MARSS Extracts

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Report Editor Details | Generating the Report

PATH: *MN State Reporting > MARSS Extracts*

The Minnesota Automated Reporting Student System (MARSS) is a single data collection program that collects student data required by more than one area of the Minnesota Department of Education (MDE). Data collected via MARSS are used for a variety of purposes, including state aid and levy calculations, federal grant allocations, federal and state civil rights reporting, unduplicated child count, and National Center for Education Statistics (NCES) reports.

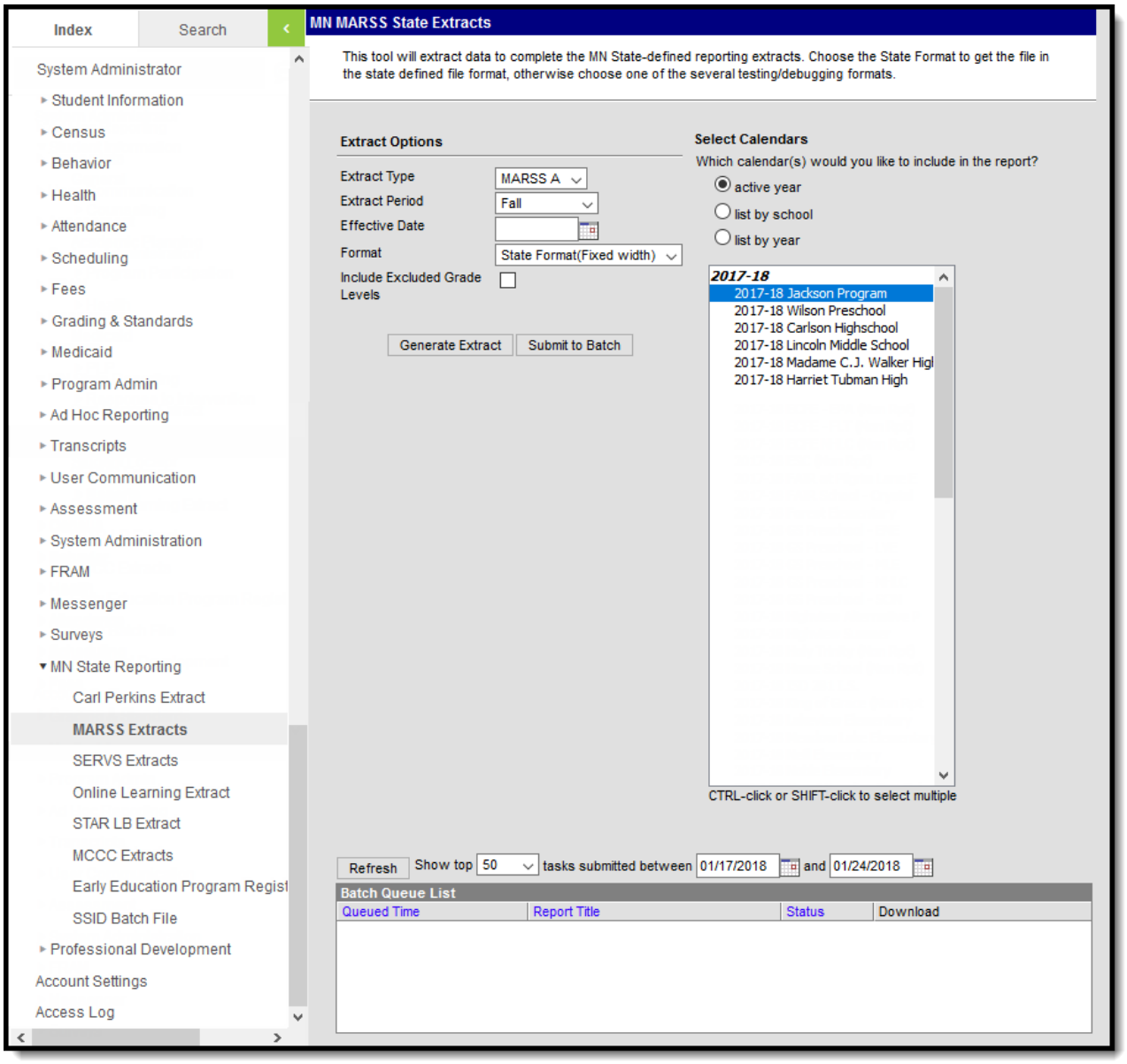


Image 1: MARSS Extracts

There are two MARSS Extracts available.

MARSS Extract	Summary
MARSS A	The School File, which collects school level data including calendar information.
MARSS B	The Student File, which reports a variety of student information, largely located in the State Reporting Fields of Student Enrollments.

Report Editor Details

Editor Field	Description
Extract Type	Indicates whether MARSS A or B is being reported.
Extract Period	Fall or End of Year
School Year	The school year for which the report will generate (MARSS B only).
Effective Date or **Date Range**	Date(s) for which data is pulled.
Report Student Number	Includes the student's identification number in the extract. (MARSS B only)
Format	The format in which the report will generate. Options include State Format (Fixed Width), CSV, XML and HTML. CSV, XML and HTML formats are used for data review and verification, while State Format should be used when submitting reports to the state.
Student Ad Hoc Filter	Limits student records reported to those that meet the parameters of an existing Ad hoc Filter. (MARSS B only)
Report Student Legal Identities When Provided	Indicates if demographics fields should report from the *Protected Identity Information* area of the Identities tab. (MARSS B only)
Include Excluded Grade Levels	When marked, students enrolled in Grade Levels marked as State Exclude (System Administration > Calendar > Calendar > Grade Levels > Exclude from state reporting) will be included in the extract.
Calendars	The calendar(s) from which data is pulled for the report.

Generating the Report

1. Select the **Extract Type,** MARSS A or B.
2. Indicate the **Extract Period** for which the extract should report.
3. Select a **School Year** for which the report should generate (MARSS B only).
4. Enter an **Effective Date** or a **Date Range** in *mmddyyyy* format or by clicking the calendar icon and selecting a date.
5. Select the **Format** in which the report should be generated.
6. Select a **Student Ad Hoc Filter** to limit report results to a pre-defined filter. (MARSS B only)
7. Indicate if Demographics fields should **Report Student Legal Identities When Provided**. (MARSS B only)
8. Mark the **Include Excluded Grade Levels** checkbox if desired.
9. Select the **Calendar(s)** to be included in the report.
10. Click the **Generate Extract** button to generate the report in the indicated format or **Submit to Batch** to schedule when the report will generate.

Users have the option of submitting a MARSS Extract to the batch queue by clicking **Submit to Batch** instead of Generate Extract. This process will allow 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.