

BIE Consecutive Days Absent Report

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The BIE Consecutive Days Absent report is used to identify BIE students who have been consecutively absent from school for an uninterrupted period of time. Students who are absent from all of their scheduled instructional periods for the entire day are eligible to report. Students may report each time an instance of a consecutive absence occurs within the date range entered. Future dated attendance marks are excluded.

This report uses aggregated attendance data that has been synced to the state. The following attendance excuse codes are considered:

- Excused
- Unexcused
- Unknown

This report is available in BIE NASIS State Edition only.

BIE Consecutive Days Absent Report

The BIE Consecutive Days Absent report is used to identify students who have been marked full-day absent from school for an uninterrupted, consecutive period of time. A student may be absent for any reason (excused, unexcused and unknown) to be included. Only students meeting the criteria entered on the report editor are eligible to report. Students may report multiple times if multiple instances of a consecutive absence occur within the date range entered. Future dated attendance marks are excluded.

This report only uses aggregated attendance data that has been synced to the state.

Consecutive Days *

School Year * 20-21 ▼

Report Date Range

Start Date

End Date

School *

- All Schools ▲
- Central Elementary School
- Central High School
- Northwest High School
- River School

CTRL-click or SHIFT-click to select multiple

Student Selection Filter (Ad Hoc)

▼

Show top 50 ▼ tasks submitted between 04/15/2021 and 04/22/2021

Batch Queue List			
Queued Time	Report Title	Status	Download

BIE Consecutive Days Absent Report editor

Before you start, consider the following.

- On a nightly basis, an attendance aggregation processing job runs at the district-level to update the aggregated attendance data (used in attendance reports and ad hoc for NASIS State Edition sites) to include the prior days attendance. Because this job only looks at changes made to attendance fields the day prior, backdated attendance changes may not be included. To ensure all attendance data (including any backdated changes) are included in the attendance aggregation, recommend to your districts they periodically run the [Attendance Aggregation Refresh](#) tool.
- On a weekly basis, district-level data is automatically synced to the state. To capture attendance changes happening between syncs, an administrator might consider manually running the [Resync State Data](#) tool to reflect more up-to-date data in attendance reports and aggregated attendance fields in ad hoc.

If both tools are used for the purpose of reflecting the most up-to-date attendance at the state level, Attendance Aggregation Refresh should be run first followed by the Resync State Data

tool.

Report Logic

▶ [Click here to expand...](#)

Tool Rights

Current Path: User/Group > BIE Reports > BIE Consecutive Absent

New Look of Campus Path: User Management > Tool Rights > Reporting > BIE Reports > BIE Consecutive Days Absent Report

Users must be given tool rights to use this tool. At minimum, users must have the **Read** tool rights to view and generate this report.

Read	Write	Add	Delete
<p>Allows a user to view and generate the BIE Consecutive Days Absent Report.</p> <p>Read tool rights must also be given to the parent level tools the report is dependent on for access.</p>	<p>The Write tool right is not necessary to generate the report.</p>	<p>The Add tool right is not necessary to generate the report.</p>	<p>The Delete tool right is not necessary for this tool.</p>

Tool Rights ☆

User Management > User Accounts > Tool Rights

Tool	None	Read	Write	Add	Delete
Health Office	None	Read	Write	Add	Delete
My Account	None	Read	Write	Add	Delete
Reporting	None	Read	Write	Add	Delete
Ad Hoc Reporting	None	Read	Write	Add	Delete
BIE Reports	None	Read	Write	Add	Delete
BIE Adverse Attendance Conditions Report	None	Read	Write	Add	Delete
BIE ISEP 3 Year Allotment Report	None	Read	Write	Add	Delete
BIE ISEP Allotment Report	None	Read	Write	Add	Delete
BIE ISEP Instructional Certification Report	None	Read	Write	Add	Delete
BIE ISEP Instructional Verification Report	None	Read	Write	Add	Delete
BIE ISEP Residential Certification Report	None	Read	Write	Add	Delete
BIE ISEP Residential Verification Report	None	Read	Write	Add	Delete
BIE CEIS Reports	None	Read	Write	Add	Delete
BIE College and Career Readiness	None	Read	Write	Add	Delete
BIE Consecutive Days Absent Report	None	Read	Write	Add	Delete

BIE Consecutive Days Absent Report tool rights in new Nav

Report Editor Details

Field	Description
Consecutive Days <i>Required</i>	<p>The duration of time a student's absence from school (for any reason) must span without interruption. Only full-day absences are included.</p> <p>Students may report multiple times if multiple instances of consecutive days absent occur within the date range entered.</p> <p>Example: 3 is entered in the Consecutive Days field for the date range of 9/1/2020 - 4/1/2021.</p> <p>A student has been absent for a full-day on the following days:</p> <ul style="list-style-type: none"> 10/5/2020-10/8/2020 (4 days) - eligible to report 12/3/2020-12/11/2020 (7 days) - eligible to report 02/02/2021-02/03/2021 (2 days) - not eligible to report <p>In this example, the student will report twice.</p>
School Year <i>Required</i>	<p>Identifies the school year the report will use. School Year will default to the School Year selected in the Campus toolbar. Only students with an enrollment in the selected school year are eligible to report.</p> <p>If reporting on a prior school year, the prior school year's data must be aggregated and synced to the state to report.</p> <p><i>Only students with Primary enrollments to a calendar of a selected school will report for the School Year selected.</i></p>

Field	Description
Report Date Range	Narrows the report to only include students who's consecutive absences fall within the date range entered. If no dates are entered, the Start Date and End Date fields will default to the earliest calendar start date and latest calendar end date across all the calendars of the schools selected.
School <i>Required</i>	Identifies the school(s) the report should include. When a school is selected, all eligible calendars associated to the school are considered. Use the CTRL and SHIFT keys to select multiple schools.
Student Selection Filter (Ad Hoc)	Narrows the report to only include students found in a previously created Ad Hoc filter (optional).

Generate the Report

1. Enter a value greater than 1 into the **Consecutive Days** field.
2. Select a **School Year**.
3. Enter a Start Date and End Date into the **Report Date Range** fields. If left blank, the calendar with the earliest start date and the calendar with the latest end date (across all calendars of all the selected schools) will apply.
4. Select the desired **School(s)** to include in the report. Report will include qualifying students across all calendars in the selected schools.
5. Select a previously created Ad Hoc from the **Student Selection Filter**.
6. Select the **Generate Report** button to generate an immediate report or select the **Submit to Batch** button to select when the report generates. This process allows larger reports to generate in the background without disrupting the use of Campus or impacting system performance. Reports generate in CSV format.

School	Calendar	NASIS ID	Absence Start	Absence End	Days Absent	Last Name	First Name	Birth Date	Grade
BIE Consecutive Days Absent Report									
School Year: 19-20									
Consecutive Days: 2									
Report Date Range Start: 09/02/2019									
Report Date Range End: 04/30/2020									
Generated On: 04/22/2021 10:05:20 AM									
Nord Community School (D41111)	19-20 Nord Community	1111111	9/4/2019	9/6/2019	3	Student 1	Lem	5/28/2008	5
Nord Community School (D41111)	19-20 Nord Community	2222222	9/5/2019	9/6/2019	2	Student 2	Ashton	9/27/2008	5
Nord Community School (D41111)	19-20 Nord Community	3333333	9/4/2019	9/6/2019	3	Student 3	Josiah	1/13/2009	4
Nord Community School (D41111)	19-20 Nord Community	4444444	9/10/2019	9/11/2019	2	Student 4	Quamar'e	7/4/2010	4
Nord Community School (D41111)	19-20 Nord Community	5555555	9/3/2019	9/6/2019	4	Student 5	Elanna	7/24/2008	5
Central Elementary School (D688888)	CES 2019-20	6666666	1/21/2020	1/22/2020	2	Student 6	Ivan	11/18/2009	4
Central Elementary School (D688888)	CES 2019-20	7777777	11/14/2019	11/15/2019	2	Student 7	Ayden	9/21/2011	1
North Central Elementary School (D677777)	NCES 2019-20	8888888	3/3/2020	3/5/2020	3	Student 8	Utsela	11/24/2008	5
North Central Elementary School (D677777)	NCES 2019-20	9999999	1/13/2020	1/14/2020	2	Student 9	James	9/29/2008	5
North Central Elementary School (D677777)	NCES 2019-20	1010101	12/16/2019	12/18/2019	3	Student 10	Nicholai	8/4/2008	5

BIE Consecutive Days Absent Report - CSV Format