Progress (Virginia)

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Tool Search: Verified Credit Audit Report, Progress

The Progress Audit Report identifies students who:

- Passed the course but failed the test.
- Passed the course but did not take the test.
- Failed the course but passed the test.

Verified Credit Audit Report - Progress Editor

Report Logic

Only courses posted to the student's transcript are considered in the report. A student must have a passing grade on ALL grading tasks marked to post to the transcript to be considered as passing.

Only tests assigned the VC type are considered when determining if a student is missing a test score, but both VC and VS types are considered when looking for a passing score.

A record reports only if the total number of verified credits earned is less than the total number of eligible verified credits for a course. If the sum of the verified credit amount on the course is equal to the sum of the verified credit amount earned on the transcript, a record is not reported.

Report Editor

Field	Description
Report	Selection determines which report generates. In this instance, select **Progress**.
Report Type	Three different options are available: • Passed Course and Failed Test • Passed Course and Missing Test • Failed Course and Passed Test
Effective Date	Students who are enrolled as of the entered date in the selected calendar report. If no date is entered, all students who have posted transcript records report. This date defaults to the current date. Enter a new date in *mmddyy* format or use the calendar icon to choose a new date.
Format	The Progress Report can be generated in Comma Separated (CSV) or HTML.
Hide student's first and last name	When marked, student names are not printed on the extract.
Exclude Cross-Site Data	When marked, the report excludes cross-site enrolled student data.
Grade Selection	Only those students enrolled in the selected grade level report (grades 07-12 or TT only). Instead of selecting students by grade level, an **ad hoc filter** can be chosen. Only those students in the selected filter who meet the reporting requirements of the report are included.
Report Generation	Click the **Generate Extract** button to display results of the report immediately. Use the **Submit to Batch** button to choose when the report should generate (best for large selections of students). See the Batch Queue article for more information.

Report Generation

1. Select the **Progress** option from the Report dropdown list.
2. Select the desired **Report Type** from the dropdown list.
3. Enter the **Effective Date** as desired.
4. Select the desired **Format**.
5. Determine if student names should print on the report. If yes, continue to step 6; if no, mark the **Hide student's first and last name**.
6. Unmark the **Exclude Cross-Site Data** checkbox when applicable.
7. Select the **Grade Levels** or **Ad hoc Filter** for desired student population on the report.
8. Click the **Generate Extract** button or **Submit to Batch** button, as desired.

Report Layout

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
State ID	Reports the state-assigned identifier for the student.	Numeric, 9 digits	Person.stateID	Census > People > Demographics > Person Identifiers > Student State ID
Student Number	Reports the locally assigned identifier for the student.	Numeric, 9 digits	Person.student Number	Census > People > Demographics > Person Identifiers > Local Student number
First Name	Reports the student's first name. This only reports when the Hide student's first and last name checkbox is NOT marked.	Alphanumeric, 30 characters	Identity.firstName	Census > People > Demographics > Person Information > First Name
Last Name	Reports the student's last name. This only reports when the Hide student's first and last name checkbox is NOT marked.	Alphanumeric, 30 characters	Identity.lastName	Census > People > Demographics > Person Information > :Last Name

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
Grade	Reports the grade level of the student's current enrollment.	Alphanumeric, 2 characters	Enrollment.grade	Student Information > General > Enrollments > General Enrollment Information > Grade Level
Course Number	Reports the course number where the Verified Credit was earned.	Alphanumeric, 15 characters	Course.number	Student Information > General > Transcript > Transcript Course Editor > Course Number
Course Name	Reports the course name where the Verified Credit was earned.	Alphanumeric, 15 characters	Course.name	Student Information > General > Transcript > Transcript Course Editor > Course Name
Term End Date	Reports the term end date from when the student completed the course. The end date reports from the student's transcript record. If the date is null, the end term reports; if the end term is null, NUILL reports.	Date field, 10 characters MM/DD/YYYY	Transcriptcourse. termEndDate	Student Information > General > Transcript > Transcript Course Editor > Term End Date
Course Score	Reports the posted transcript score the student received in the course.	Alphanumeric, 3 digits	Transcriptcourse. score	Student Information > General > Transcript > Transcript Course Editor > Score

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
Course Result	Reports P or F based on the posted transcript score reported above. • If the score is marked Passing on the Score Group, reports P. • If the score is not marked Passing on the Score Groups, reports F.	Alphabetic, 1 character	ScoreListItem. passingScore	Grading and Standards > Score Groups and Rubrics > Passing
Test Code	Reports the state code from the test being reported. If there is no score or the field is blank, NULL reports.	Alphanumeric, 3 digits	Test.stateCode	Assessment > Test Setup > State Code
Test Name	Reports the name of the test. If the student does not have a score for the test, this field reports blank.	Alphanumeric, 15 characters	Test.name	Student Information > General > Assessment > Test Name
Test Date	Reports the date of the test. If the student doesn't have a test score, this field reports blank.	Date field, 10 characters MM/DD/YYYY	Test.date	Student Information > General > Assessment > Date
Test Score	Reports the scale score associated with the test result. If the student does not have a test score, this field reports blank.	Numeric, 3 digits	TestScore.scaleScore	Student Information > General > Assessment > Scale Score

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
Test Result	Reports the result associated with the test. • Reports P if the Passing checkbox is marked. • Reports F if the Passing checkbox is not marked. • Reports Missing if the student does not have a score for the assessment.	Alphanumeric,	TestScore.result	Student Information > General > Assessment > Result > Passing Score