

## Ed-Fi Reporting (WISEdata) Implementation

### Obtain Ed-Fi Reporting (WISEdata) Credentials

- Self-Register for a WAMS account
  - <https://on.Wisconsin.gov/WAMS/home>
- Request Access to DPI Application Security Manager (ASM)
  - <http://dpi.wi.gov/cst/data-collections/help-tool>
- Delegate Access to WISEid and Ed-Fi Credentialing Applications using ASM
  - <http://dpi.wi.gov/cst/data-security/delegated/web-app>
- Use the Ed-Fi Credentialing Application to subscribe to PowerSchool
  - <https://apps2.dpi.wi.gov/secure/home>
- Retrieve the Ed-Fi Key/Secret via the Secure Home portal and note the Agency Key (State School ID) for each of the schools reporting to WISEdata

### Documentation

- Wisconsin State Reporting Setup Guide – KB 9469
- Wisconsin Ed-Fi Reference Guide – KB 76705
- Ed-Fi Getting Started Guide (Not Wisconsin Specific) – KB 74566

### Data Prep

The setup required for Ed-Fi aligns with state reporting requirements. Detailed instructions are provided in the Wisconsin State Reporting Setup Guide – KB 9469. See the TOC Student Setup > State/Province – Wisconsin > WISEdata Student Information (with the September 2<sup>nd</sup> 2016 State Reports Release).

NOTE: Data Prep can be completed prior to or in parallel with obtaining WISEdata Credentials and should be completed prior to publishing data.

- Verify the School Number corresponds to the State Number for the School (Agency Key from the Secure Home portal) or that this State Number has been entered in the Alternate School Number field for each reportable school.
  - District > School/School Info > [School Name] > Alternate School Number
- Verify that all non-reportable schools are set to exclude from state reporting
  - District > School/School Info > [School Name] > Exclude From State Reporting
- Select the Student Reporting Options
  - District > School/School Info > [School Name] > WISEdata Reporting Option

- Verify the following information for each reportable student:

NOTE: The data elements listed are found on these PowerSchool pages:

[Select Student] > Transfer Info

[Select Student] > State/Province – WI > WISEdata Student Information

- Valid Entry Code
- Entry Date falls between the first and last day of school as defined in Years and Terms for the school
- Exit date is on or after the Entry Date
- WISEid (former WSN Student Number, aka State Student Number)
- Primary Service Provider
- 3<sup>rd</sup> Friday of September Count Date Status
- Migrant
- Testing Status
- Native Language Code
- Homeless Status
- Immigrant (Title III)
- Coordinated Early Learning Services
- Student Enrollment Date (Optional to override entrydate)
- Grade
- Program Schedule
- Economically Disadvantaged Status
- English Language Proficiency Classification
- ELL Served
- Third Party Agency Code
- Third Party School/Program Code
- District of Residence
- **VISA Type** (*New Reporting Requirement*)
- Exit Type (Required when student exits during the school year and should also be entered at the end of the school year)
- High School Credential Type (Required for all Graduating Seniors)
- Completed School Term
- Promotion to a higher Grade Level
- Expected Transfer District
- Expected Transfer School
- Students Receiving Special Education Services:
  - October 1<sup>st</sup> Count Date Status
  - Begin Date (*New Reporting Requirement*)
  - End Date (*New Reporting Requirement*)
  - IEP Begin Date (*New Reporting Requirement*)
  - IEP End Date (*New Reporting Requirement*)
  - FAPE Responsible School (*New Reporting Requirement*)
  - Educational Environment

- Primary Disability
- Secondary Disability(s)
- Parent Placed Private
- Verify that all non-reportable students are set to exclude from state reporting
- Confirm Ed-Fi Plugins are installed (Start Page > System > System Settings > Plugin Management Configuration).
  - Ed-Fi Wisconsin
  - Ed-Fi Transaction Listener for WISEdata

### Ed-Fi Setup

- Enable Ed-Fi Wisconsin Plugin
- Select Reporting Year [District Office]System > Ed-Fi Administration > Ed-Fi Settings
  - Check the box(es) that correspond to the years for which Ed-Fi Reporting should be enabled

NOTE: Typically, Ed-Fi reporting should be enabled only for the current reporting year.

- URLs, Key and Secret [District Office]System > Ed-Fi Administration > Ed-Fi Setup
  - State Endpoint URL/Port: <https://wisedataapi.dpi.wi.gov/EdFiWebApi/api/v2.0/>
  - Authentication URL/Port: <https://wisedataapi.dpi.wi.gov/EdFiWebApi/>
  - Click Save on the Ed-Fi Setup Page
  - Click the Configure Link
    - Enter the Key and Secret
    - Click Test Connection
    - After 'Test Successful' displays, select 'On' for LEA Enabled
    - Click Save then Close

NOTE: The Key and Secret are available via the WI DPI Secure Home Portal

- Select 'On' for System Enabled
- Click Save on the Ed-Fi Setup Page
- Complete Downloads
  - Downloads must be completed in the District Office context
  - [District Office]System Reports > Ed-Fi Reporting
    - Click Run Now for both of the download categories
    - Wait for the Downloading column to cycle from No to Yes and back to No for Descriptors (State Codes)

NOTE: When the Downloading column displays No, the record count in the Downloaded column should represent the total number of records downloaded from the Ed-Fi ODS

- Complete Mappings
  - Complete Mapping of PowerSchool codes to State Descriptors
    - [District Office]System > Ed-Fi Administration > Ed-Fi Codeset Mappings
- Complete Miscellaneous Mappings

- Complete Mapping of PowerSchool Attendance codes to State Descriptors for Service/No Service Absences
  - [District Office] System > Ed-Fi Administration > Ed-Fi Miscellaneous Mappings
- Enable Ed-Fi Transaction Listener for WISEdata [District Office] System > System Settings > Plugin Management Configuration

NOTE: The Transaction Listener monitors specific fields for changes and automatically queues that change for reporting. Make sure all schools not reporting data are excluded from state reporting.

## Publish Data

Categories of data are arranged in order on the Ed-Fi Reporting tab to allow data to publish in the proper order; however, there are some categories that need to complete prior to subsequent publishing.

Publishing can be executed from either the District or School context.

1. Publish Student Demographics by selecting Run Now > Publish All
2. Wait for the Student Demographics to finish before continuing.
3. Publish Student Enrollments by selecting Run Now > Publish All
4. Wait for the Student Enrollments category to finish before continuing.
5. Public Schools Only: Publish Student Programs by selecting Run Now > Publish All
6. At the end of the year, Publish Student Transcripts by selecting Run Now > Publish All

NOTE: Publishing Student Transcripts sends the Diploma Type to DPI

Subsequent publishing will occur automatically as long as the Ed-Fi Transaction Listener for WISEdata is enabled. Remember to verify the plugin is enabled after each PowerSchool or State Reporting update. If there is need to manually publish data, choose either the Publish All, Publish Missing or Retry Errors after selecting Run Now for the category of data for which manual publishing is needed.

## Resolving Dependencies

Each Dependency data view includes a Dependency Column. Sometimes the dependency is caused by data from another category. Any corrections to the data will automatically generate a transaction if the Ed-Fi Transaction Listener for Wisconsin is enabled.

- Student School Enrollment – State/Province – WI > Ed-Fi Publishing – confirm the school association has published, click the republish arrow on the school association to re-publish this data

## Resolving Errors

- Code 400 – Validation failed – Check student data identified in the message details of the error
- Code 403 – Data cannot be updated until linked to a school
  - Students – State/Province – WI > Ed-Fi Publishing – confirm the school association has published, click the republish arrow on the school association to re-publish this data

NOTE: Make sure the School Number or Alternate School Number correspond to the Agency Key provided on the Secure Home Portal. Code 403 errors in Student Demographics are automatically reclassified as dependencies

- Code 409 – The value supplied for the related resource does not exist
  - Check the views associated with the identified resource to determine if errors or dependencies are preventing data from publishing
- Code 409 – Natural Key Conflict – select Run Now > Retry Errors
- Code 500 – An unexpected error occurred on the server – select Run Now > Retry Errors