ACT PreID Extract (Ohio)

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[Report Logic](#) | [Generating the Extract](#) | [Extract Layout](#)

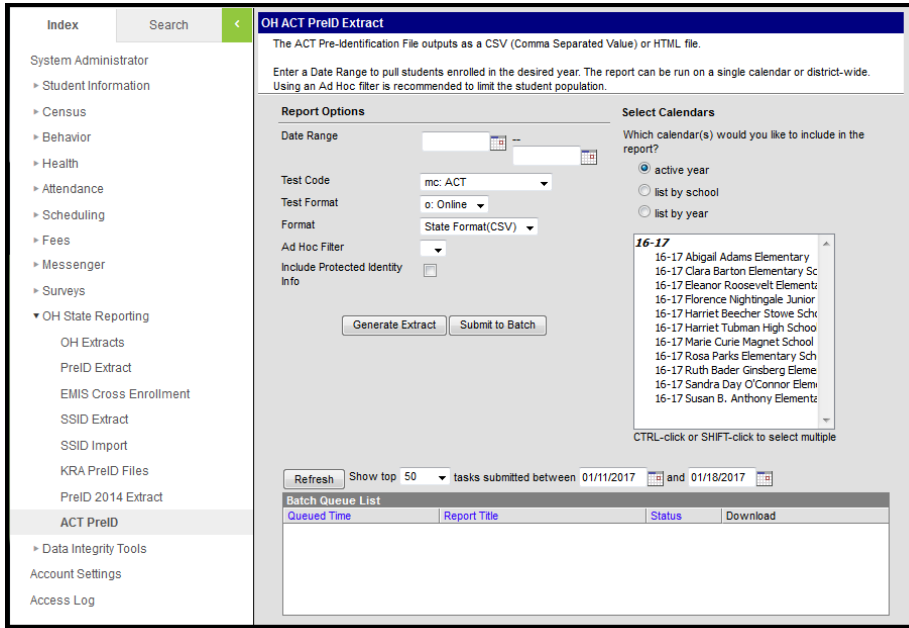The ACT PreID extract generates PreIDs for students taking the ACT assessment on paper or online.

Image 1: Ohio ACT PreID Extract Editor

Report Logic

Students report based on the most recent enrollment within the date range with a Service Type of P or N. Enrollments marked as No Show or Exclude and Grade Levels or Calendars marked as Exclude do not report.

Generating the Extract

1. Enter the **Date Range** in *mmddyy* format or by clicking the calendar icons and selecting dates.
2. Select which calendar(s) to include within the extract.
3. Select a **Test Code** to indicate which ACT assessment to report.
4. Select a **Test Format** to indicate if the assessment was taken online or on paper.
5. Select the **Format** of the generated report. For submission to the State, select the State Format (CSV), or select HTML to review data prior to submission.
6. Select an **Ad hoc Filter,** if applicable.
7. Indicate if the extract should **Include Protected Identity Info**.
8. 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 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.

Image 2: ACT PreID extract - State Format (CSV)

Image 3: ACT PreID extract - HTML

Extract 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
Student Code	Currently reports as blank.	N/A
Organization Code	Reports the ACT School Code. *Numeric, 1 digit*	System Administration > Resources > School > ACT School Code School.actSchoolCode

Element Name	Description & Format	Campus Location
Last Name	The student's last name. *Alphanumeric, 16 characters*	Census > People > Demographics > Person Information > Last Name Identity.lastName
First Name	The student's first name. *Alphanumeric, 12 characters*	Census > People > Demographics > Person Information > First Name Identity.firstName
Middle Initial	The first letter of the student's middle name. *Alphanumeric, 1 character*	Census > People > Demographics > Person Information > Middle Name Identity.middleName
Grade	The State Grade Level of the grade in which the student is enrolled. Reports as 10, 11, or 12. *Numeric, 2, digits*	Student Information > General > Enrollments > Grade GradeLevel.stateGrade Enrollment.grade
Date of Birth	The date on which the individual being reported was born. *YYYYMMDD, 8 characters*	Census > People > Person Identifiers > Birth Date Identity.birthDate
State Student ID	The unique identification number assigned a student by the Department of Education. *Alphanumeric, 9 characters*	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Filler	N/A	N/A
Test Code	Reports the Test Code selected in the extract editor. *Alphanumeric, 2 characters.*	OH State Reporting > ACT PreID > Test Code
Delivery Format	Reports the Test Format selected in the extract editor. Options are p: Paper or o: Online. *Alphanumeric, 1 character*	OH State Reporting > ACT PreID > Test Format

Element Name	Description & Format	Campus Location
Local Student ID	The student's Local Student Number *Numeric*	Census > People > Demographics > Person Identifiers > Local Student Number Person.number
Filler	N/A	N/A
Gender	The student's Gender. Reports as M: Male or F: Female. *Alphanumeric 1 character*	Census > People > Person Identifiers > Gender Identity.Gender
Address	The student's street address. *Alphanumeric*	Census > Household > Address > Number, Prefix, Street, Tag, Direction, Apt Address.number Address.prefix Address.street Address.tag Address.direction Address.apt
City	The city of the student's address. *Alphanumeric*	Census > Household > Address > City Address.city
State	The state of the student's address. *Alphanumeric*	Census > Household > Address > State Address.state
Zip Code	The zip code of the student's address. *Numeric*	Census > Household > Address > Zip Code Address.zip
State Use Question 1	Currently reports as blank.	N/A
State Use Question 2	Currently reports as blank.	N/A
State Use Question 3	Currently reports as blank.	N/A

Element Name	Description & Format	Campus Location
State Use Question 4	Currently reports as blank.	N/A
State Use Question 5	Currently reports as blank.	N/A
State Use Question 6	Currently reports as blank.	N/A
State Use Question 7	Currently reports as blank.	N/A
State Use Question 8	Currently reports as blank.	N/A
State Use Question 9	Currently reports as blank.	N/A
State Use Question 10	Currently reports as blank.	N/A
State Use Question 11	Currently reports as blank.	N/A
State Use Question 12	Currently reports as blank.	N/A
Work Keys State Use Question 16	Currently reports as blank.	N/A
Work Keys State Use Question 17	Currently reports as blank.	N/A
Work Keys State Use Question 18	Currently reports as blank.	N/A
Work Keys State Use Question 19	Currently reports as blank.	N/A
Work Keys State Use Question 20	Currently reports as blank.	N/A

Element Name	Description & Format	Campus Location
Reporting High School Code	Reports the Building IRN Override. If null, State School Number. *Numeric,6 digits*	Student Information > General > Enrollments > State Reporting Fields > Building IRN Override; System Administration > Resources > School > School Editor > State School Number Enrollment.builidingIRNOverride School.number
Student Test Code Key (UUID)	Currently reports as blank.	N/A
Contract ID Enterprise	Currently reports as blank.	N/A
Contract Code	Currently reports as blank.	N/A
Non-College Reportable	Currently reports as blank.	N/A

Element Name	Description & Format	Campus Location