

Nebraska Ed-Fi Setup Checklist

Last Modified on 10/22/2022 10:29 am CDT

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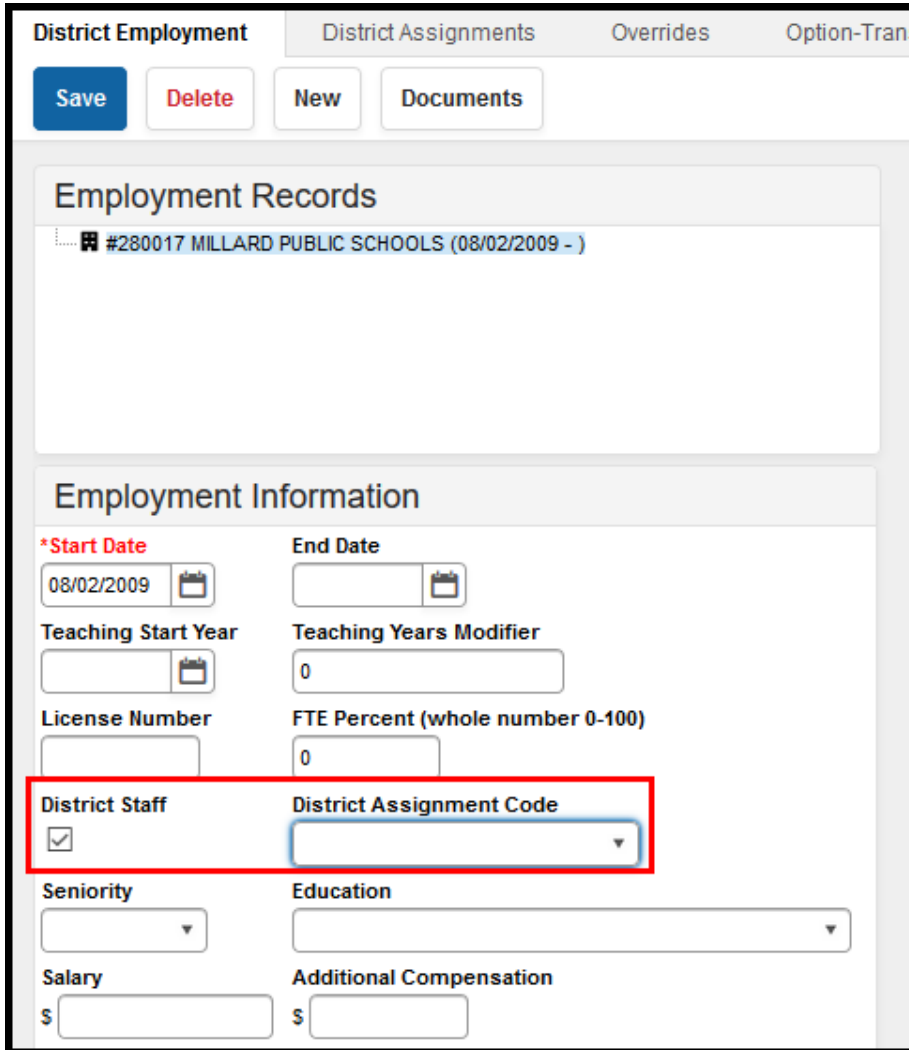
Use this checklist of Ed-Fi tasks to verify you have entered, selected and saved appropriate options for reporting data through Ed-Fi.

Done	Task	UI Location
	Enable Ed-Fi functionality via the Enable Ed-Fi system preference .	System Administration > Preferences > System Preferences > Enable Ed-Fi
	Enter Connection Configuration .	System Administration > Ed-Fi > Ed-Fi Configuration > Connection
	Set tool rights for Ed-Fi	System Administration > User Security > Users/User Groups > Tool Rights
	Set the Ed-Fi Relation Type .	System Administration > Census > Relationship Type
	Set Ed-Fi Grade Type .	Grading and Standards > Grading Tasks
	Align Grading Tasks mapped to the Ed-Fi Grade Type to Courses	Scheduling > Courses > Course > Grading Task
	Select Term Masks for aligned grading tasks	Scheduling > Courses > Course > Grading Task
	Assign Ed-Fi IDs .	Census > People > Demographics > Person Identifiers
	Add a Teacher Role on Staff History for teachers who need to report to Ed-Fi	Scheduling > Courses > Course > Section > Section Staff History
	Resync Ed-Fi Data (see the Recommended Sync Order section for guidance on when to sync which resource)	System Administration > Ed-Fi > Ed-Fi Tools

Dashboard Access

The **District Assignment Code** field displays when the **District Staff checkbox** has been marked and gives users access to the Ed-Fi Dashboards based on the Title that is selected for the

staff. This field populates the **Education Organization Reference, Staff Classification Descriptor** and **Position Title** fields in the Staff Education Organization Assignment resource. This field has its own sub-right and users **must** have any combination of RWAD tool rights to see and populate this field. If there are staff that should not have district level access in the dashboards, the staff member also needs at least one District Assignment record. The staff receives dashboard access to only the schools for which they have an active District Assignment record.



The screenshot shows a web interface for 'District Employment' with tabs for 'District Assignments', 'Overrides', and 'Option-Trans'. Below the tabs are buttons for 'Save', 'Delete', 'New', and 'Documents'. The main content area is titled 'Employment Records' and shows a selection for '#280017 MILLARD PUBLIC SCHOOLS (08/02/2009 -)'. Below this is the 'Employment Information' section, which contains several input fields:

- *Start Date: 08/02/2009
- End Date: [empty]
- Teaching Start Year: [empty]
- Teaching Years Modifier: 0
- License Number: [empty]
- FTE Percent (whole number 0-100): 0
- District Staff:
- District Assignment Code: [dropdown menu]
- Seniority: [dropdown menu]
- Education: [dropdown menu]
- Salary: \$ [input field]
- Additional Compensation: \$ [input field]

 The 'District Staff' checkbox and the 'District Assignment Code' dropdown are highlighted with a red rectangular box.

District Assignment Code