

support every child
reach every student

accompagner chaque enfant
appuyer chaque élève

EDCS Basics

Summer Institute

August 29, 2017

Presentation Agenda

- General Overview of EDCS
 - What is EDCS?
 - Why is it important?
- How to access EDCS
- What can I do in EDCS?
 - Review current approvals
 - Generate extracts and reports
 - Calculate approved vs. actual, success, retention
- Questions?

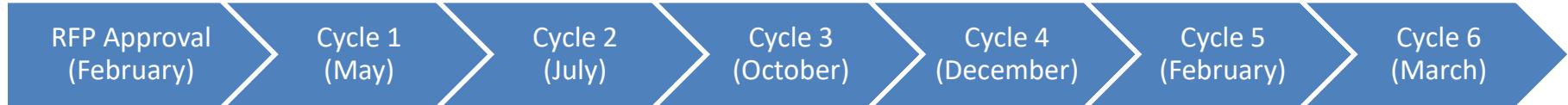
What is EDCS?

- **E**nhanced **D**ata **C**ollection **S**olution
- Primary data collection tool for Dual Credits



Why is EDCS important?

- Source of monitoring and evaluating progress of a program and/or RPT
- Provides student and financial data to inform program requests



EDCS Roles

User = read only access

Coordinator = add, update and delete

Administrator = add, update, delete and sign off

How to access EDCS

Step 1: Create a Go Secure account

Step 2: <https://edcs.tcu.gov.on.ca/Main/>

Step 3: Go Secure Login

Step 1: Create a Go Secure account

<https://www.iam.security.gov.on.ca/>



GO Secure Login

Providing secure online resources for individuals within the Ontario and Broader Public Sectors.

GO  **SECURE
LOGIN**

GO Secure Login - Register New

(Create a new GO Secure ID and password)



GO Secure Login - Profile

(See your profile, change password or security questions)

GO Secure Login - Delegated Administration

(For administrators of user access and resources)

[PRIVACY](#) | [IMPORTANT NOTICES](#)

[CONFIDENTIALITÉ](#) | [AVIS IMPORTANTS](#)

© QUEEN'S PRINTER FOR ONTARIO, 2011 - LAST MODIFIED: MAY 24 2012

© IMPRIMEUR DE LA REINE POUR L'ONTARIO, 2012 - DERNIÈRE MISE À JOUR : 24 MAI 2012

Step 2: EDCS URL

<https://edcs.tcu.gov.on.ca/Main/>

Step 3: Go Secure Login



Français

Environment: gdc

GO SECURE

Providing secure online resources for individuals within the Ontario Government and the Broader Public Sector.

GO Secure Profile

See your profile, change your password or security questions

GO Secure ID :

Password :

Sign In

Or, if you have a PKI certificate:

Log in with PKI

Forgot your ID or password?

Don't have a GO Secure account? Register Now.



MINISTRY OF EDUCATION

[Ontario.ca](#) | [Français](#)

Data Collection

Queries, Reports and Extracts

System Support

Exit

User Name: [Phil Hedges \(phil.hedges@ontario.ca\)](#)

Welcome to EDCS (Enhanced Data Collection Solution).



Ontario

MINISTRY OF EDUCATION

[Ontario.ca](#) | [Français](#)

Data Collection

Queries, Reports and Extracts

System Support

Exit

L18 Dual Credit Data Submission >

Add/Update L18 Dual Credit Data Submission

Sign-off L18 Dual Credit Data Submission by the RPT

Sign-off L18 Dual Credit Data Submission by the Ministry

Perform Data Correction for L18 Dual Credit Data Submission

User Name: Phil Hedges (phil.hedges@ontario.ca)

Welcome to EDCS (Enhanced Data Collection Solution).

[Data Collection](#)
[Queries, Reports and Extracts](#)
[System Support](#)
[Exit](#)

User Name: Phil Hedges (phil.hedges@ontario.ca)

SEARCH CRITERIA

 Academic Year:

 Organization:

 Submission Period:

 Submission Status:

 Search:

SUBMISSION PERIOD LIST

All	A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z	#

 Page Size:

Organization Name ^	Organization ID	Status	Last Activity
Algoma	15	Open	Data Submission opened (2016/06/20 08:31:01 AM)
Cambrian	01	Open	Data Submission opened (2016/06/20 08:30:03 AM)
Central Lakes	13	Open	Data Submission opened (2016/06/20 08:30:54 AM)
Centre-Sud-Ouest	16	Open	Data Submission opened (2016/06/20 08:31:06 AM)
Connecting GTA	02	Open	Data Submission opened (2016/06/20 08:30:19 AM)
Eastern Lakeshore	06	Open	Data Submission opened (2016/06/20 08:30:27 AM)
Golden Horseshoe	14	Open	Data Submission opened (2016/06/20 08:30:58 AM)
Grand Connections	07	Open	Data Submission opened (2016/06/20 08:30:28 AM)
Grand River	05	Open	Data Submission opened (2016/06/20 08:30:11 AM)
InterOntario	03	Open	Data Submission opened (2016/06/20 08:30:11 AM)
l'Est ontarien	12	Open	Data Submission opened (2016/06/20 08:30:41 AM)

[Data Collection](#)
[Queries, Reports and Extracts](#)
[System Support](#)
[Exit](#)

 User Name: Phil Hedges
 (phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)

[Submission Period List](#)
L18 DUAL CREDITS DATA COLLECTION MENU
Data Submission Menu
SCWI RFP
**Requested
Amount**
**Approved
Amount**
[Regional Planning Team Funding](#)
[Forums And Activities](#)
[Dual Credit Program Proposal](#)
Total
Function
[Sign-off](#)
Notes

^
v

[Data Collection](#)
[Queries, Reports and Extracts](#)
[System Support](#)
[Exit](#)

 User Name: Phil Hedges
 (phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)

[Submission Period List](#)
[Data Collection Menu](#)
L18 DUAL CREDITS – SCWI RFP - FORUMS AND ACTIVITIES

Summary Status

Forum/Activity Details

Board(s) and College(s) involved

Participants Involved

Funding

Search Criteria

Search:

Forum/Activity List

All	A	B	C	D	E	F	G	H	I	J	K	L	M	
N	O	P	Q	R	S	T	U	V	W	X	Y	Z	#	
Forum/Activity Number		Forum/Activity Name				Forum/Activity Category					Requested Amount		Approved Amount	
15.2		Grade 10 Hands-on Activity Day				Activity/Forum for Students and Parents								
15.1		Dual Credit Teacher Forum				Activity/Forum for Teachers/Instructors/Staff (Secondary, College and Pre-Service)								
						TOTAL:								

 Page Size: 10

[Data Collection](#)
[Queries, Reports and Extracts](#)
[System Support](#)
[Exit](#)

 User Name: Phil Hedges
 (phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)

[Submission Period List](#)
[Data Collection Menu](#)
[Forum/ Activity List](#)
L18 DUAL CREDITS - SCWI RFP - FORUMS AND ACTIVITIES


Summary Status

Forum/ Activity Name: 15.2 - Grade 10 Hands-on Activity Day

Forum/Activity Details

Forms
Status
Details

Board(s) and College(s) involved

[Forum/Activity Details](#)

Complete

N/A

Participants Involved

[Board\(s\) and College\(s\) involved](#)

Complete

 2 Boards
 1 Colleges

Funding

[Participants Involved](#)

Complete

1148 Participants

[Funding](#)

Complete

 SCWI Benchmark
 Funding:

Additional Funding:

Total Funding:

[← Previous](#)
[⇒ Next](#)

[Data Collection](#)
[Queries, Reports and Extracts](#)
[System Support](#)
[Exit](#)

 User Name: Phil Hedges
 (phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)

[Submission Period List](#)
[Data Collection Menu](#)
[Forum/ Activity List](#)
L18 DUAL CREDITS – SCWI RFP - FORUMS AND ACTIVITIES

Summary Status

Forum/Activity Details

Board(s) and College(s) involved

Participants Involved

Funding

Forum/ Activity Name: 15.2 - Grade 10 Hands-on Activity Day

* indicates that this data must be provided

Forum/Activity Details

Forum/Activity Number

15.2

Forum/Activity Name

Grade 10 Hands-on Activity Day

Forum/Activity Category

Activity/Forum for Students and Parents

Forum/Activity Description

Please describe the forum/activity in detail

Sault College will host Grade 10 students from both boards in the Algoma District, including those from outlying schools. Grade 10 students will pick a college pathway workshop option from a variety of college program areas at Sault College. Students will enjoy 2-3 hands-on, interactive learning experiences in program areas of interest.

Please describe how the forum/activity furthers the goals of the SCWI

This activity will provide exposure for Grade 10 students on pathways to college and apprenticeship, which includes information pertaining to dual credits opportunities for Grade 11 and 12 students. RPT15 Algoma is reviewing marketing strategies in 2015-16. Making Grade 10 students aware of these pathway opportunities forms part of those strategies.

Notes

Notes

04dec15: formerly called Grade 8 Tours. Budget entered to reflect actual costs for this event instead of using the benchmark of 1100 X 250 = 275,000 as we don't need

[Data Collection](#)
[Queries, Reports and Extracts](#)
[System Support](#)
[Exit](#)

 User Name: Phil Hedges
 (phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)


Organization: Algoma (15)

[Submission Period List](#)
[Data Collection Menu](#)
[Forum/ Activity List](#)
L18 DUAL CREDITS - SCWI RFP - FORUMS AND ACTIVITIES

Summary Status

Forum/ Activity Name: 15.2 - Grade 10 Hands-on Activity Day

Forum/Activity Details

Board(s) and College(s) involved
 **Board(s) and College(s) involved**

Participants Involved

Funding

Board

 1.

 2.



College

 1.



[← Previous](#)
[→ Next](#)
[✓ Save](#)

[Data Collection](#)
[Queries, Reports and Extracts](#)
[System Support](#)
[Exit](#)

 User Name: Phil Hedges
 (phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)

[Submission Period List](#) [Data Collection Menu](#) [Forum/ Activity List](#)
L18 DUAL CREDITS – SCWI RFP - FORUMS AND ACTIVITIES

Summary Status

Forum/ Activity Name: 15.2 - Grade 10 Hands-on Activity Day

Forum/Activity Details

Participant Type
Estimated Number of Participants

Board(s) and College(s) involved

7-8 Students

Participants Involved

9-12 Students

Funding

College Students

Parents/Guardians

7-8 Teachers

9-12 Teachers

Pre-Service Teachers

College/ Univ. Personnel

Ministry Personnel

School Board Personnel

Business and Industry

Other

Total # of Participants
1148
[← Previous](#)
[→ Next](#)
[Save](#)



Data Collection

Queries, Reports and Extracts

System Support

Exit

 User Name: Phil Hedges
(phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)


[Submission Period List](#)
[Data Collection Menu](#)
[Forum/ Activity List](#)
L18 DUAL CREDITS - SCWI RFP - FORUMS AND ACTIVITIES

Summary Status

Forum/Activity Details

Board(s) and College(s) involved

Participants Involved

Funding

Forum/ Activity Name: 15.2 - Grade 10 Hands-on Activity Day

Do you require the benchmark? (If 'no,' please detail the projected expenses of the activity/forum in the miscellaneous funding section.)

☐ Yes

☒ No

Benchmark Funding	Requested Amount	Approved Amount	Notes	Flag?
-------------------	------------------	-----------------	-------	-------

SCWI Benchmark Funding

\$0.00

\$0.00

Additional Funding	Requested Amount	Approved Amount	Notes	Flag?
--------------------	------------------	-----------------	-------	-------

Requested Amount

Approved Amount

Notes

Teacher Release Time

\$0.00

\$0.00

Transportation

\$10,000.00

\$10,000.00

Miscellaneous Funding Requests	Requested Amount	Approved Amount	Notes	Flag?
--------------------------------	------------------	-----------------	-------	-------

Requested Amount

Approved Amount

Notes

Miscellaneous costs

\$7,500.00

\$7,500.00

Notes

Flag?

[Data Collection](#)
[Queries, Reports and Extracts](#)
[System Support](#)
[Exit](#)

 User Name: Phil Hedges
 (phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)

[Submission Period List](#)

L18 DUAL CREDITS DATA COLLECTION MENU

Data Submission Menu

SCWI RFP

 Requested
Amount

 Approved
Amount

[Regional Planning Team Funding](#)
[Forums And Activities](#)

[Dual Credit Program Proposal](#)
Total

Function

[Sign-off](#)

Notes

^
v

User Name: Phil Hedges
(phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)


[Submission Period List](#)
[Data Collection Menu](#)

L18 DUAL CREDITS – SCWI RFP - DUAL CREDIT PROGRAM PROPOSAL

[Summary Status](#)
[Dual Credit Program Details](#)
[Board\(s\) and College\(s\) involved](#)
[Course\(s\)](#)
[Transportation Funding](#)
[Funding](#)

Search Criteria

Search:

Dual Credit Program List

All	A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z	#


Page Size: 250

Program Number	Dual Credit Program	Requested Number of Individual Students	Approved Number of Individual Students	Requested Amount	Approved Amount
15.01	Career Exploration	119	119		
15.02	Motive Power / Coop / Dual Credit	12	12		
15.03	School College Connection Program	100	100		
15.04	Level One Hairstyling	10	10		
15.05	Level One Cook	0	0		
15.06A	Outdoor Education / Environmental semester 1	25	25		
15.06B	Outdoor Education / Environmental semester 2	25	25		
15.07	SHSM Arts & Culture / Energy	15	12		
15.08A	SHSM Construction	12	12		
15.08B	Dual Credit for Construction	12	12		
15.09	SHSM Manufacturing	15	15		
15.10	Dual Credit for Personal Fitness	45	45		
15.11	Dual Credit for Hospitality & Tourism	16	16		
15.12	Team Taught for FNMI	30	30		
15.13	District School Make-up Artistry 1/Construction	14	14		

User Name: Phil Hedges
(phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)

 [Submission Period List](#) [Data Collection Menu](#) [Dual Credit Program List](#)

L18 DUAL CREDITS – SCWI RFP - DUAL CREDIT PROGRAM PROPOSAL

Summary Status

Dual Credit Program 15.01 - Career Exploration

Dual Credit Program Details

Board(s) and College(s) involved

Dual Credit Program

Course(s)

Dual Credit Program Number: 15.01

Transportation Funding

Dual Credit Program Name: Career Exploration

Funding

Contact Information

Program Contact: Karen Gauthier

Program Email: karen.gauthier@saultcollege.ca

Number of Individual Students

Projected

Year 2016 - 2017: 119

Year 2017 - 2018: 120

Year 2018 - 2019: 125

Approved

119

Program Details

Is this Program:

☐ New

☒ Extension of a previous program

If this program is extension of previous program, please enter the following

Year Program Last Ran 2015-16

Previous Program Number 15.01

Is this program primarily designed for...

☒ Disengaged and/or underachieving students with the potential to succeed

[Data Collection](#)
[Queries, Reports and Extracts](#)
[System Support](#)
[Exit](#)

 User Name: Phil Hedges
 (phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)

[Submission Period List](#)
[Data Collection Menu](#)
[Dual Credit Program List](#)
L18 DUAL CREDITS – SCWI RFP - DUAL CREDIT PROGRAM PROPOSAL

Summary Status

Dual Credit Program 15.01 - Career Exploration

Dual Credit Program Details

Board(s) and College(s) involved
Board(s) and College(s) involved

Course(s)

Transportation Funding

Funding

Board

1. Algoma DSB (B28010)



2. Huron-Superior CDSB (B29025)




College

1. Sault College (SAUL)




[← Previous](#)
[→ Next](#)
[✓ Save](#)

User Name: Phil Hedges
(phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)



Submission Period List

Data Collection Menu

Dual Credit Program List

L18 DUAL CREDITS – SCWI RFP - DUAL CREDIT PROGRAM PROPOSAL

Summary Status

Dual Credit Program 15.01 - Career Exploration

Dual Credit Program Details

Search Criteria

Board(s) and College(s) involved

Search:

Course(s)

 Reset **Apply**

Transportation Funding

 **New**

Funding

Course List

All	A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z	#
Course Name			Number of Students in Semester 1		Number of Students in Semester 2		Total Board Benchmark Funding for Course		Total College Benchmark Funding for Course				
			Requested	Approved	Requested	Approved	Requested	Approved	Requested	Approved			
<u>Professional Practices 1 - Pharmacy Law and Customer Services-PTN106</u>			1	1	0	0							
<u>Introduction to Human Relations-ED 141</u>			0	0	0	0							
<u>Electrical Fundamentals-ELR130</u>			4	4	0	0							
<u>The Canadian Experience-RES120</u>			0	0	0	0							
<u>Medical Terminology-MED111</u>			11	11	15	15							
<u>Anishinaabemowin -</u>			2	2	0	0							

Data Collection

Queries, Reports and Extracts

System Support

Exit

User Name: Phil Hedges
(phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)



[Submission Period List](#)

[Data Collection Menu](#)

[Dual Credit Program List](#)

L18 DUAL CREDITS – SCWI RFP - DUAL CREDIT PROGRAM PROPOSAL

Summary Status

Dual Credit Program Details

Board(s) and College(s) involved

Course(s)

Transportation Funding

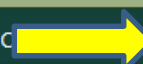
Funding

Dual Credit Program 15.01 - Career Exploration

Buses and Taxis	Total Number of Trips	Cost per Trip	Total	Notes
<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>
Subtotal		\$		

Bus Passes	Total Number of Students	Cost per Pass	Number of Months	Total	Notes
Public Transit - Bus Passes	18.00	40.00	8.00	\$5,760.00	<input type="text"/>

Data C



Queries, Reports and Extracts

System Support

Exit

 User Name: Phil Hedges
(phil.hedges@ontario.ca)

Submission Period: 1.2 Projected Cycle #2 2016-2017 (2016/08/30 - Deadline)

Organization: Algoma (15)


[Submission Period List](#)
[Data Collection Menu](#)
[Dual Credit Program List](#)
[Course List](#)
L18 DUAL CREDITS – SCWI RFP - DUAL CREDIT PROGRAM PROPOSAL

Summary Status

Dual Credit Program 15.01 - Career Exploration

Dual Credit Program Details

Board(s) and College(s) involved

Course(s)

Transportation Funding

Funding

Benchmark Funding
Requested Amount
Approved Amount
Notes

Board Benchmark (\$23,400.00)

\$23,400.00

\$23,800.00

College Benchmark (\$91,677.00)

\$91,677.00

\$94,077.00

Subtotal (\$115,077.00)
\$115077.00
\$117877.00
Additional Funding
Requested Amount
Approved Amount
Notes

Transportation

\$5,920.00

\$5,920.00

Miscellaneous Funding Requests
Requested Amount
Approved Amount
Notes

night school teachers

\$24,120.00

\$24,120.00

 3 teachers
at con ed
rate \$53.60




Ontario

MINISTRY OF EDUCATION

[Ontario.ca](#) | [Français](#)

Data Collection

Queries, Reports and Extracts

System Support

Exit

Pre-Defined Reports/Extracts >

Run Reports/Extracts

View Reports/Extracts

User Name: Phil Hedges (phil.hedges@ontario.ca)

Welcome to EDCS (Enhanced Data Collection Solution).

How to generate extracts/reports

- 1) Select “Run Reports/Extracts” from the Reporting menu on the Home Bar
- 2) Select whether you want to run an extract, validation report, or verification report

Data Collection Queries, Reports and Extracts System Support Exit

User Name: Alisha Bhanji (alisha.bhanji@ontario.ca)

L18DCVER - L18 DUAL CREDITS VERIFICATION REPORTS

* indicates that this data must be provided

Report/Extract Criteria

*Organization:

*Submission Period:

*Academic Year:

*Report/Extract:

*Format:

*Language:

*Verification Report:

☐ L18DC101 - SCWI RFP Verification Report

☐ L18DC104 - L18 Dual Credits Print Signatures Report

☐ L18DC105 - L18 Dual Credits Change Request Report

Extracts and Reports

Extracts:

- L18DC501 - L18 Dual Credits Total Approved Funding Extract
- L18DC502 - L18 Dual Credits Form 1 - RPTs Extract
- L18DC503 - L18 Dual Credits Form 2 - Activities + Forums Extract
- L18DC503B - L18 Dual Credits Form 2 - Activities + Forums By Board Extract
- L18DC503C - L18 Dual Credits Form 2 - Activities + Forums By College Extract

Extracts and Reports

Extracts:

- L18DC504 - L18 Dual Credits Form 3 - Dual Credits Extract
- L18DC504B - L18 Dual Credits Form 3 - Dual Credits By Board Extract
- L18DC504C - L18 Dual Credits Form 3 - Dual Credits By College Extract
- L18DC505 - L18 Dual Credits Board and College Funding Extract
- L18DC506 - L18 Dual Credits Student Data Report Raw Stats Extract
- L18DC506B - L18 Dual Credits Student Data Report Raw Stats By Board Extract

Extracts and Reports

Extracts:

- L18DC509 – L18 Dual Credits Transportation Funding Extract
- L18DC509B – L18 Dual Credits Transportation Funding Extract by Board
- L18DC509C – L18 Dual Credits Transportation Funding Extract by College

Extracts and Reports

Reports:

- Validation Report – create a PDF version of any errors and warnings encountered on the sign-off page for a particular submission.
- Verification Reports
 - L18DC101 - SCWI RFP Verification Report
 - L18DC102 – L18 Dual Credits Student Data Verification Report
 - L18DC103 – L18 Dual Credits Expenditure Verification Report
 - L18DC104 - L18 Dual Credits Print Signatures Report
 - L18DC105 - L18 Dual Credits Change Request Report
 - L18DC106 – L18 Dual Credits Projected Cycle Change Request Report

How to generate extracts/reports

3) Select the academic year from the drop down list and put a check mark next to the extracts/reports you want

4) Select “run immediately”

Data Collection

Queries, Reports and Extracts

System Support

Exit

User Name: Alisha Bhanji (alisha.bhanji@ontario.ca)

L18DCEXT - L18 DUAL CREDITS EXTRACTS

* indicates that this data must be provided

Report/Extract Criteria

Organization:

▼

Apply

*Academic Year:

2015-16

▼

Apply

*Report/Extract

L18 Dual Credit Extract selection screen

▼

Apply

*Format:

Commas-separated values

▼

*Language:

English

▼

*Extract/Report

☐ L18DC501 - L18 Dual Credits Total Approved Funding Extract

☐ L18DC502 - L18 Dual Credits Form 1 - RPTs Extract

☐ L18DC503 - L18 Dual Credits Form 2 - Activities + Forums Extract

☐ L18DC503B - L18 Dual Credits Form 2 - Activities + Forums By Board Extract

☐ L18DC503C - L18 Dual Credits Form 2 - Activities + Forums By College Extract

☐ L18DC504 - L18 Dual Credits Form 3 - Dual Credits Extract

☐ L18DC504B - L18 Dual Credits Form 3 - Dual Credits By Board Extract

☐ L18DC504C - L18 Dual Credits Form 3 - Dual Credits By College Extract

☐ L18DC505 - L18 Dual Credits Board and College Funding Extract

☐ L18DC506 - L18 Dual Credits Student Data Report Raw Stats Extract

☐ L18DC506B - L18 Dual Credits Student Data Report Raw Stats By Board Extract

☐ L18DC507 - L18 Forums and Activities Notes Extract

☐ L18DC508 - L18 Dual Credits Program Notes Extract

☐ L18DC509 - L18 Dual Credits Transportation Funding Extract

☐ L18DC509B - L18 Dual Credits Transportation Funding Extract By Board

☐ L18DC509C - L18 Dual Credits Transportation Funding Extract By College

Run Immediately

How to generate extracts/reports

- 5) On the view reports page you will see the report you are generating will be “in Queue” or “Processing”
- 6) Click F5 on your keyboard to refresh
- 7) Select check mark next to report you want to download and click download

User Name: Alisha Bhanji (alisha.bhanji@ontario.ca)

SEARCH CRITERIA

Status:
☒ Cancelled ☒ In Queue ☒ Processing ☒ In Error ☒ Generated
☒ Previously Viewed

Reports/Extracts:

Date:

Search

VIEW REPORT/EXTRACT LIST

All	A	B	C	D	E	F	G	H	I	J	K	L	M
N	O	P	Q	R	S	T	U	V	W	X	Y	Z	#

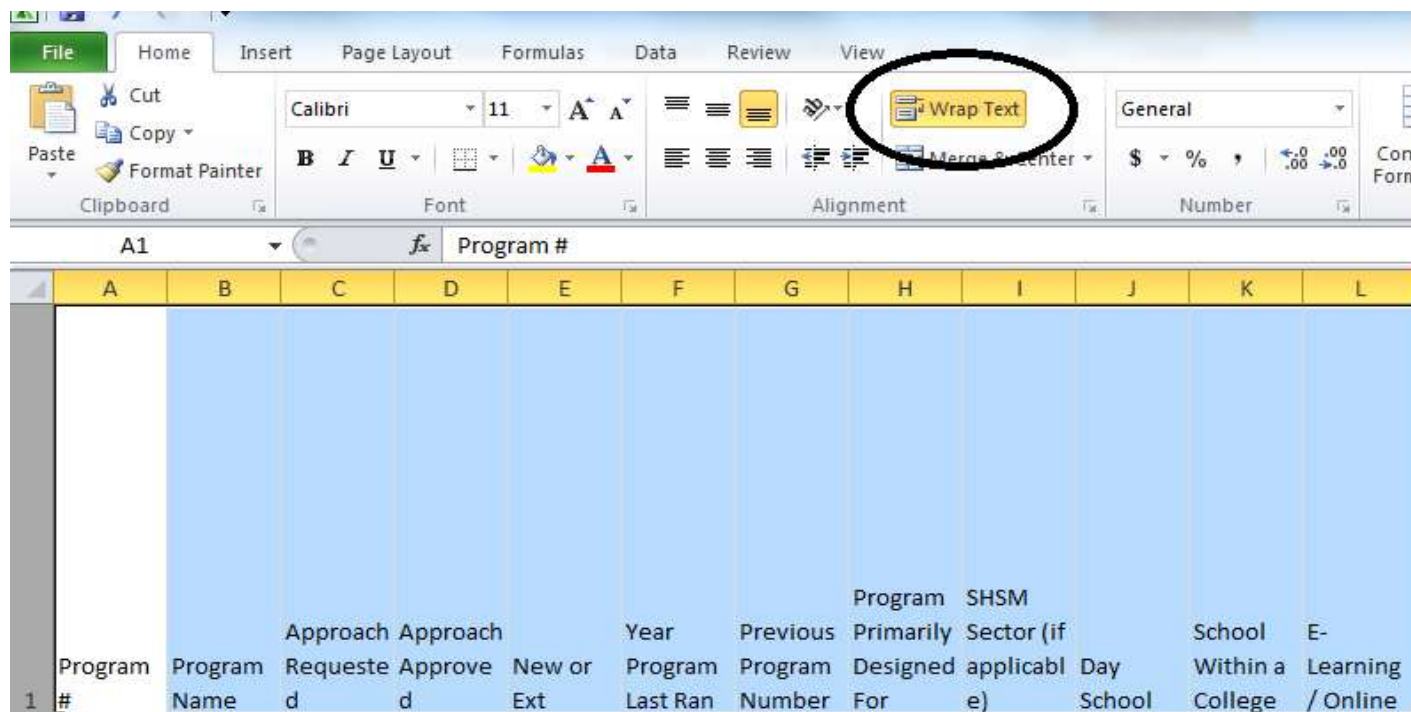
Page Size:

Report/Extract Code and Name	R / E	Organization	Submission Period	Year	Date	Status	
L18DC501 - L18 Dual Credits Total Approved Funding Extract	E			2015-16	7/27/2016 11:47:56 AM	Processing	<input type="checkbox"/>

Page Size:

Working with extracts

- Save As .csv → excel
- Delete first row of extract
- Wrap Text



Working with extracts

- Freeze the top row

504 - Microsoft Excel

File Home Insert Page Layout Formulas Data Review View

Normal Page Layout Page Break Preview Custom Views Full Screen

Workbook Views

Ruler Formula Bar

Gridlines Headings

Show

Zoom 100% Zoom to Selection

New Window Arrange All

Freeze Panes

Split Hide Unhide

View Side by Side Synchronous Scrolling Reset Window Position

Save Workspace

A1 Program #

A B C D E F G H I J

Freeze Panes

Keep rows and columns visible while the rest of the worksheet scrolls (based on current selection).

Freeze Top Row

Keep the top row visible while scrolling through the rest of the worksheet.

Freeze First Column

Keep the first column visible while scrolling through the rest of the worksheet.

Program #	Program Name	Approach Requested	Approach Approved	New or Ext	Year Last Ran	Previous Program Number	Program Primarily Designed For	SHSM Sector (if applicable)	Day School	School Within a College	E-Learning / Online	Night School	Summer School	2015-2016	2016-2017
1	Cambrian														
2	01.01a	College Cc	College-d	College-d Ext	2015	1.01a	Disengaged and/or u		1	0	0	0	0	17	
3	01.01b	SWAC - Cc	College-d	College-d Ext	2015	1.01B	Disengaged and/or u		1	1	0	0	0	20	

Questions?



Alisha Bhanji

Phone: 416-326-5984

Email: alisha.bhanji@ontario.ca

Phil Hedges

Email: philhedges@kwic.com