

Attendance Audit Report (Nebraska)

Last Modified on 06/04/2024 1:55 pm CDT

[Report Editor](#) | [Generate the Report](#)

Tool Search: Attendance Audit

The Attendance Audit report extracts data using the attendance calculation for Ed-Fi attendance reporting.

This report can only be generated with Ed-Fi turned on and a valid Ed-Fi configuration.

Attendance Audit ☆
Reporting > Ed-Fi > Attendance Audit

NE Attendance Audit

There are two ways to generate the report. 1. Summary: This will provide aggregate totals of data by grade level by calendar. 2. Detail: This will generate aggregate totals of data by student.

Extract Options

Report Type: Summary Report ▾

Ed-Fi Configuration: 23-24 NE ▾

Start Date:

End Date: 06/04/2024

Grade Level: All Grades ▾
HP
PK
HK
KG
01

Student Ad Hoc Filter:

Format: Comma Separated(CSV) ▾

Select Calendars

Which calendar(s) would you like to include in the report?

active year

list by school

list by year

23-24

23-24 Beatrice Comm. PK-AM

23-24 Beatrice Comm. PK-Full

23-24 Beatrice Comm. PK-PM

23-24 Beatrice High School

23-24 Beatrice Middle School

23-24 Birth < 3

23-24 Blast

23-24 Lincoln Elementary Schoo

23-24 Paddock Lane School

23-24 Parochial

23-24 Stoddard Elem. School

Attendance Audit Report

Report Editor

The following defines the options available on the Attendance Audit report.

Option	Description
Report Type	Indicates the type of report being generated: Summary = Overall total of aggregate numbers by grade level by calendar. Detail = Overall total of aggregate number by student.

Option	Description
Ed-Fi Configuration	Indicates the Ed-Fi configuration from which attendance data is reported.
Start Date	Indicates the first date used when calculating attendance. Note: If the Start Date and End Date fields are not used, the report will aggregate data for the start of school to the end in both Detail and Summary reports.
End Date	Indicates the last date used when calculating attendance. Note: If the Start Date and End Date fields are not used, the report will aggregate data for the start of school to the end in both Detail and Summary reports.
Grade Level	Indicates the grade level(s) used in the report.
Student Ad Hoc Filter	Users are able to select ad hoc filters that are used to insert values. The Ad Hoc does not take into consideration the other available fields.
Format	Determines how the report prints. Options are: <ul style="list-style-type: none"> • Comma Separated (CSV) • HTML • PDF
Calendar Selection	Selection indicates from which school calendar of enrollment information is pulled. Calendars can be selected by the Active Year, School, or Year. If a Year and/or School is selected in the Campus toolbar, that calendar is automatically selected.
Generate Extract	The report generates immediately in a separate window in the designated format.
Submit to Batch	This process allows 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 Batch Queue article.

Generate the Report

1. Select the **Report Type**, either Summary or Detail.
2. Select the **Ed-Fi Configuration**.
3. If desired, enter a **Start** and **End Date**.
4. If desired, enter a **Grade Level**.
5. If desired, select an **Ad Hoc filter**.
6. Select the **Format** in which to generate the report.
7. Select a **Calendar** to which the data will be imported.
8. Select **Generate Extract** or **Submit to Batch**.

Summary Report

The Summary report type generates an overall total of aggregate numbers by grade level by calendar.

Attendance Audit Records:3						
Grade Level	Aggregate Days Attendance	Aggregate Days Absent	Aggregate Days Membership	Days In Session	Average Daily Attendance	Average Daily Membership
Grade 6	26185.7	197.3	26383.0		0.99	0.01
Grade 7	25403.4	172.6	25576.0		0.99	0.01
Grade 8	27947.1	175.9	28123.0		0.99	0.01

HTML View - Summary Report

Field	Description	Campus Location												
Grade Level	The Ed-Fi Grade level students are enrolled into during the reporting period selected.	Enrollment> Grade Level enrollment.gradeLevel												
Aggregate Days Attendance	Days Enrolled (in attendance) = The sum of the instructional duration of the student's enrolled calendar that overlap with their enrollment's start and end date.	Calculation												
Aggregate Days Absent	<p>Days absent = (total absence duration per Attendance Event Category Descriptor each rounded to 2 decimal places then summed together)/Scheduled Attendance Minutes.</p> <p>If the event has a code present in table, then include in the calculation for Days Absent:</p> <table border="1" data-bbox="422 1377 885 2045"> <thead> <tr> <th>Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>06</td> <td>Excused Absence - Disciplinary action, not receiving instruction</td> </tr> <tr> <td>07</td> <td>Excused Absence - Illness/Medical</td> </tr> <tr> <td>08</td> <td>Excused Absence - Noninstructional activity recognized by state, district, or school</td> </tr> <tr> <td>09</td> <td>Excused Absence - Transportation not available</td> </tr> <tr> <td>10</td> <td>Excused Absence - Other</td> </tr> </tbody> </table>	Code	Description	06	Excused Absence - Disciplinary action, not receiving instruction	07	Excused Absence - Illness/Medical	08	Excused Absence - Noninstructional activity recognized by state, district, or school	09	Excused Absence - Transportation not available	10	Excused Absence - Other	Calculation
Code	Description													
06	Excused Absence - Disciplinary action, not receiving instruction													
07	Excused Absence - Illness/Medical													
08	Excused Absence - Noninstructional activity recognized by state, district, or school													
09	Excused Absence - Transportation not available													
10	Excused Absence - Other													

Field	Description	Campus Location						
	<table border="1"> <thead> <tr> <th>Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>Unexcused Absence - Student skipping school</td> </tr> <tr> <td>12</td> <td>Unexcused Absence - Other or unknown</td> </tr> </tbody> </table>	Code	Description	11	Unexcused Absence - Student skipping school	12	Unexcused Absence - Other or unknown	
Code	Description							
11	Unexcused Absence - Student skipping school							
12	Unexcused Absence - Other or unknown							
Aggregate Days Membership	Days In session (membership) = The sum of the instructional duration of the student's enrolled calendar.	Calculation						
Days In Session	Does not report in the Summary Report.	Calculation						
Average Daily Attendance	The average daily presence of the students per grade level. ada = $\text{round}(.0100 * \text{FullTimeEquivalency} * ((\text{DAYS_ENROLLED} - \text{AttendanceAbsent}) / \text{DAYS_N_SES}), 4)$	Calculation						
Average Daily Membership	The average daily enrollment. Calculates the amount of students enrolled and averages it across the time period selected. adm = $\text{round}(.0100 * \text{FullTimeEquivalency} * (\text{DAYS_ENROLLED} / \text{DAYS_N_SES}), 4)$	Calculation						

Detail Report

The Detail report type generates an overall total of aggregate number by student.

Attendance Audit Records:504										
Ed-Fi ID	Legal LN	Legal FN	Legal MN	Grade Level	Aggregate Days Attendance	Aggregate Days Absent	Aggregate Days Membership	Days In Session	Average Daily Attendance	Average Daily Membership
9297092	Perez	Michael	Damian	Grade 6	159.0	0.0	159.0	159.0		
2814748	Richard	Ben	Lee	Grade 6	155.8	3.2	159.0	159.0		
8605043	Long	Alexander	Ledvin	Grade 8	159.0	0.0	159.0	159.0		

HTML View - Detail Report

Field	Description	Campus Location
Ed-Fi ID	Reports the student's Ed-Fi ID.	Student Information > General > Summary > Personal Information > EdFi ID identity.EdFiID

Legal Last Field Name	Reports the student's legal last name. Description	Identities > Protected Campus Location Identity Information >										
		Legal Last Name identity.legalLastName										
Legal First Name	Reports the student's legal firstname.	Identities > Protected Identity Information > Legal First Name identity.legalFirstName										
Legal Middle Name	Reports the student's legal middle name. If null, reports blank.	Identities > Protected Identity Information > Legal Middle Name identity.legalMiddleName										
Grade Level	Reports the Ed-Fi Grade Level for the student from their active enrollment	Enrollment> Grade Level enrollment.gradeLevel										
Aggregate Days Attendance	Days Enrolled (in attendance) = The sum of the instructional duration of the student's enrolled calendar that overlap with their enrollment's start and end date.	Calculation										
Aggregate Days Absent	Days absent = (total absence duration per Attendance Event Category Descriptor each rounded to 2 decimal places then summed together)/Scheduled Attendance Minutes. If the event has a code present in table, then include in the calculation for Days Absent:	Calculation										
	<table border="1"> <thead> <tr> <th>Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>06</td> <td>Excused Absence - Disciplinary action, not receiving instruction</td> </tr> <tr> <td>07</td> <td>Excused Absence - Illness/Medical</td> </tr> <tr> <td>08</td> <td>Excused Absence - Noninstructional activity recognized by state, district, or school</td> </tr> <tr> <td>09</td> <td>Excused Absence -</td> </tr> </tbody> </table>	Code	Description	06	Excused Absence - Disciplinary action, not receiving instruction	07	Excused Absence - Illness/Medical	08	Excused Absence - Noninstructional activity recognized by state, district, or school	09	Excused Absence -	
Code	Description											
06	Excused Absence - Disciplinary action, not receiving instruction											
07	Excused Absence - Illness/Medical											
08	Excused Absence - Noninstructional activity recognized by state, district, or school											
09	Excused Absence -											

Field	Description	Campus Location						
	<div style="text-align: right; font-size: small; margin-bottom: 5px;">Transportation not available</div> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">10</td> <td>Excused Absence - Other</td> </tr> <tr> <td style="text-align: center;">11</td> <td>Unexcused Absence - Student skipping school</td> </tr> <tr> <td style="text-align: center;">12</td> <td>Unexcused Absence - Other or unknown</td> </tr> </table>	10	Excused Absence - Other	11	Unexcused Absence - Student skipping school	12	Unexcused Absence - Other or unknown	
10	Excused Absence - Other							
11	Unexcused Absence - Student skipping school							
12	Unexcused Absence - Other or unknown							
Aggregate Days Membership	Days In session (membership) = The sum of the instructional duration of the student's enrolled calendar.	Calculation						
Days In Session	Total number of Instructional days in the calendar in which the student is enrolled adm = $\text{round}(.0100 * \text{FullTimeEquivalency} * (\text{DAYS_ENROLLED} / \text{DAYS_N_SES}), 4)$	Calculation						
Average Daily Attendance	Reports blank in the Detail report.	Calculation						
Average Daily Membership	Reports blank in the Detail report.	Calculation						