

# Code Defining (New York)

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This mapping tool allows you to map local [Relationship Types](#) to codes in the state-defined code list. The codes in the state-defined code list are automatically provided by Campus. The mapping that you create can be copied from one year to another year.

The SIRS: Student Contact Fact extract uses the mapped codes when determining what to report in the *Contact Relationship Code* column.

**Code Defining** ☆

System Settings > Data Defining Tools > Code Defining

Save Cancel 2020 Copy from year Choose a year...

Object	Type
Relationship Type Name	Definition
Course Level	PESC Mapping
Diploma Type	PESC Mapping

**Code Defining Detail**

Value	Definition
Accelerated	AC:Accelerated
Adult Basic	AB:AdultBasic
Advanced Placement	AP:AdvancedPlacement
Basic	BA:Basic
International Baccalaureate	
College Level	
College Preparatory	
Gifted/Talented	
Honors	
Non Academic	
Regents	
Remedial	
Special Education	
Technical Preparatory	
Vocational	

Code Defining Tool

## Map Relationship Types to State Codes

1. Select the year for which you want to map Relationship Types. This is a dropdown list found in the upper left-hand corner.

2. Click the **Add Missing Objects** button.

**Result**

A confirmation window displays.

3. Click **OK**.

**Result**

The **Relationship Type Name** object displays in the **Code Defining List** editor.

4. Click **Relationship Type Name** in the **Code Defining List**.

**Result**

The **Value** and **Definition** columns display.

5. Select a state-defined code from the **Definition** dropdown list for each Relationship Type in the **Value** column.
6. Click **Save**.

## Copy Mapped Values from One Year to Another Year

1. Select the year for which you want to map Relationship Types. This is a dropdown list found in the upper left-hand corner.

2. Click **Relationship Type Name** in the **Code Defining List**.

**Result**

The **Value** and **Definition** columns display.

3. Select the year from which you to copy. This is a dropdown list found in the upper right-hand corner.

4. Click the **Copy from year** button.

**Result**

A message window displays confirming you want to continue.

5. Click **OK**.

**Result**

Campus copies and saves the mapped values.

## Remove State Codes from Relationship Types

Relationship Types cannot be deleted until the Relationship Type is no longer mapped.

1. Select the year for which you want to remove Relationship Type mappings. This is a dropdown list found in the upper left-hand corner.

2. Click **Relationship Type Name** in the **Code Defining List**.

**Result**

The **Value** and **Definition** columns display.

3. Select the blank line in the **Definition** column.

4. Click **Save**.

