

Before you begin editing your query files please open the extract tool and set the preferences to log error information as shown:

Xap Transcript Extract Setup

Xap Transcript Extract Setup Wizard
Control Center Settings:

Xap Counselor Center Username:

Xap Counselor Center Password:

Xap Server: Live

Track queries in log file.

Generate encrypted transcript files.

Upon completion of processing, send an email notification to:

Advanced Connection Settings...

< Previous Next > Exit

Check this box to generate a log during upload

REFERENCE INFORMATION:

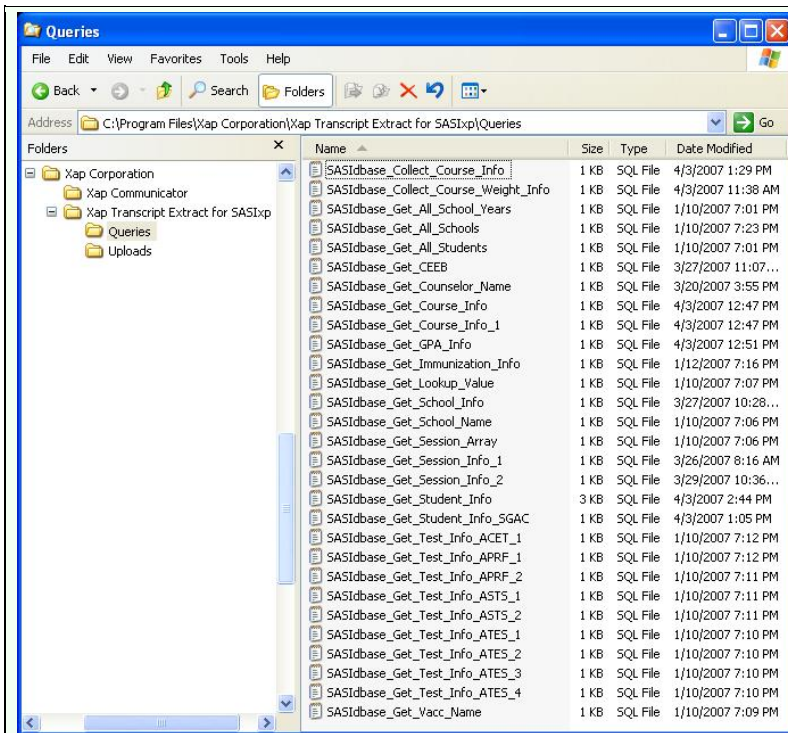
Please make a back-up of all queries before you begin the editing process!

Where to find the Query files

- a. The query files are stored in the following folder by default, unless you selected a different location during the installation process:

C:\Program Files\Xap Corporation\Xap Transcript Extract for SAS\lp\Queries

This folder contains a collection of text files. Each file contains one or more queries. Each file can be opened with a text editing program. The queries inside each text file may be edited to modify where the utility looks in the SIS to obtain data. These files are read by the computer, so remember not to add comments, formatting, or notations intended for human eyes.



Queries list by Name (SASIxp dBase)

These files contain the queries and may be edited to modify where the query obtains data for each field in the extract file.

SASIdbase_Collect_Course_Info.sql	SASIdbase_Get_Session_Array.sql
SASIdbase_Collect_Course_Weight_Info	SASIdbase_Get_Session_Info_1.sql
SASIdbase_Get_All_School_Years.sql	SASIdbase_Get_Session_Info_2.sql
SASIdbase_Get_All_Schools.sql	SASIdbase_Get_Student_Info.sql
SASIdbase_Get_All_Students.sql	SASIdbase_Get_Test_Info_ACET_1.sql
SASIdbase_Get_CEEB.sql	SASIdbase_Get_Test_Info_APRF_1.sql
SASIdbase_Get_Counselor_Name.sql	SASIdbase_Get_Test_Info_APRF_2.sql
SASIdbase_Get_Course_Info.sql	SASIdbase_Get_Test_Info_ASTS_1.sql
SASIdbase_Get_Course_Info_1.sql	SASIdbase_Get_Test_Info_ASTS_2.sql
SASIdbase_Get_GPA_Info.sql	SASIdbase_Get_Test_Info_ATES_1.sql
SASIdbase_Get_Immunization_Info.sql	SASIdbase_Get_Test_Info_ATES_2.sql
SASIdbase_Get_Lookup_Value.sql	SASIdbase_Get_Test_Info_ATES_3.sql
SASIdbase_Get_School_Info.sql	SASIdbase_Get_Test_Info_ATES_4.sql
SASIdbase_Get_School_Name.sql	SASIdbase_Get_Vacc_Name.sql

Opening the Query Files

Query files should only be opened with a Text Editing program, such as TextPad. Wordpad and MS Word should NOT be used because they may put formatting into the file or damage it.

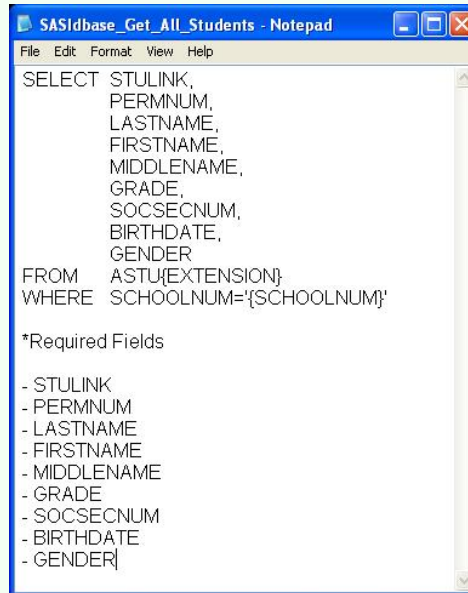
What are the parts of the Query?

- a. **SELECT statement:**
This part of the query identifies the field names that you want to get.
- b. **FROM clause**
This part of the query identifies the filename or table name that contains the fields you have listed in the SELECT statement.
- c. **WHERE clause**
This part of the query filters the records according to the criteria you specify.
- d. **ORDER BY clause**
This part of the query sorts the records. In this section, use only fieldnames that are also included in the SELECT statement. NOTE that the ORDER BY clause is not used in the SASIdbase_Get_All_Students.sql file. If you wish to add it, place it below the WHERE clause.

An example of a well-formed ORDER BY clause:
ORDER BY LASTNAME, FIRSTNAME

This clause will sort students by last name, then by first name as seen below:

Small, Miranda
Small, Rhonda
Smith, Aaron
Smith, Aki
Smith, Allison
Smith, Brandon



```
File Edit Format View Help
SELECT STULINK,
       PERMNUM,
       LASTNAME,
       FIRSTNAME,
       MIDDLENAME,
       GRADE,
       SOCSECNUM,
       BIRTHDATE,
       GENDER
FROM   ASTU{EXTENSION}
WHERE  SCHOOLNUM={SCHOOLNUM}'

*Required Fields
- STULINK
- PERMNUM
- LASTNAME
- FIRSTNAME
- MIDDLENAME
- GRADE
- SOCSECNUM
- BIRTHDATE
- GENDER
```

Editing a Query file

NOTES:

1. It is **STRONGLY** recommended that copies of the original files be saved in a Backup directory, so that if attempts to edit the file in the working directory do not meet with success immediately, an unedited copy may be obtained from the Backup directory and placed into the working directory.

2. Only individuals who have experience writing SQL database queries and who also know the names of fields and tables in the SIS database should edit these query files.

Sometimes, a query file will need to be edited. One example would be if a data element is stored in a different field than the original query file specifies. In this case, the application can be redirected to the correct field by using a method referred to as "substitution".

Substitution:

If your SIS stores data in a different field than those listed in the SELECT statement, you may substitute the correct field name in place of the default one. For example, if the student's first name is stored in a field named FNAME instead of FIRSTNAME, then you may make the substitution as shown below in **RED**:

```
SELECT STULINK,
       PERMNUM,
       LASTNAME,
       FNAME as FIRSTNAME,
       MIDDLENAME,
       GRADE,
       SOCSECNUM,
       BIRTHDATE,
       GENDER
FROM ASTU{EXTENSION}
WHERE SCHOOLNUM='{SCHOOLNUM}'
```

*Required Fields

- STULINK
- PERMNUM
- LASTNAME
- FIRSTNAME
- MIDDLENAME
- GRADE
- SOCSECNUM
- BIRTHDATE
- GENDER

For Example:

Original Query:

```
SELECT DISTINCT
       SCHLYEAR,
       TERM AS 01,
       SCHOOLNUM,
       CALMONTH,
       CALYEAR,
       GRADE
FROM ACHS{EXTENSION}
WHERE STULINK={STUDENT_ID}
ORDER BY GRADE, SCHLYEAR, TERM
```

*Required Fields

- SCHLYEAR
- TERM
- SCHOOLNUM
- CALMONTH <XST.3.3> - Session Date (month)
- CALYEAR <XST.3.3> - Session Date (year)
- GRADE <XST.3.4> - Student Level

Edited Query:

```
SELECT DISTINCT
    SCHLYEAR,
    01 AS TERM,
    SCHOOLNUM,
    CALMONTH,
    CALYEAR,
    GRADE
FROM ACHS6192
WHERE STULINK={STUDENT_ID}
ORDER BY GRADE, SCHLYEAR, TERM
```

Comment [J1]: Notice the highlighted field, this is a changed alias

Comment [J2]: This is also a changed table, notice that we replace the word extension and the brackets with the school year and code. This may differ from your school

*Required Fields

- SCHLYEAR
- TERM
- SCHOOLNUM
- CALMONTH <XST.3.3> - Session Date (month)
- CALYEAR <XST.3.3> - Session Date (year)
- GRADE <XST.3.4> - Student Level

As a side note for term codes:

It was discovered that the terms were once stored as 1 or 2, however, other term codes appear in the extract. To make this change, the ATOM Query needs to link to those terms codes. Have your IT or Counselor make these changes:

Query ATOM > Select Change from the pull down menu, type in:

Term = "S1" if Term = "1"

Term = "S1" if Term = " 1" (notice the space before the 1

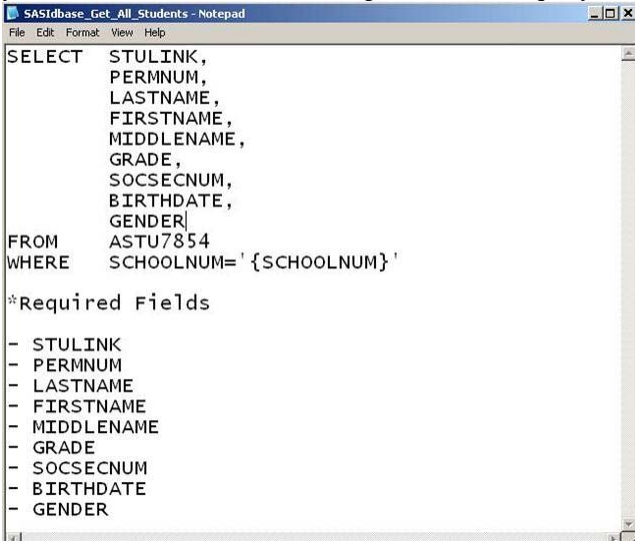
Term = "S2" if Term = "2"

Term = "S2" if Term = " 2" (notice the space before the 2

I'm not sure if you need to do a separate ATOM Query for each line, but as we discovered the remaining Term Codes, we made the changes. These changes should replace the Nine Weeks as well as the 1 and 2 entries stored in SASI.

Comment [J3]: This is a SASI query that has to be ran from SASI itself and has nothing to do with the query edits.

After you have made it this far the next thing to locate is the table names and field names for the data you are looking for. For example in the notepad reference above in the FROM statement there is a reference to the ASTU table with the word extension next to it in brackets. Most schools will have a unique extension usually consisting of the school year and school code. For example a modified query would look like this:

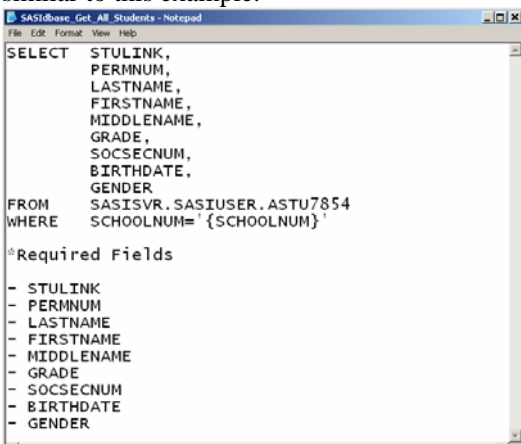


```
SAS1dbase_Get_All_Students - Notepad
File Edit Format View Help
SELECT  STULINK,
        PERMNUM,
        LASTNAME,
        FIRSTNAME,
        MIDDLENAME,
        GRADE,
        SOCSECNUM,
        BIRTHDATE,
        GENDER
FROM    ASTU7854
WHERE   SCHOOLNUM= '{SCHOOLNUM}'

*Required Fields
- STULINK
- PERMNUM
- LASTNAME
- FIRSTNAME
- MIDDLENAME
- GRADE
- SOCSECNUM
- BIRTHDATE
- GENDER
```

Notice that the FROM statement now includes the ACHS table extension of 7854. This will be unique from school to school so change yours appropriately.

Also if you have more than one school and are installing from a district you may have a district server name or server user name. If this is the case your query will look like similar to this example:



```
SAS1dbase_Get_All_Students - Notepad
File Edit Format View Help
SELECT  STULINK,
        PERMNUM,
        LASTNAME,
        FIRSTNAME,
        MIDDLENAME,
        GRADE,
        SOCSECNUM,
        BIRTHDATE,
        GENDER
FROM    SASISVR.SASIUSER.ASTU7854
WHERE   SCHOOLNUM= '{SCHOOLNUM}'

*Required Fields
- STULINK
- PERMNUM
- LASTNAME
- FIRSTNAME
- MIDDLENAME
- GRADE
- SOCSECNUM
- BIRTHDATE
- GENDER
```

Keep in mind that for the different schools under a district they will all have a unique table name for all tables in the database.

Once you have made the initial query edits you will need to run the extract again to make sure you don't encounter any errors. If you do encounter errors you will need to look at the error log and see where it occurred.

If no errors were encountered then you will need to release the student data to GSFC. This will be the same procedure as you have been using in the past.

Please allow 24-48 hours for the data to update in or database.