Precode Extracts (Texas)

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The Texas Precode Extracts collect demographic and enrollment information for students who meet the indicated requirements for five different assessments:

- TAKS
- TELPAS
- STAAR Alternate 2
- STAAR 3-8/Modified
- STAAR EOC

Precode Extract Editor

Editor Field Descriptions

Field	Description
Effective Date	The date for which records must be active to appear on the report. This field is required.
Format	The format in which the report generates. Options include CSV and HTML. HTML format is used for data review and verification, while CSV should be used when submitting reports to the state.

Field	Description
Test Type	The type of report being generated. Options are TAKS, TELPAS, STAAR ALT, STAAR 3-8/Modified and STAAR End of Course Field Tests.
Filter By	This field allows you to narrow the report results to specific Calendars, Calendar Years (District), or Schools.
Grades	The grade levels that should be included in the report.
Group/Teacher	This field controls what is reported in the Class/Group Teacher name field of the extract. The following logic applies: • **Grade Level** -- Reports the grade level of the student's active enrollment. • **Selected Period** -- Reports course number-section number and Teacher Display Name. If the student is not scheduled in the selected period, reports the student's grade level and "Not Scheduled." • **Homeroom** -- On the day schedule of the effective date for the first section scheduled with "Homeroom" marked, reports course number-section number and Teacher Display Name. If student has no courses on the effective date that have "Homeroom" marked, reports student's grade level and "No Homeroom."
Delivery Period	Only appears when "Selected Period" is selected in the Group/Teacher field. This option allows the user to select which period to report.
Online	Only appears when "STAAR End of Course" is selected in the Test Type field. Indicates the available Test Format type for the Assessment.
State Code	Only appears when STAAR ALT and STAAR End of Course is selected in the Test Type field. The state code of the course(s) for which the report is being generated.
Reading/Writing	Appears for STAAR EOC Test Type only: Marking either of these checkboxes will cause State Codes to report as follows. • E1: R1 or W1 • E2: R2 or W2 • E3: R3 or W3
Ad Hoc Filter	The Ad hoc Filter determining which students appears in the report.
Calendar(s)	The calendar(s) from which data is pulled for the report. Can be set to display only the active year, or be sorted by school or by year.

Field	Description
Generate Extract Submit to Batch	Users have the option of submitting a report request to the batch queue by clicking Submit to Batch instead of Generate Extract. This process allows 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.

Generating a Precode Extract

1. Enter an **Effective Date** for the report.
2. Select the **Format** in which the report should generate.
3. Select which extract to generate in **Test Type**.
4. Select the **Filter By** option to narrow report results.
5. Indicate which **Grades** should appear in the report.
6. Indicate a specific **Group/Teacher** to appear in the Class/Group Teacher field of the report.
7. If generating a STAAR ALT or STAAR EOC extract, select the **State Code(s)** for the courses that should be included in the report.
8. Select an **Ad Hoc Filter** from which to pull students, if desired.
9. Indicate which **Calendar(s)** should appear in the report.
10. Click **Generate Extract** or **Submit to Batch** to generate the report in the desired format. Reports are sorted by school, then alphabetically by grade level, then alphabetically by last name.