

# CTE Data Extracts

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The CTE Data Extracts editor provides users with the ability to generate and submit CTE data to the Nevada Department of Education.

### CTE Data Extracts

This extract editor will generate files to report CTE data. The reports will contain records for CTE students only. Non-CTE students should be excluded. The student's most recent active primary enrollment will be reported. If the student does not have an active enrollment, but the effective date is on or between the Start and End Date of the enrollment, the student's record will be reported in the extract. If the student's enrollment dates are outside the effective date of the report, the enrollment will be ignored and no record will be reported.

#### Report Options

Effective Date

Report Type

Ad Hoc Filter

Format

Filter By ☒ Calendar ☐ District ☐ School

#### Select Calendars

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

☐ active year

☐ list by school

☒ list by year

**18-19**

- 18-19 District HS
- 18-19 Adams, Kirk ES
- 18-19 Adcock, O K ES
- 18-19 Alamo, Tony ES
- 18-19 Allen, Dean LaMar ES
- 18-19 Antonello, Lee ES
- 18-19 Bailey, Sister Robert Jo
- 18-19 Bartlett, Selma F ES
- 18-19 Bass, John C ES
- 18-19 Bonner, John W ES
- 18-19 Booker, Kermit R Sr ES
- 18-19 Bowler, Grant ES
- 18-19 Bowler, Joseph L ES
- 18-19 Bozarth, Henry & Evelyn
- 18-19 Bracken, Walter ES

CTRL-click or SHIFT-click to select multiple

Show top 50 tasks submitted between 01/09/2019 and 01/16/2019

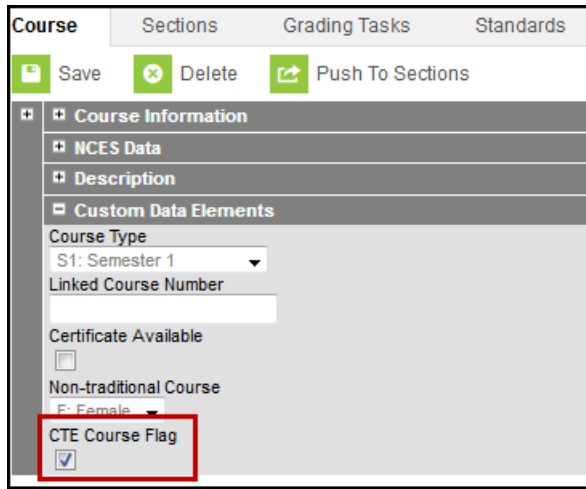
Batch Queue List			
Queued Time	Report Title	Status	Download

CTE Data Extract Editor

## CTE Course Flag

For a course to be included in CTE Data Extract reporting, the **CTE Course Flag** on [Scheduling > Courses > Course > Custom Data Elements](#) must be marked.

The CTE Articulated Credit checkbox in the Course Information section does NOT affect CTE Data Extract reporting.



The screenshot shows the 'Course' tab in the Infinite Campus interface. Under the 'Course Information' section, the 'CTE Course Flag' checkbox is checked and highlighted with a red rectangular box. Other visible fields include 'Course Type' (S1: Semester 1), 'Linked Course Number', 'Certificate Available' (unchecked), and 'Non-traditional Course' (F: Female).

## CTE Data Extracts

Extract Name	Description
<b>Student Data Report</b>	The Student Data Report details student demographic information.
<b>Courses Taken Report</b>	The Courses Taken Report details CTE course enrollment and student demographic data.
<b>Course Grades Report</b>	The Course Grades Report includes the scores earned by CTE students enrolled in CTE courses.
<b>Student Dropout Report</b>	The Student Dropout Report includes information about how students ended enrollments, such as by graduating or dropping out.
<b>Survey Results Report</b>	When a student graduates from a CTE program, the district is responsible for following up with that student after graduation to track progress. The Survey Results Report gathers that follow up data.
<b>Student Completion Report</b>	The Student Completion Report collects students flagged as CTE in their enrollments that have withdrawn their high school enrollment for any reason.

## Generating the Report

1. Enter the **Effective Date** in *mmddyyyy* format or by clicking the calendar icon and selecting a date. All CTE students with an active enrollment record as of this date will report.

2. Select the **Report Type**. See options in the following table.
  3. Select an **Ad Hoc** filter to further narrow results. *(optional)*
  4. Select which calendar(s) to include within the report. In order to properly report data, the Effective Date entered on the editor must fall within the calendar(s) selected.
  5. Select the **Format**. To review data prior to submission to the state, use the HTML format. For submission to the state, use the State Format (CSV).
  6. Select one of the following **Filter By** options. *(optional)*
    - Calendar
    - District
    - School
  7. Select one of the following options:
    - **Generate Report**. The report will appear in a separate window in the designated format.
    - **Submit to Batch**. This process allows larger reports to generate 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.
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