

Definition Groups

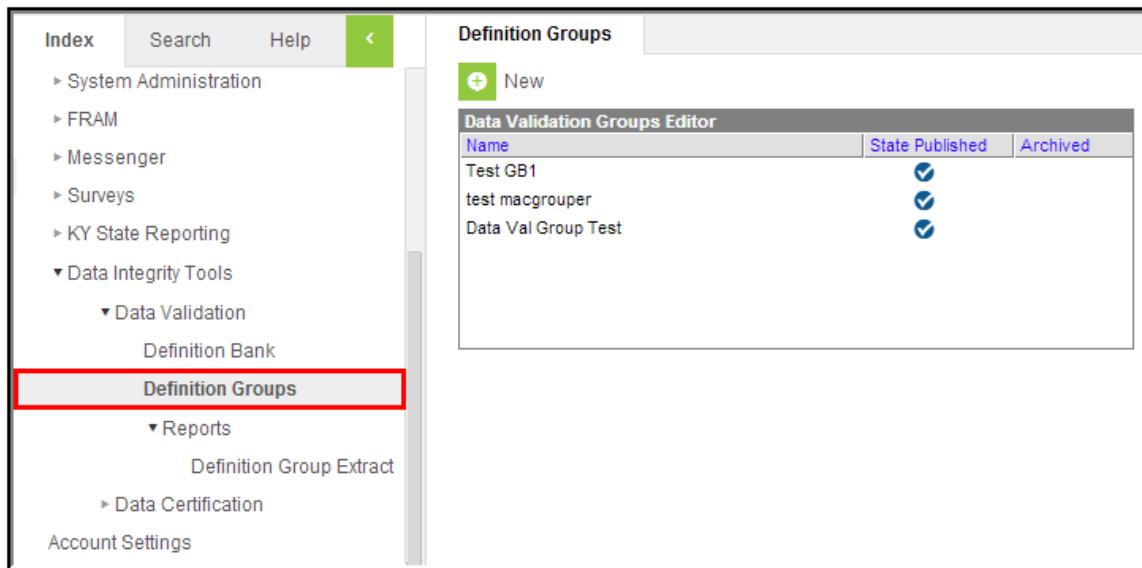
Last Modified on 08/16/2024 10:32 am CDT

[Prerequisites](#) | [Tool Rights](#) | [Creating a New Definition Group](#) | [Publishing Definition Groups Down to Districts \(State Edition Only\)](#) | [Archiving Definition Groups](#) | [Next Steps](#)

Classic View: *Data Integration Tools > Data Validation > Definition Groups*

The Definition Groups tool allows users to build groups of definitions which are used to audit and report data within [Definition Group Extracts](#).

Data Validation Tools are available as part of the [Campus Data Suite](#), Campus State Edition, and districts connected to a State Edition.



The screenshot shows the 'Data Validation Groups Editor' interface. On the left, a navigation sidebar lists various tools: System Administration, FRAM, Messenger, Surveys, KY State Reporting, Data Integrity Tools (with sub-options for Data Validation, Definition Bank, Definition Groups, Reports, Definition Group Extract, Data Certification, and Account Settings), and a 'New' button. The 'Definition Groups' option is highlighted with a red box. The main panel displays a table titled 'Data Validation Groups Editor' with columns for 'Name', 'State Published', and 'Archived'. Three groups are listed: 'Test GB1' (published, archived), 'test macgrouper' (published, archived), and 'Data Val Group Test' (published, archived).

Name	State Published	Archived
Test GB1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
test macgrouper	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Data Val Group Test	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

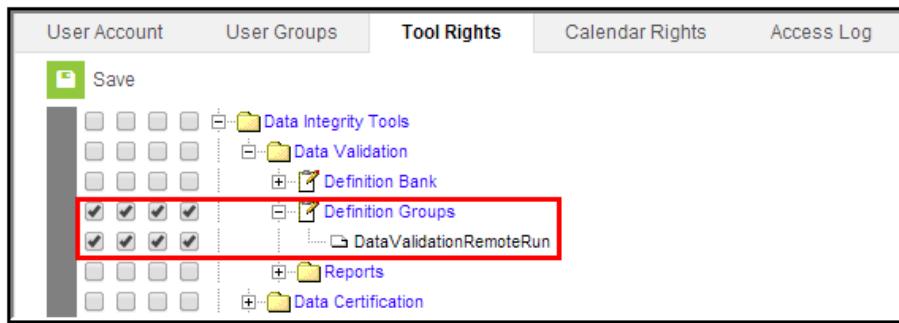
Prerequisites

- Create Definitions within the [Definition Bank](#) tool.

Definitions only need to be created if users want to report data on user-defined criteria. Definition groups can be made using Campus-supplied definitions which are populated automatically within the Definition Groups tool.

Tool Rights

Classic View: *System Administration > User Security > Users > Tool Rights*



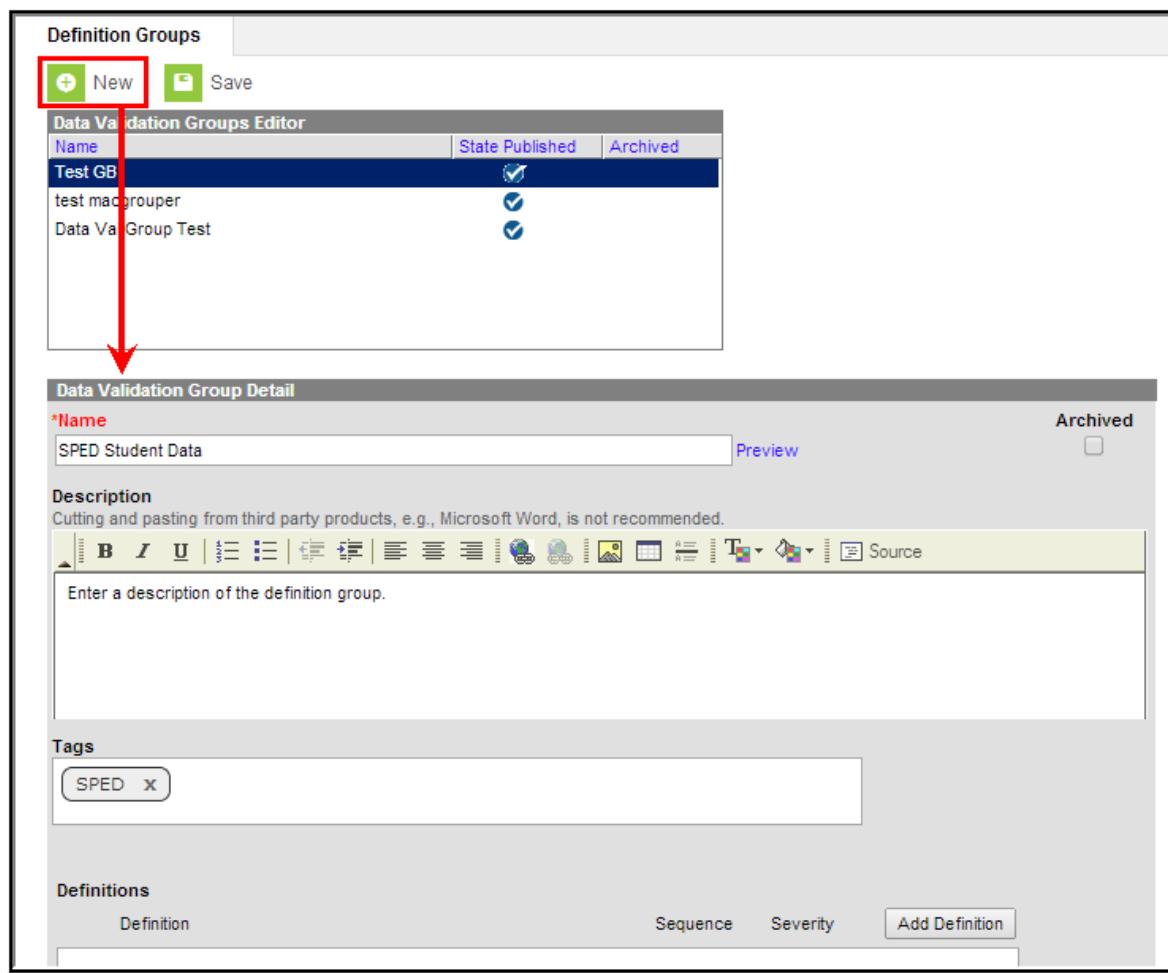
The following table describes how tool rights work with the Definition Groups tool.

Data Validation Remote Run tool rights are described with the assumption that matching rights are given to the Definition Groups tool.

Tool	R	W	A	D
Definition Groups	Users can view existing definition groups.	Users can view existing definition groups.	Users can create and modify definition groups.	Users can create, modify and delete definition groups.
Data Validation Remote Run	Users can view existing definition groups.	Users can view existing definition groups.	Users can create and modify definition groups.	Users can create, modify and delete definition groups.

Creating a New Definition Group

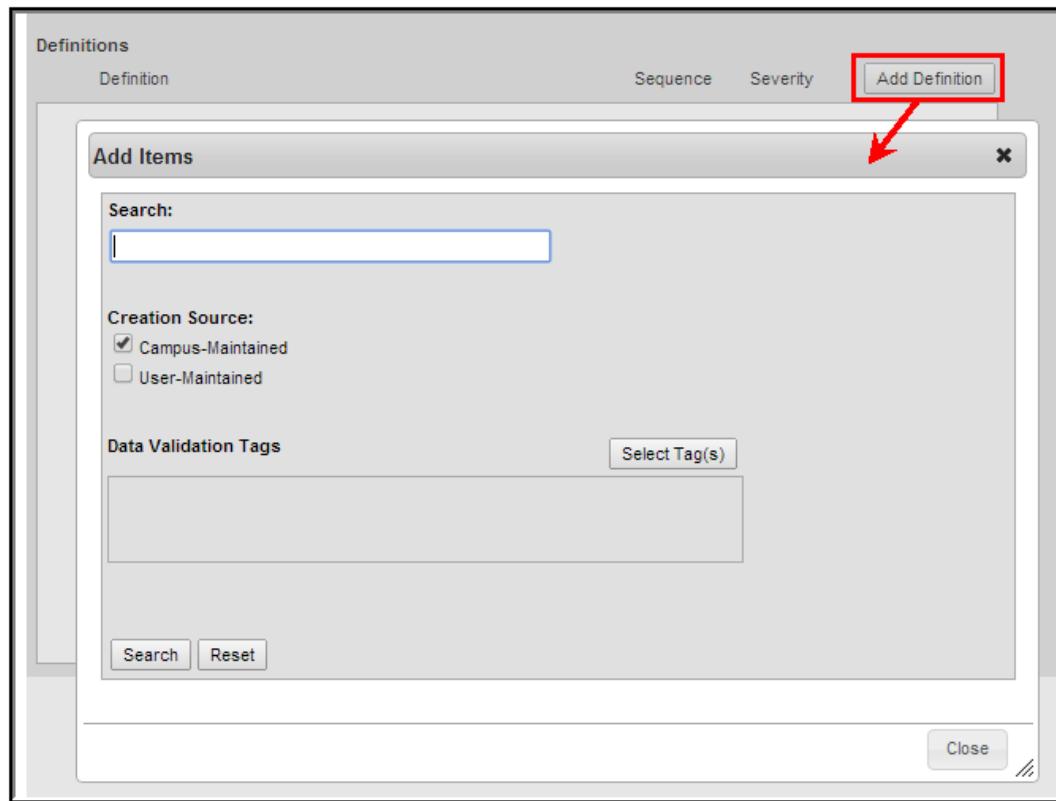
Definition groups can be created at the state and district level. Groups created at the district level are only accessible to users within the district. Groups created at the state level can be published down to districts and are read-only.



The screenshot shows the 'Data Validation Groups Editor' interface. At the top, there are 'New' and 'Save' buttons. Below is a table titled 'Data Validation Groups Editor' with columns 'Name', 'State Published', and 'Archived'. It lists three groups: 'Test GB' (Archived), 'test macgrouper' (Archived), and 'Data Val Group Test' (Archived). A red arrow points from the 'New' button down to the 'Data Validation Group Detail' editor. This detail editor has sections for 'Name' (SPED Student Data), 'Description' (Cutting and pasting from third party products, e.g., Microsoft Word, is not recommended), 'Tags' (SPED), and 'Definitions' (with 'Add Definition' button).

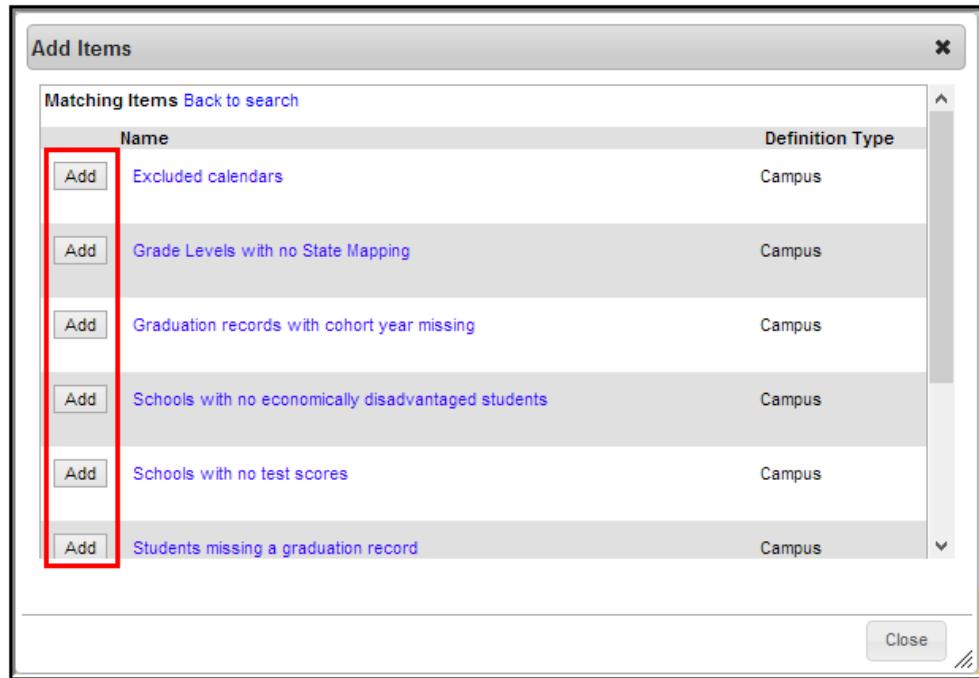
To create a definition group:

1. Select the **New** icon. The Data Validation Group Detail editor will appear below (see Image 3.).
2. Enter the **Name** of the group. Select the blue **Preview** link to view how the name will appear within Definition Group Extracts.
3. Enter a **Description** of the group. For State Edition users this field is especially useful as it describes published groups at the district level.
4. Enter any **Tags** (optional). Tags are used to group related definition groups and make searching for related groups easier.
5. Select **Add Definition**. The Add Items editor will appear, allowing you to search for definitions to add. (see Image 4).

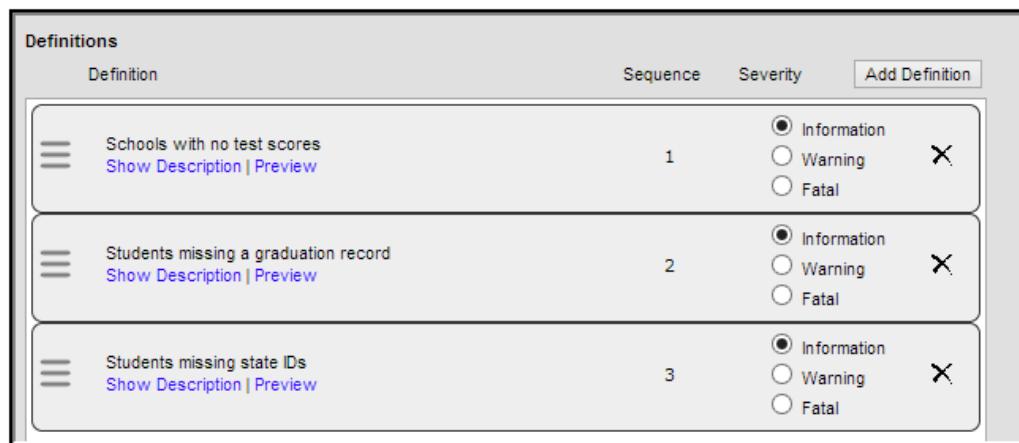


To search for definitions to add:

1. **Search** for definitions based on the name of the definition (while also taking into account the Creation Source selected).
2. Search for definitions based on the **Creation Source**.
 - **Campus-Maintained**: Definitions created by and maintained by Campus. These are automatically populated within Campus.
 - **User-Maintained**: Definitions created by Campus users within the Definition Bank tool.
3. **Select Tag(s)** to search for definitions based on the tags entered on definitions within the Definition Bank tool (while also taking into account the Creation Source selected).
4. Select the **Search** button. Search results will appear within the Add Items editor (see Image 5).



Select the **Add** button next to each definition which should be added to the group. Once all definitions have been added, select the Close button. Added definitions will appear within the Definitions section (see Image 6).

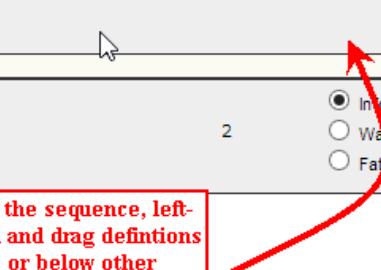


Now that definitions have been added, you may modify the sequence in which they are reported within Definition Group Extracts by left-click, holding and dragging a definition above or below another definition (see Image 7).

Definitions

Definition	Sequence	Severity	Add Definition
Schools with no test scores Show Description Preview	1	<input checked="" type="radio"/> Information <input type="radio"/> Warning <input type="radio"/> Fatal	X
Students missing state IDs Show Description Preview	3	<input checked="" type="radio"/> Information <input type="radio"/> Warning <input type="radio"/> Fatal	X
Students missing a graduation record Show Description Preview	2	<input checked="" type="radio"/> Information <input type="radio"/> Warning <input type="radio"/> Fatal	X

To adjust the sequence, left-click, hold and drag definitions above or below other definitions.



You can also determine the severity of each definition by marking the **Information**, **Warning** or **Fatal** radio buttons. The severity selected determines how each definition severity is shown within Definition Group Extracts and is used to inform users of how critical a definition is considered (see Image 8).

Definitions

Definition	Sequence	Severity	Add Definition
Schools with no test scores Show Description Preview	1	<input type="radio"/> Information <input checked="" type="radio"/> Warning <input type="radio"/> Fatal	X
Students missing a graduation record Show Description Preview	2	<input checked="" type="radio"/> Information <input type="radio"/> Warning <input type="radio"/> Fatal	X
Students missing state IDs Show Description Preview	3	<input type="radio"/> Information <input type="radio"/> Warning <input checked="" type="radio"/> Fatal	X

Data Validation Output

Time: Mon Jul 22
11:58:34 CDT 2013

Summary

Report	Occurrences	Severity
Students missing a graduation record	1974	Info
Schools with no test scores	166	Warning
Students missing state IDs	2	Fatal



Image 8: Determining Definition Severity

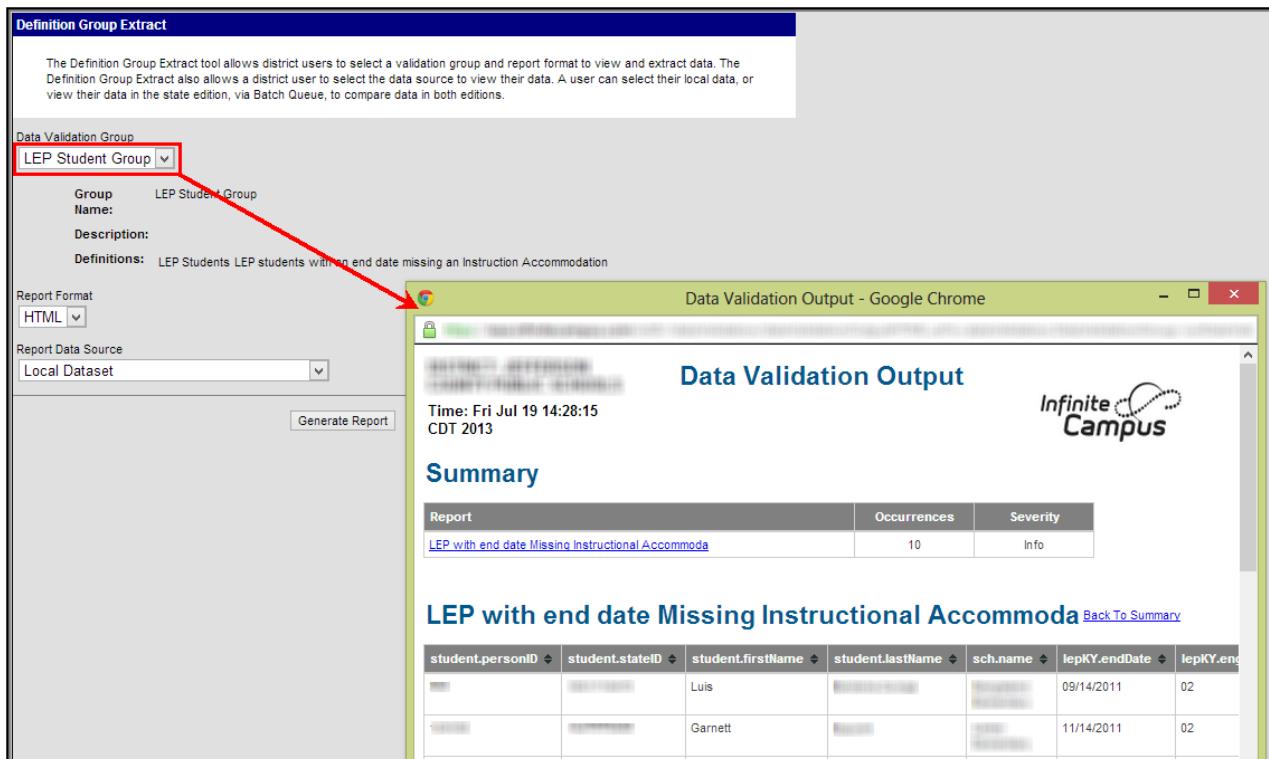
A Preview of the definition can be viewed by selecting the blue Preview link. The Preview will report

based on the selections in the Campus Toolbar.

Once definitions have been selected, the sequence has been determined and severity has been assigned, select the **Save** icon. The definition group is now saved and can be used to report data within Definition Group Extracts.

State Edition users should [now publish the definition group down to districts](#).

Below is an example of a saved definition group being reported within a [Definition Group Extract](#) (Image 9).



The screenshot shows the 'Definition Group Extract' tool on the left and its resulting report on the right. The tool interface includes a 'Data Validation Group' dropdown set to 'LEP Student Group', a 'Report Format' dropdown set to 'HTML', and a 'Report Data Source' dropdown set to 'Local Dataset'. A red arrow points from the 'LEP Student Group' dropdown to the report's title 'Data Validation Output'.

Definition Group Extract (Left):

- Data Validation Group:** LEP Student Group
- Report Format:** HTML
- Report Data Source:** Local Dataset

Report Output (Right):

Data Validation Output
 Time: Fri Jul 19 14:28:15 CDT 2013

Summary

Report	Occurrences	Severity
LEP with end date Missing Instructional Accommoda	10	Info

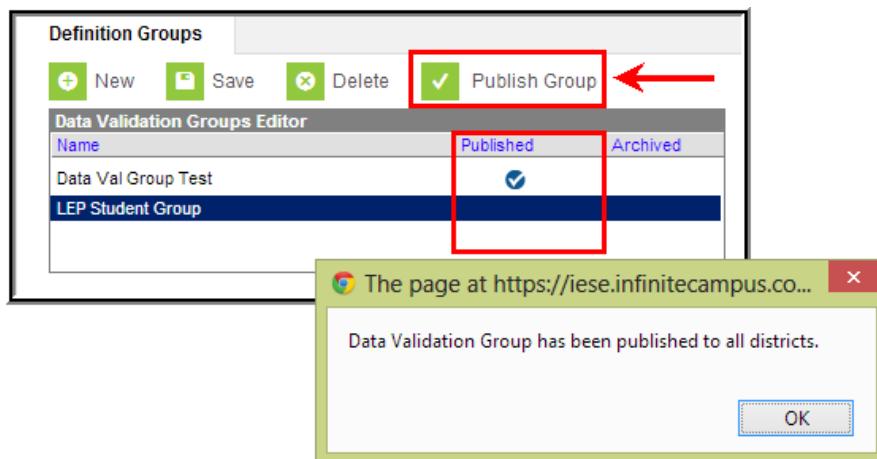
LEP with end date Missing Instructional Accommoda [Back To Summary](#)

student.personID	student.stateID	student.firstName	student.lastName	sch.name	lepKY.endDate	lepKY.end
...	...	Luis	09/14/2011	02
...	...	Garnett	11/14/2011	02

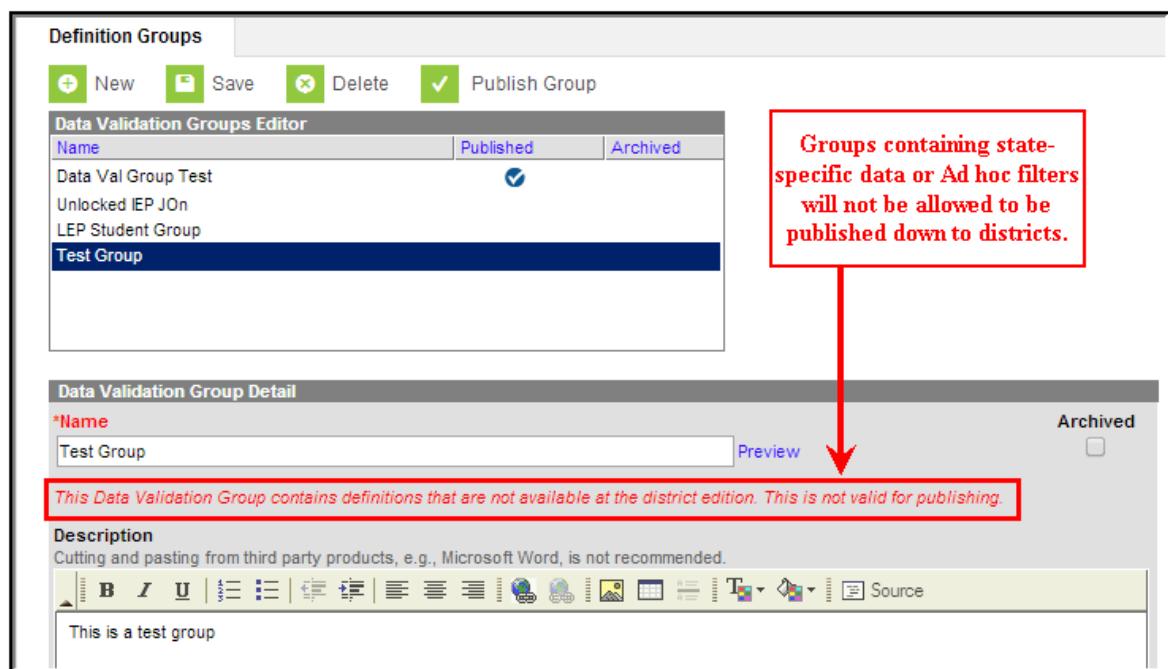
Publishing Definition Groups Down to Districts (State Edition Only)

State Edition users can publish definition groups down to all DIS-link districts.

To publish a definition group, select the group from the Data Validation Groups Editor and select the Publish Group button (Image 10). A pop-up message will appear, confirming the publishing action.



If the definition group contains an Ad hoc filter which has not been published down to districts, the group will not be allowed to be published down to districts and a warning message will appear indicating this issue.



Once the definition group has been published down to districts, it will be available for use within Definition Group Extracts and will appear within the Definition Group tool with a check mark in the State Published column.

Definition Groups

New

Data Validation Groups Editor

Name	Published	Archived
Data Val Group Test	<input checked="" type="checkbox"/>	
LEP Student Group		
Test Group	<input checked="" type="checkbox"/>	

Published in State Edition

Definition Groups

New

Data Validation Groups Editor

Name	State Published	Archived
Data Val Group Test	<input checked="" type="checkbox"/>	
LEP Student Group		
Test Group	<input checked="" type="checkbox"/>	

Available in District Edition

Archiving Definition Groups

To archive and make a definition group no longer available for use within Definition Group Extracts, select the group from the Data Validation Groups Editor, mark the **Archived** check box and select the **Save** icon (see Image 13).

Archiving does not remove the definition group from within Campus nor does it delete any historical data. Archiving only makes the definition group no longer available for use within the [Definition Groups Extract](#).

Definition Groups

New Save Delete Publish Group

Data Validation Groups Editor

Name	Published	Archived
Test GB1	<input checked="" type="checkbox"/>	
test group 2	<input checked="" type="checkbox"/>	
Data Val Group Test	<input checked="" type="checkbox"/>	
Unlocked IEP		
LEP Student Group		
Test Group	<input checked="" type="checkbox"/>	

Data Validation Group Detail

*Name: Test Group

Description: Cutting and pasting from third party products, e.g., Microsoft Word, is not recommended.

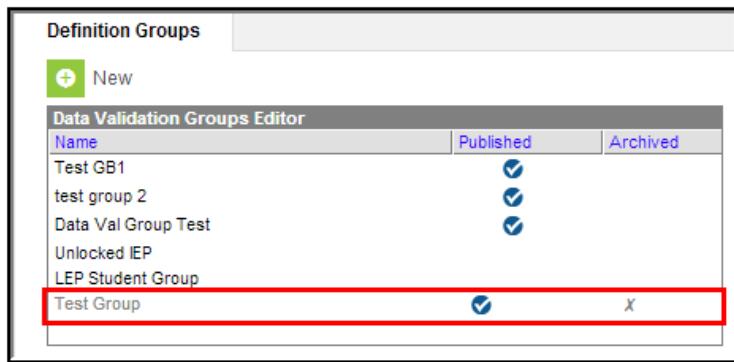
This is a test group

Preview

Archived

Archived definition groups will appear grayed out with an X in the archived column of the Data Validation Groups Editor (see Image 14).

Unpublished archived definition groups cannot be published down to districts.



Name	Published	Archived
Test GB1	✓	
test group 2	✓	
Data Val Group Test	✓	
Unlocked IEP		
LEP Student Group		
Test Group	✓	X

Next Steps

- Definition groups should be reported within the [Definition Group Extract](#).
