

## Web Service Queue (Maine)

Last Modified on 07/18/2025 10:16 am CDT

<u>Prerequisites | Tool Rights | Understanding the Web Service Queue | View Submissions | Check the</u> <u>Status of Reports | View Results</u>

Tool Search: Web Service Queue

The Web Service Queue provides a detailed list of all state reports sent from Campus to the state system (Synergy). This includes the status of upload to the state, all of the information submitted per report, and any errors or issues reported back from the state.

	Queue ☆				Reporting > ME State Reporting > Web Service Queu
Uploads between 07/11/	/2025 🛗 and 07/18/2025				
Web Service (	Queue List				
Queued Time	Report Title	Status	Download	Action	
			_	_	
			eb Service	-	

#### **Prerequisites**

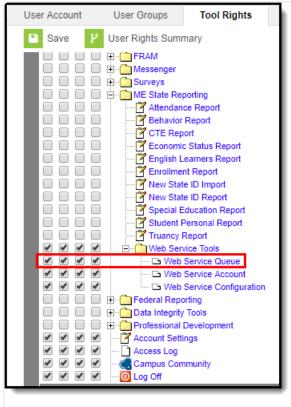
The following are required in order to use the Web Service Queue:

- The <u>Web Service Configuration</u> tool has been entered properly and saved.
- <u>Web Service Account credentials</u> are correct and saved within Campus.
- At least one State Report has been sent to the state (in order for any data to appear within the queue list).

## **Tool Rights**

In order to view queue details, submissions, and check the status, users must have at least  $\mathbf{R}(ead)$  tool rights to the Web Service Queue tool.





Web Service Queue Tool Rights

# **Understanding the Web Service Queue**

The Web Service Queue List identifies all state reports sent from Campus to the state system, including detailed information about each report sent. Users can see when the report was sent (Queued Time), what report was sent (Report Title), the status of the upload to the state system (Status), download a copy of the data sent from Campus to the state (View Submission), and review any data errors reported back from the state (View Result).

See the <u>View Submissions</u>, <u>Check the Status of Reports</u>, and <u>View Results</u> sections for more information.

Web Service Queue	Web Service Account Web	Service Configura	ation		
Uploads between 10/22/20	18 📋 and 10/29/2018 📋				
Web Service Q	ueue List				
Queued Time	Report Title	\$ Status	Download	Action	
2018-10-22 13:29:00.0	ME Truancy Report	Complete	View Submission	View Result	
2018-10-22 13:29:00.0	CTE Report	Uploaded	View Submission	Check Status	
2018-10-22 13:28:00.0	ME English Learners Report	Uploaded	View Submission	Check Status	
2018-10-22 13:28:00.0	ME Special Education Report	Complete	View Submission	View Result	
2018-10-22 13:28:00.0	Student Personal Report	Complete	View Submission	View Result	
2018-10-22 13:11:00.0	ME Attendance Report	Complete	View Submission	View Result	
2018-10-22 13:04:00.0	ME Economic Status Report	Complete	View Submission	View Result	
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#### **View Submissions**

Infinite Campus

Once a state report has been sent to the state system, you can review a copy of exactly what data was sent from Campus to the state by clicking **View Submission** within the Download column (see Image 4). Once selected, the data will be downloaded locally in .CSV format.

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2018-10-22 13:29:00	0.0 ME Trua	ncy Report	Uploaded	View Submission	Check Status								
2018-10-22 13:29:00	0.0 CTE Rep	oort	Uploaded	View Submission	Check Status								
018-10-22 13:28:00	0.0 ME Engli	sh Learners Report	Uploaded	View Submission	Check Status								
018-10-22 13:28:00	0.0 ME Spec	ial Education Report	Uploaded	View Submission	Check Status	- 11							
018-10-22 13:28:00		Personal Report	Uploaded	View Submission	Check Status	- 11							
018-10-22 13:11:00	0.0 ME Atter	idance Report	Complete	View Submission	View Result	- 11							
018-10-22 13:04:00		omic Status Report	Complete	View Submission	View Result								
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# **Check the Status of Reports**

To check the status of a submitted report, review the Status column and click the **Check Status** link within the Action column (Image 5). A pop-up window will appear, indicating its current status.

Web Service Qu	ieue List				
Queued Time	Report Title	\$ Status	Download	Action	
2018-10-22 13:29:00.0	ME Truancy Report	Complete	View Submission	View Result	<u>^</u>
2018-10-22 13:29:00.0	CTE Report	Uploaded	View Submission	Check Status	
2018-10-22 13:28:00.0	ME English Learners Report	Uploaded	View Submission	Check Status	
2018-10-22 13:28:00.0	ME Special Education Report	Complete	View Submission	View Result	
2018-10-22 13:28:00.0	Student Personal Report	Complete	View Submission	View Result	
2018-10-22 13:11:00.0	ME Attendance Report	Complete	View Submission	View Result	
2018-10-22 13:04:00.0	ME Economic Status Report	Complete	View Submission	View Result	
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## **View Results**

Once state report data has completed its upload to the state system, you can view a list of any errors returned by the state by selecting View Result within the Action column (Image 6). When selected, a .CSV file will be downloaded locally to your computer. Open the file, review any errors, and determine what errors may require correction within Campus (or potentially within the state system).

Queued Time	Report Title		\$ Status	Å	Download	Action	
018-10-22 13:29:00.0	ME Truancy R	eport	Compl	ete	View Submission	View Res	sult 🔺
2018-10-22 13:29:00.0	CTE Report		Upload	led	View Submission	Check St	Status
2018-10-22 13:28:00.0	ME English Le	earners Report	Upload	led	View Submission	Check St	itatus
2018-10-22 13:28:00.0	ME Special Ed	ducation Report	Upload	led	View Submission	Check St	Status
2018-10-22 13:28:00.0	Student Perso	nal Report	Upload	led	View Submission	Check St	Status
2018-10-22 13:11:00.0	ME Attendance Report		Compl	ete	View Submission	View Res	sult
2018-10-22 13:04:00.0	ME Economic Status Report		Compl	ete	View Submission	View Res	sult
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			2 444	451			State Student ID is required
			2 444	451			The length of State Student ID is shorter than 9
		:	3 444	451			State Student ID is required
		:	3 444	451			The length of State Student ID is shorter than 9
			4 444	451			State Student ID is required
			4 444	451			The length of State Student ID is shorter than 9
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		1	6 444	451	. 1	106802155	5 Not a valid enrollment to upload, YearCode must be 2018-2019
			7 444	451	. 1	114077819	9 Not a valid enrollment to upload, YearCode must be 2018-2019
		1	8 444	451	. 1	114341987	7 Not a valid enrollment to upload, YearCode must be 2018-2019
			9 444	451	. 1	114342454	4 Not a valid enrollment to upload, YearCode must be 2018-2019
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		1	1 444	451			8 Not a valid enrollment to upload, YearCode must be 2018-2019

Infinite Contractor