

Selective Sync Tool

Last Modified on 03/22/2024 11:56 am CDT

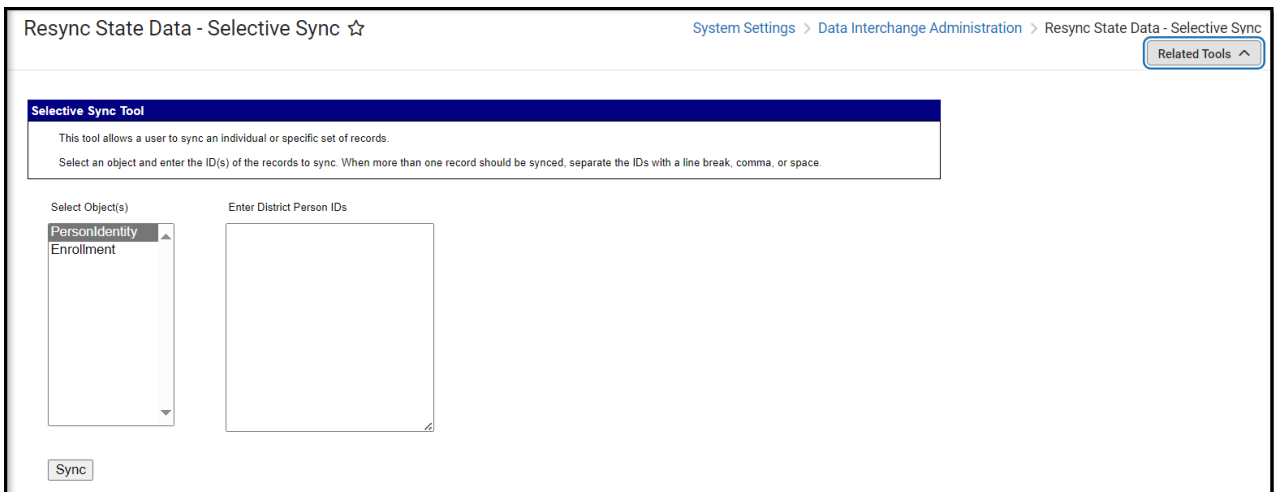
Tool Search: Selective Sync

The Selective Sync tool allows system administrators to manually sync Person/Identity and Enrollment records for a specific set of users. This tool provides an easy way to correct data discrepancies found between state and district databases while producing minimal performance impact.

This tool works the same for both State and District users. Records are identified by district personIDs (when syncing PersonIdentity) or district enrollment IDs (when syncing for Enrollment).

This article includes the following topics:

- [Syncing Objects for Specific Users](#)
- [Viewing the Sync History](#)
- [Correcting Record Sync Failures](#)
- [Finding ID Fields for \(Re\)Syncing Data](#)
 - [To Find Person IDs](#)
 - [To Find Enrollment IDs](#)



Selective Sync tool rights impact how users are able to access and utilize the tool.

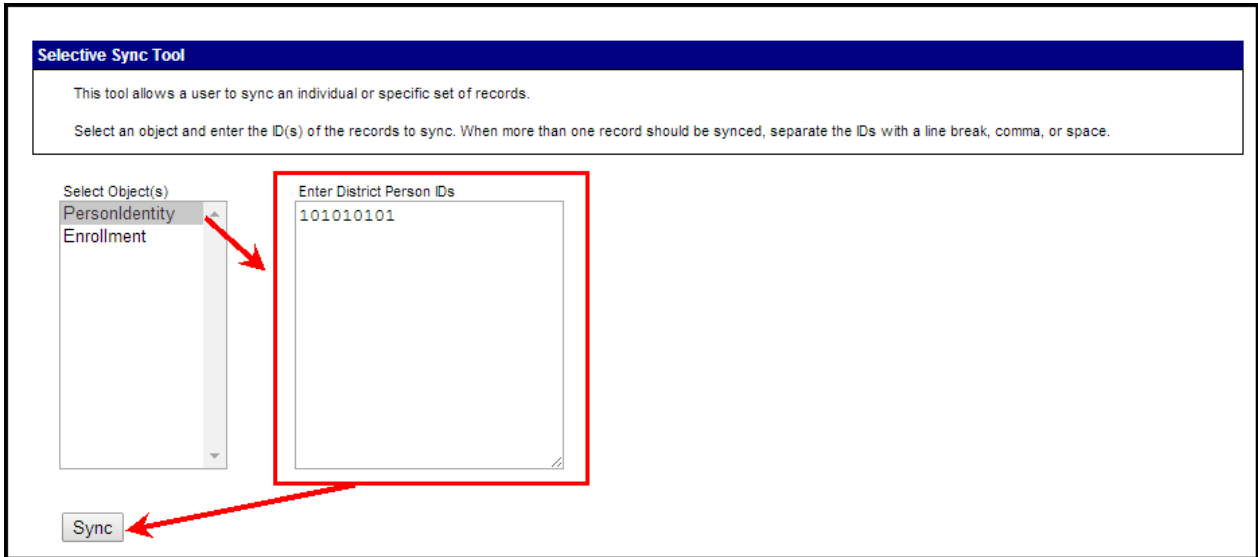
- **R**(ead) rights allow the user to see the tool and access the Sync History.
- **W**(rite) rights allow the user to use the tool and access the Sync History.
- **D**(elete) rights allow the user to delete the Sync History.

Syncing Objects for Specific Users

Users are highly encouraged to run the [Verification Summary](#) prior to using the Selective Sync tool to assist in identifying issues.

An individual or group of identity or enrollment records can be (re)synced based on the personIDs (PersonIdentity) or enrollmentIDs (Enrollment) entered.

If the personID or enrollmentID does not match an existing record, no change will occur. If ID numbers are entered incorrectly (but match existing records) data will merely be (re)synced to the state to ensure both databases match.



Users are highly encouraged to run the [Verification Summary](#) to ensure previously identified issues were resolved.

To (re)sync an object:

1. Select the **Object**.
 1. **PersonIdentity** - Selecting this object will (re)sync Person/Identity data for all users matching the PersonIDs entered. See the [Campus Objects Hierarchy](#) for a complete list of objects (re)synced with this object.
 2. **Enrollment** - Selecting this object will (re)sync all Enrollment record data matching the enrollmentIDs entered. See the [Campus Objects Hierarchy](#) for a complete list of objects (re)synced with this object.
2. Enter the **PersonID** or **EnrollmentID** of each person/enrollment you wish to (re)sync. See the [Finding ID Fields for Re-syncing Data](#) section for more information on finding specific personID and enrollmentID values.
3. Select the **Sync** button. Identified records will now (re)sync data for the object between state and district. The message to the left of the View History link will show the current progress of the (re)sync request.
4. Once (re)syncing is complete, users may [view the syncing history](#) to see which records successfully or unsuccessfully (re)synced.

Viewing the Sync History

Users can view a history of each (re)sync request by selecting the **View History** icon. Once selected, a table showing the time, who initiated the sync, and its details appear.

If this table is blank, it means the history has been cleared via the **Clear History** button or no sync event has been requested.

Selective Sync Tool

This tool allows a user to sync an individual or specific set of records.

Select an object and enter the ID(s) of the records to sync. When more than one record should be synced, sep

Select Object(s)

- PersonIdentity
- Enrollment

	Requested	User	Details
✕	10/23/2012 9:04:43 AM	System Administrator	In Progress
✕	10/22/2012 2:42:59 PM	System Administrator	Complete
✕	10/22/2012 2:40:02 PM	System Administrator	Complete
✕	10/22/2012 2:34:22 PM	System Administrator	Complete
✕	10/22/2012 10:19:54 AM	System Administrator	Complete
✕	10/18/2012 2:44:38 PM	Jill Godfrey	Complete
✕	10/18/2012 2:44:38 PM	Jill Godfrey	Complete
✕	10/18/2012 2:33:30 PM	System Administrator	Complete

To view more details about a specific (re)sync event, click **Complete**. To generate a report displaying all records which successfully and unsuccessfully (re)synced for the event, click the blue **Keys** hyperlink, select a **Report Format**, and click **Generate Report**.

Last Completed 04/18/2019 3:07:29 PM by System Administrator [View History](#)

Requested	User	Details
04/18/2019 3:07:27 PM	System Administrator	<p>Complete</p> <p>Requested: 04/18/2019 3:07:27 PM</p> <p>Completed: 04/18/2019 3:07:29 PM</p> <p>Keys: 2045281</p> <p>Object: PersonIdentity</p> <p>Records: 0/1</p>

[Clear History](#)

Sync Request History

Displays all records which successfully and unsuccessfully (re)synced for the event.

Report Format: PDF DOCX

[Generate Report](#)

275 JEFFERSON COUNTY PUBLIC SCHOOLS District
Generated on 01/04/2013 03:07:10 PM Page 1 of 1

Sync Request History
JEFFERSON COUNTY PUBLIC SCHOOLS

The PersonIdentity sync performed on 01/03/2013 10:15:51 AM by System Administrator included the following IDs:

IDs failed to process at District	List of records which failed to sync (identified by PersonID)
10990 49158	
IDs successful	List of records synced (identified by PersonID)
3667 3669	

Correcting Record Sync Failures

When records fail to properly sync to the state it is often caused by the object's parent object needing to be (re)synced. To (re)sync the parent object, go to the Resync State Data tool, identify the parent object, mark the Check dependencies checkbox and select the Send Resync button. See the [Resync State Data \(District\)](#) article for a detailed walk through of this process and an explanation of object hierarchies.

Finding ID Fields for (Re)Syncing Data

To identify records which may be incorrect and require a manual (re)sync, users are encouraged to generate the [Verification Summary](#) for the desired object.

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Verification Summary

Re-Verify Verification Summary Report

2013-2014 DIS Verification Results		
District	Name	Overall Accuracy
3177	AOS 92-Kennebec Valley Consolidated Schools	98.81%
1200	RSU 06/MSAD 06	72.73%
1148	Sanford School Department	0.00%
1175	Westbrook School Department	0.00%

Object	Accuracy Legend	Timestamp	Total Records			Total E
			Distinct	At District	At State	
Behavior	100.00%	07/03/2012 14:09:20	1	1	1	0
EmploymentAssignment	82.54%	03/08/2012 17:06:01	1100	1100	1018	82
Enrollment	99.40%	09/25/2012 09:06:02	3857	3852	3841	23
Graduation	99.78%	03/12/2012 15:49:39	910	909	910	2
PersonIdentity	99.81%	09/25/2012 09:05:45	4594	4590	4581	18

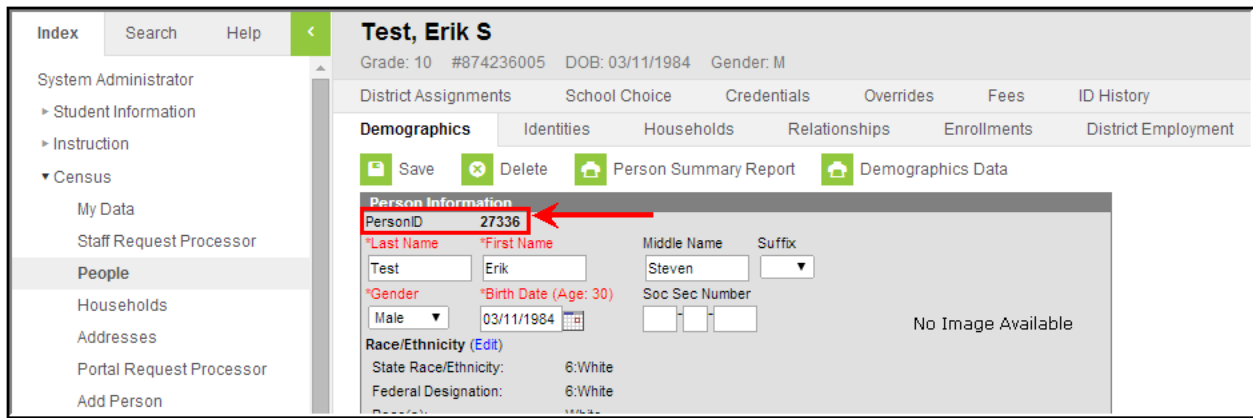
Generate the Verification Summary Report to view record issues

To find individual Person or Enrollment IDs, see the following sections:

- [To Find Person IDs](#)
- [To Find Enrollment IDs](#)

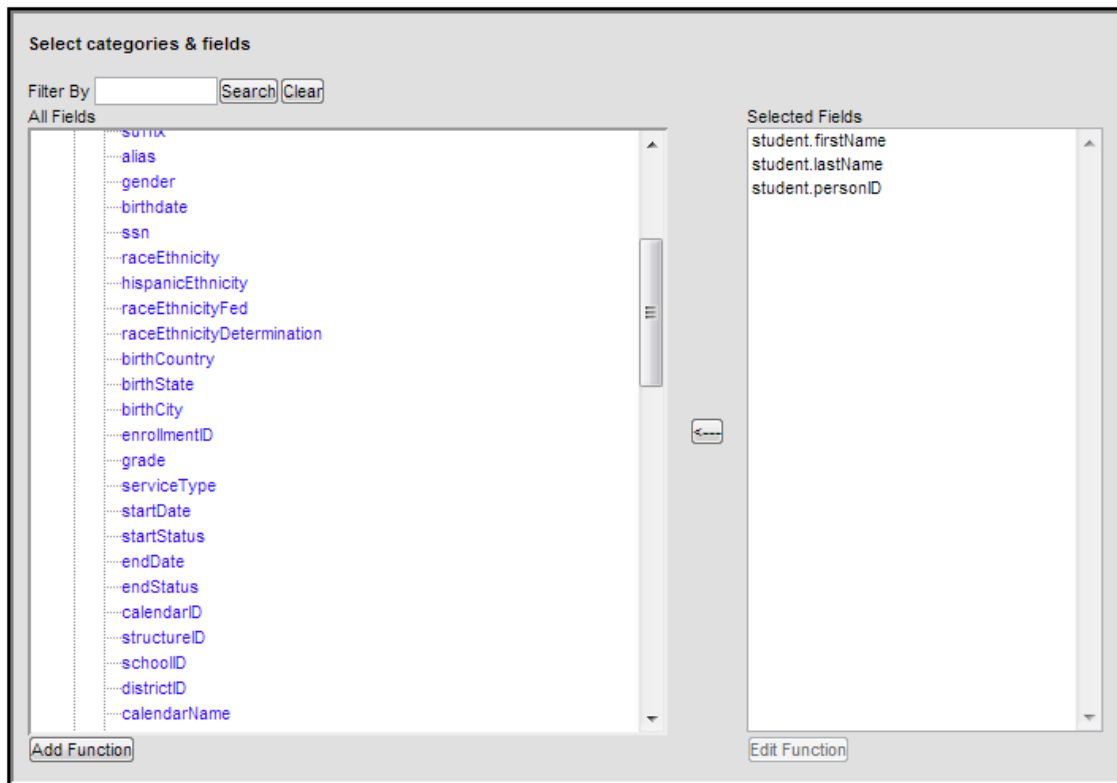
To Find Person IDs

The personID can be viewed at the top of the [Demographics](#) tab.



Users can also view personIDs per person by creating an [Ad hoc filter](#) which includes the student.personID (to find students) or individual.personID (to find all non-students) fields. Users can also generate the [Verification Summary](#) for the PersonIdentity object to identify records which may need to be (re)synced.

Below is an example of a filter created to view student personIDs (listed with the student's first and last name).



To Find Enrollment IDs

To view enrollmentIDs per person, users can create an [Ad hoc filter](#) which includes the student.enrollmentID (to find students) or individual.enrollmentID (for all non-students) fields. Users

can also generate the [Verification Summary](#) for the Enrollment object to identify records which may need to be (re)synced.

Below is an example of a filter created to view student enrollmentIDs (listed with the student's first and last name).

