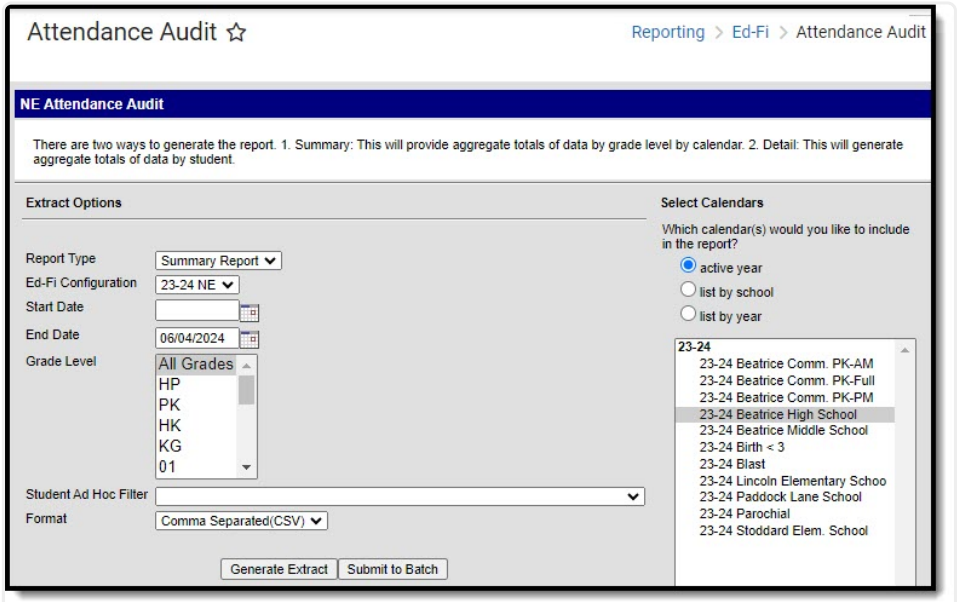
Attendance Audit Report (Nebraska)

Last Modified on 07/24/2026 10:25 am CDT

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 Report

Report Population

Students with perfect attendance report, which means no negative attendance events, absences, or tardies.

Only the grade levels selected on the extract editor report.

The report can be generated for the District's active school year as well as any prior year.

No Show and State Excluded Enrollments do not report on the summary and detail reports.

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.
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**: When the Start Date and End Date fields are not used, the report will aggregate data from the start of school to the end in both Detail and Summary reports.
End Date	Indicates the last date used when calculating attendance. **Note**: When the Start Date and End Date fields are not used, the report will aggregate data from 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 can select Ad hoc filters to insert values. The Ad hoc filter does not take into consideration the other available fields.
Format	Determines how the report prints. Options are: • 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.

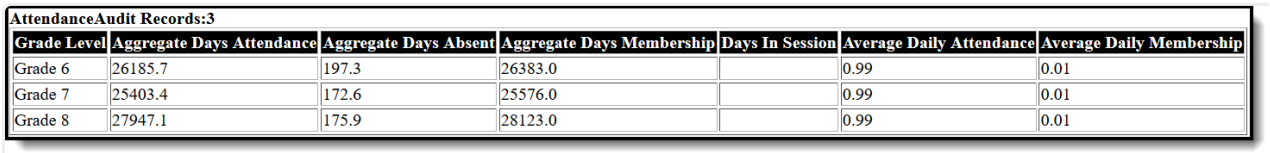
Generate the Report

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.



AttendanceAudit 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. Tardies are excluded from the calculation. Present minutes are excluded from tardies entered on the student's Present Minutes field in the calculation.	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: **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	Calculation

Field	Description	Campus Location
	09 Excused Absence - Transportation not available 10 Excused Absence - Other 11 Unexcused Absence - Student skipping school 12 Unexcused Absence - Other or unknown Tardies are excluded from the calculation. Present minutes are excluded from tardies entered on the student's Present Minutes field in the calculation.	
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 = round(.0100*FullTimeEquivalency* ((DAYS_ENROLLED - AttendanceAbsent)/DAYS_N_SES),4) Tardies are excluded from the calculation.	Calculation
Average Daily Membership	The average daily enrollment. Calculates the amount of students enrolled and averages it across the time period selected. adm = round(.0100*FullTimeEquivalency* (DAYS_ENROLLED/DAYS_N_SES),4)	Calculation

Detail Report

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

AttendanceAudit 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	[redacted]	[redacted]	Damian	Grade 6	159.0	0.0	159.0	159.0		
2814748	[redacted]	[redacted]	Lee	Grade 6	155.8	3.2	159.0	159.0		
8605043	[redacted]	[redacted]	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>

Field	Description	Campus Location
		identity.EdFiID
Legal Last Name	Reports the student's legal last name.	Identities > Protected Identity Information > Legal Last Name identity.legalLastName
Legal First Name	Reports the student's legal firstname.	Identities > Protected Identity Information > Legal Fisrt 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. Tardies are excluded from the calculation.	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: **Code** / **Description** 06 – Excused Absence - Disciplinary action, not receiving instruction 07 – Excused Absence -	Calculation

Field	Description	Campus Location
	Illness/Medical **Code** **Description** 08 Excused Absence - Noninstructional activity recognized by state, district, or school 09 Excused Absence - Transportation not available 10 Excused Absence - Other 11 Unexcused Absence - Student skipping school 12 Unexcused Absence - Other or unknown Tardies are excluded from the calculation.	
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 = round(.0100*FullTimeEquivalency*(DAYS_ENROLLED/DAYS_N_SES),4)	Calculation