

**FY 2012 EMIS Manual**  
**Chapter 4**  
**R & R (Rectifications & Refinements) Log**

Version 1 of the EMIS Manual



Last updated

October 18, 2011

**Prepared by**  
**Office of Information Policy & Management**

FY 2012 EMIS Manual-Chapter 4  
R&R- Updated October 18, 2011

## **Purpose**

The purpose of this document is to keep a history of revisions (including: clarifications, changes, and/or updates) made to the EMIS Manual after version 1 release. This document reflects revisions communicated through the EMIS Newsflash. If revisions contained in this document are still applicable in FY 2012, they will be incorporated into the FY 2012 EMIS Manual.

## **Explanation of Document**

Date	The date the change was communicated to the field (either through the EMIS Newsflash, Help Desk, or other means).
Chapter/Appendix	Chapter or Appendix impacted by the clarification
Record	If applicable, the record impacted by the clarification
Page	The PDF page number in version 1 of the EMIS Manual that the clarification impacts
Item	May include a change to the any of the following: General Guidelines for the Record, the Reporting Instructions for a data element, new options etc...
Description	A description of the clarification, change, revision and/or update.

EMIS Newsflash Date	Chapter/ Appendix	Page(s)	Record	Item/Element	Description												
10/18/11	4	25	(DL) Grade Schedule Record	Hours Per Day Element	<p>Added language to the first paragraph of the reporting instructions.</p> <p><b>Reporting Instructions.</b> This element is required to be reported by all EMIS reporting entities. <b>Do not include lunch.</b></p>												
10/18/11	4	28	(DN) Organization General Information Record	List Containing Attribute Codes Specifically referring to Student Group.	<p><b>Modified Column under Attribute Number for Student Group. Deleted Number of Students in this group and added “percent of time to participate.”</b></p> <table border="1"> <tr> <td>STUHOMESCL*</td> <td>spaces</td> <td>Number of students in this group</td> <td>00000000</td> </tr> <tr> <td>STUELGEXAC*</td> <td>spaces</td> <td>Percent of time to participate-Number of students in this group</td> <td>00000000</td> </tr> <tr> <td>STUNPNTSRV*</td> <td>spaces</td> <td>Number of students in this group</td> <td>00000000</td> </tr> </table>	STUHOMESCL*	spaces	Number of students in this group	00000000	STUELGEXAC*	spaces	Percent of time to participate-Number of students in this group	00000000	STUNPNTSRV*	spaces	Number of students in this group	00000000
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10/18/11	4	31	(DN) Organization General Information Record	Calamity Group	<p>Deleted language from the reporting instructions.</p> <p>☀ <b>Calamity Group</b></p> <p><b>Reporting Instructions.</b> Districts are required to submit a record for each of the district's buildings for each one of the group's Attribute Names when the Attribute Number is not zero. <b>Report zero in any Attribute Number if no days were used, the actual number if they were.</b> The Attribute Text is always the default, spaces.</p>												