

Course Template (New Mexico)

Last Modified on 03/11/2024 8:45 am CDT

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Tool Search: Course

The Course Template reports the attributes of each course.

COURSE

Course Template

This tool will extract data to complete the Course Template. Choose the State Format to get the file in the state defined file format, otherwise choose one of the testing/debugging formats.

Extract Options

Submission Schedule 40D

Ad Hoc Filter

Format State Format(CSV)

Generate Extract Submit to Batch

Select Calendars

Which calendar(s) would you like to include in the report?

☒ active year

☐ list by school

☐ list by year

22-23

22-23 Bataan Elementary 1

22-23 Bataan Elementary 2

22-23 Bataan Elementary 3

22-23 Bataan Elementary 4

22-23 Bell Elementary 1

22-23 Bell Elementary 2

22-23 Bell Elementary 3

22-23 Bell Elementary 4

22-23 Chaparral Elementary 1

22-23 Chaparral Elementary 2

22-23 Chaparral Elementary 3

22-23 Chaparral Elementary 4

22-23 Columbus Elementary 1

22-23 Columbus Elementary 2

22-23 Columbus Elementary 3

22-23 Columbus Elementary 4

22-23 Deming Cesar Chavez Ch 1

22-23 Deming Cesar Chavez Ch 2

22-23 Deming Cesar Chavez Ch 3

CTRL-click or SHIFT-click to select multiple

Refresh Show top 50 tasks submitted between 09/08/2022 and 09/15/2022

Batch Queue List			
Queued Time	Report Title	Status	Download

Course Template Extract Editor

Report Logic

- Reports one record per unique Course > stateCode per School from the Calendar/s selected

on the extract editor.

- When the Submission Schedule is **40D, 80D, 120D, EOY, or K5P**, to report the course must have at least one section that is actively scheduled on at least one day at any time the calendar/s selected.
- When the Submission Schedule is **Open Yr Round**, to report the course must have at least one section that is actively scheduled on the selected Snapshot Date.

Report Editor

Field	Description
Submission Schedule	The Submission Schedule for which data is being submitted to the state. The value selected determines the Standardized Date used for reporting logic.
Snapshot Date	This date field is only available if the Submission Schedule is Open Yr Round . This is the date on which the course must have at least one section actively scheduled in order to report.
Ad Hoc	Select a filter to limit results to those included in the filter.
Format	The format in which the report will generate. Options include HTML and Comma Separated.
Select Calendars	The calendar(s) from which data is pulled for the report.
Generate Extract/Submit to Batch	<p>The report can be marked to generate immediately using the Generate Extract button or can be marked to generate at a later time using the Submit to Batch button. See the Batch Queue article for additional guidance.</p> <p>The Submit to Batch option is NOT available if you are using the SSRS report service.</p>

Report Example

Course Template Records:343

DistrictCode	LocationCode	SchoolYear	Filler1	CourseName	Filler2	Filler3	Filler4
042	001	2016-06-30		Three year old program			
042	001	2016-06-30		Four year old program			
042	005	2016-06-30		Kindergarten Regular			
042	005	2016-06-30		Kindergarten SPED			
042	005	2016-06-30		Kindergarten Bil.			
042	005	2016-06-30		First grade SPED			
042	005	2016-06-30		First grade Regular			
042	005	2016-06-30		First grade Bil.			
042	005	2016-06-30		Second Grade JUMP			
042	005	2016-06-30		Second grade SPED			

Course Template Extract Example - HTML

Report Layout

#	Element Name	Logic	Location
1	District Code	A three character district code Numeric, 3 digits.	System Administration > Resource > District Information District.number
2	Location Code	The state school number. Numeric, 5 digits	System Administration > Resources > School > State School Number School.number
3	School Year	The end year of the selected calendar(s) plus the date 06-30. For example, 2016- 06-30. Date field, 10 characters YYYY-MM-DD	N/A
4	Filler 4	N/A	N/A
5	Course Name	The name of the course. Alphanumeric, 30 characters	Scheduling > Courses > Course > Course Editor > Name Course.name
6- 25	Filler 6-25	N/A	N/A

#	Element Name	Logic	Location	
26	Semester	Identifies the reporting period based on the Submission Schedule selected on the extract editor.	N/A	
		Submission Schedule		Reports
		40D		1
		80D		2
		120D		3
		EOY		4
		K5P		5
		Open Yr Round		9
		Numeric, 2 digits		
27	Course Code Long	The Course number.	Scheduling > Courses > Course > Course Editor	
		Numeric, 12 digits	Course.stateCode	
28	Filler 28	N/A	N/A	
29	Alternative Course Code	The alternative course code located on the course.	Scheduling > Courses > Course > Course Editor	
		Numeric, 12 digits	Course.number	
30-77	Filler 30-77	N/A	N/A	