

Data Extract Zip Tool

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The Data Extract Zip Tool functions like the [Utility Setup tool](#), where users can upload a file to export to a third-party system. Unlike the Utility Setup tool, the Zip Tool allows users to upload more than one file to export to a third-party system.

Data Extract Zip Tool ☆

System Settings > Data Utilities > Data Extract Zip Tool

Save Delete New

Data Extract Options Editor

Extract Instance Name	Delivery Mode	Frequency Scheduled	Stopped

Detail Information

*Extract Instance Name

Weekly Test

*File Name

MGE Weekly Test

*Username

admin18

Domain

*Server

12.2122.321

Delivery Mode

☒ SMB
 ☐ SFTP Legacy (Being Deprecated)
 ☐ SFTP
 ☐ FTPS
 ☐ PULL

Student Photo Extract

☐

Append Date to Filename:

☒ No Date
 ☐ yyyyymmdd
 ☐ yyyyymmddhhmmssSS

Password

Port (Default SFTP=22)

Path

Error Notification

☒

User Group to Notify

Select instances to include

☐ Transportation
 ☐ Destiny Student
 ☐ Translations
 ☐ MN_DirectAdmissions

Test Connection

Run Extract

Data Extract Schedule

Stop Automated Extract

☐

Frequency

Weekly

Start Date

05/24/2023

Start Time

07:00 AM

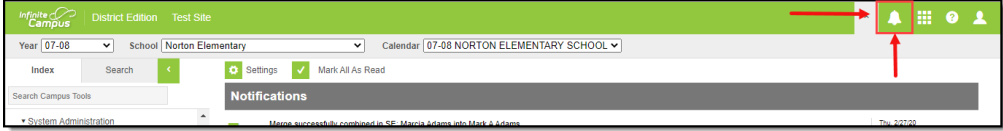
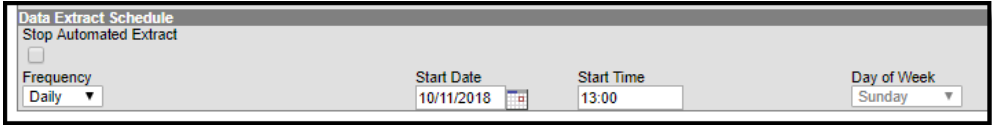
Day of Week

Sunday

Data Extract Zip Tool Definitions

The following table provides definitions of the data elements available in the Zip Tool Editor.

Field	Description
Extract Instance Name	Description of the extract.
Delivery Mode	<p>Indicates how the extract is delivered.</p> <ul style="list-style-type: none"> • SMB - <i>Server Message Block</i>. This works with an operating system higher than Windows Xp; used in Windows networks to allow resources such as files on one machine to be shared on other machines as if they were local. • SFTP Legacy (Being Deprecated) - This is an outdated version of SFTP which will be deprecated in the future. Users should transition to the other SFTP option as soon as possible to avoid disruptions once this delivery mode is removed. • SFTP - <i>Secure File Transfer Protocol</i>. An encrypted form of file transfer between a local system and any system on the network. • FTPS - <i>File Transfer Protocol Secured</i>. An encrypted form of file transfer between a local system and any system on the network. This option also allows different encryption methods: <ul style="list-style-type: none"> ◦ SSL (Secure Sockets Layer) ◦ TLS (Transport Layer Security) • PULL - This option can be used in conjunction with the Export Wizard utility. This delivery mode allows for a separate client to be installed on a district server (not to be provided to third-party vendors) and setup to pull the desired extract using https via a Windows Scheduled task. See the Pull Delivery Mode section for information on using this option. When marked, the Student Photo Extract checkbox is removed.
Student Photo Extract	<p>Creates a zip file of the picture directory. Only files for students who have an enrollment record in the selected active school year are included in the file.</p> <p>When this is marked, the following is not available:</p> <ul style="list-style-type: none"> • PULL Delivery Mode • Select Instance to Include section • Daily Frequency option <p>This is NOT available in State Edition.</p>
File Name	File name associated with the extract being generated. Often a third-party tool needs this name.
Append Date to Filename	When selected, includes a date in the file, so as not to overwrite an existing file. Choose the format of the date, either the normal date format of <i>yyyymmdd</i> or date and time format of <i>yyyymmddhhmmssSS</i> .
Username	Username used to access the destination server.
Password	Password used to access the destination server.

Field	Description
Domain	An identification label, using a string of letters and numbers separated by periods, to name organizations and addresses on the internet and to define a realm of administrative autonomy in the internet.
Server	A computer that provides client stations with access to files and printers as shared resources to a computer network. Can be an IP address or a server domain name.
Port	Indicates the value required to connect to the server. <ul style="list-style-type: none"> 1. SFTP default = 22 2. FTPS default = 990
Path	Indicates the navigation path the user takes to find the server or files. This needs to be an absolute path and include the /upload indicator.
Error Notification	<p>If marked, any errors that occur are sent to the Notifications area of Infinite Campus (see below) to all users within the user group selected in the User Group to Notify dropdown list.</p> 
User Group to Notify	This group is notified via a Notifications message when an error occurs while using the Data Extract Zip tool. You must have the Error Notification checkbox marked to utilize this functionality.
Select Instances to Include	<p>Mark the file instances to include in the zip file.</p> <p>These options display every instance of extracts that were previously set up in the DEU Setup.</p>
Test Connection	This button checks the connection to the entered server by attempting to write a 1-byte file to the location setup. When it is successful, a pop-up displays indicating the connection is good; when it is not successful, it provides the reason the connection failed.
Run Extract	This button runs and generates the extract, sends and stores the file where needed (in case of an issue when it is an auto-run extract).
Data Extract Schedule	<p>Lists the frequency, date, time and day of the week the extract runs. When this needs to stop for any reason, mark the Stop Automated Extract checkbox.</p> <p>When the Frequency value is set to Weekly or Monthly, the Start Time can only be between 10:00pm and 4:00am (2200 to 0400).</p> 

Create Zip Tool Extract

The creation of new extracts should be done by technical administrators only.

1. Select **New**. A **Detail Information** section displays.
2. Enter the **Extract Instance Name**.
3. Choose the other necessary items for adding the extract by populating and marking the appropriate fields, as defined above.
4. Click **Save** when finished. Additional modifications may be made to the extract to determine when the extract should be generated.

At this time, a user can select the available buttons to test the connection to the server or run the extract.

1. The **Test Connection** button checks the connection to the entered server by attempting to write a 1-byte file to the location setup. When it is successful, a pop-up displays indicating the connection is good; when it is not successful, it provides the reason the connection failed.
2. The **Run Extract** button runs and generates the extract, sends and stores the file where needed (in case of an issue when it is an auto-run extract).

Create a Student Photo Extract Zip Tool

1. Select **New**. A **Detail Information** section displays.
2. Enter the **Extract Instance Name**.
3. Select the desired **Delivery Mode**.
4. Mark the **Student Photo Extract** checkbox.
5. Enter a **File Name**, **Username**, and **Server**.
6. Choose the other necessary items for adding the extract by populating and marking the appropriate fields, as defined above.
7. In the **Data Extract Schedule**, choose the desired **Frequency**.
 - When using **Monthly**, choose the **Start Date**, **Start Time**, and the **Day of Month** on which the extract should run.
 - When using **Weekly**, choose the **Start Date**, **Start Time**, and the **Day of Week** on which the extract should run.
8. Click **Save** when finished. Additional modifications may be made to the extract to determine when the extract should be generated.

At this time, a user can select the available buttons to test the connection to the server or generate the extract.

1. The **Test Connection** button checks the connection to the entered server by attempting to write a 1-byte file to the location setup. When it is successful, a pop-up displays indicating the connection is good; when it is not successful, it provides the reason the connection failed.
2. The **Run Extract** button runs and generates the extract, sends and stores the file where

needed (in case of an issue when it is an auto-run extract).

When the Student Photo Extract zip file has been successfully sent to the destination server, or there was an error generating the zip file, it is removed from the app server.

When the Student Photo Extract zip file has been successfully sent to the destination server, or there was an error, it is logged in [Data Extract History](#).
