HR Person Filter Fields for Ad hoc Reporting

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HR Person Filter Fields | HR Person > General Information | HR Person > General Information History | The fields available in the General Information History section are identical to the fields found in the General Information section with the exception of the following additional fields. | HR Person > Contact Information | HR Person > Work Assignments | HR Person > Work Assignments History | HR Person > Qualifications | HR Person > Leave Entry | HR Person > General Information > Tenure Records (New York Only)

PATH: *Ad hoc Reporting > Filter Designer*

The Ad hoc Reporting tools allow users to create custom queries and reports on various types of information stored within the Campus database. Reports may be used for data analysis and state reporting and queries may be exported out of Campus or used to create filters for standard reports. Custom filters and reports are built by adding elements from Ad hoc Reporting tools like the Filter Designer. The following is a list of available fields that can be included in Ad hoc reports that draw from Human Resources data.

The name of an Ad hoc element is not necessarily the name listed in the user interface; therefore, the following tables briefly define and map Ad hoc elements to the appropriate interface locations/fields.

> This article details the fields available for building HR Person filters. For other available fields, see the Query Wizard Filter Fields article.

HR Person Filter Fields

The following fields are available for creating queries with the Filter Data Type of HR Person.

> See the Query Wizard article for instructions on managing this filter.
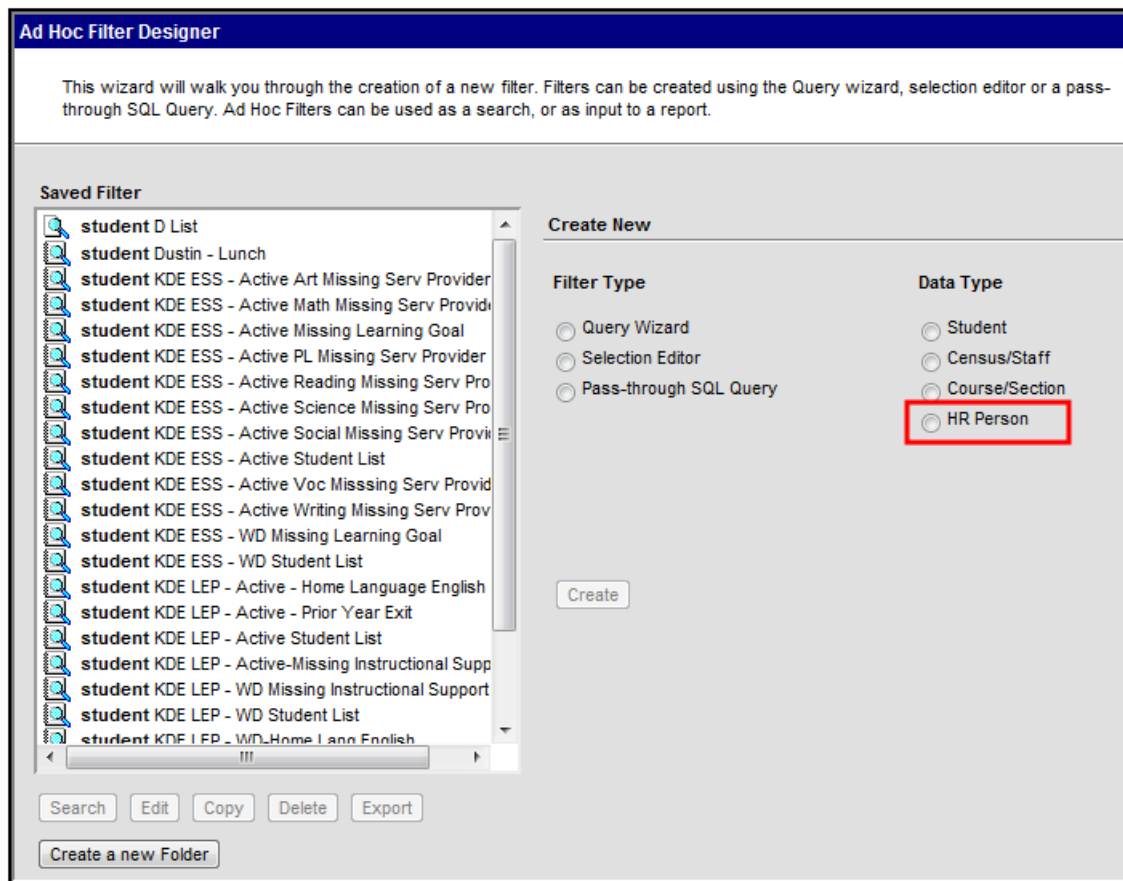
Filter Data Type - HR Person

HR Person > General Information

Filter Field	Mapping and Definition
personID	The foreign key to the Person table.
hrDemographicsID	The foreign key to HRDemographics. Currently has a unique constraint on it.
effectiveDate	*Human Resources > Personnel > Personnel Master > General Information* Displays the current date and cannot be edited.
staffNumber	*Human Resources > Personnel > Personnel Master > General Information* The person's Staff Number within the district.
staffStateID	*Human Resources > Personnel > Personnel Master > General Information* This field stores the unique staff identifier to be reported to the state. This field is optional.

Filter Field	Mapping and Definition
firstName	*Human Resources > Personnel > Personnel Master > General Information* The person's first name.
lastName	*Human Resources > Personnel > Personnel Master > General Information* The person's last name.
middleName	*Human Resources > Personnel > Personnel Master > General Information* The person's middle name or middle initial.
nickname	*Human Resources > Personnel > Personnel Master > General Information* The person's nickname (also known as an alias).
suffix	*Human Resources > Personnel > Personnel Master > General Information* Indication of Jr, Sr, III, IV, etc.
birthdate	*Human Resources > Personnel > Personnel Master > General Information* The person's date of birth.
gender	*Human Resources > Personnel > Personnel Master > General Information* The person's gender.
raceEthnicity	*Human Resources > Personnel > Personnel Master > General Information* This field identifies the person's race/ethnicity and is used for state reporting.
hispanicEthnicity	*Human Resources > Personnel > Personnel Master > General Information* If the person is Hispanic or of mixed race which includes Hispanic.
i9onFile	*Human Resources > Personnel > Personnel Master > General Information* This checkbox indicates whether there is an I-9 Employment Eligibility Verification Form on file.
backgroundCheck	*Human Resources > Personnel > Personnel Master > General Information* This checkbox indicates whether a background check is complete.
employmentType code	*Human Resources > Administration > HR Codes* Reflects the staff member's type of employment as defined by the district.

Filter Field	Mapping and Definition
description	*Human Resources > Personnel > Personnel Master > General Information* The description for the employment type code.
payLocation	*Human Resources > Administration > HR Codes* This field indicates the primary location to which the person's paycheck/stub should be delivered.
veteran	*Human Resources > Administration > HR Codes* This field indicates a person's veteran status.
retirementCode1	*Human Resources > Administration > HR Codes* These fields indicates the retirement plans in which the person may be participating.
retirementCode2	*Human Resources > Administration > HR Codes* These fields indicates the retirement plans in which the person may be participating.
retirementCode3	*Human Resources > Administration > HR Codes* These fields indicates the retirement plans in which the person may be participating.
comments	*Human Resources > Personnel > Personnel Master > General Information* Comments for this HRDemographics record.
hrI9VerificationID	Primary Key internal database identifier.
listADocumentNumber	*Human Resources > Personnel > Personnel Master > General Information* Number for the List A Document.
listAExpirationDate	*Human Resources > Personnel > Personnel Master > General Information* Expiration date for the List A Document.
listAIssuingAuthority	*Human Resources > Personnel > Personnel Master > General Information* Who issued the List A document.
listATitle	*Human Resources > Personnel > Personnel Master > General Information* What kind of I9 List A document this is.
listBDocumentNumber	*Human Resources > Personnel > Personnel Master > General Information* Number for the List B Document.

Filter Field	Mapping and Definition
listBExpirationDate	*Human Resources > Personnel > Personnel Master > General Information* Expiration date for the List B Document.
listBIssuingAuthority	*Human Resources > Personnel > Personnel Master > General Information* Who issued the List B document.
listBTitle	*Human Resources > Personnel > Personnel Master > General Information* What kind of I9 List B document this is.
listCDocumentNumber	*Human Resources > Personnel > Personnel Master > General Information* Number for the List C Document.
listCExpirationDate	*Human Resources > Personnel > Personnel Master > General Information* Expiration date for the List C Document.
listCIssuingAuthority	*Human Resources > Personnel > Personnel Master > General Information* Who issued the List C document.
listCTitle	*Human Resources > Personnel > Personnel Master > General Information* What kind of I9 List C document this is.
Retirement Information	***HR Person > General Information > Retirement Information***
hrRetirementID	Internal database identifier.
hrDemographicsID	Internal database identifier.
retirementCode	*Human Resources > Personnel > Personnel Master > General Information* The Retirement Code indicates the retirement plan to which the employee belongs.
accountNumber	*Human Resources > Personnel > Personnel Master > General Information* The Retirement Account Number.
Employment Dates	***HR Person > General Information > Employment Dates***
employmentID	Internal database identifier.

Filter Field	Mapping and Definition
startDate	*Human Resources > Personnel > Personnel Master > General Information* The start date of employment. This is the very first date the staff member was employed. Dates are entered in *mmddyy* format.
endDate	*Human Resources > Personnel > Personnel Master > General Information* The end date of employment. This is the very last date the staff was employed. Dates are entered in *mmddyy* format.
exitReason	*Human Resources > Personnel > Personnel Master > General Information* This field provides an explanation for the termination.
probation	*Human Resources > Personnel > Personnel Master > General Information* The Probation Code as defined by the district.
probationDate	*Human Resources > Personnel > Personnel Master > General Information* This field indicates when the person's probation will end. This field only displays when the Probation Information (Type) field is populated.
tenureDate	*Human Resources > Personnel > Personnel Master > General Information* The date on which the person received or will receive tenure.
senorityDate	*Human Resources > Personnel > Personnel Master > General Information* This is the date from which seniority is calculated. This field is optional.
lastDateWorked	*Human Resources > Personnel > Personnel Master > General Information* This is the last day the person was physically present at the location. This date may be different than the Termination Date if vacation pay or other agreed upon payments extend the Termination Date. If this date is populated and the Termination date is populated, this date must be earlier than or equal to the Termination date.
hireStatus	*Human Resources > Personnel > Personnel Master > General Information* This field indicates the status of the employment and is required when the Hire Date field is populated. This is a state-specific field and only displays if your state requires this information.

HR Person > General Information History

Filter Field	Mapping and Definition
effectiveFrom	The date this record starts to be effective.
effectiveTo	The date this record stops being effective.

HR Person > Contact Information

Filler Field	Mapping and Definition
personID	Reference to the Person table.
homePhone	*Human Resources > Personnel > Personnel Master > Contact Information* Home phone number for the employee. This field is named "Other Phone" on the Contact Information screen in Campus Human Resources.
workPhone	*Human Resources > Personnel > Personnel Master > Contact Information* Work phone number for the employee.
cellPhone	*Human Resources > Personnel > Personnel Master > Contact Information* Cell phone number for the employee.
pager	*Human Resources > Personnel > Personnel Master > Contact Information* Pager number for the employee.
email	*Human Resources > Personnel > Personnel Master > Contact Information > Work Email* Email address for the employee.
secondaryEmail	*Human Resources > Personnel > Personnel Master > Contact Information > Personal Email* Secondary personal e-mail used in HR.
Emergency Contacts	***HR Person > Contact Information > Emergency Contacts***

Filler Field	Mapping and Definition
hrEmergencyContactID	Primary key internal database identifier.
personID	Foreign key to the person table, who this is an emergency contact for.
priority	*Human Resources > Personnel > Personnel Master > Contact Information* The priority in which the contact should be reached in relation to other emergency contacts for the person.
relationshipType	*Human Resources > Personnel > Personnel Master > Contact Information* What relationship is this emergency contact to the person.
firstName	*Human Resources > Personnel > Personnel Master > Contact Information* The first name of the contact.
lastName	*Human Resources > Personnel > Personnel Master > Contact Information* The last name of the contact.
phone	*Human Resources > Personnel > Personnel Master > Contact Information* The phone number to call for this contact in case of an emergency.
alternatePhone	*Human Resources > Personnel > Personnel Master > Contact Information* The alternate phone number where this emergency contact can be reached.
addressLine1	*Human Resources > Personnel > Personnel Master > Contact Information* The first line of the address for the emergency contact.
addressLine2	*Human Resources > Personnel > Personnel Master > Contact Information* The second line of the address for the emergency contact.
city	*Human Resources > Personnel > Personnel Master > Contact Information* The city of the address.
state	*Human Resources > Personnel > Personnel Master > Contact Information* The state of the address.

Filler Field	Mapping and Definition
zip	*Human Resources > Personnel > Personnel Master > Contact Information* The zip code of the address.
comments	*Human Resources > Personnel > Personnel Master > Contact Information* Any comments about how to reach this emergency contact.
Household Information	**HR Person > Contact Information > Household Information**
householdID	Internal database identifier.
phone	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the main home phone number to be reflected for all household members.
phonePrivate	This field is for Campus SIS use only and does not apply to Campus Human Resources.
name	*Human Resources > Personnel > Personnel Master > Contact Information* Household name to follow the district defined naming convention for households.
comments	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates any comments related to this household.
legacyKey	Internal identifier.
modifiedByID	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the Campus user who modified the field.
modifiedDate	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the date the Campus user modified the field.
Membership Information	**HR Person > Contact Information > Household Information > Membership Information**
memberID	Internal database identifier.
householdID	Reference to the Household table.
personID	Reference to the Person table.
startDate	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the effective start date the person joined the household.

Filler Field	Mapping and Definition
endDate	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the effective end date the person stopped being a member of the household. (i.e. graduated, divorce, etc.)
private	*Human Resources > Personnel > Personnel Master > Contact Information* Flag used in ad hoc queries to indicate if this member is to remain unpublished.
guardian	This field is for Campus SIS use only and does not apply to Campus Human Resources.
secondary	*Human Resources > Personnel > Personnel Master > Contact Information* Flag determines if the household this person is a member of is their secondary household.
mailing	This field is for Campus SIS use only and does not apply to Campus Human Resources.
messenger	This field is for Campus SIS use only and does not apply to Campus Human Resources.
modifiedByID	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the Campus user who modified the field.
modifiedDate	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the date the Campus user modified the field.
Locations	**HR Person > Contact Information > Household Information > Locations**
locationID	Internal database identifier.
householdID	Reference to the household table.
addressID	Reference to the address table.
startDate	*Human Resources > Personnel > Personnel Master > Contact Information* The effective start date indicating when the household began to reside at the associated address.
endDate	*Human Resources > Personnel > Personnel Master > Contact Information* The effective end date indicating when the household stopped residing at the associated address.

Filler Field	Mapping and Definition
private	This field is for Campus SIS use only and does not apply to Campus Human Resources.
secondary	*Human Resources > Personnel > Personnel Master > Contact Information* Flag to indicate that this address for this household is a secondary address.
mailing	This field is for Campus SIS use only and does not apply to Campus Human Resources.
modifiedByID	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the Campus user who modified the field.
modifiedDate	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the date the Campus user modified the field.
hrMailing	*Human Resources > Personnel > Personnel Master > Contact Information* Flag to indicate if this address should be used for mailings from HR.
hrPrivate	*Human Resources > Personnel > Personnel Master > Contact Information* Flag to indicate if this address should be private to HR and not viewable in SIS.
Address	**HR Person > Contact Information > Household Information > Locations > Address**
addressID	Internal database identifier.
number	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates street address house number (e.g.; 123, 28345)
street	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates street name of address (e.g.; Main, Seventh)
tag	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates postal tag for the address (e.g.; Street, Avenue)
prefix	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the direction of the street. (e.g.; North, W.)

Filler Field	Mapping and Definition
dir	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the placement of the street within the city limits.
apt	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates (if any) the apartment number (e.g.; 201, 3a, etc.)
city	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates postal city for the address
state	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates two-digit state code for the address.
zip	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates postal zip code (zip plus 4 if available)
comments	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates any general information about the address.
location_code	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the district-defined code to identify address location.
county	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the county in which this address resides.
districtID	Reference to the district table.
siteID	This field is for Campus SIS use only and does not apply to Campus Human Resources.
postOfficeBox	*Human Resources > Personnel > Personnel Master > Contact Information* Checkbox to indicate the address is not a street location.
legacyKey	Internal identifier.
latitude	This field is for Campus SIS use only and does not apply to Campus Human Resources.
longitude	This field is for Campus SIS use only and does not apply to Campus Human Resources.
tract	This field is for Campus SIS use only and does not apply to Campus Human Resources.

Filler Field	Mapping and Definition
block	This field is for Campus SIS use only and does not apply to Campus Human Resources.
modifiedByID	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the Campus user who modified the field last.
modifiedDate	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the date the Campus user modified the field.

HR Person > Work Assignments

The fields available in the Primary Work Assignment section are identical to the fields found in the Work Assignments section.

Filter Field	This field indicates...
personID	Reference to the person table.
assignmentID	Internal database identifier
hrEmploymentAssignmentID	Foreign key to the HREmploymentAssignment table
schoolID	Foreign key to the School table.
startDate	*Human Resources > Personnel > Personnel Master > Work Assignments* The date on which the person started this work assignment.
endDate	*Human Resources > Personnel > Personnel Master > C Work Assignments* The date on which the person stopped this work assignment. When the current date passes the end date, Campus automatically removes the "x" from the active column on the Work Assignment Editor.
active	*Human Resources > Personnel > Personnel Master* A flag that indicates whether the person is currently assigned to the work assignment.
title	*Human Resources > Personnel > Personnel Master > Work Assignments* This is the description of the position selected on the work assignment.

Filter Field	This field indicates...
primary	*Human Resources > Personnel > Personnel Master > Work Assignments* This checkbox indicates whether the position is the employee's primary position.
fte	*Human Resources > Personnel > Personnel Master > Work Assignments* This field displays the Full-Time Equivalent the individual is working on the work assignment.
annualHours	*Human Resources > Personnel > Personnel Master > Work Assignments* The total number of annual working hours for this position. This field is not required and the time entered in this field is not validated or compared to the other time fields on this screen. The Position Code may include default information for this field; however, you can change the default information at any time.
hoursPerDay	*Human Resources > Personnel > Personnel Master > Work Assignments* The total number of daily working hours for this position.This field is not required and the time entered in this field is not validated or compared to the other time fields on this screen. The Position Code may include default information for this field; however, you can change the default information at any time.
daysPerWeek	*Human Resources > Personnel > Personnel Master > Work Assignments* The total number of working days per week for this position. This field is not required and the time entered in this field is not validated or compared to the other time fields on this screen. The Position Code may include default information for this field; however, you can change the default information at any time.

Filter Field	This field indicates...
daysPerYear	*Human Resources > Personnel > Personnel Master > Work Assignments* The total number of working days per year for this position. This field is not required and the time entered in this field is not validated or compared to the other time fields on this screen. The Position Code may include default information for this field; however, you can change the default information at any time.
salary	*Human Resources > Personnel > Personnel Master > Work Assignments* The base salary the employee is contracted to receive. *(Does not appear for Payroll Module users)*
teacher	*Human Resources > Personnel > Personnel Master > Work Assignments* Denotes the staff person being a teacher. This needs to be selected in order for the teacher to be assigned to course sections.
specialEd	*Human Resources > Personnel > Personnel Master > Contact Information* Denotes the staff person being a special education staff member. This needs to be selected in order for the staff member to be selected as a Case Manager for special education students.
behavior	*Human Resources > Personnel > Personnel Master > Work Assignments* Denotes the staff person being selected as a behavior staff person on the Behavior Event Editor.
health	*Human Resources > Personnel > Personnel Master > Work Assignments* Denotes the staff person as having the ability to record health events and student records.
advisor	*Human Resources > Personnel > Personnel Master > Work Assignments* Denotes the staff person as being an advisor for use in PDPs, PLPs, and IEPs.
supervisor	*Human Resources > Personnel > Personnel Master > Work Assignments* Denotes the staff person as being a supervisor within the department.

Filter Field	This field indicates...
foodservice	*Human Resources > Personnel > Personnel Master > Work Assignments* Denotes the staff person as being a food service staff person, able to use food service and POS functionality.
excludeReferral	*Human Resources > Personnel > Personnel Master > Work Assignments* Denotes the staff person as being excluded from Behavior Referral records.
program	*Human Resources > Personnel > Personnel Master > Work Assignments* Denotes the staff person as recording program participation for students.
counselor	*Human Resources > Personnel > Personnel Master > Work Assignments* Denotes the staff person as being a counselor and able to be assigned as a counselor for student case management.
resourceTeacher	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the staff person is trained in Reading First Theories.
approver	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the staff person can approve changes submitted through Census > My data.
finance	*Human Resources > Personnel > Personnel Master > Work Assignments* Denotes the staff person as being included in finance drop downs.
hrPositionCodeID	Foreign key to HRPositionCode.
positionCode	*Human Resources > Personnel > Personnel Master > Work Assignments* The options that appear in this dropdown field are set up on the Position Codes tab. The Position Code you select may automatically update other fields on this screen.
positionDescription	*Human Resources > Personnel > Personnel Master > Work* Assignments This is the description of the position selected on the work assignment.

Filter Field	This field indicates...
bargainingGroupCode	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the staff member's bargaining group code.
bargainingGroupDescription	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the description for the staff member's bargaining group code.
assignmentCode	*Human Resources > Personnel > Personnel Master > Contact Information* An alternative code/title for the position. The Alternate Code further identifies the position. Alternate Codes may be useful for state reporting. The Position Code may include default information for this field; however, you can change the default information at any time.
assignmentCodeDescription	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the description for the staff member's state position.
classification	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the classification for this assignment.
eeoCategory	*Human Resources > Personnel > Personnel Master > Work Assignments* The EEO (Equal Employment Opportunity) Category for the work assignment. The Position Code may include default information for this field; however, you can change the default information at any time.
primaryLocation	*Human Resources > Personnel > Personnel Master > Work Assignments* The main location where this employee is working. The locations that display in this field are set up on the HR Codes tab. The Personnel Master tool includes this field to further identify a person when searching for employees. To help identify the primary work assignment, a "(P)" displays next to the work assignment on the Work Assignment Editor.

Filter Field	This field indicates...
primaryLocationDescription	*Human Resources > Personnel > Personnel Master > Work Assignments* A description of the main location where the employee is working. The location descriptions that display in this field are set up on the HR Codes tab.
primarySubLocation	*Human Resources > Personnel > Personnel Master > Work Assignments* The additional primary location where the employee is working.
primarySubLocationDescription	*Human Resources > Personnel > Personnel Master > Work* Assignments A description of any additional breakdown of the primary location where the employee is working.
businessUnit	*Human Resources > Personnel > Personnel Master > Work Assignments* The business unit that describes the functional area associated with this position. The options that display in this field are set up on the HR Codes. The Position Code may include default information for this field; however, you can change the default information at any time.
payLocation	*Human Resources > Personnel > Personnel Master > Work* Assignments (Payroll Module Only) The pay location entered in this field updates the Campus Payroll Checksort location field. The Checksort location field is associated with a time ticket and used to track how checks should be sorted.
payLocationDescription	*Human Resources > Personnel > Personnel Master > Work* Assignments(Payroll Module Only) A description of the Pay Location.
salarySchedule	*Human Resources > Personnel > Personnel Master > Work Assignments* The Salary Schedule(s) associated with the Position Code. The Position Code may include default information for this field; however, you can change the default information at any time.
step	*Human Resources > Personnel > Personnel Master > Work Assignments* The level in the salary schedule at which the individual's salary is determined.

Filter Field	This field indicates...
lane	*Human Resources > Personnel > Personnel Master > Work Assignments* The level in the salary schedule at which the individual's salary is determined.
comments	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates any comments about the assignment.
modifiedByID	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the Campus person who modified this record.
modifiedDate	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the date and time this record was modified last.
FLSAOvertimePlanCode	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* This field tells the Payroll system how to calculate overtime pay if the employee is covered by the Fair Labor Standards Act (FLSA).
FLSAOvertimePlanDescription	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* A description of the FLSA Plan Code.
EarnPlanCode	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* This field determines the default earn plan to be assigned to an employee in this position. Earn Plans are defined in the Campus Payroll module.
EarnPlanDescription	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* A description of the Earn Plan.
BalancePlanCode	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* This field determines the Balance Plan (group accurable benefits like PTO and sick leave) that are assigned to the employee. Benefit Plans are defined in the Campus Payroll module.
BalancePlanDescription	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* A description of the Balance Plan.

Filter Field	This field indicates...
BenefitPlanCode	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* This field determines the default benefit deductions to assign to the employee. Options in this field are set up in the Campus Payroll module.
BenefitPlanDescription	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* A description of the Benefit Plan Code.
ConversionPlanCode	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* Conversion Plans tell the Payroll system how to calculate various salary amounts for this position; e.g., daily, weekly, monthly, hourly and annual amounts. Conversion Plans are defined in the Campus Payroll module.
ConversionPlanDescription	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* A description of the Conversion Plan Code.
generateSalary	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* This checkbox indicates whether the payroll system should pull this wage record when running the "Ticket Generation by Position" process.
PayTypeCode	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* The Pay Type by which the position is paid.
PayTypeDescription	*Human Resources > Personnel > Personnel Master > Work Assignments (Payroll Only)* A description of the Pay Type.
responseApprover	Internal database identifier.
rti	Internal database identifier.
wiseReported	*Human Resources > Personnel > Personnel Master > Work Assignments (Wisconsin Only)* Indicates the position is included in WISEstaff Reporting. For a Work Assignment to appear in the Assignment File section, it must be marked as WISEstaff Reported on the Position Code in Human Resources > Administration > Position Codes.

Filter Field	This field indicates...
WiseStaffPositionCode	*Human Resources > Personnel > Personnel Master > Work Assignments (Wisconsin Only)* This field identifies the corresponding WISEstaff position for the employee's work assignment.
GL Distributions	***HR Person > Work Assignments > GL Distributions***
hrEmploymentAssignment DistributionID	Primary key internal database identifier.
hrEmploymentAssignmentID	Foreign key to the HREmploymentAssignment table.
accountNumber	An area to input a GL account number by hand when Finance is not enabled. This field does not display if Finance is enabled. Campus recommends using the *HR Person > Work Assignments > GL Distributions > Finance Account > Account Number* field instead.
finAccountID	Foreign key link to FinanceAccount for when Finance is enabled.
percent	*Human Resources > Personnel > Personnel Master > Contact Information* Indicates the percentage of distribution this account will be charged for.
Salary	***HR Person > Work Assignments > Salary***
hrEmploymentAssignment SalaryID	Foreign key to the HREmploymentAssignmentSalary table.
assignmentID	Foreign key to the EmploymentAssignment table.
hrPositionCodeID	Foreign key to the PositionCode table.
hrSalaryScheduleID	Foreign key to the SalarySchedule table.
hrSalaryScheduleStepID	Foreign key to the ScheduleStep table.
hrSalaryScheduleLaneID	Foreign key to the ScheduleLane table.
hrSalaryScheduleYearID	Foreign key to the ScheduleYear table.
hrSalaryScheduleValueID	Foreign key to the SalaryScheduleValue table.
startDate	*Human Resources > Personnel > Personnel Master > Work Assignments* The first day on which the employee is to be paid for the specific salary schedule.

Filter Field	This field indicates...
endDate	*Human Resources > Personnel > Personnel Master > Work Assignments* The last effective date for a given wage record.
currentSalary	Identifies whether the current date is within the start and end date range.
salaryScheduleName	*Human Resources > Personnel > Personnel Master > Work Assignments* Name of the associated salary schedule.
stepName	*Human Resources > Personnel > Personnel Master > Work Assignments* Name of the associated salary schedule step. This is the level in the salary schedule at which the individual's salary is determined.
laneName	*Human Resources > Personnel > Personnel Master > Work Assignments* Name of the associated salary schedule lane. This is the level in the salary schedule at which the individual's salary is determined.
baseSalary	*Human Resources > Personnel > Personnel Master > Work Assignments* The base salary the employee is contracted to receive.
salaryFrequency	*Human Resources > Personnel > Personnel Master > Work Assignments* The frequency with which the wage is paid. Options include the following: • A: Annual • D: Daily • H: Hourly
calcFTE	*Human Resources > Personnel > Personnel Master > Work Assignments* A system calculated FTE that displays for Annual salary frequency only based on the FTE field populated OR the combination of the Annual Hours, Hours Per Day, Days Per Week and Days Per Year columns.
calcSalary	The salary amount calculated by the system based on using the CalcFTE field. A display only field to show what the calculated amount may be. This field displays regardless of the salary frequency based on the same fields.

Filter Field	This field indicates...
assigmentFTE	*Human Resources > Personnel > Personnel Master > Work Assignments* The FTE entered on the work assignment.
assigmentAnnualHours	*Human Resources > Personnel > Personnel Master > Work Assignments* The total number of annual working hours from the work assignment.
assigmentHoursPerDay	*Human Resources > Personnel > Personnel Master > Work Assignments* The total number of daily working hours from the work assignment.
assigmentDaysPerWeek	*Human Resources > Personnel > Personnel Master > Work Assignments* The total number of working days per week from the work assignment.
assigmentDaysPerYear	*Human Resources > Personnel > Personnel Master > Work Assignments* The total number of working days per year from the work assignment.
assigmentSalary	*Human Resources > Personnel > Personnel Master > Work Assignments* The salary entered on the work assignment.
assigmentSalaryFrequency	*Human Resources > Personnel > Personnel Master > Work Assignments* The salary frequency from the employment assignment.
positionAnnualHours	*Human Resources > Administration > Position Code* The total number of annual working hours for this position.
positionHoursPerDay	*Human Resources > Administration > Position Code* The annual hours from the position code for FTE equivalent.
positionDaysPerWeek	*Human Resources > Administration > Position Code* The total number of working days per week for this position.
positionDaysPerYear	*Human Resources > Administration > Position Code* The hours per day from the position code for FTE equivalent.

Filter Field	This field indicates...
scheduleSalary	*Human Resources > Administration > Position Code* The Salary Schedule(s) associated with the Position Code .
scheduleSalaryFrequency	*Human Resources > Administration > Position Code* The salary frequency from the salary schedule.
Finance Account	**HR Person > Work Assignments > GL Distributions > Finance Account**
accountNumber	An area to input a GL account number by hand when Finance is not enabled.
stateAccountNumber	An area to input a state account number by hand when Finance is not enabled.
Additional Pay	**HR Person > Work Assignments > Additional Pay**
hrEmploymentAssignment AddPayID	Primary key internal database identifier.
hrEmploymentAssignment ID	Foreign key to the HREmploymentAssignment table.
payType	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates what type of additional pay is being added.
amount	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the amount of money this additional pay is for.
payFrequency	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates how frequently the amount is paid.
active	*Human Resources > Personnel > Personnel Master > Work Assignments* Flag to indicate if this additional pay is active.
payThroughDate	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the date through which the user will get paid at the pay frequency.
payrollPayCode	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the type of additional pay.

Filter Field	This field indicates...
payrollPayDescription	*Human Resources > Personnel > Personnel Master > Work Assignments* A description of the Pay Code.
Additional Pay GL Distributions	***HR Person > Work Assignments > Additional Pay > Additional Pay GL Distributions***
hrEmploymentAssignment AddIPayDistributionID	Primary key internal database identifier.
hrEmploymentAssignment AddIPayID	Foreign key to the HREmploymentAssignmentAddlPay table
accountNumber	An area to input a GL account number by hand when Finance is not enabled.
finAccountID	Foreign key link to FinanceAccount for when Finance is enabled.
percent	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the percentage of the distribution this account will be charged for.
Finance Account	***HR Person > Work Assignments > Additional Pay > Additional Pay GL Distributions > Finance Account***
accountNumber	An area to input a GL account number by hand when Finance is not enabled.
stateAccountNumber	An area to input a state account number by hand when Finance is not enabled.
Supervisors	***HR Person > Work Assignments > Supervisors***
assignmentD	Reference to the EmploymentAssignment table.
assignmentSupervisorID	Reference to the EmploymentAssignment table.
employmentAssignment SupervisorID	Primary key internal database identifier.
primary	*Human Resources > Personnel > Personnel Master > Work Assignments* Flag to determine if this is the primary supervisor.
Individual	***HR Person > Work Assignments > Supervisors > Individual***
lastName	*Human Resources > Personnel > Personnel Master > Work Assignments* The last name of the supervisor.

Filter Field	This field indicates...
firstName	*Human Resources > Personnel > Personnel Master > Work Assignments* The first name of the supervisor.
middleName	*Human Resources > Personnel > Personnel Master > Work Assignments* The middle name of the supervisor.
Work Locations	**HR Person > Work Assignments > Work Locations**
employmentAssignment LocationID	Primary key internal database identifier
assignmentID	Foreign key to the EmploymentAssignment table.
schoolID	Foreign key to the school table.
School Information	**HR Person > Work Assignments > Work Locations > School Information**
number	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the identification number for the school.
name	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the name of the school.
address	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the address of the school.
city	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the school's city.
state	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the school's state.
zip	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the zip code for the school.
phone	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the school's phone.

Filter Field	This field indicates...
email	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the school's email.
Qualifications	***HR Person > Work Assignments > Qualifications***
credentialID	Foreign key to the EmploymentCredential table.
personID	Reference to the person table.
area	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the area of study that the teacher is experienced in.
credentialType	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the type of the credential.
creditHours	*Human Resources > Personnel > Personnel Master > Work Assignments* The number of hours the individual has received for completing courses.
number	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the credential number assigned to the staff person
date	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the date the credential was earned.
employmentCredentialType	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the type of credential the staff person has.
subjectType	*Human Resources > Personnel > Personnel Master > Contact Information* Selection of subject matter for which the staff person is highly qualified. Options are as follows: • **NA**: Not Applicable • **CORE**: Core Academic Subject Area • **ELEM**: Basic Elementary Curriculum • **SPED**: Special Education Content

Filter Field	This field indicates...
coreSubject	*Human Resources > Personnel > Personnel Master > Work Assignments* Selected subject area for which the CORE subject type applies. This field only displays when the Subject Type field is set to CORE.
metHousse	*Human Resources > Personnel > Personnel Master > Work Assignments* Indication the staff person passed the HOUSSE (High, Objective, Uniform State Standard of Evaluation) exam.
housseDate	*Human Resources > Personnel > Personnel Master > Work Assignments* Date on which the staff person passes the HOUSSE (High, Objective, Uniform State Standard of Evaluation) exam.
subjectCompetency	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the type of competency the staff person has.
degreeType	*Human Resources > Personnel > Personnel Master > Work Assignments* The type of degree the individual has or is aspiring to acquire.
fullCertification	This field is for Campus SIS use only and does not apply to Campus Human Resources.
lepCredential	*Human Resources > Personnel > Personnel Master > Work Assignments* This field indicates the staff person is considered to be fully qualified to teach LEP (Limited English Proficiency) and Special Education courses.
licenseNumber	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the license number of the staff member.
licenseType	*Human Resources > Personnel > Personnel Master > Work Assignments* The type of license being added. This field only displays if you select License Type in the Type field. Options include the following: • REG: Regular / Full • TMP: Temporary • EMG: Emergency • PRO: Provisional

Filter Field	This field indicates...
endDate	*Human Resources > Personnel > Personnel Master > Work Assignments* Date on which the credential expired or will expire.
campusCode	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the code assigned to the credential.
institutionType	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the type of education institution.
districtID	Reference to the district table.
credentialGUID	Internal database identifier.
spedRelatedServices	*Human Resources > Personnel > Personnel Master > Work Assignments* This field indicates the type of Special Education credential the staff person has acquired. Options are as follows: **AUDIO**: Audiologists **COUNSELOR**: Counselors and Rehabilitation Counselors **INTERPRET**: Interpreters **MEDNURSE**: Medical/Nursing Service Staff **OCCTHERAP**: Occupational Therapists **ORIENTMOBIL**: Orientation and Mobility Specialists **PEANDREC**: Phys Ed, Recreation, Therapeutic Rec Specialists **PHYSTHERAP**: Physical Therapists **PSYCH**: Psychologists **SOCIALWORK**: Social Workers **SPEECHPATH**: Speech-language Pathologists
eduState	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the state in which the staff member received the degree.
subjectArea	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the subject area of the credential, based on core academic classes.

Filter Field	This field indicates...
paraprofessionalQualification	*Human Resources > Personnel > Personnel Master > Work Assignments* This field indicates the type of Paraprofessional qualifications the staff person has acquired.
stateReported	This field is for Campus SIS use only and does not apply to Campus Human Resources.
majorCipCode	This field is for Campus SIS use only and does not apply to Campus Human Resources.
minorCipCode	This field is for Campus SIS use only and does not apply to Campus Human Resources.
stateCompentency	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the state-defined competency determination of the individual. This information is only available if it has been defined by the state.
lcType	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the type of credential: license or credential.
description	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the description of the credential.
expectedHQDate	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the date the staff member is expected to get the HQ credentials.
educationInstitution	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the institution the staff member went to for education.
educationInstitutionName	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the name of the institution where the staff member received their education.
degreeSubject	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the major subject the degree was completed for.

Filter Field	This field indicates...
degreeCompletionDate	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the date the degree was completed.
employer	*Human Resources > Personnel > Personnel Master > Work Assignments* The staff person's previous employer or a current employer, other than the district, for whom the employee is currently working.
title	*Human Resources > Personnel > Personnel Master > Work Assignments* The title for the position.
employmentCity	*Human Resources > Personnel > Personnel Master > Work Assignments* The city of the employer's location.
employmentState	*Human Resources > Personnel > Personnel Master > Work Assignments* The state of the employer's location.
certifiedExperience	*Human Resources > Personnel > Personnel Master > Work Assignments* This field indicates how many months of certified experience is included with this work history. This number will be included in the Total Certified Experience field as part of a future release.
districtCredit	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the amount of district credit the staff member earned in a prior job.
stateCredit	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the amount of state credit the staff member earned in a prior job.
publicCredit	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the amount of public credit the staff member earned in a prior job.
privateCredit	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the amount of private credit the staff member earned in a prior job.

Filter Field	This field indicates...
nonEdCredit	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the number of non-educational credits the staff member earned in a prior job.
degreeSubjectMinor	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the minor subject of the completed degree.
whStartMonth	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the start month of a prior work experience.
whStartYear	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the start year of a prior work experience.
whEndMonth	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the end month of a prior work experience.
whEndYear	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the end year of a prior work experience.
endorsement	*Human Resources > Personnel > Personnel Master > Qualifications > Licensure/Certification* Identifies the HR Code for an endorsement related to an employee's license/certification.
endorsementName	*Human Resources > Personnel > Personnel Master > Qualifications > Licensure/Certification* Identifies the description for an endorsement related to an employee's license/certification.
Completed Staff Evaluations	***HR Person > Work Assignments > Completed Staff Evaluations***
hrStaffEvaluationID	The primary key to the HRStaffEvaluation table.
assignmentID	Foreign Key to the EmploymentAssignment table.
startDate	Start date of the evaluation.
endDate	End date of the evaluation.
completionDate	The date that the supervisor clicked the complete button to finish the evaluation.

Filter Field	This field indicates...
firstName	*Census > People > Demographics > Person Information > First Name* The employee's first name.
middleName	*Census > People > Demographics > Person Information > Middle Name* The employee's middle name.
lastName	*Census > People > Demographics > Person Information > Last Name* The employee's last name.
staffNumber	*Census > People > District Employment > Employment Record> License Number* The unique code assigned to the employee and maintained by the district.
evaluatorPersonID	Foreign Key to the Person table to identify who is doing the evaluation.
evaluatorFirstName	*Census > People > Demographics > Person Information > First Name* The evaluator's first name.
evaluatorLastName	*Census > People > Demographics > Person Information > Last Name* The evaluator's last name.
evaluatorStaffNumber	*Census > People > District Employment > Employment Record> License Number* The unique code assigned to the *evaluator* and maintained by the district.
overallRatingScaleCode	*Human Resources > Administration > Staff Evaluations Setup > Rating Scales > Code* The unique code for the rating scale to which the overall rating scale code belongs.
overallRatingScaleDescription	*Human Resources > Administration > Staff Evaluations Setup > Rating Scales > Description* The description of the rating scale to which the overall rating scale code belongs.
overallRatingCode	*Human Resources > Personnel > Staff Evaluations > Supervisor* The code for the Overall Rating given to the evaluation.

Filter Field	This field indicates...
overallRatingDescription	*Human Resources > Personnel > Staff Evaluations > Supervisor* The description for the Overall Rating given to the evaluation.
evaluatorOverallComments	*Human Resources > Personnel > Staff Evaluations > Supervisor* The evaluator's overall comments about the evaluation.
staffFinalComments	*Human Resources > Personnel > Staff Evaluations > Supervisor* The staff member's final comments about the evaluation.
evaluationCode	*Human Resources > Personnel > Staff Evaluations > Supervisor* The code for the Evaluation template.
evaluationDescription	*Human Resources > Personnel > Staff Evaluations > Supervisor* The description for the Evaluation template.
evaluationType	*Human Resources > Personnel > Staff Evaluations > Supervisor* Identifies the type of evaluation: Annual, Interim, and Observation.
evaluationWorkflow	*Human Resources > Personnel > Staff Evaluations > Supervisor* Identifies the workflow used to create the evaluation: Staff Reflection and Acknowledgement (Full Process), Staff Acknowledgement (No Reflection), or No Staff Reflection or Acknowledgement.
hrSEEvaluationPeriodID	Foreign Key to the HRSEEvaluationPeriod table to identify the period to which the evaluation belongs.
periodCode	*Human Resources > Personnel > Staff Evaluations > Supervisor* The code for the Evaluation Period during which the staff evaluation process occurred.
periodDescription	*Human Resources > Personnel > Staff Evaluations > Supervisor* The description for the Evaluation Period during which the staff evaluation process occurred.

Filter Field	This field indicates...
Staff Evaluation Detail	***HR Person > Work Assignments > Completed Staff Evaluations > Staff Evaluation Detail***
hrStaffEvaluation ComponentScoreID	Primary key to the HRStaffEvaluation table.
hrStaffEvaluationID	Foreign Key to the HRStaffEvaluation table to identify the evaluation this score is for.
componentCode	*Human Resources > Personnel > Staff Evaluations > Supervisor* The code for the Category on the evaluation.
componentDescription	*Human Resources > Personnel > Staff Evaluations > Supervisor* The description of the Category on the evaluation.
level	The level at which the employees are rated. Options include the following: • 0 - Category • 1 - Element • 2 - sub-element
seq	The order in which the Categories display.
ratingScaleCode	*Human Resources > Personnel > Staff Evaluations > Supervisor* The code for the specific scale used to measure an employee's performance.
ratingScaleDescription	*Human Resources > Personnel > Staff Evaluations > Supervisor* A detailed description of the rating scale.
evaluatorRatingCode	*Human Resources > Personnel > Staff Evaluations > Supervisor* The code for the rating entered by the evaluator.
evaluatorRatingDescription	*Human Resources > Personnel > Staff Evaluations > Supervisor* The description of the rating entered by the evaluator.
evaluatorRatingDefinition	*Human Resources > Personnel > Staff Evaluations > Supervisor* The rating code definition that is included in the rating scale.
evaluatorReflection	*Human Resources > Personnel > Staff Evaluations > Supervisor* The reflection entered by the evaluator.

Filter Field	This field indicates...
evaluatorEvidence	*Human Resources > Personnel > Staff Evaluations > Supervisor* The evidence entered by the evaluator.
staffRatingCode	*Human Resources > Personnel > Staff Evaluations > Supervisor* The rating code entered by the employee.
staffRatingDescription	*Human Resources > Personnel > Staff Evaluations > Supervisor* The description of the rating code entered by the employee.
staffRatingDefinition	*Human Resources > Personnel > Staff Evaluations > Supervisor* The rating code definition, selected by the employee, that is included in the rating scale.
staffReflection	*Human Resources > Personnel > Staff Evaluations > Supervisor* The reflection entered by the employee.
staffEvidence	*Human Resources > Personnel > Staff Evaluations > Supervisor* The evidence entered by the employee.
categoryCode	*Human Resources > Personnel > Staff Evaluations > Supervisor* The Category code.
categoryDescription	*Human Resources > Personnel > Staff Evaluations > Supervisor* The Category description.

HR Person > Work Assignments History

The fields available in the Work Assignment History section are identical to the fields found in the Work Assignments section with the exception of the following additional fields.

Filter Field	This field indicates...
effectiveFrom	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the date this record starts to be effective.
effectiveTo	*Human Resources > Personnel > Personnel Master > Work Assignments* Indicates the date this record ends being effective.

HR Person > Qualifications

Filter Field	This field indicates...
credentialID	Internal database identifier.
personID	Reference to the Person table.
area	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the area of study in which the teacher is experienced.
credentialType	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the type of the credential.
creditHours	*Human Resources > Personnel > Personnel Master > Qualifications* The number of hours the individual has received for completing courses.
number	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the credential number assigned to the staff person.
date	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the date the credential was earned.
employmentCredentialType	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the type of credential the staff person has.

Filter Field	This field indicates...
subjectType	*Human Resources > Personnel > Personnel Master > Qualifications* Selection of subject matter for which the staff person is highly qualified. Options are as follows: • **NA**: Not Applicable • **CORE**: Core Academic Subject Area • **ELEM**: Basic Elementary Curriculum • **SPED**: Special Education Content
coreSubject	*Human Resources > Personnel > Personnel Master > Qualifications* Selected subject area for which the CORE subject type applies. This field only displays when the Subject Type field is set to CORE.
metHousse	*Human Resources > Personnel > Personnel Master > Qualifications* Indication the staff person passed the HOUSSE (High, Objective, Uniform State Standard of Evaluation) exam.
housseDate	*Human Resources > Personnel > Personnel Master > Qualifications* Date on which the staff person passes the HOUSSE (High, Objective, Uniform State Standard of Evaluation) exam.
subjectCompetency	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the type of competency the staff person has.
degreeType	*Human Resources > Personnel > Personnel Master > Qualifications* The type of degree the individual has or is aspiring to acquire.
fullCertification	This field is for Campus SIS use only and does not apply to Campus Human Resources.
lepCredential	*Human Resources > Personnel > Personnel Master > Qualifications* This field indicates the staff person is considered to be fully qualified to teach LEP (Limited English Proficiency) and Special Education courses.
licenseNumber	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the license number of the staff person.

Filter Field	This field indicates...
licenseType	*Human Resources > Personnel > Personnel Master > Qualifications* The type of license being added. This field only displays if you select **License Type** in the **Type** field. Options include the following: • REG: Regular / Full • TMP: Temporary • EMG: Emergency • PRO: Provisional
endDate	*Human Resources > Personnel > Personnel Master > Qualifications* Date on which the credential expired or will expire.
campusCode	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the code assigned to the credential.
institutionType	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the type of educational institution.
districtID	Reference to the District table.
credentialGUID	Internal database identifier.
spedRelatedService	*Human Resources > Personnel > Personnel Master > Qualifications* This field indicates the type of Special Education credential the staff person has acquired. Options are as follows: • **AUDIO**: Audiologists • **COUNSELOR**: Counselors and Rehabilitation Counselors • **INTERPRET**: Interpreters • **MEDNURSE**: Medical/Nursing Service Staff • **OCCTHERAP**: Occupational Therapists • **ORIENTMOBIL**: Orientation and Mobility Specialists • **PEANDREC**: Phys Ed, Recreation, Therapeutic Rec Specialists • **PHYSTHERAP**: Physical Therapists • **PSYCH**: Psychologists • **SOCIALWORK**: Social Workers • **SPEECHPATH**: Speech-language Pathologists
eduState	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the state in which one received the degree.

Filter Field	This field indicates...
subjectArea	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the subject area of the credential, based on core academic classes. Not used in all states.
paraprofessionalQualification	*Human Resources > Personnel > Personnel Master > Qualifications* This field indicates the type of Paraprofessional qualifications the staff person has acquired.
stateReported	This field is for Campus SIS use only and does not apply to Campus Human Resources.
majorCipCode	This field is for Campus SIS use only and does not apply to Campus Human Resources.
m inorCipCode	This field is for Campus SIS use only and does not apply to Campus Human Resources.
stateCompetency	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the state-defined competency determination of the individual.This field is only available if it has been defined by the state.
lcType	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates what type of Credential: License or Credential.
description	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the description of this Qualification.
expectedHQDate	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the date that the person is expected to get the HQ credential
educationInstitution	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates which institution the person went to for education.
educationInstitutionName	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the name of the institution where the staff member received their education.
degreeSubject	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the major Subject the degree was completed for.

Filter Field	This field indicates...
degreeCompletionDate	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the date the degree was completed.
employer	*Human Resources > Personnel > Personnel Master > Qualifications* The staff person's previous employer or a current employer, other than the district, for whom the employee is currently working.
title	*Human Resources > Personnel > Personnel Master > Qualifications* The title for the position.
employmentCity	*Human Resources > Personnel > Personnel Master > Qualifications* The city of the employer's location.
employmentState	*Human Resources > Personnel > Personnel Master > Qualifications* The state of the employer's location.
certifiedExperience	*Human Resources > Personnel > Personnel Master > Qualifications* This field indicates how many months of certified experience is included with this work history. This number will be included in the Total Certified Experience as part of a future release.
districtCredit	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates how many district credits this person earned in a prior job. This number is not related to the Total Certified Experience field.
stateCredit	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates how many state credits this person earned in a prior job. This number is not related to the Total Certified Experience field.
publicCredit	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates how many public credits this person earned in a prior job. This number is not related to the Total Certified Experience field.

Filter Field	This field indicates...
privateCredit	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates how many private credits this person earned in a prior job. This number is not related to the Total Certified Experience field.
nonEdCredit	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates how many non ed related credits this person earned in a prior job. This number is not related to the Total Certified Experience field.
degreeSubjectMinor	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the minor subject of the completed degree.
whStartMonth	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the start month of a prior work experience.
whStartYear	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the start year of a prior work experience.
whEndMonth	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the end month of a prior work experience.
whEndYear	*Human Resources > Personnel > Personnel Master > Qualifications* Indicates the end year of a prior work experience.
districtExperience	*Human Resources > Personnel > Personnel Master > General Information* **New York and Oklahoma Only** Identifies the years of experience a staff member has had in the district.
outOfDistrictExperience	*Human Resources > Personnel > Personnel Master > General Information* **New York Only** Identifies the number of years of experience the employee had prior to working in the district.
branch	*Human Resources > Personnel > Personnel Master > Qualifications > Military Experience* Identifies the military branch to which the employee belongs.

Filter Field	This field indicates...
activeDuty	*Human Resources > Personnel > Personnel Master > Qualifications > Military Experience* Identifies whether the employee is on active duty.
endorsement	*Human Resources > Personnel > Personnel Master > Qualifications > Licensure/Certification* Identifies the HR Code for an endorsement related to an employee's license/certification.
endorsementName	*Human Resources > Personnel > Personnel Master > Qualifications > Licensure/Certification* Identifies the description for an endorsement related to an employee's license/certification.

HR Person > Leave Entry

Filter Field	This field indicates...
startDate	*Human Resources > Personnel > Personnel Master > Leave Entry* Indicates the date on which the leave of absence started.
endDate	*Human Resources > Personnel > Personnel Master > Leave Entry* Indicates the date on which the leave of absence ended.
leaveReason	*Human Resources > Personnel > Personnel Master > Leave Entry* Indicates the reason for the leave of absence. These codes are set up on the HR Codes tab.
stateLeaveCode	*Human Resources > Personnel > Personnel Master > Leave Entry* Indicates the leave code required for state reporting. This field displays ONLY if State Leave Code values have been defined.
estimatedReturnDate	*Human Resources > Personnel > Personnel Master > Leave Entry* Indicates the estimated date on which the individual will return to work full time.
lastDateWorked	*Human Resources > Personnel > Personnel Master > Leave Entry* Indicates the last day the person actually worked prior to going on leave.
returnDate	*Human Resources > Personnel > Personnel Master > Leave Entry* Indicates the date on which the person returned to work.

Filter Field	This field indicates...
percentReturned	*Human Resources > Personnel > Personnel Master > Leave Entry* If the person returns to work part-time, this field indicates the percentage.
hoursPerDay	*Human Resources > Personnel > Personnel Master > Leave Entry* Used with a part-time return to work, this field indicates the number of hours the person is allowed to work in a day. This field is only enabled when the **Percent Returned** field is used.
daysPerWeek	*Human Resources > Personnel > Personnel Master > Leave Entry* Used with a part-time return to work, this field indicates the number days the person is allowed to work each week. This field is only enabled when the **Percent Returned** field is used.
fmla	*Human Resources > Personnel > Personnel Master > Leave Entry* Indicates whether the leave is covered by FMLA.
fmlaEndDate	*Human Resources > Personnel > Personnel Master > Leave Entry* Indicates when the FMLA expires in case the FMLA expires before the person's return. This field is only enabled when the **FMLA** checkbox is marked.
stateReported	*Human Resources > Personnel > Personnel Master > Leave Entry* Indicates the whether this leave entry should be state reported.
comments	*Human Resources > Personnel > Personnel Master > Leave Entry* Indicates the additional details or updates to the leave entry.

HR Person > General Information > Tenure Records (New York Only)

The following fields are only available to districts in New York.

Filter Field	This field indicates...
hrTenureProbationID	Internal database identifier.
hrDemographicsID	Internal database identifier.

Filter Field	This field indicates...
tenureAreaCode	*Human Resources > Personnel > Personnel Master > Tenure Records* The area in which the staff member has tenure or is pursuing tenure.
statusCode	*Human Resources > Personnel > Personnel Master > Tenure Records* This code indicates the staff member's status for the Tenure Area Code.
statusStartDate	*Human Resources > Personnel > Personnel Master > Tenure Records* The start date of the Status Code as approved by the district. This date is updated whenever the tenure status code changes.
originalProbationEndDate	*Human Resources > Personnel > Personnel Master > Tenure Records* The date probation in the tenure area is scheduled to end.
actualProbationEndDate	*Human Resources > Personnel > Personnel Master > Tenure Records* The date probation in the tenure area ends.
probationExtended	*Human Resources > Personnel > Personnel Master > Tenure Records* This checkbox indicates whether probation for the associated tenure record was continued beyond the original tenure probation end date.
probationStartDate	*Human Resources > Personnel > Personnel Master > Tenure Records* The start date of the staff member's probation period for the associated tenure record.
extendedProbationEndDate	*Human Resources > Personnel > Personnel Master > Tenure Records* The anticipated end date of the extended probation.
districtTenureAreaCode	*Human Resources > Personnel > Personnel Master > Tenure Records* The area in which the staff member has tenure or is pursuing tenure in the District.