

AD HOC Example #1

Guardian Contact Information (Including Email, Phone Numbers, Mailing Address)

REPORTING > AD HOC REPORTING > QUERY WIZARD > STUDENT

Step 1: Field Selection

*Query Name:

Short Description:

Long Description:

Select categories & fields

Filter By Search Clear

All Fields

- Student
 - Demographics
 - School Boundaries
 - School Calendar
 - School
 - District
 - Learner
 - Counselor
 - Learner Planning
 - Gifted
 - Census
 - Health
 - Medicaid

Selected Fields

- student.studentNumber
- student.lastName
- student.firstName
- student.activeToday
- contacts.guardian
- contacts.lastName
- contacts.firstName
- contacts.homePhone
- contacts.workPhone
- contacts.cellPhone
- contacts.email
- contacts.mailing
- contacts.secondary
- contacts.addressLine1
- contacts.city
- contacts.state
- contacts.zip

1. Enter a Query Name

2. Find and select your fields

student fields are located under Demographics.

contacts fields are located under Census > Household Contact Summary

Step 2: Filter Parameters

4 = TRUE

5 = TRUE

3. Add Filters

setting contacts.mailing = 1 makes only mailing addresses appear.

Setting contacts.secondary = 0 makes addresses with the secondary checkbox marked not appear, if you want to see secondary addresses, leave this blank.

12 = 1

13 = 0

Step 3: Output Formatting

☒ Output distinct records

Field	OutputSeq	Sort	Direction	Column Header	Alignment	Formatting	Length
student.studentNumber	☒			Student Number			
student.lastName	☒			Student Last Name			
student.firstName	☒			Student First Name			
student.activeToday	☐						
contacts.guardian	☒			Guardian Last Name			
contacts.firstName	☒			Guardian First Name			
contacts.homePhone	☒			Home Phone			
contacts.workPhone	☒			Work Phone			
contacts.cellPhone	☒			Cell Phone			
contacts.email	☒			Email			
contacts.mailing	☐						
contacts.secondary	☐						
contacts.addressLine1	☒			Address			
contacts.city	☒			City			
contacts.state	☒			State			
contacts.zip	☒			Zip Code			

4. Uncheck Unneeded filter fields

If you left secondary filter blank, you may want to leave contacts. Secondary checked so you can see if the address is secondary. 1 is yes, 0 is no.

Optional: add readable Column headers, change sorting, order, formatting, alignment

AD HOC Example #1

Guardian Contact Information *(Including Email, Phone Numbers, Mailing Address)*

Step 4: Optional Settings

Grouping	Group by	Group Order
Tier 1	student.studentNumber ▼	Ascending ▼
Tier 2	▼	Ascending ▼
Tier 3	▼	Ascending ▼
Tier 4	▼	Ascending ▼
Tier 5	▼	Ascending ▼

Option 1: Add student.studentnumber to the Group by option to group the list by student.

AD HOC Example #2

Student Attendance Patterns (*Report or Filter*)

REPORTING > AD HOC REPORTING > QUERY WIZARD > STUDENT

Step 1: Field Selection

*Query Name:

Short Description:

Long Description:

Select categories & fields

Filter By: Search Clear

All Fields

- Student
 - Demographics
 - School Boundaries
 - School Calendar
 - School
 - District
 - Learner
 - Counselor
 - Learner Planning

Selected Fields

- sch.name
- student.activeToday
- student.lastName
- student.firstName
- student.grade
- activeEnrollment.startDate
- activeEnrollment.endDate
- es.attendancePattern2

1. Enter a Query Name
 2. Find and select your fields
- sch fields are located under School
- student fields are located under Demographics.
- activeEnrollment fields are located under Learner > Active Enrollment
- es fields are located under Learner > State Localized Elements

Step 2: Filter Parameters

X 2 = TRUE

OPTIONAL: Add student.activetoday = TRUE if you wish to only see students that are actively enrolled today.

(does not work before the first day or after the last day of school as the students are not active on days when school is not in session)

Step 3: Output Formatting

Field	OutputSeq	Sort	Direction	Column Header	Alignment	Formatting	Length
sch.name	☒			School Name			
student.activeToday	☐						
student.lastName	☒			Student Last Name			
student.firstName	☒			Student First Name			
student.grade	☒			Grade			
activeEnrollment.startDate	☐						
activeEnrollment.endDate	☐						
es.attendancePattern2	☒			Attendance Pattern			

4. Uncheck Unneeded filter fields

Optional: add readable Column headers, change sorting, order, formatting, alignment

Additional Optional Settings

X 8 =

As-Is you will get a report of all student attendance patterns. However you can add filters to specify what patterns you need.

AD HOC Example #3

Student Flags and Program Codes (Report or Filter)

REPORTING > AD HOC REPORTING > QUERY WIZARD > STUDENT

Step 1: Field Selection

*Query Name:

Short Description:

Long Description:

Select categories & fields

Filter By: Search Clear

All Fields

- Student
 - Demographics
 - School Boundaries
 - School Calendar
 - School
 - District
 - Learner
 - Counselor
 - Learner Planning

Selected Fields

- sch.name
- student.studentNumber
- student.activeToday
- student.lastName
- student.firstName
- student.grade
- spProgram.name
- spProgram.active
- spProgram.endDate
- spProgram.code

1. Enter a Query Name
 2. Find and select your fields
- sch fields are located under School
- student fields are located under Demographics.
- spProgram fields are located under Learner > Programs/Flags

Step 2: Filter Parameters

8 = TRUE

9 IS NOT NULL

3. Add Filters

2 = TRUE

OP-

TIONAL: Add student.activetoday = TRUE if you wish to only see students that are actively enrolled today.

(does not work before the first day or after the last day of school as the students are not active on days when school is not in session)

Field	OutputSeq	Sort	Direction	Column Header	Alignment	Formatting	Length
sch.name	☒						
student.studentNumber	☒						
student.activeToday	☐						
student.lastName	☒						
student.firstName	☒						
student.grade	☒						
spProgram.name	☒						
spProgram.active	☐						
spProgram.endDate	☐						
spProgram.code	☒						

4. Uncheck Unneeded filter fields

Optional: add readable Column headers, change sorting, order, formatting, alignment

AD HOC Example #3

Student Flags and Program Codes (*Report or Filter*)

Additional Optional Settings

✕ 10 spProgram.code ▾ STARTS WITH ▾ 700

✕ 7 spProgram.name ▾ = ▾ Exceptional ▾

✕ 11 spProgram.code ▾ IN ▾ 152520, 205062, 310249

As-Is you will get a report of all student flags and programs. You can add additional filters to only see certain programs or flags as needed.

Remember, if you need a filter to include more than one thing. You can use the IN operator and a list separated by commas.

AD HOC Example #4

Course List With State Code *(Report or Filter)*

[REPORTING](#) > [AD HOC REPORTING](#) > [QUERY WIZARD](#) > [COURSE/SECTION](#)

Step 1: Field Selection

Select categories & fields

Filter By Search Clear

All Fields

- Course
 - Course Information
 - Section Information
 - School Calendar
 - School
 - District

Selected Fields

- sch.name
- cal.name
- courseInfo.courseNumber
- courseInfo.courseName
- courseInfo.active
- courseInfo.stateCode

1. Enter a Query Name
 2. Find and select your fields
- sch fields are located under School
- cal fields are located under
- courseInfo fields are located under Course Information

Step 2: Filter Parameters

5 courseInfo.active = TRUE

3. Add Filters

Step 3: Output Formatting

Field	OutputSeq	Sort	Direction	Column Header	Alignment	Formatting	Length
sch.name	☒		▼		▼		▼
cal.name	☒	2	Ascend ▼		▼		▼
courseInfo.courseNumber	☒	3	Ascend ▼		▼		▼
courseInfo.courseName	☒	4	Ascend ▼		▼		▼
courseInfo.active	☐		▼		▼		▼
courseInfo.stateCode	☒	1	Ascend ▼		▼		▼

4. Uncheck Unneeded filter fields
5. Add Sorting Numbers and Directions

Optional: add readable Column headers, change sorting, order, formatting, alignment

Additional Optional Settings

6 courseInfo.stateCode = 150810

As-Is you will get a report of all courses and their statecodes. You can filter this by specific statecodes by adding additional filter parameters.

If desired, you could also add section or additional course information to this as needed.

AD HOC Example #5

Student Final Grade by Term (*Report or Filter*)

REPORTING > AD HOC REPORTING > QUERY WIZARD > STUDENT

Step 1: Field Selection

*Query Name:

Short Description:

Long Description:

Select categories & fields

Filter By: Search Clear

All Fields

Student

- Demographics
 - personID
 - stateID
 - otherID
 - additionalID
 - studentNumber
 - personGUID
 - identityID

Selected Fields

- student.studentNumber
- student.lastName
- student.firstName
- student.grade
- sch.name
- grading.termSeq
- grading.task
- grading.courseNumber
- grading.courseName
- grading.score
- student.activeToday

1. Enter a Query Name

2. Find and select your fields

student fields are located under Demographics.

sch fields are located under School

grading fields are located under Grading > Grading Detail

Step 2: Filter Parameters

6 =

7 =

3. Add Filters

Note: termSeq should be set equal to the term you want the report for.

4 =

SUGGESTED: Add a filter for a specific Grade.

Since you will see grades for every student and every course, getting the report for the entire school may fail since it may be too large.

2 =

OPTIONAL: Add student.activetoday = TRUE if you wish to only see students that are actively enrolled today.

(does not work before the first day or after the last day of school as the students are not active on days when school is not in session)

Step 3: Output Formatting

Field	OutputSeq	Sort	Direction	Column Header	Alignment	Formatting	Length
student.studentNumber	☒						
student.lastName	☒						
student.firstName	☒						
student.grade	☒						
sch.name	☒						
grading.termSeq	☐						
grading.task	☐						
grading.courseNumber	☒						
grading.courseName	☒						
grading.score	☒						
student.activeToday	☐						

4. Uncheck Unneeded filter fields

Optional: add readable Column headers, change sorting, order, formatting, alignment

AD HOC Example #6

Student Count by Grade and Gender

REPORTING > AD HOC REPORTING > QUERY WIZARD > STUDENT

Step 1: Field Selection

1. Enter a Query Name

2. Find and select your fields

student fields are located under Demographics.

See below for information about adding a function

Step 2: Create Function

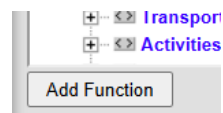
3. Click the Add Function Button located at the bottom of the field selection area.

4. Give your function a name

5. Set Function to: Record Count

6. Select Demographics > student.gender from in the field selector. NOTE: You may need to click '0 fields selected' and check the box next to student.gender before it is selected, this is a known bug.

7. Click save on this page, and save again on your main query page.



Step 3: Filter Parameters

OPTIONAL: Add student.activetoday = TRUE if you wish to only see students that are actively enrolled today.

(does not work before the first day or after the last day of school as the students are not active on days when school is not in session)

AD HOC Example #6

Student Count by Grade and Gender

Step 4: Output Formatting

Field	OutputSeq	Sort	Direction	Column Header	Alignment	Formatting	Length
student.grade	☒						
student.gender	☒						
student.activeToday	☐						
function.StudentCount	☒						

4. Uncheck Unneeded filter fields
- Optional:** add readable Column headers, change sorting, order, formatting, alignment

Extra Example (Pass Through SQL)

Student Birthdays within the next week (or farther)

[REPORTING > AD HOC REPORTING > FILTER DESIGNER > PASS THROUGH SQL > STUDENT](#)

Information

Some Queries are too complicated for AdHoc Query Wizard.

Since there is no specific field in Campus for Birth Month or Day, there is no way for us to make a report that shows student's birthdays.

However, since this is so regularly requested. This is how you can set up a Pass-Through SQL that will pull students that have birthdates within the next week. (or more if optional changes are made)

Note that this is not a report, but a filter, since we are using Pass-Through SQL.

Pass Through SQL Filter Parameters

1. Give the Query a Name
2. The Top Box should remain EMPTY
3. The Bottom Box should contain the following text EXACTLY as Shown:

```
AND DATEADD
(Year, DATEPART
(Year, GETDATE())
) - DATEPART
(Year, student.birthdate), student.birthdate)
BETWEEN dateadd
(wk,datediff(wk,0,getdate()),0)
AND dateadd(wk, datediff(wk,0,getdate()
),6)
```

OPTIONAL: This standard script returns students with birthdays within the next week. You can add or reduce this range by changing the 6 located at the end of the script to a different number. (for example, changing this to 13 would show students with birthdays within two weeks, as the amount is always one less than the amount of dates shown.)