

## Chapter 6

### END OF SURVEY PROCESSING

#### A. End of Edit/Correction Cycle

After the completion of the Edit/Correction Cycle, a final listing of records with errors remaining on the Tables will be generated. For the Student Course format this list is produced by the Validation program. At this time, this program will null the FTE, Grade or FEFP on the records that still contain errors. The list of errors and file of error records will be created just as they were during the edit cycle. An Exception report will also be produced from the Student Course table. For all other reporting formats, this final report is called a Validation/Exception Report. These reports were described in Chapter 5, Section D.

Batch updates will be the only means of changing this survey's data after the end of the Edit/Correction Cycle. This means of updating will be available through the due date of the same survey of the following year.

#### B. Aggregates and Final Reports

During the week following the Edit/Correction Cycle, final Validations are generated on Monday. Final Reports can be requested from the Data Base on Tuesday. These reports are listed in Appendix R. If the Required Reporting Format was not submitted by the District, the related report will not be generated. The Final Report On-line screen (Item 24 on STUDENT MENU and Item 15 on STAFF MENU of the DOE Information Data Base On-line System) allows you to see when the requested reports are available.

#### C. Nulling of Student Course FTE

At the beginning of a new survey week, all previous survey data that had been updateable will be checked for invalid FTE earned. Three edits will be performed:

- 1) If a Student Course record no longer has a matching Teacher Course record (Student Course edit #66);
- 2) If a Student Course record no longer has a matching Demographic record (Student Course edit #67); and
- 3) If a student's FTE accumulates to more than .5 (Student Course edit #62).

Any records that meet the above criteria will have the FTE Earned nulled.