NC STATE UNIVERSITY

REPORTS

NC STATE UNIVERSITY

Reports

The most common reports in TIMS:

Run Directions and Passenger Lists

ITRE

Reports - Run Directions

Run Directions with Stop and Student Info

Run ID: 302.001 Route ID: 152 Run Frequency: MTWUF
Run Description: 152 AM

Stop Time	Description	Service ID	Assign Stop Load	Assign Run Load	Miles	Acc Miles
06:37 AM	ALEXANDER CENTRAL HIGH SCHOOL	@CP.003031	0	0	0.0000	0.0000
	Proceed On SCHOOL DR Right Turn Onto LILEDOUN RD Left Turn Onto US 64 90 Right Turn Onto BOSTON RD Right Turn Onto LEE MATHESON RD					
06:45 AM	463 LEE MATHESON RD	302.025002	1	1	4.9155	4.9155

Last Name, First Name	District ID	School	Grade
MAYS, ROGER	000011912549	302	10

	Proceed On LEE MATHESON RD Left Turn Onto TAYLORSVILLE MFG RD					
06:46 AM	930 TAYLORSVILLE MFG RD	302.149002	1	2	0.7538	5.6693

Last Name, First Name	District ID	School	Grade
WHISENANT, EMILY	000011912253	302	10

	Proceed On TAYLORSVILLE MFG RD Right Turn Onto MILLERSVILLE RD Left Turn Onto OLD CHARLOTTE RD					
06:48 AM	115 OLD CHARLOTTE RD	302.279002	1	3	0.9212	6.5905

NC STATE UNIVERSITY

Reports – Passenger List

In the event of an accident you will need the following information listed on your Passenger List:

Name, Home Address, Primary Phone, Date of Birth, School and Grade.

Passenger List

Run ID: 302.001 Description: 152 AM

Last name, First name	Date of Birth	Phone	Address	School	Grade
MAYS, ROGER	09/16/2000	828-356-6779	463 LEE MATHESON RD	302	10
WHISENANT, EMILY	10/12/2000	828-449-4644	930 TAYLORSVILLE MFG RD	302	10
PANAMENO, NATALIA	03/16/2002	828-471-5103	115 OLD CHARLOTTE RD	302	09
FOX, CHRISTOPHER	09/04/2001	704-402-4521	474 OLD CHARLOTTE RD	302	10
COLE, JAMES	04/04/1998	828-202-6187	1177 LIBERTY CHURCH RD	302	12
MUNOZ PENA, DAVID	05/17/2001	336-466-9229	241 RAINTREE PARK RD	302	09
RODRIGUEZ RANGEL, MARIA	03/03/1999	828-640-1964	39 MEXICO AVE	302	12
BECK, ANDREW	02/05/1999	704-585-2300	1111 LIBERTY CHURCH RD	302	12
MAST, JOHN	11/30/2000	828-308-4647	485 LIBERTY CHURCH RD	302	10
MANON, MICHAEL	09/15/2000	828-635-0909	109 FREEDOM DR	302	11
CHILDERS, SARAH	10/15/2001	828-352-9690	261 DAVIDSON CT	302	09
FABIAN CAMPOS, CRISTIAN	08/26/2000	828-358-7745	187 DAVIDSON CT	302	09
JARVIS, CASSIE	03/22/2002	704-530-8877	328 DAVIDSON CT	302	09
WIKE, JAMES	01/17/2002	828-352-3240	201 WHITE PLAINS RD	302	09
GARCIA CASTRO, CARLOS	01/12/2002	828-638-3063	25 PLATO MARTIN MHP DR	302	09
TORRES, GARY	01/16/2001	828-404-2438	5515 MILLERSVILLE RD	302	09
JAMES, TIARA	02/07/2001	828-303-8870	5115 MILLERSVILLE RD	302	10
MCALPIN, DAMIAN	05/17/2000	828-270-4623	171 ALLENDALE LN	302	11
MILLER, ANTHONY	10/19/2001	828-404-2655	240 PONDEROSA RD	302	09
VOSS, JACAVIAN	04/05/2001	704-252-1875	174 NOAHS LANDING FARM RD	302	10

ITRE

NC STATE UNIVERSITY

Reports

Reports can be any information that is pulled from your TIMS data in an organized format.

Reports can be excel files, Merged Word Documents or CSV files to name a few. You can even write a worklist and display information on your map.

Reports gather data for informational purposes.

Reports

Reports are created for informational purposes.

- Excel Files
  - Mail merge, Bus Passes
  - All calls (Blackboard, Bright Arrow)
- Data Check
- Funding
  - In/Out of District Students
  - Teacher Allotment
- Batch User Fields

Reports - EXCEL FILES

Mail Merges can be used to created letters for Parents at Open House. Letters can be created with Student Name, Homeroom Teacher, Stop Location, Stop Time, Bus Number just to name a few.

Stop location and stop time can change over the summer. It's important for the Parents to be notified before the 1st day of school.

Reports - EXCEL FILES/Mail Merge

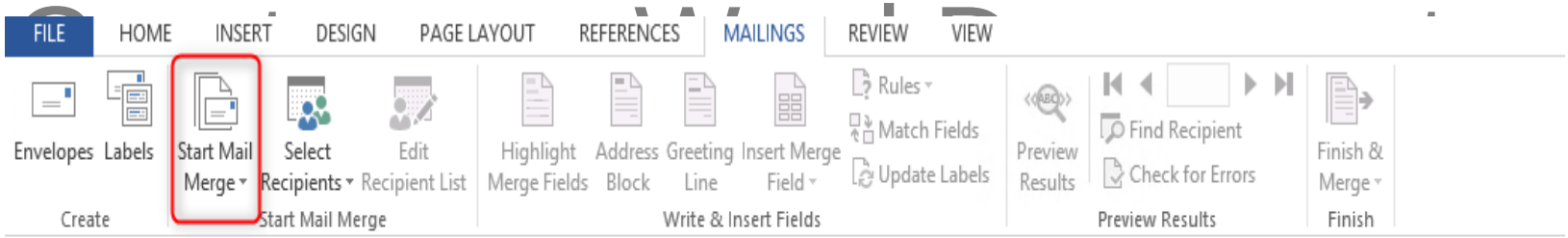
Share Transportation rules and regulations with Parents and Students.

1. Rules expected on the bus and discipline actions if rules are not followed.
2. Contact information for bus related issues. Some counties have Bus Coordinators at each school. List that information in the Welcome Back letter to cut down on calls at the Bus Garage.
3. When will a parent or guardian need to be present to drop off a student? (PK, KI-3rd?)
4. When should I expect the Bus. Is there a window for the arrival/drop-off time on the letter. Most counties let the parents know there is a 10 minute window before and after stop time stated.
5. How they will be notified in the event of an emergency.
6. Early Release – Times listed for early release.

Reports - EXCEL FILES/Mail Merge

- ✓Create your word document.
- ✓Allow spaces to insert the fields from TIMS
- ✓Create a worklist to generate an excel file

Reports - EXCEL FILES/Mail Merge - Word



Start your mail merge letter

Welcome Back to the 2021 – 2022 School Year:

Homeroom Teacher:

Grade:

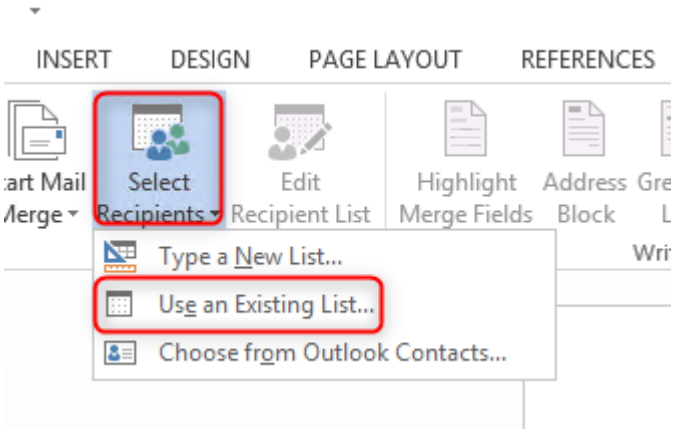
Your Bus Assignment is list below:

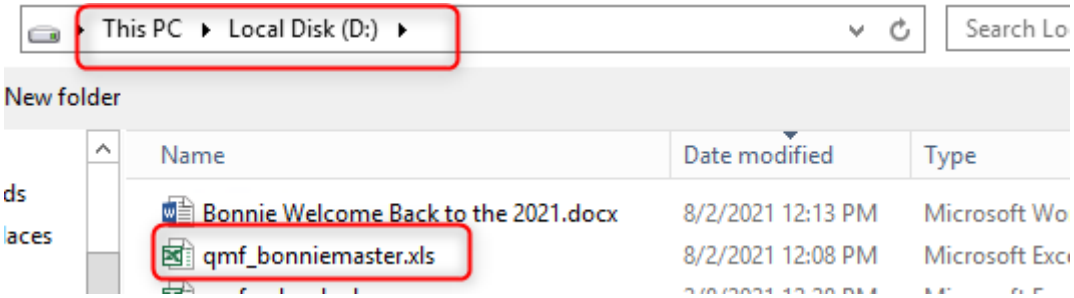
School:

AM Bus Number: AM Stop Description: AM Time:

PM Bus Number: PM Stop Description: PM Time:

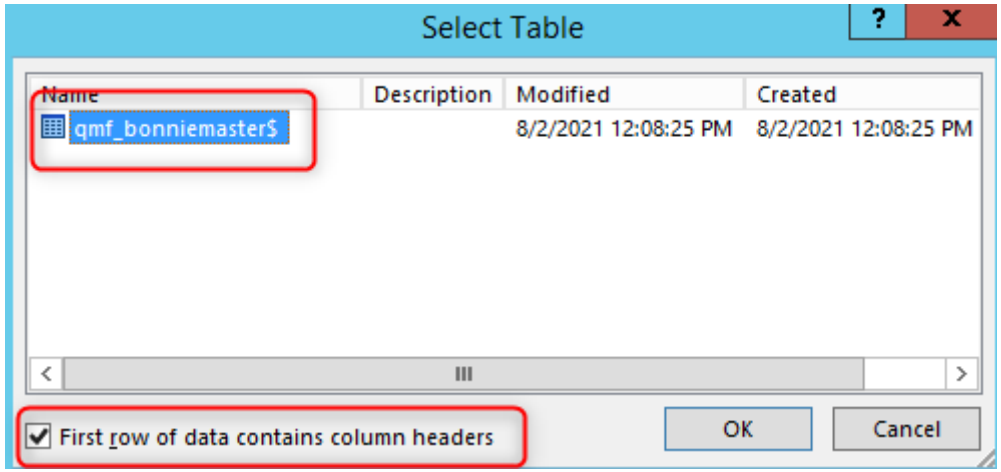
Reports - EXCEL FILES/Mail Merge



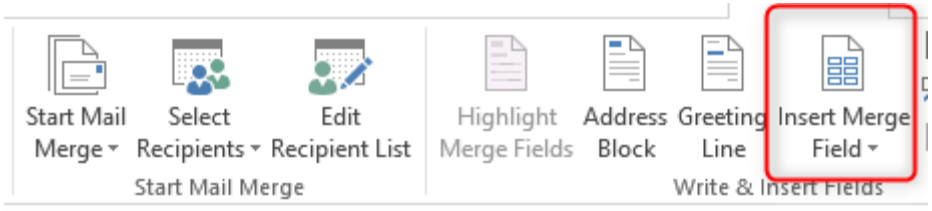


You will select the excel file you created in Reports: Remember the path and where it was saved!

Reports - EXCEL FILES/Mail Merge

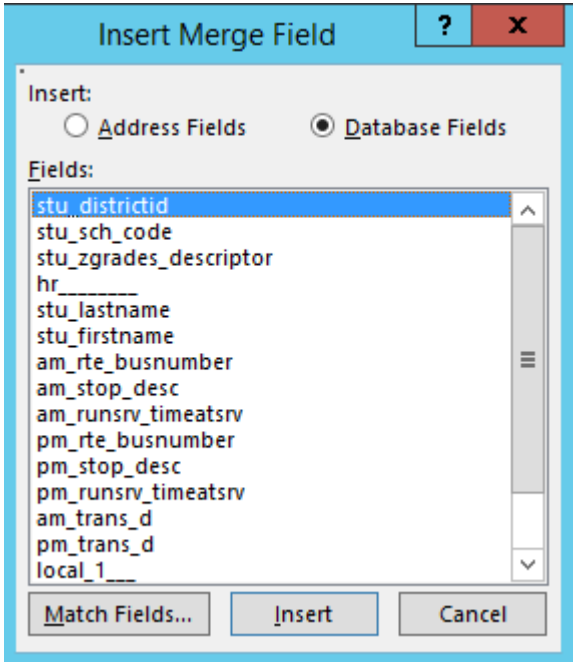


Excel File



Insert the fields you want in your letter.

Reports - EXCEL FILES/Mail Merge



Fields that can be merged into your document from the excel file you created.

Reports - EXCEL FILES/Mail Merge

Welcome Back to the 2021 – 2022 School Year:

Homeroom Teacher: «hr_____»

Grade: «stu_zgrades_descriptor»

Your Bus Assignment is list below:

School: «sch_name»

AM Bus Number: «am_rte_busnumber»

AM Stop Description: «am_stop_desc»

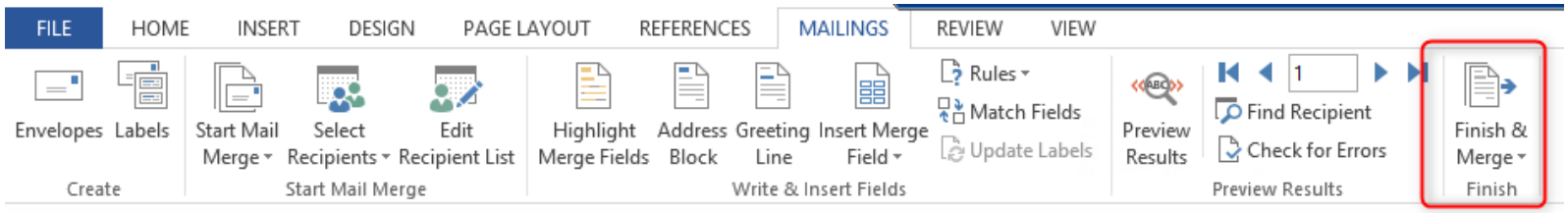
AM Time: «am_runsrv_timeatsrv»

PM Bus Number: «pm_rte_busnumber»

PM Stop Description: «pm_stop_desc»

PM Time: «pm_runsrv_timeatsrv»

Reports - EXCEL FILES/Mail Merge



Welcome Back to the 2021 – 2022 School Year:

Homeroom Teacher: ADKINS

Grade: 09

Your Bus Assignment is list below:

School: ALEXANDER CENTRAL HIGH SCHOOL

AM Bus Number: 183

AM Stop Description: BROOKSHIRE AND WALLACE LN & HAMMER RD

AM Time: 07:05 AM

PM Bus Number: 183

PM Stop Description: BROOKSHIRE AND WALLACE LN & HAMMER RD

PM Time: 03:49 PM

Reports - EXCEL FILES – All Call

Schools can generate all calls excel files for the district. We can sort files by School, Homeroom Teacher, Runid and or Bus Number.

(BlackBoard and Bright Arrow)

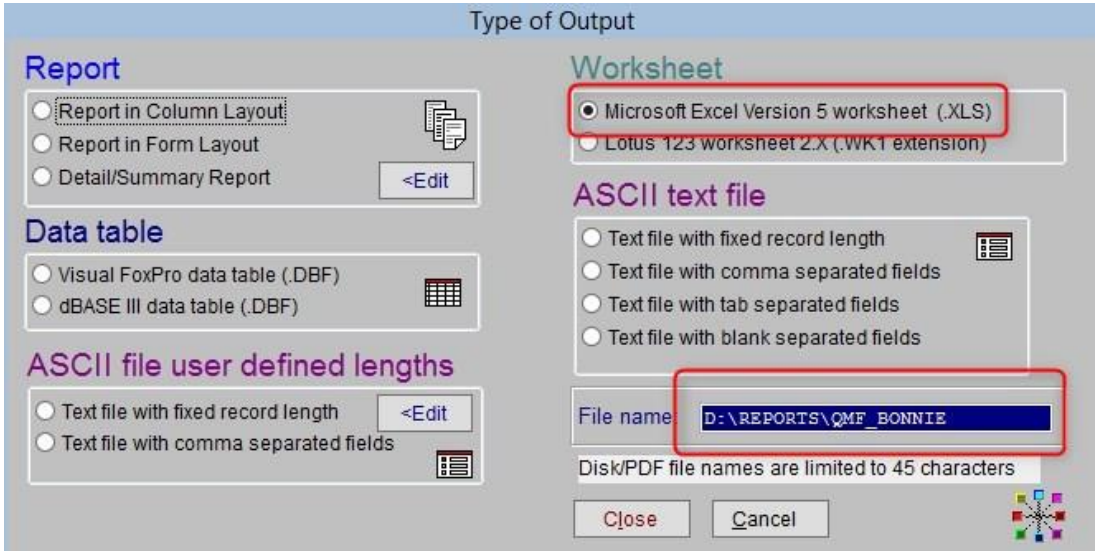
All call files can be programmed to run each night and saved in a folder on the server. You can get up to date data each day as long as your data in TIMS has been updated!

Make sure you are doing daily UPSTUs

Reports - EXCEL FILES – ALL CALL

User Defined Reports => Bus Passes

1. Make a copy of
   - ***Standard student with trip information***
   - This will select all your students in TIMS and put all their information on one line.
   - Make sure you select excel for output.



Reports - EXCEL FILES – ALL CALL

Modify the file to display the fields below:

Fields Listed:

StudentDistrict ID
Student School
Student HR
Student Grade
Student Last Name
Student First Name
Trn AM Stop Description
Trn Am Time at Stop
Trn AM Route ID
Trn PM Stop Description
Trn PM Time at Stop
Trn PM Route ID

Sort By:

Student School
Student Grade
Student HR
Student Last Name
Student First Name

Reports - EXCEL FILES – ALL CALL

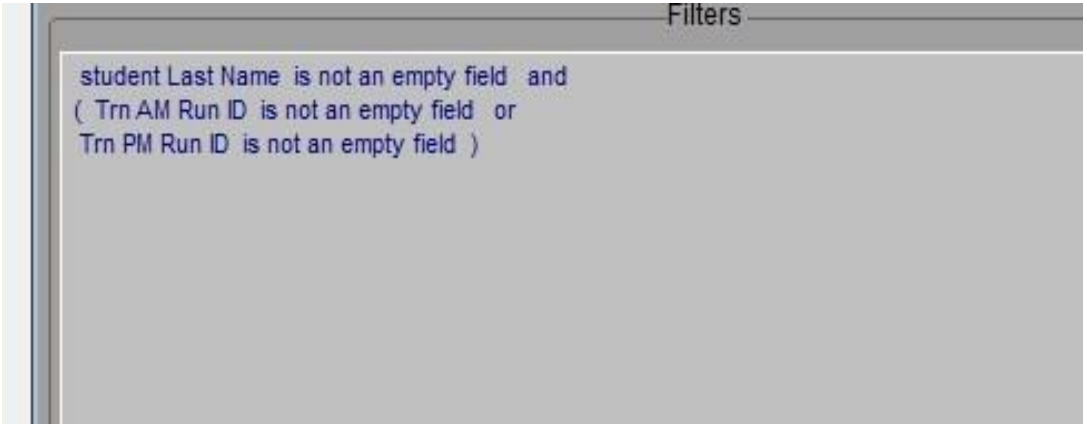
As you can see it is listing a lot of students who do not have bus assignments.

3346384469	292		PK	STARNES	TAYTON	
9635739958	292		PK	STEVENS	ALEXANDER	
8632268996	292	MINTON	PK	BAKER	JULIAN	
8269879126	292	SIMMON	PK	CORTES JR	JUAN	
4572914427	294		PK	MACIAS	CANDIDO	
2379256985	294		PK	MATA	JORGE	
0009264255	296		12	ALFONSO	ETHAN	
0001842721	302		09	TRIVETTE	KOLTON	6TH AVE NW & 6TH ST NW
9192382525	302		09	VERDUGO	SADY	HERITAGE VIEW RD & MOUNTAIN OAK LN
0011913506	302	ECKAR	09	GARLAND	LANCE	
7131236691	302	ADKINS	09	ABENDANA MEJIA	MIGUEL	1420 SMITH FARM RD
0011908676	302	ADKINS	09	ABERNATHY	BRYSON	
0011913071	302	ADKINS	09	ALLEN	KAINE	
0011914120	302	ADKINS	09	ANARIVAS-MATEO	LUISITA	BROOKSHIRE AND WALLACE LN & HAMMER RD
0001022564	302	ADKINS	09	ARELLANO	LILLIAN	3331 VASHTI RD

If you only want to see Bus Riders you can remove anyone without a stop by changing your query/worklist.

Reports - EXCEL FILES – ALL CALL

AddTrn AM Run ID is not empty or Trn PM Run ID is not empty it will remove all the students who do not have a bus assignment.



District ID	School	HR	Grade	Last Name	First Name	AM Stop Description
0000000000000000009192382525	302		09	VERDUGO	SADY	HERITAGE VIEW RD & MOUNTAIN OAK LN
0000000000000000007131236691	302	ADKINS	09	ABENDANA MEJIA	MIGUEL	1420 SMITH FARM RD
0000000000000000000011914120	302	ADKINS	09	ANARIVAS-MATEO	LUISITA	BROOKSHIRE AND WALLACE LN & HAMMER R
0000000000000000000001022564	302	ADKINS	09	ARELLANO	LILLIAN	3331 VASHTI RD
0000000000000000000011909823	302	ADKINS	09	BARNETT	RAINA	3037 US 64 90 W
0000000000000000000011909824	302	ADKINS	09	BARNETTE	JENNIFER	STOUT FARM RD & ZEB WATTS RD

Reports - EXCEL FILES – PS Extract

Did you know you can upload your TIMS data into PowerSchool by creating an excel file?

Reports - EXCEL FILES – PS Extract

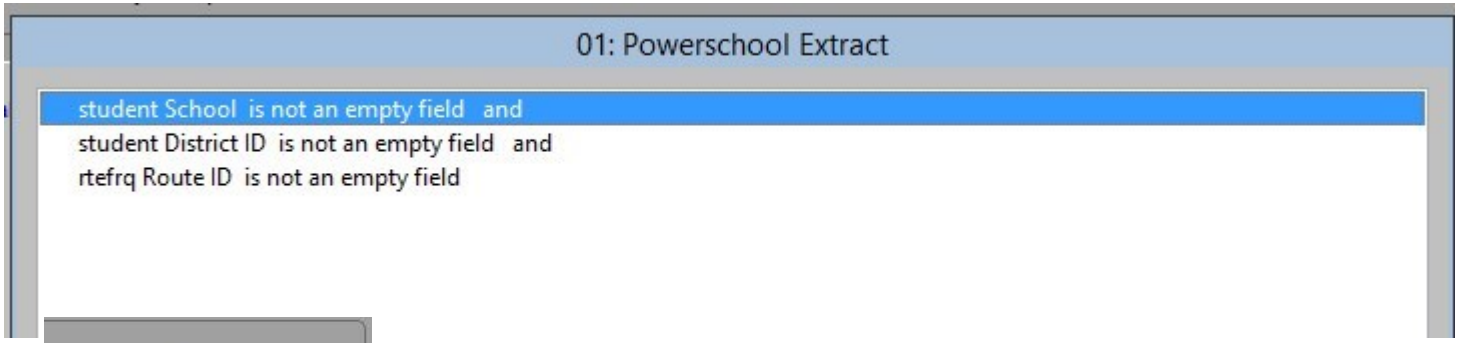
- This file can be uploaded into Powerschool with your TIMS transportation data.

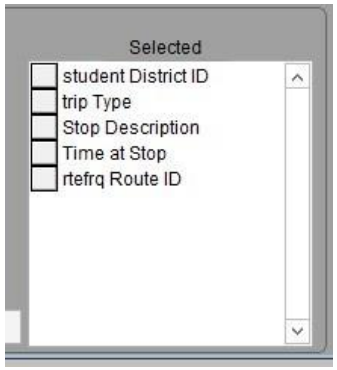
- Most counties already have this option in ***All Student and Transportation***

Reports - EXCEL FILES – PS Extract

Reports

- User Defined Reports
  - All Student and Transportation Reports
  - PowerSchool Extract





Fields that need to be in the excel file

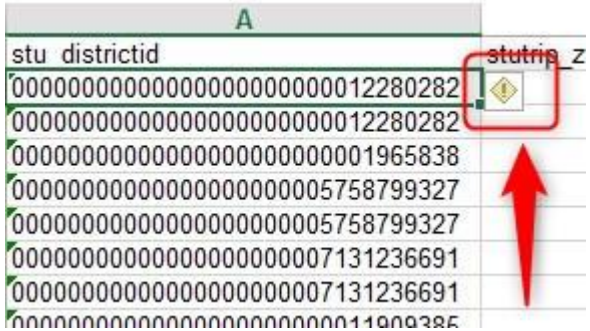
Path D:\Powerschool\PowerSchool Extract Excel File

Reports - EXCEL FILES – PS Extract

1. The Powerschool excel file will have to be modified before you can import it into Powerschool.
2. Column 1 and 2 need to be adjusted.

stu_districtid	stutrip_ztriptype_id	stop_desc	runsrv_timeatsrv	runrte_rte_id
00000000000000000000000012280282	1	GLADE CREEK DR & COUNTY HOME RD	07:07 AM	007
00000000000000000000000012280282	2	GLADE CREEK DR & COUNTY HOME RD	04:21 PM	007
00000000000000000000000001965838	1	GLADE CREEK DR & COUNTY HOME RD	07:16 AM	175
00000000000000000000005758799327	1	1214 SMITH FARM RD	06:16 AM	190
00000000000000000000005758799327	2	1214 SMITH FARM RD	03:33 PM	190
00000000000000000000007131236691	1	1420 SMITH FARM RD	07:07 AM	188
00000000000000000000007131236691	2	1420 SMITH FARM RD	04:24 PM	188
00000000000000000000000011909385	2	990 SAM HEFNER RD	03:28 PM	192
00000000000000000000000011909386	2	990 SAM HEFNER RD	03:28 PM	192

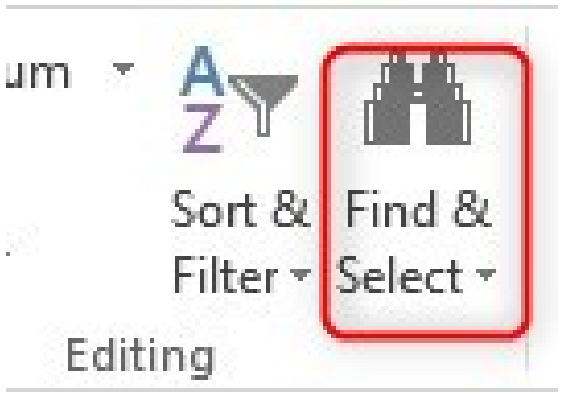
Reports - EXCEL FILES – PS Extract



1. Highlight the 1st line of the ID numbers
2. Go to the bottom and shift click
3. Go back to the top and click on the ! and convert to a number
4. This will remove any leading zeros

Reports - EXCEL FILES – PS Extract

stutrip_ztriptype_id
1
2
1
1
2
1
2
2
2
2
1
2



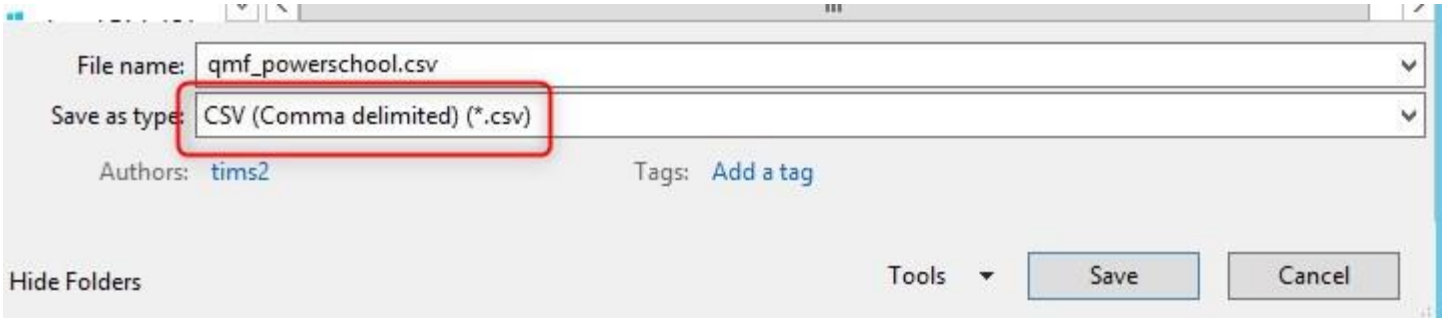
1. We must convert 1 – To and 2 – From
2. Find all the 1s replace with To (To School Trip)
3. Find all the 2s replace with From (From School Trip)

Reports - EXCEL FILES – PS Extract

The column header must be named the following:

Student_Number	FromTo	Description	DepartureTime	BusNumber
0000000000000000000000	1	GLADE CREEK DR & COUNTY HOME RD	07:07 AM	007

Save file in a CSV format



Save file in a CSV format
Now your ready to import it into Powerschool

Reports - EXCEL FILES – PS Extract

Your file is now ready to send to the Powerschool Coordinator for the import.

Reports

Data Check

A lot of time is spent making sure your students are assigned and your runs are efficient. You will also need to make sure your mileage and stop times are correct as well. All Runs need to be reprocessed as a final step. This will recalculate your miles and time after making changes to your runs.

Reports – Data Check – Reprocess Runs

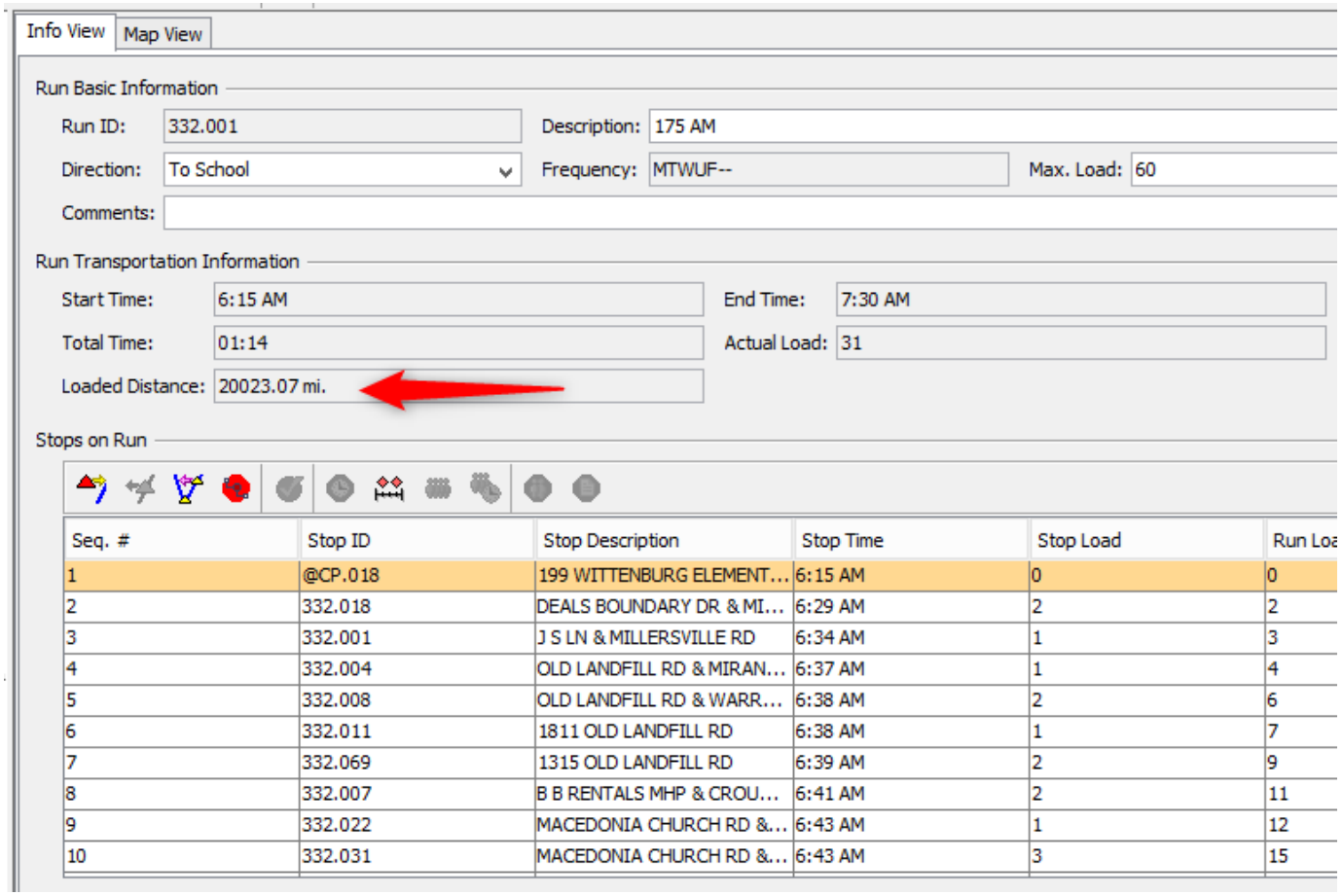
Reprocessing is one of the most important steps you can do.

If your runs don't process your time and mileage will not be correct!

Stops on "No Travel" can result extra miles.

Reports – Data Check – Reprocess Runs

Below the loaded distance for this AM Run is 20023 miles.
If you see this issue you have a stop on a no travel road. Your runs will not process successfully until you move the stop.



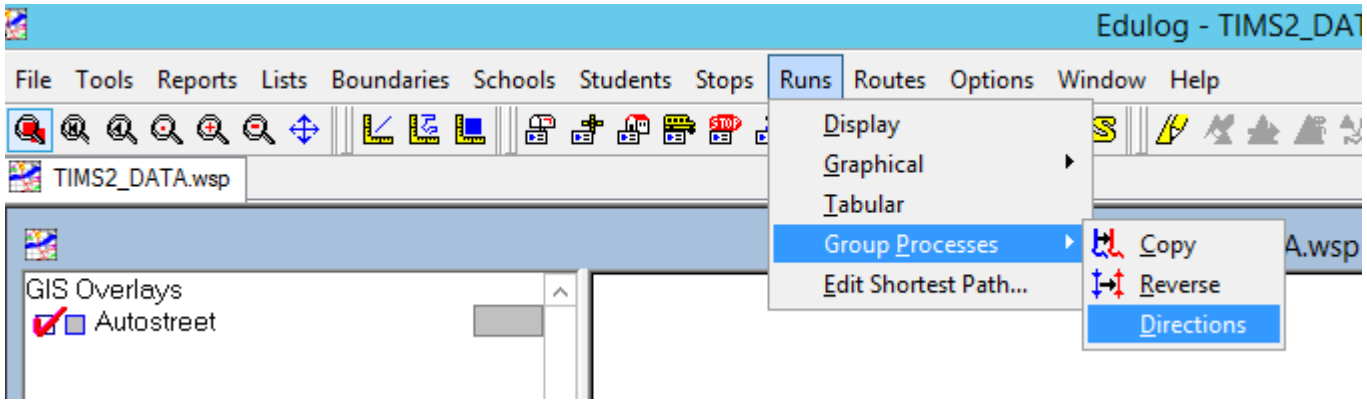
Seq. #	Stop ID	Stop Description	Stop Time	Stop Load	Run Loa
1	@CP.018	199 WITTENBURG ELEMENT...	6:15 AM	0	0
2	332.018	DEALS BOUNDARY DR & MI...	6:29 AM	2	2
3	332.001	J S LN & MILLERSVILLE RD	6:34 AM	1	3
4	332.004	OLD LANDFILL RD & MIRAN...	6:37 AM	1	4
5	332.008	OLD LANDFILL RD & WARR...	6:38 AM	2	6
6	332.011	1811 OLD LANDFILL RD	6:38 AM	1	7
7	332.069	1315 OLD LANDFILL RD	6:39 AM	2	9
8	332.007	B B RENTALS MHP & CROU...	6:41 AM	2	11
9	332.022	MACEDONIA CHURCH RD &...	6:43 AM	1	12
10	332.031	MACEDONIA CHURCH RD &...	6:43 AM	3	15

Reports – Data Check – Reprocess Runs

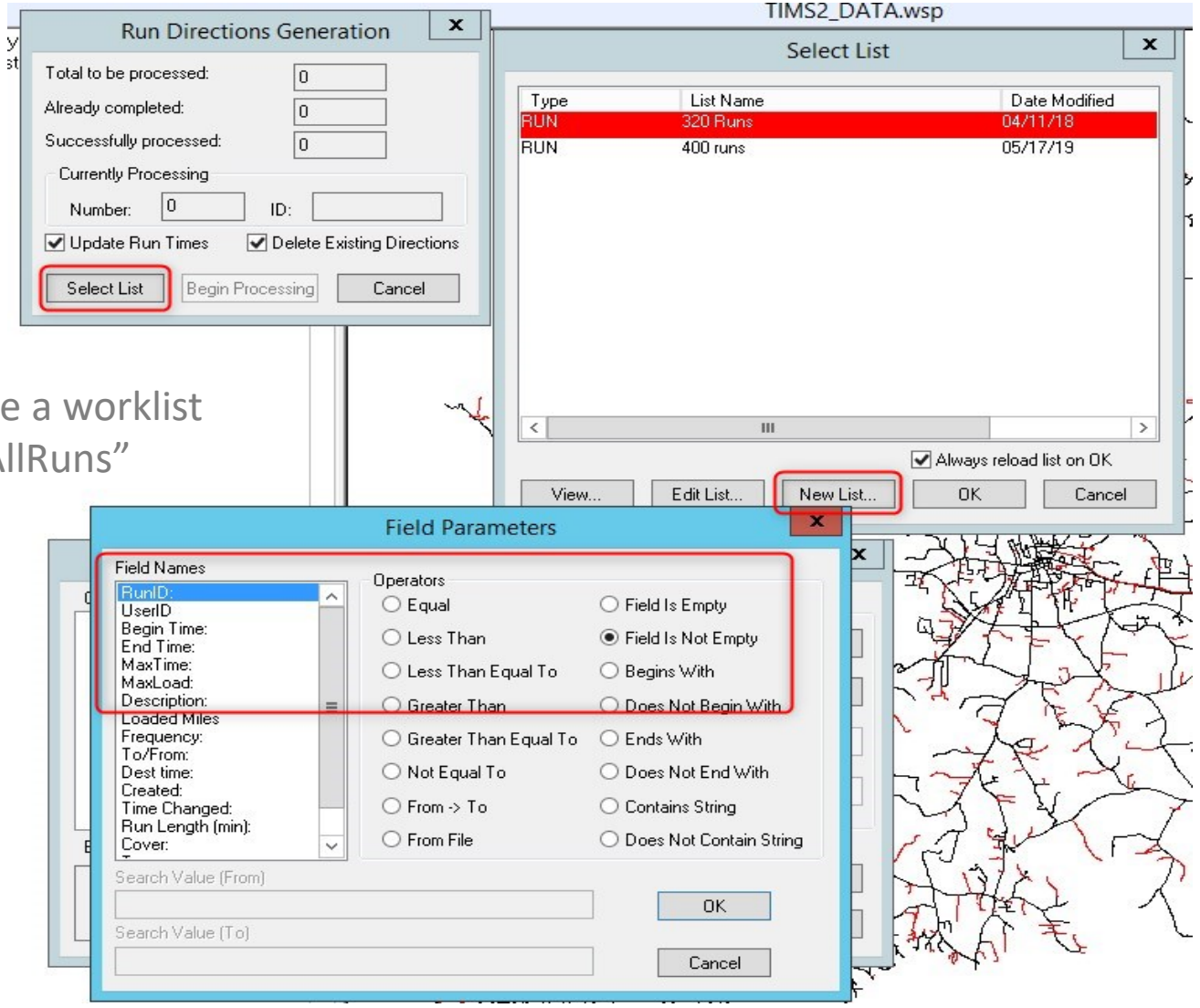
Move no travel roads stops to the intersection and reprocess

Reports – Data Check – Reprocess Runs

The easiest and fastest way is to go to your Runs – Group Processes - Directions

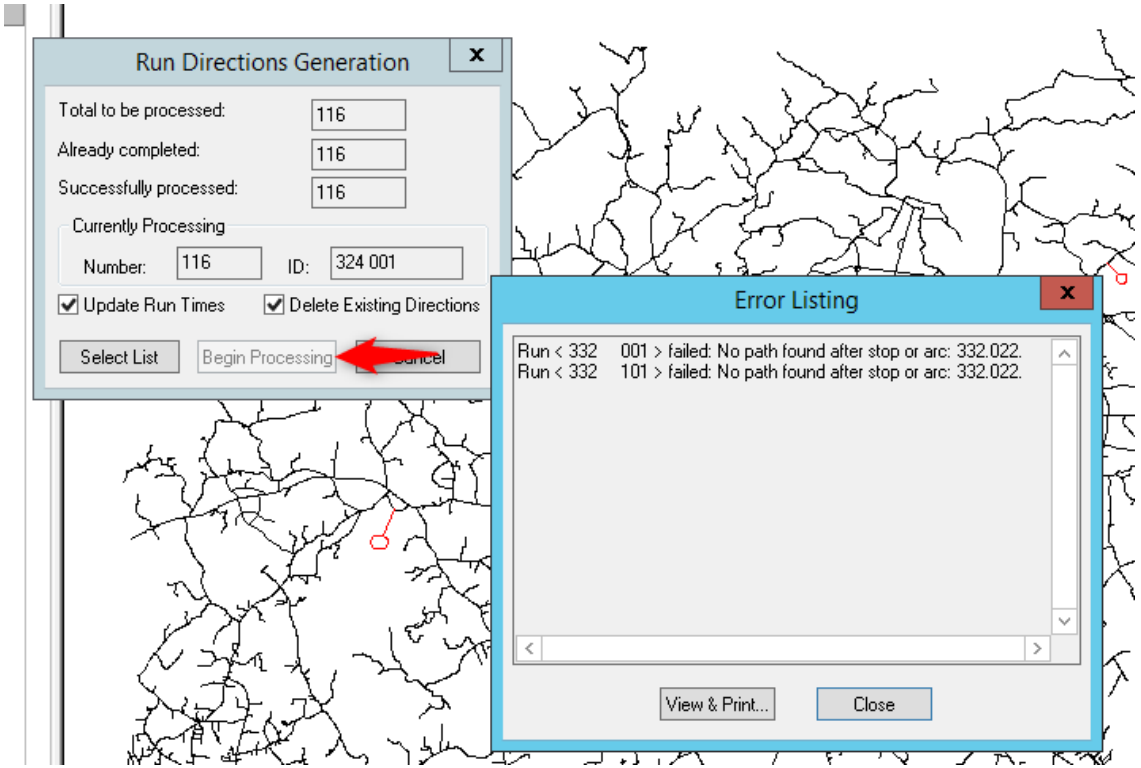


Reports – Data Check – Reprocess Runs



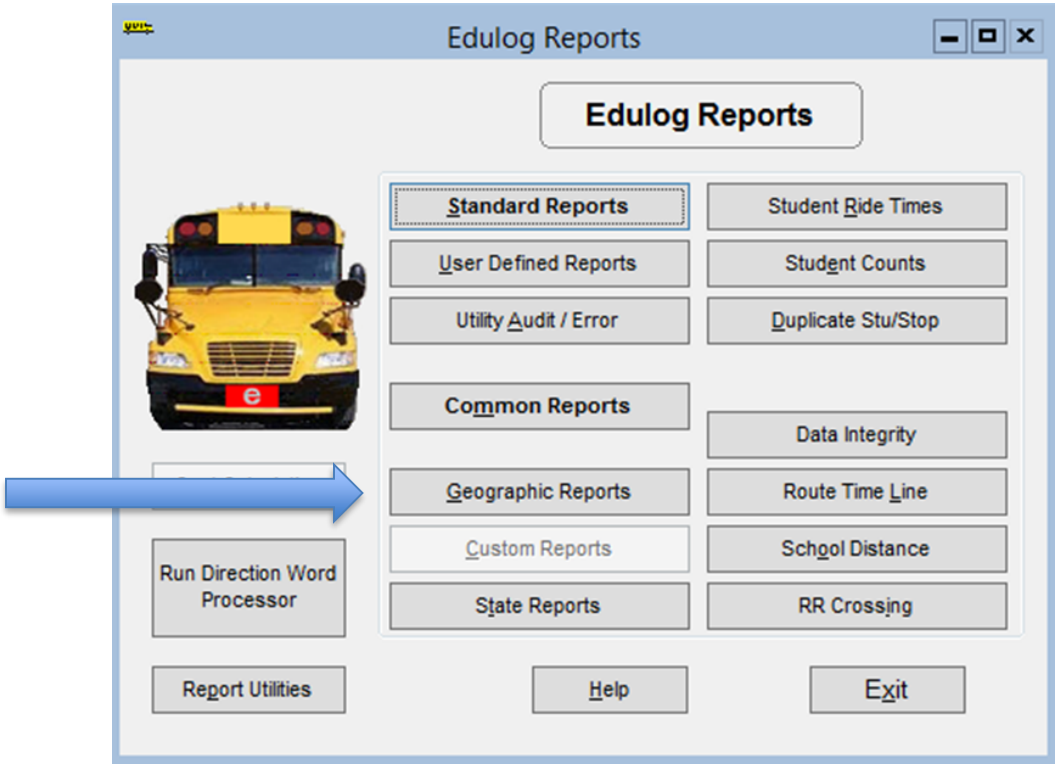
Create a worklist for “AllRuns”

Reports – Data Check – Reprocess Runs

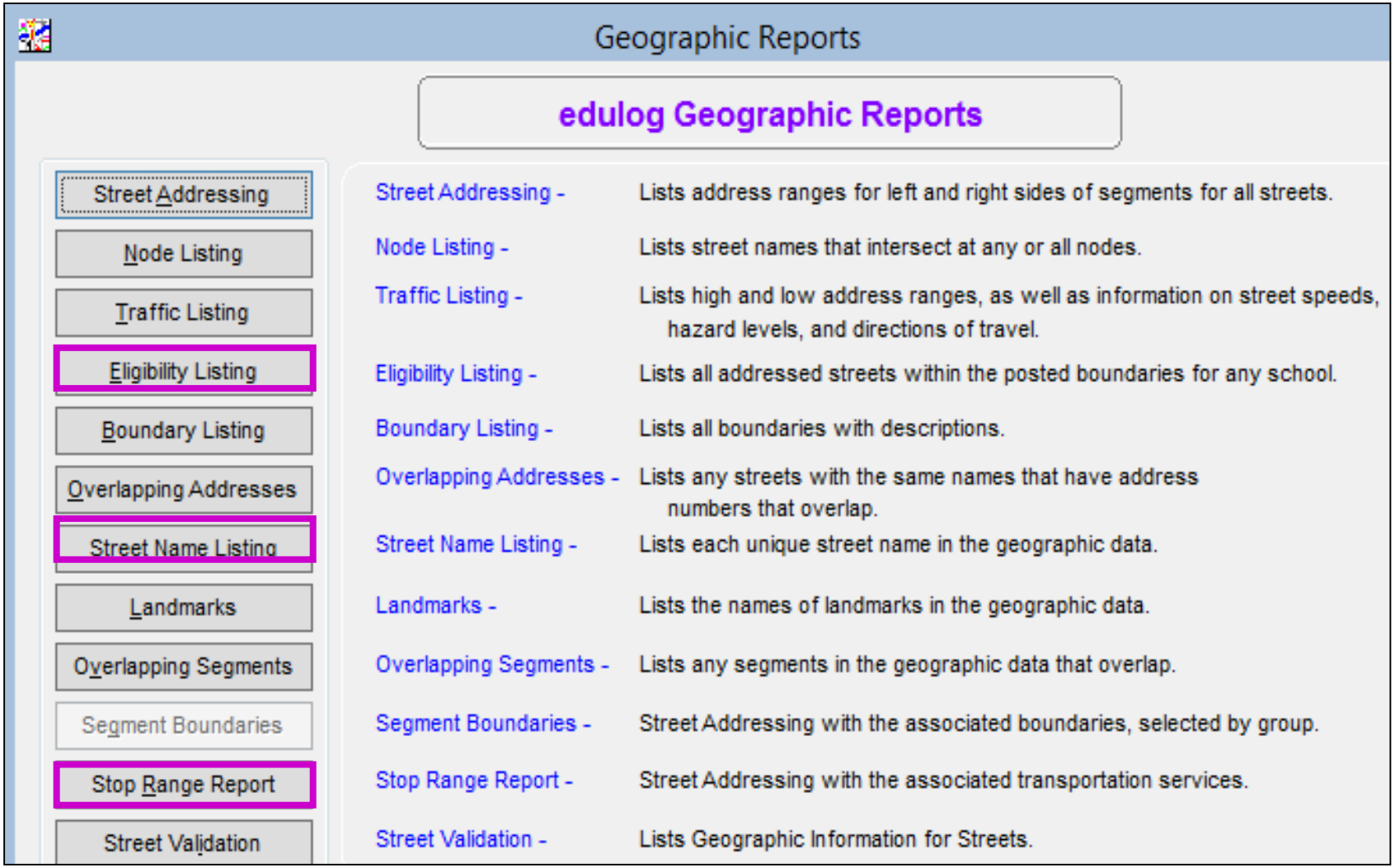


Processing your runs you will generate a list of errors that need to be corrected. If you see this error you have a stop on a no travel road.

Reports - Geographic



Reports - Geographic



Reports - Geographic

Eligibility Listing:

Great for Data Managers to see streets posted in their school boundary if they don't have access to Webquery. You can also pull an excel file for this report.

Date/Time: *09/06/2019 01:47 PM*

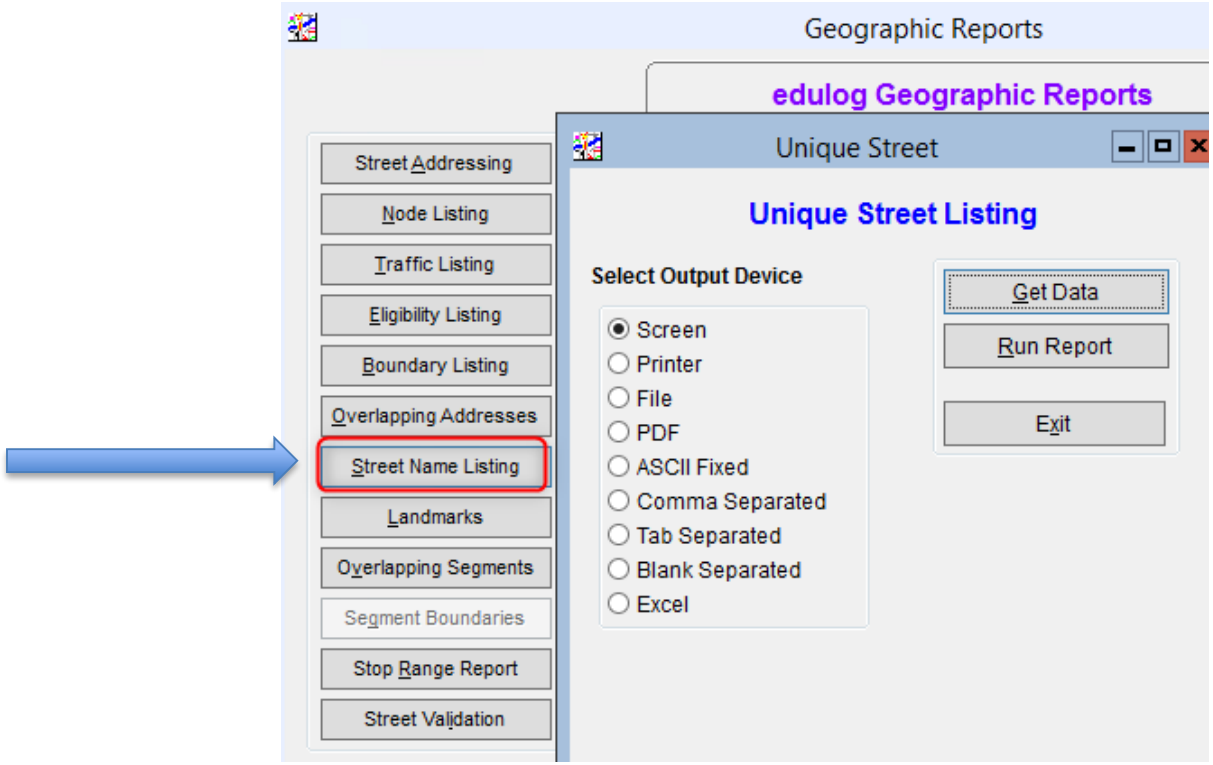
ELIGIBILITY REPORT

School Code: 304 **Grades:** 01 02 03 04 05 KI PK

Pre	Street	Type	Suf	Zone	Low odd	High odd	Low even	High even	Etype	Code
	AA	DR			1	499	2	498	1	1
	ADVENT CHURCH	RD			1	1207	2	1208	1	1
	ALEXANDER HERITAGE	DR			1	275	2	276	1	1
	ALEXANDER POINTE	DR			1	71	2	72	1	1
	ANDY	RD			1	45	2	44	1	1
	ANIMAL	TRL			1	199	2	200	1	1
	ANTIOCH CHURCH	RD			2095	7245	2096	7246	1	1
	APRIL	LN			1	199	2	198	1	1
	ARBOR SPRINGS	DR			1	293	2	294	1	1
	ARNOLD TEAGUE MHP	DR			1	61	2	62	1	1
	ASHLEY	LN			1	133	2	134	1	1
	AUCTION	LN			1	67	2	68	1	1
	AUTOMOTIVE	LN			1	239	2	240	1	1
	AUTON	RD			1	445	2	446	1	1

Reports - Geographic

Are you having issues with your PS Data Managers misspelling street names? The Street Name Listing can be very useful to the Data Managers when entering in addresses.



Reports - Geographic

This is a great report to give your Powerschool Data Mangers as a reference.

Date/Time: *09/07/2021 09:57 AM*

Unique Street Name Report

Prefix	Street	Type	Suffix	Zone
	15TH	AVE	NW	
	16 S INDUSTRIAL	DR		
	1ST	AVE	NW	
	1ST	AVE	SE	
	1ST	AVE	SW	
	1ST	ST	SW	
	1ST AVE	CIR	SE	
	1ST AVENUE	DR	SE	
	1ST ST	NE		
	2ND	AVE	N	
	2ND	AVE	SE	
	2ND	AVE	SW	
	2ND	ST	NW	
	2ND	ST	SW	
	3RD	AVE	NE	
	3RD	AVE	SW	
	3RD	ST	NE	
	3RD	AVE	SE	
	4TH	AVE	N	
	4TH	AVE	SW	
	4TH	ST	NE	
	4TH	ST	SW	

Reports - Geographic

Stop Range Reports – A great report to use for open house. Runs change daily so this report is only good for a few days.

School: 304 **Date/Time:** *09/06/2019 01:49 PM* *Page 1*

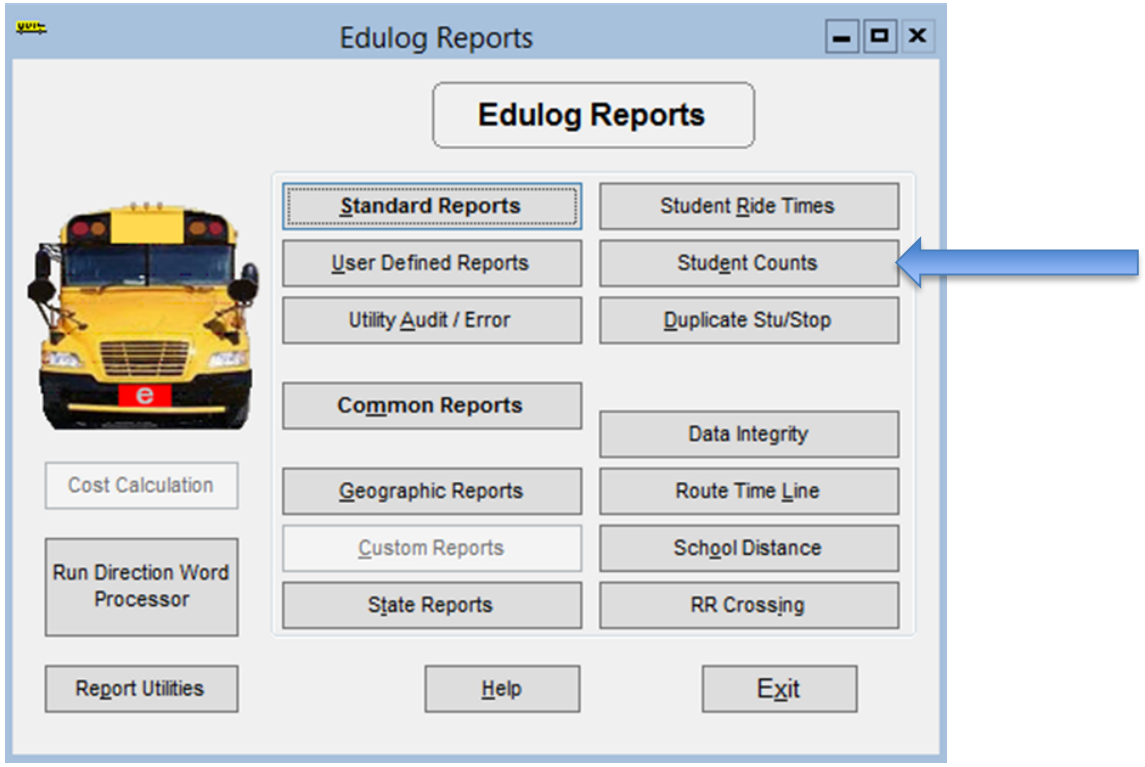
Street	Low-O	High-O	Low-E	High-E	Service	Stop Description	Stop Time	Run-ID	Route-ID
AA DR	1	383	2	384	304 061001	708 ICARD RIDGE RD	3:48PM	304 102	189
AA DR	385	499	386	498	304 169001	FAIRFIELD ACRES RD & ICARD RIDGE RD	3:55PM	304 102	189
ADVENT CHURCH RD	1	349	2	350	304 169001	FAIRFIELD ACRES RD & ICARD RIDGE RD	3:55PM	304 102	189
ADVENT CHURCH RD	351	367	352	368	304 169001	FAIRFIELD ACRES RD & ICARD RIDGE RD	3:55PM	304 102	189
ADVENT CHURCH RD	369	519	370	520	304 046002	766 ADVENT CHURCH RD	7:10AM	304 002	189
ADVENT CHURCH RD	369	519	370	520	304 046001	766 ADVENT CHURCH RD	3:57PM	304 102	189
ADVENT CHURCH RD	521	1175	522	1176	304 046002	766 ADVENT CHURCH RD	7:10AM	304 002	189
ADVENT CHURCH RD	521	1175	522	1176	304 046001	766 ADVENT CHURCH RD	3:57PM	304 102	189
ALEXANDER HERITAGE DR	1	21	2	22	304 121001	ERDELL LN & MOUNTAIN OAK LN	7:13AM	304 003	195
ALEXANDER HERITAGE DR	1	21	2	22	304 121002	ERDELL LN & MOUNTAIN OAK LN	3:58PM	304 103	195
ALEXANDER HERITAGE DR	23	155	24	156	304 060002	REDWOOD CT & ALEXANDER HERITAGE DR	7:14AM	304 003	195
ALEXANDER HERITAGE DR	23	155	24	156	304 060001	REDWOOD CT & ALEXANDER HERITAGE DR	4:13PM	304 103	195
ALEXANDER HERITAGE DR	157	179	158	180	304 060002	REDWOOD CT & ALEXANDER HERITAGE DR	7:14AM	304 003	195
ALEXANDER HERITAGE DR	157	179	158	180	304 060001	REDWOOD CT & ALEXANDER HERITAGE DR	4:13PM	304 103	195
ALEXANDER HERITAGE DR	181	203	182	204	304 115002	SERENITY LN & ALEXANDER HERITAGE DR	7:16AM	304 003	195
ALEXANDER HERITAGE DR	181	203	182	204	304 115001	SERENITY LN & ALEXANDER HERITAGE DR	4:15PM	304 103	195
ALEXANDER HERITAGE DR	205	275	206	276	304 115002	SERENITY LN & ALEXANDER HERITAGE DR	7:16AM	304 003	195

Reports

UPSTU Reports

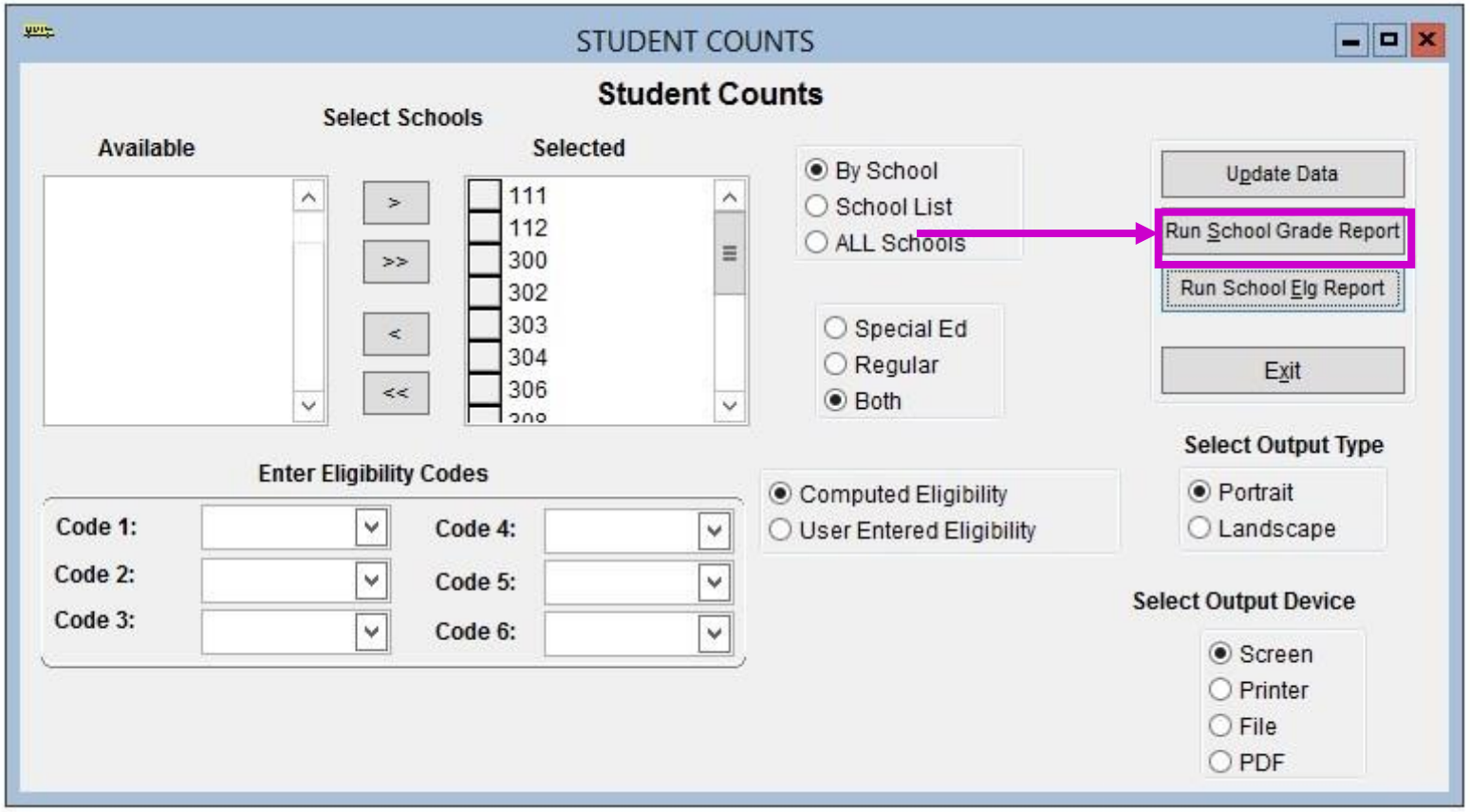
Reports used to check our data when running a UPSTU.

Reports – UPSTU Reports



Reports – UPSTU Reports-Student Counts

ALWAYS update your data when you change your report options.



Reports – UPSTU Reports-Student Counts

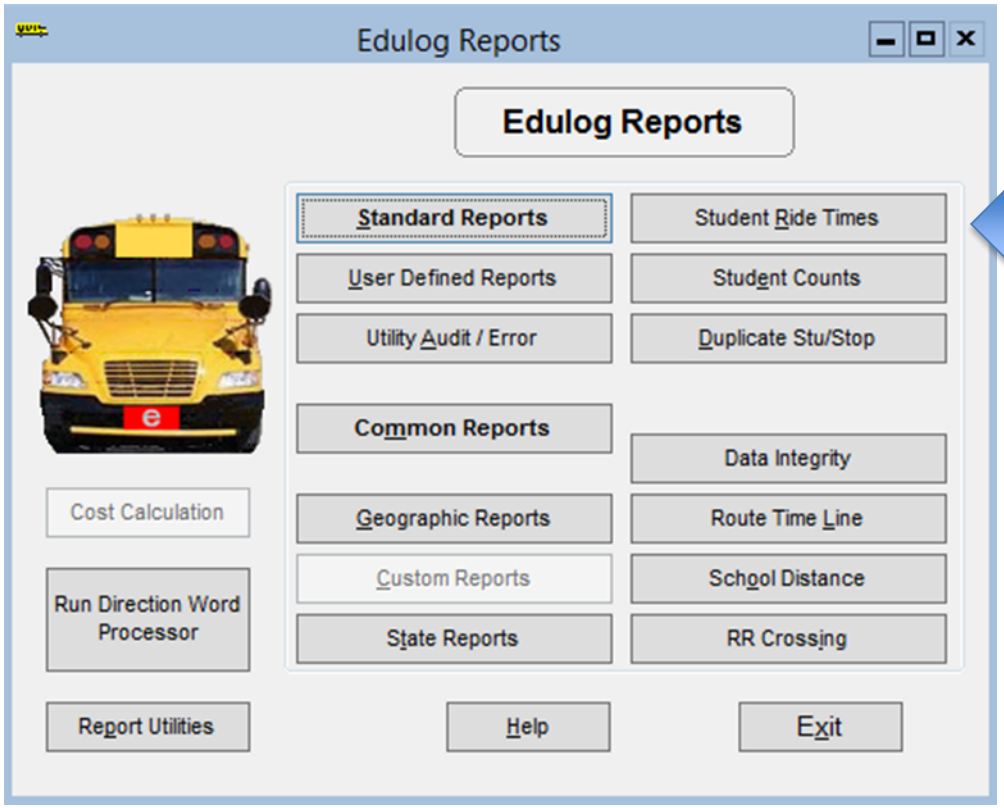
Grade

Totals are listed by School and by Grade on this report.

Summary of Students Enrolled by School

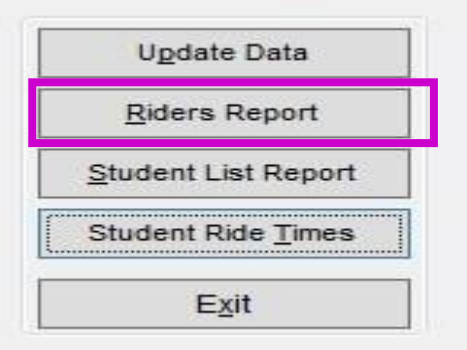
School Code	School Name	01 KI	02 PK	03 TM	04	05	06	07	08	09	10	11	12	13	EX	Total
308	COOLEEMEE	99	88	80	73	89	0	0	0	0	0	0	0	0	0	505
		76	0	0												
310	CORNATZER	81	80	63	75	77	0	0	0	0	0	0	0	0	0	452
		76	0	0												
312	DAVIE HIGH	0	0	0	0	0	0	0	0	473	456	327	313	0	0	1569
		0	0	0												
320	MOCKSVIL E	80	90	89	90	100	0	0	0	0	0	0	0	0	0	531
		82	0	0												
324	MOCKSVIL M	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28
		0	28	0												
325	N DAVIE JR	0	0	0	0	0	242	246	234	0	0	0	0	0	0	722
		0	0	0												
326	PINEBROOK	85	90	97	88	84	0	0	0	0	0	0	0	0	0	527
		83	0	0												
328	SHADY GROV	81	88	100	101	104	0	0	0	0	0	0	0	0	0	579
		105	0	0												
330	S DAVIE JR	0	0	0	0	0	269	235	195	0	0	0	0	0	0	699
		0	0	0												
336	W R DAVIE	52	66	51	60	62	0	0	0	0	0	0	0	0	0	365
		74	0	0												
Grand Totals		478	502	480	487	516	511	481	429	473	456	327	313	0	0	5977
		496	28	0												

Reports – UPSTU Reports-Student Ride Times



Reports – UPSTU Reports-Student Ride Times

Always update the report first



Student Riders

Produces a report showing the number of assigned bus riders in TIMS for each School, by AM and PM Assignments.

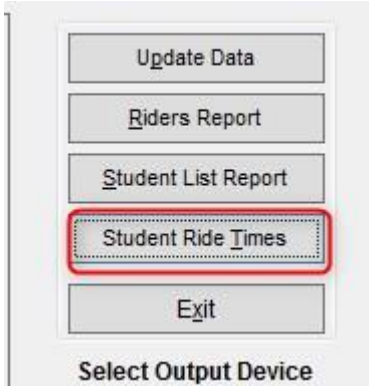
11/23/2016 11:51:47 AM

Riders by School

School Name	School	# of To School Riders	# of From School Riders
COOLEEMEE	308	288	333
CORNATZER	310	238	273
DAVIE HIGH	312	524	563
MOCKSVIL E	320	228	244
MOCKSVIL M	324	27	27
N DAVIE JR	325	437	587
PINEBROOK	326	246	302
S DAVIE JR	330	310	328
SHADY GROV	328	251	364
W R DAVIE	336	217	233
GRAND TOTALS:		2,766	3,254

Reports – UPSTU Reports-Student Ride Times

Student Ride Times



09/06/2019...

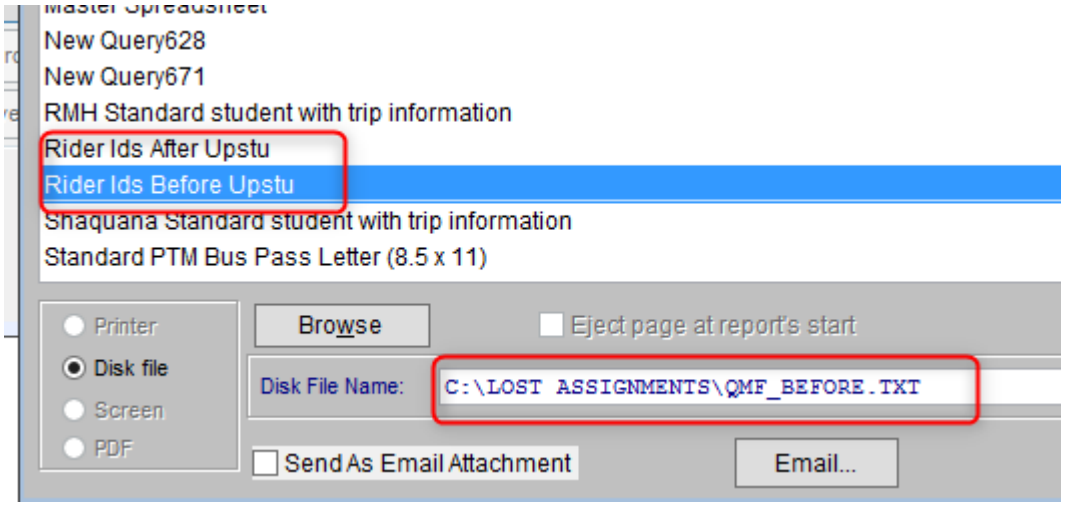
STUDENT RIDE TIMES

ID	Student Name	School	Grade	Prog	Days	AM Ride Time	PM Ride Time	Total Ride Time
1	MORAN-PRICE, SYDNEY	320	03		MTWUF--	0	7	7
3	VOSS, JACAVIAN	302	10		MTWUF--	32	39	71
4	RUSSELL, JOSHUA	328	02		MTWUF--	7	8	15
5	BARTON, HANNAH	308	03		MTWUF--	7	105	112
6	VOSS, TIANNA	302	11		MTWUF--	32	39	71
7	WILEY, JASMINE	302	10		MTWUF--	68	48	116
8	GHENT, CAMERON	306	06		MTWUF--	54	65	119
10	HINCEMAN, ANNA	330	06		MTWUF--	64	51	115

Reports – UPSTU Reports-Lost Assignments

- Edulog Reports
  - User Defined Reports
    - Bus Passes

Make sure you run your Before and After Lost Assignments when performing an UPSTU/Map Maintenance. This is give you a list of all students who lost their bus assignment.



Reports – UPSTU Reports-Lost Assignments

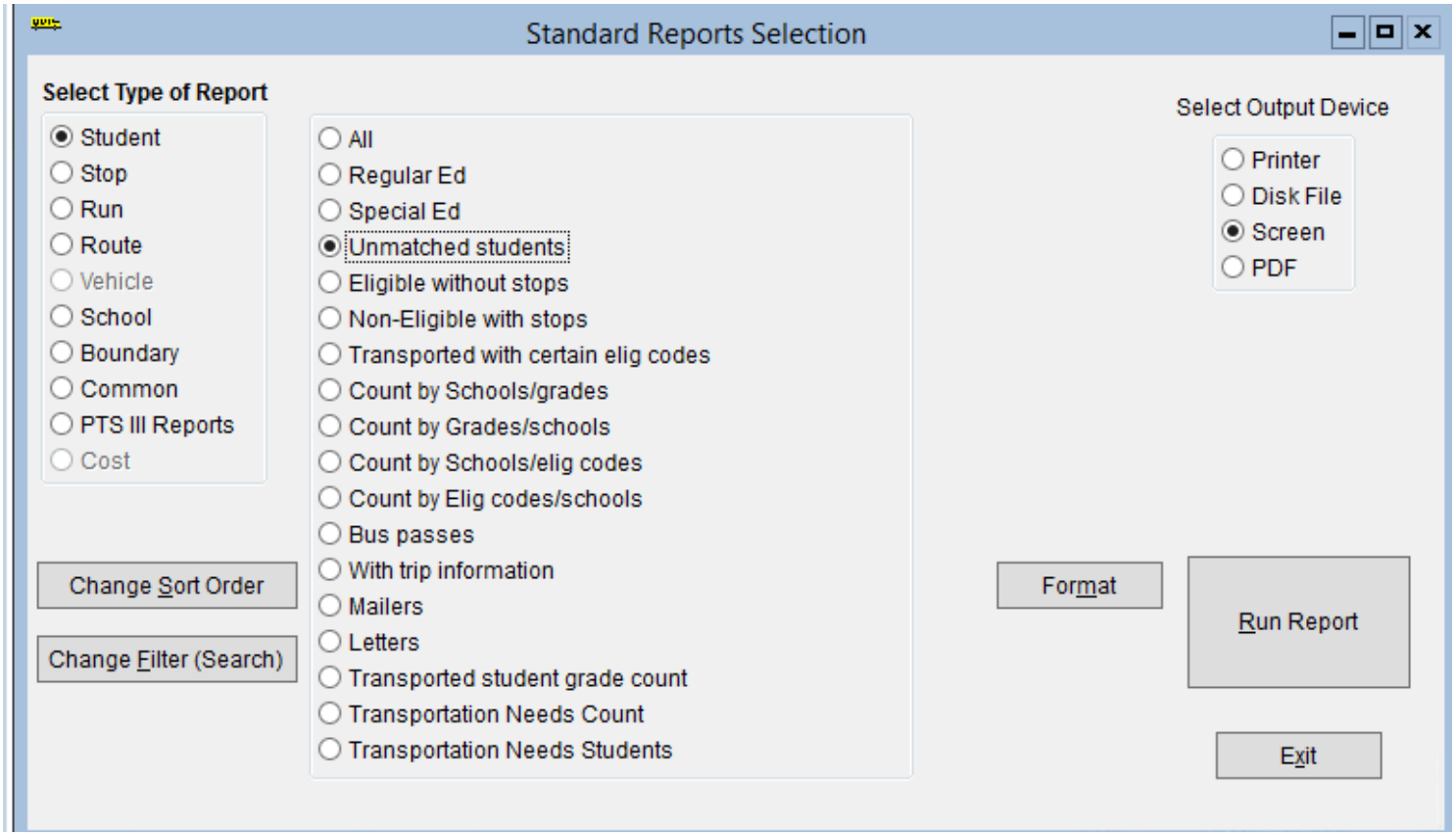
Print

Students Who Lost Assignments Edulog Id

EdulogId	Before AM	Before PM	After AM	After PM	Before Residence	New Residence	New School
1084	310.362001	310.295002			2309 GEORGE ANDERSON DR	600 WILLIAM HOOPER CIRCLE	
2974	304.134002	304.134001			3804 MURPHY SCHOOL RD	2111 ORANGE GROVE RD	
2988	304.174001	304.174002			604 ALICEST	604 ALICE LOOP	
3222	310.040001	310.040002			1419 FORD RD	1000 # 77 TIMBERS ST	
3223	310.040001	310.040002			1419 FORD RD	1000 #77 TIMBERS ST	
3237	332.572001	332.572002			202 LAKE ORANGE RD	429 ROY TIERCE	
3238	332.572001	332.572002			202 LAKE ORANGE RD	429 ROY TIERCE	
4028	312.098001	312.098002			5717 GREEN PINE RD	116 RAINEY AVE	
4101	332.102002	332.102001			420 MOCKINGBIRD LN	205 MACE RD	
4278	310.514002	310.514001			310 ELFIN BLVD	131 KING EDWARD ST.	
4582		316.090002			3708 PLEASANT GREEN RD	516 US 70A	
5329	328.047001	328.047002			1000 TIMBERS DR	105 BINFORDS ST	
5720	330.198001	330.198002			6321 NC HWY 86	1715 MEDRANO CT.	
5960	316.022001	316.022002			5700 DEERFIELD RD	5300 DEERFIELD RD	
6065	304.089001	304.089002			1419 FORD RD	1000 TIMBERS DRIVE	
6235	332.133001	332.133002			6511 HIGH ROCK RD		335

Reports – UPSTU - Unmatched

The unmatched student report is a great report to use after completing your UPSTU. This will allow you to see what students address failed to match your GEO map.



Reports – TDTIMS – Diagnostic Reports

Use your Diagnostic Reports to help you find issues with your data. A good tool to use during the year to help clean your data up.

Reports – TDTIMS – Diagnostic Reports

User Defined Reports/All Student and Transportation Reports

-Diagnostic: Riders Missing PowerSchool ID [R13]
-Diagnostic: Riders' School/Program 12:00AM Time [R13]
-Diagnostic: Students Missing PowerSchool ID [R13]

Reports – TDTIMS – Diagnostic Reports

User Defined Reports - Stops/Runs/Routes Reports

1. Negative Time between Runs
2. Time and Mile Summary – great tool to use to compare with Synovia to check real time to TIMS
3. Before 6:00 and 5:00. Use to clean runs up and make sure not zig-zagging.

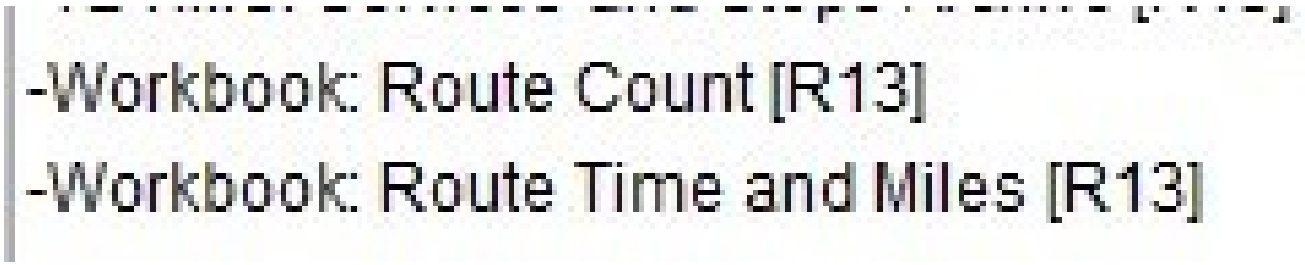
Reports – TDTIMS – Diagnostic Reports

Time and Mile Summary – great tool to use to compare with Synovia to check real time to TIMS

Mileage		Time Negative slack is not included in totals, but indicates problems with bell times or run lengths that should be corrected.	
Route 001			Route Times in Minutes
328.004			
Loaded	49.10	Loaded + Checkpoint	131
Deadhead	0.00	Deadhead	0
Checkpoint	10.33	Slack	0
		Negative Slack	0
Total	**59.44**	**Total**	**131**
328.104			
Loaded	51.25	Loaded + Checkpoint	138
Deadhead	0.00	Deadhead	0
Checkpoint	3.30	Slack	0
		Negative Slack	0
Total	**54.54**	**Total**	**138**
Summary for Route 001			
Loaded	100.35	Loaded + Checkpoint	269
Deadhead	0.00	Deadhead	0
Checkpoint	13.63	Slack	0
		Negative Slack	0
Total	**113.98**	**Total Minutes**	**269**
		Total Hours	**4.4833**

Reports – TDTIMS – Diagnostic Reports

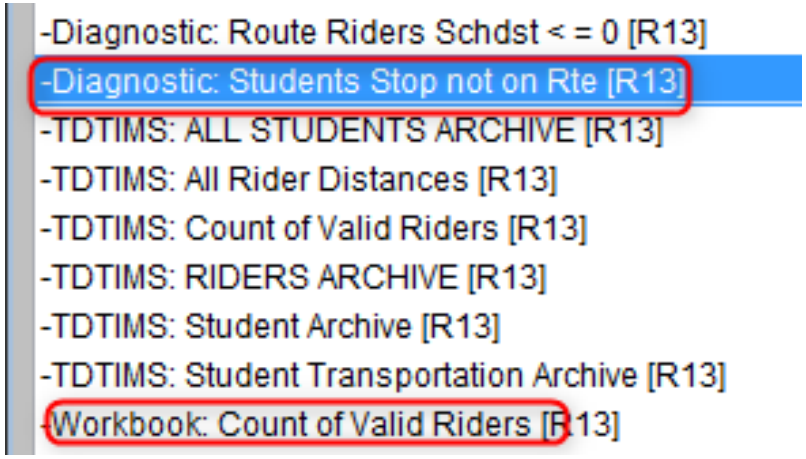
User Defined Reports - Stops/Runs/Routes Reports



Quick look at number of buses assigned in TIMS. Compare to actual buses on the road. Do you have buses in TIMS that do not have runs attached. If a bus is not being used please remove it from TIMS to avoid reporting errors.

Reports – TDTIMS – Diagnostic Reports

User Defined Reports – Bus Passes



Reports – TDTIMS – Diagnostic Reports

User Defined Reports – Bus Passes

Students on Stops not on Routes

85student records were found with stops not on routes.

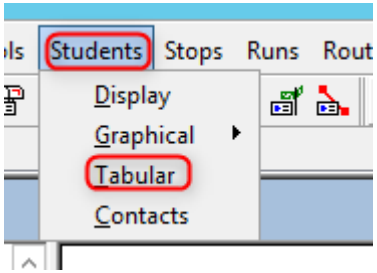
		Edulog ID	AM Stop	AM Run	AM Route	PM Stop	PM Run	PM Route
School	302	96	302.Z03002			302.Z04001		
		203	302.143002	302.009	193	302.143001		
		258	302.013002			302.013001	302.104	009
		932	302.048001			302.048002		
		1668	302.106002	302.009	193	302.106001		
		1698	302.215001			302.215002	302.105	188
		2171	302.019002			302.019001		
		2346	302.134002			302.134001	302.109	193
		3222	302.084002			302.084001		
		3315	302.303001			302.303002		
		3330	302.132002			302.132001	302.109	193
		3432	302.284002			302.284001	302.108	176
		3489	302.424002			302.424001	302.108	176
		3626	302.424002			302.424001	302.108	176

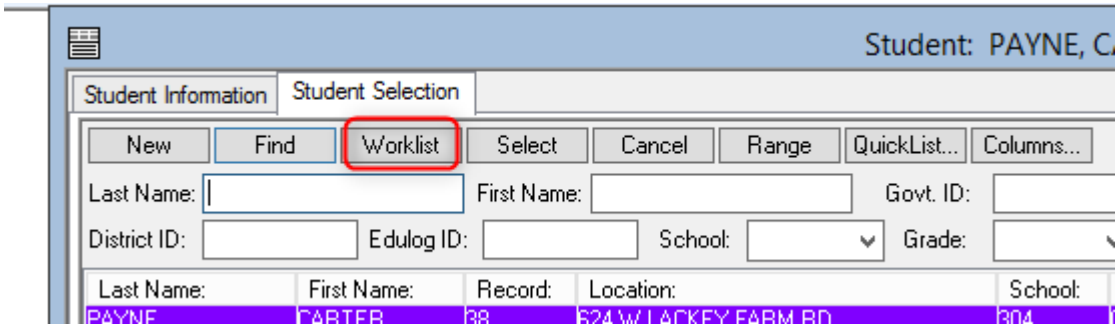
Reports – Out of District Students

Once school has started we are asked for out of district students.

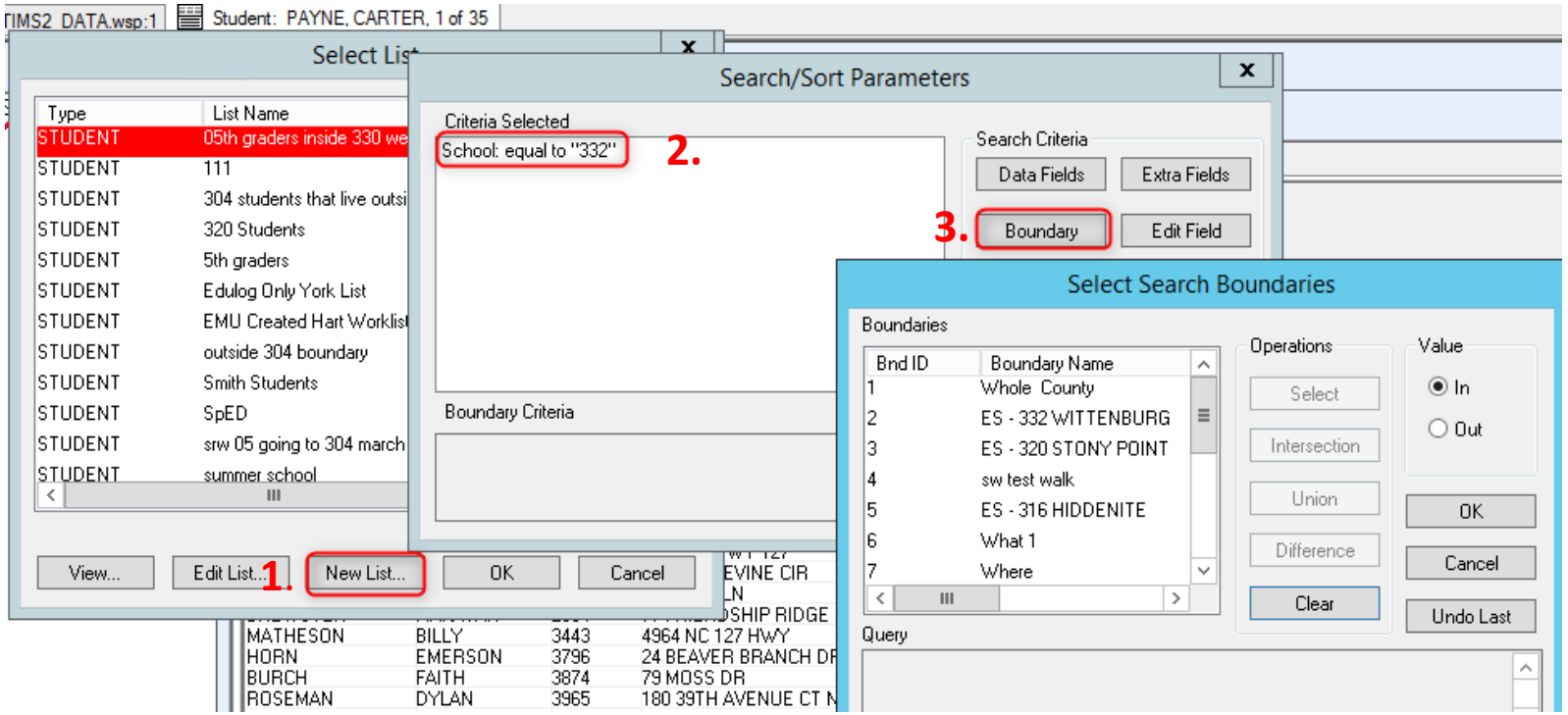
That can easily be pulled using a worklist.

Reports – Out of District Students



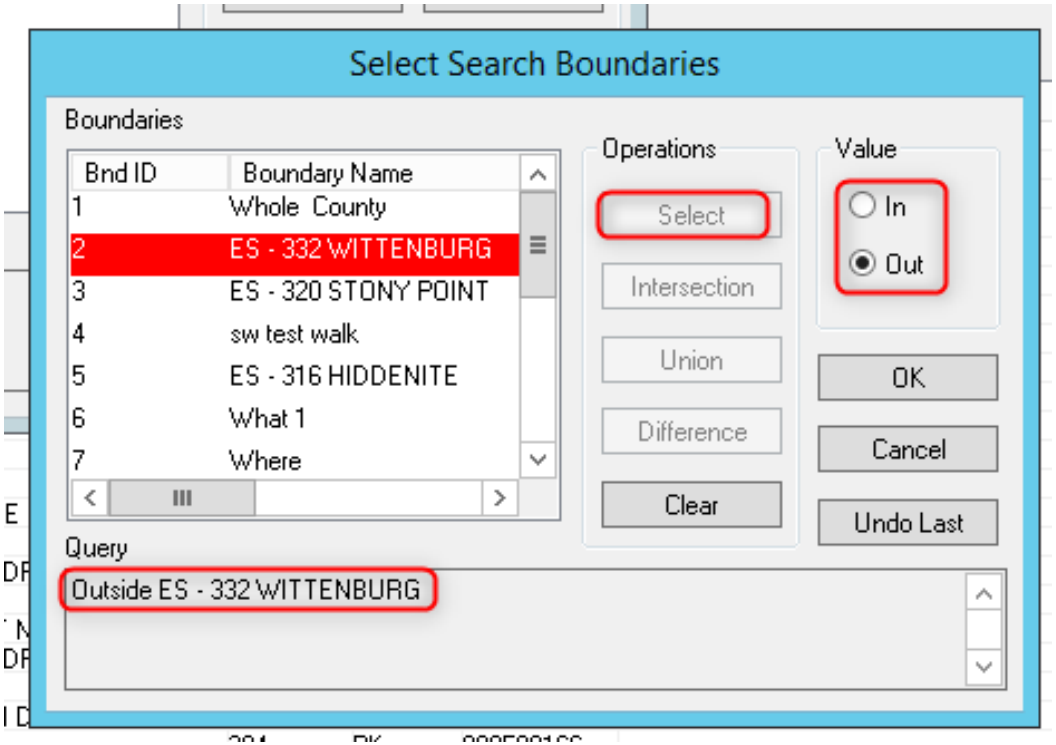


Reports – Out of District Students



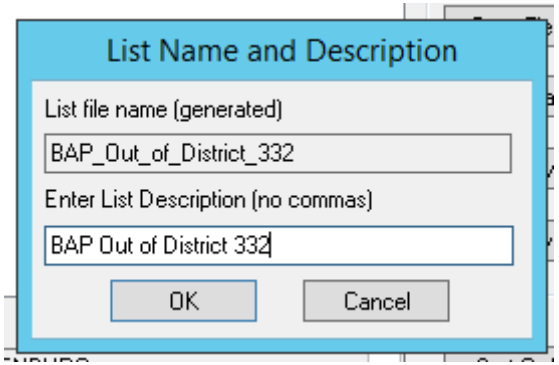
Reports – Out of District Students

Select your school boundary. Do you want to pull students that live in or outside the boundary? Today I will be pulling students outside the boundary.



Reports – Out of District Students

When you are finished save your worklist. We will use this worklist to generate an excel file.



Reports – Out of District Students

If you don’t have a report that will allow you to generate an excel file using a worklist, you can follow the directions below.

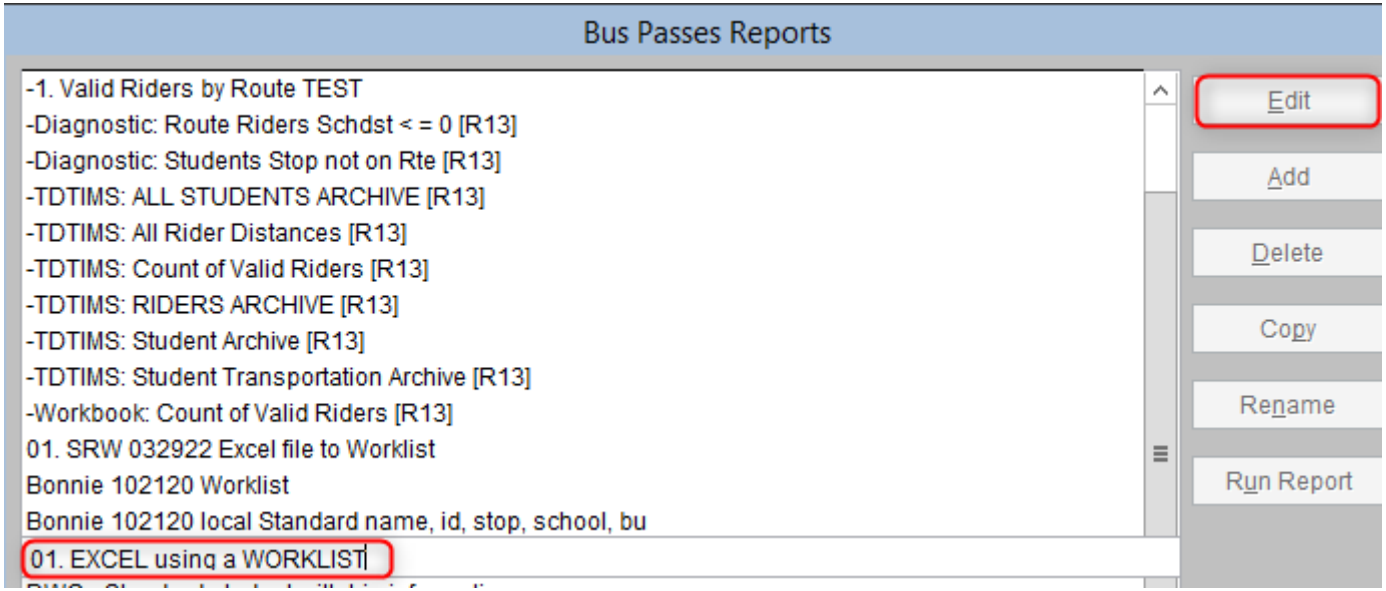
Reports – Worklist to Excel

Reports

User Defined

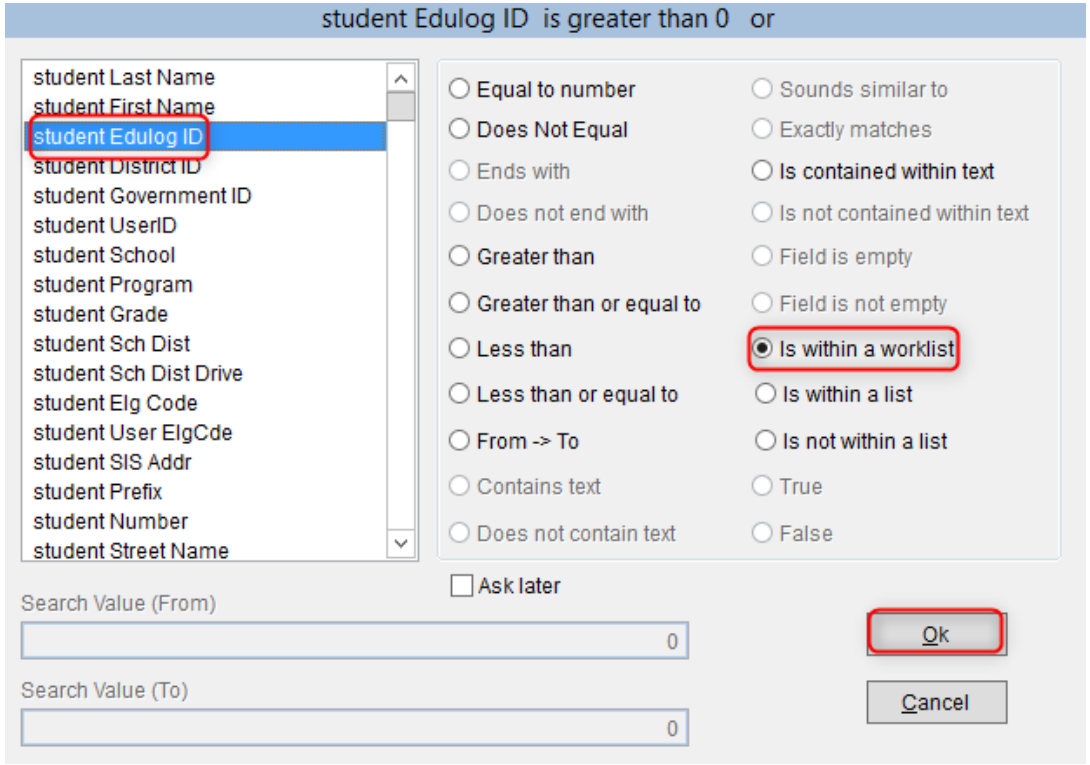
Bus Passes

Reports – Worklist to Excel

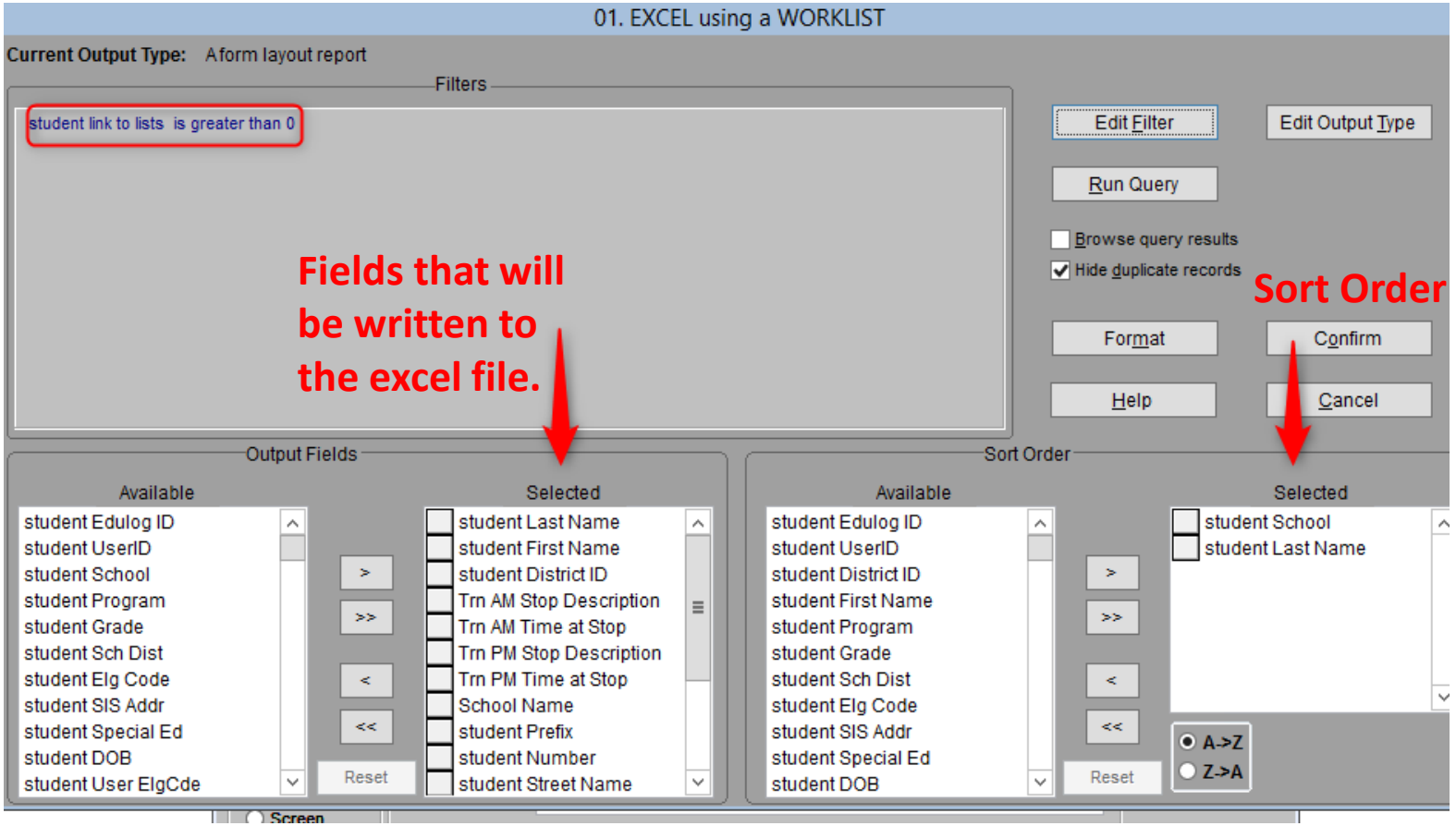


Reports – Worklist to Excel

Reports – Worklist to Excel

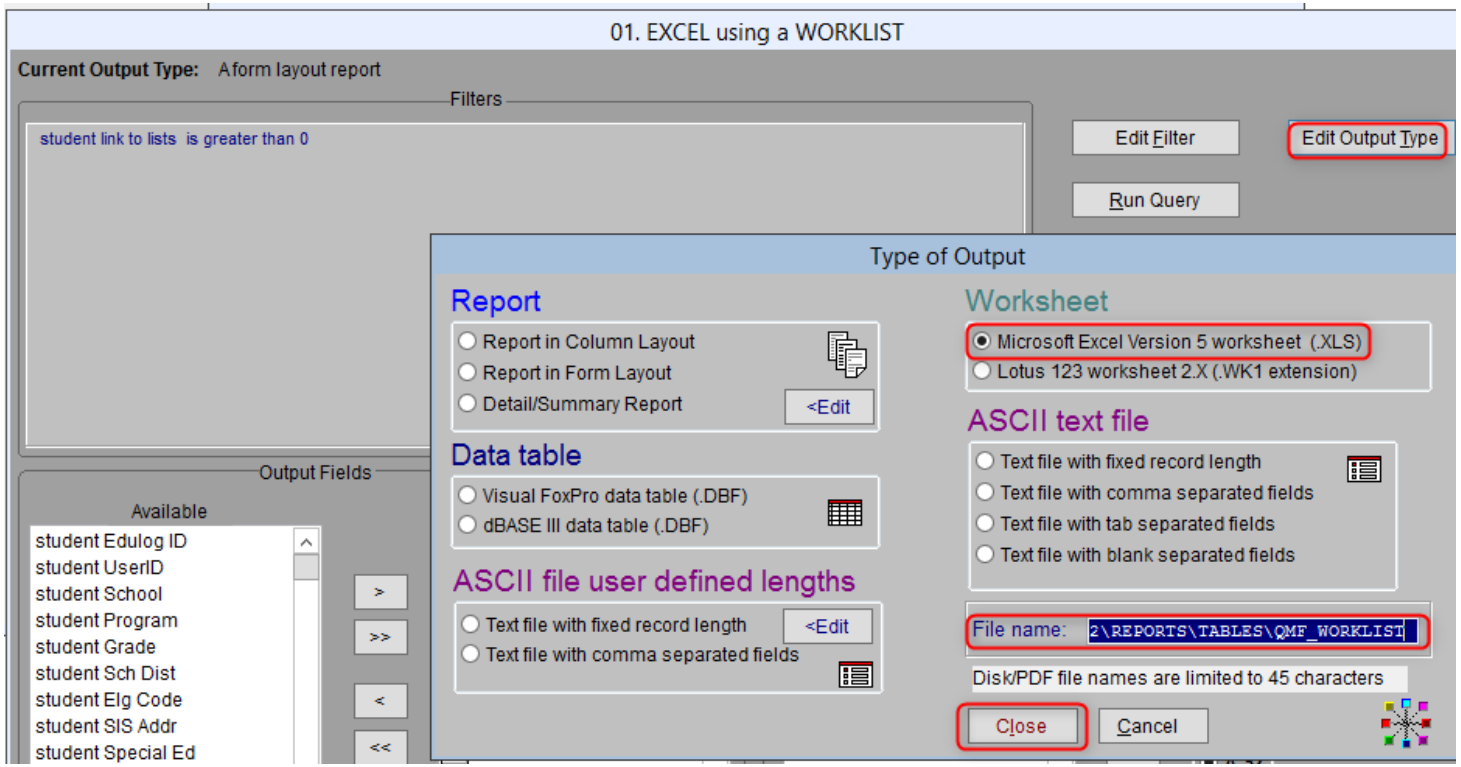


Reports – Worklist to Excel

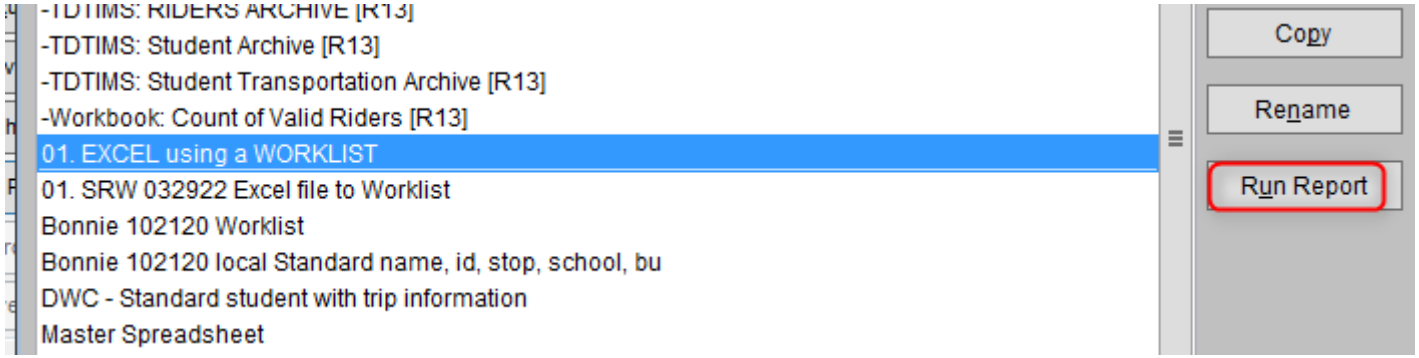


Reports – Worklist to Excel

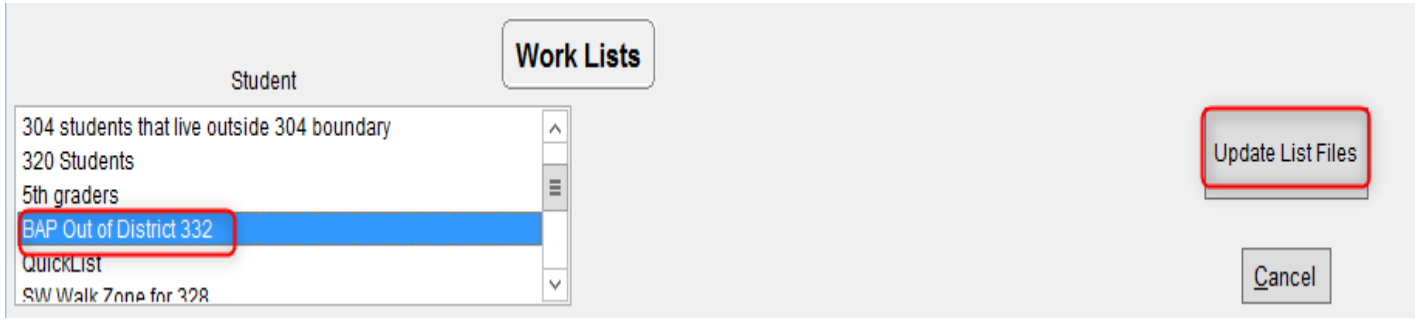
Reports – Name your excel file and the path you want to write it to.



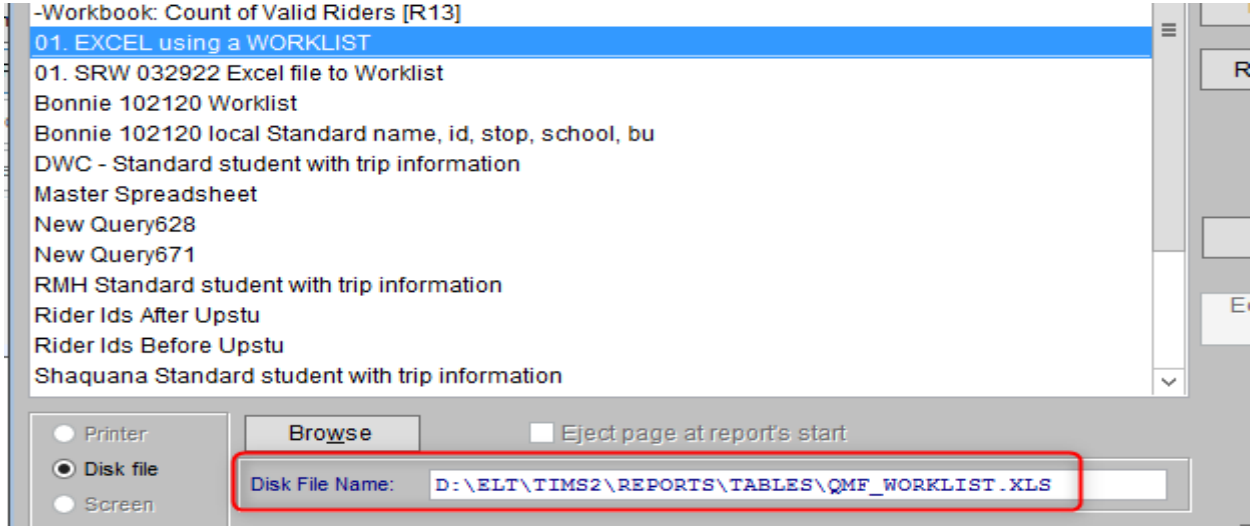
Reports – Worklist to Excel

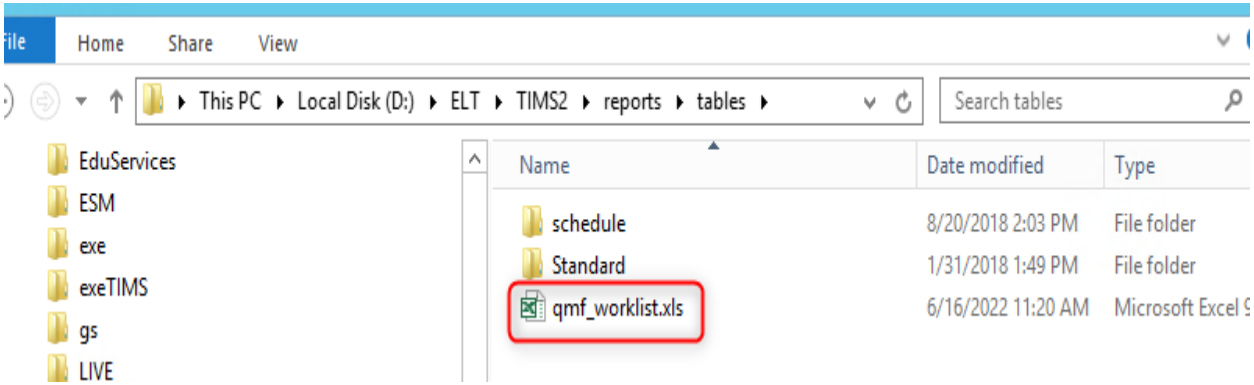


You will need to select what worklist to run.



Reports – Worklist to Excel





Reports – Worklist to Excel

Below is an excel file using my worklist. You can see the out of district students and who has a bus assignment. Any worklist can be linked to an excel file.

	stu_lastname	stu_firstname	stu_districtid	am_stop_desc	am_runsrv_timeatsrv	pm_stop_desc	pm_runsrv_timeatsrv
2	BENGE	KINLEY	00000000000000000000001577491823				
3	BETZINA	RAELEIGH	00000000000000000000006426419915				
4	BONILLAALVARADO	YANETTI	00000000000000000000002376634512				
5	BOSTON	JAMES	00000000000000000000002194414916				
6	BUMGARNER	ALYSSA	00000000000000000000000012526210				
7	CARBALLO	CELINA	00000000000000000000005216421475				
8	CAZARES	BRIANNA	00000000000000000000007232189443				
9	CAZARES	BRITTANY	00000000000000000000007184591267				
10	CHURCH	ANGELINE	00000000000000000000003789621412				
11	CHURCH	KADE	00000000000000000000000012705293				
12	CLARK	MADISON	00000000000000000000000012702916				
13	COLE	TAYLOR	00000000000000000000002296687571				
14	CONNOR	RICHARD	00000000000000000000006691348834				
15	DALES	JAYDEN	00000000000000000000004914282968				
16	DAVIS	KARSON	00000000000000000000000012339421				
17	DEAL	ELOISE	00000000000000000000000012531355				
18	ELDRETH	KOHEN	00000000000000000000000012074702				
19	EVERTSON	SOPHIA	00000000000000000000002496177917				
20	FOSTER	JAMES	00000000000000000000003196864154				
21	FOX	CHRISTOPHER	00000000000000000000002748468732				
22	FOX	COOPER	00000000000000000000005923911698				
23	FOX	SETH	00000000000000000000005498212836				
24	FRYE	MADALINE	00000000000000000000004726727192				
25	FRYE	PAYTON	00000000000000000000000012339197	GLADE CREEK DR & COUNTY HOME RD	07:16 AM		
26	GIENGER	MARCUS	00000000000000000000000012339301				
27	GOSS	GABRIEL	00000000000000000000002525962486	J S LN & MILLERSVILLE RD	06:34 AM	J S LN & MILLERSVILLE RD	03:41 PM
28	GUSTIN	LANDON	00000000000000000000002859653686				
29	GUTHRIE	AIDEN	00000000000000000000007148417341				
30	HERNANDEZ	DYLAN	00000000000000000000007118164968				

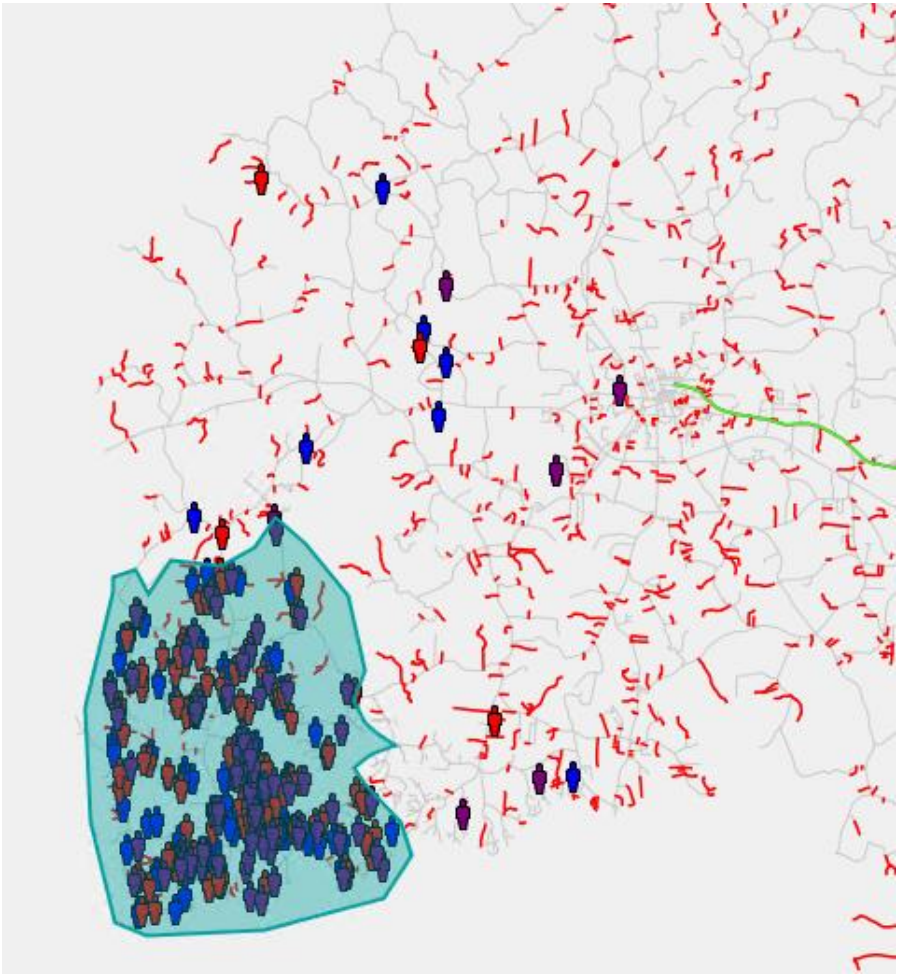
Reports - eSQL

Display your students at school
332.

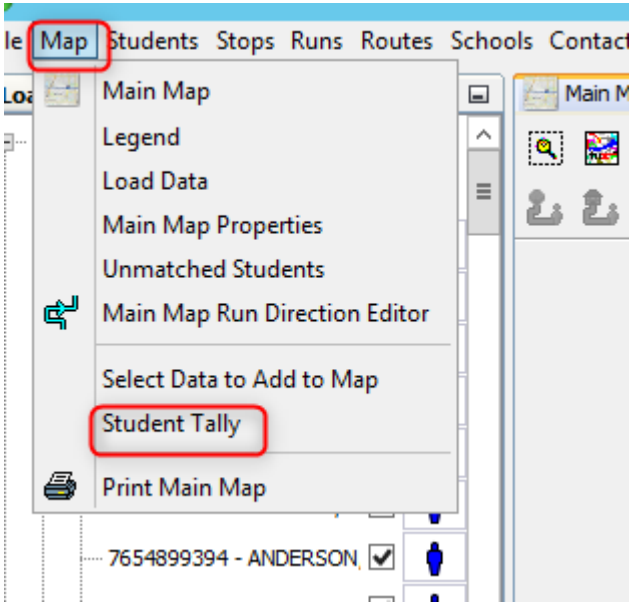
Display your 332 School Boundary.

You will be able to graphically see who is in or outside your boundary.

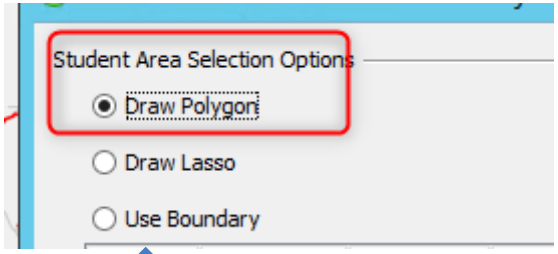
Tallies are easy using eSQL.



Reports - eSQL

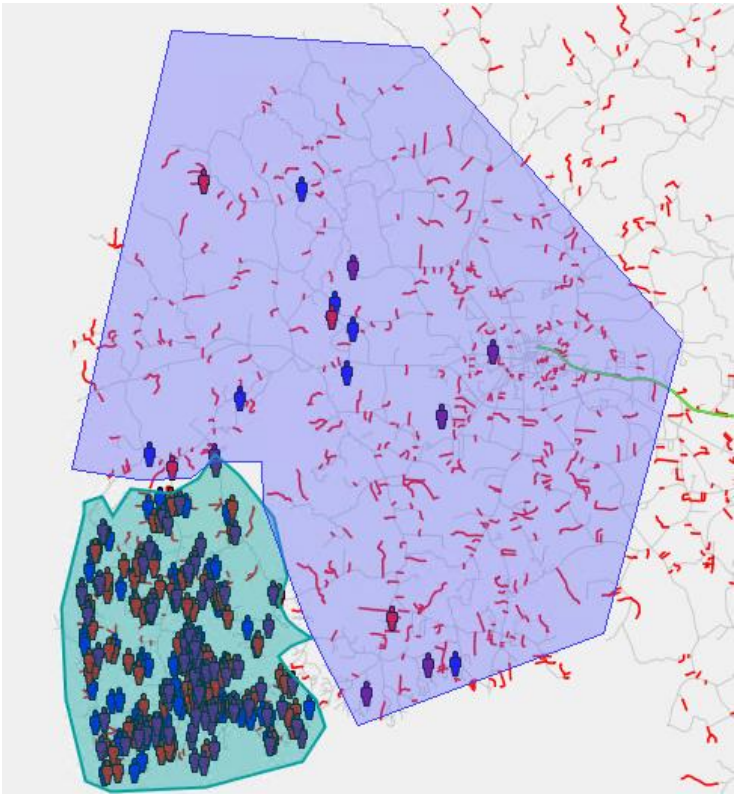


Reports - eSQL

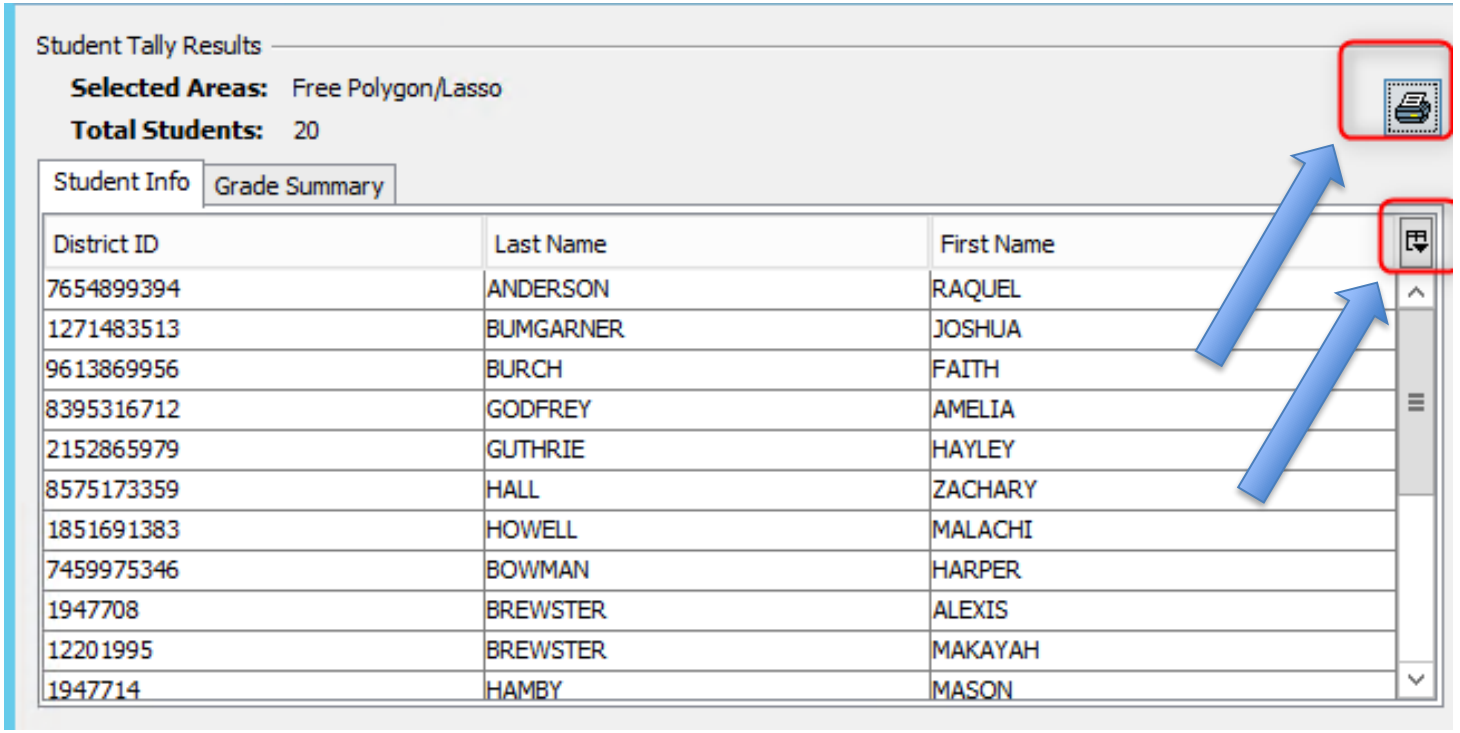


Draw a Polygon around the students outside of the boundary.

If you wanted to see who was inside the boundary you can “Use Boundary” option



Reports - eSQL



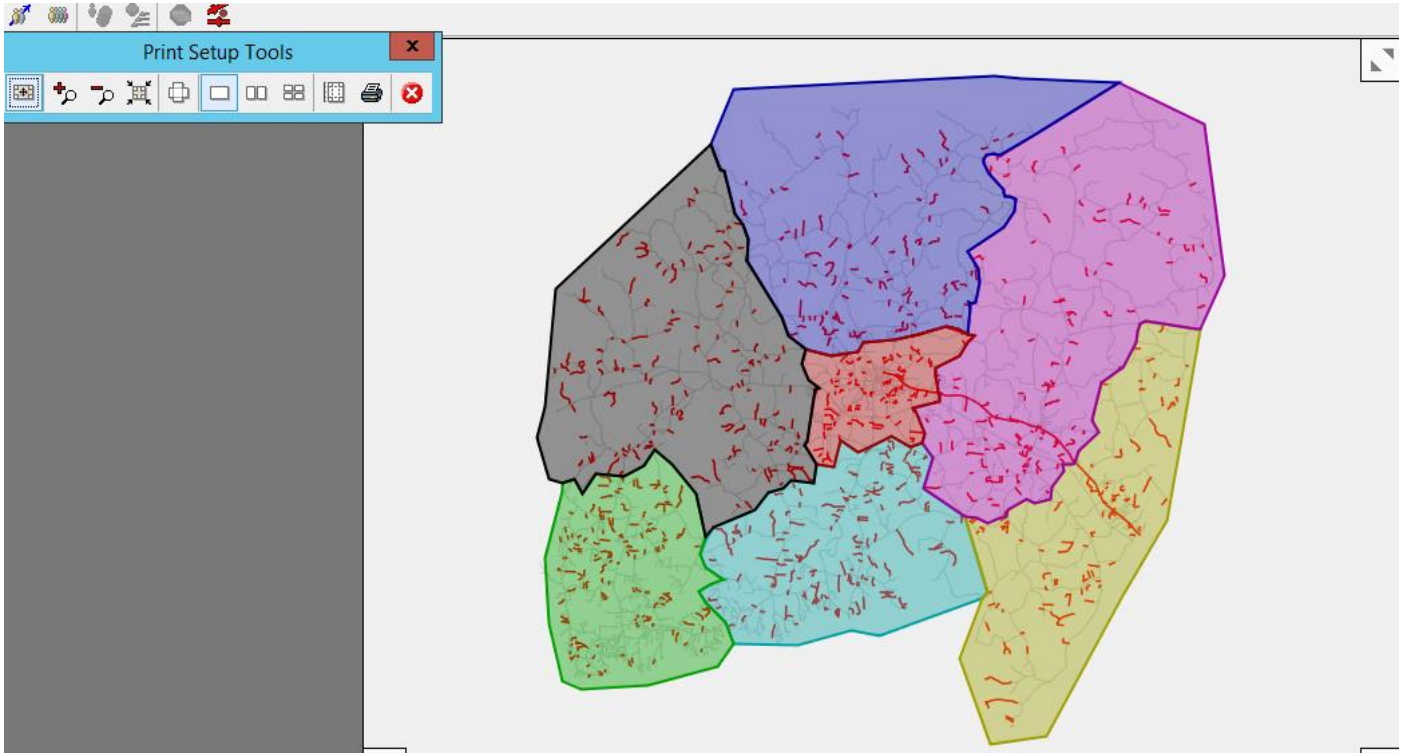
Students who were out of district can easily be written to an excel file. You can add or subtract fields by clicking on the box.

Reports - eSQL

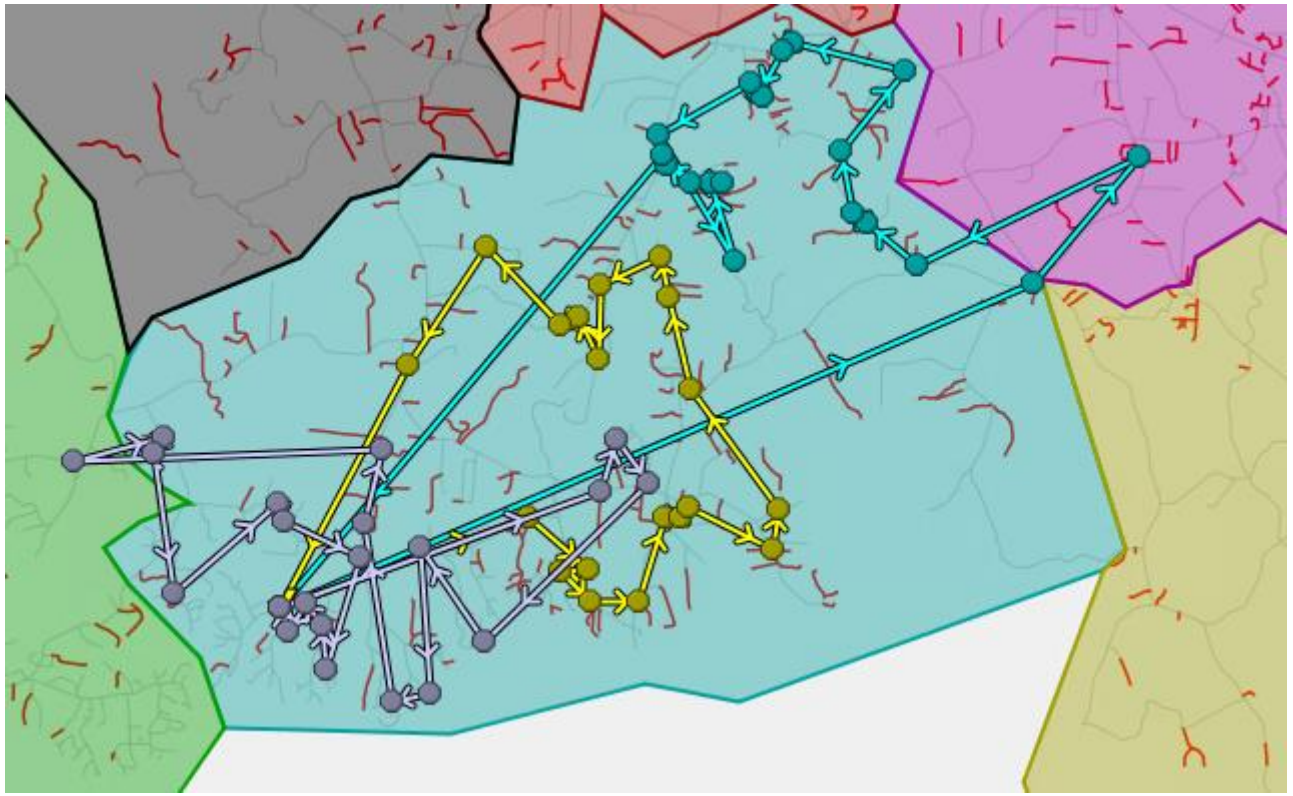
- Teacher allotments would be done the same.
  - You would display your 5th graders or 8th graders and the school boundary of the (MS or HS) they will attend the next school year.
    - Create your excel file.

Reports - eSOL

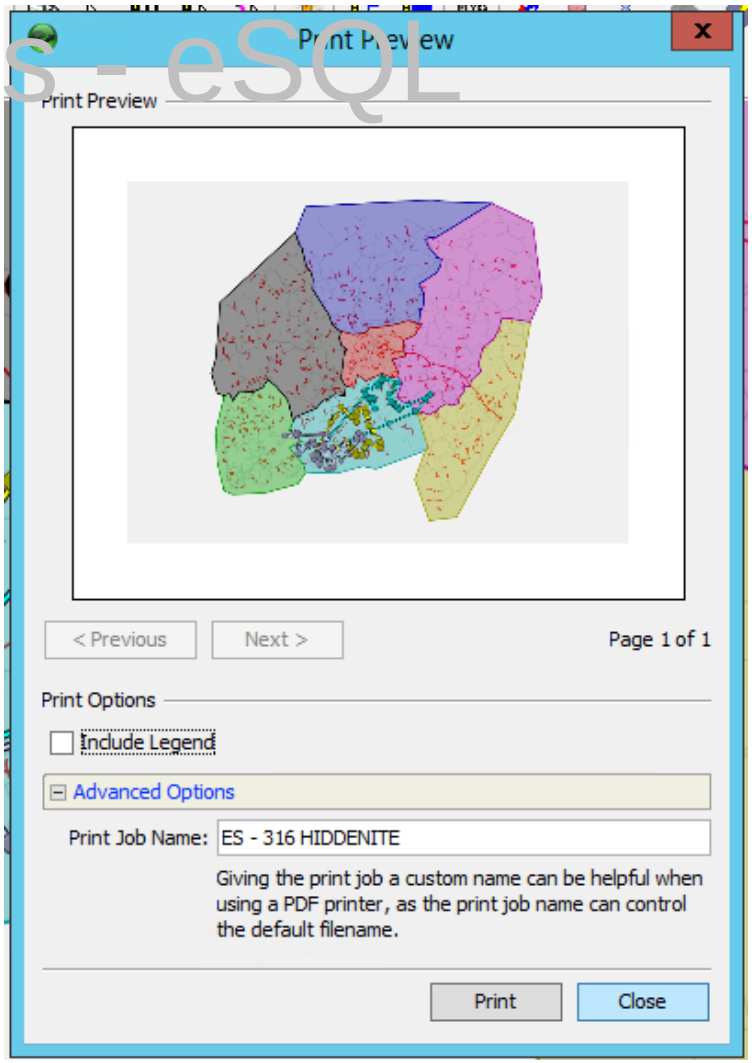
Print your School Boundary



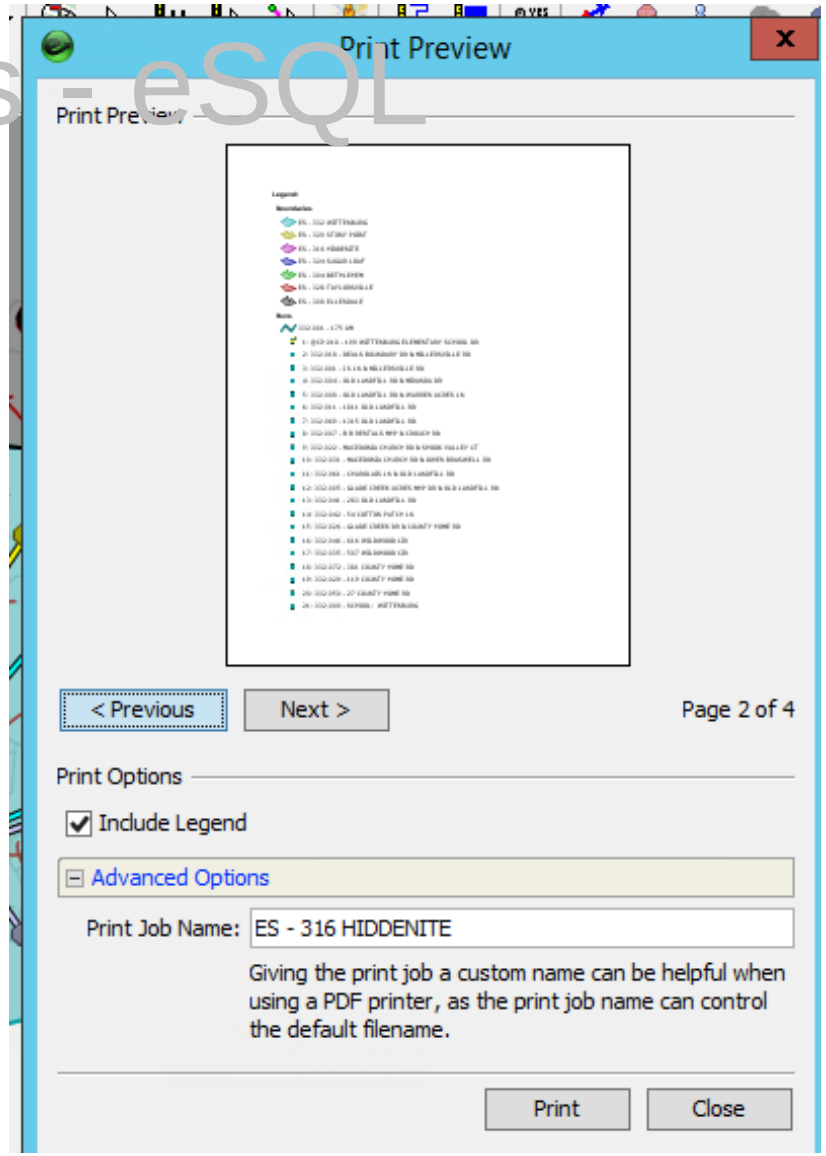
You can also print your runs with a legend



Reports - eSQL



Reports - eSQL



Reports – Batch User Field/Excel

Batch User Field/Local Fields

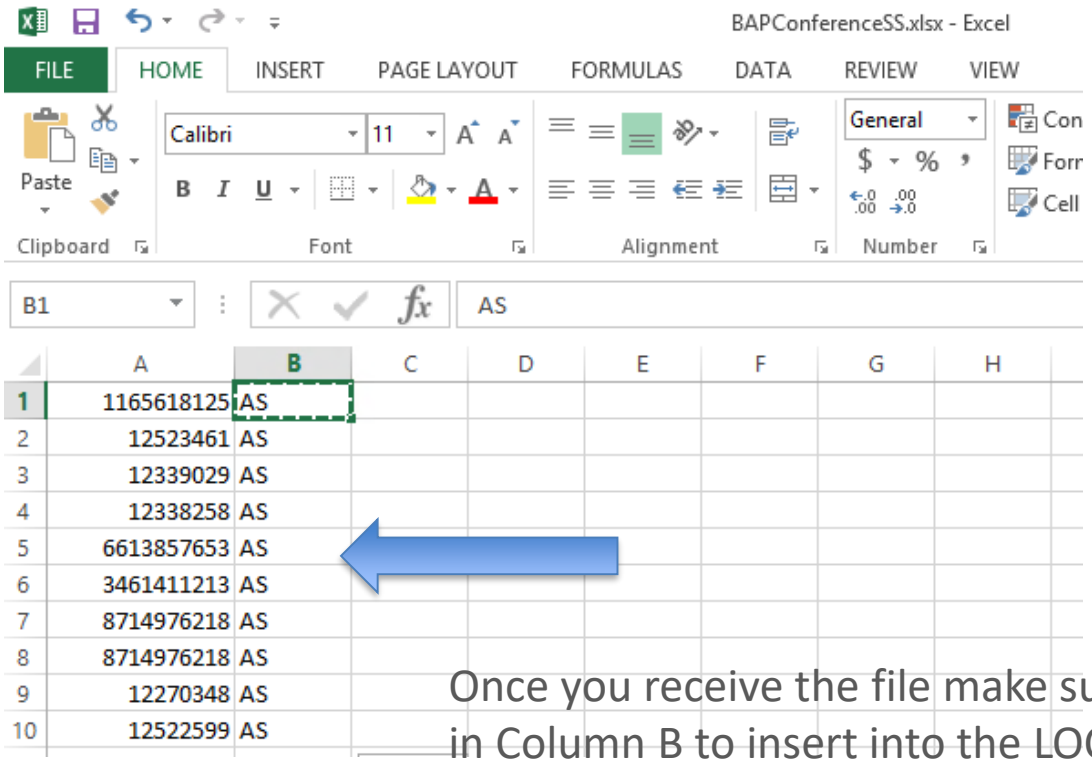
Time saving techniques for routing students.

Example – Summer School, Testing, New School Assignments and more!

Reports – Batch User Field/Excel

You just received an excel file of PSIDs of students who will be attending a new program after school. The students on the list will need transportation home, leaving the school at 430. This program will be everyday for the reminder of the school year. The quickest and easiest way to create a new bus run will be to use our BatchUserFill trick.

Reports – Batch User Field/Excel

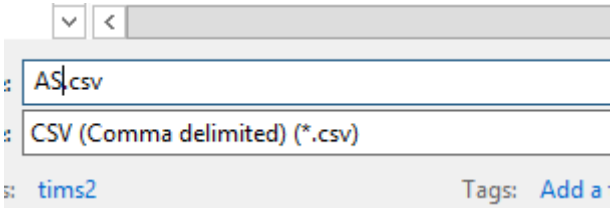


Once you receive the file make sure you have a value in Column B to insert into the LOCAL field. Today I will be showing you how to input the value “AS” into Local 1.

You will need to save the excel file in your export folder as a CSV file.

Reports – Batch User Field/Excel

D:\ELT\Dataset\server\export

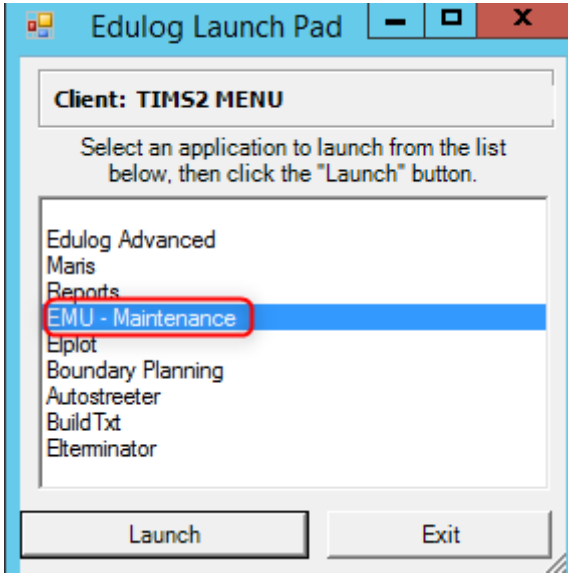


D:\ELT\Dataset\server\export

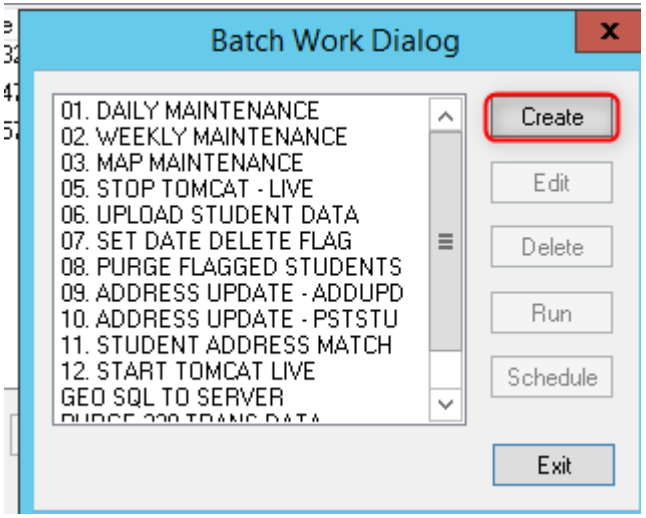
Once you have the csv file saved you will need to change the extension to AS.dat in your export folder

Reports – Batch User Field/Excel

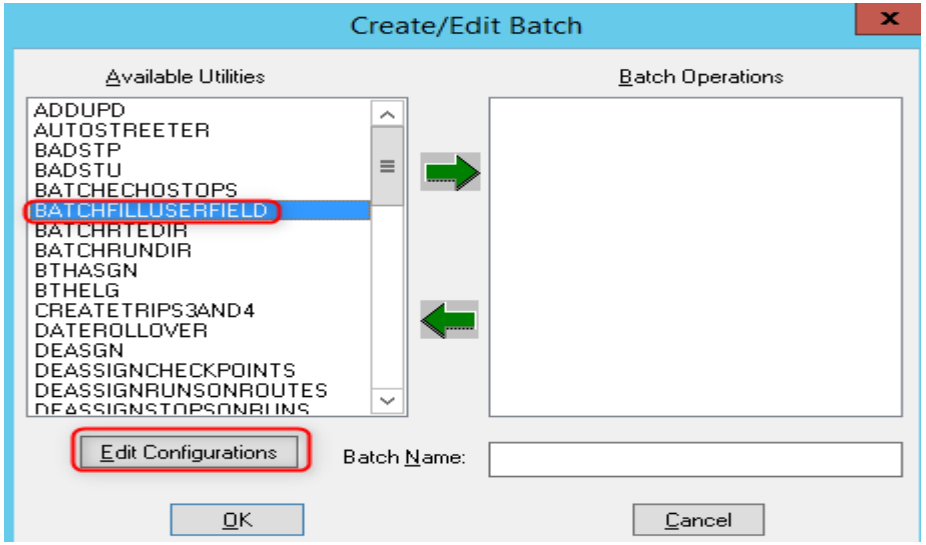
1



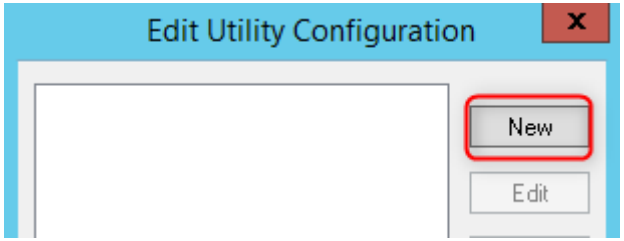
2

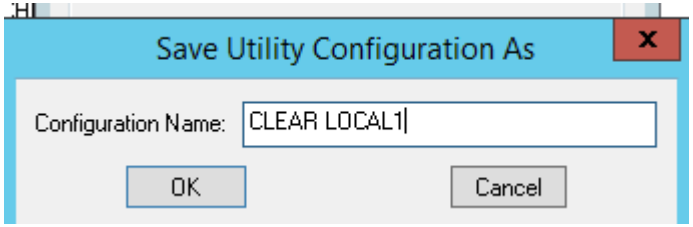


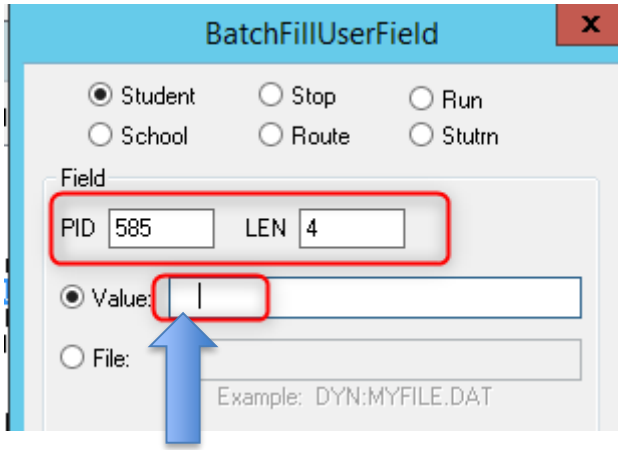
3



Reports – Batch User Field/Excel



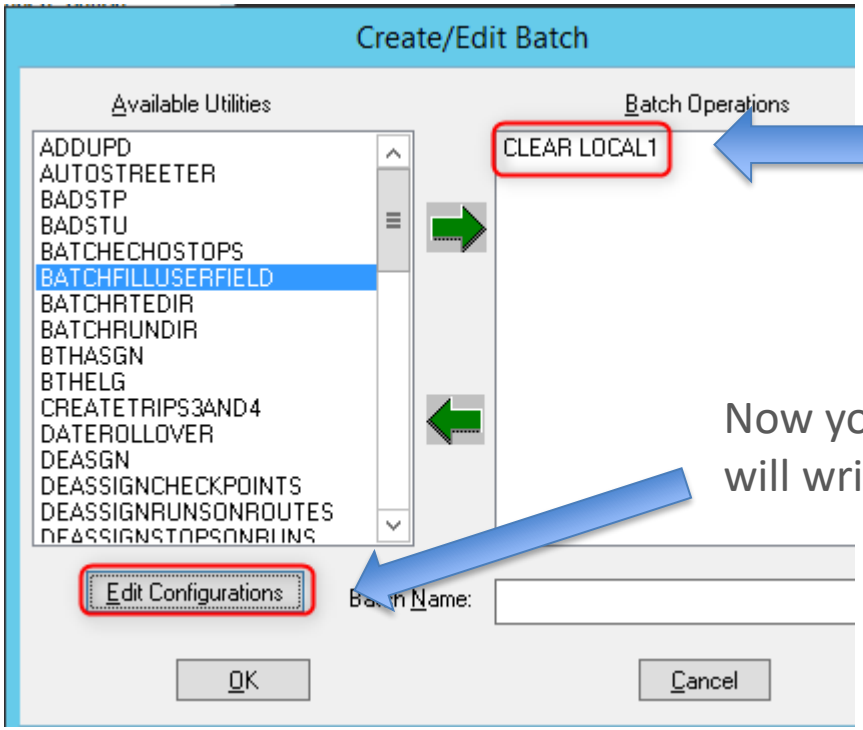




If you want to clear Local 1 enter 4 spaces with your spacebar. This will replace Local 1 with blanks starting in position 585.

Save and then add it to the batches.

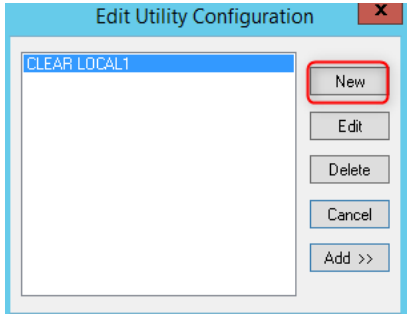
Reports – Batch User Field/Excel



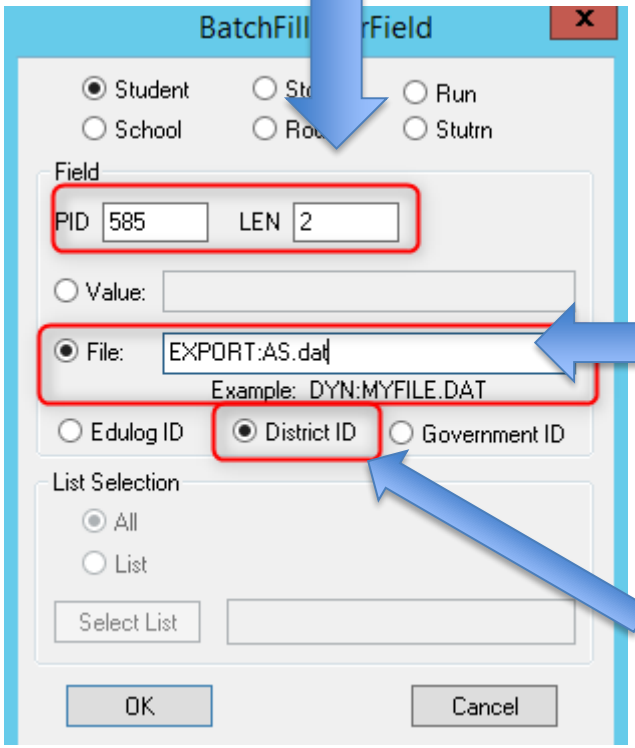
Batches are created and ran in the order you see under Batch Operations.

Now you need to create the Batch that will write the value into Local 1.

Reports – Batch User Field/Excel



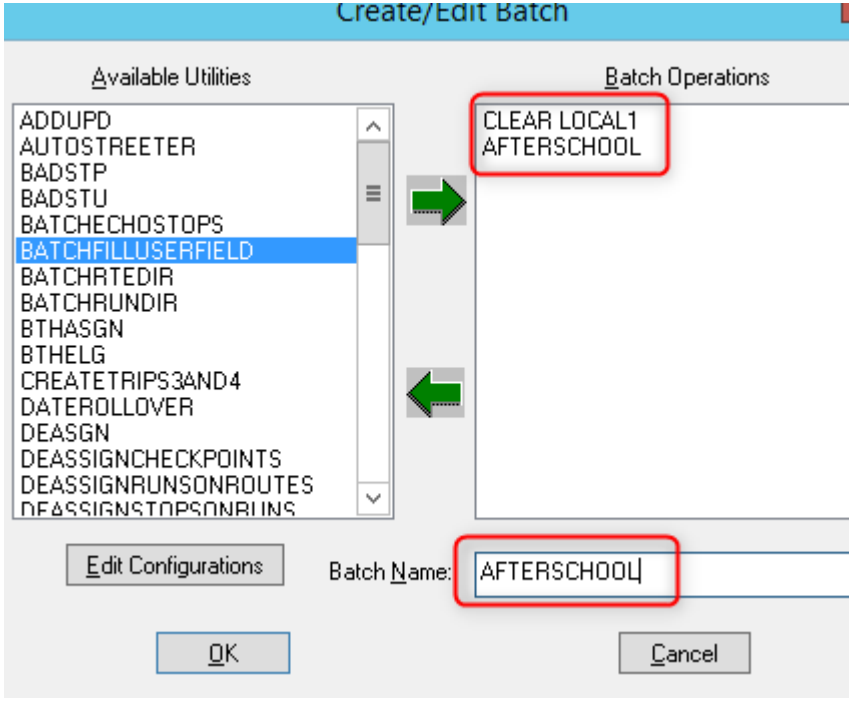
I am adding "AS" which is 2 characters.



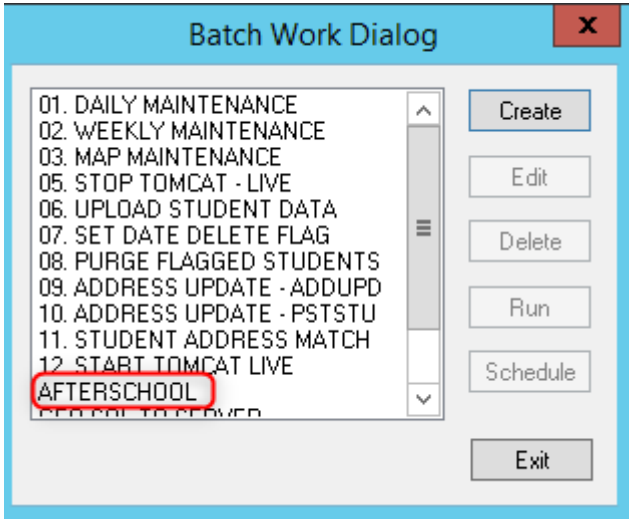
My file is in my export folder and it is named AS.dat

I am using the District ID which is also the PSID to find the records I am writing AS to.

Reports – Batch User Field/Excel



Reports – Batch User Field/Excel



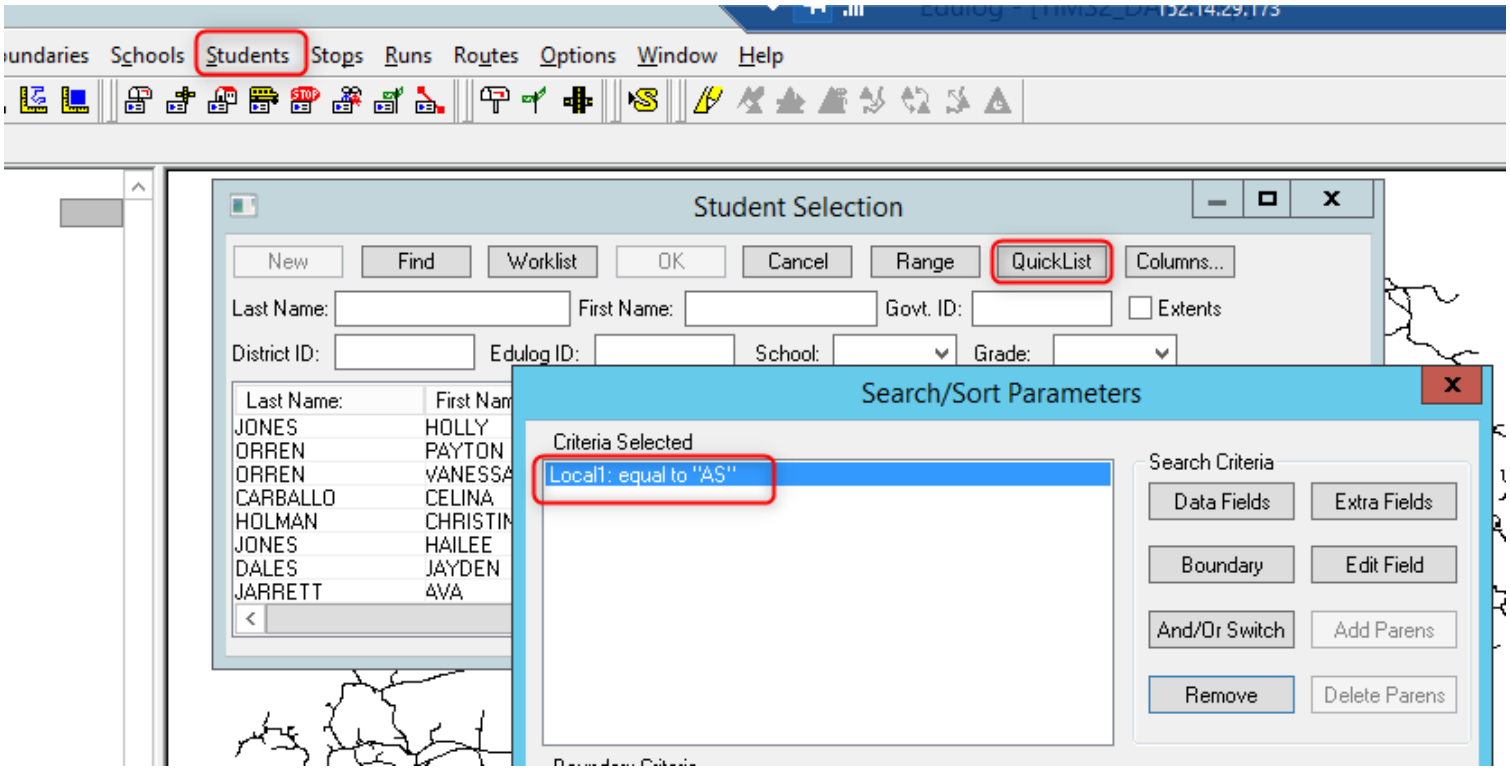
Once the batch is created you must:

1. Stop Tomcat
2. “Run” Afterschool
3. Start Tomcat

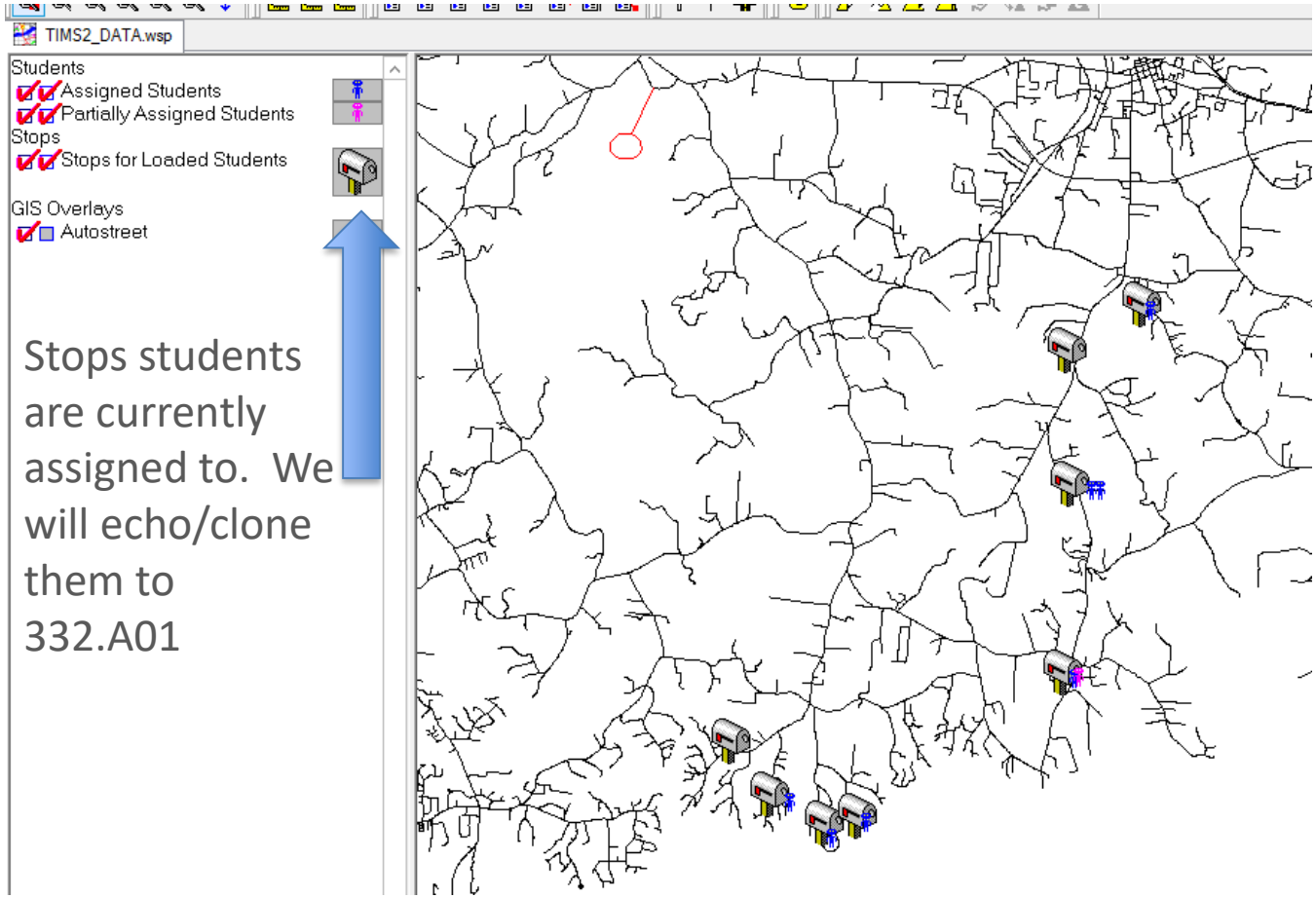
Reports – Batch User Field/Excel

Students Display

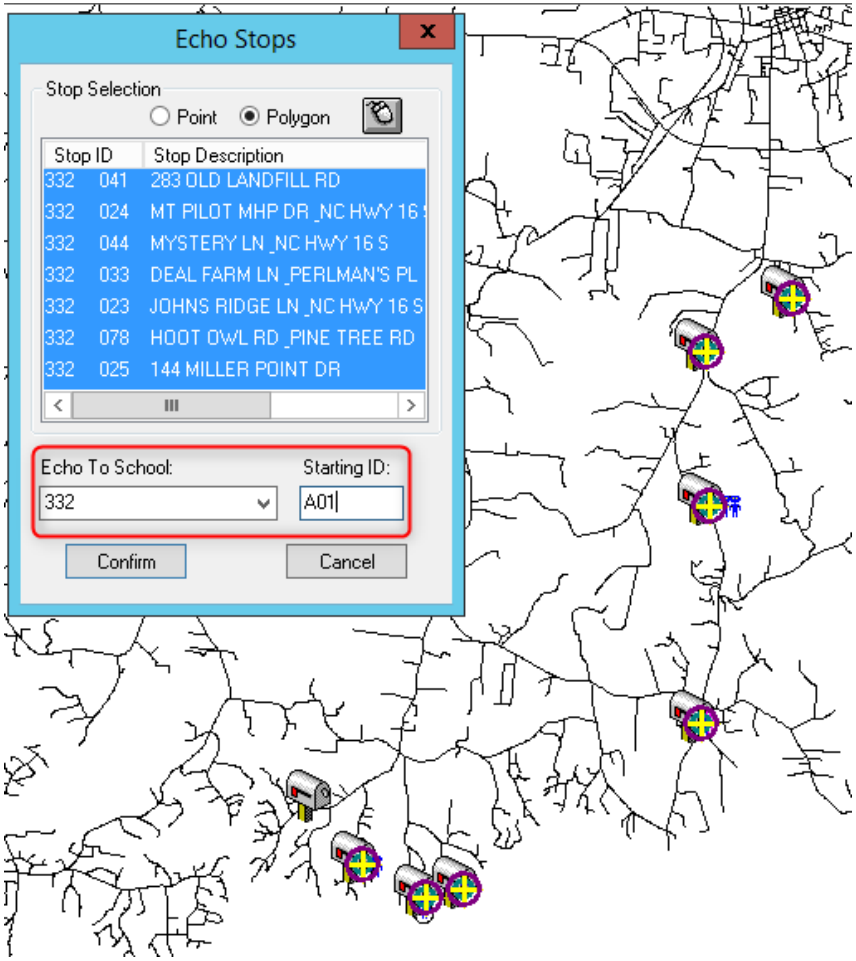
Local 1 = AS



Reports – Batch User Field/Excel

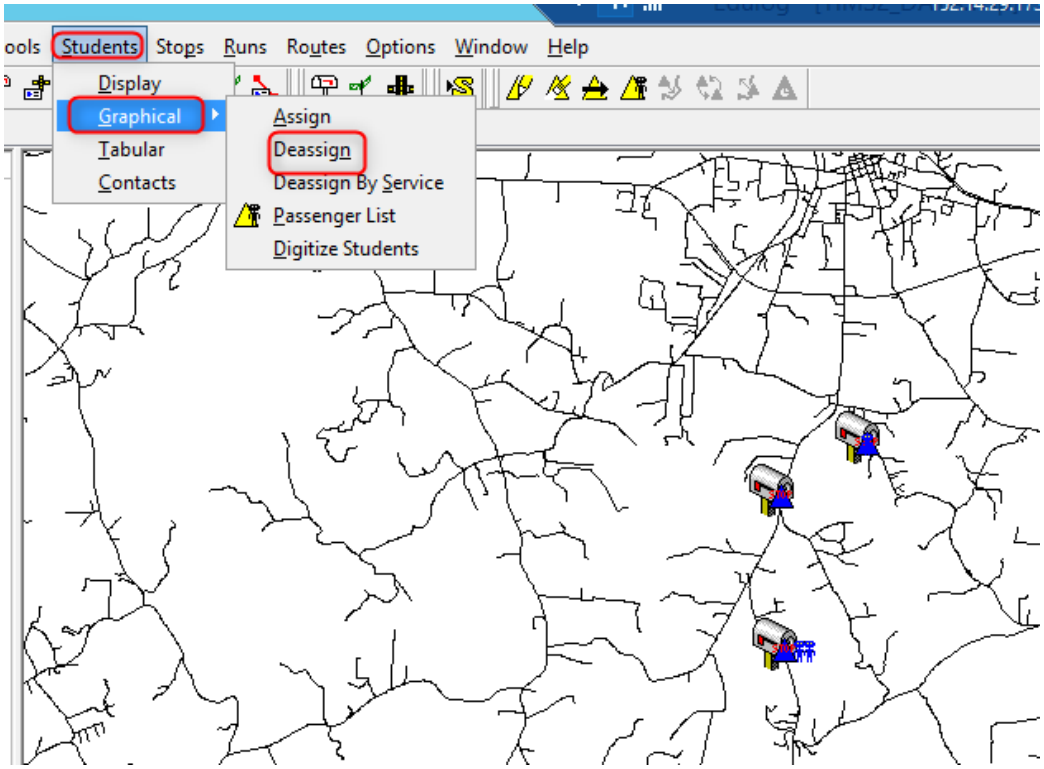


Reports – Batch User Field/Excel



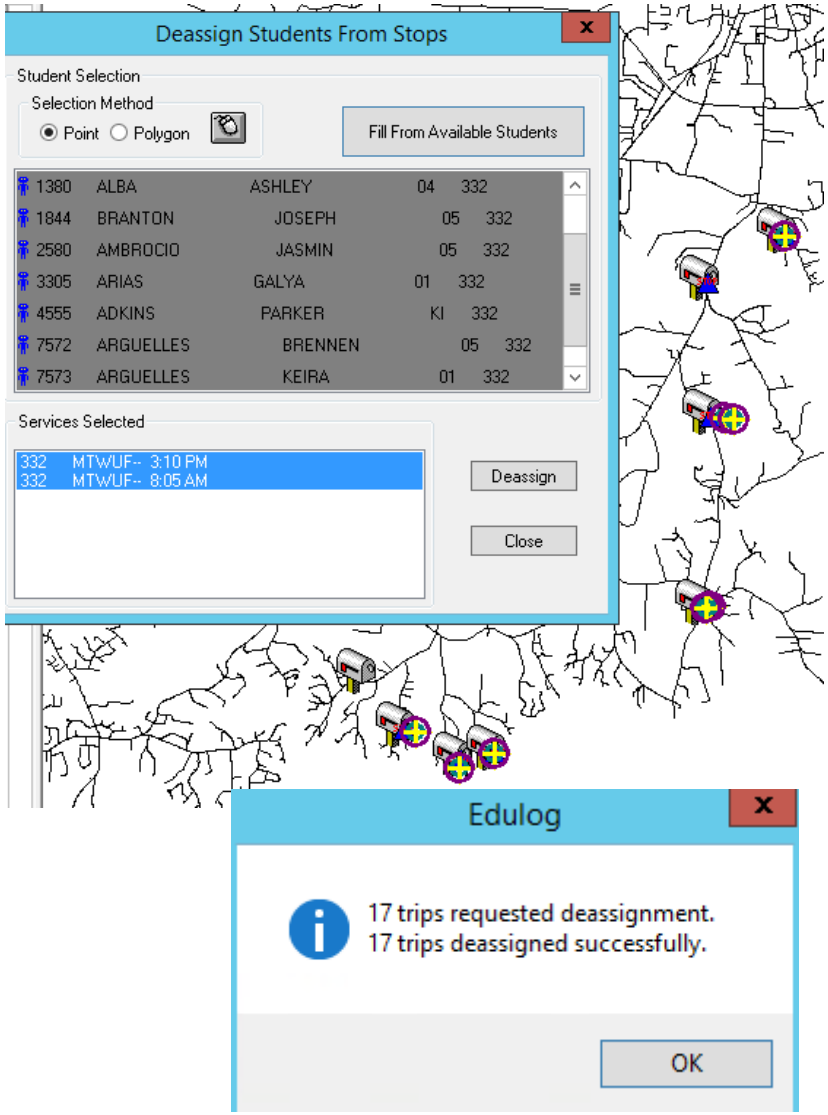
Stops – Graphical - Echo

Reports – Batch User Field/Excel



Without clearing the main map we will need to de-assign the current stop from the students so we can assign the new 332.A** stop.

Reports – Batch User Field/Excel

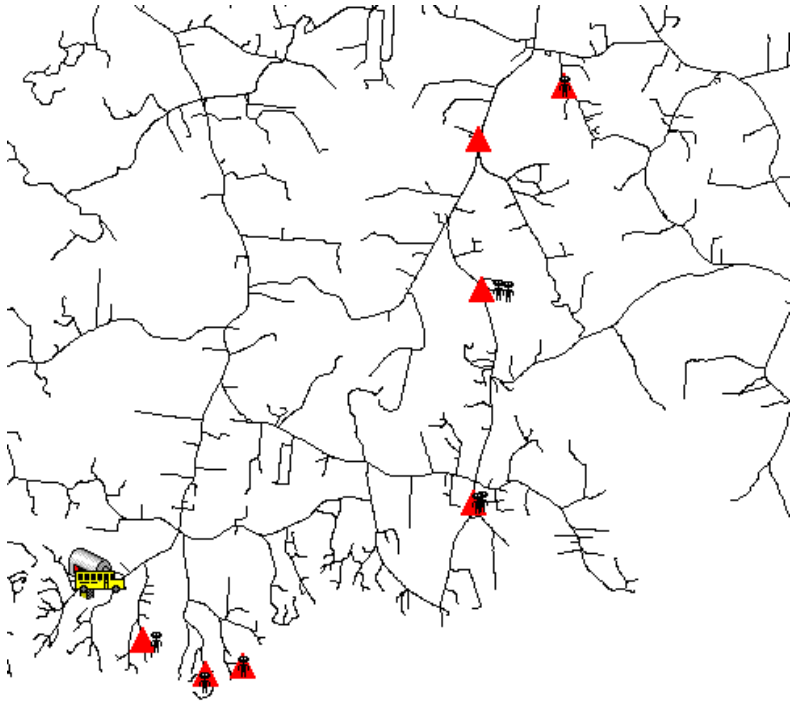


Reason for de-assignments?

A stop may be a community stop with several kids assigned. Not all the kids will need to attend the After School program.

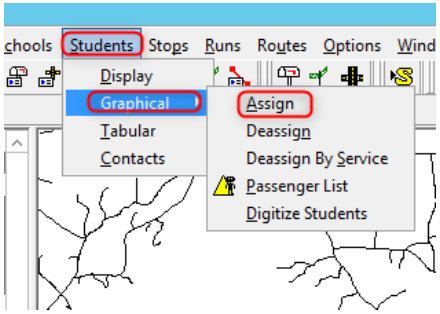
De-assignments can be done using a EMU Batch as well.

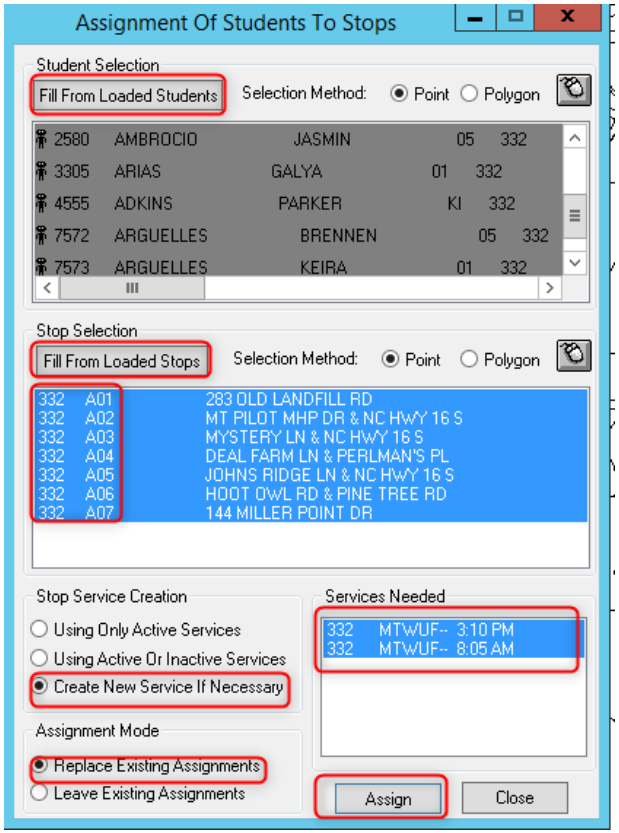
Reports – Batch User Field/Excel

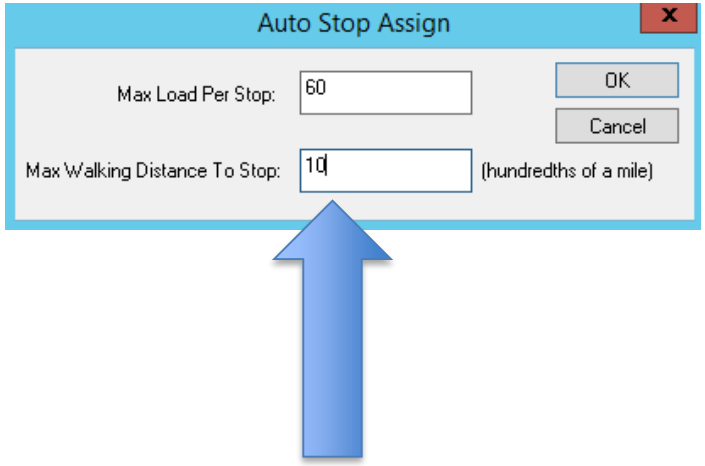


Clear your screen and display students
Local 1 = AS and Stops 332.A

Reports – Batch User Field/Excel



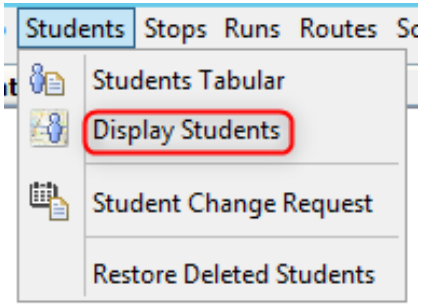




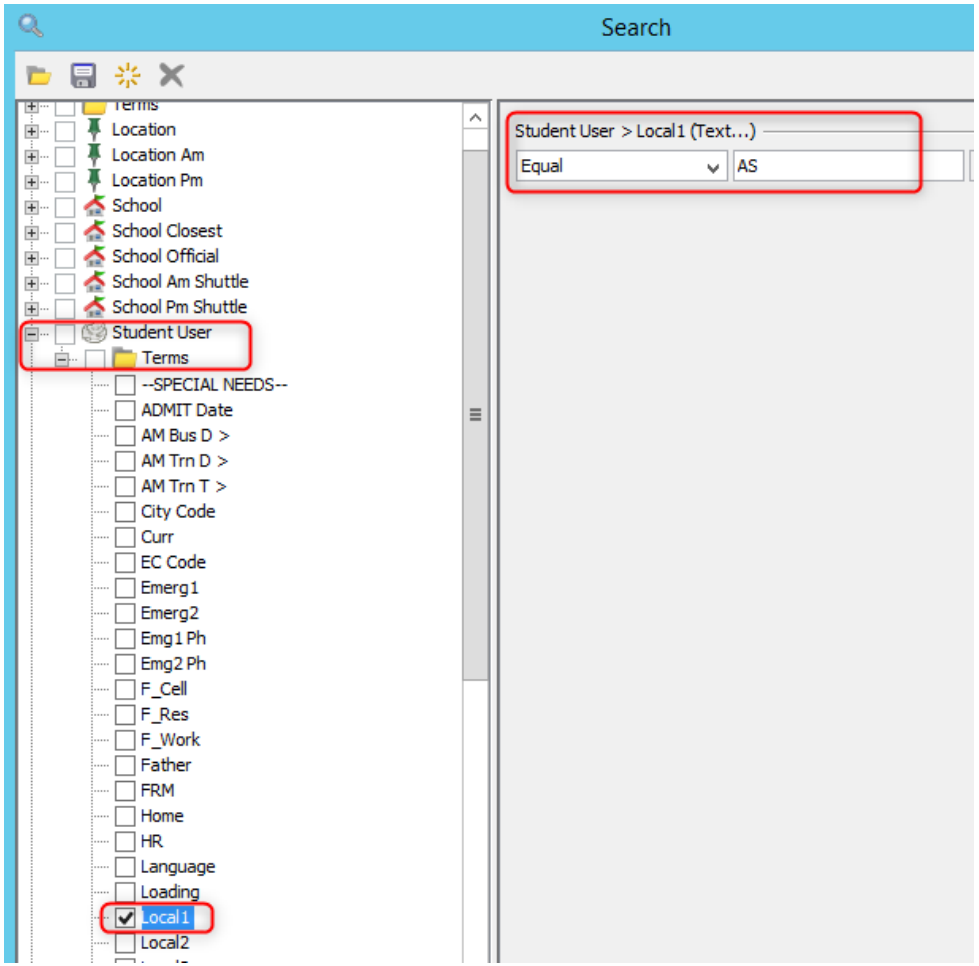
Max walking distance to stop.
10 = .10 of a mile.

Reports – Batch User Field/Excel/eSQL

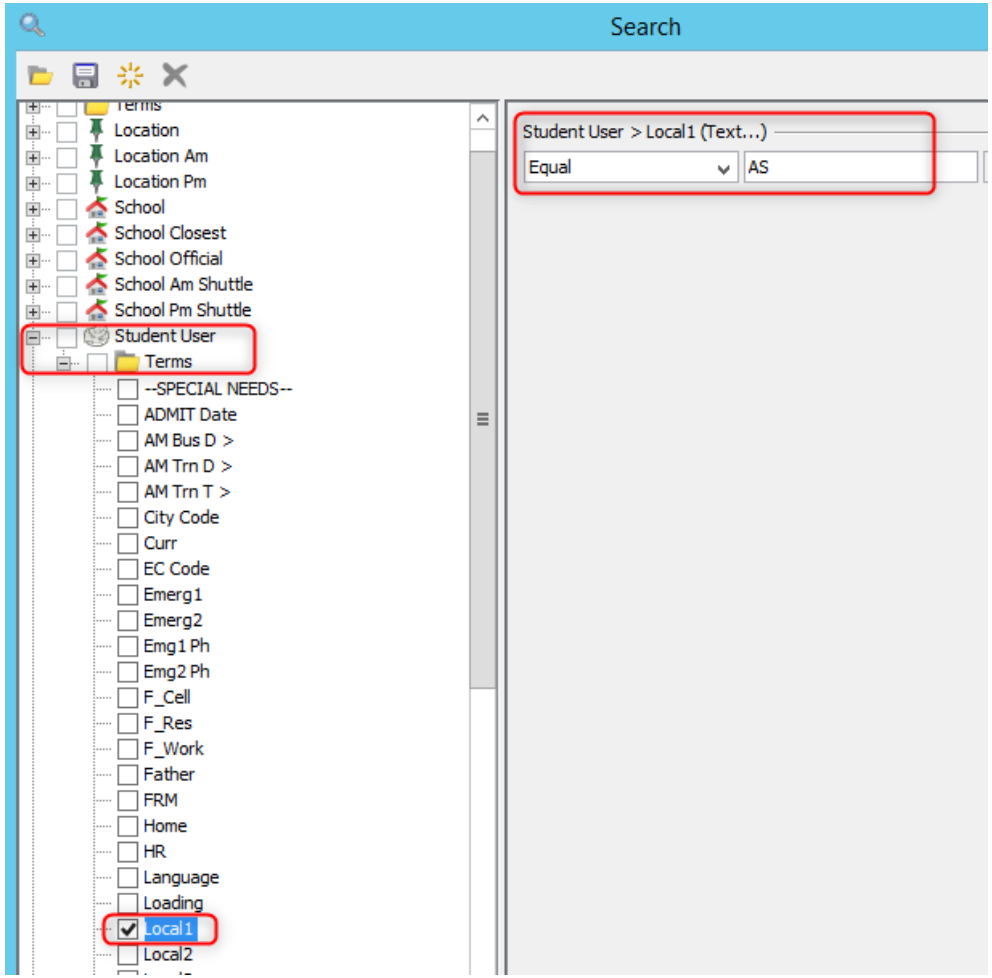
Open eSQL and display your students.



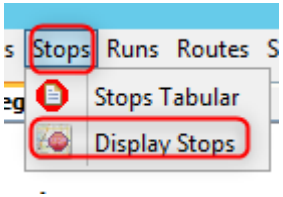
Advanced Search



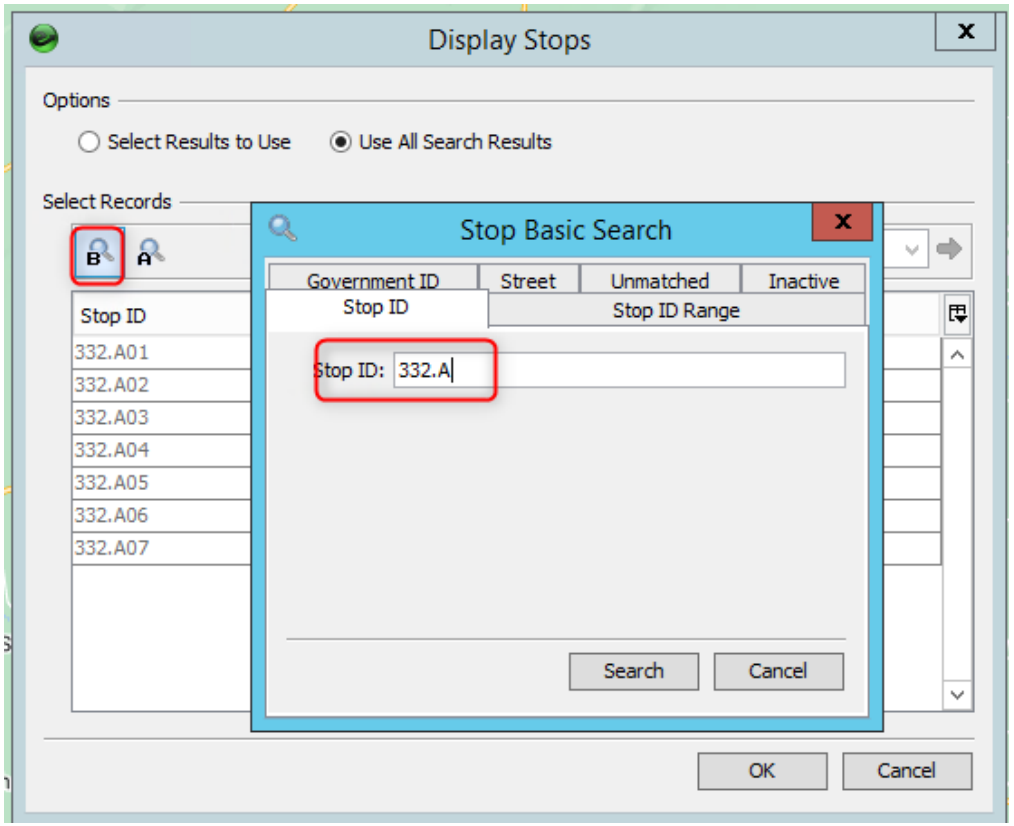
Reports – Batch User Field/Excel/eSQL



Reports – Batch User Field/Excel/eSQL

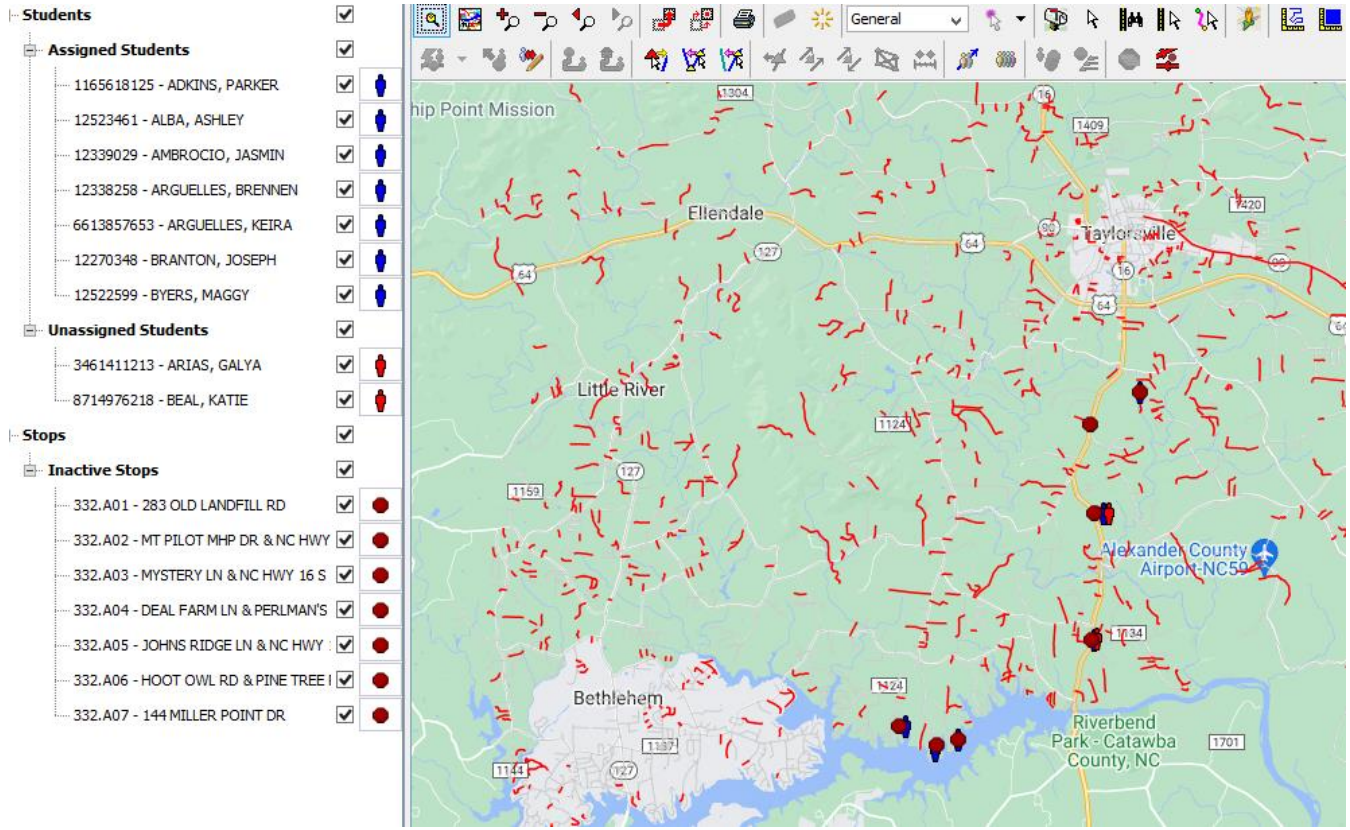


Basic Search

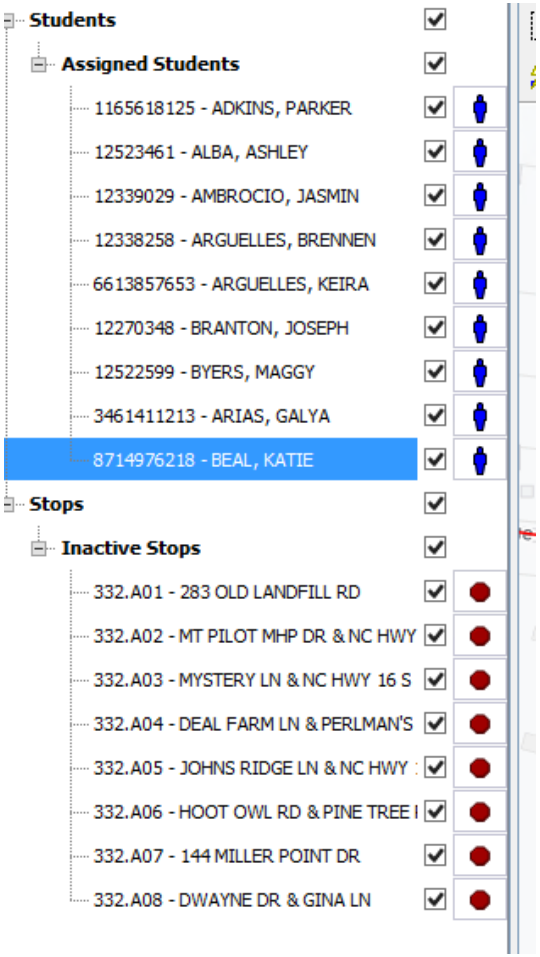


Reports – Batch User Field/Excel/eSQL

Assign students to a stop who were not assign during the batch assignment. Create new stops as needed.

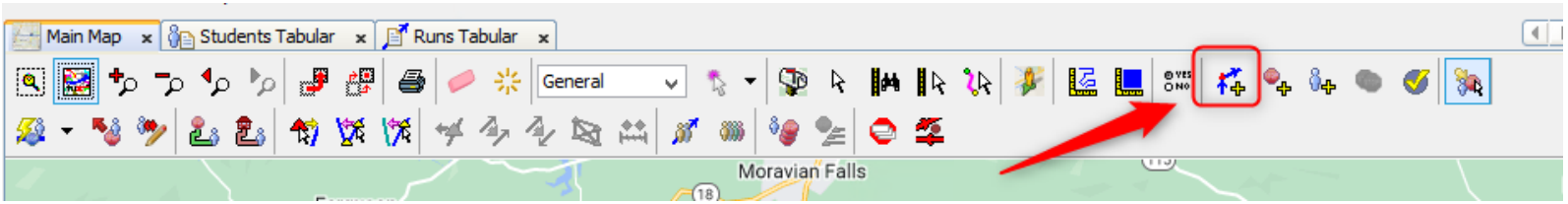


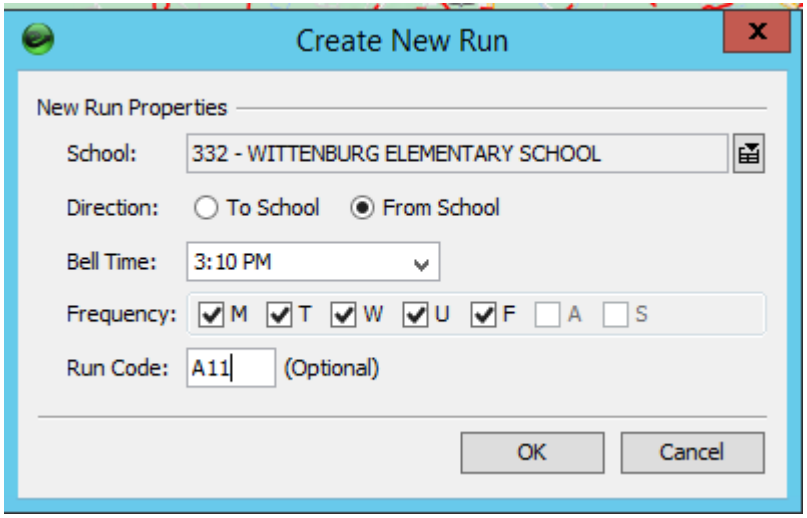
Reports – Batch User Field/Excel/eSQL



Once your students are assign to stops you are ready to create your new runs.

Reports – Batch User Field/Excel/eSQL



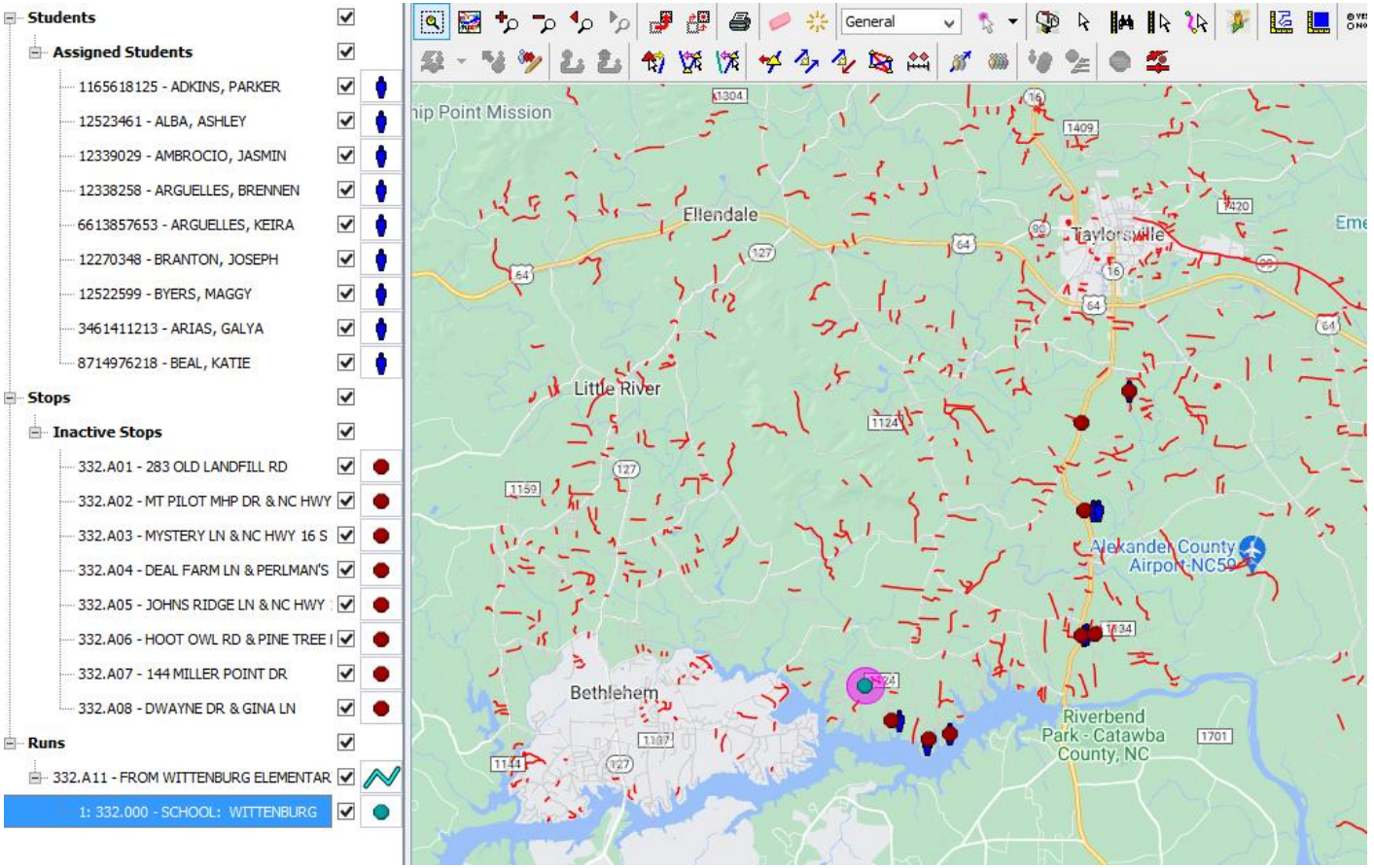


Since this is an after school program it will be From School. Note the Bell Time is not correct for this program but we can change that after we create the run.

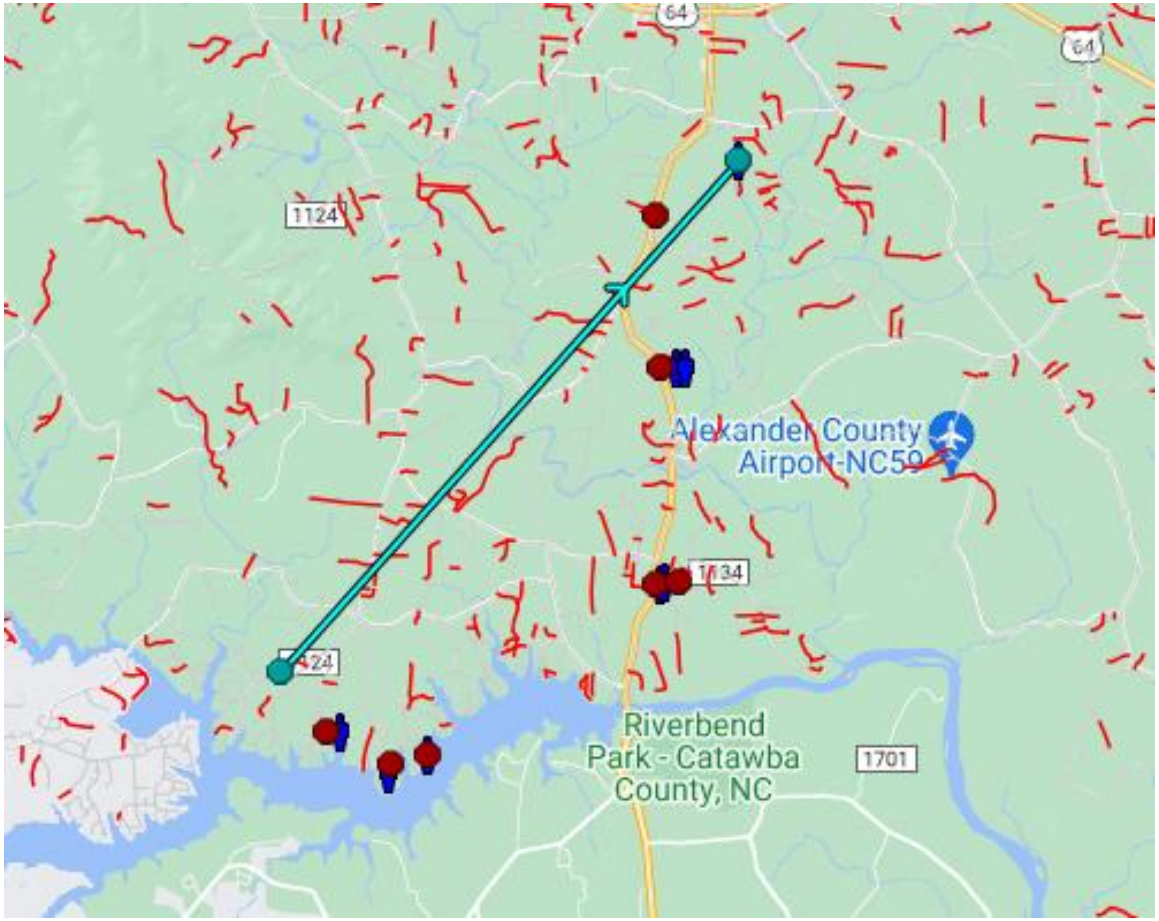
I have named the run 332.A11 to remind me it is the after school run.

Reports – Batch User Field/Excel/eSQL

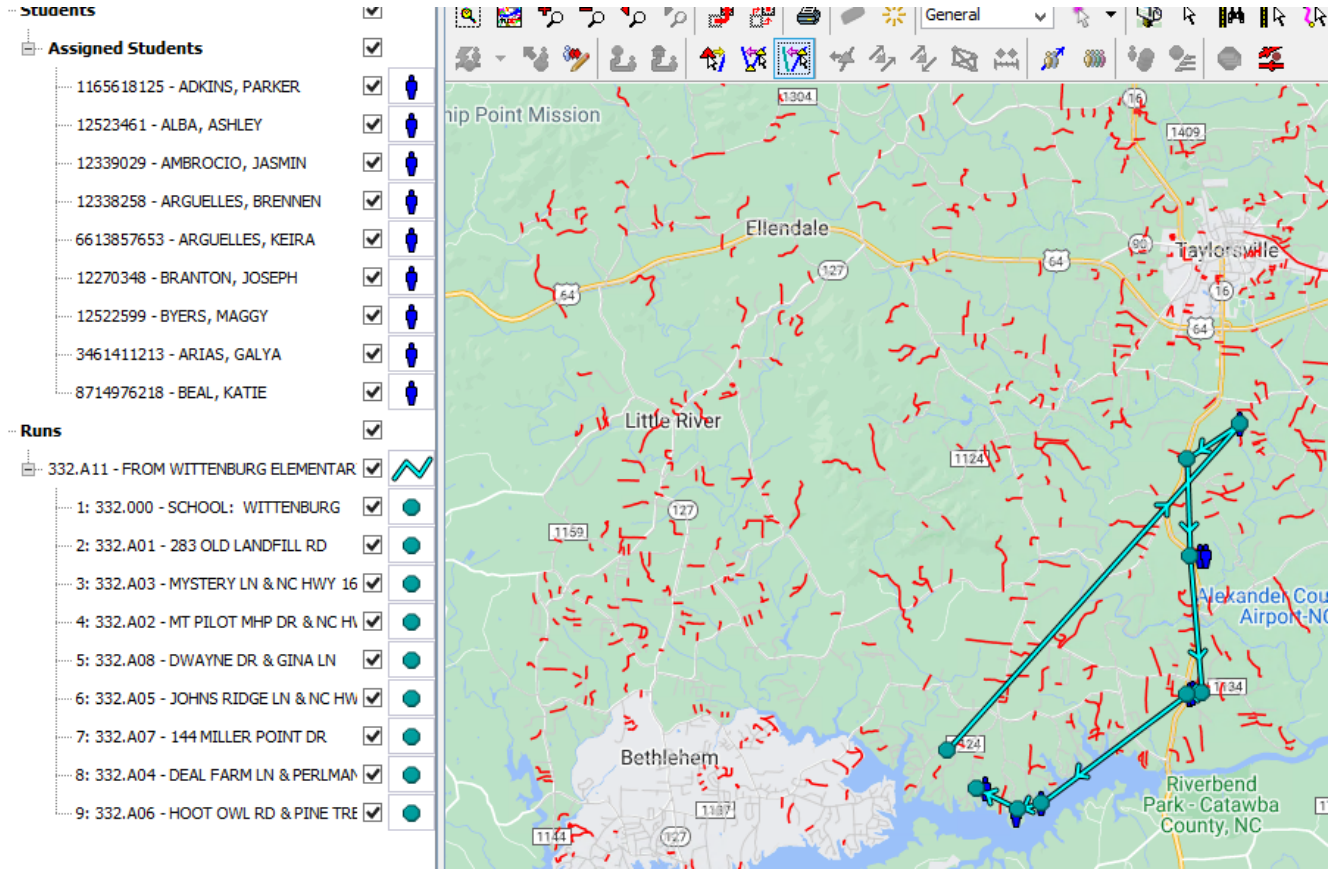
Your run is now created. Some get confused because they do not see a line for the run. Once you assign a stop to the run the line(s) will appear.



Reports – Batch User Field/Excel/eSQL

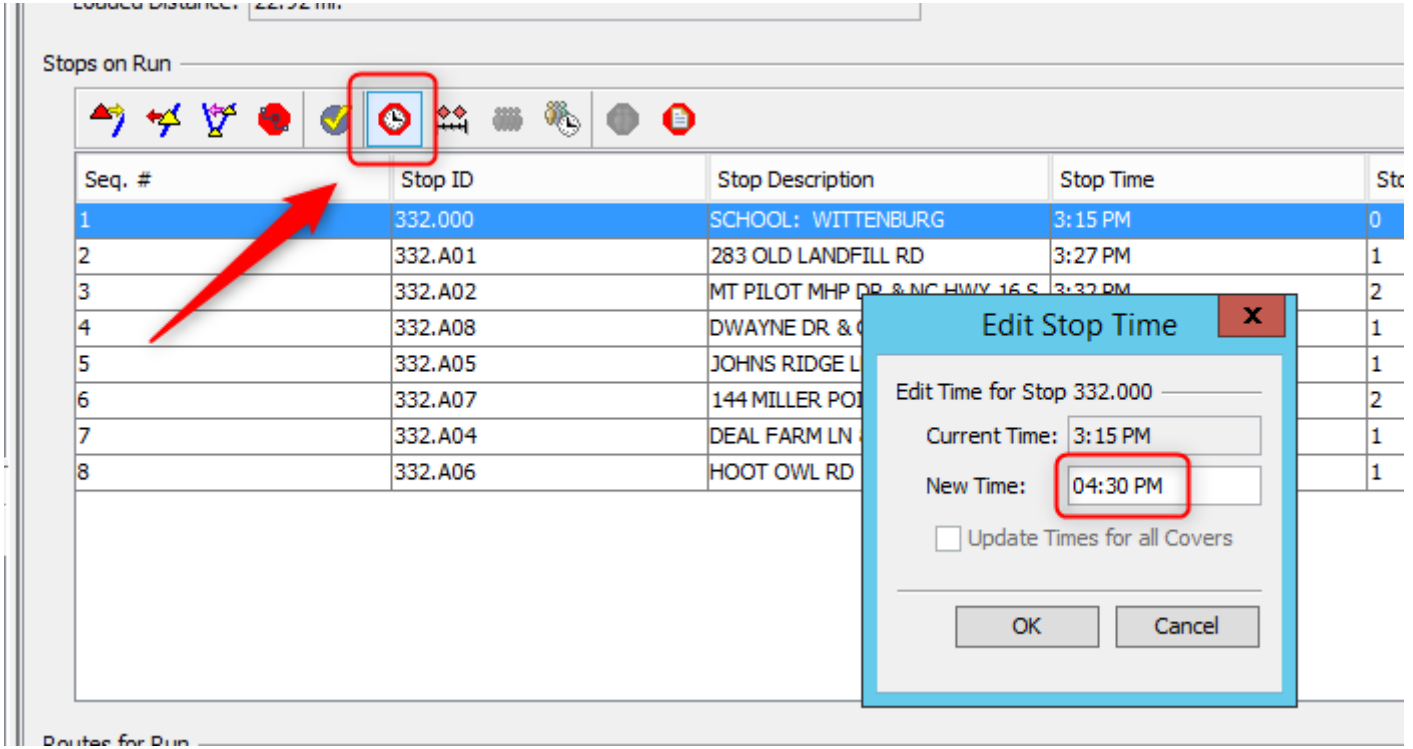


Reports – Batch User Field/Excel/eSQL



Reports – Batch User Field/Excel/eSQL

Change your Bell Time to 4:30 and your run is now complete. Make sure you add your checkpoints.



Reports – Batch User Field/Excel/eSQL

Stops on Run

Seq. #	Stop ID	Stop Description	Stop Time	Stop Load
1	332.000	SCHOOL: WITTENBURG	4:30 PM	0
2	332.A01	283 OLD LANDFILL RD	4:42 PM	1
3	332.A02	MT PILOT MHP DR & NC HWY 16 S	4:47 PM	2
4	332.A08	DWAYNE DR & GINA LN	4:51 PM	1
5	332.A05	JOHNS RIDGE LN & NC HWY 16 S	4:53 PM	1
6	332.A07	144 MILLER POINT DR	5:03 PM	2
7	332.A04	DEAL FARM LN & PERLMAN'S PL	5:07 PM	1
8	332.A06	HOOT OWL RD & PINE TREE RD	5:13 PM	1
9	@CP.007	7300 CHURCH RD [WITTENBUR...	5:15 PM	0

NC STATE UNIVERSITY

Reports

Please reach out to your Project Leader if you need assistance with any of the Reports or Batches we covered today!

ITRE