

# Fall CTE Extract (Montana)

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**Classic Path:** MT State Reporting > MT Extracts > Fall CTE

**Search Terms:** MT Extracts

The Fall CTE Extract allow districts to report post-program Career and Technical (CTE) information used by the state of Montana to track and report this data.

## MT Extracts ☆

Reporting > MT State Reporting > MT Extracts

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### MT State Extracts

This tool will extract data to complete several formats of the MT State-defined reporting formats. Choose the State Format to get the file in the state defined tab separated file format, otherwise choose one of the testing/debugging formats.

**Extract Options**

\*Extract Type Fall CTE

\*Format State Format(TSV)

**\*Select Calendars**

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

active year

list by school

list by year

**20-21**

- 20-21 Butte Central Elementary
- 20-21 Butte High School
- 20-21 East Middle School
- 20-21 Emerson School
- 20-21 Hillcrest School
- 20-21 Kennedy School
- 20-21 Margaret Leary School
- 20-21 West Elementary School
- 20-21 Whittier School
- CC 20-21 Butte High School

CTRL-click or SHIFT-click to select multiple

Image 1: Fall CTE Extract

## Reporting Population and Business Rules

- Report all students with an enrollment in the selected the calendar and their post-program career and technical education data.
  - If a student has multiple active enrollment records in the selected calendar, report the most recent enrollment.
  - Career and Technical Education record MUST occur within the district and the year selected.

## Generate the Report

1. Select an **Extract Type** of 'CTE Fall'.
2. Select the report **Format**.
3. Select which **Calendar(s)** will report data.
4. Click **Generate Extract**. The extract will appear in a separate window in the designated format.

MT Header Records:1			
RecordType	Date	Time	Version
HD	06/24/2021	14:34:51	MT9.1

  

MT CTE Records:1											
RecordType	DistrictNumber	SchoolNumber	CalendarNumber	StateID	LocalID	LastName	FirstName	CTEConcentrator	PostProgramStatus	DateContacted	Year
CT	0902	1103	0			William	Y		07	12/09/2020	2021

Image 2: Example of the Fall CTE Extract - HTML Format

## Data Elements

Data Element	Description	GUI Path and Database Location
Record Type	Reports a value of "CT."	N/A
District Number	The reporting district's District Number.	System Administration > Resources > District Information > State District Number  District.number
School Number	The reporting school's School Number.	System Administration > Resources > School > State School Number  School.number
Calendar Number	The reporting calendar's Calendar ID Number.	System Administration > Calendar > Calendar > Calendar ID  Calendar.number
Student's State ID	The student's State ID number.	Census > People > Demographics > Student State ID  Person.stateID
Student's Local ID	The student's Local Student Number.	Census > People > Demographics > Local Student Number  Person.studentNumber
Last Name	The student's last name.	Census > People > Demographics > Last Name  Identity.lastName
First Name	The student's first name.	Census > People > Demographics > First Name  Identity.firstName
CTE Concentrator	Reports 'Y' when a student has a populated Post-Program Status and Date Contacted.	Student Information > General > Enrollment > CTE Concentrator > CTE Concentrator  Enrollment.vocationalCode

Data Element	Description	GUI Path and Database Location
Post-Program Status	The student's Post- Program Status.  2-digit code, including leading zeros	Student Information > General > Enrollment > Post Program Status > Post Program Status  Enrollment.postGraduationStatus
Date Contacted	The date the student was contacted.	Student Information > General > Enrollment > Post Program Status > Date Contacted  Enrollment.dateContacted
Year	The calendar end year for the reporting enrollment record.  For example, 2021 would report for the 2020-2021 school year.	System Administration > Calendar > Calendar > End Year  Calendar.endYear