

# 21st CCLC Summary of Classes (Arizona) [.2235 - .2251]

Last Modified on 01/16/2023 3:15 pm CST

You are viewing a previous version of this article. See [21st CCLC Summary of Classes \(Arizona\)](#) for the most current information.

[Tool Rights](#) | [Reporting Population](#) | [Understand the Report](#)

**Classic View:** [AZ State Reporting](#) > [21st CCLC Summary of Classes](#)

**Search Term:** [21st CCLC Summary of Classes](#)

The 21st CCLC Summary of Classes extract provides districts with a summary of 21st CCLC course information within a specific calendar.

21st CCLC Summary of Classes ☆
Reporting > AZ State Reporting > 21st CCLC Summary of Classes

**21st CCLC Summary of Classes**

The 21st CCLC Summary of Classes extract will provide a list of all sections within 21st CCLC courses in the selected calendar along with some basic data on each section.

**Extract Options**

Start Date:

End Date:

Format: CSV

Ad Hoc Filter:

**Select Calendars**

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

active year  
 list by school  
 list by year

22-23

- 2023 - BOLO - REGULAR
- 22-23 \*Basha Elementary School
- 22-23 \*Basha High School
- 22-23 Chandler High School
- 22-23 Perry High School
- mg 22-23 \*Basha High School
- mg 22-23 Chandler High School

CTRL-click or SHIFT-click to select multiple

Refresh Show top 50 tasks submitted between  and

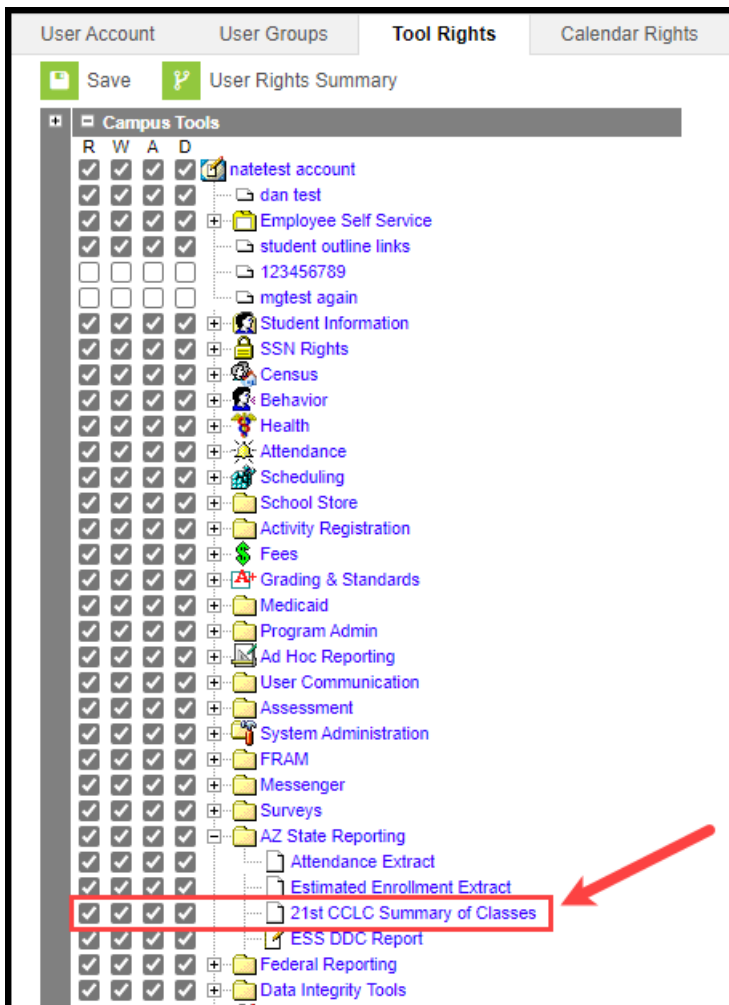
| Batch Queue List | Queued Time | Report Title | Status | Download |
|------------------|-------------|--------------|--------|----------|
|                  |             |              |        |          |

## Tool Rights

**Classic View:** [System Administration](#) > [User Security](#) > [Users](#) > [Tool Rights](#)

### Search Term: Tool Rights

Users must have at least **R**(ead) tool rights in order to generate and view the 21st CCLC Summary of Classes extract.



## Reporting Population

Report one record for each section in the selected calendar that has the **21st CCLC** field populated on the course.

The screenshot shows the 'Course Information' form for 'ADV110 ADVISORY 9TH'. The '21st CCLC' dropdown menu is highlighted with a red box and a red arrow pointing to it, showing the selected value '49: 21st CCLC'. Other fields include CourseID 234578, Number ADV110, Name ADVISORY 9TH, and various checkboxes for course settings like 'Standards-based', 'Active State Report', and 'Exclude External LMS Exclude'.

- The section must be provided within the date range of the extract editor.
- State Excluded and Inactive courses are not reported.
- If the Start Date is NULL, consider 7/1/YYYY as the default begin of the report time span (with YYYY as the start year of the selected calendar)
- If the End Date is NULL, consider the Current Date as the default end of the report time span

## Generate the Report

1. Enter the **Start Date**. If this field is left null, the tool will use 7/1/YYYY as the date (with YYYY being the start year of the selected calendar).
2. Enter the **End Date**. Only CCLC courses active between the start and end date are reported. If this field is left null, the current date is used.
3. Select the report **Format**.
4. Filter data by selecting an existing **Ad Hoc Filter** (optional).
5. Select which calendar(s) will report data.
6. Click **Generate Report** to generate the report immediately or click **Submit to Batch** to schedule when the system will process and generate the report.

| 21st CCLC Summary Of Classes Records:1 |                |                                 |                            |            |                        |  |
|--|----------------|---------------------------------|----------------------------|------------|------------------------|--|
| ClassName                              | InstructorName | DatesOfClassAndTotalWeeksToDate | NumOfHoursSessionsProvided | DaysOfWeek | AverageDailyAttendance |  |
| PLANTS, ANIMALS, & LEADERSHIP          | 2028085   Kari | 07/04/2022 - 12/31/2022 (7 wks) | 0.90                       | M T W Th F | 1                      |  |

# Understand the Report

Use the table below to understand each element in the report:

| Data Element                                  | Description and Logic  | Campus UI Location   |
|---|--|--|
| <b>Class Name</b>                             | <p>Reports as follows:</p> <ul style="list-style-type: none"> <li>Course Name-Teacher Last Name-Section Number</li> </ul>  | <p>Schedule &gt; Course &gt; Course &gt; Name</p> <p>Schedule &gt; Course &gt; Section &gt; Staff History</p> <p>Schedule &gt; Course &gt; Section &gt; Section ID</p> |
| <b>Instructor Name</b>                        | <p>Reports a comma delimited list of all staff members listed in the Staff History tab of the section</p> <div style="border: 1px solid #add8e6; padding: 5px; margin-top: 10px;"> <p>Note: Names are reported as first name last name format</p> </div>   | <p>Schedule &gt; Course &gt; Section &gt; Staff History</p>  |
| <b>Dates of class and total weeks to date</b> | <p>Report the start date and end date of the section using the term dates the section is scheduled into as well as the number of weeks the course has been offered up to the end date entered in the extract editor.</p> <p>For weeks, count the number of weeks (Mon-Sun) starting from the start date of the course through the end date that is entered in the extract editor.</p> <div style="border: 1px solid #add8e6; padding: 5px; margin-top: 10px;"> <p>Note:</p> <ul style="list-style-type: none"> <li>Date is formatted as mm/dd/yy</li> <li>Format of the field is mm/dd/yy - mm/dd/yy (x wks)</li> </ul> </div> | <p>Schedule &gt; Course &gt; Section &gt; Sections</p> <p>System Administration &gt; Calendar &gt; Calendar &gt; Terms</p>   |

| Data Element                          | Description and Logic   | Campus UI Location  |
|---------------------------------------|---|---|
| <b># of hours session is provided</b> | <p>Report the average hours the section is provided per day for a full week of instruction</p> <p>This is calculated as follows:</p> <ol style="list-style-type: none"> <li>1. Sum the period minutes from each instructional day the section is offered within the start/end dates of the extract editor</li> <li>2. Divide the sum by the number of instructional days the section was offered within the start/end dates of the extract editor</li> <li>3. Divide that value by 60</li> <li>4. Round to the second decimal place</li> </ol>  | <p>Schedule &gt; Course &gt; Section &gt; Sections</p> <p>System Administration &gt; Calendar &gt; Calendar &gt; Periods</p>  |
| <b>Days of Week</b>                   | <p>Report the abbreviation for each day of the week the section is scheduled into using the abbreviations below</p> <ul style="list-style-type: none"> <li>• Monday - M</li> <li>• Tuesday - T</li> <li>• Wednesday - W</li> <li>• Thursday - Th</li> <li>• Friday - F</li> </ul>   | <p>Schedule &gt; Course &gt; Section &gt; Sections</p> <p>System Administration &gt; Calendar &gt; Calendar &gt; Periods</p>  |
| <b>Average Daily Attendance</b>       | <p>Report the average number of students that were present each day the section was offered.</p> <p>To calculate this:</p> <ol style="list-style-type: none"> <li>1. Count the number of students that were present each day the section was offered from the start date of the section through the end date on the extract editor</li> <li>2. Sum the counts of each day</li> <li>3. Divide this sum by the number of days the section was offered from the start date of the section through the end date on the extract editor</li> <li>4. Round down to the nearest whole number</li> </ol> | <p>Schedule &gt; Course &gt; Section &gt; Roster</p> <p>Schedule &gt; Course &gt; Section &gt; Sections</p> <p>System Administration &gt; Calendar &gt; Calendar &gt; Periods</p> <div style="background-color: #f0e6e6; height: 20px; width: 100%;"></div> |