Census Reports - Study Guide

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The Census module includes reports based on demographic data and household information. The topics below cover generating Census-related reports and information.

- Address Change Report
- Census by Address Report
- Census by Birthdate Report
- Census by School Boundary Report
- Census Verification Report
- Impact Aid Report
- Missing Photo Report
- Mailing Labels Report
- Staff Data Extract
- Staff Report

Address Change Report

The Address Change report can be used to get a list of all students who had an address change for an entered date range. Both the new and end dated addresses will be displayed for students.

+ Documentation

Census by Address Report

The Census by Address report can be used to locate the latest active student addresses for a specific date range.

+ Documentation

Census by Birthdate Report

The Census by Birthdate report will list all students entered in Campus with a birth date in the date range specified. The report will display student birthdates, gender and household information.

+ Documentation

Census by School Boundary Report

The Census by School Boundary report can be used to verify students whose addresses are within school boundaries.

+ Documentation

Census Verification Report

This report can be used as a hard copy to send home to parents/guardians to verify current data within Census. The report is generated one page per student.

\+ **Documentation**

Impact Aid Report

The Impact Aid Report can be used to generate a detailed list of students living on military bases, low-rent housing properties and Native American reservations. This can also be used to report students who have parents that are in government and/or military service.

\+ **Documentation**

Missing Photo Report

This report will provide a list of students who do not have a photo in the file where photos are stored in Campus.

\+ **Documentation**

Mailing Labels Report

The Mailing Labels Report will generate a list of mailing labels for students/households. This report is formatted to print on labels with dimensions of 1" x 2-5/8", such as Avery 5160.

\+ **Documentation**

Staff Data Extract

The Staff Data Extract provides users with a way to export existing staff information into CSV, XML or HTML format.

\+ **Documentation**

Staff Report

The Staff Report provides a list of all staff members (based on employment records) entered in Campus.

\+ **Documentation**