overview posted on Project Share)
- Participants will have a prior knowledge of how to load the ODS
- Participants will have prior knowledge of the legacy PEIMS (EDIT+) data submission requirements and approval processes

■ Technical Prerequisites:

- Participants will need a TEAL ID with access to the PEIMS Application.
- Participants will need a Project Share user ID
- Participants will have a working knowledge of TEDS

Term	Definition
EDW (Education Data Warehouse)	This is the single data repository that feeds the PEIMS and the studentGPS collections
DTU (Data Transfer Utility)	The DTU is an FTP client that transfers files stored at the LEA to the eData Manager (eDM)
eDM (eData Manager)	The portal through which LEAs can manually submit data and monitor data submissions
ETL	ETL means Extract, Transform, Load. This refers to the process of moving data from one system to another (like SIS to ODS) and transforming the data to meet the requirements of the destination environment
ODS (Operational Data Store)	This is the actual data warehouse in the TSDS system
PDM (PEIMS Data Mart)	The PDM is the data mart that pulls data from the ODS and directly feeds the PEIMS application



Key Terms (cont'd)

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Term	Definition
DDM (Dashboard Data Mart)	The DDM is the data mart that pulls data from the ODS and directly updates the studentGPS™ Dashboards
XML Interchange File	TEA uses XML Interchange Files as the vehicle to transfer data
Data Promotion	The process where data is extracted from the ODS and is transferred do the PEIMS Data Mart



TSDS Portal and PEIMS Application Roles

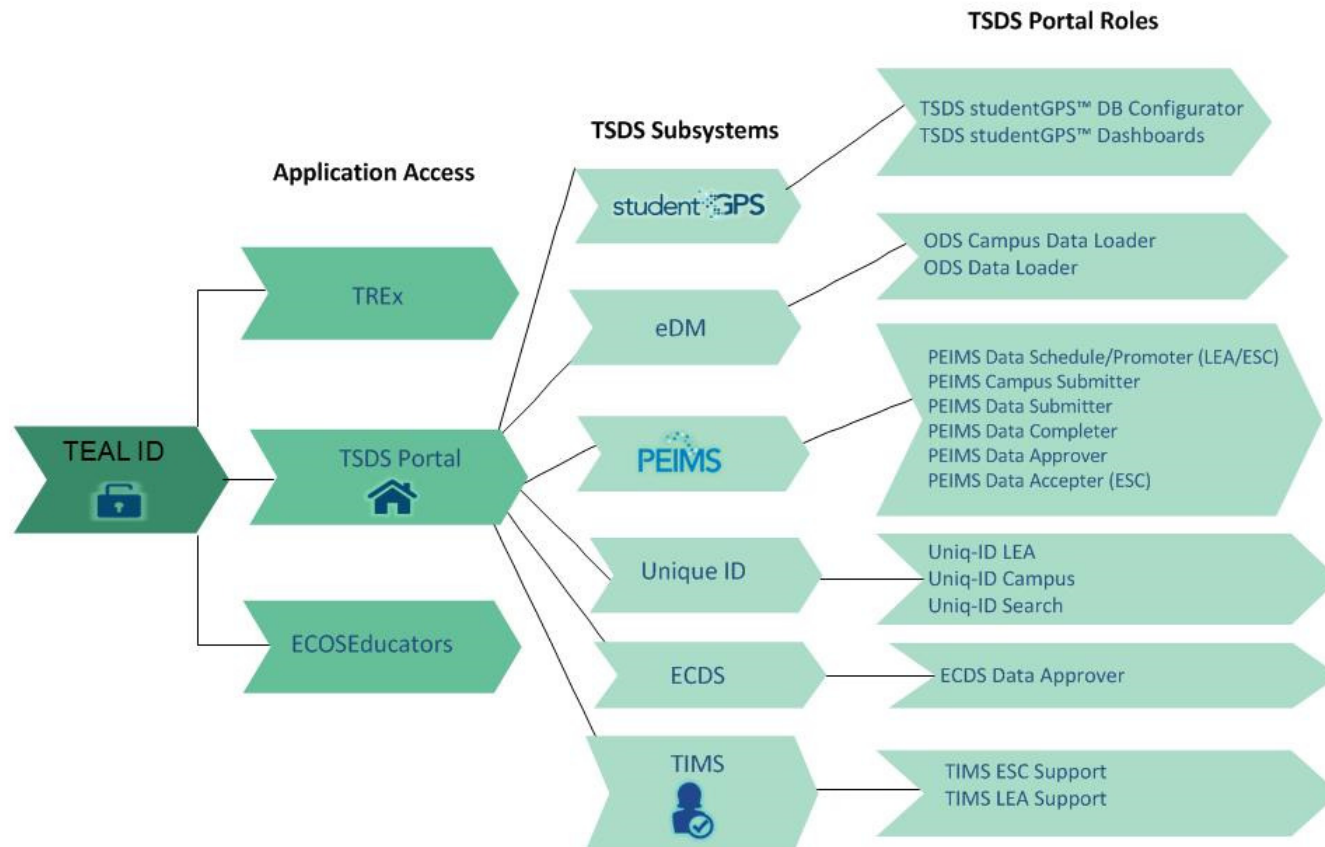


TEAL → TSDS Portal → TSDS Portal Roles

7



TEAL → TSDS Portal → TSDS Portal Roles





Different Views for Different Roles

8

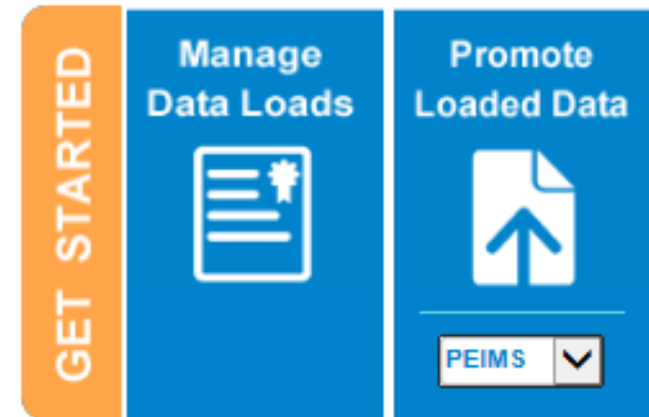
- Let's take a look at five roles and see how the Portal and PEIMS application views differ.
 - ▣ PEIMS Data Promoter
 - ▣ PEIMS Data Submitter
 - ▣ PEIMS Data Completer
 - ▣ PEIMS Data Approver (LEA)
 - ▣ PEIMS Data Acceptor (ESC)
- Remember that a user can have a combination of roles, which will alter the user's views and privileges
 - ▣ On two of the PEIMS Roles we have included the ODS Data Loader role



PEIMS Data Promoter Role

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- The PEIMS Data Promoter Role can:
 - ▣ Schedule Data Promotion
 - ▣ View all PEIMS Data Collections
 - ▣ Search PEIMS Data
- The PEIMS Data Promoter Role cannot:
 - ▣ Validate PEIMS Data
 - ▣ Generate Reports
 - ▣ Download Data
 - ▣ Mark Data Ready
 - ▣ Complete Data



PEIMS Data Submitter and ODS Data Loader Role: Portal View

- The PEIMS Data Submitter has privileges to Promote Loaded Data, Validate and Search the Data and View the Reports.
- Manage Data Loads is associated with the ODS Data Loader Role

Candice Littleton [candice.desantis@tea.state.tx.us] My Messages(0) My Account(0) Help Exit TEA - Statewide (701603) GO

tsds texas student data system

Search

Home eDM Data Loads PEIMS Utilities Support

Welcome

The Texas Student Data System (TSDS) is a data collection and reporting system that improves and standardizes Texas education data collection and management process and equips educators with timely, actionable, and historical student data to drive classroom and student success.

TSDS replaces and expands on the existing Public Education Information Management System (PEIMS).

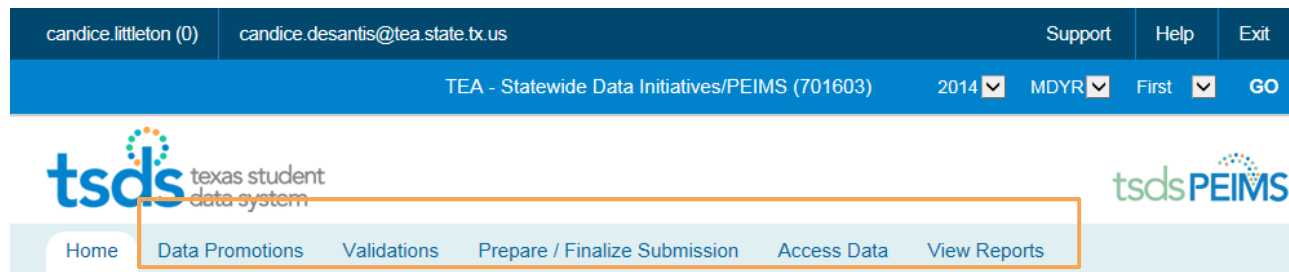
GET STARTED

- Manage Data Loads
- Promote Loaded Data
- Prepare/Finalize Data
- View Reports

If you do not see an expected function, you may have selected an organization for which you do not have the necessary permissions. Please select a different organization or visit [TEAL](#) to request new permissions.

PEIMS Data Submitter and ODS Data Loader Role: PEIMS Application View

- PEIMS Data Submitter has access to the Data Promotions, Validations, Prepare/Finalize Submission, Access Data and View Reports tab
- The PEIMS Data Submitter can promote PEIMS Data into the PDM and validate the PEIMS Data, search the Data but can't mark the data complete.



Welcome to PEIMS

The mission of the Texas Education Agency is to provide leadership, guidance and resources to help schools meet the educational needs of all students. ([read more about the agency](#))

The Public Education Information Management System (PEIMS) is a state-mandated data collection that helps determine funding allocations and accountability ratings, and facilitates data reporting for state and federal initiatives. The new TSDS PEIMS module will:

- Improve system capacity and reduce the technology risk, like system downtime
- Allow loading and validation of PEIMS data from the first day of school
- Allow PEIMS coordinators to load subsets of their data AND submit their full collection without having to re-load first

tsds PEIMS Data Completer

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PEIMS Data Completer and ODS Data Loader Role: Portal View

- The Data Completer has portal links to Promote Loaded Data, Prepare/Finalize Data and View Reports.
- Manage Data Loads is associated with the ODS Data Loader Role

Brad Schilinski [candice.desantis@tea.state.tx.us] My Messages(0) My Account(0) Help Exit TEA - Statewide (701603) GO

tsds texas student data system

Search

Home eDM Data Loads PEIMS Utilities Support

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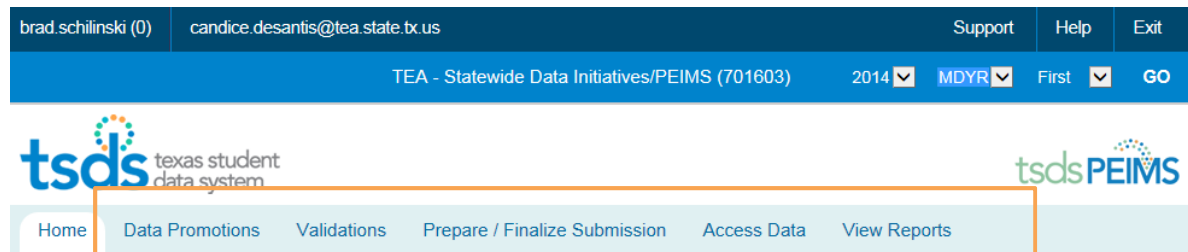
GET STARTED

- Manage Data Loads
- Promote Loaded Data
- Prepare/Finalize Data
- View Reports**

If you do not see an expected function, you may have selected an organization for which you do not have the necessary permissions. Please select a different organization or visit [TEAL](#) to request new permissions.

PEIMS Data Completer and ODS Data Loader Role: PEIMS Application View

- The PEIMS Data Completer has access to Data Promotions, Validations, Prepare/Finalize Submission, Access Data and View Reports tab
- The PEIMS Data Completer can manage data promotions, validate and search the data, view reports and mark the data submission Complete for the LEA



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PEIMS Data Approver (LEA)

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PEIMS Data Approver: Portal View

- The PEIMS Data Approver has access to Prepare/Finalize Data and View Reports within the Portal
- The PEIMS Data Approver at the LEA is role used for the Superintendent to Approve the PEIMS data submission.

The screenshot displays the PEIMS Data Approver Portal View. At the top, a blue navigation bar contains the user's name 'Katie Wilkerson [candice.desantis@lea.state.tx.us]', links for 'My Messages(0)', 'My Account(0)', 'Help', and 'Exit', along with a dropdown menu set to 'TEA - Statewide (701603)' and a 'GO' button. Below this is the 'tsds' logo and the text 'texas student data system'. A search bar is located to the right. A light blue navigation bar below the logo contains a home icon and links for 'PEIMS', 'studentGPS™ Dashboards', 'Utilities', and 'Support'. The main content area features a 'Welcome' message, a description of the Texas Student Data System (TSDS), and a 'GET STARTED' section with two buttons: 'Prepare/Finalize Data' (with a thumbs-up icon) and 'View Reports' (with a line graph icon). An orange arrow points to the 'View Reports' button. Below the buttons, a small note states: 'If you do not see an expected function, you may have selected an organization for which you do not have the necessary permissions. Please select a different organization or visit [TEAL](#) to request new permissions.'

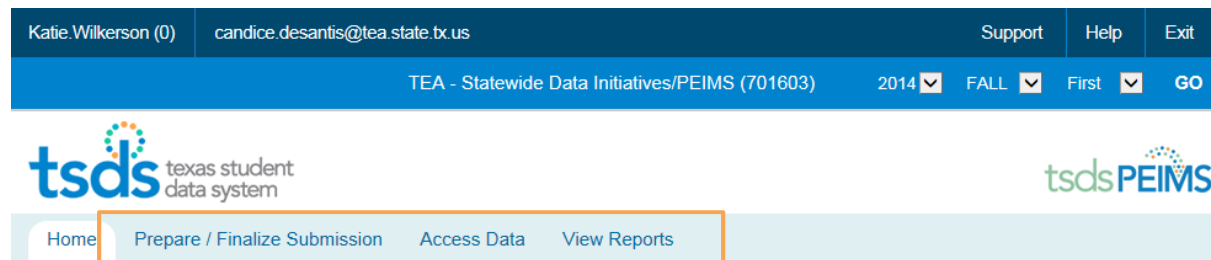


PEIMS Data Approver (LEA)

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PEIMS Data Approver: PEIMS Application View

- The PEIMS Data Approver has access to the Prepare/Finalize Submission, Access Data and View Reports tabs.
- The PEIMS Data Approver at the LEA is role used for the Superintendent to Approve the PEIMS data submission.



Welcome to PEIMS

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PEIMS Data Acceptor (ESC)

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PEIMS Data Acceptor: Portal View

- This role has access to view and run reports, and accept/reject the ESC PEIMS data collection
- If the user also has the "ESC Access to LEA Data" permission, then the user can also accept/reject the collections for LEAs belonging to their ESC

The screenshot displays the TSDS PEIMS Data Acceptor Portal View. At the top, a blue navigation bar contains the user's name 'Jay Duchscherer [candice.desantis@lea.state.tx.us]', 'My Messages(0)', 'My Account(0)', 'Help', 'Exit', and a dropdown menu for 'TEA - Statewide (701603)' with a 'GO' button. Below this is the 'tsds' logo and the text 'texas student data system'. A search bar is located to the right of the logo. A light blue navigation bar below the logo contains a home icon, 'PEIMS', 'studentGPS™ Dashboards', 'Utilities', and 'Support'. The main content area features a 'Welcome' message, a description of the TSDS, and a 'GET STARTED' section with two buttons: 'Prepare/Finalize Data' (with a thumbs up icon) and 'View Reports' (with a line graph icon). Both buttons have a 'PEIMS' dropdown menu. An orange arrow points to the 'View Reports' button. A small disclaimer at the bottom states: 'If you do not see an expected function, you may have selected an organization for which you do not have the necessary permissions. Please select a different organization or visit [TEAL](#) to request new permissions.'





PEIMS Data Acceptor (ESC)

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PEIMS Data Acceptor: PEIMS Application View

- This role has access to view, run reports, and accept/reject the ESC PEIMS data collection
- If the user also has the "ESC Access to LEA Data" permission, then the user can also accept/reject the collections for LEAs belonging to their ESC

Jay.Duchscherer (0)	candice.desantis@tea.state.tx.us	Support	Help	Exit	
TEA - Statewide Data Initiatives/PEIMS (701603)		2014 ▾	FALL ▾	First ▾	GO



Home Prepare / Finalize Submission Access Data View Reports

Welcome to PEIMS

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The Public Education Information Management System (PEIMS) is a state-mandated data collection that helps determine funding allocations and accountability ratings, and facilitates data reporting for state and federal initiatives. The new TSDS PEIMS module will:

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TSDS High Level End User Process Map Overview



TSDS High Level End User Process Map

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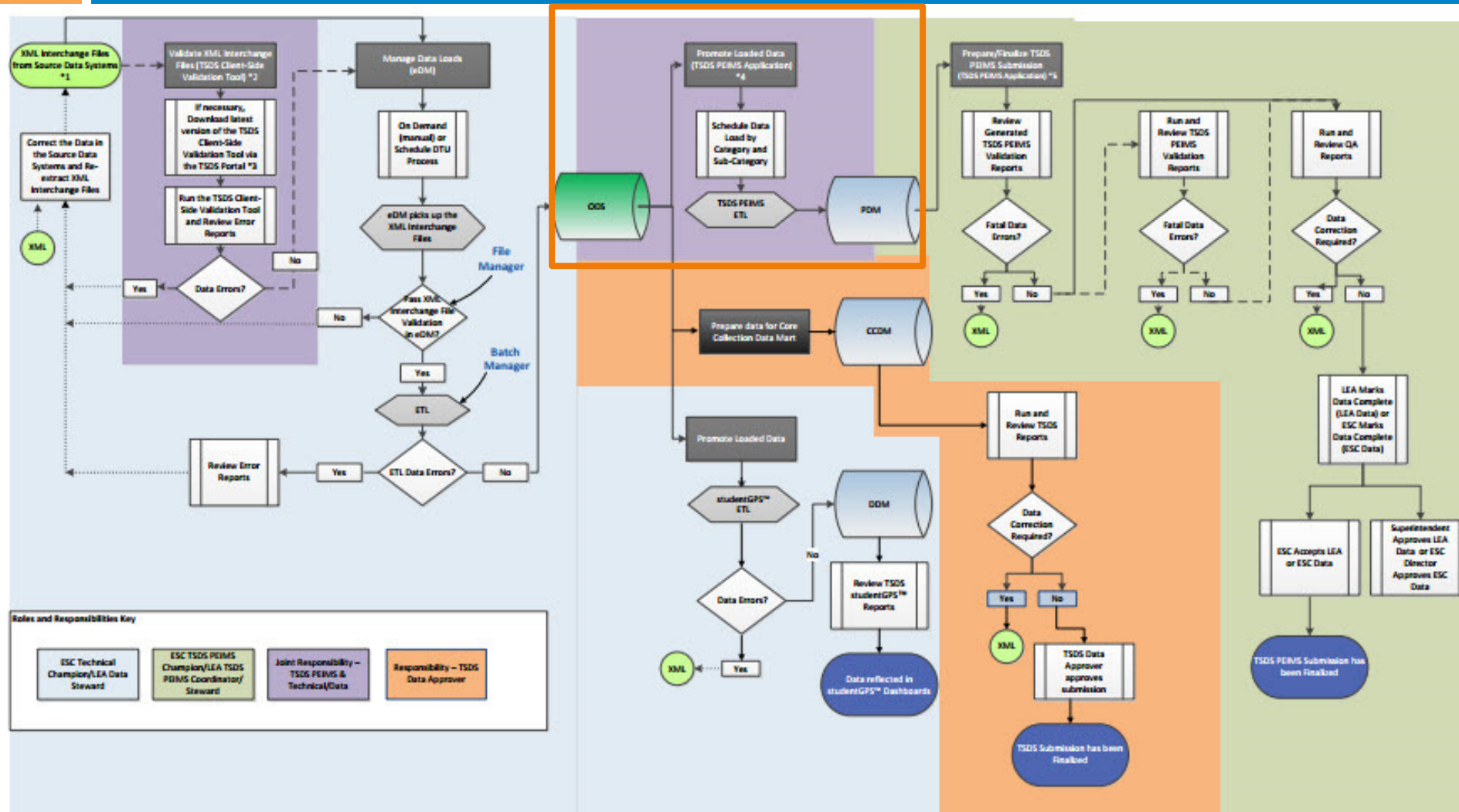
[Click here to view the TSDS High Level End User Process Map](#)

www.projectsharetx.org



Data Promotion to the PDM

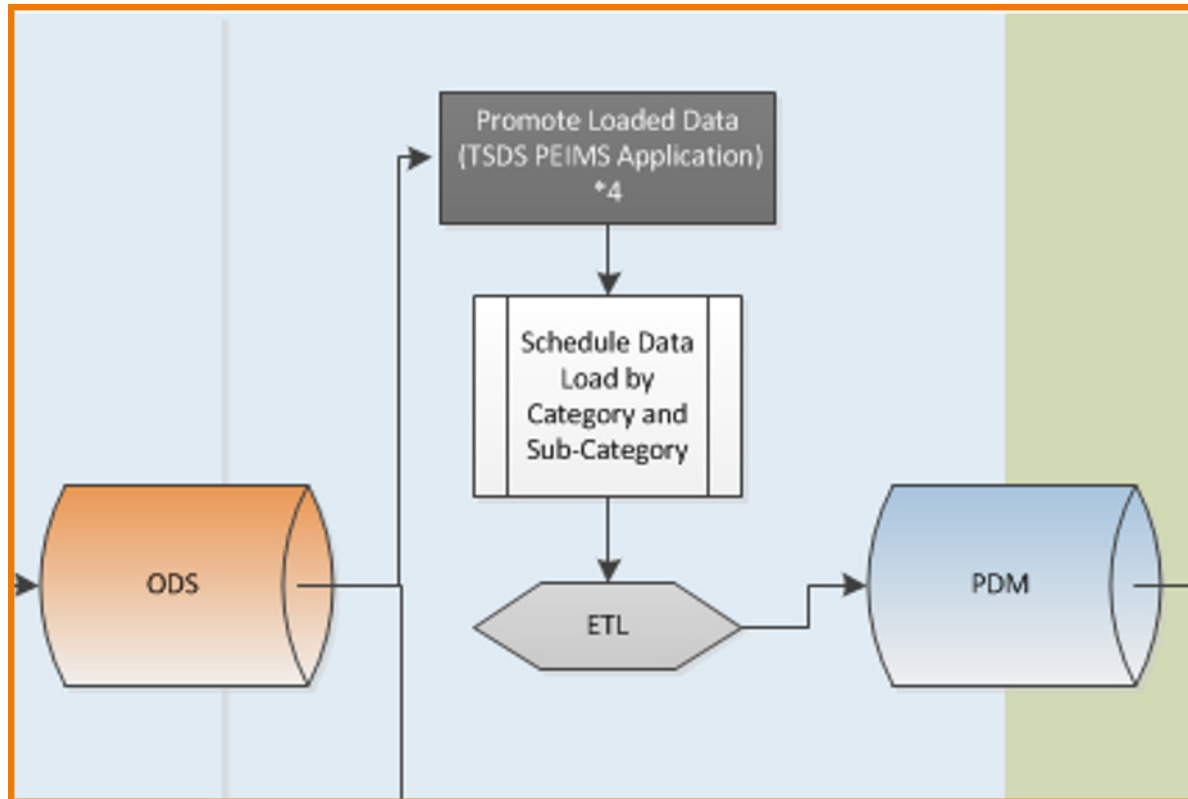
20





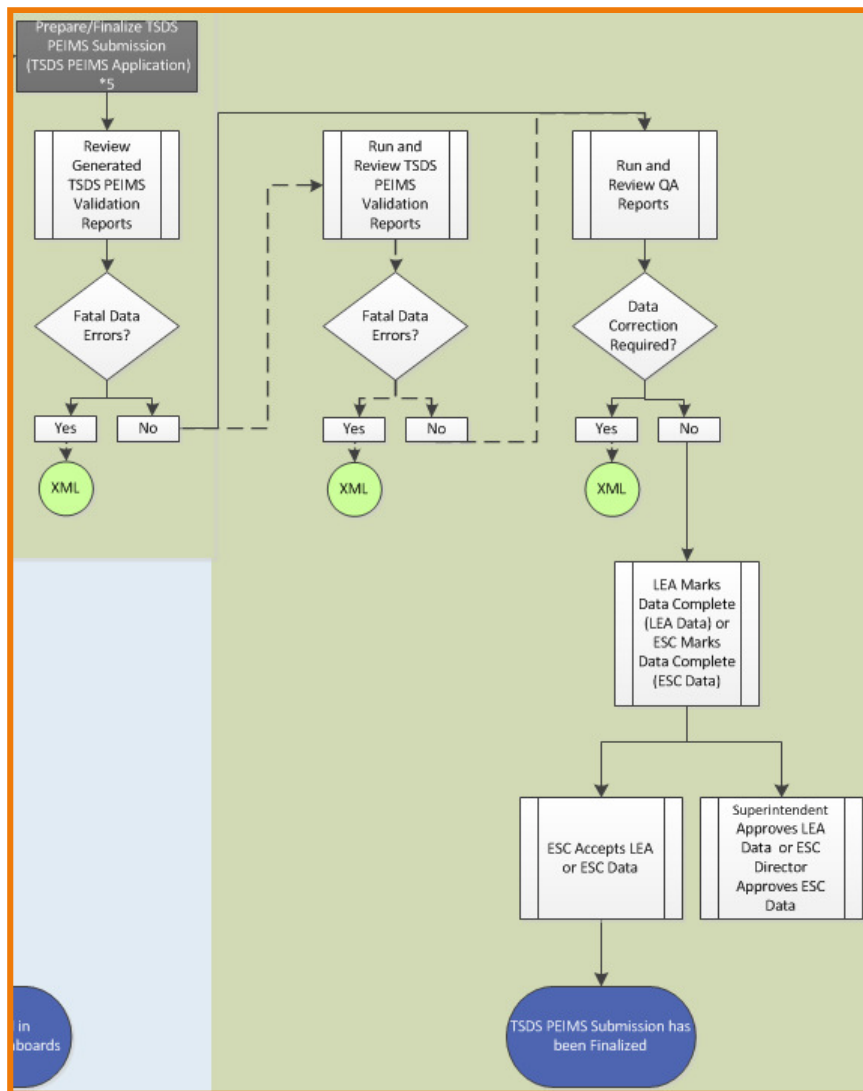
Promote Data Load

Loading data from the
ODS to the PDM





Prepare/Finalize TSDS PEIMS Submission



PEIMS Action Points:

- TSDS Reports
- LEA or ESC Marks Data Complete
- Superintendent or ESC Director approves data
- ESC accepts data
- Submission has been finalized



PEIMS: Overview

- The PEIMS Application allows the end users to promote data from the Operation Data Store (ODS) to the PEIMS Data Mart (PDM)
- Users can manage the quality of the TSDS PEIMS Data Submission through Validations and the QA Reports
- Users can manage and monitor the LEA or ESC acceptance and approval process





PEIMS: Navigation

tsds Accessing PDM

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Shannon Betemit [candice.desantis@tea.state.tx.us]My Messages(0)My Account(0)HelpExitTEA - Statewide (701603)GO

texas student data systemSearch

EDM Data LoadsPEIMSUtilitiesSupport

Welcome


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TSDS replaces and expands on the existing Public Education Information Management System (PEIMS).

It includes the optional StudentGPS™ Dashboards, which provide an easy-to-understand picture of how a student is


GET STARTED

Manage Data Loads




PEIMS

Promote Loaded Data



PEIMS

View Reports



PEIMS

If you do not see an expected function, you may have selected an organization for which you do not have the necessary permissions. Please select a different organization or visit [TEAL](#) to request new permissions.



The PEIMS Tab and Promote Loaded Data

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The screenshot shows the TSDS (Texas Student Data System) interface. At the top left is the 'tsds' logo with the text 'texas student data system' below it. To the right is a search bar with a magnifying glass icon and the word 'Search'. Below the header is a navigation bar with a home icon, 'eDM Data Loads', 'PEIMS' (highlighted with an orange box and an arrow), 'Utilities', and 'Support'. On the left side of the main content area is a large image of three smiling students. To the right of the image is the 'Welcome to PEIMS' section, which includes a paragraph about the system and a bulleted list of features. Below this is a link to the 'PEIMS Application Home'. At the bottom is a 'Get Started with PEIMS' section with four buttons: 'Manage Data Loads', 'Promote Loaded Data' (highlighted with an orange box and an arrow), 'Validate Submission', and 'View Reports'. An arrow also points from the 'Promote Loaded Data' button to the 'PEIMS Application Home' link.

tsds texas student data system

Search

Home eDM Data Loads **PEIMS** Utilities Support

Welcome to PEIMS

The Public Education Information System (PEIMS) is a state-mandated data collection that helps determine funding allocations and accountability ratings, and facilitates data reporting for state and federal initiatives.

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To begin using PEIMS, select one of the buttons below or go to the [PEIMS Application Home](#).

Get Started with PEIMS

Manage Data Loads **Promote Loaded Data** Validate Submission View Reports



Selecting the Collection

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- Select the school year, fall and first collection from the upper right hand corner of the PEIMS application. Select GO.

A screenshot of the PEIMS application interface. At the top, a blue header bar contains the text 'TEA - Statewide Data Initiatives/PEIMS (701603)' on the left and a selection area on the right. The selection area is highlighted with an orange border and contains four dropdown menus: '2014', 'FALL', 'First', and 'GO'. Below the header bar, the 'tsds' logo is on the left, and the 'tsdsPEIMS' logo is on the right. A light blue navigation bar at the bottom contains the links 'Home', 'Data Promotions', 'Validations', and 'View Reports'.

Welcome to PEIMS

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The Public Education Information Management System (PEIMS) is a state-mandated data collection that helps determine funding allocations and accountability ratings, and facilitates data reporting for state and federal initiatives. The new TSDS PEIMS module will:

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Promote Loaded Data Menu Link

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A screenshot of the TSDS PEIMS web application interface. At the top, there is a dark blue header bar with the text '(0)' on the left and 'Support', 'Help', and 'Exit' links on the right. Below this is a blue navigation bar with the text '()' and three dropdown arrows, followed by a 'GO' button. The main content area has a light blue background. On the left, there is a 'tsds' logo with the text 'texas student data system' below it. To the right of the logo is the 'tsds PEIMS' logo. Below the logos is a horizontal menu bar with the following items: 'Home', 'Data Promotions', 'Validations', and 'View Reports'. The 'Data Promotions' item is highlighted with an orange arrow pointing to it. Below 'Data Promotions' is a sub-menu with two items: 'Promote Loaded Data' and 'Monitor Data Promotions'. The 'Promote Loaded Data' item is highlighted with an orange border. The word 'welc' is partially visible on the left side of the page.

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PEIMS: Promote Loaded Data



Promote Loaded Data Selections

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Home

Data Promotions

Validations

Prepare / Finalize Submission

Access Data

View Reports

Home » Promote Loaded Data

Promote Loaded Data

Select the Categories and Subcategories

Categories:

Select

Subcategories:

Subcategories Selected:

Add

Add All

Remove

Remove All

Data Promotion
Name:

Type a Data Promotion Name

Reset

Next

Click Next or Reset



Confirm Data Promotion

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[Home](#) [Data Promotions](#) [Validations](#) [Prepare / Finalize Submission](#) [Access Data](#) [View Reports](#)

[Home](#) » [Summary Promote Data](#)

Confirm Data Promotion

School Year: 2014
Collection: FALL
Submission: First
Organization: TEA - Statewide Data Initiatives/PEIMS
Job Name: 2014_Fall_First_CL_07_24

Categories	Subcategories
Staff	Staff Basic Information
Staff	Employment – Payroll Summary
Staff	Payroll
Student	School Leaver
Student	Student Basic Information

Select Submit, Cancel or
Back



Confirmation Message

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Home Data Promotions Validations Prepare / Finalize Submission Access Data View Reports

Home » Monitor Data Promotions

Monitor Data Promotions

Data promotion details are promoted for Job 749

Show Search Criteria

Show 50 entries

Search:

LEA Data Load Errors

PDF

XLS

Print

Data Promotion Name	Collection	Submission	Scheduled By	Scheduled At	Status	Error Report
2014_Fall_First_CL_07_24	FALL	First	candice.littleton	07/24/2014 17:35:00	IN PROGRESS	View
Ben.Verlander_07242014_085123	FALL	First	ben.verlander	07/24/2014 08:51:42	COMPLETED	View

Showing 1 to 2 of 2 entries

First

Previous

1

Next

Last

Confirmation message



Monitor Data Promotion



Monitor Data Promotions Menu Link

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The screenshot displays the TSDS PEIMS web application interface. At the top, there is a dark blue header bar with the text '(0)' on the left and 'Support', 'Help', and 'Exit' links on the right. Below this is a blue navigation bar containing the text '() ' and three dropdown menu icons, followed by a 'GO' button. The main content area features the 'tsds texas student data system' logo on the left and the 'tsds PEIMS' logo on the right. A light blue navigation menu is positioned below the logos, with options for 'Home', 'Data Promotions', 'Validations', and 'View Reports'. The 'Data Promotions' menu is expanded, showing a sub-menu with 'Promote Loaded Data' and 'Monitor Data Promotions'. The 'Monitor Data Promotions' link is highlighted with an orange rectangular box, and an orange arrow points to it from the left. Below the navigation menu, the page content begins with a 'Welcome' message, followed by a paragraph stating the mission of the Texas Education Agency. Below this is another paragraph about the PEIMS system, and a bulleted list of features: 'Improve system capacity and reduce the technology risk, like system downtime', 'Allow loading and validation of PEIMS data from the first day of school', and 'Allow PEIMS coordinators to load subsets of their data AND submit their full collection without having to re-load first'.

(0) Support Help Exit

() ' GO

tsds texas student data system

tsds PEIMS

Home Data Promotions Validations View Reports

Promote Loaded Data

Welcome Monitor Data Promotions

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Monitor Data Promotions

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[Home](#) [Data Promotions](#) [Validations](#) [Prepare / Finalize Submission](#) [Access Data](#) [View Reports](#)

Data Promotion Information

[Home](#) » [Monitor Data Promotions](#)

Monitor Data Promotions

[Show Search Criteria](#)

[LEA Data Load Errors](#)

Show entries

Search:

[PDF](#) [XLS](#) [Print](#)

Data Promotion Name ↑	Collection ↑	Submission ↑	Scheduled By ↑	Scheduled At ↑	Status ↑	Error Report ↑
ben.verlander_07242014_055429	FALL	First	ben.verlander	07/24/2014 17:54:13	COMPLETED	View
2014_Fall_First_CL_07_24	FALL	First	candice.littleton	07/24/2014 17:35:00	COMPLETED	View
Ben.Verlander_07242014_085123	FALL	First	ben.verlander	07/24/2014 08:51:42	COMPLETED	View

Showing 1 to 3 of 3 entries

[First](#) [Previous](#) [1](#) [Next](#) [Last](#)



Search Data Promotion

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TEA - Statewide Data Initiatives/PEIMS (701603) 2014 ▼ FALL ▼ First ▼ GO

tsds texas student data system tsdsPEIMS

Home Data Promotions Validations Prepare / Finalize Submission Access Data View Reports

Home » Monitor Data Promotions

Monitor Data Promotions

Hide Search Criteria LEA Data Load Errors

Search Criteria

School Year: 2014 ▼

Collection: Fall ▼

Submission: First ▼

Status: ALL
IN PROGRESS
COMPLETED
COMPLETED WITH ERRORS
FAILED

Search Reset

Show 50 ▼ entries Search: PDF XLS Print

Select Search
Criteria



Data Promotion Status

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The Data Promotion Status can be:

- In Progress—the data is being processed
- Completed—the data has completed processing
- Completed with errors—The data completed but errors were identified
- Failed--the system found primary key constraints that are not in ODS but exist in the PEIMS Data Mart. Records that did not load would be listed here.

The screenshot shows the 'Monitor Data Promotions' page in the TEA - Statewide Data System. The page has a blue header with the 'tsds' logo and the text 'texas student data system'. Below the header is a navigation bar with links: Home, Data Promotions, Validations, and Prepare / Finalize. The main content area has a breadcrumb trail 'Home > Monitor Data Promotions' and the title 'Monitor Data Promotions' in orange. Below the title is a link 'Hide Search Criteria'. A 'Search Criteria' section contains four dropdown menus: 'School Year' (set to 2014), 'Collection' (set to Fall), 'Submission' (set to First), and 'Status' (set to ALL). An orange arrow points to the 'Status' dropdown menu, which is open, showing a list of options: ALL, IN PROGRESS, COMPLETED, COMPLETED WITH ERRORS, and FAILED. At the bottom of the search criteria section are 'Search' and 'Reset' buttons. Below the search criteria is a 'Show 50 entries' option.



Search Data Promotion

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[Home](#) [Data Promotions](#) [Validations](#) [Prepare / Finalize Submission](#) [Access Data](#) [View Reports](#)

Home » Monitor Data Promotions

Monitor Data Promotions

Hide Search Criteria

[LEA Data Load Errors](#)

Search Criteria

School Year: 2014
Collection: Fall
Submission: First
Status: ALL

[Search](#) [Reset](#)

Show 50 entries

[PDF](#) [XLS](#) [Print](#)

Click on the Data Promotion Name to show the detail view

Data Promotion Name					Status	Error Report
ben.verlander_07242014_055429	FALL	First	ben.verlander	07/24/2014 17:54:13	COMPLETED	View
2014_Fall_First_CL_07_24	FALL	First	candice.littleton	07/24/2014 17:35:00	COMPLETED	View
Ben.Verlander_07242014_085123	FALL	First	ben.verlander	07/24/2014 08:51:42	COMPLETED	View



Guided Practice Activity #1: Data Promotions



Guided Practice Activity #1: Scheduling Data Promotions

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TASK: You will be working with your actual district data in the PEIMS Application, to promote data to the PDM and monitor the data promotion. You will interact directly with the software to promote and monitor your data. Use the instructions in the Guided Practice Activities document to help you get started.

Let's log in to TEAL to begin. You will need to use the logins provided at the training session to complete this task.

[Click Here to Begin](#)



Validations

tsds Validations

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The screenshot shows the tsds Validations page. At the top, there is a dark blue header bar with a search box containing '(0)', and links for 'Support', 'Help', and 'Exit'. Below this is a blue bar with a search box containing '()', three dropdown menus, and a 'GO' button. The main content area features the 'tsds texas student data system' logo on the left and the 'tsdsPEIMS' logo on the right. A navigation bar contains links for 'Home', 'Data Promotions', 'Validations', and 'View Reports'. The 'Validations' link is highlighted with an orange box, and an orange arrow points to it from the left. Below the navigation bar, there is a breadcrumb trail 'Home > Monitor Data Promotions', a large orange heading 'Monitor Data Promotions', a link 'Show Search Criteria', and the text 'No records to display.' A dropdown menu is open under 'Validations', showing two options: 'Validate Submission Data' and 'Search Validation Requests'. The 'Validate Submission Data' option is highlighted with an orange box. To the right of the dropdown menu, there is a white box with an orange border containing the text 'Choose Validate Submission Data'.

(0) Support Help Exit

()

tsds texas student data system

tsdsPEIMS

Home Data Promotions Validations View Reports

Home > Monitor Data Promotions

Monitor Data Promotions

Show Search Criteria

No records to display.

Validate Submission Data

Search Validation Requests

Choose Validate Submission Data



Validate Submission Data

44



[Home](#) [Data Promotions](#) [Validations](#) [Prepare / Finalize Submission](#) [Access Data](#) [View Reports](#)

[Home](#) » [Validate Loaded Data](#)

Validate Data

Choose your categories, subcategories
or choose All Categories

Categories:

Subcategories:

Add

Add All

Remove

Remove All

Subcategories Selected:

All Categories

Validation Name:

2014_Fall_First_CL_Validate_07_24

Type a
Validation name

Reset

Next

tsds Confirm Validations

45

Submission: First
Organization: TEA - Statewide Data Initiatives/PEIMS
Job Name: 2014_Fall_First_CL_Validate_07_24

Review the Submission details

Categories	Subcategories
Staff	Staff Basic Information
Staff	Employment – Payroll Summary
Staff	Payroll
Staff	Contracted Instructional Staff
Staff	Responsibility
Finance	Budget
Education Organization	Local Education Agency
Education Organization	Campus
Education Organization	SSA Organization Association
Student	Enrollment
Student	Career and Technical Course
Student	Career and Technical Program
Student	Special Education Program
Student	School Leaver
Student	Student Basic Information

Review the categories and subcategories

Submit Cancel Back

Select Submit, Cancel or Back

tsds LEA Validation Errors

46

- Once your data has been submitted for validation, the system will return a status of In Progress, Completed or Completed with Errors.
- Click the LEA Validation Errors button to view the validation errors

TEA - Statewide Data Initiatives/PEIMS (701603) 2014 ▼ FALL ▼ First ▼ GO

tsds texas student data system tsdsPEIMS

Home Data Promotions **Validations** Prepare / Finalize Submission Access Data View Reports

Home » Search Validation Requests

Search Validation Requests

Show Search Criteria

Show 50 ▼ entries

Search: PDF XLS Print

LEA Validation Errors

Data Validation Name	Collection	Submission	Scheduled By	Scheduled At	Status	Error Report
2014_Fall_First_CL_Validate_07_24	FALL	First	candice.littleton	07/24/2014 17:37:50	COMPLETED WITH ERRORS	View
Ben.Verlander_07242014_085220	FALL	First	ben.verlander	07/24/2014 08:52:09	COMPLETED WITH ERRORS	View

Showing 1 to 2 of 2 entries

First Previous **1** Next Last



LEA Validation Errors

47

- Once your data has been validated, you can download your validation errors to an Excel file, PDF file or you can print the file.
- The column headers are sortable.



[Home](#) [Data Promotions](#) [Validations](#) [Prepare / Finalize Submission](#) [Access Data](#) [View Reports](#)

[Home](#) » [Search Validation Requests](#) » **LEA Validation Errors**

LEA Validation Errors

Show entries

Search:

Category ↑	Subcategory ↓	Severity ↓	Message ↓
Education Organization	SSA Organization Association	Fatal	10011-0010: If SHARED-SVCS-ARRANGEMENT-TYPE-CODE is 10, then FISCAL-AGENT-DISTRICT-ID must match a Regional Day School Program for the Deaf district in the Texas School Directory. Data: SHARED-SVCS-ARRANGEMENT-TYPE-CODE: 10 DISTRICT-ID: 701603 FISCAL-AGENT-DISTRICT-ID: 227901 Identity Info: 10, 227901
Education Organization	Campus	Special Warning	10020-0015 : For each campus registered with TEA as an active instructional campus, excluding DAEPs and budgeted campuses, there should be at least one student enrollment with a matching CAMPUS-ID-OF-ENROLLMENT. Data: CAMPUS-ID : 701603002 Identity Info: 701603, 2014, FALL, 1, 701603002

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Searching Validations



Search Validation Requests

49

TEA - Statewide Data Initiatives/PEIMS (701603)

2014

FALL

First

GO



[Home](#)

[Data Promotions](#)

[Validations](#)

[Prepare / Finalize Submission](#)

[Access Data](#)

[View Reports](#)

[Home](#) » [Search Validation Requests](#)

Search Validation Requests

[Show Search Criteria](#)

[LEA Validation Errors](#)

Show entries

Search:

[PDF](#)

[XLS](#)

[Print](#)

Data Validation Name	Collection	Submission	Scheduled By	Scheduled At	Status	Error Report
2014_Fall_First_CL_Validate_07_24	FALL	First	candice.littleton	07/24/2014 17:37:50	COMPLETED WITH ERRORS	View
Ben.Verlander_07242014_085220	FALL	First	ben.verlander	07/24/2014 08:52:09	COMPLETED WITH ERRORS	View

Showing 1 to 2 of 2 entries

[First](#)

[Previous](#)

[1](#)

[Next](#)

[Last](#)



Search Validation Requests

50



[Home](#) [Data Promotions](#) [Validations](#) [Prepare / Finalize Submission](#) [Access Data](#) [View Reports](#)

[Home](#) » [Search Validation Requests](#)

Search Validation Requests

[Hide Search Criteria](#)

[LEA Validation Errors](#)

Search Criteria

School Year:

2014 ▼

Collection:

Fall ▼

Submission:

First ▼

Status:

ALL ▼

Select the School Year,
Collection, Submission
and Status

Select Search or
Reset



Search Validation Requests: Completed with Errors

51



[Home](#) [Data Promotions](#) [Validations](#) [Prepare / Finalize Submission](#) [Access Data](#) [View Reports](#)

[Home](#) » [Search Validation Requests](#)

Search Validation Requests

[Show Search Criteria](#)

Show entries

Search:

[LEA Validation Errors](#)

[PDF](#) [XLS](#) [Print](#)

Data Validation Name	Collection	Submission	Scheduled By	Scheduled At	Status	Error Report
ben.verlander_07242014_055550	FALL	First	ben.verlander	07/24/2014 17:55:38	COMPLETED WITH ERRORS	View
2014_Fall_First_CL_Validate_07_24	FALL	First	candice.littleton	07/24/2014 17:37:50	COMPLETED WITH ERRORS	View
Ben.Verlander_07242014_085220	FALL	First	ben.verlander	07/24/2014 08:52:09	COMPLETED WITH ERRORS	View

Showing 1 to 3 of 3 entries

[First](#) [Previous](#) [1](#) [Next](#) [Last](#)

Select the job name to see the Validation Request Details



Search Validation Requests: Completed with Errors

52

Home >> Search Validation Requests >> Validation Request Details

Validation Request Details

School Year: 2014
Collection: FALL
Submission: First
Organization: TEA - Statewide Data Initiatives/PEIMS
Request ID: 750
Submitted Time: 07/24/2014 5:37 PM
Submitted By: candice.littleton

Click View to see the error
report

Show entries

Search:

PDF

XLS

Print

Category ↑	Subcategory ↓	Validation Request Status ↓	Error Report ↓	F ↓	SW ↓	W ↓
Education Organization	Local Education Agency	COMPLETED	View	0	0	0
Education Organization	Campus	COMPLETED WITH ERRORS	View	0	2	0
Education Organization	SSA Organization Association	COMPLETED WITH ERRORS	View	1	0	0
Finance	Budget	COMPLETED WITH ERRORS	View	0	1	0
Staff	Staff Basic Information	COMPLETED	View	0	0	0
Staff	Employment – Payroll Summary	COMPLETED	View	0	0	0
Staff	Payroll	COMPLETED WITH ERRORS	View	0	67	3
Staff	Contracted Instructional Staff	COMPLETED	View	0	0	0



Validation Errors by Task

53

- This screen displays the individual errors

texas student data system



HomeData PromotionsValidationsPrepare / Finalize SubmissionAccess DataView Reports

Home » Validation Errors by Task

Validation Errors by Task

Show entries

Search:

PDFXLSPrint

Category ↑	Subcategory ↑	Severity ↑	Message ↑
Education Organization	Campus	Special Warning	10020-0014: For each campus registered with TEA as an active instructional campus, there should be student data for each student served by the Local Education Agency. Data: CAMPUS-ID : 701603002 Identity Info: 701603, 2014, FALL, 1, 701603002
Education Organization	Campus	Special Warning	10020-0015 : For each campus registered with TEA as an active instructional campus, excluding DAEPs and budgeted campuses, there should be at least one student enrollment with a matching CAMPUS-ID-OF-ENROLLMENT. Data: CAMPUS-ID : 701603002 Identity Info: 701603, 2014, FALL, 1, 701603002

Showing 1 to 2 of 2 entries

FirstPrevious1NextLast



Search Validation Requests: LEA Validation Errors

54

- Go back to Validations, and Search Validation Requests
- To see all of the Validation errors for your LEA, click the LEA Validation Errors button

tsds texas student data system

tsds PEIMS

Home Data Promotions **Validations** Prepare / Finalize Submission Access Data View Reports

Home » Search Validation Requests

Search Validation Requests

Show Search Criteria

Show entries

Search:

PDF XLS Print

LEA Validation Errors

Data Validation Name	Collection	Submission	Scheduled By	Scheduled At	Status	Error Report
ben.verlander_07242014_055550	FALL	First	ben.verlander	07/24/2014 17:55:38	COMPLETED WITH ERRORS	View
2014_Fall_First_CL_Validate_07_24	FALL	First	candice.littleton	07/24/2014 17:37:50	COMPLETED WITH ERRORS	View
Ben.Verlander_07242014_085220	FALL	First	ben.verlander	07/24/2014 08:52:09	COMPLETED WITH ERRORS	View



Showing 1 to 3 of 3 entries

First Previous **1** Next Last

tsds LEA Validation Errors

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- The LEA Validation Errors are displayed

[Home](#)
[Data Promotions](#)
[Validations](#)
[Prepare / Finalize Submission](#)
[Access Data](#)
[View Reports](#)

Home » Search Validation Requests » LEA Validation Errors

LEA Validation Errors

Show entries

Search:

Category ↑	Subcategory ↓	Severity ↓	Message ↓
Education Organization	SSA Organization Association	Fatal	10011-0010: If SHARED-SVCS-ARRANGEMENT-TYPE-CODE is 10, then FISCAL-AGENT-DISTRICT-ID must match a Regional Day School Program for the Deaf district in the Texas School Directory. Data: SHARED-SVCS-ARRANGEMENT-TYPE-CODE: 10 DISTRICT-ID: 701603 FISCAL-AGENT-DISTRICT-ID: 227901 Identity Info: 10, 227901
Education Organization	Campus	Special Warning	10020-0015 : For each campus registered with TEA as an active instructional campus, excluding DAEPs and budgeted campuses, there should be at least one student enrollment with a matching CAMPUS-ID-OF-ENROLLMENT. Data: CAMPUS-ID : 701603002 Identity Info: 701603, 2014, FALL, 1, 701603002
Education Organization	Campus	Special Warning	10020-0014: For each campus registered with TEA as an active instructional campus, there should be student data for each student served by the Local Education Agency. Data: CAMPUS-ID : 701603002 Identity Info: 701603, 2014, FALL, 1, 701603002
Finance	Budget	Special Warning	20030-0050: If FUNCTION-CODE is 9X, then ORGANIZATION-CODE should be 999 Data: ORGANIZATION-CODE: 002 Identity Info: 701603, 2014, 5000, 199, 95, 6200, 002, 99



Validation Error Messages

56

- The following Error Message in TSDS PEIMS may have multiple error message variations
 - ▣ Edit: 40110-000B: For a student Enrollment (Student School Association), the following must be provided: TX-UNIQUE-STUDENT-ID, CAMPUS-ID, GRADE-LEVEL-CODE, and STUDENT-ATTRIBUTION-CODE.
- Therefore, the edit numbers would be displayed as follows:
 - ▣ 40110-000B_1: (Error Message goes here.)
 - ▣ 40110-000B_2:
 - ▣ 40110-000B_3:
- See the next slide for the examples



Validation Error Messages

57

If the Campus ID was missing, the error message would read:

- ❑ 40110-000B_1: For a student Enrollment (Student School Association), the following must be provided: TX-UNIQUE-STUDENT-ID, CAMPUS-ID, GRADE-LEVEL-CODE, and STUDENT-ATTRIBUTION-CODE.
- ❑ Data: CAMPUS-ID: null
- ❑ Identity Info: 2014, 701603, 123456789, XXXXX0123, Learner, Student

If the Grade level Code was missing, the error message would read:

- ❑ 40110-000B_2: For a student Enrollment (Student School Association), the following must be provided: TX-UNIQUE-STUDENT-ID, CAMPUS-ID, GRADE-LEVEL-CODE, and STUDENT-ATTRIBUTION-CODE.
- ❑ Data: GRADE-LEVEL-CODE: null
- ❑ Identity Info: 2014, 701603, 123456789, XXXXX0123, Learner, Student



Validation Error Messages

58

If the Student-Attribution-Code was missing, the error message would read:

- 40110-000B_3: For a student Enrollment (Student School Association), the following must be provided: TX-UNIQUE-STUDENT-ID, CAMPUS-ID, GRADE-LEVEL-CODE, and STUDENT-ATTRIBUTION-CODE.
- Data: STUDENT-ATTRIBUTION-CODE: null
- Identity Info: 2014, 701603, 123456789, XXXXX0123, Learner, Student



Guided Practice Activity #2: Searching for Validations



Guided Practice Activity#2: Searching for Validations

60

TASK: You will be working with your actual district data in the PEIMS Application, to search for data validations. You will interact directly with the software to search your data. Use the instructions in the Guided Practice Activities document to help you get started.

Let's log in to TEAL with the PEIMS Data Submitter role to begin. You will need to use the logins provided at the training session to complete this task.

[Click Here to Begin](#)



Accessing the Data

- Use the Access Data tab to search for PEIMS data
- Use the PDF, XLS or Print button to download or print the data

The screenshot displays the 'tsds Access Data' interface. At the top, the 'tsds' logo is followed by 'Access Data' in green. Below this is a blue navigation bar with tabs: 'Home', 'Prepare / Finalize Submission', 'Access Data' (selected), and 'View Reports'. The 'tsdsPEIMS' logo is in the top right. The main content area shows a breadcrumb 'Home » Data Search' and the title 'Data Search' in orange. A 'Search Criteria' box contains dropdowns for 'Categories' (Student), 'Subcategories' (Enrollment), and 'Additional Subselection' (Program), along with a text field for '*Student UID'. 'Search' and 'Reset' buttons are at the bottom of this box, with a note: '* First 1000 matching rows will be returned.' Below the search box, there is a 'Show 50 entries' dropdown, a 'Search:' text field, and buttons for 'PDF', 'XLS', and 'Print'.

tsds texas student data system

tsdsPEIMS

Home Prepare / Finalize Submission Access Data View Reports

Home » Data Search

Data Search

Search Criteria

Categories: Student Subcategories: Enrollment

Additional Subselection Program

*Student UID

Search Reset * First 1000 matching rows will be returned.

Show 50 entries

Search:

PDF XLS Print



Access Data – Data Search: Student

63

- User can choose Access Data and search their PEIMS submission
- Select the collection you wish to search and then select the Category

TEA - Statewide Data Initiatives/PEIMS (701603) 2014 FALL First GO

tsds texas student data system tsdsPEIMS

Home Prepare / Finalize Submission Access Data View Reports

Home » Data Search
Data Search

Search Criteria

Categories:
Staff
Finance
Education Organization
Student

Search Reset * Fill in this field or else no results will be returned.

Show 50 entries Search: PDF XLS Print

No data available in table

Showing 0 to 0 of 0 entries First Previous Next Last



Access Data – Data Search: Student

64

- Select the Subcategory: Enrollment

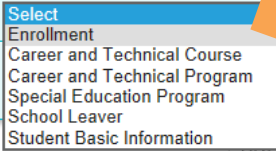
TEA - Statewide Data Initiatives/PEIMS (701603) 2014 ▼ FALL ▼ First ▼ GO

tsds texas student data system tsdsPEIMS

Home Prepare / Finalize Submission Access Data View Reports

Home » Data Search
Data Search

Search Criteria

Categories: Student ▼ Subcategories: 

Search Reset * First 1000 matching rows will be returned.

Show 50 ▼ entries

Search: PDF XLS Print



No data available in table



Access Data – Data Search: Student

65

□ Select Program



Home Prepare / Finalize Submission Access Data View Reports

Home » Data Search

Data Search

Search Criteria

Categories: Student Subcategories: Enrollment

Additional Subselection

Select Special S
Campus
Program

There are no search fields configured for this Category/Subcategory combination.

Search Reset * First 1000 matching rows will be returned.

Show 50 entries

Search:

PDF XLS Print

No data available in table



Access Data – Data Search: Student

66

- Enter the Student UID and click Search
- The data can be downloaded to a PDF file, XLS file or Printed

tsds texas student data system

tsds PEIMS

Home Prepare / Finalize Submission Access Data View Reports

Home » Data Search

Data Search

Search Criteria

Categories: Student Subcategories: Enrollment

Additional Subselection: Program

*Student UID:

Search Reset * First 1000 matching rows will be returned.

Show 50 entries

Search:

PDF XLS Print

No data available in table

Showing 0 to 0 of 0 entries

First Previous Next Last

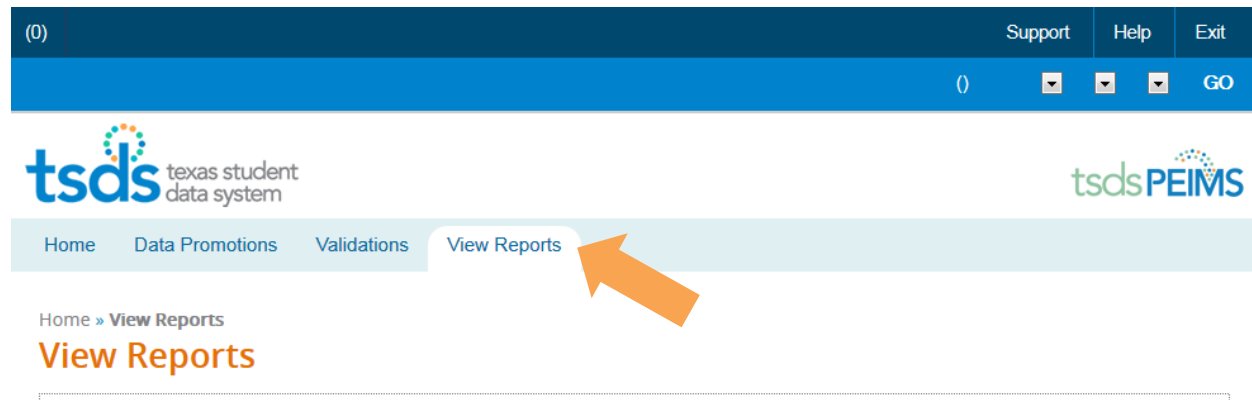


Viewing TSDS PEIMS Reports

tsds View Reports

68

- The View Reports tab in TSDS PEIMS will allow the user to view reports which are similar to the legacy PEIMS standard and special reports
- This is the section where the users will see student enrollment and program level reports.
- The report names or parameters may vary slightly from the legacy PEIMS reporting conventions.



tsds View Reports

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TEA - Statewide Data Initiatives/PEIMS (701603) 2014 ▼ FALL ▼ First ▼ GO

tsds texas student data system

tsds PEIMS

Home Data Promotions Validations Prepare / Finalize Submission Access Data **View Reports**

Home » View Reports

View Reports

- Special Reports
 - District Level QA
 - Student Graduate Summary
- Standard Reports
 - Budget
 - Budget Allocation
 - Career and Technical Education
 - Leaver
 - STAAR
 - Special Education
 - Staff
 - Staff Sensitive
 - Student**
- Student Leaver Reports
 - Record Submission Support

Click the Report Name to view the Report List

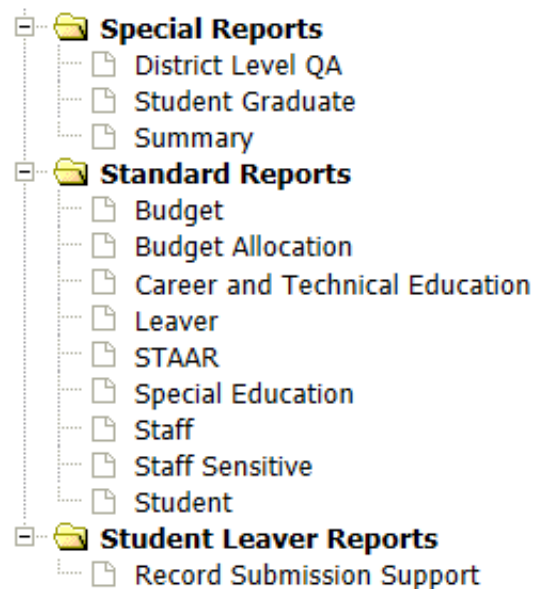
tsds Reporting Categories

70

- The reporting categories are very similar to PEIMS legacy reports

Home » [View Reports](#)

View Reports

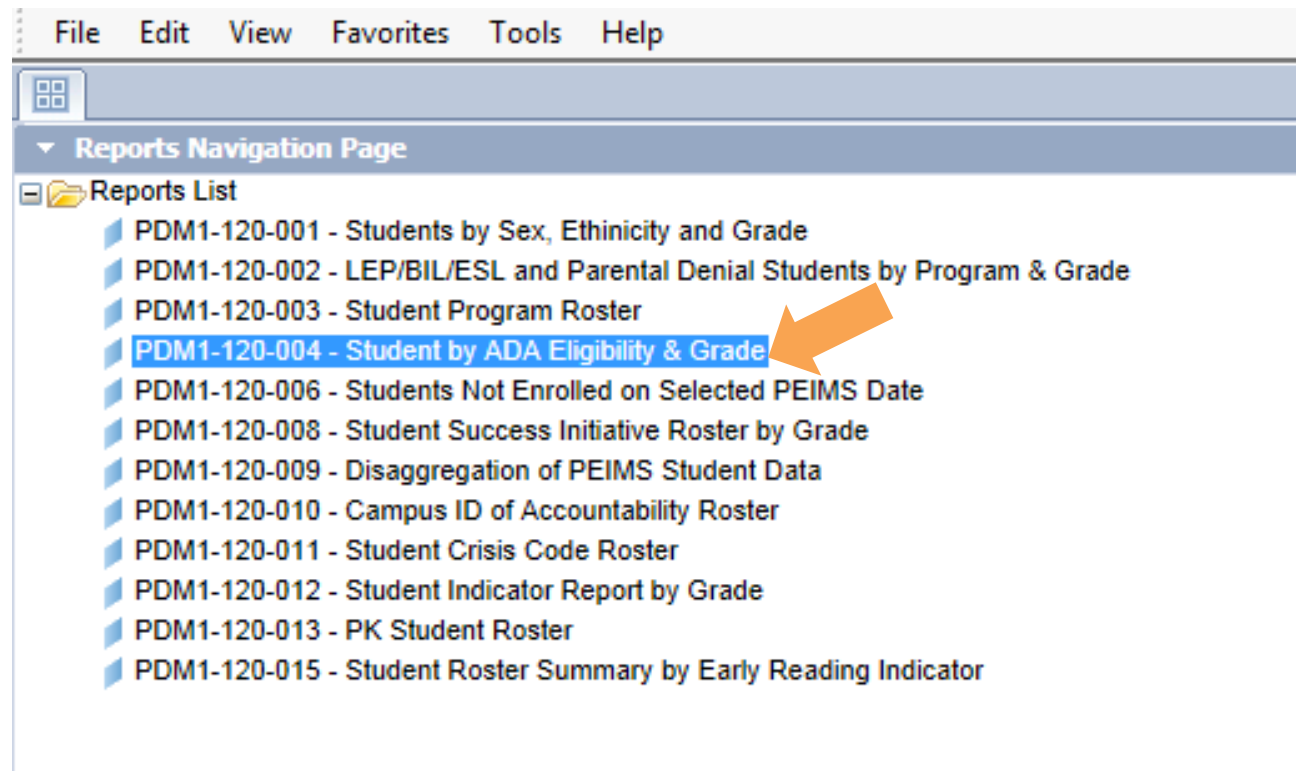




Standard Report Samples

71

- The Reports Navigation Page window will pop up.
- The Reports Navigation window contains the list of available reports



tsds Standard Report Samples

72

- The user selects the report and selects LEA Level Data or Campus Level Data. The user will then specify which Campus or All Campuses.

The screenshot displays the 'Reports Viewer' window. On the left, the 'Reports List' contains various report titles. An orange arrow points to the report 'PDM1-120-004 - Student by ADA Eligibility & Gr...'. The main area shows the 'Prompts' for this report. The 'Prompt Summary' on the left lists three required prompts: 'Select Report Type: By LEA - LEA-level', 'Select value(s) for Campus ID: * All', and 'Select Student: All Students'. The 'Select values for prompts' section on the right shows the 'Select Report Type' dropdown set to 'By LEA - LEA-level Data', the 'Select value(s) for Campus ID' dropdown set to '* All Campuses', and the 'Select Student' dropdown set to 'All Students'. An orange arrow points to the 'Run' button at the bottom right.

Reports Navigation Page

Reports List

- PDM1-120-001 - Students by Sex, Ethnicity and
- PDM1-120-002 - LEP/BIL/ESL and Parental Den
- PDM1-120-003 - Student Program Roster
- PDM1-120-004 - Student by ADA Eligibility & Gr
- PDM1-120-006 - Students Not Enrolled on Selec
- PDM1-120-008 - Student Success Initiative Rost
- PDM1-120-009 - Disaggregation of PEIMS Stude
- PDM1-120-010 - Campus ID of Accountability Ro
- PDM1-120-011 - Student Crisis Code Roster
- PDM1-120-012 - Student Indicator Report by Gr
- PDM1-120-013 - PK Student Roster
- PDM1-120-015 - Student Roster Summary by Ea

Prompts

Prompt Summary

- ✓ *Select Report Type: By LEA - LEA-level
- ✓ *Select value(s) for Campus ID: * All
- ✓ *Select Student: All Students

Select values for prompts

*Select Report Type

By LEA - LEA-level Data

*Select value(s) for Campus ID

* All Campuses

*Select Student:

All Students

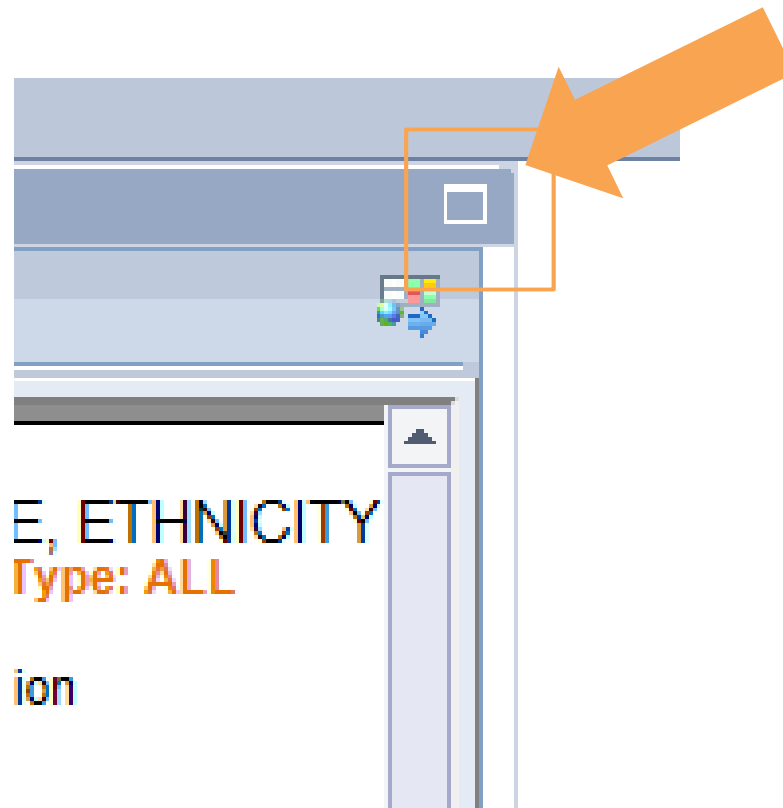
Run



Maximize the Report Window

73

- Click the Maximize button in the upper right hand corner of the report window to maximize the report.





Students by ADA Eligibility Report

74

- The report will generate.

Texas Education Agency
PDM1-120-004
v14.1.1

TSDS PEIMS STUDENT BY ADA ELIGIBILITY AND GRADE

LEA-level Data | All Students

Campuses: ALL

2013 - 2014 Fall Collection

Thursday 07/24/2014 5:51 PM

Page 1 of 1

LEA: 701603 - SEDS LEARNING ISD

ADA Eligibility Code	EE	PK	KG	01	02	03	04	05	06	07	08	09	10	11	12	Total	%
0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0.7%
1	0	0	27	21	28	23	29	36	31	34	30	27	30	39	28	383	92.7%
2	0	9	0	0	0	0	0	0	0	0	0	0	0	0	0	9	2.2%
3	0	0	1	0	0	1	1	0	1	1	0	0	1	0	0	6	1.5%
5	0	12	0	0	0	0	0	0	0	0	0	0	0	0	0	12	2.9%
Total	3	21	28	21	28	24	30	36	32	35	30	27	31	39	28	413	100.0%
Percent	0.7%	5.1%	6.8%	5.1%	6.8%	5.8%	7.3%	8.7%	7.7%	8.5%	7.3%	6.5%	7.5%	9.4%	6.8%	100.0%	

Last Refreshed : July 24, 2014 4:51:07 PM GMT-06:00



LEP/BIL/ESL and Parental Denials

75

- The reports are very similar to the Legacy PEIMS reports.

Texas Education Agency
PDM1-120-002
v14.1.1

TSDS PEIMS LEP/BIL/ESL AND PARENTAL DENIAL STUDENTS BY PROGRAM AND GRADE
LEA-level Data
Campuses: ALL
2013 - 2014 Fall Collection

Thursday 07/24/2014 5:50 PM
Page 1 of 1

LEA: 701603 - SEDS LEARNING ISD

BILINGUAL, ESL AND PARENTAL DENIAL STUDENTS

EE	PK	KG	1	2	3	4	5	6	7	8	9	10	11	12	Total	%
* * * No Data To Report * * *																

LEP STUDENTS BY HOME LANGUAGE

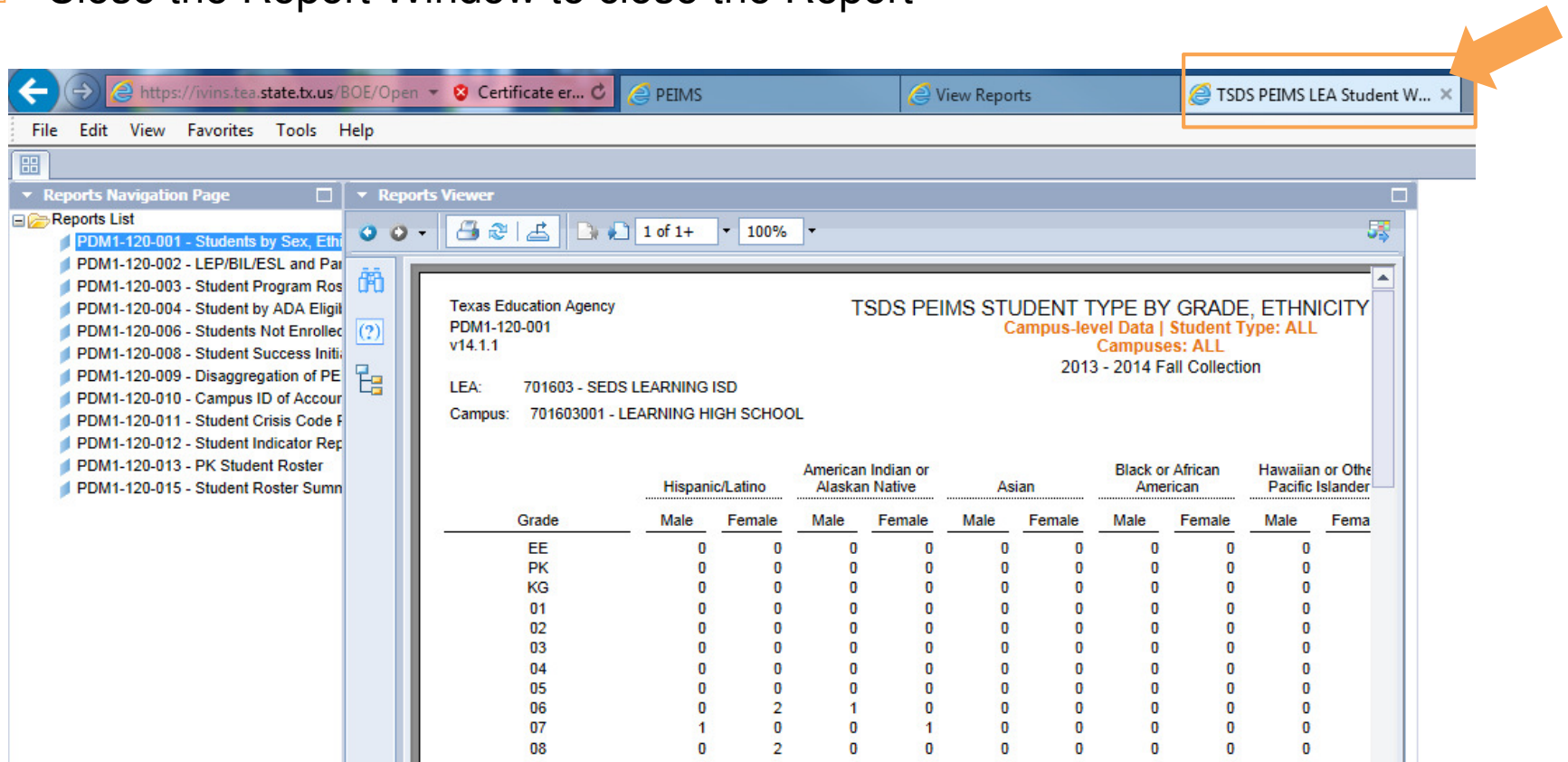
EE	PK	KG	1	2	3	4	5	6	7	8	9	10	11	12	Total	%
* * * No Data To Report * * *																

Total Enrollment 413 100.0

tsds Closing the Report

76

- Close the Report Window to close the Report



The screenshot shows a web browser window with the URL <https://ivins.tea.state.tx.us/BOE/Open>. The browser has multiple tabs, and the active tab is titled "TSDS PEIMS LEA Student W...". An orange arrow points to the "X" icon in the tab's title bar, which is used to close the window. Below the browser window, the "Reports Viewer" displays a report titled "TSDS PEIMS STUDENT TYPE BY GRADE, ETHNICITY". The report includes a table with student data by grade and ethnicity.

TSDS PEIMS STUDENT TYPE BY GRADE, ETHNICITY
 Campus-level Data | Student Type: ALL
 Campuses: ALL
 2013 - 2014 Fall Collection

LEA: 701603 - SEDS LEARNING ISD
 Campus: 701603001 - LEARNING HIGH SCHOOL

Grade	Hispanic/Latino		American Indian or Alaskan Native		Asian		Black or African American		Hawaiian or Other Pacific Islander	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
EE	0	0	0	0	0	0	0	0	0	0
PK	0	0	0	0	0	0	0	0	0	0
KG	0	0	0	0	0	0	0	0	0	0
01	0	0	0	0	0	0	0	0	0	0
02	0	0	0	0	0	0	0	0	0	0
03	0	0	0	0	0	0	0	0	0	0
04	0	0	0	0	0	0	0	0	0	0
05	0	0	0	0	0	0	0	0	0	0
06	0	2	1	0	0	0	0	0	0	0
07	1	0	0	1	0	0	0	0	0	0
08	0	2	0	0	0	0	0	0	0	0
--	-	-	-	-	-	-	-	-	-	-



Guided Practice Activity #3: Accessing Data and Viewing Reports



Guided Practice Activity #3: Accessing Data and Viewing Reports

78

TASK: You will be working with your actual district data in the PEIMS Application, to access your data and view reports. You will interact directly with the software to search your data. Use the instructions in the Guided Practice Activities document to help you get started.

Let's log in to TEAL with the PEIMS Data Submitter role to begin. You will need to use the logins provided at the training session to complete this task.

[Click Here to Begin](#)



Prepare and Finalize



Prepare and Finalize

80

PEIMS Data Submitter View

- The prepare and finalize tab shows the detailed data status for the submission. The view we see on this screenshot is for the PEIMS Data Submitter

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Prepare / Finalize Submission - LEA Data

LEA Collection Status: VALIDATED

LEA CAF Status : PENDING

Organization Name: TEA - Statewide Data Initiatives/PEIMS

Organization ID: 701603

School Year: 2014

Submission: First

Collection: Fall

Total Fatal Errors: 30

Total Subcategory Promoted: 15/15

Total Subcategory Validated: 15/15

Show entries

Search:

[PDF](#) [XLS](#) [Print](#)

Category ↑	Subcategory ↓	Last Promoted On ↓	Promoted By ↓	Records ↓	Error Report ↓	F ↓	SW ↓	W ↓	Data Status ↓
Education Organization	Local Education Agency	07-24-2014 05:35:49 PM	candice.littleton	1	View	0	0	0	VALIDATED
Education Organization	Campus	07-24-2014 05:39:32 PM	candice.littleton	3	View	0	2	0	VALIDATED



Completing the Data Submission



Data Submission is Ready or Verified

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- Once the data is free from all Fatal errors and all warnings and special warnings have been reviewed, the PEIMS Campus Submitter can mark the PEIMS data submission as 'ready' or 'verified' at the school level. This step is optional.
- The PEIMS Campus Submitter cannot mark the data 'Complete'.
- The PEIMS Data Completer can lock out the campuses or schools when they are ready to complete the data submission.
- At this point the LEA does not want any campus to make changes to the data.
- This functionality is only associated with the PEIMS Data Completer role.



Complete or Reject the Data Submission

83

- The PEIMS Data Completer can review the data and mark it Complete.
- The data file must contain the entire district submission to mark it Complete.
- The system will now run validations again to be sure there are no fatal errors. If a category or subcategory has fatal errors the system will report this and they will need to be fixed before the data can be marked complete.
- The user will have to acknowledge the special warnings.
- The data can be marked complete with special warnings and warnings.
- If the data needs additional work, the PEIMS Data Completer can mark it rejected.



Complete Submission View

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Prepare / Finalize Submission - LEA Data



LEA Collection Status:	VALIDATED
LEA CAF Status :	PENDING
Organization Name:	TEA - Statewide Data Initiatives/PEIMS
Organization ID:	701603
School Year:	2014
Submission:	First
Collection:	Fall
Total Fatal Errors:	30
Total Subcategory Promoted:	15/15
Total Subcategory Validated:	15/15

Complete

Show entries

Search:

PDF

XLS

Print



Completion Process Status

85

TEA - Statewide Data Initiatives/PEIMS (701603)

2014

FALL

First

GO



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Prepare / Finalize Submission - LEA Data



Completion Process Status:

0% Validation Complete (0/15)

LEA Collection Status: COMPLETION IN PROGRESS

[Complete](#)

LEA CAF Status: PENDING

Organization Name: TEA - Statewide Data Initiatives/PEIMS

Organization ID: 701603

School Year: 2014

Submission: First



Guided Practice Activity #4: Completing the Data Submission



Guided Practice Activity #4: Completing the Data Submission

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TASK: You will be working with your actual district data in the PEIMS Application, ***to mark the submission complete.*** You will interact directly with the software to search your data. Use the instructions in the Guided Practice Activities document to help you get started.

Let's log in to TEAL with the PEIMS Data Completer role to begin. You will need to use the logins provided at the training session to complete this task.

Log into TEAL as the PEIMS Data Completer and select the Texas Student Data System Portal.

[Click Here to Begin](#)



Approving the Data Submission



Approving the Data Submission

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- Once all of the data has been review and marked 'Complete', the PEIMS Data Approver can mark the data 'Approved'.
- The LEA Approval process happens parallel with the Superintendent Approval Form (SAF).
- If there are problems with the data the PEIMS Data Approver can 'Reject' the file.



Superintendent Approval Form (SAF)

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- The Superintendent logs into TEAL to sign the SAF for the PEIMS submission.
- The Regional Education Service Center Executive Director would also sign the SAF from for the ESC PEIMS Data Submission.
- There is only one person per LEA who can have SAF access.
- This action runs parallel to the Approval action.



Requesting an Extension

91

- Only the Superintendent can request an extension.
- This will be part of the August release and won't be visible in the current version of the PEIMS Data Mart.
- The district must have extenuating circumstances in order to receive an extension from TEA.



Guided Practice Activity #5: Approving the Data Submission



Guided Practice Activity #5: Approving the Data Submission

93

TASK: You will be working with your actual district data in the PEIMS Application, ***to mark the submission as approved.*** You will interact directly with the software to search your data. Use the instructions in the Guided Practice Activities document to help you get started.

Let's log in to TEAL with the PEIMS Data Approver role to begin. You will need to use the logins provided at the training session to complete this task.

Log into TEAL with the PEIMS Data Approver role and select the Texas Student Data System Portal.

[Click Here to Begin](#)



Accepting the Data Submission



Accepting the Data Submission

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- The PEIMS Data Acceptor (ESC) can accept the LEA Data Submission.
- The ESC PEIMS coordinator will use TEAL role of PEIMS Data Acceptor to perform this function.
- Currently the ESC can only see the LEA view for Acceptance.
- In August the ESC will be able to see the multi-district view which contains a list of all of the LEAs in their Region.



Guided Practice Activity #6: Accepting the Data Submission



Guided Practice Activity #6: Accepting the Data Submission

97

TASK: You will be working with your actual district data in the PEIMS Application, ***to mark the submission as accepted.*** You will interact directly with the software to search your data. Use the instructions in the Guided Practice Activities document to help you get started.

Let's log in to TEAL with the PEIMS Data Acceptor role to begin. You will need to use the logins provided at the training session to complete this task.

Log into TEAL with the PEIMS Data Acceptor role and select the Texas Student Data System Portal.

[Click Here to Begin](#)



TEA PEIMS Administrative Functions



TEA PEIMS Administrative Functions

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TEA Administrators can:

- Configure Collections
 - ▣ 2014 Fall First
 - ▣ 2014 Fall Resub
 - ▣ 2014 MDYR 2014 First
 - ▣ 2014 MDYR Resub
 - ▣ 2014 TSDS
- Manage Reports
- Approve Extensions
- Track Data Collections
- Load to PDM



Wrap Up, Knowledge Check, Survey, and Questions

Today we talked about:

- ❑ TSDS High Level End User Process Map
- ❑ Promoting data from the ODS to the PEIMS Data Mart (PDM)
- ❑ Verifying that the data promotion has successfully completed
- ❑ Searching, sorting and downloading the validation errors
- ❑ How to Complete Approve and Accept the PEIMS Data Submission

What did you learn?

- ❑ How does a user promote data to the PDM?
- ❑ How does a user search for data validations in the PDM?
- ❑ Who would need the PEIMS Data Approver role?

- Please click the Knowledge Check link in Project Share and take ten minutes to answer questions about this training session.

www.projectsharetx.org

- Please click the survey link in Project Share and take five minutes to answer questions about this training session.

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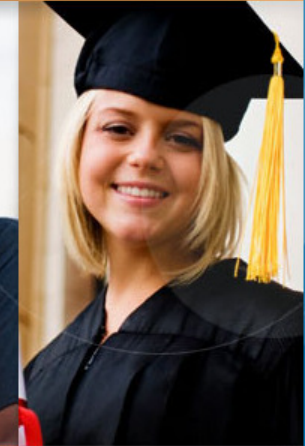
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