TECHNICAL STUDENT AD-HOC QUERY

The below ad-hoc query can be created at the home high school Infinite Campus database to assist with entering technical school attendance data, using the Fill Counselor feature when granting rights to an ATC principal, or any other needs a home high school may have to isolate a list of students within their district that attend the technical school.

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

Index Search H	elp < Ad Hoc Filter Designer		
	This wizard will walk you through the creation of a Saved Filter	a new filter. Filters can be created using the Query wizard,	selection editor or a pass-through SQL Query. Ac
 Ad Hoc Reporting 	student Grading Tasks	Create New	
Filter Designer	student School of Accountability	Filter Type	Data Type
Data Viewer	curriculum Test		
Letter Designer	H 🕵 KTS Project Ad Hocs	Query Wizard	Student
Letter Builder	t tum State Published	Pass-through SQL Query	Course/Section
Data Export		Create	
Data Analysis		Oreate	
Batch Queue			

- 2. Give the query a Query Name.
- 3. Select the following fields:

Ad Hoc Ouopy Mizard

- a. Under Demographics select
 - i. student.lastname
 - ii. student.firstname
- b. Under Learner select
 - i. Schedule then select
 - ii. Course/Section then select
 - iii. courseSection.courseNumber
- c. Select the Next button

Select fields to use for creating a filter for which logic and output format sequence the fields in the order selected; however, the sequence can b Field Selection > Filter Parameters > Dutput Formatting > Grouping and	ting may be chany Aggrey	ay be applied. Click a field within the A nged on the Output Formatting screen egation	Il Fields window, or us . At least one field mus
*Query Name: ATC Students Short Description: Long Description: Select categories & fields			×
Fiter By Search Clear Al Fetes	×	Selected Fields student lastName student firstName courseSection.courseNur	mber A
Add Function Save To: User Account Folder: / User Groups Save Save & Test		Edd Function	

- Select "Starts With" for the Operator next to the *courseSection.courseNumber* field.
 Enter the 2-digit ATC Tech ID number in the Value area. A list of the technical schools with their Tech ID numbers can be found here.
- 6. Save the query to the User Group called KTS Data Exchange.

*Query Name: Technical Student Ad-Hoc Query
Short Description: This query is for use in the high school database to pull students attending any CTE course
Long Description: +
Filter the data
ID *Field Operator Value
X 2 student.firstName V V
X 3 courseSection.courseNumber V STARTS WITH V ENTER 2-DIGIT TECH ID # HERE
Add
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: OUser Account Folder:
O User Groups
Save & Test
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