Iowa Department of Education
EASIER

Extract Specifications 2010-2011

EASIER is the Electronic Access System for Iowa Education Records and is the transmission of student records from Local Education Agencies to the Department of Education.

Record Specifications

Each record is tab-delimited, terminated with a carriage return and line feed (ASCII 13 and 10). An example of a record is:

TH<0x09>02/25/2005<0x09>01:23:07<0x09>1234567890<0x13><0x10>

In the above example, <0x09> represents a tab, <0x13> and <0x10> represent the carriage return and line feed combination that make up an end-of-line marker.

When no data is present for a particular field, do not insert a blank space (ASCII 32) in the record. Simply follow the missing data with an immediate tab. For example, a record contains this data:

11<tab>22<tab>33

If the "22" was not present in the same record fragment, it would instead appear as:

11<tab><tab>33

Record Type	Record ID	
Transmission Header	TH	Different fields for different extracts
Transmission Trailer	TT	
Student Demographic Records	SD	
Enrollment Records	EP	
Removal Records	ES	
Course Records	CR	
Student ID and Locator System	ID	
Iowa Testing Bar Code Input	BC	

The required fields and field sequence for each record type are contained in the EASIER Extracts document.

Student ID and Locator Extract

Allows a LEA to assign State Student IDs and import them back into the Student Information System.

- TH record: the first record in the extract
- ID record(s)
- TT record: the last record in the extract

LEA Selection Options for Extract:

1. All active students
2. Active students without State Student IDs
3. Inactive students without State Student IDs

All three state ID extracts will follow the layout as described in the EASIER Extracts 2011.3v, document. There are no changes to the data elements in State ID Extract – Active. The State ID Extract – Inactive tab contains the changes to the State ID extract. The header and trailer records remain the same. The content of the ID records will contain only the following ~~five~~ six data elements with all other fields except the State ID defaulting to null:

Records Type (ID)
First name
Last name
Date of Birth
Local Student ID
Year

EASIER Data Collection Extract

Meets the state reporting requirements for the LEA. There are Fall, Winter, and Spring data collections. Each collection uses the same extract. Alphabetic codes are case sensitive.

- TH record: the first record in the extract
- TT record: the last record in the extract

Student records are grouped together by each different building that a student is enrolled in. Students whose entire enrollment for the year was in one building will have one set of records; students enrolled in two buildings will have two set of records; students enrolled in three buildings will have three sets of records, a student enrolled in two buildings at different times and returns to the original building will have two sets of records, etc.

- SD record
- EP record(s): At least one EP record documents the student's initial entry into the current School Year. If the student ends or changes that enrollment, an Exit Code and Exit Date are included in the same record. The other data elements in the EP record refer to that specific enrollment period. Any change in the type of Entry Code, CPI Dual Enrollment, FTE, Foster Care, Service Provider / Facility, Service / Facility Type, Resident District, Resident County, Accountable District, or Nonpublic school number will require a new EP record. If the student changes schools, a new set of student records is to be created.
    - Record sequence numbers are specific for each student in each school.
- ES record(s)
- CR record(s): Include ~~all~~ course sections for students in Grades 9-12 and course sections with non-zero SCED codes for students in Grades ~~7~~ 3-8. The course sections to select would be those on the student's yearly schedule at the time of the extract. Include any current year course sections from the school that are posted to the transcript with a final grade if they aren't already displayed on the student's schedule.

LEA Selection Options for Extract:

1. All students with any entry or exit in the current school year. This would include transfers after the previous school year ended (summer transfers).
2. User selected students (one or more)

Iowa Testing Bar Code Extract

Allows a LEA to send a file to the Iowa Testing Program. Bar Code labels are returned to the LEA to be affixed to a student's ITBS or ITED answer sheet.

- The first record is to contain the Header Record Field Name for each field as it is stated in the Record Layouts document.
- Subsequent records follow for each selected student.

The Iowa Testing Program requires that all comma, tilde, and accent punctuation marks be removed from the fields First Name, Last Name, School Name, and Class / Teacher Name in order to prepare bar code labels. Records that do not contain a State Student ID or additional missing demographic items will also cause a delay in processing.

LEA Selection Options for Extract:

1. Active students in user selected Grade Levels and Schools
2. User selected students

Miscellaneous Notes

Data Dictionary Mass Changes

- Certification Season has been removed.
- "Allow Nulls" has been removed from Data Specifications and where applicable, placed in the User Notes using "Required for … ".
- "Default" has been renamed to "Vendor Default". User entry overrides the default. When the vendor uses a default either upon record creation, rollover, or when creating the extract, the value to use is listed. "No Default" means the user must enter a value and not the vendor.

Course Record Elements

For each unique Local Course Number, the Local Course Title, Course Origination, SCED Code, CCN Number, and Accreditation Program Area must be the same for all sections of the course.

The Section Start Indicator, Section Teacher Folder Number, Institution Providing Section, Section FTE for Supplemental Weighting, and Section Delivery Method will / may change for different sections.

Because course information rolls forward and section information typically does not, it is recommended that all section information be defaulted and shown upon creation of a section with the user editing any exceptions to the default.

State ID and Locator Extract Change

There will be a change in the format of the State ID and Locator Extract in December or January. Specifications are currently being determined. No additional Data Elements will be needed, although a number of "Null" fields will be necessary to format the new extract correctly.
The Race / Ethnicity field will likely change, however it will use existing Data Elements. More information will be provided once it is finalized.