

Course Master Record (CN) (Ohio Extracts)

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Path: OH State Reporting > OH Extracts > Course Master Record (CN)

The Ohio Student Course Master Record (CN) reports a separate record for each active section based on the calendar(s) selected and the Date Range Entered on the extract editor.

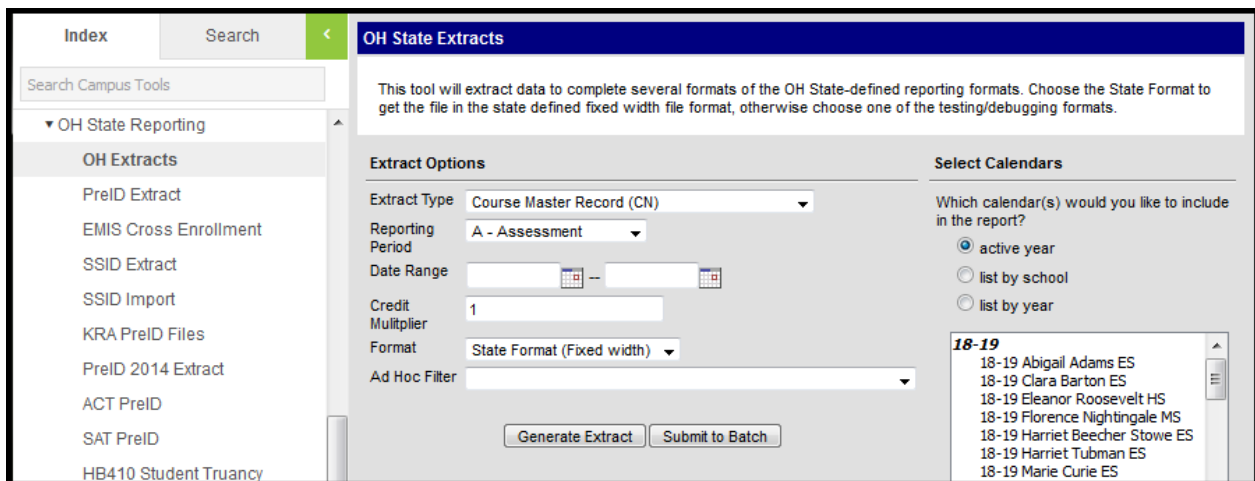


Image 1: Extract generator overview

Report Logic

- Courses marked as 'State Exclude' will not be included in the record.
- Only courses marked as Active will be included in the extract.
- Courses are also required to have a State Code to report.

Report Editor

The following table describes the options available in the extract editor.

Editor Field	Description
Extract Type	The type of extract being generated. In this case, select Course Master Record (CN) .

Editor Field	Description
Reporting Period	Indicates when the report is being submitted. Options are: <ul style="list-style-type: none"> • A: Assessment • C: Calendar • D: March • G: Graduate • L: Staff/Course • R: Grad Requirement • S: Student
Date Range	The dates which determine which student enrollments are included in the report, based on the Start and End Dates of enrollments within the selected calendar(s).
Credit Multiplier	Multiplies High School Credit by the Credit Multiplier, used in instances where the credit entered for the Grading Task may not be accurate.
Format	The format in which the report will generate. Options are <i>State Format (Fixed width)</i> , <i>HTML</i> , <i>CSV</i> and <i>XML</i> . Use HTML, CSV or XML formats for data review and verification and State Format for submission to the State.
Ad hoc Filter	Allows a previously created Ad hoc Filter to be selected that will limit what students appear in the report. Filters are created in the Filter Designer .
Calendar(s)	Students enrolled in the selected calendar(s) will appear in the report.

Generating the Extract

1. Select the Course Master Record (CN) **Extract Type**.
2. Select the **Reporting Period**.
3. Enter a **Date Range** to limit records reported to those that fall on or within the dates entered.
4. Select the extract **Format**. For submission to the state, select the State Format (Fixed width) option. To review data prior to state submission, select any of the other available formats.
5. Select which **calendar(s)** to include within the extract.
6. Do not select an **Ad hoc Filter**. Although this field appears available, Ad hoc reporting functionality has not been implemented for the Course Master Record (CN) extract.
7. Click **Generate Extract** to generate the report in the indicated format or **Submit to Batch** to schedule when the report will generate.

Users have the option of submitting a Course Master Record report request to the batch queue by clicking **Submit to Batch** instead of Generate Extract. This process will allow larger reports to generate in the background, without disrupting the use of Campus. For more information about submitting a report to the batch queue, see the [Batch Queue](#) article.

```

CN 2011K04379405010400000000000480414042      *30200004804
CN 2011K04379405015400000000000480414142      *30200004804
CN 2011K04379415121000000000000480414342      *30067004804
CN 2011K04379413212000000000000480414442      *30067004804
CN 2011K04379411015000000000000480414542      *30266004804
CN 2011K04379405010400000000000480415054      *30200004804
CN 2011K04379405015400000000000480415154      *30200004804

```

Image 2: Course Master Record - State Format (Fixed Width)

OH Course Master Records:177

Filler1	Filler2	SortType	Filler3	FiscalYear	ReportingPeriod	DistrictIRN	SubjectCode	ClassroomCode
		CN		2011	K	043794	050104	00000000000480414042
		CN		2011	K	043794	050154	00000000000480414142
		CN		2011	K	043794	151210	00000000000480414342
		CN		2011	K	043794	132120	00000000000480414442
		CN		2011	K	043794	110150	00000000000480414542
		CN		2011	K	043794	050104	00000000000480415054
		CN		2011	K	043794	050154	00000000000480415154

Image 2: Course Master Record - HTML Format

	A	B	C	D	E	F	G	H	I
1	Filler1	Filler2	SortType	Filler3	FiscalYear	Reporting	DistrictIRN	SubjectCo	ClassroomCode
2			CN		2011	K	43794	50104	480414042
3			CN		2011	K	43794	50154	480414142
4			CN		2011	K	43794	151210	480414342
5			CN		2011	K	43794	132120	480414442
6			CN		2011	K	43794	110150	480414542
7			CN		2011	K	43794	50104	480415054
8			CN		2011	K	43794	50154	480415154
9			CN		2011	K	43794	151210	480415354
10			CN		2011	K	43794	132120	480415454

Image 2: Course Master Record - CSV Format

```

- <ExtractCourseMaster>
- <Extract name="OH Course Master">
  <record Filler1="" Filler2="" SortType="CN" Filler3="" FiscalYear="2012"
  ReportingPeriod="K" DistrictIRN="043794" SubjectCode="050104"
  ClassroomCode="00000000000480414042" Filler4="" CourseLevel="*"
  SemesterCode="3" LengthOfInstruction="0200" LocationIRN="004804" Filler5=""
  Filler6="" Filler7="" HighSchoolCredit="000" COREArea="***" LanguageUsed="E"
  Filler8="" Filler9="" Filler10="" Filler11="" CourseStartDate="20110830"
  CourseEndDate="20120607" CTECollegeCredit="N" Curriculum="OT"
  DeliveryMethod="FF" EducationalOption="NO" StudentPopulation="RG"
  CreditFlexibilityCode="N" Filler12="" />

```

Image 2: Course Master Record - XML Format

Extract Layout

Element Name	Description & Format	Campus Location
Filler	7 characters	
Filler	1 character	
Sort Type	Always reports a value of CN for the Course Master Record. <i>Alphanumeric 2 characters</i>	N/A

Element Name	Description & Format	Campus Location
Filler	1 character	
Fiscal Year	<p>The Fiscal Year determined by the end year of the reported school year (i.e., 2009 for the 2008-2009 school year).</p> <p><i>YYYY, 4 characters</i></p>	<p>System Administration > Calendar > School Year > End Year</p> <p>Not Dynamically Stored</p>
Reporting Period	<p>The reporting period in which data is being pulled from.</p> <p><i>Alphanumeric 1 character</i></p>	<p>OH State Reporting > OH Extracts > Reporting Period</p> <p>Not Dynamically Stored</p>
District IRN	<p>The state assigned six-digit information retrieval number (IRN) of the building.</p> <p><i>Alphanumeric 6 characters</i></p>	<p>System Administration > Resources > District Information > State District Number</p> <p>District.districtID</p>
Subject Code	<p>Reports the subject of the course being reported.</p> <p><i>Alphanumeric 6 characters</i></p>	<p>Scheduling > Course > Course Editor > State Code</p> <p>Course.stateCode</p>
Local Classroom Code	<p>The code used by the local school district that uniquely identifies a specific classroom (i.e., period and section) within a district. Reports the State School Number-Course Number-Section Number.</p> <p><i>Alphanumeric 20 characters</i></p>	<p>System Administration > Resources > School > School Editor > State School Number AND Scheduling > Courses > Course > Course Editor > Number AND Scheduling > Courses > Section > Section Editor > Section Number</p> <p>School.number; Course.number; Section.number</p>
Employee ID	<p>Filler field, reports blank. The unique identifier assigned to each staff member. This field will report the Staff Number of the Primary Teacher.</p> <p><i>Alphanumeric 9 characters</i></p>	<p>Scheduling > Courses > Sections > Section Editor > Primary Teacher AND Census > Demographics > Person Identifiers > Staff Number</p> <p>Person.staffNumber</p>

Element Name	Description & Format	Campus Location
Course Level	Reports the course level. <i>Alphanumeric 1 character</i>	Scheduling > Course > Course Editor > Course Level Course.courseLevel
Semester Code	Reports the Semester Code. This is the length of time in which the course is taught. This field reports from the Semester Code Override field found on the Section editor. If null, field reports from the Semester Code field found on the Course editor. <i>Alphanumeric 1 character</i>	Scheduling > Courses > Section > Section Editor > Semester Code Override OR Scheduling > Course > Course Editor > Semester Code Course.semesterCode
Length of Scheduled Instruction	The hours per year a teacher spends in instruction for the course/subject. This field reports data pulled from the Length of Scheduled Instruction field. If null, field will report based on the following calculation: $\frac{(\text{Instructional Days}) * (\text{Minutes per scheduled period})}{60}$ (minutes per hour) <i>Alphanumeric 4 characters</i>	Scheduling > Courses > Course > Length of Scheduled Instruction OR Schedule > Courses > Section > Section Schedule Placement AND System Administration > Calendar > Calendar > Periods > Period Schedule/Periods Editor > Period Information AND System Administration > Calendar > Calendar > Days CustomCourse Course.Length; Section.weeklyMinutes; Period.startTime; Period.endTime; Day.duration
Location IRN Number	The IRN of the building where the course is held. Reports the Location IRN for the Course. Otherwise, reports the IRN Override for the School, or the IRN Override if null. <i>Numeric, 6 characters</i>	Scheduling > Courses > Course > Location IRN; System Administration > Resources > School > IRN Override, State School Number Course.locationIRN School.irnOverride School.number

Element Name	Description & Format	Campus Location
High School Credit	<p>The amount of high school credit given for the course. Reports the number of credits given in the course based on whether the High School Credit checkbox is marked.</p> <p>This value will be multiplied by the Credit Multiplier if the section has a reported Semester Code of 3. If there is no credit amount associated with the course, this field reports as 000 when generated in Fixed Width format.</p> <p><i>Alphanumeric 3 characters</i></p>	<p>Scheduling > Courses > Course > High School Credit AND Scheduling > Courses > Grading Tasks > Course Grading Task Detail > Credit</p> <p>Course.secondaryCredit</p>
CORE Area for Credit	<p>The subject for courses offered in which high school credit toward graduation is being applied, whether at middle school or high school level.</p> <p>Reports the CORE Area of Credit Code. If null or blank, field reports as ***.</p> <p><i>Alphanumeric 3 characters</i></p>	<p>Scheduling > Course > Course Editor > CORE Area for Credit</p> <p>Course.transcriptField1</p>
Language Used in Teaching Course	<p>The language(s) used by the teacher when instructing to students.</p> <p><i>Alphanumeric 1 character</i></p>	<p>Scheduling > Courses > Sections > Section Editor > Language Used</p> <p>Section.languageUsed</p>
Filler	1 character	
Filler	1 character	

Element Name	Description & Format	Campus Location
Highly Qualified Teacher	<p>Filler field, reports as blank.</p> <p>Reports the code entered in the Highly Qualified Override field. If null, this field will report data from the Highly Qualified field.</p> <p><i>Alphanumeric 1 character</i></p>	<p>Scheduling > Courses > Sections > Section Editor > Highly Qualified Override OR Census > People > District Assignments > Employment Assignment > Employment Assignment Information > Highly Qualified</p> <p>Section.highlyQualified EmploymentAssignment.highlyQualified</p>
Highly Qualified Teacher IRN	<p>Filler field, reports as blank. Reports the Highly Qualified IRN Override. If null, this field will report the State School Number.</p> <p><i>Alphanumeric 6 characters</i></p>	<p>Scheduling > Courses > Sections > Section Editor > Highly Qualified IRN Override OR System Administration > Resources > School > School Editor > State School Number</p> <p>Section.highlyQualifiedIRN; School.schoolID</p>
Course Start Date	<p>The first scheduled day the course begins.</p> <p>This date is based off the start date of the first term the course is offered.</p> <p><i>YYYYMMDD, 8 characters</i></p>	<p>Scheduling > Courses > Section > Section Editor > Section Schedule Placement AND System Administration > Calendar > Calendar > Terms > Terms Editor > Term Detail > Start Date</p> <p>Term.StartDate; SectionPlacement.periodID</p>
Course End Date	<p>Last scheduled day of a course where course dates are required.</p> <p>This date is based off the end date of the last term the course is offered.</p> <p><i>YYYYMMDD, 8 characters</i></p>	<p>Scheduling > Courses > Section > Section Editor > Section Schedule Placement AND System Administration > Calendar > Calendar > Terms > Terms Editor > Term Detail > End Date</p> <p>Term.endDate; SectionPlacement.periodID</p>

Element Name	Description & Format	Campus Location
CTE College Credit	<p>Indicates if a career-technical course provides an opportunity for students to earn college credit.</p> <p>This field reports Y if the CTE College Credit checkbox is selected on the Course editor. Otherwise, field reports N.</p> <p><i>Alphanumeric 1 character</i></p>	<p>Scheduling > Courses > Course Editor > CTE College Credit</p> <p>Course.cteCollegeCredit</p>
Curriculum	<p>The type of instructional program. Reports the Curriculum Override for the Section. If null, reports the Curriculum field for the Course.</p> <p>If Curriculum is null, this field reports a value of OT.</p> <p><i>Alphanumeric 2 characters</i></p>	<p>Scheduling > Courses > Section > Curriculum Override; Course > Curriculum</p> <p>Section.curriculumOverride Course.curriculum</p>
Delivery Method	<p>Identifies the means by which instruction is provided/communicated to the student.</p> <p>This field reports the Delivery Method Override. If null, reports the Delivery Method. If both fields are null, this field will report a value FF.</p> <p><i>Alphanumeric 2 characters</i></p>	<p>Scheduling > Courses > Sections > Delivery Method Override; Scheduling > Courses > Course > Delivery Method</p> <p>Course.deliveryMethod</p>
Educational Option	<p>Identifies the Educational Option status for each course.</p> <p>If Educational Option is null, this field will report a value of NO.</p> <p><i>Alphanumeric 2 characters</i></p>	<p>Scheduling > Courses > Course > Educational Option</p> <p>Course.educationalOption</p>

Element Name	Description & Format	Campus Location
Student Population	<p>Identifies the attributes of the student group in which the course is intended for.</p> <p>This field pulls data from the Report Student Population Override field. If null, data is reported from the Student Population field. If both fields are null, a value of RG is reported.</p> <p><i>Alphanumeric</i> <i>2 characters</i></p>	<p>Scheduling > Courses > Sections > Student Population Override; Scheduling > Courses > Course > Student Population</p> <p>Course.studentPopulation</p>
Credit Flexibility Code	<p>Indicates whether the course is customized and developed in collaboration with school officials within the scope of the district board-approved credit flexibility policy, which provides opportunities for students to earn credits in non-traditional way. Options are:</p> <ul style="list-style-type: none"> • N: Not a Credit Flexibility Course • R: Credit Flexibility Course used for credit recovery • Y: Credit Flexibility Course not used for credit rec <p>Reports the Credit Flexibility Override field from the Section if entered, or the Credit Flexibility Code field from the Course if null.</p> <p><i>Alphanumeric, 1 character</i></p>	<p>Scheduling > Courses > Section > Credit Flexibility Override; Course > Credit Flexibility Code</p> <p>Section.creditFlexibilityOverride Course.creditFlexibilityCode</p>
Filler	166 characters	