Resync State Data - Selective Sync

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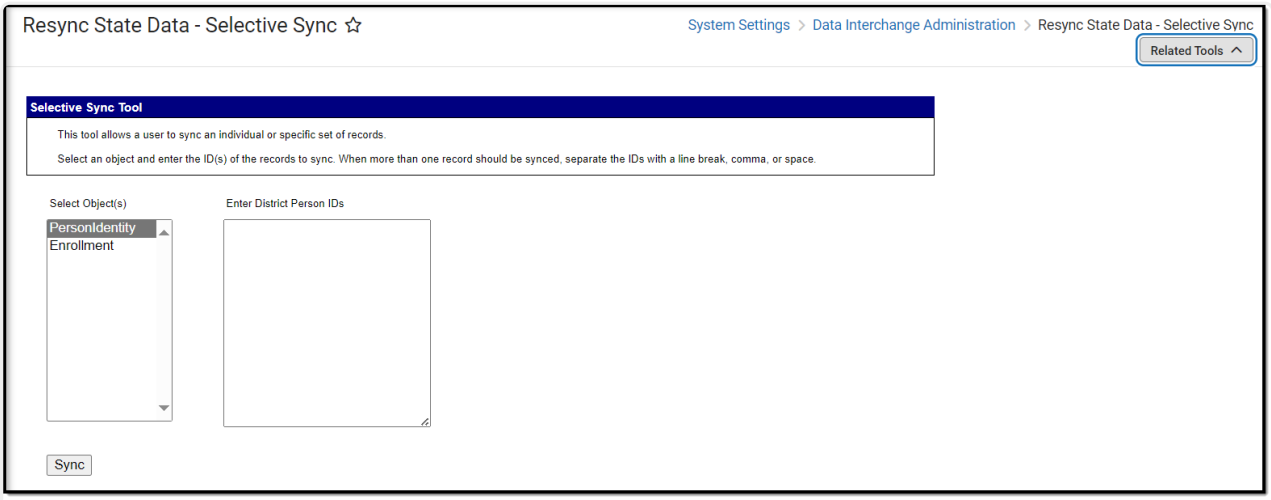
Tool Search: Resync State Data - Selective Sync

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
- Correcting Record Sync Failures
- Finding ID Fields for (Re)Syncing Data
  - To Find Person IDs
  - To Find Enrollment IDs



Resymc State Data - Selective Sync

See the Resync State Data Tool Rights article for information about related tool rights.

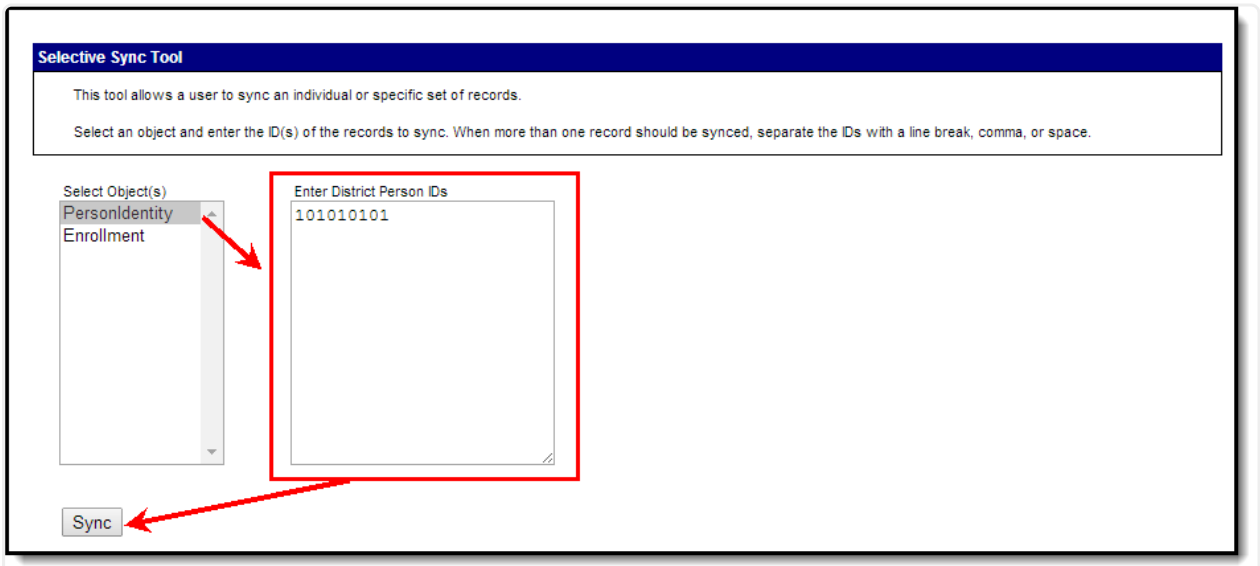
Syncing Objects for Specific Users

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.



Selective Sync Tool

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

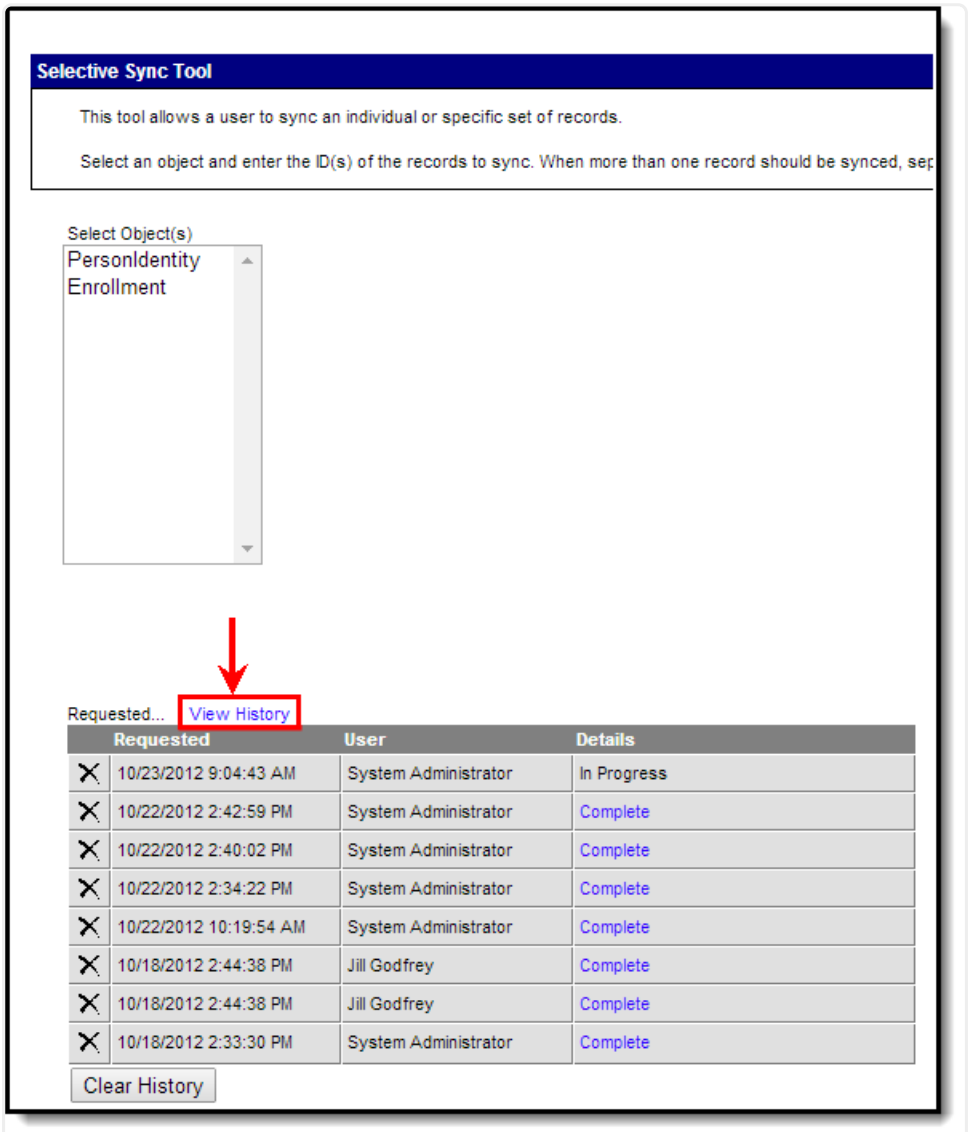
To (re)sync an object:

1. Select the **Object**.
    1. **PersonIdentity** - Selecting this object will (re)sync Person/Identity data for all users matching the PersonIDs entered.
    2. **Enrollment** - Selecting this object will (re)sync all Enrollment record data matching the enrollmentIDs entered.
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 the object's data between the state and the 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 can view the syncing history to see which records (re)synced successfully or unsuccessfully.

Viewing the Sync History

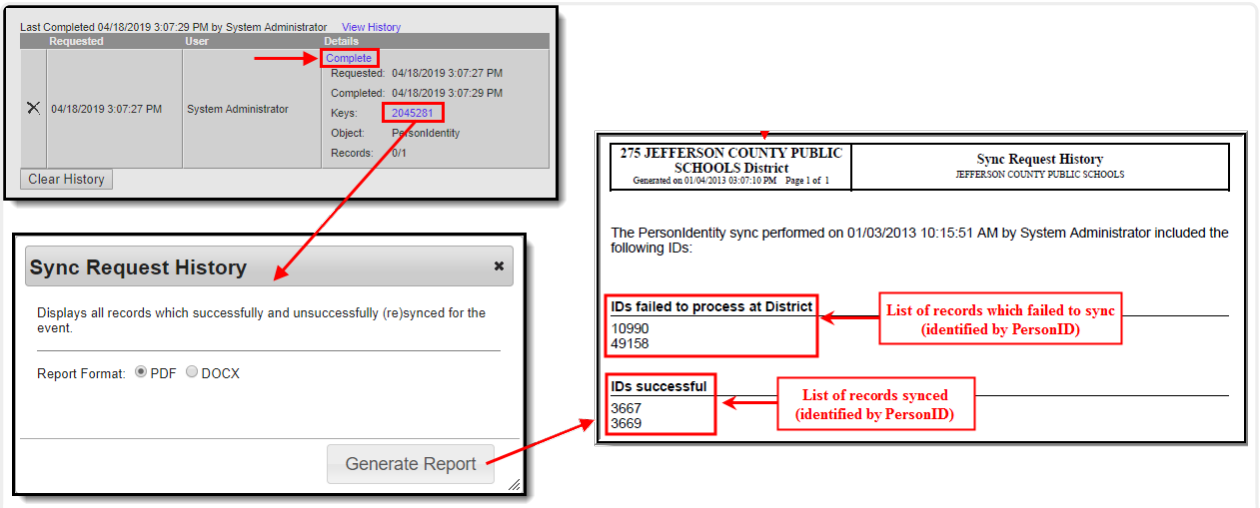
Users can view a history of each (re)sync request by selecting the **View History** icon. Once selected, a table showing the time, who initiated the sync, and its details appears.

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



Sync Tool History

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



Sync Request History Report

Correcting Record Sync Failures

When records fail to properly sync to the state, it is often because the parent object needs 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 walkthrough of this process and an explanation of object hierarchies.

Finding ID Fields for (Re)Syncing Data

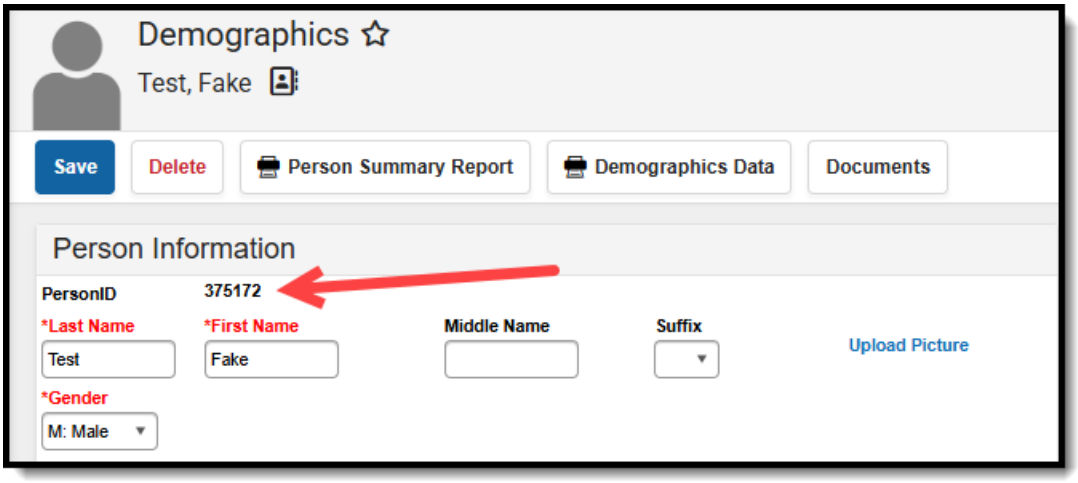
To identify records that may be incorrect and require a manual (re)sync, users are encouraged to generate the Verification Summary for the desired object.

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

- To Find Person IDs
- To Find Enrollment IDs

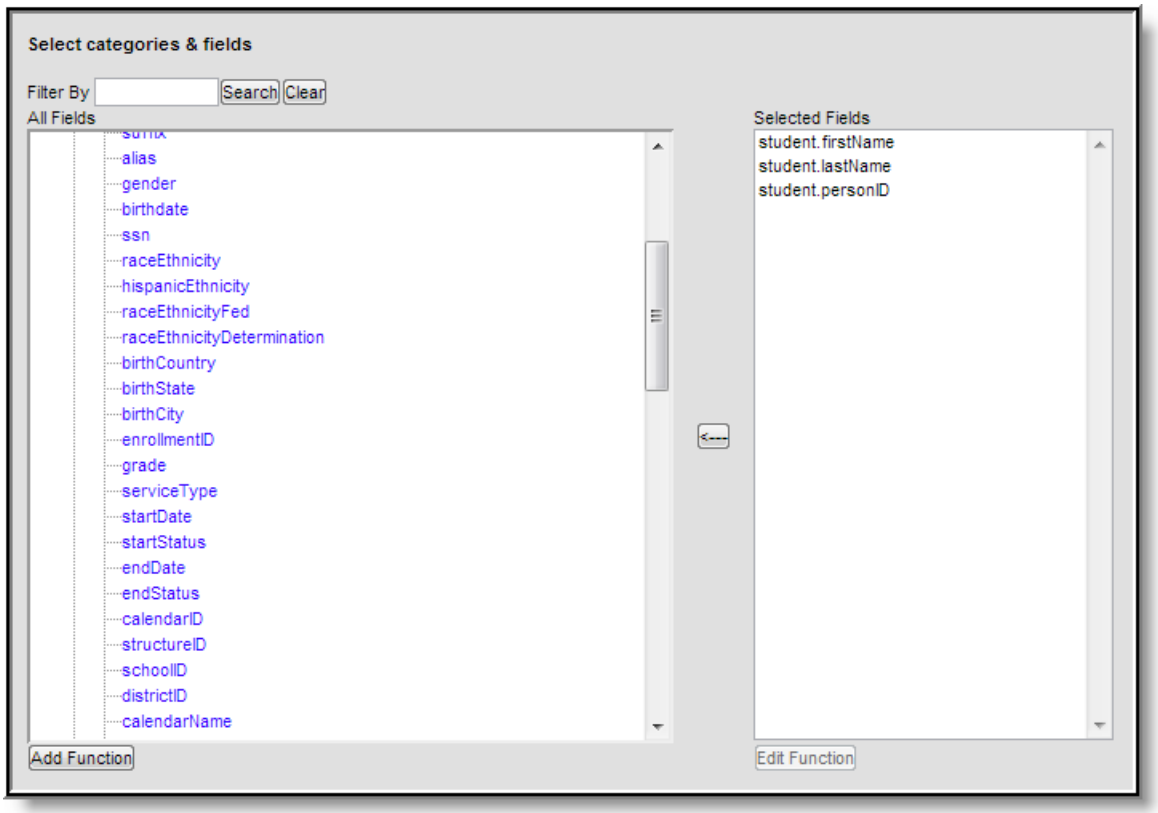
To Find Person IDs

The personID is displayed at the top of the Demographics tab.



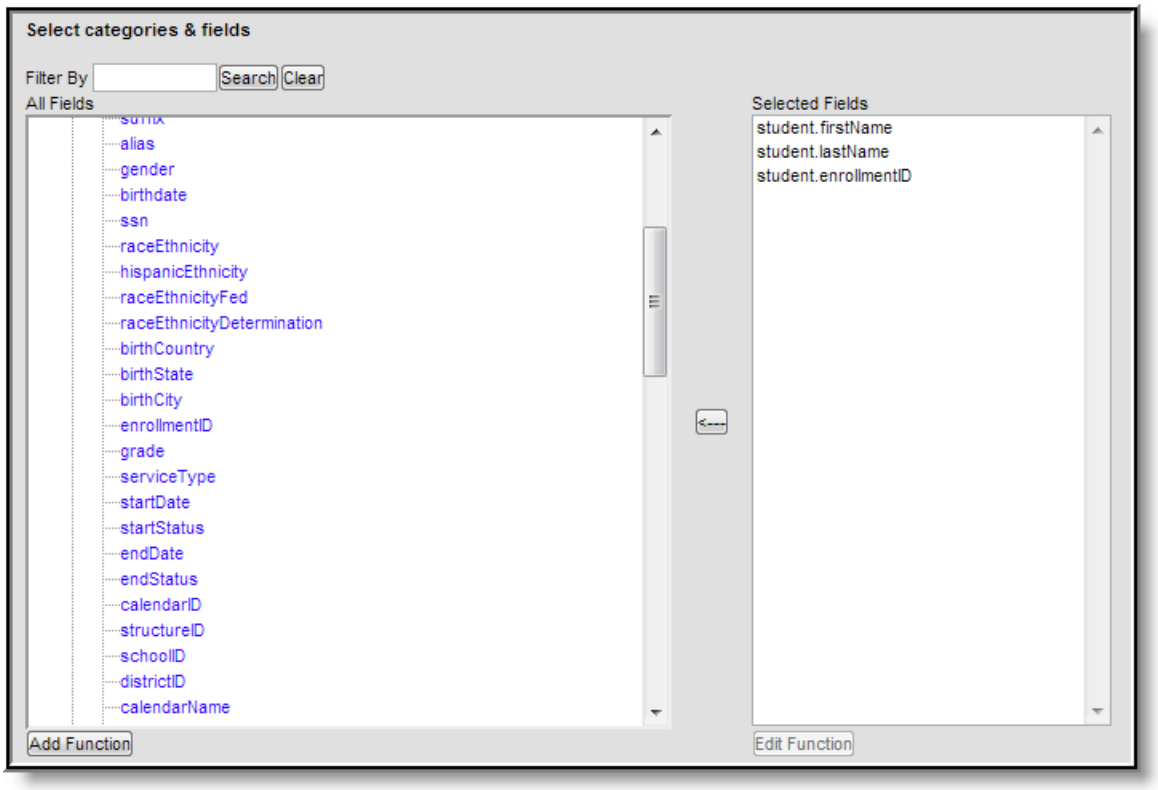
Users can also view personIDs per person by creating an Ad hoc filter that includes the student.personID (to find students) or individual.personID (to find all non-students) fields. Users can also generate the Verification Summary for the PersonIdentity object to identify records that may need to be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

Below is an example of a filter to view student person IDs (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 that 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).