

#### **Attendance Audit Report (Nebraska)**

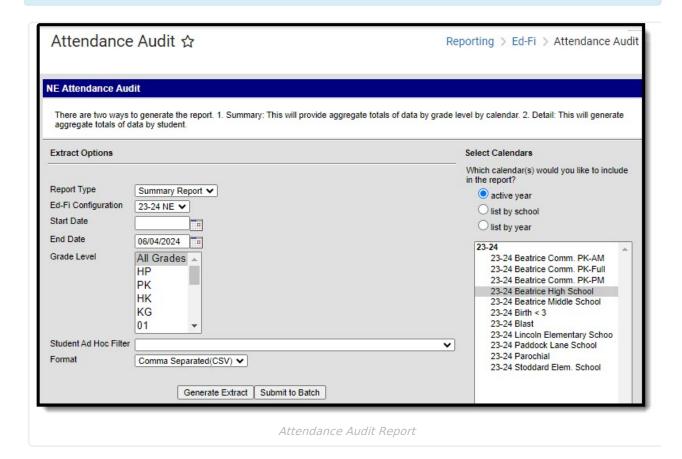
Last Modified on 11/14/2025 9:40 am CST

Report Population | 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.



### **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	<ul> <li>Indicates the type of report being generated:</li> <li>Summary = Overall total of aggregate numbers by grade level by calendar.</li> <li>Detail = Overall total of aggregate number by student.</li> </ul>
Ed-Fi Configuration	Indicates the Ed-Fi configuration from which attendance data is reported.
Start Date	Indicates the first date used when calculating attendance. <b>Note</b> : 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.
<b>Grade Level</b>	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 <a href="Batch Queue">Batch Queue</a> 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	Descript	ion	<b>Campus Location</b>
Grade Level		Grade level students are enrolled g the reporting period selected.	Enrollment > Grade Level enrollment.gradeLevel
Aggregate Days Attendance	the instru enrolled of enrollmer	olled (in attendance) = The sum of ctional duration of the student's calendar that overlap with their nt's start and end date.  The excluded from the calculation.	Calculation
Aggregate Days Absent	Attendand rounded t together) If the eve	ent = (total absence duration per ce Event Category Descriptor each to 2 decimal places then summed /Scheduled Attendance Minutes. nt has a code present in table, then the calculation for Days Absent:	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	



Field	<b>Deedia</b>	otionDescription Excused Absence -	<b>Campus Location</b>	
		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	the inst	session (membership) = The sum of ructional duration of the student's dicalendar.	Calculation	
Days In Session	Does no	ot report in the Summary Report.	Calculation	
Average Daily Attendance	per grad ada = r ((DAYS_ Attenda	erage daily presence of the students de level. ound(.0100*FullTimeEquivalency* _ENROLLED - anceAbsent)/DAYS_N_SES),4)	Calculation	
		are excluded from the calculation.		
Average Daily Membership	amount across t adm =	erage daily enrollment. Calculates the of students enrolled and averages it the time period selected.  round(.0100*FullTimeEquivalency* ENROLLED/DAYS_N_SES),4)	Calculation	

#### **Detail Report**

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

Attendance A	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	President	Haller	Damian	Grade 6	159.0	0.0	159.0	159.0		
2814748	Hallands	discri-	Lee	Grade 6	155.8	3.2	159.0	159.0		
8605043	E-may)	et brossofter	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



Field	Descript	ion	<b>Cantity st &amp; Didation</b>
Legal Last Name	Reports t name.	he student's legal last	Identities > Protected Identity Information > Legal Last Name
			identity.legalLastName
Legal First Name	Reports t	he student's legal e.	Identities > Protected Identity Information > Legal Fisrt Name
			identity.legalFirstName
Legal Middle Name		he student's legal middle null, reports blank.	Identities > Protected Identity Information > Legal Middle Name
			identity.legalMiddleName
<b>Grade Level</b>		he Ed-Fi Grade Level for ent from their active	Enrollment> Grade Level
	enrollme		enrollment.gradeLevel
Aggregate Days Attendance	The sum duration calendar enrollmen	olled (in attendance) = of the instructional of the student's enrolled that overlap with their nt's start and end date. re excluded from the on.	Calculation
Aggregate Days Absent	duration Category to 2 decir together) Minutes. If the ever	ent = (total absence per Attendance Event Descriptor each rounded mal places then summed /Scheduled Attendance ent has a code present in en include in the on for Days Absent:	Calculation
	Code Description		
	06	Excused Absence - Disciplinary action, not receiving instruction	
	07	Excused Absence - Illness/Medical	
	ΛR	Fyrised Ahsence -	



Field	<b>Deede</b> ip	ti <b>chesicisiptich</b> onal	<b>Campus Location</b>
		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 a	are excluded from the	
Aggregate Days Membership	The sum	session (membership) = of the instructional of the student's enrolled .	Calculation
Days In Session	in the ca student i round(.0	mber of Instructional days lendar in which the s enrolled adm = 100*FullTimeEquivalency* NROLLED/DAYS_N_SES),4)	Calculation