

# **DIRS Extract (Minnesota)**

Last Modified on 08/04/2025 12:36 pm CDT

#### Report Editor | Generate the Extract

#### Tool Search: DIRS Extract

The Disciplinary Incident Reporting System (DIRS) extract reports information about behavior data including suspensions, expulsions, and weapons.

DIRS Extract ☆	Reporting > MN State Reporting > DIRS Extract
MN DIRS Extract	
This tool will extract data to complete the MN State-defined reporting extracts. Choose XML (State Format) to get	the file in the state defined format.
Extract Options	Select Calendars
Data Pance	Which calendar(s) would you like to include in the report?
	active vear
Format XML V	O list by school
Report District-wide	O list by year
Exclude Victim Records	
Number of Habitually Truant Students for Previous School Year	2024-25 Early Childhood (ECSE) 2024-25 ECEE - ELT (Non Pot)
Ad Hoc Filter	2024-25 ECFE NHLC (Non Rpt)
	2024-25 ECFE NHLC Preschool
Generate Extract Submit to Batch Validate	2024-25 Elementary Targeted Se
	2024-25 ESC (Non Rpt) 2024-25 ESY 6-12 Centerbased
	2024-25 ESY 6-12 Resource
	2024-25 ESY K-5 Centerbased
	2024-25 ESY K-5 Resource
	2024-25 FAIR School - Crystal 2024-25 FAIR School Pilorim La
	2024-25 Forest Elementary
	2024-25 Freedom Schools
	2024-25 Highview Alternative P
	2024-25 Hory Trinity (Non Rpt) 2024-25 Home School (Non Rpt)
	2024-25 King of Grace (Non Rpt
	2024-25 Lakeview Elementary
	2024-25 Meadow Lake Elementary
	2024-25 Middle School Targeted
	2024-25 Noble Elementary
	2024-25 Non-Attending Non Pub
	2024-25 Northport Elementary
	2024-25 Open Enrolled OUT (Non 2024-25 Plymouth Middle School
	2024-25 PreSchool Screening
	2024-25 Robbinsdale Academic S
	2024-25 Robbinsdale Armstrong
Refresh Show ton 50 × tasks submitted between 05/29/2025 and 06/05/2025	
Batch Queue List	
Queued Time Report Title Status Download	
DIPS Extract E	ditor

### **Report Editor**

Data Element	Description
Extract Information	DIRS Extract



Data Element	Description	
Date Range	Scopes the report to the specific dates entered.	
Select Calendars	Allows the user to select the calendar for which the report will be generated. At least one calendar is required.	
Format	XML is the only option.	
Report District-wide	When selected, the report is generated for all Schools in the selected School Year.	
School Year	This field appears when the Report District-wide checkbox is marked. It is required to identify the School Year for the report.	
Exclude Victim Records	When selected, the report will exclude all data elements that are children of the victim list.	
Number of Habitually Truant Students for Previous School Year	Used to enter a value to be included in the report. This field is only available when the Report District-wide checkbox is not marked.	
Ad hoc Filter	A selection in this field causes the extract to only include students included in the Ad hoc filter. For example, if an Ad hoc filter is selected that lists all 9th grade students, only those students are included in the extract.	
Output Options		
Report Processing	To generate the report immediately, select <b>Generate Now</b> option. To choose when the report generates, use the <b>Submit to Batch</b> option. <b>Validate</b> generates the Validation report, which will compare calculated values against XSD and XSL schema (Confirm that the data types calculated are valid for the constraints).	
	The Batch Queue processing can be used for both the report generation and the report review, allowing results to be reviewed at a later time. his process will allow larger reports to generate in the background, without disrupting the use of Campus. For more information about submitting a report to the batch queue, see the <u>Batch Queue</u> article.	

## **Generate the Extract**

- 1. Enter a **Date Range** to limit records to those with a Date of Incident on or within the range. The End Date defaults to the current date.
- 2. A **Format** of *XML* is selected by default.
- 3. Mark Report District Wide to generate the extract for all calendars in the current School



Year.

- 4. Mark **Exclude Victim Records** to exclude participants with a Role of Victim from the extract if Victim records should not be included in the extract.
- 5. Enter a **Number of Habitually Truant Students from Previous School Year** to report that value in the extract. If a number is not entered in this field, a value of 000 reports and should be updated manually.
- 6. Select an Ad hoc Filter to limit the records that are reported.
- 7. Select the **Calendar(s)** to be included in the report.
- Click the Generate Extract button to generate the report in the indicated format or Submit to Batch to schedule when the report generates. Validate generates the Validation report, which will compare calculated values against XSD and XSL schema.