## AIM CDE 101-E2 (2011/2012) INSTRUCTIONS

## AIM CDE 101-E2

## Table of Contents

Table of Contents ..... 1
Introduction ..... 2
E2 Report Changes (2011/2012) ..... 3
Accessing the Perkins Data System Web Page ..... 5
Running the AIM Report - Adult Students ..... 6
Running the AIM Report - Concurrent Students ..... 7
Before You Run the Report ..... 9
Running the Report ..... 10
Summary Options ..... 13
Interpreting the Report Output ..... 14
Exporting Data (Adult / ROP) ..... 16
Appendix A: Data File Format, Adult. ..... 25
Appendix B: Data File Format, ROP Secondary ..... 30

## Introduction

Harris School Solutions is pleased to provide you the CDE 101-E2 (2011/12) report; the most recently updated report addressing the current E2 report requirements. It is very similar to the previous report; the CDE 101-E2 (09/10), with a few changes (described below).

Before preparing for the E2 report, the E1 report has already been completed. If you did not submit E1 data, you will (probably) not submit the E2 data. The two reports are meant to work together; the E2 data is based on follow-up information from the E1.

For adult students, we report on "Capstone Concentrators." For concurrent students, we report on " $12^{\text {th }}$ Grade Concentrators" (capstone or otherwise). No other students are included in the report.

You can hand-enter the data from the report, onto the CDE Perkins Data System web page. We also include an option for electronic upload of the report data.

The Perkins system web page can be found here: http://www2.cde.ca.gov/Perkins/logon.aspx.

You can also find the official instruction document on web page http://www.cde.ca.gov/ci/ct/pk/ "Perkins IV Data System - General Information and Instructions for the CDE 101 E-2".

We (Harris) will support you to run the report. For general questions, or for information on how to use the web page, please contact one of the following:

For General Questions: perkins@cde.ca.gov.
Or you can call 916-324-5706

## E2 Report Changes (2011/2012)

On this report, we list below the changes made, if needed.

1) The CDE has created an electronic format to accept E2 data. We (Harris) have modified the E2 report to include a new option to export to the required CDE format. The process and format is very similar as with the E1 report.

The CDE format is a tab-delimited format. See appendices $A$ and $B$, in this document, for more information on the format. There are actually two export formats, one for Secondary ROP students and one for Adult students. The E2 report, as in prior years, will also run as a printed report, so that you can easily inspect the report output, and verify your numbers.

The electronic format relieves the need for hand-entering the data onto the CDE webpage. However, it is still possible to hand-enter data on the CDE web page. If you have a small number of CBEDS codes (only a few pages of data), then it may be easier to hand-enter the data.

After running the report and creating the export file, you will then upload the data to the Perkins Data System web site (http://www2.cde.ca.gov/Perkins/logon.aspx). To upload the files, follow the instructions on the Perkins Data System web site. The CDE automatically processes uploaded files once per day at 2:45 AM. Check the web-site any time after that time, to view the results of the prior day's upload.

See a later section in this document for detailed instructions.
2) To facilitate creation of the Perkins Follow-Up Survey (for the E2 report), we have included an option in the E1 report to allow you to export a list of completers. In this manner, you can survey only those students who belong on the E2 report. Starting with AIM Version 4.8 on, there is a feature to accept the list of completers, when creating a survey batch. See AIM version 4.8 Release Notes for more information. (Prior versions of AIM can still create perfectly usable survey batches.)
3) The Follow-Up Survey for this year asks if the completing student is employed or involved with any of the following:
(a) Active Military;
(b) Further Education/Training, Related Program;
(c) Further Education/Training, Unrelated Program;
(d) Full or Part-Time Employment, Related Occupation;
(e) Full or Part-Time Employment, Unrelated Occupation;

The E2 report includes a column for each one of those responses. Previously (2008/2009), the E2 report did not ask if the Further Education/Training was in a related on unrelated program-the prior year report merely asked if the student was involved in any Further Education/Training.
4) As the latest requirements for the E2 report were not issued until January 2011 (observe that the official instructions were dated January 2011), you may have distributed your survey previously, prior to having received the new requirements. If so, you would have asked your students if they were involved with Further Education/Training, but you would not have asked if that Further Education/Training was in a related or unrelated program. We included a new option in the report called "Related Education Percentage." This will allow you to allocate your students who have responded to Further Education/Training, into the related and unrelated sub-categories, without actually re-surveying the students. In this case, we recommend a small sample survey (20-30 students) to obtain the Related Education Percentage. See a later section for additional details.

## Accessing the Perkins Data System Web Page

It is helpful to familiarize yourself with the web page, prior to running the report, so that you can understand the report output.

You can submit (hand-enter) the data from the printed report onto the Perkins Data System web page or electronically upload the data. The Perkins Data System web page can be found at the following link

## http://www2.cde.ca.gov/Perkins/logon.aspx

On the web page, you will first select whether you are entering Adult counts or Secondary counts.

ROPs will enter their Adult students on the Adult page and the Concurrent students on the Secondary page. The ROPs will likely share their numbers with the district, as the district must submit numbers for ROP students (the same students are submitted both from the ROP and from the district.)

Adult Schools will report both Concurrent and Adult students on the Adult page-there is a report option "Count Concurrent as Adult" to cause the Concurrent students to be treated as adults.

If you are hand-entering, then for each CBEDS code, you will enter one page of data. The CDE treats each CBEDS codes as a 'course' even though you may have multiple different courses falling under one CBEDS code.

Your courses have already been setup on the web site, if you previously entered the E1 data. Select one of your previous courses. A page will open for that course. The Adult page and the Secondary page, have virtually identical formats. You will enter data for all columns. Some of the data will be filled in for you, as a function of your E1 numbers.

If you are electronically uploading data, then the adult schools will upload one file only (treating all concurrent students as adult students). However, the ROPs will upload one file in the adult format for adult students; and another file in the secondary format for concurrent students (two files in total).

The sections on the web page having to do with Course Counts, Labor Market demand, etc.AIM does not track this data and cannot report on it. The AIM report provides information only for the Race/Ethnicity and Special Populations areas on the report.

## Running the AIM Report - Adult Students

An Adult School will report both Concurrent and Adult students, as if they were all Adult students. You use the "Count Concurrent as Adult" option on the report to accomplish that. Also, set the Adult/Concurrent option to "BOTH".

An ROP will report Adult students and Concurrent students separately. In this case, do not select the "Count Concurrent as Adult" option. Instead, set the Adult/Concurrent option to "ADULT."

## You should enter all the same options that you entered previously, when running the E1 report.

For the adult students, we report the "Capstone Concentrators." Capstone Concentrators are Concentrator Students who are enrolled in a Capstone Course. If you ran the E1 report, your AIM courses have already been marked as "Capstone." Concentrators are Participants who are enrolled in a Concentrator course. If you ran the E1 report, your AIM courses have already been marked as "Concentrator." The Adult Participants are students who were enrolled in a CTE course (any course with a CBEDS code assigned) in the reporting year (09/10), and who have completed 20 or more hours in the course.

For the adult students, you will enter a "-1" on the "Min Hours in Sequence for Participants" option on the report. This causes the report to ignore the option. Instead, the report will use the default rule which is 20 hours in the course. For the adult students, you will enter a "-1" on the "Min Hours in Sequence for Concentrators" option on the report. This causes the report to ignore the option, instead using the default rule which is 20 hours in the course.

The "Max Hours Percentage Threshold" option is a special option which may optionally be used for long-duration multi-year courses, where a student may progress from introductory to concentrator status; all within the same course (same course code, across multiple years). The default value -1 causes the report to ignore the option. If you enter any positive value between 0 and 100, then the report will count the student as a concentrator, if the course itself is marked concentrator, and if the total hours in the course for the student, is equal to or greater than the Maximum Attendance (on the course screen) multiplied by the threshold number divided by 100 .

The "Count Credits as Hours" is a rarely-used option which you may use if you imported students but did not import attendance data. See the E1 document for an expanded explanation of this option.

## Running the AIM Report - Concurrent Students

An Adult School will report both Concurrent and Adult students, as if they were all Adult students-see the instructions on the prior page.

An ROP will report Adult students and Concurrent students separately. In this case, do not select the "Count Concurrent as Adult" option. Instead, set the Adult/Concurrent option to "CONCURRENT."

## You should enter all the same options that you entered previously, when running the E1 report.

For the concurrent students, we report $12^{\text {th }}$ Grade Concentrators.

To compute the grade level we use the high-school grad-year. For example, 12th and 13th graders for reporting-year 09/10 correspond to grad-years 2010 and 2009, respectively.

A secondary CTE concentrator is a participant who has completed 50 percent of a planned program sequence (in hours or credits) in a state-recognized CTE sequence and is enrolled in the next course in that sequence, or has completed 50 percent of a single state-recognized multi-hour course and is enrolled in the second half of that course.

Only AIM courses with a CBEDS code entered are included on the report. You can exclude the non-CTE courses, either by setting the CBEDS code to blank for those courses, or by using a Report Module Filter, to select the specific CTE courses.

A secondary CTE participant is a student who has completed the equivalent of a conventional 50-minute class taken five times a week for 180 school days, or approximately 150 hours of instruction in a state-recognized CTE sequence or program.

For the concurrent students, you will enter a "150" on the "Min Hours in Sequence for Participants" option on the report. This causes the report to exclude any student with fewer than 150 hours in the CBEDS career cluster.

For the "Min Hours in Sequence for Concentrators" option, enter a - 1 to cause the report to ignore the option. In this case, any Participant who is enrolled in a concentrator course will be counted as a concentrator. Enter a positive number to cause the report to count as concentrators those students having the specified number of hours (or greater) in the Perkins Program Sequence. In other words, students having fewer hours in the sequence would not be counted as concentrators.

The "Max Hours Percentage Threshold" option is a special option which may optionally be used for long-duration multi-year courses, where a student may progress from introductory to concentrator status; all within the same course (same course code, across multiple years). The default value -1 causes the report to ignore the option. If you enter any positive value between 0 and 100, then the report will count the student as a concentrator, if the course itself is marked concentrator, and if the total hours in the course for the student, is equal to or greater than the Maximum Attendance (on the course screen) multiplied by the threshold number divided by 100.

The "Count Credits as Hours" is a rarely-used option which you may use if you imported students but did not import attendance data. See the E1 document for an expanded explanation of this option.

## Before You Run the Report

Before you run the report, you will need to have entered survey (follow-up) data for your students. Harris can provide you with setup and training regarding the survey module.

You should send out the survey as soon as you can. The earlier you send the survey, the more likely the students are to respond.

Due the expected low response rate for a mailed survey, a telephone survey or in-class survey may prove more practical. AIM supports any of those alternatives.

## Running the Report

For the E1 report, you have updated your course CBEDS codes and course flags (concentrator, capstone, etc.). We assume that these course settings have not changed. If they have changed, your E2 numbers may not match with your E1 numbers.

If any student attributes have changed, since running your E1 report, or if student attendance has changed, then your E2 numbers may not match with your E1 numbers.

The report is accessed from the report module as with any other AIM report.
Go to the ATTENDANCE group then select the report. The report has the title "CDE 101-E2 (2011/12)). Since the CDE is likely to change this report every year, we explicitly indicate the year in the report title.



The report parameter screen will come up with the following information.
Almost all the parameters are the same as for the E1 report. You use the same options as what you used for the E 1 report, to ensure the best consistency with the E1 report.

Date Range Selection: For the date range, you should select the Fiscal Year of your choice. The dates will automatically appear based on your selection.

Provider Selection: If your database only includes one provider, then you can select that one provider.

If your database contains multiple providers, then you may select "Any or Selected" to run the report for all providers. (ROCPs may wish to run the report separately for each district, so as to provide the information to the districts.)

## The E2 report is concerned exclusively with Adult Capstone Concentrators, and Secondary $12{ }^{\text {th }}$ Grade Concentrators.

As the E2 is concerned only with concentrator students, we include a (default) option to Include Concentrator Courses only. Selecting or deselecting this option will not affect your counts. However, it will affect which students show when you use the Show Students option.

The "Related Education Percentage" option is a new option included for this year only. We remove this option for next year. If your students have responded to the survey question "Further Education/Training" but your students did not indicate whether the education was in a related or unrelated program, then you can use this option to cause the report to show a given percentage of students in a related program, and the remaining students in an unrelated program. If you have not surveyed the students for related and unrelated education, then we recommend that you conduct a small random sample survey (perhaps 20 or 30 students) to determine the approximate percentages, and then use those percentages in the report. For next year, be sure to survey the students for both related and unrelated education. Note: If you have surveyed your students this year for related and unrelated education, then set the "Related Education Percentage" option to -1 to indicate that the report should ignore the option.

The first time you run the report, you may wish to filter down to a single course or CBEDS code, to better understand the output, before running the "real" thing. You can use the Filter screen to filter down to a single course or CBEDS code, or any other filters.

## Summary Options

2/12/04: We have added two new report summary options to both the E1 and E2 reports.

Report options "Group 1" and "Group 2" allow you to summarize the data on the report in different ways.

To run the report normally (so that you can send your data to the CDE), these two grouping options should be set to "Default" and "Default" respectively.

However, to analyze your data, you may wish to re-organize the report output in different ways. In this case, you would set the grouping options to non-default values.

It is not necessary to set both of the grouping options. You may find it useful to set Group 1 to some non-default value, and then set Group 2 to the default value. In this case, the report will organize according to the first group and the second group will do nothing.

For example, if you set Group 1 to "Program" and Group 2 to "Zip Code", then you will see the report data summarized first according to Program and then according to Zip Code.

The available selections under each option are as follows:
Default: For Group 1, the Default selection means to run the report as it runs normally. The report will summarize according to the provider, the adult/concurrent status, and the CBEDS code. For Group 2, the Default selection means to summarize under Group 1 only.

Summary: If Group 1 = Summary, then all the data on the report will summarize to a single page. If Group 2 = Summary, then the report will summarize according to Group 1 only.

Career Cluster: The high-level grouping of CBEDS codes.
All the remaining grouping selections are self-explanatory. To experiment, select a few Sections in the Report Module Filter (so that the report runs fast). And then try a few combinations. You should find the results fairly easy to understand. The students are simply summed up in different ways.

## Interpreting the Report Output

In the picture below, we have opened the sample pdf file. This report is run with 150 hours for the participants, and no hours specified for the concentrators. The sample report is run for concurrent students only, and for a single CBEDS codes.


The first column " $12^{\text {th }}$ Conc" are the $12^{\text {th }}$ grade concentrators. This number should match with the $12^{\text {th }}$ grade concentrator column on the E1 report. (For adult students, the first column gives the capstone concentrators.)
(If your data has changed (attendance, student statuses, etc.), then there may be slight discrepancies with the E1 report, but it should be close in any event.)

The next four columns are for survey responders who responded in a particular way-Active Duty Military, related or unrelated education/training, and related or unrelated occupation. . Duplication is allowed if a student answers in more than one way.

The "Others" column (column $E$ ) is for responders who were not placed. Due to the presence of duplicates, column E is not equal to $\mathrm{F}-(\mathrm{A}+\mathrm{B}+\mathrm{C} 1+\mathrm{C} 2+\mathrm{D} 1+\mathrm{D} 2)$. The most that can be said is that $E<=F-\max (A, B, C 1, C 2, D 1, D 2)$. The placement ratio is $(F-E) / F$.

The final column (column F) is the responder count.

The lower section is for Special Populations. A student is counted in all special populations to which he may apply.

In columns A, E and F, a student in one course in one fiscal year, is counted no more than once. If a student is enrolled in more than one course, then he may be counted up to one time in each course. If a student is surveyed multiple times, then he is counted no more than one time in each course.

## Exporting Data (Adult / ROP)

The final option "Export Format" on the report-parameters screen controls how the report will export data.


Select the first option "Note: To export use..." to print the report normally with no export.
See the following pages for information about the different export formats.

## Adult Export Format

Select the second option "CDE-E2-ADULT" to export the report in the 184-column CDE format for Adult students. See Appendix A: Data File Format, Adult for the file-layout.

When exporting adult students, you would either filter to the Adult students as follows

| Adult/Concurrent | ADLLT | $\checkmark$ |
| :---: | :---: | :---: |
| in Grade $=$ => Completer | BOTH |  |
|  | ADULT |  |
|  | CONCURRENT |  |

; or use the "Count Concurrent as Adult" option as follows.
Count Concurrent As Adult $\bar{\checkmark}$
Adult/Concurrent BOTH

After Selecting the Export options, then Preview the report as normal, producing output which looks something like the following


## Then Export to the Tab Separated Text format



And save the file somewhere on your hard-disk


Initially, the file will contain commas, quotes and blank-lines, which the CDE prohibits.
Next, run the utility "AIM_E1_Format_Tool.exe" to clean up the file. You should find this file located in the AIM program files folder (e.g. C:\Program Files\Schoolhouse Software\AIM 2000<br>). When the utility runs, it looks as follows


Select the file that you just exported (e.g. C:\Users\rfraties\Desktop\cde101e2_0910.ttx). Then press "Process File" and the utility will run. You will get a message to indicate that the process is complete.


If you then open the file using a text-editor, you will observe that the file has the proper tabseparated format, and there are no extra lines or quotes.

| 目 cde101e2_0910.adult.ttx |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1 | 4323 | N | 0000 | 0000 | 0000 | 0000 | 0000 | 0000 | 0000 | 0000 |
| 2 | 5757 | N | 0000 | 0000 | 0000 | 0000 | 0000 | 0000 | 0000 | 0000 |
| 3 |  |  |  |  |  |  |  |  |  |  |

Finally, upload the file to the CDE as per CDE instructions.

## ROP Export Format

Select the third option "CDE-E2-SECONDARY" to export the report in the 194-column CDE format for ROP/Secondary students. See Appendix B: Data File Format, ROP Secondary for the file-layout.

When exporting secondary students, you would filter to the Concurrent students as follows


Then Preview the report as normal, producing output which looks something like the following


As with the adult export, then Export to the Tab Separated Text format. Then save the file, somewhere to your hard-disk.

As with the adult export, initially, the file will contain extra quotes and blank-lines, which the CDE prohibits. Next, run the utility "AIM_E1_Format_Tool.exe" to clean up the file. You should find this file located in the AIM program files folder (e.g. C:\Program Files \Schoolhouse Software\AIM 2000<br>).

Select and process the file as before with the adult export. If you then open the file using a text-editor, you will observe that the file has the proper tab-separated format, and there are no extra lines or quotes.

Finally, upload the file to the CDE as per CDE instructions.

## Addendum for E1 Filter capability:

On the Survey Print Screen, when creating a new batch, we added a new tab for the E1 filter to accept a list of the CDE 101-E1 completers, as a filter, when building the Perkins follow-up survey.


The E1 filter works in conjunction with any other filters and parameters which are specified on the other tabs.
To load the E1 filter, start out by creating a new survey batch as normal. It could be a mailed, in-class or online (eClassManager) survey. Rather than specifying detailed parameters for Enrollment, Student, Section, and Duplicates tabs, instead leave those parameters generic. On the filter tab, do not specify any filters, except perhaps the provider if you are running surveys one provider at a time. (Press the Filter button and click "Clear All" to remove all filters.)


On the Enrollment tab, specify all students with any grade.

| General Firt Options \| Eliers | E1Filer Errolmert\|stt | Spludarl \| Section | Dupleales |
| :---: | :---: | :---: |
| Enrolment Status C Ai Studens C Leavers C Completers C Leavers+Complaters | Enrolment Dates <br> Fiom $07 / 01 / 2000$ <br> To <br> Competencies Assugned | -Grade <br> C Any Grade <br> $C$ Pass [A.D.P.CR] <br> $\subset$ No Pass (F.IN.W] <br> Cledts $>-\quad 0$ |

On the attendance tab, do not enter any hourly requirement.


On the Student tab, do not specify any age limits or other filters.


On the Section tab, specify only the fiscal year (for the reporting year, typically one year prior to the current year.)


On the duplicates tab, specify Batch Group $=999$ and Batch Number $=999$ which indicates that there is no duplicate removal.


In the E1 report, to generate the filter file, use the "SURVEY/E2" option on the report.


Preview the report then export as Tab-Separated Text.
Save the text file somewhere on your computer.


The records in the file, tab-delimited, take the following format.
Student ID first, Student name, CBDES code, section number, and finally course code. All fields are separated with tabs. There is no leading tab and there is no header row.

52371 "TINDALL, JUSTIN L" 4601523307 "460102"
52830 "BREGY, FRIEDA" 4601523308 "460102"
28126 "ALFARO, FLORENCIO" 4601522301 "460102"
29050 "SALAS, HAYLEY" 4601522301 "460102"
47310 "DEMARTINO, JUSTIN J" 4601522301 "460102"

The first column is the Student ID. The second column is student-name. The third, fourth, and fifth columns are the CBEDS code, section-number, and course-code.

Then finally on the E1 filter tab, Load the filer file by pressing the Load Filter button.


The filter will import. If there are any formatting errors in the filter file (e.g. tab delimited columns are not setup right), then the filter will not load.

Finally, build the survey batch by pressing the Build Sheets button.


The number of sheets that build should be consistent with the number of completers on the E1 report.


## Appendix A: Data File Format, Adult

This table was taken from CDE documentation; available on the Perkins Data System web page. The file format is a tab-delimited text format. Blank lines and quotes are not allowed.

Field \# Data element description
1
Course Code

Tech Prep
4 Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male American Indian or Alaskan Native
5 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male American Indian or Alaskan Native
6 Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male American Indian or Alaskan Native
7 Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male American Indian or Alaskan Native
8 Number of students not employed, not in further education or training and not in the military Male American Indian or Alaskan Native
9 Unduplicated total number of concentrators responding to the survey Male American Indian or Alaskan Native
10 Number of students on active military by December 31, 2010 Female American Indian or Alaskan Native
11 Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female American Indian or Alaskan Native
12 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female American Indian or Alaskan Native
13 Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female American Indian or Alaskan Native
14 Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female American Indian or Alaskan Native
15 Number of students not employed, not in further education or training and not in the military Female American Indian or Alaskan Native
16 Unduplicated total number of concentrators responding to the survey Female American Indian or Alaskan Native
17 Number of students on active military by December 31, 2010 Male Asian
18 Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Asian
19 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Asian
20 Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Asian
21 Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Asian
22 Number of students not employed, not in further education or training and not in the military Male Asian
23 Unduplicated total number of concentrators responding to the survey Male Asian
24 Number of students on active military by December 31, 2010 Female Asian
25 Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female Asian
26 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female Asian
27 Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female Asian
28 Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female Asian
29 Number of students not employed, not in further education or training and not in the military Female Asian
30 Unduplicated total number of concentrators responding to the survey Female Asian
31 Number of students on active military by December 31, 2010 Male Black or African American
32 Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Black or African American
33 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary

|  | program Male Black or African American |
| :--- | :--- |
| 34 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Black or African American |
| 35 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Black or African <br> American |
| 36 | Number of students not employed, not in further education or training and not in the military Male Black or African American |


| 72 | Unduplicated total number of concentrators responding to the survey Female Native Hawaiian or Other Pacific Islander |
| :---: | :---: |
| 73 | Number of students on active military by December 31, 2010 Male White |
| 74 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male White |
| 75 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male White |
| 76 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male White |
| 77 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male White |
| 78 | Number of students not employed, not in further education or training and not in the military Male White |
| 79 | Unduplicated total number of concentrators responding to the survey Male White |
| 80 | Number of students on active military by December 31, 2010 Female White |
| 81 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female White |
| 82 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female White |
| 83 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female White |
| 84 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female White |
| 85 | Number of students not employed, not in further education or training and not in the military Female White |
| 86 | Unduplicated total number of concentrators responding to the survey Female White |
| 87 | Number of students on active military by December 31, 2010 Male Unknown / Other |
| 88 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Unknown / Other |
| 89 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Unknown / Other |
| 90 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Unknown / Other |
| 91 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Unknown / Other |
| 92 | Number of students not employed, not in further education or training and not in the military Male Unknown / Other |
| 93 | Unduplicated total number of concentrators responding to the survey Male Unknown / Other |
| 94 | Number of students on active military by December 31, 2010 Female Unknown / Other |
| 95 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female Unknown / Other |
| 96 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female Unknown / Other |
| 97 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female Unknown / Other |
| 98 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female Unknown / Other |
| 99 | Number of students not employed, not in further education or training and not in the military Female Unknown / Other |
| 100 | Unduplicated total number of concentrators responding to the survey Female Unknown / Other |
| 101 | Number of students on active military by December 31, 2010 Male Economically Disadvantaged |
| 102 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Economically Disadvantaged |
| 103 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Economically Disadvantaged |
| 104 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Economically Disadvantaged |
| 105 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Economically Disadvantaged |
| 106 | Number of students not employed, not in further education or training and not in the military Male Economically Disadvantaged |
| 107 | Unduplicated total number of concentrators responding to the survey Male Economically Disadvantaged |
| 108 | Number of students on active military by December 31, 2010 Female Economically Disadvantaged |
| 109 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female Economically Disadvantaged |
| 110 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female Economically Disadvantaged |
| 111 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female Economically Disadvantaged |
| 112 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female Economically Disadvantaged |
| 113 | Number of students not employed, not in further education or training and not in the military Female Economically Disadvantaged |


| 114 | Unduplicated total number of concentrators responding to the survey Female Economically Disadvantaged |
| :---: | :---: |
| 115 | Number of students on active military by December 31, 2010 Male Individuals w/ Disabilities |
| 116 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Individuals w/ Disabilities |
| 117 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Individuals w/ Disabilities |
| 118 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Individuals w/ Disabilities |
| 119 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Individuals w/ Disabilities |
| 120 | Number of students not employed, not in further education or training and not in the military Male Individuals w/ Disabilities |
| 121 | Unduplicated total number of concentrators responding to the survey Male Individuals w/ Disabilities |
| 122 | Number of students on active military by December 31, 2010 Female Individuals w/ Disabilities |
| 123 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female Individuals w/ Disabilities |
| 124 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female Individuals w/ Disabilities |
| 125 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female Individuals w/ Disabilities |
| 126 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female Individuals w/ Disabilities |
| 127 | Number of students not employed, not in further education or training and not in the military Female Individuals w/ Disabilities |
| 128 | Unduplicated total number of concentrators responding to the survey Female Individuals w/ Disabilities |
| 129 | Number of students on active military by December 31, 2010 Male Single Parent |
| 130 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Single Parent |
| 131 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Single Parent |
| 132 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Single Parent |
| 133 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Single Parent |
| 134 | Number of students not employed, not in further education or training and not in the military Male Single Parent |
| 135 | Unduplicated total number of concentrators responding to the survey Male Single Parent |
| 136 | Number of students on active military by December 31, 2010 Female Single Parent |
| 137 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female Single Parent |
| 138 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female Single Parent |
| 139 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female Single Parent |
| 140 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female Single Parent |
| 141 | Number of students not employed, not in further education or training and not in the military Female Single Parent |
| 142 | Unduplicated total number of concentrators responding to the survey Female Single Parent |
| 143 | Number of students on active military by December 31, 2010 Male Displaced Homemakers |
| 144 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Displaced Homemakers |
| 145 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Displaced Homemakers |
| 146 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Displaced Homemakers |
| 147 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Displaced Homemakers |
| 148 | Number of students not employed, not in further education or training and not in the military Male Displaced Homemakers |
| 14 | Unduplicated total number of concentrators responding to the survey Male Displaced Homemakers |
| 150 | Number of students on active military by December 31, 2010 Female Displaced Homemakers |
| 151 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female Displaced Homemakers |
| 152 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female Displaced Homemakers |
| 153 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female Displaced Homemakers |
| 154 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female Displaced Homemakers |
| 155 | Number of students not employed, not in further education or training and not in the military Female Displaced Homemakers |


| 156 | Unduplicated total number of concentrators responding to the survey Female Displaced Homemakers |
| :---: | :---: |
| 157 | Number of students on active military by December 31, 2010 Male Limited English Proficient |
| 158 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Limited English Proficient |
| 159 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Limited English Proficient |
| 160 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Limited English Proficient |
| 161 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Limited English Proficient |
| 162 | Number of students not employed, not in further education or training and not in the military Male Limited English Proficient |
| 163 | Unduplicated total number of concentrators responding to the survey Male Limited English Proficient |
| 164 | Number of students on active military by December 31, 2010 Female Limited English Proficient |
| 165 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female Limited English Proficient |
| 166 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female Limited English Proficient |
| 167 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female Limited English Proficient |
| 168 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female Limited English Proficient |
| 169 | Number of students not employed, not in further education or training and not in the military Female Limited English Proficient |
| 170 | Unduplicated total number of concentrators responding to the survey Female Limited English Proficient |
| 171 | Number of students on active military by December 31, 2010 Male Migrant |
| 172 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Migrant |
| 173 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Migrant |
| 174 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Migrant |
| 175 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Migrant |
| 176 | Number of students not employed, not in further education or training and not in the military Male Migrant |
| 177 | Unduplicated total number of concentrators responding to the survey Male Migrant |
| 178 | Number of students on active military by December 31, 2010 Female Migrant |
| 179 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female Migrant |
| 180 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female Migrant |
| 181 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female Migrant |
| 182 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female Migrant |
| 183 | Number of students not employed, not in further education or training and not in the military Female Migrant |
| 184 | Unduplicated total number of concentrators responding to the survey Female Migrant |

# Appendix B: Data File Format, ROP Secondary 

This table was taken from CDE documentation; available on the Perkins Data System web page. The file format is a tab-delimited text format. Blank lines and quotes are not allowed.

Field \# Data element description
1 Course Code
2 Tech Prep
3 Number of students on active military by December 31, 2010 Male American Indian or Alaskan Native
4 Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male American Indian or Alaskan Native
5 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male American Indian or Alaskan Native
6 Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male American Indian or Alaskan Native
Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male American Indian or Alaskan Native
8 Number of students not employed, not in further education or training and not in the military Male American Indian or Alaskan Native
9 Unduplicated total number of 12th grade concentrators responding to the survey Male American Indian or Alaskan Native
10 Number of students on active military by December 31, 2010 Female American Indian or Alaskan Native
11 Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female American Indian or Alaskan Native
12 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female American Indian or Alaskan Native
13 Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female American Indian or Alaskan Native
14 Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female American Indian or Alaskan Native
15 Number of students not employed, not in further education or training and not in the military Female American Indian or Alaskan Native
16 Unduplicated total number of 12th grade concentrators responding to the survey Female American Indian or Alaskan Native
17 Number of students on active military by December 31, 2010 Male Asian
18 Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Asian
19 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Asian
20 Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Asian
21 Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Asian
22 Number of students not employed, not in further education or training and not in the military Male Asian
23 Unduplicated total number of 12th grade concentrators responding to the survey Male Asian
24 Number of students on active military by December 31, 2010 Female Asian
25 Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female Asian
26 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female Asian
27 Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female Asian
28 Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female Asian
29 Number of students not employed, not in further education or training and not in the military Female Asian
30 Unduplicated total number of 12th grade concentrators responding to the survey Female Asian
31 Number of students on active military by December 31, 2010 Male Black or African American
32 Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Black or African American
33 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Black or African American
34 Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Black or African American

01/16/2017

| 35 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Black or African <br> American |
| ---: | :--- |
| 36 | Number of students not employed, not in further education or training and not in the military Male Black or African American |


| 74 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary <br> program Male White |
| ---: | :--- |
| 75 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary <br> program Male White |
| 76 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male White |
| 77 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male White |
| 78 | Number of students not employed, not in further education or training and not in the military Male White |
| 79 | Unduplicated total number of 12th grade concentrators responding to the survey Male White |

01/16/2017

Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Individuals w/ Disabilities
118 Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Individuals w/ Disabilities Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Individuals w/ Disabilities
120 Number of students not employed, not in further education or training and not in the military Male Individuals w/ Disabilities
121 Unduplicated total number of 12th grade concentrators responding to the survey Male Individuals w/ Disabilities
122 Number of students on active military by December 31, 2010 Female Individuals w/ Disabilities
123 program Female Individuals w/ Disabilities

Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female Individuals w/ Disabilities

Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female Individuals w/ Disabilities
127 Number of students not employed, not in further education or training and not in the military Female Individuals w/ Disabilities
Unduplicated total number of 12th grade concentrators responding to the survey Female Individuals w/ Disabilities Number of students on active military by December 31, 2010 Male Single Parent
130
Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Single Parent
131 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Single Parent
132
Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Single Parent
Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Single Parent
134
Number of students not employed, not in further education or training and not in the military Male Single Parent
135 Unduplicated total number of 12th grade concentrators responding to the survey Male Single Parent
136 Number of students on active military by December 31, 2010 Female Single Parent
137 Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female Single Parent
Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female Single Parent

139
140
141
142
143
Nu
Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Male Limited English Proficient
145 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Male Limited English Proficient
Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Limited English Proficient Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Limited English Proficient
148 Number of students not employed, not in further education or training and not in the military Male Limited English Proficient 149 Unduplicated total number of 12th grade concentrators responding to the survey Male Limited English Proficient Number of students on active military by December 31, 2010 Female Limited English Proficient
151 Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary program Female Limited English Proficient
152 Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary program Female Limited English Proficient
153 Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female Limited English Proficient Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female Limited English Proficient
Number of students not employed, not in further education or training and not in the military Female Limited English Proficient Unduplicated total number of 12th grade concentrators responding to the survey Female Limited English Proficient Number of students on active military by December 31, 2010 Male Migrant

| 158 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary <br> program Male Migrant |
| ---: | :--- |
| 159 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary <br> program Male Migrant |
| 160 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Male Migrant |
| 161 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Male Migrant |
| 162 | Number of students not employed, not in further education or training and not in the military Male Migrant |
| 163 | Unduplicated total number of 12th grade concentrators responding to the survey Male Migrant |
| 164 | Number of students on active military by December 31, 2010 Female Migrant |
| 165 | Number of students engaged in further education or training by December 31, 2010 in a program that is related to the secondary <br> program Female Migrant |
| 166 | Number of students engaged in further education or training by December 31, 2010 in a program that is unrelated to the secondary <br> program Female Migrant |
| 167 | Number of students employed full-time or part-time in a related occupation by December 31, 2010 Female Migrant |
| 168 | Number of students employed full-time or part-time in a non-related occupation by December 31, 2010 Female Migrant |
| 169 | Number of students not employed, not in further education or training and not in the military Female Migrant |
| 170 | Unduplicated total number of 12th grade concentrators responding to the survey Female Migrant |

