



AIRO Meeting

NOVEMBER 6, 2017

Data Quality Review for AY2017

- ▶ December 1st – February 28th
- ▶ Grade Updates
 - ▶ Unreconciled Grades reports for AY2017 to be sent in November
- ▶ Graduated Student File AY2017 – Should be resubmitted if not resubmitted this summer
- ▶ Remedial CIP – Institutions requiring resubmission will be contacted
- ▶ Review by Institutions – DOB, SSN, Course Level
- ▶ ALL CHANGES MUST BE SUBMITTED VIA FILE RESUBMISSIONS, NOT SPREADSHEETS!

Workforce Files Data Quality Review – Update

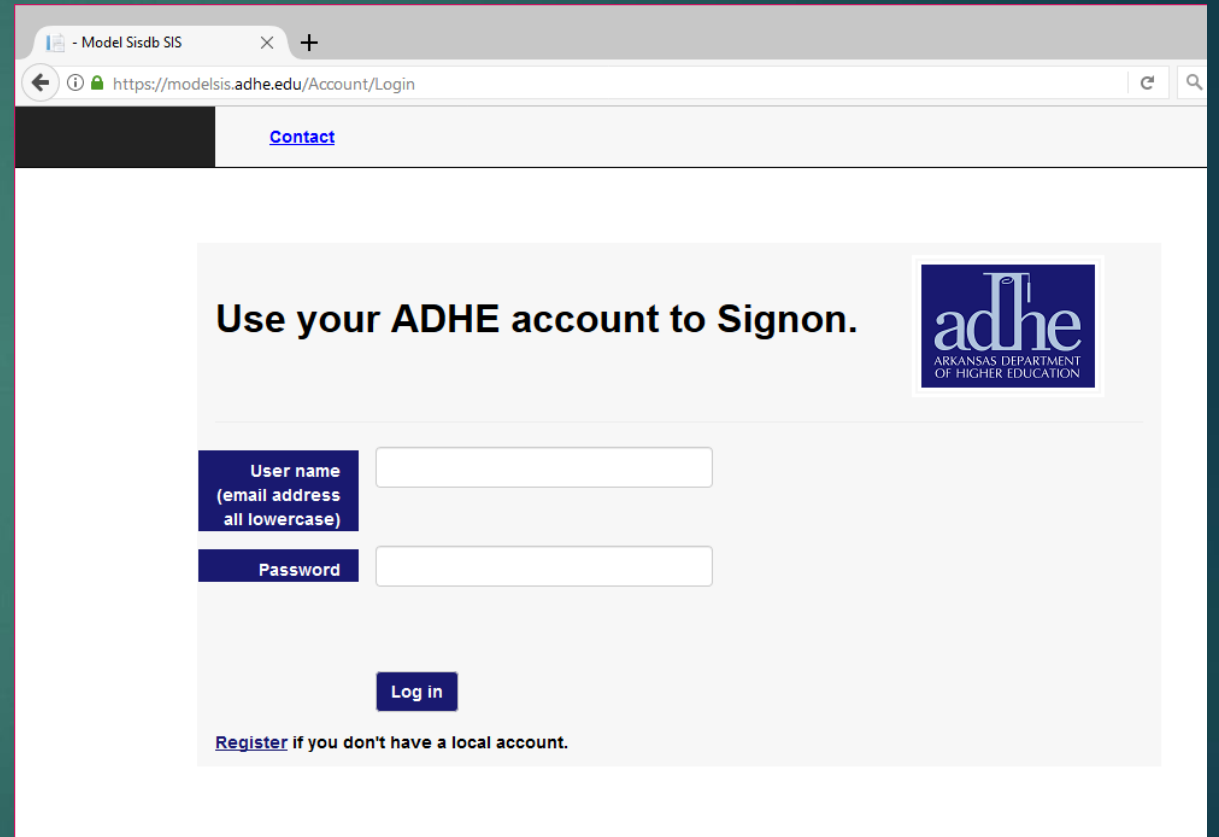
- ▶ New table created
 - ▶ Old table archived as workforce_Legacy_table
- ▶ Two-Year Colleges
 - ▶ Review and resubmission of all files AY2014-AY2017
 - ▶ Must follow current format and definition
 - ▶ Will be processed using current validation program
 - ▶ Resubmissions open December 1st
 - ▶ Must be completed by February 28th

Data Summaries Available Online!

- ▶ Currently available for DAT and EOT files
- ▶ Can be downloaded even when files still have errors.
- ▶ Benefits of Summaries
 - ▶ Assist in finding file errors even when file passes all validations
 - ▶ Can be provided to campus leadership to meet basic data needs such as:
 - ▶ Headcount, SSCH, demographics, residency, departments, etc.

Process for Downloading Summaries

- ▶ Login to modelsis.adhe.edu
- ▶ If you do not have a login, click the “Register” link.



The screenshot shows a web browser window with the address bar displaying "https://modelsis.adhe.edu/Account/Login". The page has a dark header with a "Contact" link. The main content area is white and features the text "Use your ADHE account to Signon." next to the ADHE logo (Arkansas Department of Higher Education). Below this, there are two input fields: "User name (email address all lowercase)" and "Password". A "Log in" button is positioned below the password field. At the bottom, there is a link that says "Register if you don't have a local account."

Model Sisdb SIS

https://modelsis.adhe.edu/Account/Login

Contact

Use your ADHE account to Signon.

adhe
ARKANSAS DEPARTMENT
OF HIGHER EDUCATION

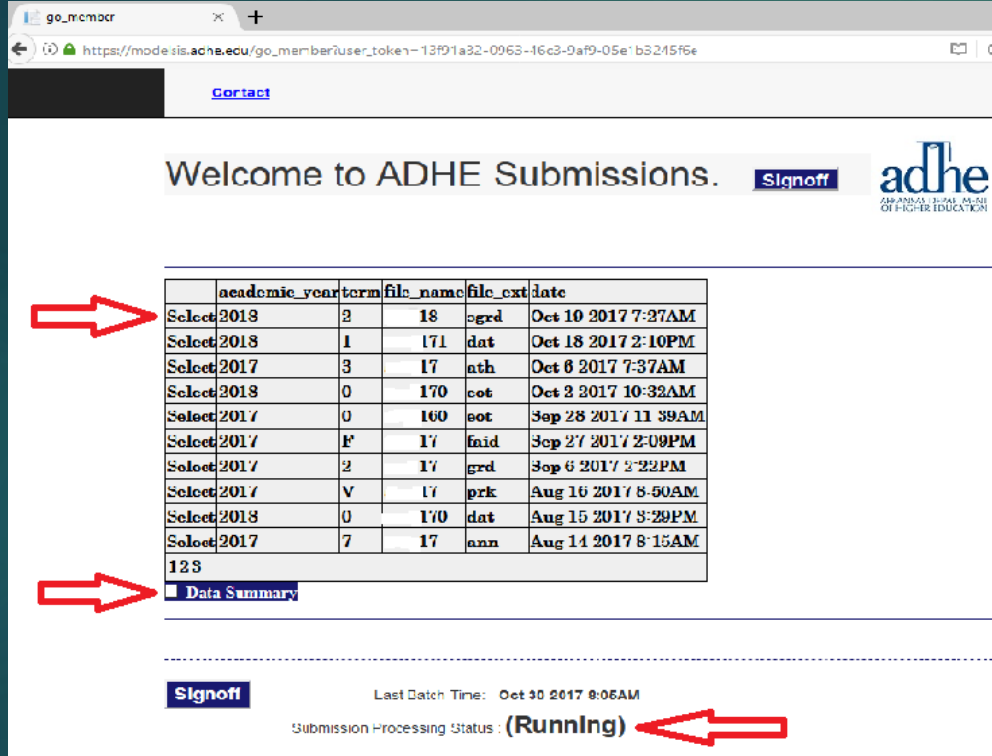
User name
(email address
all lowercase)

Password

Log in

[Register](#) if you don't have a local account.

Process for Downloading Summaries



The screenshot shows the ADHE Submissions web interface. At the top, there is a 'Contact' link and a 'Signoff' button. Below this, a table lists submission files with columns for 'academic_year', 'term', 'file_name', 'file_ext', and 'date'. A red arrow points to the 'Select' dropdown menu in the first row. Below the table, there is a 'Data Summary' button, also indicated by a red arrow. At the bottom, the 'Submission Processing Status' is shown as '(Running)', with a red arrow pointing to it.

	academic_year	term	file_name	file_ext	date
Select	2018	3	18	ogr	Oct 10 2017 7:37AM
Select	2018	1	171	dat	Oct 18 2017 2:10PM
Select	2017	3	17	ath	Oct 8 2017 7:37AM
Select	2018	0	170	cat	Oct 2 2017 10:32AM
Select	2017	0	160	cat	Sep 28 2017 11:39AM
Select	2017	F	17	fnid	Sep 27 2017 2:09PM
Select	2017	2	17	grd	Sep 6 2017 2:22PM
Select	2017	V	17	prk	Aug 16 2017 8:50AM
Select	2018	0	170	dat	Aug 15 2017 8:29PM
Select	2017	7	17	ann	Aug 14 2017 8:15AM

123

[Data Summary](#)

[Signoff](#) Last Batch Time: Oct 10 2017 8:05AM

Submission Processing Status: **(Running)**

- ▶ Click on the box next to “Data Summary”. This will change the “Select” from pulling the error report to pulling the summary.
- ▶ Click “Select” next to the file for which you want to download the summary.
- ▶ It may take a few seconds for the file to process; watch the “Submission Processing Status”

Process for Downloading Summaries

- ▶ Data Summary will load as a Word document.
- ▶ Complete any formatting desired (example: change of font size or margins) and save.
- ▶ REMEMBER!!! Data summaries may contain FERPA protected information. Protect this data accordingly when sharing Data Summaries on campus.