

### TIMS

# 2019 Update to Lost Assignments Report

Lost Assignments Data Outputs Now Include Old Address, New Address and New School Code





#### **Current Lost Assignments Output**

dulogId	Before AM	Before PM	School Change	Residence Change	After AM	After PM
67	324.899002	324.899001		True		
207	320.090001	320.090002	True			
211	312.022005	312.998003		True		
326	320.108002	320.108001	True			
422	320.034003	320.034001	True			
623	320.037003	320.037001	True			
2715	324.899002	324.899001		True		
2956	316.093003	316.093005		True		
3095	324.899002	324.899001		True		
3366	320.212001	320.316001	True			

- The current Lost Assignments Report provides TIMS Operators with a list of all students who were deassigned from their Bus Stop in TIMS as a result of completing an UPSTU.
- Students will lose their TIMS Stop Assignment when they Change Addresses or Change School Codes during UPSTU.
- Students can also lose TIMS Stop Assignments due to Geocode Changes in MARIS. These students would not show a School Change or Residence Change as the Reason for the Lost Assignment
- HINT: After making edits in MARIS, you can Run the Before Report before EMU Map Maintenance and then the After Report upon completion to identify students who lost assignments due to a Geocode Edit.

### **Current Lost Assignments Report**



The current Lost Assignments Report identifies each student who was deassigned from their TIMS Stop Assignment due to one of three primary reasons.

- 1. Address Change
- 2. School Change
- 3. Geocode Change

The current report, however, does not provide TIMS Operators the New Address or New School Code for each student with a Lost Assignment.





#### 2019 Lost Assignments Output

tudents Who Lo	st Assignmen	ts Edulog Id1					
			<b>C</b> 1 <b>1</b>				
Print			Studen	ts who	Lost Assignme	nts Edulog Id	
EdulogId	Before AM	Before PM	After AM	After PM	Before Residence	New Residence	New School
2		332.102001			201 ASHBURY SQ	1201 Whitaker Rd	310
23		332.619002			3910 BREEZE RD		310
28	332.277001	332.277002			4931 HOWE ST		310

- The 2019 Lost Assignments Report, just as before, provides TIMS Operators with a list of all students who were deassigned from their Bus Stop in TIMS as a result of completing an UPSTU.
- The 2019 Lost Assignments Report now also provides TIMS Operators with the Old and New Address for each student with an address change as well as the New School Code for each student with a School Change.
- This new output will help TIMS Staff quickly identify if the Address Change was a "True Move" to a brand new address or if the Address Change occurred because of an Address Correction in PowerSchool (fixed misspellings or removed an Apartment number, etc.)





#### 2019 Lost Assignments Output – Deleted Bus Riders Report

	Print	Del	eted B	us Riders
Edu	logId AMService	PMService	School	Residence
	32 332.035002	332.035001	332	1724 DANIELS FARM RD
	34	332.025002	332	705 MARY COOK RD
	35 310.013002	310.013001	310	310 POND LILY CT
	36 310.500001	310.500002	310	208 WELDON RIDGE DR

- The 2019 Lost Assignments Database also includes a new Deleted Riders Report.
- This new report lists each student who was assigned a Bus Stop in TIMS, but who are no longer enrolled in the LEA and were deleted from TIMS during UPSTU.
- TIMS Staff should review the Assigned Runs and Routes for each of these stops and deassign the stop if it is now empty. Stops that are not assigned to a Run should then be deleted from TIMS as part of this deassignment process.





#### 2019 Lost Assignments Report – Before and After Files

user 🗮	Defined Reports	- <b>-</b> ×	1
	User Defined Reports		
	Schools		
	All Student and Transportation		
	Students with Trip		Bus Passes Reports
	Student <u>T</u> ransportation		-Diagnostic: Route Riders Schdst < = 0 [12.4]
	Stops / Runs /Routes		-Diagnostic: Students Stop not on Rte [12.4]
	Inactive Stops		-TDTIMS: ALL STUDENTS ARCHIVE [12.4] -TDTIMS: All Rider Distances [12.4]
			-TDTIMS: Count of Valid Riders [12.4]
	Bus Passes		-TDTIMS: RIDERS ARCHIVE [12.4] -TDTIMS: Student Archive [12.4] -TDTIMS: Student Transportation Archive [12.4]
	Hazard Zones		-Workbook: Count of Valid Riders [12.4]
	Archive Reports		Rider Ids After Upstu Rider Ids Before Upstu

The Updated Lost Assignments Database uses the same TIMS Reports to create the list of Students Who Lost Assignments.

TIMS Staff still need to generate the Rider IDs Before UPSTU and Rider IDs After UPSTU Reports in the proper order as normal.

The Rider IDs Before and Rider IDs After UPSTU Reports are found in the User Defined> Bus Passes section of Edulog Reports.

 These reports create a file on the TIMS Server named QMF\_Before.TXT QMF\_After.TXT

These files are typically generated in the C:\Lost Assignments folder.





#### 2019 Lost Assignments Report – Before and After Files

Local Disk (C:) - Lost Assignments							
🔹 Share with							
	Name ^						
	2019_Lost_Assignments .accdb						
	QMF_AFTER.TXT						
	QMF_BEFORE.TXT						
	Retrieve Lost Assignments.accdb						

- The 2019 Lost Assignments Database can be found in the Lost Assignments Folder on the LEA TIMS Server, typically located at C:\Lost Assignments
- After completing an UPSTU and correctly generating the Before and After Files, Open the 2019\_Lost\_Assignments.accdb by Double-Clicking on the Database.
- The current Lost Assignments Database may also be in this folder and is named Retrieve Lost Assignments.accbd





#### 2019 Lost Assignments Report – Generating the New Outputs

reate Report							
Input Directory C:\lost assignments Sort Order Edulog Id							
(Ex: c:\lost)							
Instructions for Use							
<ol> <li>Before loading student data, run the report 'Rider Ids Before Upstu' in Edulog Reports, Bus Passes to capture assignments before losses.</li> </ol>							
2. After finishing the student data load and running dumpall, run the report 'Rider Ids After Upstu' in Edulog Reports, Bus Passes.							
3. Click the 'Create Report' button. Lost Deleted Assignments Bus Riders							
4. Review the report. Print it, if you wish. The report has also been sent as an Excel workbook to Report Report							
the input directory referenced above.							
Please note: The input directory that shows above and the output location specified in the TIMS reports under 'Pick Output Type' may be changed, but they must match one another.							

Make Sure the Input Directory matches the location where the Before and After Files are being created by Edulog Reports.

This location is C:\Lost Assignments for most TIMS Servers in North Carolina.

- The 2019 Lost Assignments Database looks very similar to the previous version and still allows TIMS Staff to Generate\List\Sort the results of the Lost Assignments Report by Edulog ID, Residence Change or School Change.
- After selecting the preferred Sort Order, click on the Lost Assignments Report button to view\print the list of Lost Assignments.
- On the Main Menu, there is also a button to view\print the list of Deleted Bus Riders.





#### 2019 Lost Assignments Report – Generating the New Outputs

310.500002

A Stu	dents Who Lo	ost Assignmen	ts Edulog Id1							
	Print			Studer	its Who	Lost A	ssignment	s Edulog Id		
	Edulogid	Before AM	Before PM	After AM	After PM	Before Re	sidence	New Residence	New Sch	nool
	Ŭ	beroreran								1001
_	2		332.102001			201 ASHE	BURY SQ	1201 Whitaker F	310 310	
	23		332.619002	332.619002			EZE RD	310		
	28	332.277001	332.277002			4931 HOWE ST			310	
	Print				De	leted B	us Riders			
		Edulog	Id AMSe	rvice	PMSer	vice	School	Residence		
		3	32 332.03	35002	332.03	35001	332	1724 DANIELS FARM	RD	
		З	34		332.02	25002	332	705 MARY COOK RD		
		3	35 310.0	13002	310.01	13001	310	310 POND LILY CT		

310

 After clicking on the buttons to view\print the Lost Assignments Report or the Deleted Bus Riders Report, the updated Lost Assignments Database will also create an Excel Spreadsheet that matches the data displayed on the printed reports.

208 WELDON RIDGE DR

• Some TIMS Staff prefer Excel Spreadsheets to Paper Printouts, so both options are now available.



36 310.500001



#### 2019 Lost Assignments Report – Finding the Excel Outputs

Local Disk (C:) 👻 Lost Assignments							
<ul> <li>Share with</li> </ul>							
	Name 🔶						
	accdb 2019_Lost_Assignments .accdb						
	Deleted Riders.XLS						
	Lost Assignments.XLS						
	QMF_AFTER.TXT						

- By default, the Excel Spreadsheet list of Lost Assignments and Deleted Riders can be found in the same folder as the 2019 Lost Assignments Database.
- C:\Lost Assignments

**SITRE** 2019 Lost Assignments Excel Spreadsheets



#### 2019 Lost Assignments Report – Excel Outputs vs. Paper Printouts

A) Stu	3 Students Who Lost Assignments Edulog Id1								
Print Students Who Lost Assignments Edulog Id									
	EdulogId Before AM Before PM After AM After PM Before Residence New Residence						ew Residence	New School	
	2		332.102	001	20	01 ASHBURY SQ	1 1	201 Whitaker Rd	310
	23		332.619	002	35	3910 BREEZE RD			310
	28	332.277001	332.277	002	45	931 HOWE ST			310
	A		В	C	D	E	F	G	Н
1	Edulog	d Befor	re AM	Before PM	After AM	After PM	Before Residence	New Residence	New School
2		2		332.102001			201 ASHBURY SQ	1201 Whitaker Rd	310
3		23		332.619002			3910 BREEZE RD		310
4		28 332.2	77001	332.277002			4931 HOWE ST		310
5									

Print	De	leted B	us Riders
EdulogId AMService	PMService	School	Residence
32 332.035002	332.035001	332	1724 DANIELS FARM RD
34	332.025002	332	705 MARY COOK RD
35 310.013002	310.013001	310	310 POND LILY CT
36 310.500001	310.500002	310	208 WELDON RIDGE DR

	A B		С	D	E
1	Edulogid	AMService	PMService	School	Residence
2	32	332.035002	332.035001	332	1724 DANIELS FARM RD
3	34		332.025002		705 MARY COOK RD
4	35	310.013002	310.013001	310	310 POND LILY CT
5	36	310.500001	310.500002	310	208 WELDON RIDGE DR

Please note that both the Paper Printouts and the Excel Spreadsheets contain the exact same information.

### **TRE** Excel Outputs vs. Paper Printouts



The 2019 Lost Assignments Report now provides TIMS Staff with the following information and outputs...

- The old and new address for all Students with an Address Change
- 2. The new School Code for all Students with a School Change
- 3. A new list of Deleted Bus Riders
- 4. Excel Spreadsheet Outputs for the results of the Lost Assignments and Deleted Riders Reports





#### 2019 Lost Assignments Report – Summary

Local Disk (C:) - Lost Assignments								
· • •	Share with		New folder					
		Name *						
		2019_Lost_Assignments .accdb						
		QMF_	AFTER.TXT					
		QMF_	BEFORE.TXT					

Create Repor	t			
	ectory C:\lost assign (Ex: c:\lost)		Edulog Id 👱	×
Instructions for Use				
Bus Pass	es to capture assignr	ments before losses.	er Ids Before Upstu' in E	
<ol> <li>After finishing the student data load and running dumpall, run the report 'Rider Ids After Upstu' in Edulog Reports, Bus Passes.</li> </ol>				
3. Click the 'Create Report' button.     4. Review the report. Print it, if you wish. The report has also been sent as an Excel workbook to the input directory referenced above.				
Please note: The input directory that shows above and the output location specified in the TIMS reports under 'Pick Output Type' may be changed, but they must match one another.				
Local Disk (C:) - Lost Assignments				
· <del>•</del>	Share with	▼ Burn	New folder	
Name *				
2019_Lost_Assignments .accdb				
Deleted Students.XLS				
Lost Assignments.XLS				
	QMF_AFTER.TXT			
OMF BEFORE.TXT				

The 2019 Lost Assignments Database can be found in the Lost Assignments folder on the LEA TIMS Server.

• (C:\Lost Assignments)

The program requires the same Before and After Files as the current Lost Assignments Report.

Open the database and choose which report you want to view, print and\or generate.

- Lost Assignments Report
- Deleted Bus Riders Report

In addition to Viewing or Printing the Reports, the new database will also create an Excel Spreadsheet inside the same folder where the database is located.





### TIMS

# 2019 Update to Lost Assignments Report

Lost Assignments Data Outputs Now Include Old Address, New Address and New School Code

