

## Helpful Exports:

### Proofs of Residence:

^(\*period\_info;HR(M-F) 27(M-F);teacher\_name)  
grade\_level  
First\_Name  
Last\_Name  
Street  
City  
State  
ZIP  
SCS\_ResZone  
SCS\_ResProof1  
SCS\_ResProof2  
SCS\_ResNoteLet  
SCS\_ResNoteProof1  
SCS\_ResNoteProof2

### Parents employed on Federal Property:

^(\*period\_info;HR(M-F) 27(M-F);teacher\_name)  
grade\_level  
First\_Name  
Last\_Name  
SCS\_FedEmploy1  
SCS\_FedEmploy2

### Student Entry / Exit Information:

Grade\_Level  
^(\*period\_info;HR(M-F);teacher\_name)  
Lastfirst  
Gender  
Ethnicity  
entrydate  
transfercomment  
exitdate  
exitcomment

### Daily Absence Totals:

Grade\_Level  
^(\*period\_info;HR(M-F);teacher\_name)  
Lastfirst  
^(\*DABS;Q2)

### Birthday List:

First\_name  
Last\_name  
Grade\_Level  
^(DOB;dateformat=mm/dd)

### EIS Confirmation:

SSN  
Student\_Number  
TN\_StudentPIN  
lastfirst  
gender  
ethnicity  
DOB  
EntryDate  
Grade\_Level  
TN\_ELB  
TN\_NativeLanguage  
TN\_StudentStandardDay  
TN\_ISPToS

### Teacher List:

First\_name  
Last\_name  
Street  
City  
State  
Zip  
Home\_phone  
dob  
Status  
Sched\_scheduled  
SCS\_DeleteStatus

## Export Commands, Formatting and Tips for Searching:

### Commands:

^(\*DABS) – provides a daily absence total. You can specify which term or leave off the term parameter for cumulative totals.

^(\*period\_info) – provides period specific information.

**NOTE:** You must know the period expression.

^(schoolname) – provides the school name

### Formatting your Export:

dateformat=mm/dd – exports the date, usually birthdate, in mm/dd format so that it is easily sorted regardless of birth year

uppercase – converts the contents of the field being exported to uppercase characters

lowercase – converts the contents of the field being exported to lowercase characters

smartcase – converts the contents of the field being exported to proper case characters

substring (start,length) – exports only the designated characters of the field contents.

Example: ^(SSN;substring=(6,4)

### Tips for Successful Searching:

To perform an “or” search, perform the first search then use the “+” before the next search command.

To perform an “and” search, separate the two search commands with a semicolon.

To search for inactive students, begin your search command with a forward slash “/”.

### Search Commands:

\*birthday – provides a list of all students whose birthday meets the entered criteria

\*enrolled\_in – provides a list of all students enrolled in the designated course

\*not\_enrolled\_in – provides a list of all students not enrolled in the designated course