

# CRDC - OFFN - Offenses Ad Hoc Filters

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**Classic View:** Federal Reporting > Civil Rights Data Collection (CRDC) > Maintain Survey Results

**Search Terms:** Maintain CRDC Survey Results

This article covers basic ways to use the Campus [Ad hoc Reporting tools](#) to design Ad hoc filters that can produce the school mappings needed to identify data sets for the Civil Rights Data Collection (CRDC). If the required information is not entered into Campus, a filter will not be able to produce the data. The filters used within this document utilize the Filter Designer's [Query Wizard](#). Ad hoc fields vary by state; therefore, examples within this article may need to use different data elements from what appears in the examples. Ad hoc filter examples shown within this document utilize the following Query Wizard functions:

- [Logical Expressions](#)
- [Filter Functions](#)

Also note, the Query Wizard returns data based on AND. For most of the examples, logical expressions should be entered to indicate an AND or OR is required. This is not represented in all of the captured images, but should be incorporated into your queries.

Ad Hoc filters will not report any student or course that is not enrolled or assigned to the school the filter is being run. Any students or courses that need to be added to a school's mapping will need to be manually added using the Quick Search feature in the school's mapping tool.

The CRDC is run for previous years' data, not current years' data.

- [OFFN-1: Number of Incidents](#)
- [OFFN-2: Offenses - Firearm Use](#)
- [OFFN-3: Offenses - Homicide](#)
- [OFFN-4: Offenses - Homicide](#)

Images may display reference to a particular year. Users should update the year as needed for reporting. Information noted in each of the queries is current with CRDC requirements, regardless of the year displayed.

## OFFN-1: Number of Incidents

### Offenses - Number of Incidents

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type. Change the Code list to match each of the categories needing to report.

\*Query Name: OFFN-1: Offenses – Number of Incidents

Short Description: Change the Code list for match each of the categories needing to report

Long Description:

**Filter the data**

ID	*Field	Operator	Value
1	sch.name		
2	behaviorDetail.incidentID		
3	behaviorDetail.code	IN	05, 06

Add

**Logical Expression (Optional):**

If logical expression is left blank, all operators will be applied.  
 Allowed symbols: AND OR NOT ( ) IDs  
 Example Syntax: (1 AND (2 OR 3) AND 4 AND (NOT 5 OR 6))

\*Query Name: OFFN-1: Offenses – Number of Incidents

Short Description: Change the Code list for match each of the categories needing to report

Long Description:

**Group the data into sections that can have aggregates/sub-totals**

Grouping	Group by	Group Order
Tier 1	sch.name	Ascending
Tier 2		Ascending
Tier 3		Ascending
Tier 4		Ascending
Tier 5		Ascending

Aggregate/Sub Total by	Aggregate Type
behaviorDetail.incidentID	Distinct Count

Filter Identifying Number of Incidents

## OFFN-2: Offenses - Firearm Use

### Offenses with Firearm Use

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.

Change the Code list to match each of the categories needing to report.

\*Query Name:

Short Description:

Long Description:

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**Filter the data**

ID	*Field	Operator	Value
1	<input type="text" value="sch.name"/>	<input type="text"/>	<input type="text"/>
2	<input type="text" value="behaviorDetail.incidentID"/>	<input type="text"/>	<input type="text"/>
3	<input type="text" value="behaviorDetail.weaponCode"/>	<input type="text" value="IN"/>	<input type="text" value="01,03"/>

Logical Expression (Optional):

If logical expression is left blank, all operators will be applied.  
 Allowed symbols: AND OR NOT ( ) IDs  
 Example Syntax: (1 AND (2 OR 3) AND 4 AND (NOT 5 OR 6))

*Filter Identifying Offenses with Firearm Use*

### OFFN-3: Offenses - Homicide

#### Offenses with Homicide

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type. Change the Code value to match the behavior event(s) that are equal to homicide.

\*Query Name:

Short Description:

Long Description:

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**Filter the data**

ID	*Field	Operator	Value
1	<input type="text" value="sch.name"/>	<input type="text" value=""/>	<input type="text" value=""/>
2	<input type="text" value="behaviorDetail.incidentID"/>	<input type="text" value=""/>	<input type="text" value=""/>
3	<input type="text" value="behaviorDetail.code"/>	<input type="text" value="IN"/>	<input type="text" value="25"/>

Logical Expression (Optional):

If logical expression is left blank, all operators will be applied.  
 Allowed symbols: AND OR NOT ( ) IDs  
 Example Syntax: (1 AND (2 OR 3) AND 4 AND (NOT 5 OR 6))

*Filter Identifying Offenses with Homicide*

## OFFN-4: Offenses - Homicide

### Offenses with Homicide

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type. Change the Code value to match the behavior event(s) that are equal to homicide.

\*Query Name:

Short Description:

Long Description:

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**Filter the data**

ID	*Field	Operator	Value
1	<input type="text" value="sch.name"/>	<input type="text"/>	<input type="text"/>
2	<input type="text" value="behaviorDetail.incidentID"/>	<input type="text"/>	<input type="text"/>
3	<input type="text" value="behaviorDetail.code"/>	<input type="text" value="IN"/>	<input type="text" value="25"/>

**Logical Expression (Optional):**

If logical expression is left blank, all operators will be applied.  
 Allowed symbols: AND OR NOT ( ) IDs  
 Example Syntax: (1 AND (2 OR 3) AND 4 AND (NOT 5 OR 6))

*Filter Identifying Offenses with Homicide*