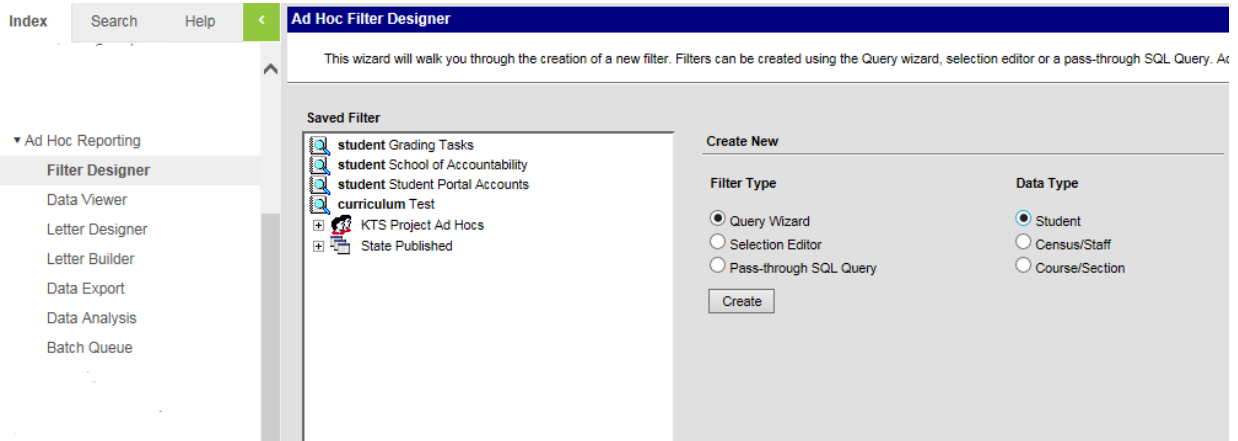


## STUDENT FEEDER SCHOOL AD-HOC QUERY

The below ad-hoc query can be created in the technical school Infinite Campus database to assist with identifying the feeder high school, entering technical school attendance data, using the Fill Counselor feature when granting rights to a feeder high school counselor, or any other need a technical school may have to isolate a list of students within their technical school.

1. Ad Hoc Reporting > Filter Designer
  - a. Select Filter Type: Query Wizard
  - b. Select Data Type: Student
  - c. Select Create



2. Give the query a Query Name.
3. Select the following fields:
  - a. Under Demographics select
    - i. lastName
    - ii. firstName
  - b. Under Learner select
    - i. State Localized Elements
    - ii. servingSchool
  - c. Select the Next button

## Ad Hoc Query Wizard - Field Selection

Select fields to use for creating a filter for which logic and output formatting may be applied. Click a field within the All Fields window, or use the Add Function fields in the order selected; however, the sequence can be changed on the Output Formatting screen. At least one field must be selected to continue.

Field Selection > Filter Parameters > Output Formatting > Grouping and Aggregation

\*Query Name:

Short Description:

Long Description:

### Select categories & fields

Filter By

All Fields

- Student
- Demographics
- School Boundaries
- School Calendar
- School
- District
- Learner
- Counselor
- Learner Planning
- Census
- Health
- Medicaid
- Behavior
- Attendance
- Assessment
- Grading
- Learner Portfolio
- Locker
- Fee
- Transportation
- Activities
- Meetings
- Meeting Purpose Count

Selected Fields

```
student.lastName
student.firstName
es.servingSchool
```

Save To:  User Account  
Folder:

User Groups

## Ad Hoc Query Wizard - Filter Parameters

Parameters are used to filter data based on specific logic. Use the operators to apply logic to designated fields. Logic may be applied using AND, OR, and NOT conditions. If a Logical Expression is not used, the condition AND will be applied to all operators.

[Field Selection](#) > [Filter Parameters](#) > [Output Formatting](#) > [Grouping and Aggregation](#)

\*Query Name:

Short Description:

Long Description:  +

### Filter the data

	ID *Field	Operator	Value
✕	1 student.lastName		
✕	2 student.firstName		
✕	3 es.servingSchool	=	ENTER SCH OF ACCT CODE HERE

### Logical Expression (Optional):

If logical expression is left blank, all operators will be applied.  
Allowed symbols: AND OR NOT ( ) IDs  
Example Syntax: (1 AND (2 OR 3) AND 4 AND (NOT 5 OR 6))

Save To:  User Account  
Folder:

User Groups

- To retrieve a complete list of students with the accountability code next to their name, leave the Operator & Value areas blank and Save the query.
- To limit the query to one feeder high school, select = in the Operator dropdown and enter the Feeder School of Accountability Code in the Value. A list of Feeder School Accountability Codes can be found [here](#).
- Select Save.
- To create an ad-hoc for another feeder high school, go back to the Filter Designer, Copy the query and change the school accountability code.