

# KRA PreID Files (Ohio)

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Tool Search: OH State Reporting

The KRA PreID Files report teacher, student, and enrollment data related to the Kindergarten Readiness Assessment.

**KRA PreID Files (Teacher, Student, Enrollment)**

The KRA PreID files output as a CSV (Comma Separated Value) or HTML file. The reports contain student and staff information related to the Kindergarten Readiness Assessment. Choose CSV to produce the file in the state defined format. Enter a Snapshot Date to pull actively rostered students and their associated teachers. Students and staff will pull from sections associated with a course marked as Homeroom. The report can be run on a single calendar or district-wide.

<p><b>Extract Options</b></p> <p>Snapshot Date <input type="text" value=""/> </p> <p>Extract Type <input style="border: 1px solid #ccc;" type="text" value="Teacher File"/></p> <p>Grade Level <div style="border: 1px solid #ccc; padding: 5px; min-height: 100px;">                 IN : Infant/Toddler                  PS : Preschool                  KG : Kindergarten                  01 : Grade 1                  02 : Grade 2                  03 : Grade 3             </div></p> <p>Staff ID <input type="text" value="Staff State ID (Default)"/></p> <p>Format <input type="text" value="State Format(CSV)"/></p> <p>Ad Hoc Filter <input type="text" value=""/></p> <p style="text-align: right;"> <input type="button" value="Generate Extract"/> <input type="button" value="Submit to Batch"/> </p>	<p><b>Select Calendars</b></p> <p>Which calendar(s) would you like to include in the report?</p> <p><input checked="" type="radio"/> active year</p> <p><input type="radio"/> list by school</p> <p><input type="radio"/> list by year</p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 150px;"> <p><b>23-24</b></p> <p>23-24 BCE PRE</p> <p>23-24 Autism Scholarship-BCSD</p> <p>23-24 BCE KG-04</p> <p>23-24 BMHS</p> <p>23-24 BMMS</p> <p>23-24 BPE KG-04</p> <p>23-24 BPE PRE</p> <p>23-24 EA Academy-JP Provider</p> <p>23-24 Education Alternatives B</p> <p>23-24 Evaluation Only</p> <p>23-24 GSE KG-04</p> <p>23-24 GSE PRE</p> <p>23-24 Home School</p> <p>23-24 Insight Academy</p> <p>23-24 J and G Snow-Primary</p> <p>23-24 J and G Snow-Secondary</p> </div>
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KRA PreID Files Extract Editor

## Report Logic

File	Purpose	Logic
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File	Purpose	Logic
<b>Teacher File</b>	To create and update user accounts for teachers.	<p>This file reports a record for all primary Kindergarten teachers. The most recent Primary teacher on or prior to the Snapshot Date reports. To report:</p> <ul style="list-style-type: none"> <li>• The section's course must be marked as Homeroom (Scheduling &gt; Courses &gt; Course &gt; Homeroom).</li> <li>• The section must have at least one student who is enrolled in a Grade with a State Grade Level of KG or PS (Scheduling &gt; Courses &gt; Section &gt; Roster).</li> <li>• The staff member must be scheduled into a section containing Kindergarten students (Scheduling &gt; Courses &gt; Section &gt; Staff History).</li> </ul>
<b>Student File</b>	To create and update information about Kindergarten students.	<p>This file reports a record for each Kindergarten student. Data reports from the most recent enrollment with a Service Type of P that is active on the Snapshot Date. If more than one enrollment fits this criteria, reports from the one with the most recent Start Date. To report:</p> <ul style="list-style-type: none"> <li>• The student must be enrolled in a Grade with a State Grade Level Code of KG or PS (Student Information &gt; General &gt; Enrollments).</li> <li>• The student must be enrolled in a Course marked as Homeroom (Scheduling &gt; Courses &gt; Course &gt; Homeroom).</li> <li>• The student must be actively rostered in the section as of the Snapshot Date (Scheduling &gt; Courses &gt; Section &gt; Roster).</li> </ul>
<b>Enrollment File</b>	To match teachers to students.	<p>This file reports a record for each Kindergarten student and the Primary teacher of that student's section on the Snapshot Date. Data reports from the most recent enrollment with a Service Type of P that is active on the Snapshot Date.</p> <ul style="list-style-type: none"> <li>• The student must be enrolled in a Grade with a State Grade Level Code of KG or PS (Student Information &gt; General &gt; Enrollments).</li> <li>• The student must be enrolled in a Course marked as Homeroom (Scheduling &gt; Courses &gt; Course &gt; Homeroom).</li> <li>• The student must be actively rostered in the section as of the Snapshot Date (Scheduling &gt; Courses &gt; Section &gt; Roster).</li> <li>• The section's course must be marked as Homeroom (Scheduling &gt; Courses &gt; Course &gt; Homeroom).</li> <li>• The section must have at least one student who is enrolled in a Grade with a State Grade Level of KG or PS (Scheduling &gt; Courses &gt; Section &gt; Roster).</li> </ul>

# Generating the Extract

1. Enter the **Snapshot Date** in *mmdyy* format or by clicking the calendar icon and selecting a date. Student and teachers active on this date are included in the report.
2. Select an **Extract Type**, *Teacher File*, *Student File*, or *Enrollment File*.
3. Select which calendar(s) to include within the extract.
4. Select which **Grade Levels** to include in the extract from the calendar(s) selected.
5. Use the **State ID** drop-list to select the Staff Number to report: State Staff ID (Default) or Local Staff Number. The extract defaults to State Staff ID.
6. Select the **Format**. For submission to the State, select the State Format (CSV). To review data prior to submission, use HTML format.
7. Select an **Ad hoc Filter** to limit records reported to that filter.
8. Enter an **Enrollment Token** as a unique identifier for the file (Enrollment Files only).
9. Indicate if the extract should **Include Protected Identity Info** (Student and Enrollment Files only).
10. Click the **Generate Extract** button to generate the report in the indicated format or **Submit to Batch** to schedule when the report will generate.

Users have the option of submitting a request to the batch queue by clicking **Submit to Batch** instead of Generate Extract. This process will allow larger reports to generate in the background, without disrupting the use of Campus. For more information about submitting a report to the batch queue, see the [Batch Queue](#) article.

# Teacher File Layout

Element Name	Description & Format	Campus Location
<b>District ID</b>	The 6-digit identification number of the district.  <i>Numeric</i>	System Administration > Resources > District Info > Number  District.number
<b>Teacher ID</b>	The state identification number of the teacher. Reports based on the Staff ID selection made on the extract editor: <ol style="list-style-type: none"> <li>1. When Staff ID = Staff State ID (Default):               <ol style="list-style-type: none"> <li>1. Reports the value in Census &gt; People &gt; Identity &gt; Staff State ID</li> <li>2. Left-zero pads to 9 digits</li> </ol> </li> <li>2. When Staff ID = Local Staff Number:               <ol style="list-style-type: none"> <li>1. Reports the value in Census &gt; People &gt; Identity &gt; Local Staff Number</li> <li>2. Left-zero pads to 9 digits</li> </ol> </li> </ol> <i>Alphanumeric</i>	Census > People > Demographics > Staff State ID  Census > People > Identity > Local Staff Number  Person.staffStateID

Element Name	Description & Format	Campus Location
<b>School ID</b>	The state identification number of the school.  <i>Numeric</i>	System Administration > Resources > School Number  School.number
<b>Email</b>	The email address of the teacher, used to generate login information for the external online assessment system and communicate with the teacher during administration of the assessment.  <i>Alphanumeric</i>	Census > People > Demographics > Email  Person.email
<b>Teacher First Name</b>	The first name of the teacher.  <i>Alphabetic</i>	Census > People > Demographics > First Name  Identity.firstName
<b>Teacher Last Name</b>	The last name of the teacher.  <i>Alphabetic</i>	Census > People > Demographics > Last Name  Identity.lastName

## Student File Layout

If the **Include Protected Identity Info** checkbox is marked in the extract editor, Demographics fields report from Census > People > Identities > Active Identity > Protected Identity Information.

Element Name	Description & Format	Campus Location
<b>District ID</b>	The 6-digit identification number of the district.  <i>Numeric</i>	System Administration > Resources > District Info > Number  District.number

Element Name	Description & Format	Campus Location
<b>District Student ID</b>	The district-assigned, local identification number of the student.  <i>Alphanumeric</i>	Census > People > Demographics > Local Student Number  Person.studentNumber
<b>Student ID</b>	The state identification number of the student.  <i>Alphanumeric</i>	Census > People > Demographics > Student State ID  Person.studentStateID
<b>School ID</b>	The state identification number of the school.  <i>Numeric</i>	System Administration > Resources > School Number  School.number
<b>Student First Name</b>	The first name of the teacher.  <i>Alphabetic</i>	Census > People > Demographics > First Name  Identity.firstName
<b>Student Middle Name</b>	The middle name of the student.  <i>Alphabetic</i>	Census > People > Demographics > Middle Name  Identity.middleName
<b>Student Last Name</b>	The last name of the teacher.  <i>Alphabetic</i>	Census > People > Demographics > Last Name  Identity.lastName
<b>DoB</b>	The student's date of birth.  <i>MM/DD/YYYY</i>	Census > People > Demographics > Birth Date  Identity.birthDate
<b>Race</b>	The student's identified Race/Ethnicity.  <i>Alphabetic</i>	Census > People > Demographics > Race/Ethnicity  Identity.raceEthnicity
<b>Gender</b>	The student's gender, F: female or M: Male.  <i>Alphabetic</i>	Census > People > Demographics > Gender  Identity.gender

Element Name	Description & Format	Campus Location
<b>Predominant Prior Care</b>	Currently reports as null.	N/A
<b>Home Care</b>	Currently reports as null.	N/A
<b>Other PC Head Start</b>	Currently reports as null.	N/A
<b>Other PC Prek</b>	Currently reports as null.	N/A
<b>Other PC Child Care Center</b>	Currently reports as null.	N/A
<b>Other PC Family</b>	Currently reports as null.	N/A
<b>Other PC Nursery</b>	Currently reports as null.	N/A
<b>Other PC Even Start</b>	Currently reports as null.	N/A
<b>Other PC Hippy</b>	Currently reports as null.	N/A
<b>Other PC Parents As Teachers</b>	Currently reports as null.	N/A
<b>Other PC Preschool Special Ed</b>	Currently reports as null.	N/A
<b>Other PC Not Listed</b>	Currently reports as null.	N/A
<b>IEP</b>	<p>Indicates if the student participates in special education and has a Disability reported from their IEP. If Disability Condition is populated, reports as Y. Otherwise reports as N.</p> <p><i>Alphanumeric</i></p>	<p>Student Information &gt; General &gt; Enrollments &gt; Special Ed Fields &gt; Disability Condition</p> <p>Enrollment.disability1</p>

Element Name	Description & Format	Campus Location
<b>Disability Code</b>	The student's Disability Condition.  <i>Numeric</i>	Student Information > General > Enrollments > Special Ed Fields > Disability Condition  Enrollment.disability1
<b>Low SES</b>	Indicates if the student is economically disadvantaged. If Disadvantages is 1, reports as Y. Otherwise reports as N.  <i>Alphanumeric</i>	Student Information > General > Enrollments > State Reporting Fields > Disadvantaged  EnrollmentOH.disadvantaged
<b>ELL LEP</b>	Indicates if the student is involved in an EL program. If the Program Status is EL and the program Identified Date is prior to the Snapshot Date OR the Program Status is Exited EL and the Program Exit Date is on or after the Snapshot Date, reports as Y. Otherwise reports as N.  <i>Alphanumeric</i>	Student Information > Program Participation > English Learners (EL) > Program Status  LEP.programStatus

## Enrollment File Layout

If the **Include Protected Identity Info** checkbox is marked in the extract editor, Demographics fields report from Census > People > Identities > Active Identity > Protected Identity Information.

Element Name	Description & Format	Campus Location
<b>Data Collection Token</b>	Reports the Enrollment Token entered in the extract editor.  <i>Alphanumeric</i>	OH State Reporting > KRA PreID Files > Enrollment Token
<b>District ID</b>	The 6-digit identification number of the district.  <i>Numeric</i>	System Administration > Resources > District Info > Number  District.number

Element Name	Description & Format	Campus Location
<b>District Student ID</b>	The district-assigned, local identification number of the student.  <i>Alphanumeric</i>	Census > People > Demographics > Local Student Number  Person.studentNumber
<b>Student ID</b>	The state identification number of the student.  <i>Alphanumeric</i>	Census > People > Demographics > Student State ID  Person.studentStateID
<b>School ID</b>	The state identification number of the school.  <i>Numeric</i>	System Administration > Resources > School Number  School.number
<b>Student First Name</b>	The first name of the teacher.  <i>Alphabetic</i>	Census > People > Demographics > First Name  Identity.firstName
<b>Student Last Name</b>	The last name of the teacher.  <i>Alphabetic</i>	Census > People > Demographics > Last Name  Identity.lastName
<b>DoB</b>	The student's date of birth.  <i>MM/DD/YYYY</i>	Census > People > Demographics > Birth Date  Identity.birthDate



Element Name	Description & Format	Campus Location
<b>Teacher ID</b>	<p>The state identification number of the teacher.</p> <p>Reports based on the Staff ID selection made on the extract editor:</p> <ol style="list-style-type: none"> <li>1. When Staff ID = Staff State ID (Default):               <ol style="list-style-type: none"> <li>1. Reports the value in Census &gt; people &gt; identity &gt; Staff State ID</li> <li>2. Left-zero pads to 9 digits</li> </ol> </li> <li>2. When Staff ID = Local Staff Number:               <ol style="list-style-type: none"> <li>1. Reports the value in Census &gt; people &gt; identity &gt; Local Staff Number</li> <li>2. Left-zero pads to 9 digits</li> </ol> </li> </ol> <p><i>Alphanumeric</i></p>	<p>Census &gt; People &gt; Demographics &gt; Staff State ID</p> <p>Census &gt; people &gt; identity &gt; Local Staff Number</p> <p>Person.staffStateID</p>
<b>Teacher First Name</b>	<p>The first name of the teacher.</p> <p><i>Alphabetic</i></p>	<p>Census &gt; People &gt; Demographics &gt; First Name</p> <p>Identity.firstName</p>
<b>Teacher Last Name</b>	<p>The last name of the teacher.</p> <p><i>Alphabetic</i></p>	<p>Census &gt; People &gt; Demographics &gt; Last Name</p> <p>Identity.lastName</p>