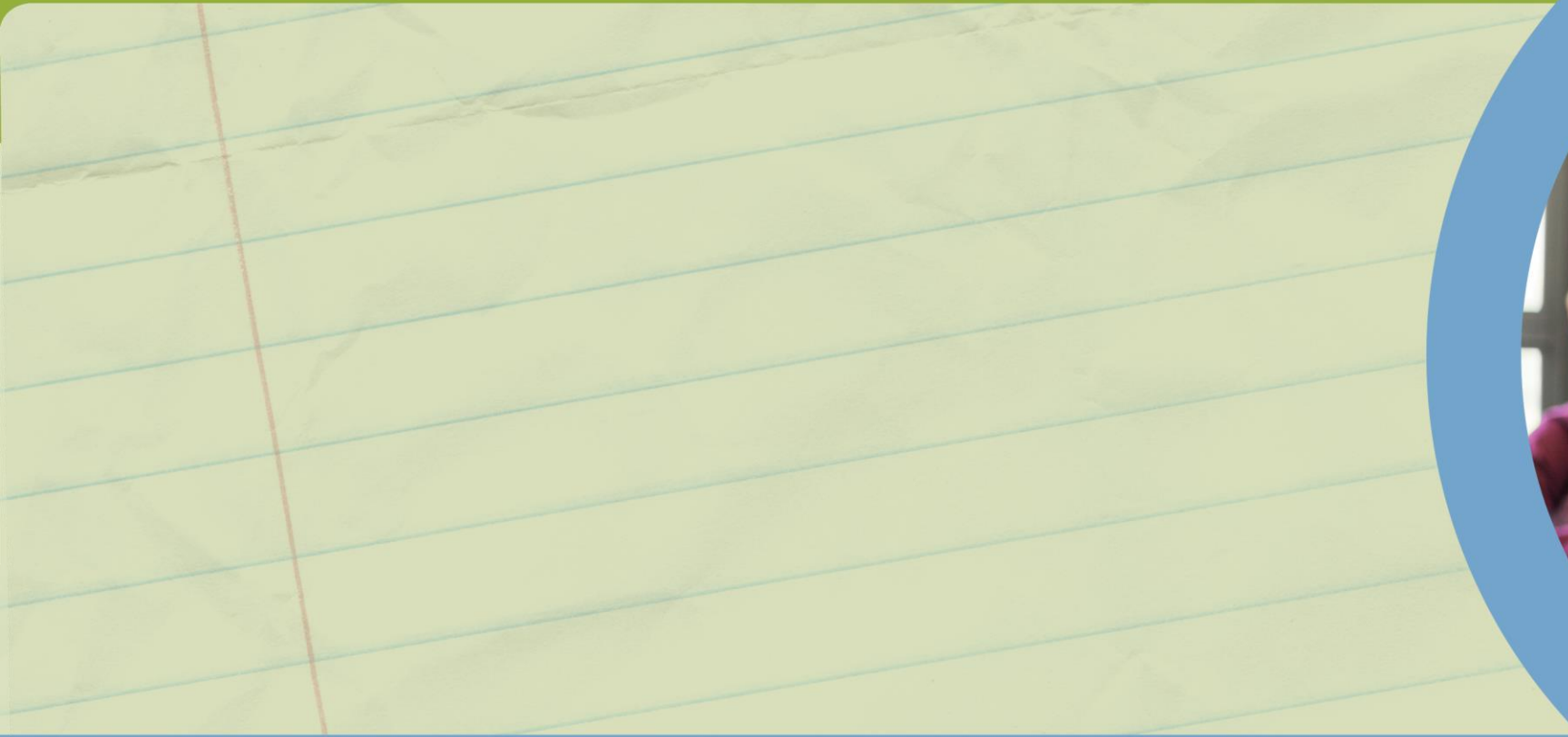


ODDEX: Ohio District Data Exchange



Teresa Williams • August/September 2020

Topics

- Access
- Documentation
- Landing Page
- Student Cross Reference (SCR)
- Records
- School Options Enrollment System (SOES)
- College Credit Plus (CCP)
- Tuition
- Calendar
- Setup
- Helpful Hints
- Questions

Access

- Access is granted based on OEDS roles
 - OEDS administrator assigns roles
 - ODDEX tile will be available on OH|ID portal page
- OH|ID authentication
 - User logs into OH|ID account
 - Selects ODDEx tile
 - Directed to ODDEx Landing page
- EMIS Coordinator, Superintendent, Treasurer will have default access based on their position in the district

Documentation, 1

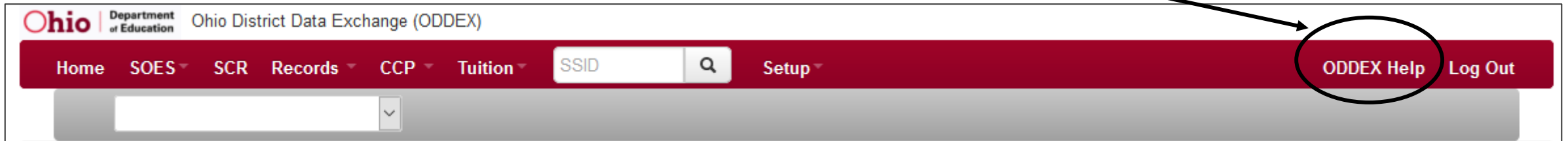
Click on *Help* link on each application screen

- A separate page opens to provide documentation pertaining to the portion of application one is in
- Specific subject matter



Documentation, 2

- Full set of documentation available using ODDEX Help link or using url
 - <https://wiki.ssdt-ohio.org/x/j4BCAQ>



- ODE's website

Landing Page, 1

- Provides quick access to data
- Grid differs depending on the roles and district type
- Use *Show* link to expand various sections of grid
- All counts are hyperlinks to selected groups of data
- Announcements or Alerts are seen by all

Landing Page, 2

Ohio | Department of Education

Ohio District Data Exchange (ODDEX)

Home

SOES

SCR

Records

CCP

Tuition

SSID

Q

Setup

ODDEX Help

Log Out

Axson Hamilton City (242645)

ODE Announcements

SCR Specific Test

System Alerts

SCR Specific Test

CURRENT USER: RDUSER UPDATE

LAST LOGIN: Never logged in

SCR Enrollment Comparisons Show

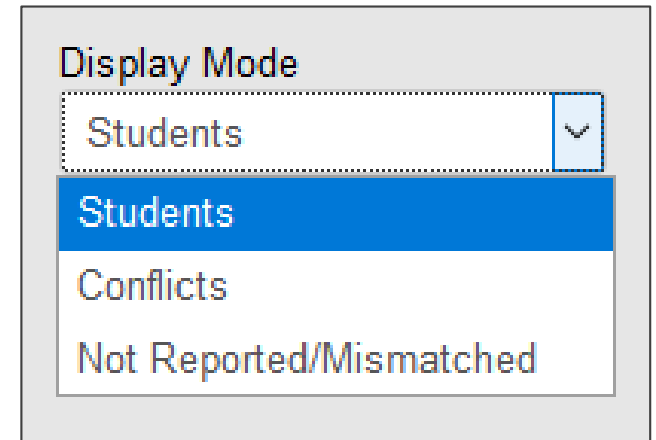
SOES Resident District Review Summary Hide

Agency	No Activity 30 / 45 / 75	Flags/ Comments	Reviewed	Escalated	ODE Override	ODE Auto Approved
Axson Hamilton City (242645)	10 / 0 / 0	0	0	0	0	0

Tuition Paying Summary Show

Student Cross Reference, 1

- Means to see current & past enrollment data about students your IRN has reported
 - Meets 30-day enrollment reporting rule
 - See records thru withdrawal + first enrollment after
- Can display students, conflicts or not reported/mismatched
- Export options
 - Best to narrow selections
- Once data is reported, it never is deleted



A screenshot of a web application interface showing a dropdown menu. The menu is titled "Display Mode" and is currently open, displaying three options: "Students", "Conflicts", and "Not Reported/Mismatched". The "Students" option is highlighted with a blue background. The dropdown menu is set against a light gray background.

Student Cross Reference, 2

Conflicts that could be generated nightly by Rules

- (EPCT) Percent of time is over 100%--***Impacts funding***
- (WTIC) Withdrawn to IRN
- (WTNY) Withdrawn to IRN Next Year
- (RFIC) Received from IRN
- (STIC) Sent to IRN
- (AFIC) Admitted from IRN
- (AFPY) Admitted from IRN Prior Year
- ODE Documentation
 - EMIS > Documentation > EMIS Validation and Report Explanations > Student Cross Reference (SCR) Conflicts

SCR Conflicts, 1

- Conflicts also include the Not Reported/Mismatched
 - Use this selection in drop down
 - Indicates entity is pointing to a student at your IRN and your IRN has missed reporting the student entirely or an error in reporting something about the student
 - OR the other entity has incorrect data
 - May not see student name for these
- ***Will not*** flag every conflict on a student as ODE may identify
 - FTE Detail report may not match ODDEX

SCR Conflicts, 2

- Click on conflict code to see grids of data your district reported and data 1 or more other districts reported
 - Screen for data grids will open
 - User can hide conflict as needed
 - User can comment on conflict as needed
- Click on SSID to see only the data your district submitted
 - Student detail screen will open if data has been reported by your IRN

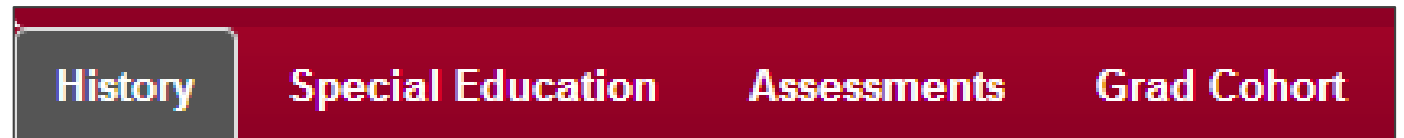
SCR Conflicts, 3

- Conflicts get resolved when changed data gets submitted to SCR by one or more of the districts involved in conflict
 - Indicated by a strikethrough
 - Conflicts are not deleted once resolved
 - Conflicts get reported to ODE
- Selection options

Last Name	SSID	Display Mode	Conflict Code	<input type="checkbox"/> Exclude Inactive
<input type="text"/>	<input type="text"/>	Conflicts	<input type="text"/>	<input type="checkbox"/> Exclude Hidden
First Name	Gender	Conflict Status	Conflict Age	<input type="button" value="Find"/> <input type="button" value="Clear"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Export"/>
			Conflict IRN	
			<input type="text"/>	

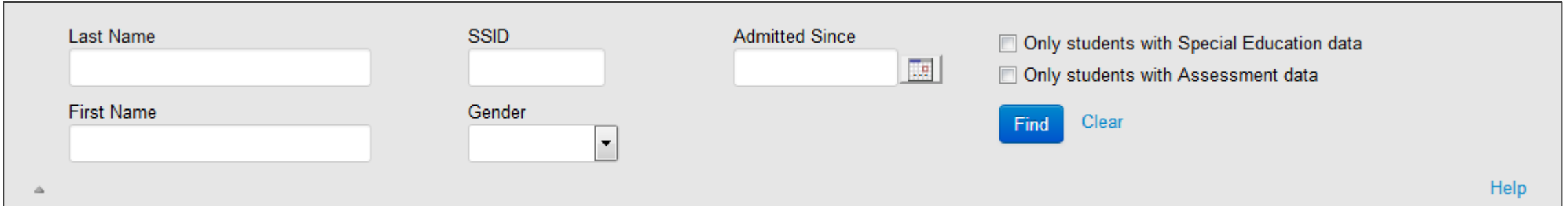
Records, 1

- Provides a historical enrollment record for any SSID your IRN reports
 - Records thru withdrawn date
- Dropdown provides 2 options
 - Single Student
 - Bulk Export
- Single Student
 - History - All data submitted to SCR goes to this tab
 - Additional data appears in separate box
 - Special Education
 - Assessments
 - Grad Cohort
 - Not just data your IRN has reported
 - Tabs visible will vary based on OEDS roles



Records, 2

- Bulk Export
 - Allows districts to export groups of test scores
- Selection options



A screenshot of a web form for selecting data for bulk export. The form is light gray with a thin border. It contains several input fields and checkboxes. On the left, there are two text input fields labeled 'Last Name' and 'First Name'. To their right are two more input fields labeled 'SSID' and 'Gender', with the 'Gender' field having a dropdown arrow. Further right is a date input field labeled 'Admitted Since' with a calendar icon. To the right of these fields are two checkboxes: 'Only students with Special Education data' and 'Only students with Assessment data'. Below the checkboxes are two buttons: a blue 'Find' button and a 'Clear' link. In the bottom right corner, there is a 'Help' link.

Last Name <input type="text"/>	SSID <input type="text"/>	Admitted Since <input type="text"/>	<input type="checkbox"/> Only students with Special Education data
First Name <input type="text"/>	Gender <input type="text"/>		<input type="checkbox"/> Only students with Assessment data
			Find Clear
			Help

SOES, 1

- Resident district verification of data for funding to community schools
- Community schools submit data for enrollments to ODE
- Small portion is sent to SSDT for ODDEX
 - Only what is needed for SOES funding
 - Monday – Thursday & Saturday
 - Specific start date changes on Friday only
 - Derived enrollment start date
 - Later of 3 dates: FS/FD start date, admission date, school year begin date from calendar data

SOES, 2

- Community schools submit contact data
 - Community School gets no funding for students with missing contact data
 - Merged with enrollments based on effective start date
- Resident districts approve for payment or flag to contest payment
 - SSID may appear more than once in listing
 - Each must be reviewed by resident district
 - 75 days to review
 - Timer is reset if CS submits a data change for student

SOES, 3

- Comments can be added to any review
- Students attending same CS from same RD with same address year to year are auto approved
- Flags get sent to ODE
- Documents can be uploaded
- Inactive records show with a ~~strikethrough~~

SOES Review Flags

- Red 🛑 = No funding for this record
 - Review flag set
 - Required data is missing, i.e., contact data
 - ODE Override – not approved for funding
- Yellow ⚠️ = Student needs some attention
 - Review needed
 - Data quality issue
- Green ✅ = Approved for funding
 - Approved no errors
 - Auto approved
 - Aged out with no actions
 - ODE Override – approved for funding
- Escalated can be any of these

☐ Escalated Only

SOES, 4

- Selection options RD

Last Name	SSID	Reported By	Review Status	<input type="checkbox"/> Active Only <input type="checkbox"/> Escalated Only <input type="checkbox"/> All Approved <input type="checkbox"/> Viewable Documents Only Find Clear Export
First Name	Gender	Modified Since Last Review	Impact of Review Flag	
	Comments by Others Since	Address	Record Age	

- Selection options CS

Last Name	SSID	Resident Of	Review Status	<input type="checkbox"/> Escalated Only <input type="checkbox"/> Viewable Documents Only Find Clear Export
First Name	Gender	Address	Impact of Review Flag	
	Comments by Others Since	Record Age	Residency Changed Since	

CCP, 1

- Lists courses as reported by the Higher Ed Institutes
- Payment Responsibility section assists in determination of who pays for courses
- K-12 Reported Data
 - All courses as reported by LEA
 - Reference point








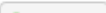
CCP, 2

- Resident district reviews the student/course
 - Age out in 45 days with no activity
 - Timer resets when data update occurs
 - Only specific elements impact
 - Flags get sent to ODE
- Agreements as reported by the Higher Ed Institute
 - Negotiated credit hour rate is stated
 - Per combination of delivery method and term
 - Not all districts have specific agreements, may be default state-wide rate

CCP, 3

SSID	Name	HEI	Year
IB2682437	Moody, Rusty	Brunswick Lovejoy Institute (220275)	2020

Higher Education Reported Data

		Higher Ed Courses		Enrollment as Of	Term	Credit Hours	Dlvry Mthd	On Alt Pay	Esclt	Course Dates	Section ID	HEI Subj	Campus Code	Last Updated
 	 	ECON1499 - Principals of Microeconom	07/25/2019	WI	2.37 Q	HI	N	N		07/01/2019 - 09/19/2019	22721	231890	ASHL	07/25/2019
 	 	MATH4724 - Computer Repair	07/25/2019	AU	1.95 S	OC	N	N		09/22/2019 - Current	14983	336059	WALT	07/25/2019




LEA Payment Responsibility

Higher Ed Course	Reporting LEA	Pmt by Reporting LEA	Review Code as of 07/25/2019	Pmt Split	Alt Pay Rptd	Paying LEA Credits	Total LEA Percent of Time	HEI Total Credits	In LEA on CCP Enrollment Date	CCP Sent Reason Reported	CCP Sent Percent of Time	CCP Course Reported by LEA	LEA FS Start Date	County of Residence
MATH4724 - Computer Repair	442098	FULL	APPROVED_CCP_COURSE	N	N	9.14	9	2.27	Y	Y	80	Y	09/22/2019	Erie
MATH4724 - Computer Repair	442098	PROP	APPROVED_CCP_COURSE	Y	N	1.84	72	4.21	Y	Y	86	Y	09/22/2019	Out Of State

K12 Reported Data

EMIS Reported Courses	Course Schedule	K12 Subject	HS Credits	Building IRN	Location
3542-WHILE-94	All year	104100 - AP Chemistry	1.71	321123	395456 - Stockbridge Ellijay College

Review Flagging in CCP

- Red  = No funding for this record
 - Review flag set
 - ODE Override – not approved for funding
- Yellow  = Student needs some attention
 - Review needed
 - Data quality issue
- Green  = Approved for funding
 - Approved no errors
 - Aged out with no actions
 - ODE Override – approved for funding
- Escalated can be any of these

☐ Escalated Only

CCP, 4

Selection options

Last Name	SSID	Review Status	<input type="checkbox"/> Active Only <input type="checkbox"/> Escalated Only <input type="checkbox"/> Not Escalated Only <input type="checkbox"/> Generated Courses Only	Find Clear Course Export Payment Export
First Name	Term	Record Age		
Reported by HEI	Comments by Others Since			

Tuition, 1

- Verifies Tuition payments claimed by a district and payments to be made by a district
- Two options on the navigation bar drop down
 - Resident/Paying
 - Educating/Receiving
 - Same district can be both

Tuition, 2

- Resident/Paying
 - Approve payments
 - Flag or escalate
 - Flags get sent to ODE
 - Comments can be added to any review
- Educating/Receiving
 - Claims payment for student
 - Data is populated from S collections
 - Students included have How Received of C, D, G or J
 - Manual entry of contact data
 - Placement detail
 - Documents can be uploaded
 - Can indicate not claiming

Review Flagging Tuition

- Red 🚫 = No funding for this record
 - Review flag set
 - Required data is missing i.e. – Contact data
 - Not claiming Tuition
 - ODE Override – not approved for funding
- Yellow ⚠️ = Student needs some attention
 - Review needed
 - Data quality issue
- Green ✅ = Approved for funding
 - Approved no errors
 - Aged out with no actions
 - ODE Override – approved for funding
- Escalated can be any of these

☐ Escalated Only

Tuition, 3

- Two Tuition windows
 - July 1 – December 31
 - January 1 – June 30
- Selection options


Last Name	SSID	Review Status	Educating LEA	<input type="checkbox"/> Active Only <input type="checkbox"/> Escalated Only <input type="checkbox"/> Viewable Documents Only Find Clear Export
First Name	Gender	Record Age	Parent/Address	
Modified Since Last Review	Disability	Reporting Window	Placement	
How Received	Comments by Others Since	Reviewed Since		

Calendar

Community Schools Only – located under SOES

- Sponsors approve calendars
- Community schools can see status of calendar approvals


School Year ⬆️⬆️	Approval Status ⬆️⬆️	Earliest Begin Date ⬆️⬆️	Latest Begin Date ⬆️⬆️	Earliest End Date ⬆️⬆️	Latest End Date ⬆️⬆️	Min. Units In Session ⬆️⬆️	Max. Units In Session ⬆️⬆️	Record Active ⬆️⬆️
2021	Unreviewed	09/02/2020	09/09/2020	05/23/2021	06/07/2021	910.00 Hours	921.00 Hours	true

Calendar Details						
						
LEA Augusta-Richmond County Barney Academy (413615)						
Year 2021						
Record Active true						
Approval Status Unreviewed						
Last Updated 07/08/2020						
Reviewed By						
Review Date						
Comment						
Earliest Begin Date on any calendar	Latest Begin Date on any calendar	Earliest End Date on any calendar	Latest End Date on any calendar	Minimum Units in Session	Maximum Units in Session	
09/02/2020	09/09/2020	05/23/2021	06/07/2021	910.00 Hours	921.00 Hours	

Setup, Users

- Provides a list of staff with access to your district data and to what modules they have access
- Roles can be assigned to allow update to any staff within district
- Each person can update their own detail
- Important to keep this current
 - Used in the popups to identify staff

User Details



Name RDUSER UPDATE

Email test@isp.com

Email Public Yes

Preferred Email RDUpdate@Test.com

Preferred Email Viewable User And Lea

Contact Phone

Contact Phone Public Yes

FAX Number


FAX Number Public No

Setup, Agencies

- Provides details about any district
 - Selection options are recommended
- View option for most
- Roles can be assigned to provide update access to this data

Name	Type
<input type="text"/>	<input type="text"/>
IRN	Status
<input type="text"/>	<input type="text"/>

Agency Details



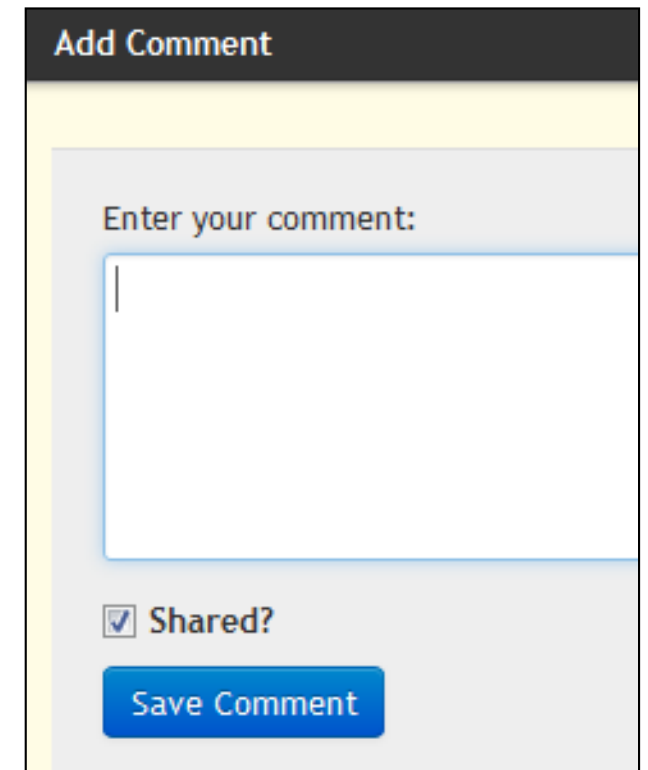
IRN: 242645
Agency: Axson Hamilton City
Agency Type: Public District
E-School: false
Status: Active
Primary Contact: Derrick Adkins
Contact Email: rsears@b1zmail.co.uk
Contact Phone: 0480539455
Contact Fax: 7589664621
Secondary Contact: Leonard Nguyen
Secondary Contact Email: islandare@gmail.org
Secondary Contact Phone: 6584602585
Service Provider (ITC): Sample ITC (999995)

Helpful Hints, Data Exports

- Best to query the desired records and verify
- TAB delimited format
 - Some may need to save this type of file
- Includes all data for student except comments
- All review flags are included with a separator
- Upload to a spreadsheet application
 - Manage data according to district needs

Helpful Hints, Comments

- Shared comments entered on the Review Flag can be seen by Community School, ITC, ODE, and Resident District personnel
 - Default is shared comments
- Unshared comments entered on Review Flag can be seen by entering District personnel only

A screenshot of a web form titled "Add Comment". The form has a yellow header bar with the title. Below the header is a light gray background. Inside, there is a text input field with the placeholder text "Enter your comment:". Below the input field is a checkbox labeled "Shared?". The checkbox is checked. At the bottom of the form is a blue button with the text "Save Comment".

Helpful Hints, 1

Contact information related to comments and review flags

–Posted By: Hyperlink

• Posted By: RDUSER READ 8 hours ago

–District level contact info

- May be helpful for districts with central registration
- Complete *Agency Secondary Contact* information on the Agencies from Navigation Bar
 - Functions for all personnel in district

–User level contact info

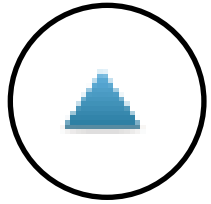
- Users profile contact information

Helpful Hints, 2

- Limit data by using selections
- Combination of multiple query fields can be used for minimum selection of data

Last Name <input type="text"/>	SSID <input type="text"/>	Review Status <input type="text"/>	Educating LEA <input type="text"/>	<input type="checkbox"/> Active Only
First Name <input type="text"/>	Gender <input type="text"/>	Record Age <input type="text"/>	Parent/Address <input type="text"/>	<input type="checkbox"/> Escalated Only
Modified Since Last Review <input type="text"/>	Disability <input type="text"/>	Reporting Window <input type="text"/>	Placement <input type="text"/>	<input type="checkbox"/> Viewable Documents Only
How Received <input type="text"/>	Comments by Others Since <input type="text"/>	Reviewed Since <input type="text"/>		<input type="button" value="Find"/> <input type="button" value="Clear"/>
				<input type="button" value="Export"/>

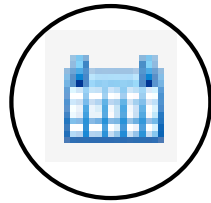
Helpful Hints, 3



- Audit detail
 - All modules that impact any funding
 - Old and new values, time, and date of change



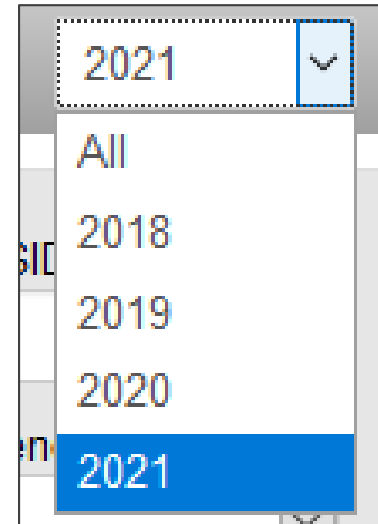
- Ability to escalate to ODE



- District calendars where this icon is seen
 - Informational

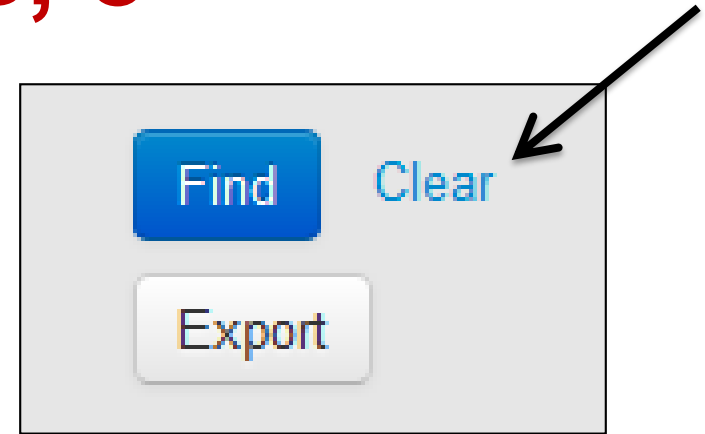
Helpful Hints, 4

- Inactive records
 - Show with a strike-thru in all modules except Records
 - ~~Inactive data example~~
 - Inactive omitted from display in Records
- No data is ever deleted from ODDEX it becomes inactive
- Year selection drop down



Helpful Hints, 5

- Use the 'Clear' on data queries
 - Prevents selection problems



- Partial SSID or Student name entry finds any that match
- Hover over provides EMIS descriptions for codes, IRNs, etc.

Helpful Hints, 6

- Upper- or lowercase can be used with entry of SSID or Name in 'Find'
- Anything [Blue](#) is a hyperlink
- Global find by SSID can be useful in many ways

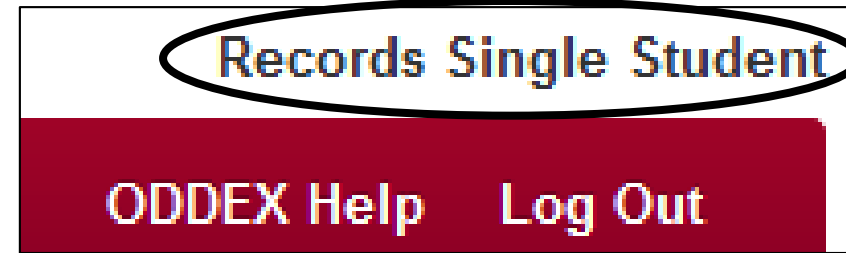


- Return to Summary Listings

[Return to Summary](#)

Helpful Hints, 7

- Where am I in ODDEX?
 - Check upper right corner



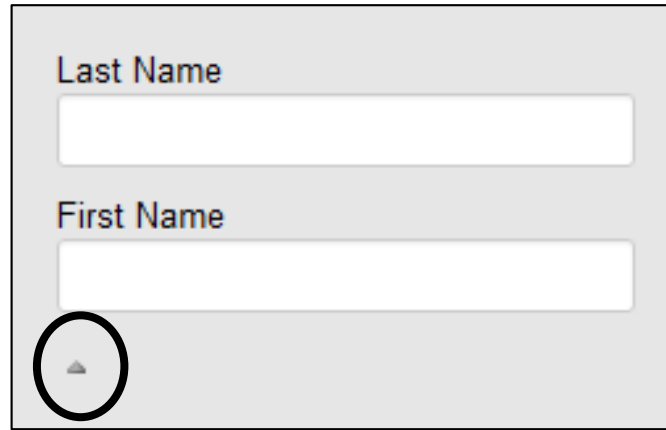
- How do I sort displayed data?
 - Any column with this icon can be sorted



- ODDEX timeout is 30 minutes of inactivity

Helpful Hints, 8

- Collapsing 'Find Box'



The image shows a light gray rectangular box representing a 'Find Box'. Inside the box, there are two text input fields. The top field is labeled 'Last Name' and the bottom field is labeled 'First Name'. At the bottom left corner of the box, there is a small, faint upward-pointing arrow icon. This icon is circled with a black line, indicating it is a key feature for collapsing the box.

- ODDEX application is mobile friendly
- Older browsers can be troublesome

Questions

