

# Web Service Queue (Maine)

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

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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.

Web Service Queue ☆

Reporting > ME State Reporting > Web Service Queue

Uploads between 07/11/2025 and 07/18/2025

Web Service Queue List

Queued Time	Report Title	Status	Download	Action

Web Service Queue

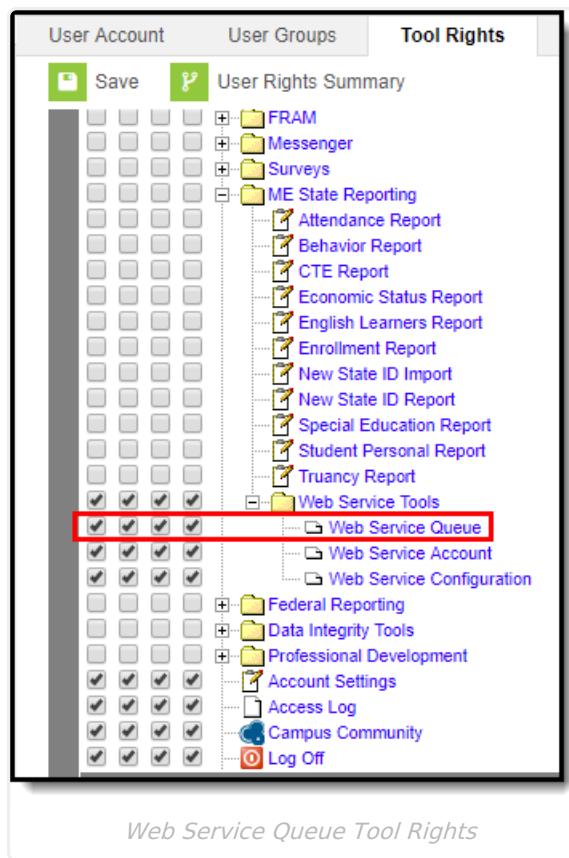
## Prerequisites

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

- The [Web Service Configuration](#) tool has been entered properly and saved.
- [Web Service Account credentials](#) 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 **R**(ead) tool rights to the Web Service Queue tool.



The screenshot shows the 'Tool Rights' section of the Infinite Campus interface. At the top, there are three tabs: 'User Account', 'User Groups', and 'Tool Rights'. Below the tabs is a toolbar with a 'Save' button and a 'User Rights Summary' button. The main area is titled 'User Rights Summary' and contains a grid of checkboxes. To the right of the grid is a tree view of available tools. The tools are categorized as follows:

- FRAM
- Messenger
- Surveys
- ME State Reporting
  - Attendance Report
  - Behavior Report
  - CTE Report
  - Economic Status Report
  - English Learners Report
  - Enrollment Report
  - New State ID Import
  - New State ID Report
  - Special Education Report
  - Student Personal Report
  - Truancy Report
- Web Service Tools
  - Web Service Queue (highlighted with a red box)
  - Web Service Account
  - Web Service Configuration
- Federal Reporting
- Data Integrity Tools
- Professional Development
  - Account Settings
  - Access Log
- Campus Community
- Log Off

Below the tree view, there are links for 'Web Service Queue Tool Rights', 'View Submissions', 'Check the Status of Reports', and 'View Results'.

## 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 [View Submissions](#), [Check the Status of Reports](#), and [View Results](#) sections for more information.

Web Service Queue    Web Service Account    Web Service Configuration

Uploads between 10/22/2018  and 10/29/2018

**Web Service Queue List**

Queued Time	Report Title	Status	Download	Action
2018-10-22 13:29:00.0	ME Truancy Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>
2018-10-22 13:29:00.0	CTE Report	Uploaded	<a href="#">View Submission</a>	<a href="#">Check Status</a>
2018-10-22 13:28:00.0	ME English Learners Report	Uploaded	<a href="#">View Submission</a>	<a href="#">Check Status</a>
2018-10-22 13:28:00.0	ME Special Education Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>
2018-10-22 13:28:00.0	Student Personal Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>
2018-10-22 13:11:00.0	ME Attendance Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>
2018-10-22 13:04:00.0	ME Economic Status Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>
2018-10-22 09:52:00.0	ME Enrollment Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>

Web Service Queue List

## View Submissions

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.

Web Service Queue    Web Service Account    Web Service Configuration

Uploads between 10/22/2018  and 10/29/2018

**Web Service Queue List**

Queued Time	Report Title	Status	Download	Action
2018-10-22 13:29:00.0	ME Truancy Report	Uploaded	<a href="#">View Submission</a>	<a href="#">Check Status</a>
2018-10-22 13:29:00.0	CTE Report	Uploaded	<a href="#">View Submission</a>	<a href="#">Check Status</a>
2018-10-22 13:28:00.0	ME English Learners Report	Uploaded	<a href="#">View Submission</a>	<a href="#">Check Status</a>
2018-10-22 13:28:00.0	ME Special Education Report	Uploaded	<a href="#">View Submission</a>	<a href="#">Check Status</a>
2018-10-22 13:28:00.0	Student Personal Report	Uploaded	<a href="#">View Submission</a>	<a href="#">Check Status</a>
2018-10-22 13:11:00.0	ME Attendance Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>
2018-10-22 13:04:00.0	ME Economic Status Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>
2018-10-22 09:52:00.0	ME Enrollment Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>

**Web Service Queue Detail**

Submit Date/Time	Report Title
10/22/2018 13:29:00 -0500	ME Truancy Report
File Name	Truancy.csv
Status	Uploaded
	<a href="#">Download</a>
	<a href="#">View Submission</a>
<b>Latest Response</b>	
<pre>&lt;?xml version="1.0" encoding="utf-8"?&gt;&lt;soap:Envelope xmlns:soap="http://schemas.xmlsoap.org/soap/envelope/" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" xmlns:xsd="http://www.w3.org/2001/XMLSchema"&gt;&lt;soap:Body&gt;&lt;ProcessWebServiceRequestResponse xmlns="http://com/infinitesolutions/webservices/"&gt;&lt;ProcessWebServiceRequestResult&gt;&lt;UPLOAD_RESPONSE xmlns=""&gt;&lt;ID&gt;AA87C98-69E1-4B2F-B85D-2783D1491344&lt;/ID&gt;&lt;UPLOAD_RESPONSE&gt;&lt;/ProcessWebServiceRequestResult&gt;&lt;/ProcessWebServiceRequestResponse&gt;&lt;/soap:Body&gt;&lt;/soap:Envelope&gt;</pre>	
<b>Latest Run Log</b>	
10/22/2018 01:28 PM - Report COMPLETED in 0.156 seconds.	
10/22/2018 01:28 PM - INFO - Uploaded	

**Reviewing the Sent Data**

SAUID	StateStudentID	SchoolID	YearCode	Start Date	Truancy Type	Notify Superintendent of Truant Student Date	Notify Superintendent of Truant Student Note	Intervention Plan Date
444	112233444	451	2017-2018	20180307	2	20180510		20180510
444	112233445	451	2017-2018	20180510	2			
444	112233445	451	2017-2018	20180201	1			
444	112233446	451	2017-2018	20180301	2	20180301		20180301
444	112233447	451	2017-2018	20180201	1			
444	112233448	451	2017-2018	20180202	4			
444	112233555	451	2017-2018	20171001	2			

# 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.

The screenshot shows a table titled "Web Service Queue List" with columns: Queued Time, Report Title, Status, Download, and Action. A red box highlights the "Action" column, specifically the "Check Status" link for the "ME English Learners Report" and "ME Special Education Report". A red arrow points from this link to a "Success" dialog box. The dialog box contains the message: "✓ Check Upload Status completed. Status: Complete. Use 'View Result' Link to view the result from State." An "Ok" button is at the bottom of the dialog.

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	<b>Check Status</b>
2018-10-22 13:28:00.0	ME English Learners Report	Uploaded	View Submission	<b>Check Status</b>
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
2018-10-22 09:52:00.0	ME Enrollment Report	Complete	View Submission	View Result

*Checking the Report Status*

# 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).

**Web Service Queue List**

Queued Time	Report Title	Status	Download	Action
2018-10-22 13:29:00.0	ME Truancy Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>
2018-10-22 13:29:00.0	CTE Report	Uploaded	<a href="#">View Submission</a>	<a href="#">Check Status</a>
2018-10-22 13:28:00.0	ME English Learners Report	Uploaded	<a href="#">View Submission</a>	<a href="#">Check Status</a>
2018-10-22 13:28:00.0	ME Special Education Report	Uploaded	<a href="#">View Submission</a>	<a href="#">Check Status</a>
2018-10-22 13:28:00.0	Student Personal Report	Uploaded	<a href="#">View Submission</a>	<a href="#">Check Status</a>
2018-10-22 13:11:00.0	ME Attendance Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>
2018-10-22 13:04:00.0	ME Economic Status Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>
2018-10-22 13:00:00.0	ME Enrollment Report	Complete	<a href="#">View Submission</a>	<a href="#">View Result</a>

**Web Service Queue Detail**

Submit Date/Time:

Report Title:

File Name:

Status:  Complete  Incomplete

Download: [View Submission](#)

**Latest Response**

<?xml version="1.0" encoding="UTF-8"?>

xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"

**Attendance Import Error Log**

Row Number	SAU ID	School ID	State	Student Number	Error
1	444	451			State Student ID is required
1	444	451			The length of State Student ID is shorter than 9
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
5	444	451	100269208		Not a valid enrollment to upload, YearCode must be 2018-2019
6	444	451	106802155		Not a valid enrollment to upload, YearCode must be 2018-2019
7	444	451	114077819		Not a valid enrollment to upload, YearCode must be 2018-2019
8	444	451	114341987		Not a valid enrollment to upload, YearCode must be 2018-2019
9	444	451	114342454		Not a valid enrollment to upload, YearCode must be 2018-2019
10	444	451	114434272		Not a valid enrollment to upload, YearCode must be 2018-2019
11	444	451	114891888		Not a valid enrollment to upload, YearCode must be 2018-2019
12	444	451	114984308		Not a valid enrollment to upload, YearCode must be 2018-2019

*Reviewing Upload Result Errors*