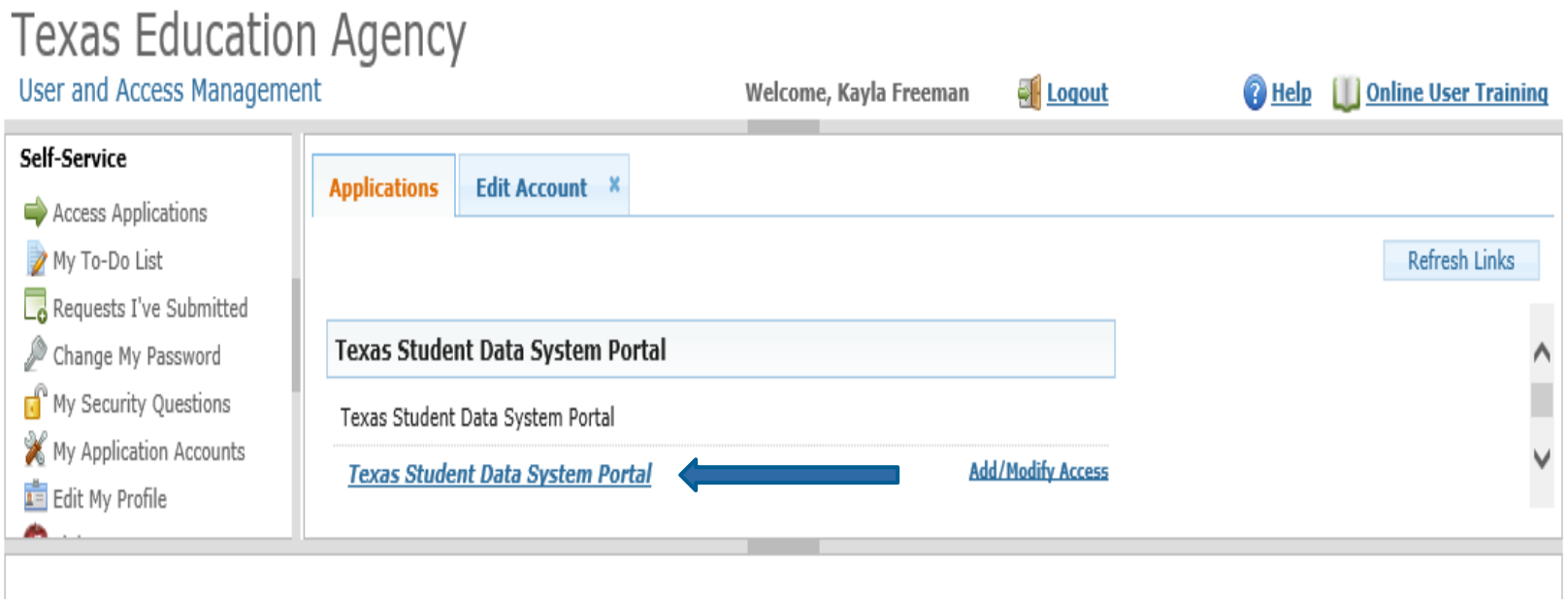
tsds texas student data system

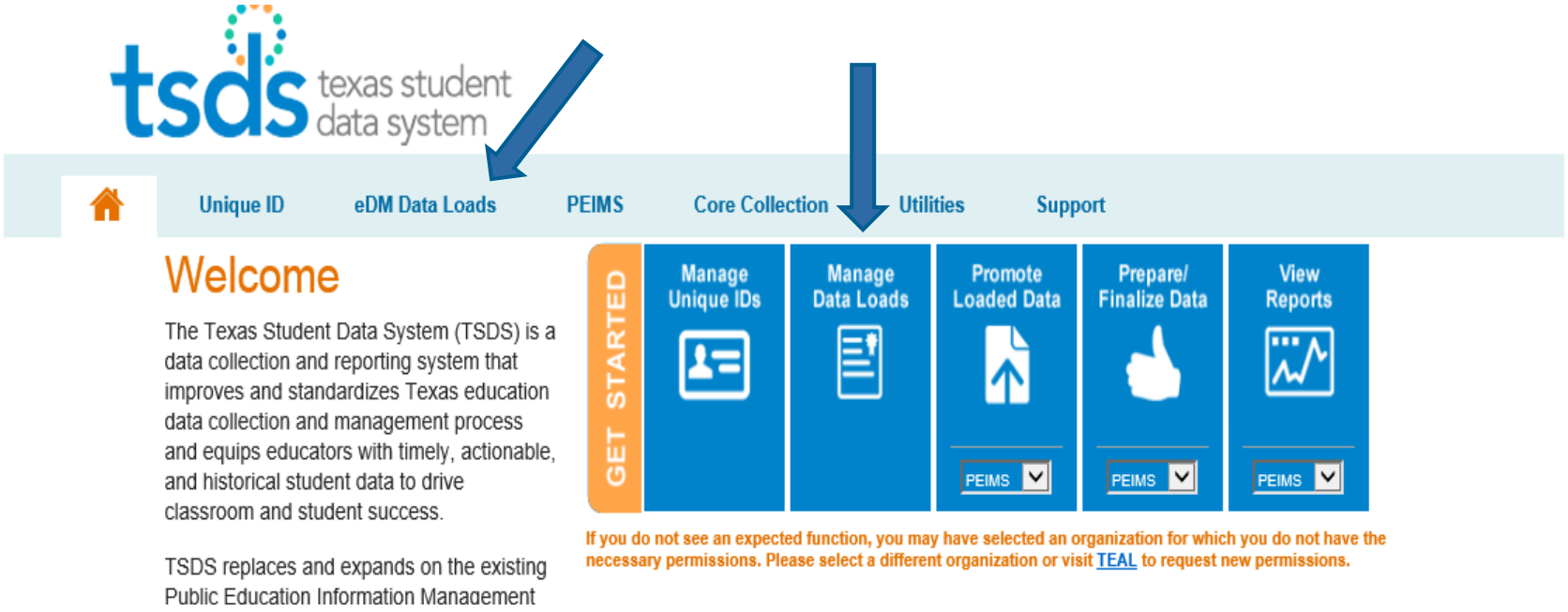
Simple Solution. Brighter Futures.

TSDS - Texas Student Data System
Using the Delete Utility in the eDM

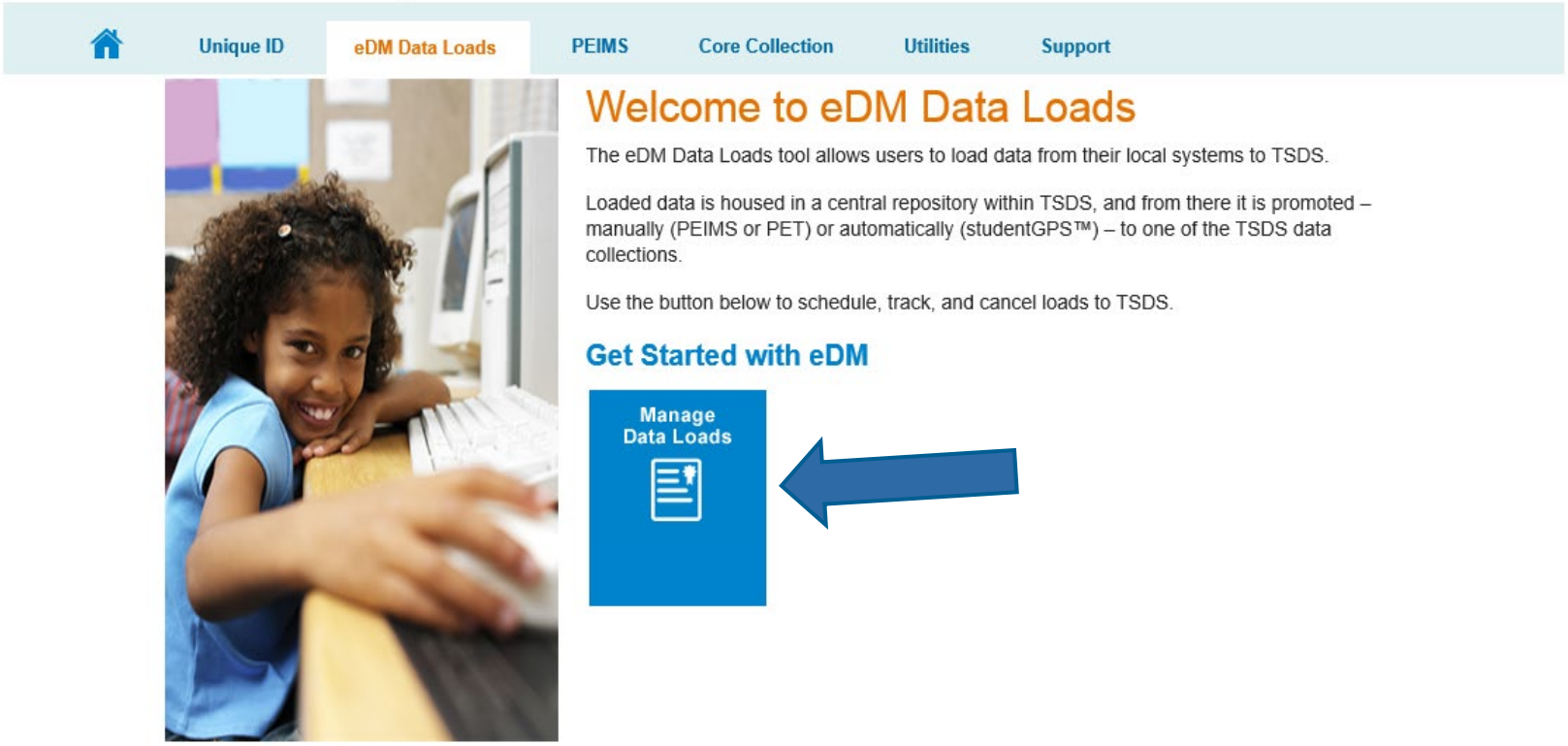
1. Login to TEAL with your username & password. Click the *Texas Student Data System Portal* link.



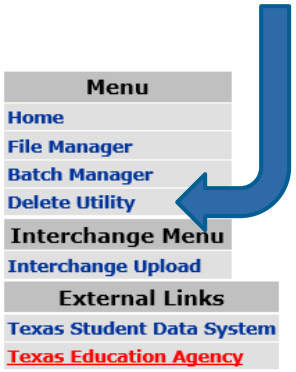
2. Select *eDM Data Loads* from the menu bar -or- click the *Manage Data Loads* button.



3. If the following screen appears, select the *Manage Data Loads* button.



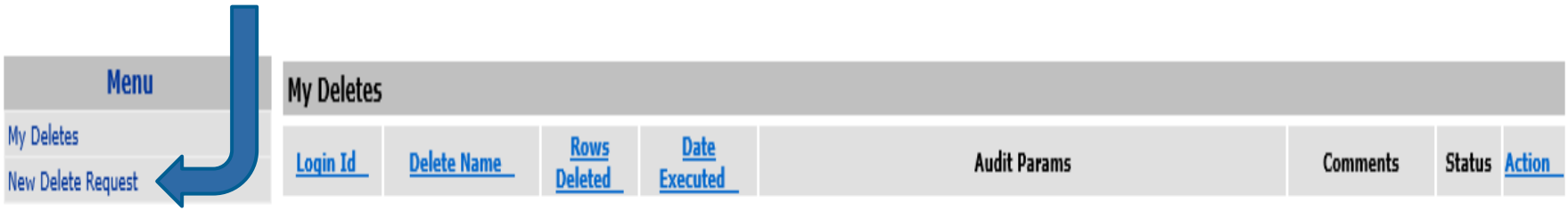
4. On the eDM Menu, Select ***Delete Utility***.



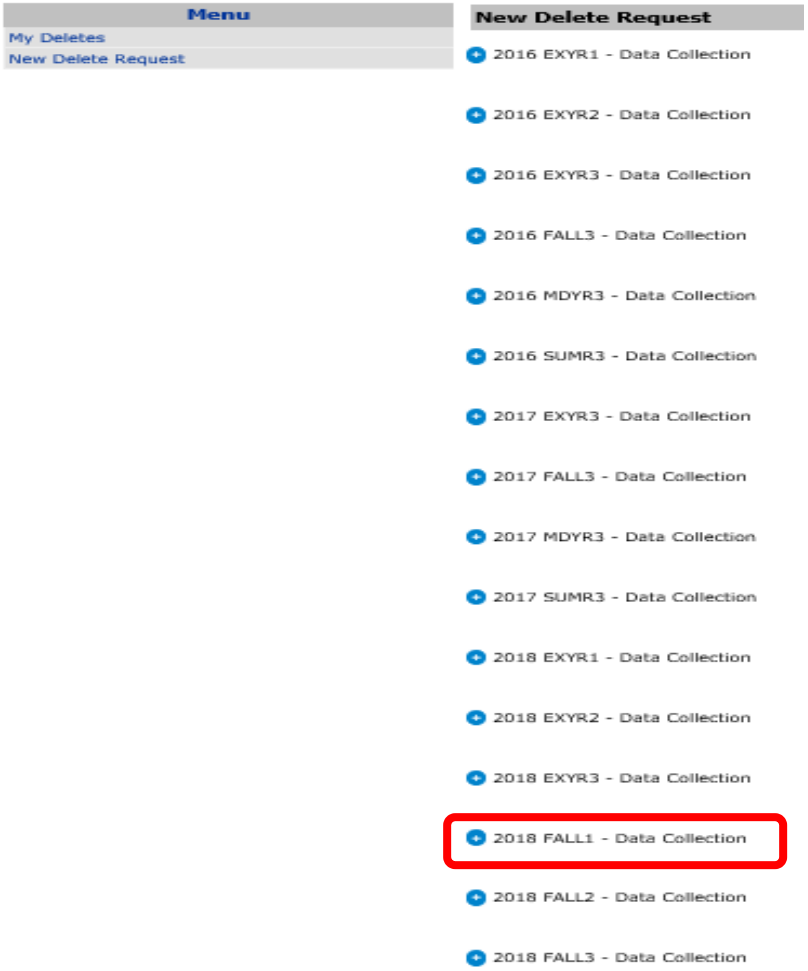
System Messages		
Date	**Subject**	**Message**
		No messages available.

Open Collections	
Collection	**Description**
2016 EXYR1	TSDS PEIMS Extended Year 1st Submission for the 2015-2016 school year
2016 EXYR2	TSDS PEIMS Extended Year 2nd Submission for the 2015-2016 school year
2016 EXYR3	TSDS PEIMS Extended Year 3rd Submission for the 2015-2016 school year
2016 FALL3	TSDS PEIMS Fall 3rd Submission for the 2015-2016 school year
2016 MDYR3	TSDS PEIMS Mid-Year 3rd Submission for the 2015-2016 school year
2016 SUMR3	TSDS PEIMS Summer 3rd Submission for the 2015-2016 school year
2017 EXYR3	PEIMS Extended Year 3rd Submission Collection for school year 2016-2017
2017 FALL3	PEIMS Fall 3rd Submission Collection for school year 2016-2017
2017 MDYR3	PEIMS Mid-Year 3rd Submission Collection for school year 2016-2017
2017 SUMR3	PEIMS Summer 13rd Submission Collection for school year 2016-2017
2018 EXYR1	PEIMS Extended Year 1st Submission Collection for school year 2017-2018
2018 EXYR2	PEIMS Extended Year 2nd Submission Collection for school year 2017-2018
2018 EXYR3	PEIMS Extended Year 3rd Submission Collection for school year 2017-2018
2018 FALL1	PEIMS Fall 1st Submission Collection for school year 2017-2018
2018 FALL2	PEIMS Fall 2nd Submission Collection for school year 2017-2018
2018 FALL3	PEIMS Fall 3rd Submission Collection for school year 2017-2018
2018 MDYR1	PEIMS MidYear 1st Submission Collection for school year 2017-2018
2018 MDYR2	PEIMS MidYear 2nd Submission Collection for school year 2017-2018
2018 MDYR3	PEIMS MidYear 3rd Submission Collection for school year 2017-2018
2018 SUMR1	PEIMS Summer 1st Submission Collection for school year 2017-2018
2018 SUMR2	PEIMS Summer 2nd Submission Collection for school year 2017-2018
2018 SUMR3	PEIMS Summer 3rd Submission Collection for school year 2017-2018
2018 TSDS	TSDS Collection 2017-2018

5. Select *New Delete Request*.

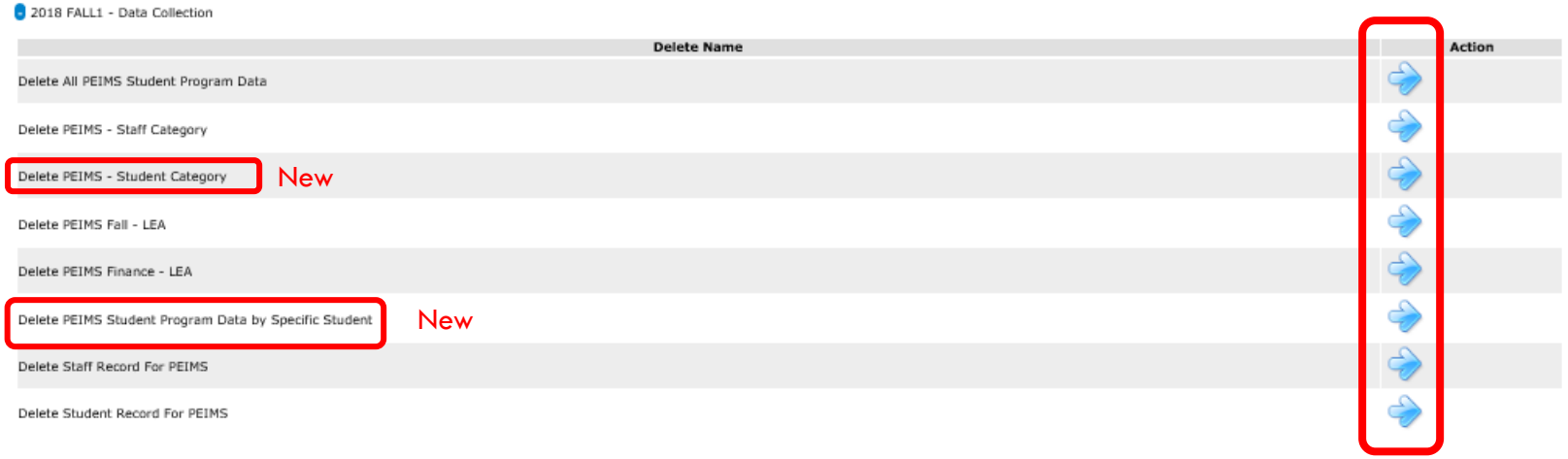


6. Scroll down the list and select ***Fall1 – Data Collection.***



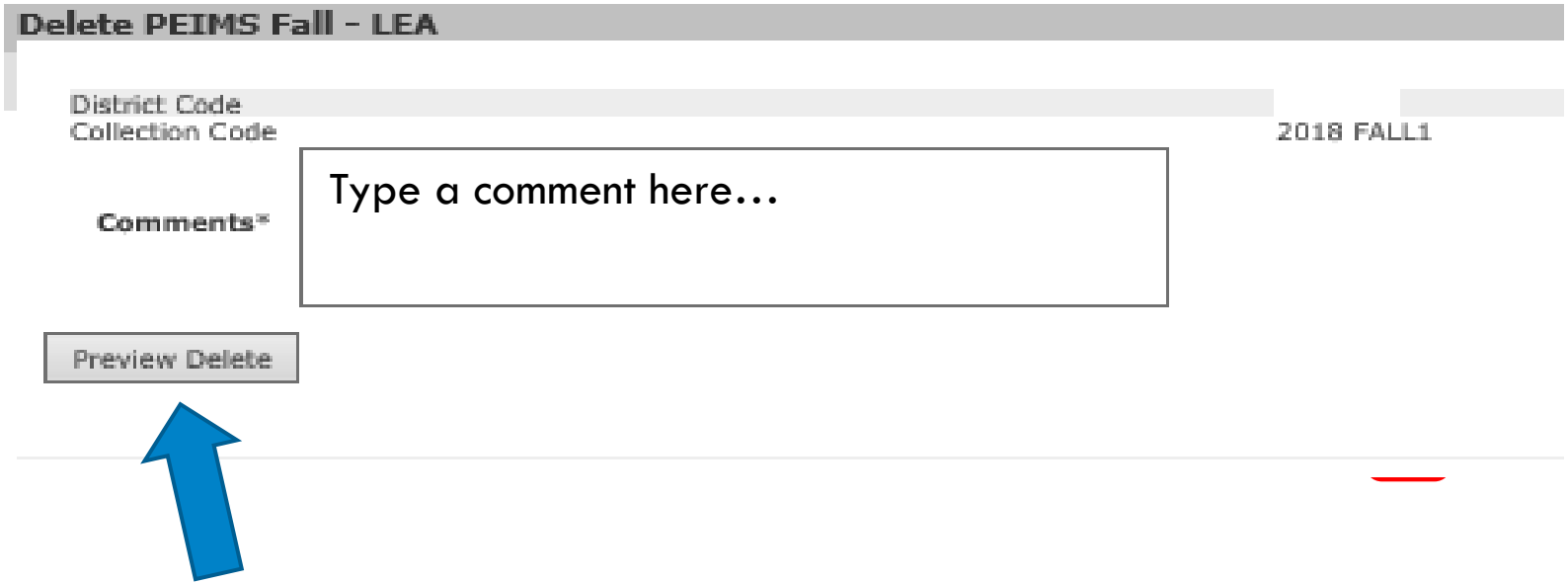
TSDS PEIMS Fall Submission

7. Browse through the list of available Delete Options and click on the blue **Action Arrow** displayed on the right of the screen corresponding with the delete you wish to run.



TSDS PEIMS Fall Submission

8. Enter information in the Comments box that describes the purpose of the deletion, then click the **Preview Delete** button.



9. Review the Delete Summary to verify that values exist for the data that you are requesting a delete.

Delete PEIMS Fall - LEA

District Code - 090903

Collection Code - 2018 FALL1

Comments - a

Confirm Delete | Cancel

Delete Summary	
SCHOLWHS.CLASS_SUMMARY	139
SCHOLWHS.COURSE	103
SCHOLWHS.DIMENSION_IDENT_VALUE	693
SCHOLWHS.DISTRICT_FACT	1
SCHOLWHS.DISTRICT_YEAR	1
SCHOLWHS.GL_FACT	105
SCHOLWHS.LOCATION_FACT	1
SCHOLWHS.LOCATION_YEAR	1
SCHOLWHS.SCHOOL_ENTRY_EXIT	275
SCHOLWHS.SPECIAL_ED_SNAP	15
SCHOLWHS.STAFF_GL_FACT	119
SCHOLWHS.STAFF_SNAPSHOT	43
SCHOLWHS.STUDENT_CLASS_ENTRY_EXIT	139
SCHOLWHS.STUDENT_SCHOOL_LEAVER	25
SCHOLWHS.STUD_SNAPSHOT	277
SCHOLWHS.TITLE1_PROGRAMS	245
SCHOLWHS.TX_PEIMS_SSA_ORGANIZATION	1
SCHOLWHS.TX_PEIMS_STUDENT_GRAD_PGM	15
SCHOLWHS.TX_PEIMS_STUDENT_PGMS_SVCS	245
SCHOLWHS.TX_PEIMS_STUDENT_SE_PGMS_SVCS	15

TSDS PEIMS Fall Submission

After reviewing the Delete Summary screen, click the **Confirm Delete** button to delete the data.

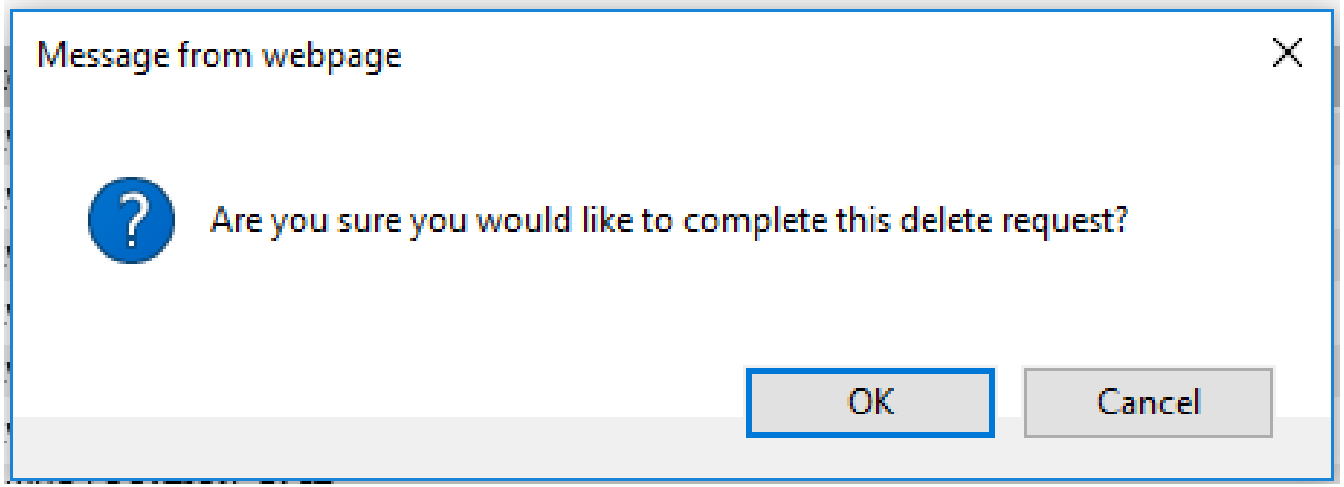
Delete PEIMS Fall - LEA
District Code - 090903
Collection Code - 2018 FALL1
Comments - a

Confirm Delete | Cancel

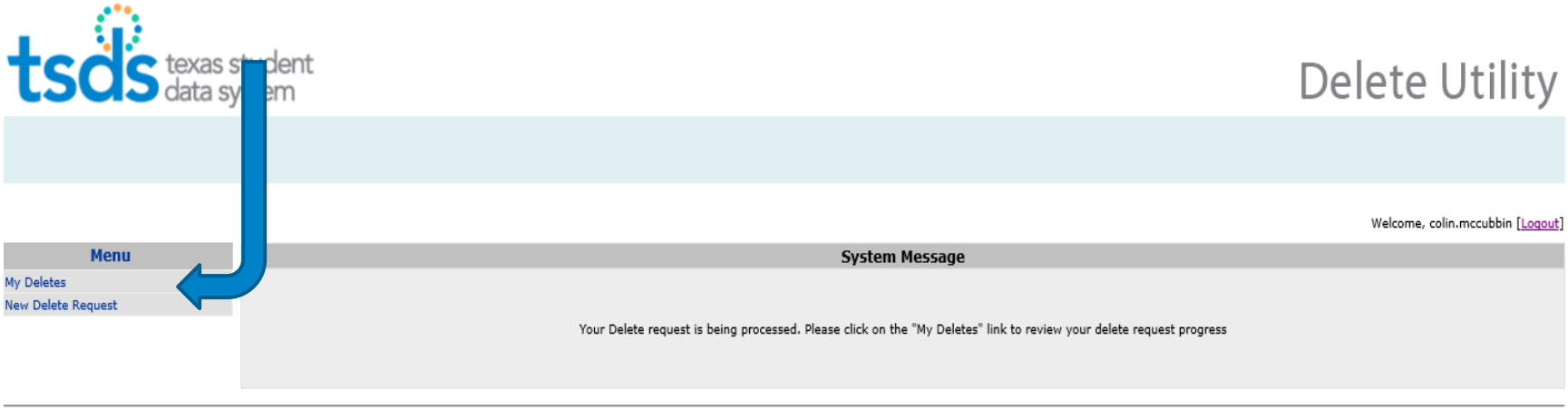
Delete Summary	
SCHOLWHS.CLASS_SUMMARY	0
SCHOLWHS.COURSE	0
SCHOLWHS.DIMENSION_IDENT_VALUE	0
SCHOLWHS.DISTRICT_FACT	0
SCHOLWHS.DISTRICT_YEAR	0
SCHOLWHS.GL_FACT	0
SCHOLWHS.LOCATION_FACT	0
SCHOLWHS.LOCATION_YEAR	0
SCHOLWHS.SCHOOL_ENTRY_EXIT	0
SCHOLWHS.SPECIAL_ED_SNAP	0
SCHOLWHS.STAFF_GL_FACT	0
SCHOLWHS.STAFF_SNAPSHOT	0
SCHOLWHS.STUDENT_CLASS_ENTRY_EXIT	0
SCHOLWHS.STUDENT_SCHOOL_LEAVER	0
SCHOLWHS.STUD_SNAPSHOT	0
SCHOLWHS.TITLE1_PROGRAMS	0
SCHOLWHS.TX_PEIMS_SSA_ORGANIZATION	0
SCHOLWHS.TX_PEIMS_STUDENT_GRAD_PGM	0
SCHOLWHS.TX_PEIMS_STUDENT_PGMS_SVCS	0
SCHOLWHS.TX_PEIMS_STUDENT_SE_PGMS_SVCS	0

NOTE: If <u>all</u> the values in the column reflect zero ('0'), a delete is unavailable.

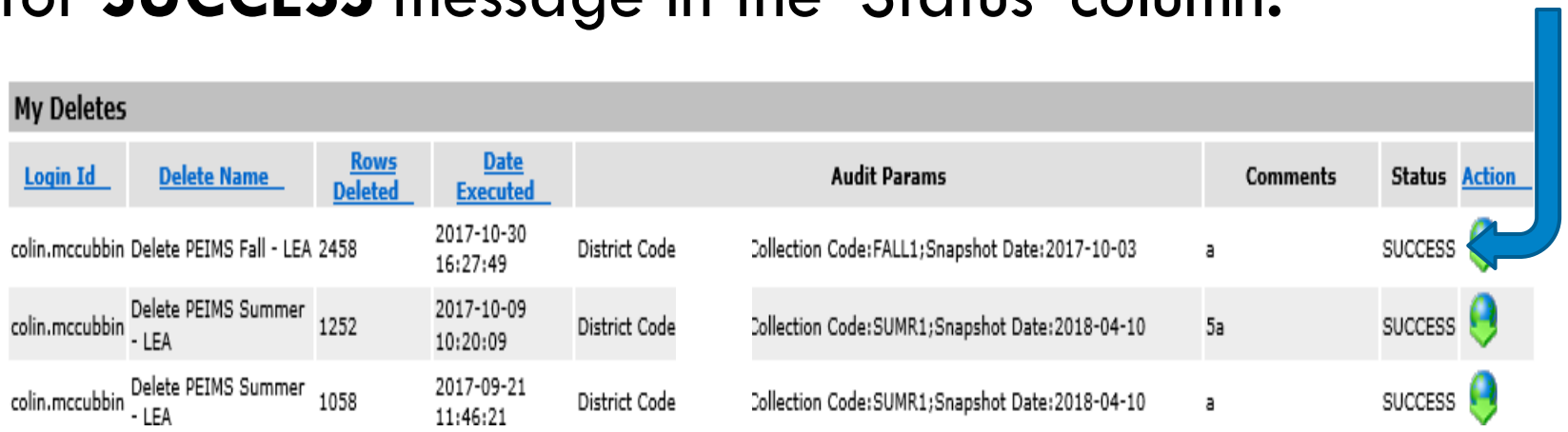
A confirmation message will appear. Click **OK** to complete the delete request.



10. To check the status, click on **My Deletes.**



11. Confirm the Delete Request has completed. Look for **SUCCESS** message in the 'Status' column.



My Deletes

Login Id	Delete Name	Rows Deleted	Date Executed	Audit Params		Comments	Status	Action
colin.mccubbin	Delete PEIMS Fall - LEA	2458	2017-10-30 16:27:49	District Code	Collection Code:FALL1;Snapshot Date:2017-10-03	a	SUCCESS	
colin.mccubbin	Delete PEIMS Summer - LEA	1252	2017-10-09 10:20:09	District Code	Collection Code:SUMR1;Snapshot Date:2018-04-10	5a	SUCCESS	
colin.mccubbin	Delete PEIMS Summer - LEA	1058	2017-09-21 11:46:21	District Code	Collection Code:SUMR1;Snapshot Date:2018-04-10	a	SUCCESS	

12. Once the status shows **SUCCESS**:

Return to the steps involved in the TSDS PEIMS process.

- Work on corrections in the source system (when necessary)
- Complete extracts of data
- Create TSDS PEIMS Interchange Files
- Submit Interchange files through the eDM File and Batch Managers
- Validate and Promote files in TSDS PEIMS
- Review Fatals, Specials and Warnings
- Review Reports

IMPORTANT NOTICE:

Please use the **Delete PEIMS Fall – LEA** utility with discretion.

As we approach the date that Fall PEIMS data is due to TEA, try to refrain from loading ALL of your Fall PEIMS data. Instead, utilize other available delete utility options that only delete a portion of the Fall data.

Please use the Delete Utility Reload Guide for specific information related to the interchange files that need to be reloaded after a certain delete utility is run.

The Delete Utility Reload Guide can be accessed by logging into TEAL and then TIMS.

In TIMS, search the Knowledge Base for Article number TSDSKB-379.

If you require assistance, make sure to enter a TIMS ticket and escalate the ticket to Level 2 for support.