WDE-638 Extract (Wyoming)

Last Modified on 12/14/2025 8:45 pm CST

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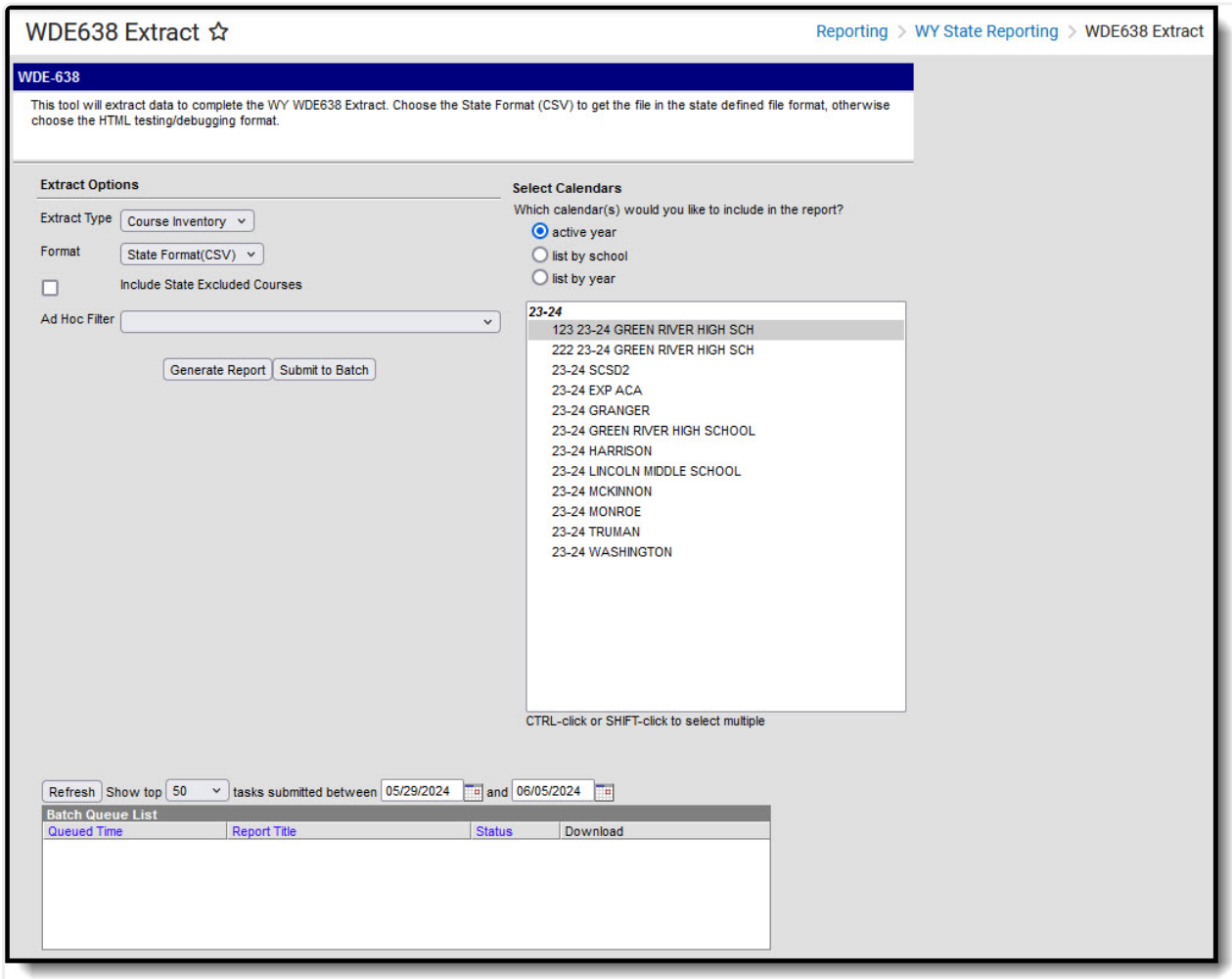
Tool Search: WDE638

The WDE-638 extract includes two files, the Course Inventory Collection and the Virtual Education file.



WDE-638 Extract Editor

Report Logic

Course Inventory

This report includes a record for each course with a State Code which is marked as 'Active'. Courses marked as Calendar Exclude or State Exclude are not be included.

Virtual Education

Reports a record for each course that is active, has a State Code, and is considered a Virtual course. Virtual courses are those with a Virtual Education Delivery Method selected on the Section Learning Methods tab, those marked as Online Learning with no section, or those not marked as Online Learning but that have sections with the Section learning Method tab populated. Courses marked as State Exclude are not reported. If a course has multiple sections that meet reporting criteria, reports based on the lowest number section.

Generating the Extract

1. Select the **Extract Type** to generate, *Course Inventory* or *Virtual Education.*
2. Select the **Format** in which the extract should generate. Use *State Format (CSV)* when submitting the report to the state and *HTML* for data review and verification.
3. Mark **Include State Excluded Courses** to include courses that are marked as State Exclude but otherwise meet logic requirements.
4. Select an **Ad hoc Filter** to limit results to a pre-defined filter.
5. Indicate which **Calendar(s)** should be included in the report.
6. Click **Generate Extract** to view the report in the selected format or **Submit to Batch** to schedule when the report will generate.

Users have the option of submitting a WDE-638 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.

Course Inventory Layout

Element Name	Description & Format	Campus Location
District ID	The WDE ID for the district submitting the data. *Numeric, 7 digits*	District Information > State District Number District.number
School ID	The WDE ID for the school submitting the data. If a School ID Override is entered on the Course, that value is reported. Otherwise reports the State School Number. *Numeric, 7 digits*	Course > School ID Override School Information > State School Number Course.providerSchool School.number

Element Name	Description & Format	Campus Location
Local Course ID	The local identification number given to the course. *Alphanumeric, 13 characters*	Course > Number Course.number
Local Course Name	The local name for a course *Alphanumeric, 30 characters*	Course > Name Course.name
State Course ID	The SCED (state) code of the course. **SCED based Course ID:** 1. NNNNNCN.NNNN **College Course ID:** 1. CC NNNN 2. CCC NNNN 3. CCCC NNNN 4. CC NNNNC 5. CCC NNNNC 6. CCCC NNNNC *Alphanumeric, 15 characters*	Course > State Code Course.stateCode
Content Area	The subject matter of the course. Reports the Content Area, if selected. If null, reports the default value for the field selected in the Attribute/Dictionary. Otherwise reports as null. *Alphanumeric, 2 characters*	Course > Content Area Course.programType
Number of Credits	The number of credits offered for the course. *Decimal, 3 digits, X.XX*	Course > Number of Credits Course.numberOfCredits
Sequence Part	Indicates the placement of the course within a sequence of courses. Only reports if the SCED Code is blank. *Numeric, 1 digit*	Course > Course Inventory Sequence Part Course.sequencePart

Element Name	Description & Format	Campus Location
Sequence Total	The total number of courses in the course sequence. Only reports if the SCED Code is blank. *Numeric, 1 digit*	Course > Course Inventory Sequence Total Course.sequenceTotal
Course Duration	Indicates the duration of the course. *Alphanumeric, 1 character*	Course > Course Duration Course.courseDuration
Grade PK	Indicates if the course serves grade PK. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGradePK
Grade KG	Indicates if the course serves grade KG. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGradeKG
Grade 01	Indicates if the course serves grade 01. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGrade01
Grade 02	Indicates if the course serves grade 02. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGrade02
Grade 03	Indicates if the course serves grade 03. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGrade03
Grade 04	Indicates if the course serves grade 04. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGrade04
Grade 05	Indicates if the course serves grade 05. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGrade05

Element Name	Description & Format	Campus Location
Grade 06	Indicates if the course serves grade 06. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGrade06
Grade 07	Indicates if the course serves grade 07. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGrade07
Grade 08	Indicates if the course serves grade 08. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGrade08
Grade 09	Indicates if the course serves grade 09. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGrade09
Grade 10	Indicates if the course serves grade 10. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGrade10
Grade 11	Indicates if the course serves grade 11. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGrade11
Grade 12	Indicates if the course serves grade 12. *Alphanumeric, Y or N*	Course > Course Inventory Grade Course.courseInventoryGrade12
Hathaway	Indicates if the course is approved for the Hathaway Program. 1. Reports "Y" when the following is true: ◦ Scheduling > Courses > Course > Course Editor > Hathaway NOT = null 2. Otherwise, reports "N" *Alphanumeric, Y or N*	Course > Hathaway Course.hathaway

Element Name	Description & Format	Campus Location
State Standards	Indicates if the course meets an established Common Core State Standard. Reports as Y if this field is marked. *Alphanumeric, Y or N*	Course > Common Core State Standards Course.commonCore
Description	The description entered for the course. *Alphanumeric*	Course > Description Course.description
Virtual Education	Indicates if this course is a Virtual Education course. Reports as Y if a Virtual Education Delivery Method is selected. *Alphanumeric, Y or N*	Section > Section Learning Methods > Virtual Education Delivery Method SectionLearningMethodsWY.virtualEdDeliveryMethod
CTE	Indicates if the course is being submitted for new or continued approval foas a CTE course for funding purposes. Reports as Y if CTE is marked for the course, otherwise reports as N. *Alphanumeric, Y or N*	Course > CTE Course.cte

Virtual Education Layout

Element Name	Description & Format	Campus Location
District ID	The WDE ID for the district submitting the data. *Numeric, 7 digits*	District Information > State District Number District.number

Element Name	Description & Format	Campus Location
Local Course ID	The local identification number given to the course. *Alphanumeric, 13 characters*	Course > Number Course.number
Program Name	The name of the Virtual Education course. *Alphanumeric, 100 characters*	Course > Name Course.Name
LMS Active	Indicates if LMS Active is selected in the Virtual Education Features for the section. *Alphanumeric, Y or N*	Course > Learning Methods > Virtual Education Features > LMS Active CourseLearningMethodsWY.virtualEdFeatures
LMS Submissions	Indicates if the Virtual Education Feature of LMS Submissions is selected. *Alphanumeric, Y or N*	Course > Section Learning Methods > Virtual Education Features > LMS Submission CourseLearningMethodsWY.virtualEdFeatures
LMS Other	Indicates if the participation in the section is recorded by a teacher in an attendance log. Reports the data entered in the LMS Other field. *Alphanumeric, 500 characters*	Course > Section Learning Methods > LMS Other CourseLearningMethodsWY.lmsOther
VET Active	Indicates if the Virtual Education Feature of VET Active is selected. *Alphanumeric, Y or N*	Course > Learning Methods > Virtual Education Features > VET Active CourseLearningMethodsWY.virtualEdFeatures

Element Name	Description & Format	Campus Location
VET Communication	Indicates if the Virtual Education Feature of VET Communication is selected. *Alphanumeric, Y or N*	Course > Learning Methods > Virtual Education Features > VET Communication CourseLearningMethodsWY.virtualEdFeatures
VET Other	Reports recorded participation elements required by the virtual education program. *Alphanumeric, 500 characters*	Course > Learning Methods > VET Other CourseLearningMethodsWY.vetOther
Synchronous	Indicates if the Virtual Education Feature of Synchronous is selected. *Alphanumeric, Y or N*	Course > Learning Methods > Virtual Education Features > Synchronous CourseLearningMethodsWY.virtualEdFeatures
F2F Attendance	Indicates if the Virtual Education Feature of F2F Attendance is selected. *Alphanumeric, Y or N*	Course > Learning Methods > Virtual Education Features > F2F Attendance CourseLearningMethodsWY.virtualEdFeatures
Participation Frequency	Indicates how often the student participates in the program. *Alphanumeric, 3 characters*	Course > Learning Methods > Participation Frequency CourseLearningMethodsWY.participationFrequency
Participation Description	Reports the description of participation requirements. Currently reports as blank.	N/A
Start Date	Reports the Term Start Date of the first term in which the section is scheduled. *Numeric, YYYYMMDD*	Calendar Information > Terms > Start Date Term.startDate

Element Name	Description & Format	Campus Location
End Date	Reports the Term End Date of the last term in which the section is scheduled. *Numeric, YYYYMMDD*	Calendar Information > Terms > End Date Term.endDate
VE Delivery Method	The primary delivery method of the course. Reports the Delivery Method selected. *Alphanumeric, 2 characters*	Course > Learning Methods > Virtual Education Delivery Method CourseLearningMethodsWY.virtualEdDeliveryMethod
Day Times	Reports the Days/Times Description recorded to indicated when participation is required. *Alphanumeric, 50 characters*	Course > Learning Methods > Days/Times Description CourseLearningMethodsWY.daysTimesDescription
Career Technical Education	Indicates if the course is considered CTE. *Alphanumeric, Y or N*	Course > Career Cluster Program Area Course.careerClusterProgram
College Concurrent	Indicates if the course is College Concurrent, taught by a secondary virtual education teacher providing students with both college and high school credit. Reports as Y if the Instruction Level for the Section or Course is CL. *Alphanumeric, Y or N*	Section > Instruction Level Course > Instruction Level Section.instructionLevel Course.instructionLevel
Credit Recovery	Indicates if the course provides the opportunity for credit recovery. *Alphanumeric, Y or N*	Course > Learning Methods > Credit Recovery CourseLearningMethodsWY.creditRecovery

Element Name	Description & Format	Campus Location
Course Prerequisites	Describes any prerequisites required for the course. *Alphanumeric, 500 characters*	Course > Learning Methods > Course Prerequisites CourseLearningMethodsWY.coursePrerequisites
Required Materials	Describes any required materials. Currently reports as blank.	N/A
Single Course Fee	Indicates if there is a fee associated with the course. Sums the Amount of any fee records on the course Fees tab that have a Fee Type with a Standard Code of CT. *Alphanumeric, XXXX.XX*	Course > Fees > Amount Calculated
Course Capacity	Reports the maximum number of students allowed in the section. Reports the Max Students entered on the Section or on the Course if null. *Numeric, 2 digits*	Section > Max Students; Course > Max Students Section.maxStudents Course.maxStudents
LMS Platform	Reports the LMS Platform selected. If CA, BB, D2, MO, SC, or SA is selected, reports that code. For CA2, reports as CA. For other codes, reports as OT. *Alphanumeric, 2 characters*	Section > Section Learning Methods > LMS Platform SectionLearningMethodsWY.lmsPlatform
LMS Platform Other	If LMS Platform reports as OT, reports the name of the LMS Platform. *Alphanumeric, 50 characters*	Section > Section Learning Methods > LMS Platform SectionLearningMethodsWY.lmsPlatform

Element Name	Description & Format	Campus Location
State LMS	Indicates if the section is part of the state centralized LMS contract with Instructure. If LMS Platform reports as CA, indicates if the LMS Platform selected was CA (reports Y) or CA2 (reports N) *Alphanumeric, Y or N*	Course > Learning Methods > LMS Platform CourseLearningMethodsWY.lmsPlatform
Curriculum Type	The name(s) of the curriculum used in the course. *Alphanumeric, 50 characters*	Course > Learning Methods > Curriculum Type CourseLearningMethodsWY.curriculumType
Course Accessibility	Describes the accessibility and usability concerns considered in course content. *Alphanumeric, 5000 characters*	Course > Learning Methods > Course Accessibility CourseLearningMethodsWY.courseAccessibility
CTE	Reports as Y if the CTE field is marked on the Course, or as N otherwise. *Alphanumeric, 1 character*	Course > CTE Course.acceleratedCourse