

CTS Attendance Tooling (Idaho CTE Tooling)

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Tool Search: CTE Tooling

The CTS Attendance Tooling extracts data to assist districts in applying for CTS Attendance Funding.

CTS Attendance Tool

Returns the data needed to support CTS Attendance Funding calculations in Idaho. A course/section must be scheduled at least one day with at least one student rostered during the reporting range to report. The class must have a State Course Code and a CTE Course Level selected on the Course editor to report. One record reports for each section when on a non-rotating schedule. Multiple records may report per section when on a rotating schedule.

Based on clarifications received from the ID CTE Department: When filling out data on the 2016-17 CST Attendance Reporting ADA spreadsheet, due to the auto-calculations present, should a section report multiple lines, we suggest that each line of data for that section be entered on a different spreadsheet prior to emailing to the state. Sections reporting only one line of data may be entered on a single spreadsheet.

Assessment Tool

Returns a record for each student assessment mapped to the Assessment State Code selected and the Assessment Date occurs during the reporting range selected.

Extract Options

Tooling Type: CTS Attendance Tooling

CTE Course Level: Intro Courses

Start Date: []

End Date: []

Exclude Cross-Site Data:

Ad Hoc Filter: []

Format: CSV

Buttons: Generate Report, Submit to Batch

Refresh Show top 50 tasks submitted between 12/09/2024 and 12/16/2024

Queued Time	Report Title	Status	Download

Select Calendars

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

active year

list by school

list by year

- 24-25 Adams Online Secondary
- 24-25 Adams Senior High School
- 24-25 Borah Senior High School
- 24-25 Carter Ada Juvenile Det. S
- 24-25 Carter Summer Garfield
- 24-25 Carter Summer Hillcrest
- 24-25 Carter Summer Horizon
- 24-25 Carter Summer School H:
- 24-25 Carter Summer School H:
- 24-25 Carter Summer School Jr
- 24-25 Carter Summer Tait
- 24-25 Davis Senior High School

CTE Tooling Editor - CTE Attendance Tooling Type

Report Logic

To report, a student must have at least one enrollment active during the extract date range that is not marked as State Exclude or No Show or mapped to an excluded Grade Level or in an excluded Calendar. The reported section must be scheduled at least one day during the extract date range, with at least one rostered student. Courses must have a State Course Code and a CTE Course Level selected to report. At least one day in the calendar must be marked as School, Attendance, and Instruction.

Sections in a non-rotating schedule structure report one record. Sections in a rotating schedule structure report one record per unique rotation or per unique period per period schedule based on days per week and minutes per day.

Generating the CTE Attendance Tooling

1. Select the **Tooling Type** of *CTS Attendance Tooling*.
2. Select a **CTE Course Level** of *Intro Courses* or *Inter & Capstone Courses*. These levels are indicated on the Course tab.
3. Enter a **Start Date** in *mmddyyyy* format or by clicking the calendar icon and selecting a date.
4. Enter an **End Date** in *mmddyyyy* format or by clicking the calendar icon and selecting a date.
5. If cross-site enrollment functionality is enabled at the district level, the **Exclude Cross-Site Data** checkbox will display (defaults to checked). Deselect if you want cross-site data included in the report to display.
6. Select an **Ad hoc Filter** to limit the results reported based on the pre-defined filter.
7. Select the **Format** by using the dropdown list.
8. Select a **Calendar** from the list. More than one can be selected.
9. Click **Generate Extract** to generate the report in the indicated format or **Submit to Batch** to schedule when the report will generate.

Users can submit a Student Assessment report request to the batch queue by clicking **Submit to Batch** instead of Generate Extract. This process will allow larger reports to be generated 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.

Report Layout

Results are sorted by Calendar Name, then by the Campus-generated Section ID.

Element Name	Description & Format	Campus Location
CalendarName	The name of the Calendar selected. Alphanumeric	System Administration > Calendar > Calendar > Name Calendar.name
schoolID	The SDE assigned State District Number for the reporting district. <i>Alphanumeric, 6 characters</i>	System Administration > Resources > School School.number
stateCourseCode	The State Code for the course. Courses with no State Code do not report. <i>Alphanumeric, 5 or 6 characters</i>	Scheduling > Courses > Course > Course Editor > State Code Course.stateCode

Element Name	Description & Format	Campus Location
CourseName	<p>The name of the Course.</p> <p><i>Alphanumeric</i></p>	<p>Scheduling > Courses > Course > Name</p> <p>Course.name</p>
courseType	<p>The structure and environment of the course, indicates how student work is expected to be completed and the student's interaction with a teacher or other certificated staff person. Reports the Course Type of the section.</p> <p><i>Alphanumeric, 1 character</i></p>	<p>Scheduling > Courses > Section > Course Type</p> <p>Section.courseType</p>
period	<p>A unique identifier of that describes the course section. This field reports the concatenated names of all periods in which the course is schedule, each separated by a space. For example, if the class is scheduled during periods 01 and 02, reports as 01 02. If the concatenated value exceeds 15 characters, reports the last 15 characters.</p> <p><i>Alphanumeric, 15 characters</i></p>	<p>Reports based on System Administration > Calendar > Periods > Name</p> <p>Calculated</p>
sectionNumber	<p>The number of the section.</p> <p><i>Alphanumeric</i></p>	<p>Scheduling > Courses > Section > Number</p> <p>Section.number</p>
sectionID	<p>Reports the Campus-generated Section ID. This value is displayed in the upper left hand corner of the Section editor.</p> <p><i>Alphanumeric, 20 characters</i></p>	<p>Scheduling > Courses > Section > Section ID</p> <p>Section.sectionID</p>

Element Name	Description & Format	Campus Location
PrimaryTeacherName	<p>The name of the Primary Teacher assigned to the section on the Staff History active on the extract End Date. Does not report if Staff History Role is NSR. Reports Last Name and First Name separated by a space.</p> <p><i>Alphanumeric</i></p>	<p>Scheduling > Courses > Section > Staff History > Primary Teacher</p> <p>Identity.lastName, Identity.firstName</p>
PrimaryTeacherStateID	<p>The State Staff ID of the staff member reported above.</p> <p><i>Alphanumeric</i></p>	<p>Census > People > Demographics > Person Identifiers > Staff State ID</p> <p>Person.stateStaffID</p>
HostSchool	<p>The Provider School Name entered on the course. If null, reports the description of the Virtual/Distance Learning Provider code selected. Otherwise reports School Name.</p> <p><i>Alphanumeric</i></p>	<p>Scheduling > Courses > Course > Provider School Name, Virtual/Distance Learning Provider; System Administration > Resources > School > Name</p> <p>Course.providerSchoolName, Course.providerSchool, School.name</p>
DaysOfWeek	<p>The concatenated days this class is offered (M, T, W, TH, F), separated by a space.</p> <p><i>Alphanumeric</i></p>	<p>Calculated, not dynamically stored</p>
PeriodStartTime	<p>If the class is scheduled at the same period each session, reports the Period Start Time. If the class is scheduled during different periods, based on the periods reported in the record.</p> <p><i>Alphanumeric</i></p>	<p>System Administration > Calendar > Calendar > Periods > Period Schedule/Periods Editor > Period Information > Start Time</p> <p>Period.startTime</p>

Element Name	Description & Format	Campus Location
PeriodEndTime	<p>If the class is scheduled at the same period each session, reports the Period End Time. If the class is scheduled during different periods, based on the periods reported in the record.</p> <p><i>Alphanumeric</i></p>	<p>System Administration > Calendar > Calendar > Periods > Period Schedule/Periods Editor > Period Information > End Time</p> <p>Period.endTime</p>
TotalDaysScheduled	<p>The total days on which the section is scheduled within the date range. To report, days must be marked as School, Attendance, and Instruction.</p> <p><i>Numeric</i></p>	<p>Calculated, not dynamically stored</p>
TotalStudentRostered	<p>The total number of students rostered into the section for at least one day. Students who drop a section and then re-enroll are only counted once.</p> <p><i>Numeric</i></p>	<p>Calculated, not dynamically stored</p>
TotalAttendance	<p>For each rostered student, reports the total days that student was rostered into the class, minus the student's total absences.</p> <p><i>Numeric</i></p>	<p>Calculated, not dynamically stored</p>
MinutesPerDay	<p>The total minutes per day of for the section based on the Period Start and End Times, minus any non-instructional minutes.</p> <p><i>Numeric</i></p>	<p>Calculated, not dynamically stored</p>