

**TSDS Implementation** 

## 2020-2021 SELA eDM Data Load

\*\* Create the TSDS Core Collection Interchange files from TxEIS/ASCENDER to load into the eDM: State Reporting>Utilities>/Create TSDS CORE COLLECTION and choose Special Education Language Acquisition.

1) Login to TEAL with your profile and click on the Texas Student Data System Portal Link.

Texas Education User and Access Manageme	n Agency	Welcome,	M Logout	🕜 <u>Help</u>	U <u>Online User Training</u>
Self-Service	Applications Edit Account ×				
My To-Do List					Refresh Links
Change My Password	Texas Student Data System Porta	I			^
My Security Questions My Application Accounts	Texas Student Data System Portal Texas Student Data System Portal		Add/Modify Access		~
Edit My Profile					

2) Select Manage Data Loads (user must have the ODS Data Loader role to load the files).



3) Select Interchange Upload under the Interchange Menu.

Menu	System Message	s .	
	Date	Subject	Massaga
ager			No messages available.
lanager			
Itility	<b>Open Collections</b>		
hange Menu	Collection		Description
ange Upload	2018 EX/8.3		PEIMS Extended Year 3rd Submission Collection for school year 2017-203
ernal Links	2018 SUMR3		PEIMS Summer 3rd Submission Collection for school year 2017-2018
dent Data System	2019 EX/8.3		PEIMS Extended Year 3rd Submission Collection for school year 2018-201
ucation Anency	2019 FALL3		PEIMS Fail 3rd Submission Collection for school year 2018-2019
	2019 MD/R3		PEIMS MidYear 3rd Submission Collection for school year 2018-2019
	2019 SUMR3		PEIMS Summer 3rd Submission Collection for school year 2018-2019
	2020 EX/8.1		PEIMS Extended Year 3rd Submission Collection for school year 2019-20
	2020 FALL3		PEIMS Fall 3rd Submission Collection for school year 2019-2020
	2020 MOVR3		PEIMS MidVear 3rd Submission Collection for school year 2019-2020
	2020 SUMR2		PEIMS Summer 2nd Submission Collection for school year 2019-2020
	2020 SUMR3		PEIMS Summer 3rd Submission Collection for school year 2019-2020
	2021 EXVR1		PEIMS Extended Year 5xt Submission Collection for school year 2020-20
	2021 EXVR2		PEIMS Extended Year 2nd Submission Collection for echool year 2020-20
	2021 EXV8.3		PEIMS Extended Year 3rd Submission Collection for echool year 2020-20
	2021 FALL3		PEIMS Fall 3rd Submission Collection for school year 2020-2021
	2021 MDVR3		PEIMS MidYear 3rd Submission Collection for school year 2020-2021
	2021 SUMR1		PEIMS Summer 1st Submission Collection for school year 2020-2021
	2021 SUMR2		PEIMS Summer 2nd Submission Collection for echool year 2020-2021
	2021 SUMR3		PEIMS Summer 3rd Submission Collection for school year 2020-2021
	2021 TSDS		TSDS Collection for achool year 2020-2021



4) Click on the Interchange Collection pull down menu and choose 2021 TSDS.

Menu	System Message			
Home	IMPORTANT: Files must	oe placed in a batch in orde	er to have their data loaded into the system. Files in Validation OK or Validation Warning status have NOT yet been loaded	into the system.
File Manager				
Batch Manager	Upload Interchange	iles		
Delete Utility				
Interchange Menu	Interchange conection.	2021 TSDS		
Interchange Upload	File 1:			Browse
External Links	File 2:			Browse
Texas Student Data System	File 3:			Browse
Texas Education Agency	File 4:			Browse
	File 5:			Browse
	File 6:			Browse
	File 7:			Browse
	File 8:			Browse
	File 9:			Browse
		Upload		

5) Select **Browse** and find the zipped file and select **Upload**.

(MPORTANT: Files must t Jpload Interchange (Interchange Collection: File 1: File 2: File 3: File 4:	be placed in a batch in or Citor 2021 TSDS	der to have their dats loaded into the system. Files in Validation OK or Validation Warning status have NOT yet been loaded into the system. Browse Browse Browse
Jpload Interchange <sup>(</sup> interchange Collection: iile 1: iile 2: iile 3: iile 4:	2021 TSDS	Browse Browse Browse
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interchange Collection: File 1: File 2: File 3: File 4:	2021 TSDS	Browse Browse Browse
interchange Collection: file 1: file 2: file 3: file 4:	2021 TSDS	Browse Browse Browse
ile 1: ile 2: ile 3: ile 4:		Browse Browse Browse
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ile 4		
		Browse
ile 5:		Browse
ile 6:		Browse
ile 7:		Browse
ile 8:		Browse
ile 9:		Browse
ile 9:		Browse
- 1	e 7: e 8: e 9:	e 9: Upload

**6**) Click the **refresh** icon to see updated the status for each file. The Status Column should have all green checks before proceeding to Step 7.

- 7) Select the 5 files and click **Add to Batch**.
- 8) Select View Batch.
- 9) Add **Comments** to the batch if you choose and select **Process Batch**.

10) Click on the **Spyglass** to view the status of each individual file.

The **Batch Status** should indicate **Plan Complete** and the **Data Status** should have **green check marks** for each file (3 files total – Education Organization Interchange, Student Parent Interchange, and Student Program Interchange). If one or more of the files have a red X that indicates errors in the file or the file failed. These need to be addressed and new files created and processed in the edm.

Move to the Promotion and Validation and Complete steps.