

NC DIR Collection

Last Modified on 08/12/2025 3:19 pm CDT

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Tool Search: NC DIR Collection

The NC Discipline Incident Reporting (DIR) Collection reports behavior incidents for a specified date range for incidents and offender victims.

NC DIR Collection ☆

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Instructions +


Setup +

Report Options -


Report Type *

DIR Offender Victim Connections ▼

Start Date

MM/DD/YYYY 

End Date

MM/DD/YYYY 

Ad Hoc Filter

No Filter ▼

Output Options -

Report Processing


☒ Generate Now
 ☐ Submit to Batch Queue

Format Type


☐ HTML
 ☒ CSV

Batch Queue Results -

Start Date

MM/DD/YYYY 

End Date

MM/DD/YYYY 



Report Title	Queued Time ↓	Status
DIROffenderVictimConnections	06/02/2025 3:17:30 PM	COMPLETED >

Generate

NC DIR Collection

Report Editor

Data Element	Description
Setup	

Data Element	Description
Search Calendars	<p>Use the search field to narrow the list of calendars to select. Use the Expand All/Collapse All option. Place a checkbox next to the desired school and calendars.</p> <p>As noted, all calendars are automatically selected because this is a school-wide report.</p> <p>For State Edition users, calendars display by School Year, by District, then by School Name.</p>
Show Active Year Only	<p>Only those calendars for the school year are available for selection when set to ON.</p> <p>When set to OFF, all calendars from all school years are available for selection based on the user's tool rights.</p>
Report Options	
Extract Type	<p>Determines which DIR report generates. Click on the hyperlink for more information about the specific extract.</p> <ul style="list-style-type: none"> • DIR Offender Victim Connections Report  • DIR Listed Incidents 
Start Date	Entered date is the first date of behavior incidents included in the report. The report will generate without dates using the start and end dates of the selected calendar(s).
End Date	Entered date is the last date of behavior incidents included in the report. The report will generate without dates using the start and end dates of the selected calendar(s).
Ad hoc Filter	Allows the selection of a previously created filter. Only students included in the selected filter return on the report.
Output Options	
Report Processing	To generate the report immediately, choose Generate Now . To choose when the report generates, choose Submit to Batch Queue .
Format Type	Determines in which format the report generates - CSV or HTML.

Generate the DIR Collection

1. Select the applicable **Calendar(s)** to include in the report.
2. Select the desired **Extract Type** from the dropdown list, either DIR Offender Victim Connections or DIR Listed Incidents. Refer to the PDFs included in the Extract Type description above for Report Logic and Report Layout information.
3. Enter Start Dates and End Dates to return discipline information for that range.

4. Select an **Ad hoc Filter** from the dropdown list, if desired.
 5. Select the desired **Report Processing** option of **Generate Now** or **Submit to Batch Queue**.
 6. Select the desired **Format Type**.
 7. Click **Generate** or **Submit to Batch**. The report displays in the selected format.
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