

### **Element Replacement**

Last Modified on 10/22/2022 10:09 am CDT

#### **PATH:** System Administration > Data Utilities > Element Replacement

#### Search Term: Element Replacement

The Element Replacement tool allows users to replace deactivated Ad hoc fields with the current field equivalent within Ad hoc filters, Ad hoc Letter templates, Behavior Letter templates, Attendance Messenger, Attendance Letters and Messenger templates. This tool also allows users to modify existing filters and templates containing deactivated Ad hoc fields without having to navigate away from the tool or replace the element with its current field equivalent. Additionally, replacing a field with the Element Replacement tool will replace the field and the operator's value if the replaced field was being used as the value.

This article includes the following topics:

- Replacing Deactivated Ad Hoc Fields
- Editing Ad Hoc Filters and Templates

Element Replacement ☆ System Settings > Data Utilities > Element Replacement
Element Replacement
The Element Replacement provides a way to replace deactivated ad hoc elements to current equivalents. Replacement of selected elements will take place within the Ad Hoc Module and in areas of Campus where a user can select Campus Fields from a WYSIWYG editor.
Object* Deactivated Element* Please Select an Object and a Deactivated Element.

Image 1: Element Replacement Tool

## **Replacing Deactivated Ad Hoc Fields**

User can replace deactivated Ad hoc fields with the current field equivalent within Ad hoc filters and letter templates by using the Element Replacement tool.

ment Replacement						
The Element Replacement pro Replacement of selected elements					us Fields fro	m a WYSWYG e
	Enrollment 💌					
Deactivated Field	Replacement Field	Safe to Replace?				
activeEnrollment.mealStatus	posElig.eligibility y	es				
Suggestion						
suggestion text testing						
Name 🔶	User Last Name 🔶	User First Name 🔶	Group Name 🗢	Туре \$		Replace
Free and Reduced lunches	Filter	Arlene		Ad Hoc Filter	View	
******	Filter	Steve		Ad Hoc Filter	View	
Behavior Test 1				Behavior Letter Template	View	
replacement 1				Behavior Letter Template	View	

Image 2: Replacing Deactivated Elements

To replace deactivated elements:

- 1. Select the **Object** containing the deactivated element.
- 2. Select the **Deactivated Element** to be replaced. In the example above, the field activeEnrollment.mealStatus is going to be replaced.
- 3. Once an Object and Deactivated Element value is selected, additional informational fields will appear.
  - **Deactivated Field** This indicates the deactivated field that is going to be replaced.
  - **Replacement Field** This indicates the field that is going to replace the deactivated field.
  - Safe to Replace?
    - **Yes** Indicates conversion between the deactivated field and the replacement field can occur without issue. Users are safe to replace elements with this value.
    - No Indicates the replacement field does not correctly match the deactivated field and conversion issues may occur. Often this message occurs when the replacement field is a different data type than the deactivated field (i.e., a Date field is being replaced with a checkbox). Users should view each filter/template and determine if conversion should occur prior to replacing fields. See the Editing Ad Hoc Filters/Templates section below for information on viewing and modifying each filter.
  - Suggestion Additional suggestions about the field conversion.
- 4. Review each filter/template impacted by the element replacement.
  - Name The name of the filter/letter template.
  - **User Last Name** The last name of the user who created and owns the filter/template.



- **User First Name** The first name of the user who created and owns the filter/template. This user will receive a message in their Process Inbox, indicating the element and filter/template changed.
- **Group Name** The User Group assigned to the filter/letter/template.
- **Type** The type of item being changed: Ad hoc filter, Ad hoc Letter Template, Behavior Letter Template, Messenger Template
- 5. To view and modify the filter/template, select the **View** button. See the Editing Ad Hoc Filters/Templates section below for more information.
- 6. Mark the **Replace** checkbox for each filter/template to have the element replaced.
- Select the Start Replacement button. The Element Replacement Test Mode editor will appear (see image 3).

The Element Replacement Test Mode editor will display a summary of all filters/templates that will have the field replaced. Verify the summary is correct and select the **Continue with the Replacement** button. The Element Replacement Result editor will appear (see Image 4).

Element Replacement	t	
	ent provides a way to replace deactivated ad hoc elements to current equivalents.	
Replacement of selecte		
	Element Replacement Test Mode	× _
Object*		
Deactivated Element*	The element activeEnrolIment.mealStatus in the following filters and/or letters will be replaced with posElig.eligibi	<u>IIIty</u> .
	Behavior Letter Template	
Deactivated Field	Behavior Test 1	
activeEnrollment.meals	replacement 1	
activeEnroliment.meals	Total: 2	
Suggestion		
suggestion text testing		
Name		
Free and Reduced lun		
*****		
Behavior Test 1		
replacement 1		
Start Daplacemen	Continue with the Replacement Canc	
Start Replacemen		

Image 3: Element Replacement Test Mode

The Element Replacement Result editor summarizes which filters/templates were modified and allows you to print these results. To generate these results in PDF or DOCX format, click the **Generate Report** button, select a print format and click **Generate Report** (see image below). To continue without printing this report, click the **OK** button.

ent Replacement					
Element Replacement	Element Replacement Result	to current equivalents.	×		
ject* av activated Element* m	The element <u>activeEnrolIment.mealStatus</u> in posElig.eligibility.	the following filters and/or le	ters has been replaced successfully with		
activated Field tiveEnrollment.mealSta	Behavior Letter Template Behavior Test 1 replacement 1		Element Replacement Result Rep	port	
ggestion	Total: 2		The Element Replacement Resu were modified and allows users	It editor summarizes which filters/ter to print these results.	nplate
ggestion text testing			Report Format:  PDF  DO	хс	
me e and Reduced lunch			*	Generate R	ероі

Image 4: Element Replacement Result

The user and/or members of the user group assigned to the filter(s) updated will receive notification of these changes within their **Process Inbox** (see Image 5).

Process Inbox		
Date Range to	Display All Processes  Find Messages	
Delete Selected Messages		
Process	Name	Posted Date Due Date
Field Replaced	A field in Behavior Letter Template Xin2 has been replaced.	12/20/2011
Field Replaced	A field in Behavior Messenger Template replacement 2 has been replaced.	12/20/2011
Field Replaced	A field in Ad Hoc Filter SSP NASIS Test Deactivated 3 has been replaced.	12/12/2011
Field Replaced	A field in Ad Hoc Student Report Format NASIS Test 5 Letter Designer has been replaced.	12/12/2011

Image 5: Message Indicating Filter/Template Change

The Element Replacement tool will also display an updated list of filters impacted by the **Object** and **Deactivated Element** values selected (compare Image 2 to Image 6 for an example).

inite Campus						
Element Replacement The Element Replacement pr Replacement of selected ele					us Fields fro	m a WYSIWYG editor
		Safe to Replace?				
Suggestion suggestion text testing						
Name 🔶	User Last Name 🔶	User First Name 🔶	Group Name 🗢	Туре 🔶		Replace
Free and Reduced lunches	Filter	Arlene		Ad Hoc Filter	View	
*****	Filter	Steve		Ad Hoc Filter	View	
Start Replacement						

Image 6: Updated List of Impacted Filters/Templates

# **Editing Ad Hoc Filters and Templates**

Users can identify which filters/templates are impacted by the **Object** and **Deactivated Element** selected and modify the filter/template within the Element Replacement tool. This allows users to remove a deactivated field instead of replacing it.

Free & reduced lunch Filter Shirley Ad	
Deactivated Element*   mealStatus     Deactivated Field   Replacement Field   Safe to Replace?   activeEnrollment.mealStatus   posElig.eligibility   yes     Suggestion   suggestion text testing     Name   Vert Last Name   Vert Last Name   Shirley     Addition	a user can select Campus Fields from a WYSIWY
Deactivated Element*   mealStatus     Deactivated Field   Replacement Field   Safe to Replace?   activeEnrollment.mealStatus   posElig.eligibility   yes     Suggestion   suggestion text testing     Name   Vert Last Name   Vert Last Name   Shirley     Addition     Addition	
Deactivated Field       Replacement Field       Safe to Replace?         activeEnrollment.mealStatus       posElig.eligibility       yes         Suggestion       suggestion text testing       Vame       User Last Name       User First Name       Group Name       Ty         Free & reduced lunch       Filter       Shirley       Addition       Addition	
activeEnrollment.mealStatus posElig.eligibility yes          Suggestion         suggestion text testing         Name       User Last Name       User First Name       Group Name       Ty         Free & reduced lunch       Filter       Shirley       Addition       Addition	
activeEnrollment.mealStatus posElig.eligibility yes          Suggestion         suggestion text testing         Name       User Last Name       User First Name       Group Name       Ty         Free & reduced lunch       Filter       Shirley       Addition       Addition	
Suggestion         suggestion text testing         Name	
suggestion text testing       Name <ul> <li>User Last Name</li> <li>User First Name</li> <li>Group Name</li> <li>Ty</li> <li>Free &amp; reduced lunch</li> <li>Filter</li> <li>Shirley</li> <li>Additional statements</li> <li>Additeme</li></ul>	
suggestion text testing       Name <ul> <li>User Last Name</li> <li>User First Name</li> <li>Group Name</li> <li>Ty</li> <li>Free &amp; reduced lunch</li> <li>Filter</li> <li>Shirley</li> <li>Additional statements</li> <li>Additeme</li></ul>	
Name     User Last Name     User First Name     Group Name     Ty       Free & reduced lunch     Filter     Shirley     Additional of the second	
Free & reduced lunch Filter Ad	
Free & reduced lunch Filter Shirley Ad	
	Type 🔶 Replace
Free and Reduced lunches Filter Arlene Ad	Ad Hoc Filter
	Ad Hoc Filter
Filter Steve Ad	Ad Hoc Filter
Behavior Test 1 Be	Behavior Letter Template View
replacement 1 Be	Behavior Letter Template View
	Ad Hoc Filter View

Image 7: Viewing an Impacted Filter/Template

Infinite Campus

To view the current setup of a filter/template, select the corresponding **View** button. The Filter/Letter Viewer or Message Designer Wizard will appear (see Image 8).

Element Replace	Filter/Letter Viewer
lacement of sele	Ad Hoc Query Wizard - Field Selection *Query Name: Free & reduced lunch
ctivated Element	Select categories & fields
activated Field	Filter By Search Clear All Fields Selected Fields
veEnrollment.me	Image: Student     Image: Student grade       Image: Student grade     Student grade       Image: Student grade     Student lastName       Image: Student grade     Student firstName
ggestion	E → SX School     School     ActiveEnrolment.mealStatus
gestion text test	Image: Second
me	e se census e se tenus e se Medicaid ← ←
e & reduced lune	Add Function Edit Function
e and Reduced I	
**	< Back Next ≥
avior Test 1	
acement 1	

Image 8: Modifying a Filter/Template

For the Filter/Letter Viewer, the deactivated field will appear in red. From here, users can modify and re-save the filter as necessary.

Deactivated fields will not appear in red within WYSIWYG editors due to the fact that users can modify font colors.

For the Message Designer Wizard, the deactivated field within the letter will match the field listed in the Deactivated Field on the Element Replacement editor. Users can modify and re-save the template as necessary.

Removing the deactivated field and re-saving a filter/template will remove the filter/template from appearing on the Element Replacement tool as it no longer requires element replacement.

ment Replacement	wideo a way ta coplace d	antivated ad has elemente	to ourroat oquivalanta				
Replacement of selected eler	· · · · ·				us Fields fro	m a WYSIWYG	edit
Dbject* active	Enrollment 💌						
Deactivated Element* mealS	Status 💌						
Deactivated Field	Replacement Field	Safe to Replace?					
activeEnrollment.mealStatus		res					
	,						
Suggestion							
suggestion text testing		_					
Name 🔶	User Last Name  🗢	User First Name	Group Name	Туре 🗢		Replace	
Free and Reduced lunches	Filter	Arlene		Ad Hoc Filter	View		
******	Filter	Steve		Ad Hoc Filter	View		
Behavior Test 1				Behavior Letter Template	View		
replacement 1				Behavior Letter Template	View		

Image 9: Element Replacement Tool

): Infinite **Cam**o

For example, the filter viewed in Image 7 and 8 was modified and had the deactivated element activeEnrollment.mealStatus removed. Because this filter no longer requires the element to be replaced, the filter no longer reports on the Element Replacement tool (see Image 9).