

### **Data Export**

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#### Classic View: Ad Hoc Reporting > Data Export

#### Search Term: Data Export

The Data Export tool allows users to view the results of Ad hoc filters in multiple report formats and files. All Ad hoc filters created via the Filter Designer are able to be exported via the Data Export tool.

When using Custom Tab fields within Ad Hoc Query Wizard, all students will appear in the results even if the student does not have a record within the custom dated tab. When exporting fields from a Custom Tab that is Table or List Element Tab Type, Ad Hoc logic will output every possible combination based on a specific date and time. The Table Tab Type stores specific times. The List Element Tab Type always stores 12:00 AM.

Data Export ☆ Reporting > Ad Hoc Reporting > Data Export	
Data Export Wizard	
-	(csv, tab delimited, xml) or a simple list report.
student AAA121033 Test Purpose and EL code All     student AAAAMedication Testing	<b>•</b>
Edit Test Copy Delete	
Create a new Folder	

Data Export Editor



# **Field Logic**

The following logic is used when reporting NULL or field values of 0 within Ad hoc filters:

- Float fields = NULL will output as blank unless a default value exists within the Attribute/Dictionary.
- Float fields = 0 will output as a value of 0.
- Number fields = NULL will output as blank unless a default value exists within the Attribute/Dictionary.
- Number fields = 0 will output as 0.

#### **BIE SPECIFIC LOGIC**:

- If an EnrollmentBIE field has a default value, a NULL field will report the default value when filtering data or exported via the Data Export tool.
  - This logic applies to all fields within the EnrollmentBIE table with the exception of foreign keys and End Year.

#### **CUSTOM DATED FIELD LOGIC**:

- Dated Custom fields use the date for outputting records.
  - $\circ~$  All possible combinations of records for a distinct date and time report.
  - Values tied to records on other dates will not show in the output for another date/time.

## **Calendar Selection**

Specific calendars can be selected for the following saved filters:

- Query Wizard filters using a Student Data Type or a Course/Section Data Type
- Pass-Through SQL Queries using a Student Data Type or a Course/Section Data Type

Select a **saved Student Data Type** and **saved Course/Section** filters and select from which calendars to report data. Select calendars by the active year, by the school name or by year. If a calendar is selected in the Campus Toolbar, that calendar is already selected.

Calendars cannot be selected if the query is for Census/Staff Data Types.

Only calendars to which the user is assigned calendar rights are available for selection.



Data Export Calendar Selection

# **Export an Ad hoc Filter**

- 1. Select an Ad hoc filter from the **Saved Filters** window. This field is populated with filters created in the Filter Designer tool. A description of the filter may appear if established within the filter itself.
- 2. Select the desired format of the exported Ad hoc filter by clicking the appropriate radio button in the **Pick an Export Format** area. See the Data Export Fields table below for more



#### information.

The length of each field within an Ad hoc filter must be defined in order to properly generate the Fixed Width format. Field lengths are established within the Filter Designer tool.

3. Select the **Export** button. The exported Ad hoc filter will display in a separate window in the designated format.

### **Data Export Fields**

The following describes each available field:

All fields within an Ad hoc filter that have a Column Header established will report that value in the header of exported Ad hoc reports. Column headers are defined in the Ad hoc Query Wizard tool.

Field	Description
HTML list report	Exports the results of the Ad hoc filter in HTML format (See image 2).
XML	Exports the results of the Ad hoc filter in XML format (See image 3).
Delimited values (CSV)	Exports the results of the Ad hoc filter in a number of Delimited values (CSV). Options include:
	<ul> <li>Comma - Exports the Ad hoc filter in Comma delimited format sSee image 4).</li> <li>Tab - Exports the Ad hoc filter in Tab delimited format (see images 5-6).</li> <li>Pipe - Exports the Ad hoc filter in Pipe delimited format (see image 7).</li> <li>Caret - Exports the Ad hoc filter in Caret delimited format (see images 8-9).</li> </ul>
	The <b>Include column display header</b> checkbox allows users to control whether or not a header is displayed on the exported Ad hoc filter (see image 8).
	The <b>Double quote data</b> dropdown list allow users to determine when double quotations are added to exported Ad hoc filter data (see image 6).
	The <b>Include Subtotals</b> checkbox allows users to properly display aggregate totals that may be included in the filter.
Fixed width	Exports the results of the Ad hoc filter in Fixed Width format (see image 10).



Field	Description
PDF report	Exports the results of the Ad hoc filter in PDF format. Selecting the <b>Field Name</b> <b>Only</b> radio button means field names in the header will only display the field name as it exists in the database ( <i>i.e.</i> , grade is reported for the student.grade database field (see image 11)). Selecting the <b>Table Name and Field Name</b> radio button means both the table and field name will display in the header on the report ( <i>i.e.</i> , student.grade is reported in the header for the student.grade database field (see image 12)). Because Ad hoc filter fields can be grouped and report aggregate data, two variations of the PDF format exist. For example, as seen in image 13, filter fields are grouped by student.stateID and student.lastName with an aggregate count of student.stateID using the Record Count Aggregate Type. Ungrouped Ad hoc filters display in a standard list format (see image 14). For more information about grouping Ad hoc filter fields, see the Ad hoc Query Wizard page.
Cube Analysis	Exports results of the filter into a pivot table. For more information about navigating and utilizing the features of a pivot table, see the Pivot Designer article.

### **Exported Data Examples**

The following are examples of Ad hoc filters exported in various formats:

All Records					
student.lastName	student.firstName	student.grade	behaviorDetail.incidentDate	behaviorDetail.title	behaviorDetail.eventNa
Student	Anna	10	02/09/2018	Suspension	Property Damage
Student	Brian	10	01/30/2018	Test	.Arson
Student	Brian	10	02/01/2018	assault test	Assault, Physical
Student	Chris	11	02/01/2018	assault test	Assault, Physical
Student	David	09	03/05/2018	Fighting #1	.Fighting
Student	Evelyn	09	02/09/2018	Suspension	.Property Damage
Student	Evelyn	09	05/09/2018	Behavior Messenger	.Disruption
Student	Evelyn	09	05/09/2018	Behavior Messenger - Fighting	.Fighting
Student	Frances	12	03/23/2018	Attendance Sub Reports	.Disruption

HTML List Report Format



XML Format

StateID	LocalID	Last Name	First Name	Start Date	student.grade	student.schoolID
100000000	1000	TESTER	Dzifa	9/8/2009	12	25
100000000	1000	TESTER	Alberto	9/8/2009	12	25
100000000	1000	TESTER	Jesse	6/8/2009	12	25
100000000	1000	TESTER	Rory	6/8/2009	12	25
100000000	1000	TESTER	Joshua	9/16/2009	11	25
100000000	1000	TESTER	Mark	6/8/2009	12	25
100000000	1000	TESTER	Yessenia	9/8/2009	12	25
100000000	1000	TESTER	Kaylee	6/8/2009	12	25
100000000	1000	TESTER	Jesse	9/16/2009	12	25
100000000	1000	TESTER	Amanda	6/8/2009	12	25
100000000	1000	TESTER	Michael	6/8/2009	12	25

Delimited Values (CSV) - Comma Delimited

StateIDLocalIDLast NameFirst NameStart Datestudent.	gradestude	ent.schoolID
00000000000000TESTERDzifa09/08/20091225		
0000000000000TESTERAIberto09/08/20091225		
0000000000000TESTERJesse06/08/20091225		
0000000000000TESTERRory06/08/20091225		
00000000000000TESTERJoshua09/16/20091125		
00000000000000TESTERMark06/08/20091225		
00000000000000TESTERYessenia09/08/20091225		
000000000000000TESTERKaylee06/08/20091225		
0000000000000TESTERJesse09/16/20091225		
00000000000000TESTERAmanda06/08/20091225		

Delimited Values (CSV) - Tab Delimited



StateIDLocalIDLast NameFirst NameStart Datestudent.gradestudent.schoolID
00000000000""TESTER""Dzifa""09/08/2009""12""25"
00000000000""TESTER""Alberto""09/08/2009""12""25"
000000000000""TESTER""Jesse""06/08/2009""12""25"
000000000000""TESTER""Rory""06/08/2009""12""25"
00000000000""TESTER""Joshua""09/16/2009""11""25"
00000000000""TESTER""Mark""06/08/2009""12""25"
000000000000""TESTER""Yessenia""09/08/2009""12""25"
00000000000""TESTER""Kaylee""06/08/2009""12""25"
000000000000""TESTERI""Jesse""09/16/2009""12""25"
000000000000""TESTER""Amanda""06/08/2009""12""25"
000000000000""TESTER""Michael""06/08/2009""12""25"

Delimited Values (CSV) - Tab Delimited with Double Quote Data

StateID LocalID Last Name First Name Start Date student.grade student.schoolID
000000000000  TESTER Dzifa 09/08/2009 12 25
00000000000000000000000000000000000000
00000000000000000000000000000000000000
00000000000000000000000000000000000000
00000000000000000000000000000000000000
00000000000000000000000000000000000000
00000000000000000000000000000000000000
00000000000000000000000000000000000000
00000000000000000000000000000000000000
00000000000000000000000000000000000000
00000000000000000000000000000000000000

Delimited Values (CSV) - Pipe Delimited



Delimited Values (CSV) - Caret Delimited with Column Display Header Included





Delimited Values (CSV) - Caret Delimited without Column Display Header

ReasonBrittney09/23/20091225
00000000000000TESTERAngelica06/08/20091225
00000000000000000000000000000000000000
00000000000000TESTERMai06/08/20091225
00000000000000TESTERConnor09/08/20091225
00000000000000TESTERMarquis06/08/20091125
00000000000000TESTERTyler06/08/20091225
00000000000000TESTERMichae109/08/20091225
000000000000000TESTEREric06/08/20091125
00000000000000TESTERDexter09/08/20091225
00000000000000TESTERAmanda09/08/20091225
000000000000000TESTERAndre09/08/20091225
00000000000000TESTERNovelle06/08/20091225
00000000000000TESTERRory06/08/20091225
00000000000000TESTERTyce106/08/20091225
00000000000000TESTERDalicia06/08/20091225

#### Fixed Width



PDF Report - Field Name Only



11-12 Billy Lane Lauffer Middle School Generated on 07/03/2012 01:31:30 PM Page 1 of 71			<b>Report</b> Print table name and field name Total Records: 674		
student.lastName student.gender F	Student		Table Name ar	nd Field Name	
student.personID	student.lastName	student.firstName	student.gender	student.birthdate	
123456 234567 student.gender F	Student Student	Cathy Erin	F	01/01/1995 01/02/1995	
student.lastName	Studente				
student.gender M student.personID	student.lastName	student.firstName	student.gender	student.birthdate	
111111 student.gender M	Studente	Eric	М	03/20/1995	

PDF Report - Table Name and Field Name

Billy Lane Lauf	1-12 fer Middle School 01:31:30 PM Page 1 of 71		<b>Report</b> Print table name and field Total Records: 674	
student.lastName student.gender F student.personID	Student student.lastName	student.firstName	student.gender	student.birthdate
123456	Student	Cathy	F	01/01/1995
234567	Student	Erin	F	01/02/1995
student.gender F				
student.lastName	Studente			
student.gender M				
student.personID	student.lastName	student.firstName	student.gender	student.birthdate
111111	Studente	Eric	М	03/20/1995

PDF Report - Grouped Fields within the Ad hoc Filter

11-12 Billy Lane Lauffer Middle School Generated on 07/03/2012 10:53:46 AM Page 1 of 6			<b>Report</b> Print field name only Total Records: 674		
personID	lastName	firstName	personID	lastName	firstName
123456 456789	Student Student	Eric Sam	111111 222222 333333	Student Student Student	John Matt Sue

PDF Report - No Grouped Fields within the Ad hoc Filter



Cube Analysis - Data Displayed in a Column Chart

# **Search Ad hoc Filters**

Users have the ability to identify which students are included within an Ad hoc filter prior to exporting data.



Searching Ad hoc Filters within the Data Export Wizard

To generate a list of all students included within an Ad hoc filter, select the filter from the Saved Filters window and click the **Search** button. Student results will appear in the Search tab on the right.

## **Edit Ad hoc Filters**

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Users can edit Ad hoc filters prior to exporting data.



Editing an Ad hoc Filter

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To edit an Ad hoc filter prior to using the Data Export tool, select the filter from the Saved Filters window and click the **Edit** button. Users will be directed to the Filter Designer tool with all existing fields/values selected.

Ad-Hoc Query Wizard Query Name: Federal Race Ethnicity All Fields All Fields All Fields Census	Selected Fields individual.personID individual.lastName individual.firstName fedRace.raceEthnicity fedRace.hispanicEthnicity fedRace.hispanicLatino fedRace.asian fedRace.asian fedRace.asian fedRace.asian fedRace.pacificIslander fedRace.white fedRace.multiracial
Filter By Search Clear	<pre>Sack Next &gt;</pre>

Editing and Ad hoc Filter - Filter Designer

From here, users can edit filter values as desired. For more information about editing and creating



Ad hoc filters within the Filter Designer, refer to the Filter Designer page.

## **Delete Ad hoc Filters**

Users have the ability to delete Ad hoc Filters within the Data Export tool.

Data Export Wizard	
This wizard will dump the result of a filter into a data file (cs	v, tab delimited, xml) or a simple list report.
Saved Filter  Person *SQL Staff Member with Individual Tool Right Student *SQL Students with Perfect Attendance student 10th Grade WKCE - Math student 220 Dropouts student 220 Graduates student 220 Graduates student 220 Reading Language student 3rd Grade MO Report student ard Grade Science MO student ACT Class of 2009 student ACT Explore student ACT Plan student Activities student Activities student Activities student Armenian student Attendance (Illness) count for April and May student Attendance Czarnecki	ACT Plan  Pick an Export Format  HTML list report XML Delimited values (CSV) Fixed width PDF report Cube Analysis Export
Search Edit Copy Delete Create a new Folder	

Deleting an Ad hoc Filter

To delete an Ad hoc filter, select the filter from the Saved Filters window and click the **Delete** button. Users will be prompted with a confirmation pop-up message.

a Export Wizard This wizard will dump the result of	a filter into a data file (cs	sv, tab delimited, xml) or a simple list report.
aved Filter		ACT Plan
person *SQL Staff Member with student *SQL Students with Pe		
student *SQL Students with Pe student 10th Grade WKCE - Ma		
student 10th Grade WKCE J&T		
student 220 Dropouts		Pick an Export Format
student 220 Graduates		
student 220 HS Literature		HTML list report
🔍 student 220 Reading Languag		240.22
student 3rd Grade MO Report	The page at 10.35	0.240.23 says:
student 3rd Grade Science MC		
Student a	Are you sure you w	ish to delete this filter?
student ACT Class of 2009		
student ACT Explore student ACT Plan		OK Cancel
student Activities	4	
student Activities 0809		)
curriculum AP Courses		
student Armenian		
student Asian OHI EBD		
student Attendance (Illness) co	ount for April and May	
student Attendance Czarnecki	-	
· [ …	× +	
Search Edit Copy Delete		

Confirming Deletion an Ad hoc Filter

Select the **OK** button to permanently delete the filter. Select the **Cancel** button to cancel the deletion process and return to the Data Export Wizard editor.

Deleting an Ad hoc Filter within the Data Export tool will permanently delete from all areas of Infinite Campus.