

Resync State Data - Selective Sync

Last Modified on 06/10/2025 9:28 am CDT

Tool Search: Resync State Data - 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
- <u>Correcting Record Sync Failures</u>
- Finding ID Fields for (Re)Syncing Data
 - <u>To Find Person IDs</u>
 - To Find Enrollment IDs

Resync State Data - Selective Sync 🏠	System Settings > Data Interchange Administration > Resync State Data - Selective Sy Related Tools /
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 sh	nould be synced, separate the IDs with a line break, comma, or space.
Select Object(s) Enter District Person IDs PersonIdentity Enrollment	
Sync	

See the <u>Resync State Data Tool Rights</u> article for information about related tool rights.



Syncing Objects for Specific Users

Users are highly encouraged to run the <u>Verification Summary</u> 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 <u>Verification Summary</u> to ensure previously identified issues were resolved.

To (re)sync an object:

- 1. Select the **Object**.
 - PersonIdentity Selecting this object will (re)sync Person/Identity data for all users matching the PersonIDs entered. See the <u>Campus Objects Hierarchy</u> 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 <u>Campus Objects Hierarchy</u> 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 <u>Finding ID Fields for Re-syncing Data</u> 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 <u>view the syncing history</u> 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.



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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 Completed 04/18/2019 3.07:27 PM System Administrator Details Regressed: 04/18/2019 3.07:27 PM System Administrator Details Regressed: 04/18/2019 3.07:27 PM Completed: 04/18/2019 3.07:27 PM Regressed: 04/18/2019 3.07:27 PM Completed: 04/18/2019 3.07:27 PM Regressed: 04/18/2019 3.07:27 PM Completed: 04/18/2019 3.07:27 PM Regressed: 04/18/2019 3.07:27 PM System Administrator Details Regressed: 04/18	275 JEFFERSON COUNTY PUBLIC SCHOOLS District Generated on 01/003103 05/310 PM Page 1 of 1 Sync Request History JEFFEROON COUNTY PUBLIC SCHOOLS The PersonIdentity sync performed on 01/03/2013 10:15:51 AM by System Administrator included the following IDs: Ibs failed to process at District (identified by PersonID) IDs failed to process at District 10990 49158 List of records which failed to sync (identified by PersonID)
Generate Report	uest History Report

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 <u>Resync State Data (District)</u> 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 <u>Verification Summary</u> for the desired object.

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 <u>Demographics</u> tab.

Index Search Help	<	Test, Erik S					
System Administrator	*	Grade: 10 #874	236005 DOB:	03/11/1984 Gende	er: M		
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· Sudent mornation		Demographics	Identities	Households	Relationships	Enrollments	District Employme
▼ Census My Data	L	Save Save	Delete	Person Summary R	eport 🔁 Dem	ographics Data	
Staff Request Processor		*Last Name *F	irst Name	Middle Name	Suffix		
People		Test	Erik	Steven	•		
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Users can also view personIDs per person by creating an <u>Ad hoc filter</u> which includes the student.personID (to find students) or individual.personID (to find all non-students) fields. Users can also generate the <u>Verification Summary</u> 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).

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Fields		Selected Field	s
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	-alias	student.lastN	ame
	-gender	student.pers	onID
	··birthdate		
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	raceEthnicity		
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	-calendarID		
	-structureID		
	schoolID		
	-districtID		
	-calendarName	-	-

To Find Enrollment IDs

Infinite Campus

To view enrollmentIDs per person, users can create an <u>Ad hoc filter</u> which includes the student.enrollmentID (to find students) or individual.enrollmentID (for all non-students) fields. Users can also generate the <u>Verification Summary</u> 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).

