



Understanding ODDEX

OAEP Spring 2015

Topics

- ▶ ODDEX Roles
- ▶ Review of data process
- ▶ Managing inactive records
- ▶ Landing page
- ▶ Queries
- ▶ Exporting data
- ▶ Resident district flagging
- ▶ Audit records
- ▶ SCR Conflicts
- ▶ Documentation and helpful hints
- ▶ Derived enrollment records

Student Cross Reference Roles

- ▶ Read only for all student data
 - ▶ Superintendent
 - ▶ EMIS Coordinator
 - ▶ EMIS Manager
 - ▶ EMIS Director
 - ▶ Data View – SCR
- ▶ Comment capability
 - ▶ Superintendent
 - ▶ Commenter – SCR
- ▶ Ability to modify district settings
 - ▶ Superintendent
 - ▶ Application Manager – ODDEX

Community School SOES Roles

- ▶ Read only for all CS data
 - ▶ Superintendent
 - ▶ EMIS Coordinator
 - ▶ EMIS Manager
 - ▶ EMIS Director
 - ▶ Data View – SOES
- ▶ Comment capability
 - ▶ Superintendent
 - ▶ Commenter – SOES
- ▶ Ability to modify district settings
 - ▶ Superintendent
 - ▶ Application Manager – ODDEX

Resident District SOES Roles

- ▶ Read only for all student data
 - ▶ Superintendent
 - ▶ EMIS Coordinator
 - ▶ EMIS Manager
 - ▶ EMIS Director
 - ▶ Data View – SOES
- ▶ Comment capability
 - ▶ Superintendent
 - ▶ Commenter – SOES
- ▶ Update/Add review flags
 - ▶ Superintendent
 - ▶ Verifier - SOES
- ▶ Ability to modify district settings
 - ▶ Superintendent
 - ▶ Application Manager – ODDEX

Review of SOES Data

- ▶ Community schools submit to ODE Report Authority data based on EMIS reporting requirements
 - ▶ A portion of data is used for SOES
- ▶ Community Schools submit to SSDT Report Authority contact data for SOES

Review of SOES Data

- ▶ ODE sends to SSDT portion of EMIS data submitted by Community School
 - ▶ Only what is needed for SOES
 - ▶ Limited set of data elements
 - ▶ Calculated FTE
 - ▶ Derived enrollment dates
 - ▶ Inactive status records

Review of SOES Data

- ▶ SSDT merges SOES data provided by ODE with SOES contact data received for each SSID
 - ▶ Results appear in ODDEX/SOES
 - ▶ Same data is visible by Community Schools and Traditional districts
 - ▶ View of data by 2 entity types is different
- ▶ Resident district flagging can then occur
 - ▶ Review flag values for each SSID and reporting IRN combination are sent by SSDT to ODE

Review of SCR Data

- ▶ All EMIS reporting entities submit to SSDT Report Authority data for Student Cross Reference (SCR)
 - ▶ Data as submitted appears in ODDEX/SCR
 - ▶ Records can get set to inactive
- ▶ District with a reported SSID in current year can see SCR data for student
 - ▶ SCR viewable does not make student viewable in SOES
 - ▶ District can not see SSID if they have not reported the SSID to SCR

Review of SCR Data

- ▶ First date each SSID is received by Report Authority is recorded
 - ▶ Date *will* get sent to ODE along with Reporting entity IRN and SSID
- ▶ EMIS data submitted to ODE since FY10 was populated into SCR
 - ▶ Student name was not included

Review of History Data

- ▶ All data submitted to SCR automatically goes to History
 - ▶ No separate submission for History
 - ▶ Data visible in SCR and History views may not match
 - ▶ Impacted by SCR inactive records
- ▶ Districts can not see SSID if they have not reported the SSID to SCR, past or present

Review of History Data

- ▶ Past enrollments, current enrollment and where the student enrolled next are viewable to any entity with a connection to an SSID
 - ▶ Entire education history (K-12) not always available
- ▶ Select the proper year
 - ▶ Impacts the records viewable



Inactive Records SOES

- ▶ ODE process determines when a record is inactive and ODE sends inactive status to SSdT
 - ▶ i.e., wrong DOR reported
- ▶ Records show with a ~~striketthrough~~
 - ▶ Data becomes 'Read only' for all districts involved
 - ▶ Strikethrough is applied to all data associated with inactive record
 - ▶ Any review flags on these are turned off/cleared

Inactive Records SCR

SSDT process determines inactive records from submitted data

- ▶ Status on a record becomes inactive when
 - ▶ Student record was submitted and is not submitted again
 - ▶ Withdrawal reason = '81'
- ▶ All inactive records a district reported can be seen
- ▶ Inactive records pointing to the wrong district can not be seen by the wrong district once inactive

Inactive Records in History

- ▶ Inactive status determined by same SCR processing
 - ▶ Inactive records are not displayed
- ▶ If only link to an SSID is an inactive record...
 - ▶ SSID is not accessible to this district
 - ▶ SSID is not included in summary lists
 - ▶ SSID can not be searched

Landing Page

- ▶ Provides quick access to data
- ▶ Grid differs depending on roles and district type
- ▶ All counts are hyperlinks to selected groups of students
- ▶ Students may move from one column to another if status changes
 - ▶ Change may be seen on next screen refresh

Landing Page

SOES RD Example

SOES Resident District Review Summary

LEA ↕	New 30 / 45 / 75	No Activity 30 / 45 / 75	New Flags/Comments	Flags/Comments	Reviewed	ODE Override
Auburn Kinderlou City (749026)	0 / 0 / 0	0 / 0 / 0	4	4	0	0
Brooklet Hagan Ex Village (965687)	5 / 0 / 0	5 / 0 / 0	1	1	0	0
Crescent Colquitt City (207005)	1 / 0 / 0	1 / 0 / 0	4	4	0	0

▶ Announcements from ODE

- ▶ Scheduled SAFE downtime that will impact ODDEX access
- ▶ Etc.

▶ Alerts from SSdT

- ▶ Updates to application
- ▶ Scheduled downtime for ODDEX application
- ▶ Etc.

Data Queries SOES

Resident District

- ▶ Review Status
 - ▶ All (blank)
 - ▶ New
 - ▶ No activity
 - ▶ New flags/Comments
 - ▶ Flags/Comments
 - ▶ Reviewed
 - ▶ ODE Override
 - ▶ Inactive
- ▶ Reported By (5/8)
- ▶ Modified Since Last Review
- ▶ Record Age
- ▶ Active check box (5/8)

Review Status

Birth Date Derived Enrollment Dates

The screenshot shows a dropdown menu for 'Review Status' with the following options: New, No Activity, New Flags/Comments, Flags/Comments, Reviewed, ODE Override, and Inactive. The 'New' option is currently selected and highlighted in blue. Below the dropdown, there are two labels: 'Birth Date' and 'Derived Enrollment Dates'.

Modified Since Last Review

All Records

All Records

Updated records by CS since last review

The screenshot shows a dropdown menu for 'Modified Since Last Review' with the following options: All Records and Updated records by CS since last review. The 'All Records' option is currently selected and highlighted in blue.

Reported By

Modified Since Last Review

Review Status

Record Age

Active Only

Find Clear

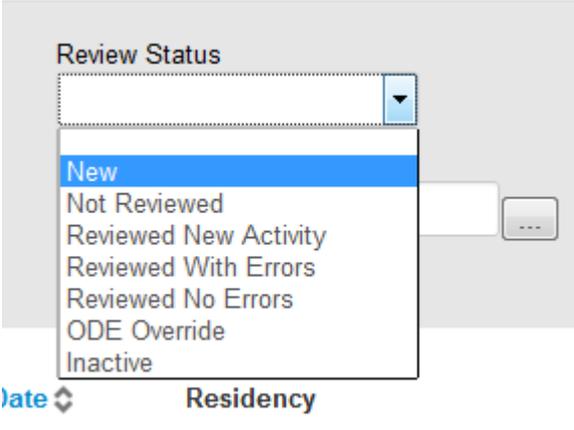
Export

The screenshot shows a search filter section with the following elements: 'Reported By' dropdown menu, 'Modified Since Last Review' dropdown menu, 'Review Status' dropdown menu, 'Record Age' dropdown menu, an 'Active Only' checkbox, and 'Find', 'Clear', and 'Export' buttons.

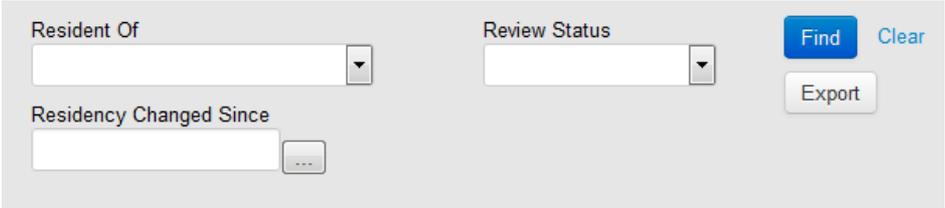
Data Queries SOES

Community School

- Review Status
 - All
 - New
 - Not Reviewed
 - Reviewed New Activity
 - Reviewed with errors
 - Reviewed no errors
 - ODE Override
 - Inactive
- Resident Of (5/8)
- Residency Changed since
 - Date entry



A screenshot of a web application interface showing a dropdown menu for 'Review Status'. The menu is open, displaying several options: 'New' (highlighted in blue), 'Not Reviewed', 'Reviewed New Activity', 'Reviewed With Errors', 'Reviewed No Errors', 'ODE Override', and 'Inactive'. Below the dropdown, there are two columns of text: 'ate' with a double-headed arrow icon and 'Residency'.

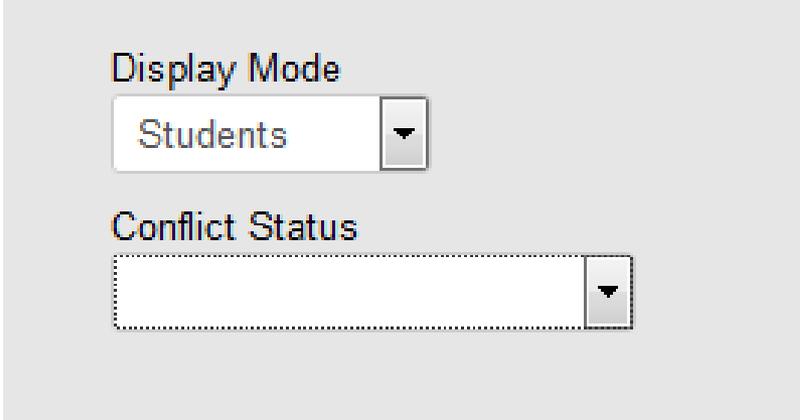


A screenshot of a search filter form. It contains three input fields: 'Resident Of' with a dropdown arrow, 'Residency Changed Since' with a text input and a menu icon, and 'Review Status' with a dropdown arrow. To the right of these fields are three buttons: 'Find' (blue), 'Clear' (light blue), and 'Export' (grey).

Data Queries SCR

Resident District/Community School

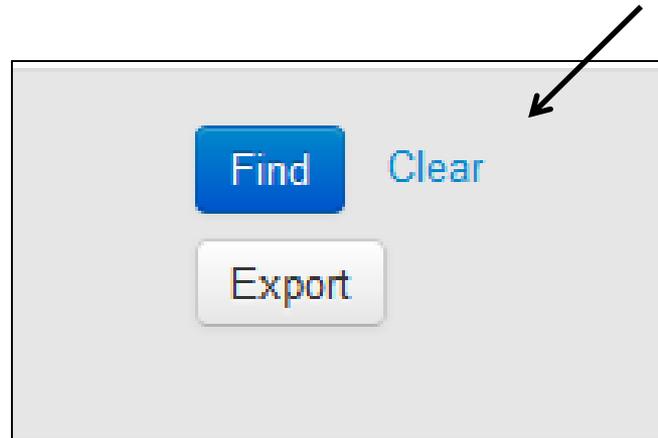
- Display Mode
 - Students
 - Conflicts
- Conflict Status
 - New with conflict



The screenshot shows a light gray background with two dropdown menus. The first menu is labeled "Display Mode" and has "Students" selected. The second menu is labeled "Conflict Status" and is currently empty.

Data Queries

- ▶ Use the 'Clear'



- ▶ Prevents selection problems

Exporting Data

- ▶ Query the desired records
- ▶ Export the data
 - ▶ 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

Review Flagging RD

▶ Used to challenge residency of student in some capacity

- ▶ 10 flag values as needed
- ▶ Student Details screen
 - ▶ Select 'Add Review'
 - ▶ Check flags as appropriate

Status Flags

- The student's address is not within the territory of the district
- Incorrect date of birth
- The address does not match the address in the district's record
- Student has graduated
- The student is reported with overlapping attendance
- The SSID does not match the SSID in the district's records
- Incorrect district for a student in a custody/guardianship situation
- The district is challenging the residency of the student because the student appears to live at another address
- Homeless student's district of origin is challenged
- Homeless student's homeless status, as assigned by the CS, challenged

Note

▶ SSID may appear in student listing more than once

- ▶ Representation of multiple Educating relationships reported by 1 or more CS
- ▶ Each must be reviewed

Review Flagging RD

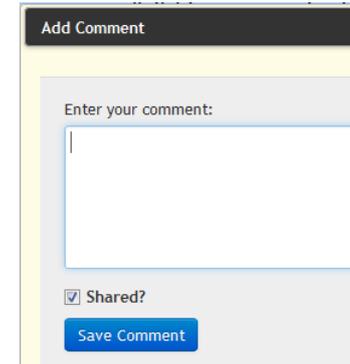
- ▶ 2 methods to mark student record as reviewed and approved for funding
 - ▶ Student Details screen
 - ▶ Select Reviewed – No Flags
 - ▶ Or select ‘Add Review’
 - ▶ Select Reviewed – No Flags
- ▶ All flags can be seen by Community School, ITC, ODE and Resident District personnel
- ▶ All review flags set or cleared by RD are sent by SSDT to ODE

Review Flagging CS

- ▶ All review flags set by the resident districts are visible by Community School
 - ▶ CS personnel can evaluate and resubmit data as needed
- ▶ Resubmit of data by Community School resets the 75 day timer for RD
- ▶ Comments made by RD may be viewable
- ▶ Comments can be added by CS

Comments on Review Flagging

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



The screenshot shows a web form titled "Add Comment". It features a text input field with the placeholder text "Enter your comment:". Below the input field is a checkbox labeled "Shared?" which is checked. At the bottom of the form is a blue button labeled "Save Comment".

- ▶ Unshared comments entered on Review Flag can be seen by entering District personnel only

Student Listings

May show a Review flag

- ▶ Red = RD has set a review flag
- ▶ Yellow = Student has not been reviewed by RD
- ▶ No flag = Reviewed by RD and no flags are set

	SSID	Last Name	First Name	Birth Date	Derived Enrollment Dates
 ▲	XF3009193	Osborne	Unborn	11/11/1997	11/12/2013 - 12/30/2015
 ▲	UL1439220	Heath	Crystal	11/04/2003	11/19/2014 - Current

	MW8693957	Willis	Vanessa	08/26/1996	Derived Enrollment Dates
					01/02/2015 - Current
					07/01/2013 - 01/01/2015

District Contacts

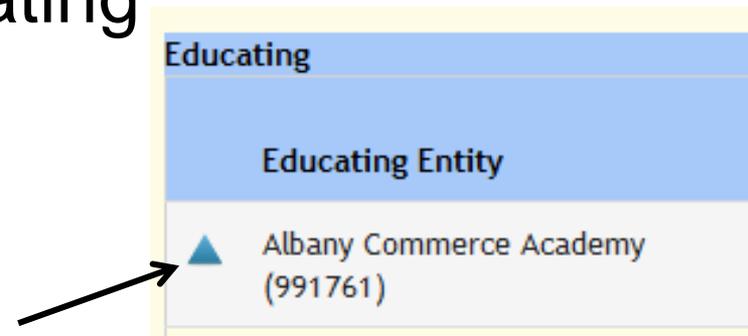
Contact information related to comments

- ▶ 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

Audit Data SOES

Community School

- Lists changes made
- Old/New values; Date
- Select blue icon at Educating



- Data changed will display in pop-up box
- Audit data used for query selections by Resident Districts

Audit Data SOES

Resident District

- ▶ Lists changes made
- ▶ Old/New values; Date
- ▶ Select blue icon at SSID



- ▶ Data changed will be displayed in pop-up box

SCR Conflicts

Rules *will* be added to SCR

- Overlapping enrollment
- Percent of time
- Withdrawn to
- Admitted from
- Records not reported by entity being pointed to
- Rules will run on submitted data at a yet to be determined schedule; minimum it will be daily
- Email notifications of conflicts will be enabled

SCR Conflicts

- ▶ Records detected with a conflict will be flagged and included on the Landing Page

SCR Enrollment Comparisons

LEA 	All	New No Issues	New With Issues	Open With Issues
Auburn Kinderlou City (749026)	9	0	0	1

- ▶ Student detail listing conflict example

SSID	First Name	Last Name	Birth Date	Conflict Code	Relationships
IX1970343	Theresa	McLeod	2002-09-21	 MISSING	Auburn Kinderlou City (749026)  Missing Mayday Shawnee Local (406787) 

SCR Conflicts

Click on conflict code to see grid of data your district reported and data others reported

Conflict
Conflict Effective Dates

Missing report (MISSING)
04/24/2015

Reporting Agency	Auburn Kinderlou City (749026)	Missing Mayday Shawnee Local (406787)
SSID	IX1970343	
Name	McLeod, Theresa	
Birth Date	09/21/2002	
Gender	Male	
Relationship Type	Educating	Not Reported
Educating Entity	Byromville Waverly Academy (765483)	
Record Active	true	Missing/Not Reported
Date Range	02/11/2016 - Current	

SCR Conflicts

Click on SSID to see only data your district submitted

- ▶ Student detail screen pops up
- ▶ Similar to other ODDEX applications

SCR Conflicts

- ▶ Use conflict grid for verifications
 - ▶ Identify enrollment issues more easily
 - ▶ Errors can get resolved before they impact a higher level of data reporting
- ▶ Comments can be added to conflict
 - ▶ Other districts involved can see comments entered

SCR Conflicts

- ▶ Conflicts get resolved when changed data gets submitted to SCR by one or more of districts involved in conflict
- ▶ Resolved conflicts
 - ▶ Changed to include strikethrough of data
 - ▶ Identified conflicts will not disappear

SSID	First Name	Last Name	Birth Date	Conflict Code	Relationships
WF2496364	Corey	Sparks	2005-12-02	 MISE	Auburn Kinderlou City (749026) Auburn Kinderlou City (749026)

- ▶ Conflicts **will** get reported to ODE by SSdT

Documentation

▶ Application Documentation

▶ Release Notes

▶ *Help* link for Navigation Bar

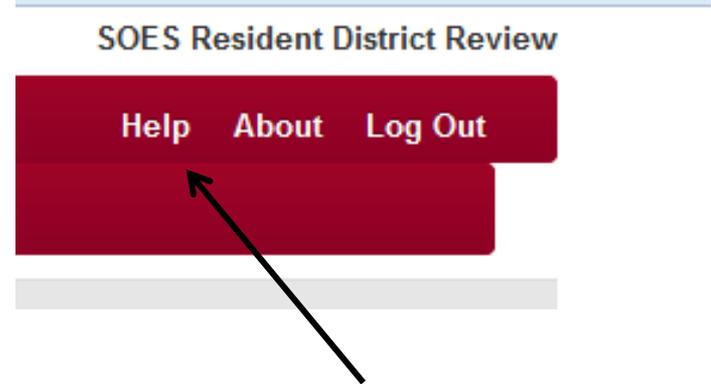
▶ Found online at this URL

▶ <https://wiki.ssdt-ohio.org/x/j4BCAQ>

▶ *About* link from Navigation Bar

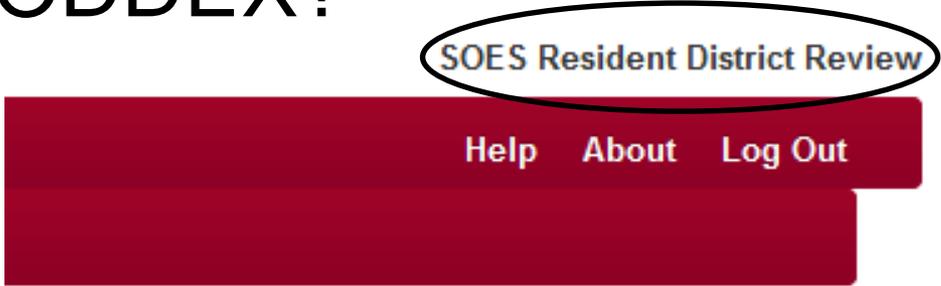
▶ Version of software running

▶ ODE's website



Helpful Hints

▶ Where am I in ODDEX?



SOES Resident District Review

Help About Log Out

▶ How do I sort displayed data?



Last Name

▶ ODDEX timeout is 30 minutes of inactivity

Helpful Hints

▶ Collapsing 'Find Box'



A screenshot of a search form with two input fields. The top field is labeled 'Last Name' and the bottom field is labeled 'First Name'. Below the 'First Name' field, there is a small, circular button with a downward-pointing arrow, which is circled in black. This button is used to collapse the search form.

- ▶ ODDEX application is mobile friendly
- ▶ Older browsers can be troublesome
 - ▶ IE greater than 8
 - ▶ Firefox greater than 10

SOES Derived Enrollments

- ▶ Enrollment range for each set of unique values on SOES elements
- ▶ Start Date latest of
 - Start of school year
 - FS and/or FD Start Date
 - FS Admission Date
- ▶ End Date earliest of
 - End of school year
 - FS and/or FD End Date

Questions?



education.ohio.gov

Social Media

facebook

Ohio Families and Education
Ohio Teachers' Homeroom

Linked in

ohio-department-of-education

Storify

storify.com/ohioEdDept

twitter

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You Tube

OhioEdDept