CEDAR/COGNOS Report Guide
Student Interchange

Contents

Overview 2

Access via Identity Management (IdM) webpage 2

Access via link in Data Pipeline 3

Navigating CEDAR/COGNOS 11

Extracting an Excel File 13

Student Profile Reports (Student Interchange) 14

Student Demographic 14

Student School Association 17

Graduation Guidelines 18

CEDAR/COGNOS Report Guide
Student Interchange

Overview

The Colorado Education Data Analysis and Reporting system (CEDAR) is a private, secure system which provides student level data to authorized users. Access to student-level data is limited to educators who have need for such data.

Often CEDAR is referred to as COGNOS since COGNOS is the software currently powering the Colorado Education Data Analysis and Reporting system (CEDAR).

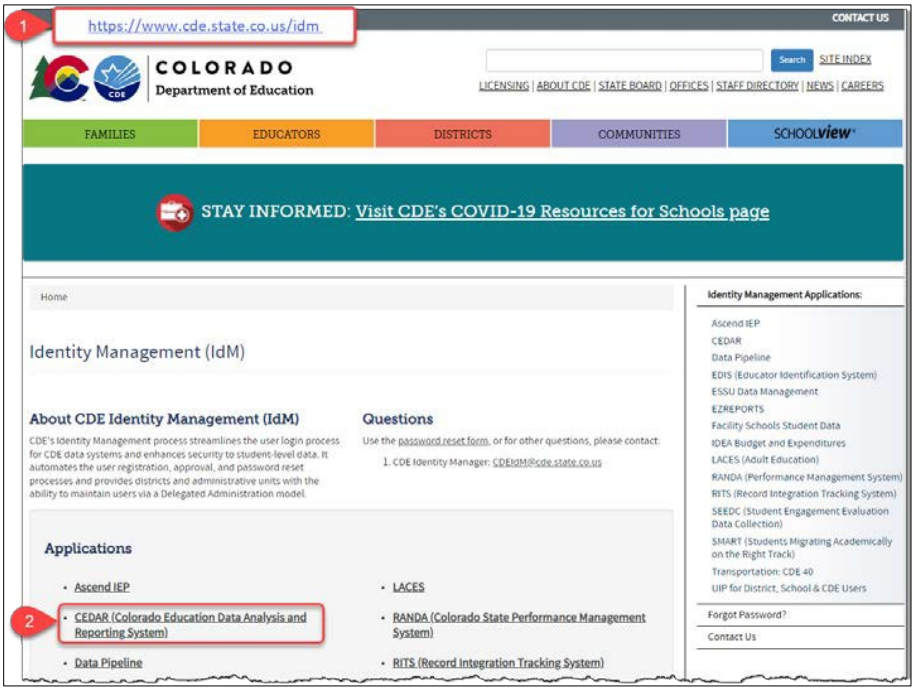
Reports in CEDAR/COGNOS have multiple purposes. Some are used as operational reports to assist data respondents in looking up specific information on students, file/snapshot errors, and students missing from a snapshot due to profile errors. Other reports are used to validate data when finalizing a data collection. Many reports also provide districts with a preview of data that will be published based upon specific data collections. (i.e., student enrollment)

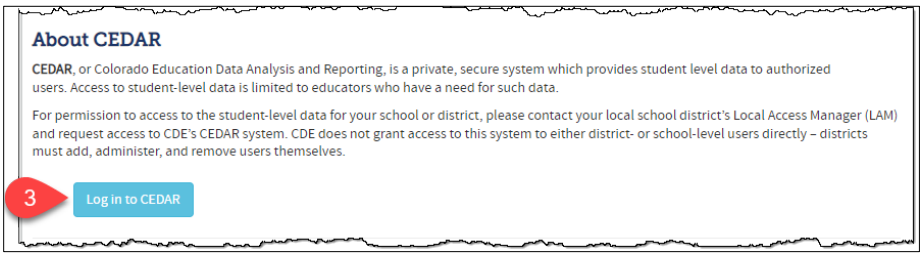
Student Interchange CEDAR/COGNOS reports are focused on the information needed to accurately report student's demographic or school information.

Access via Identity Management (IdM) webpage

Note: Google Chrome is the preferred browser when working with CEDAR/COGNOS reports.

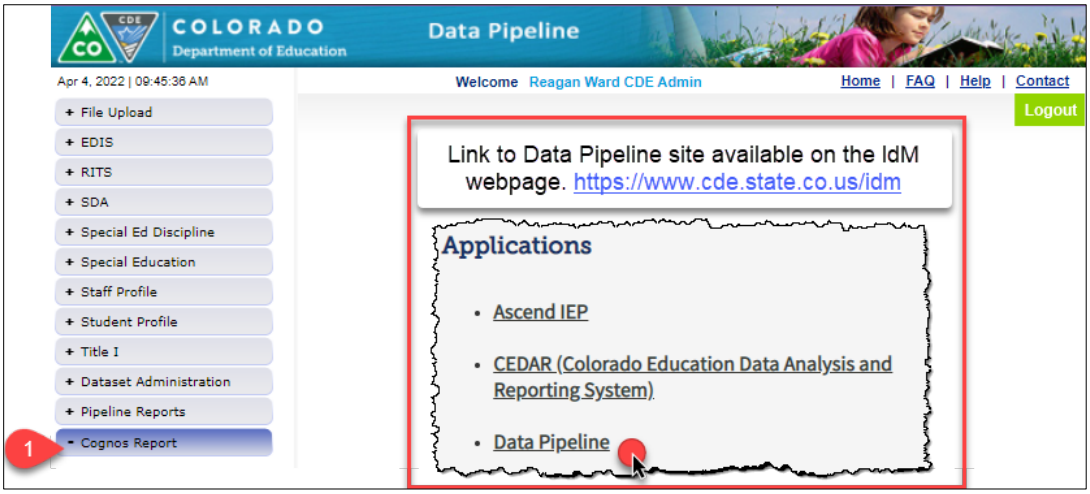
1. Go to the IdM webpage.
2. Select the CEDAR application link.
3. Select the 'Log in to CEDAR' button



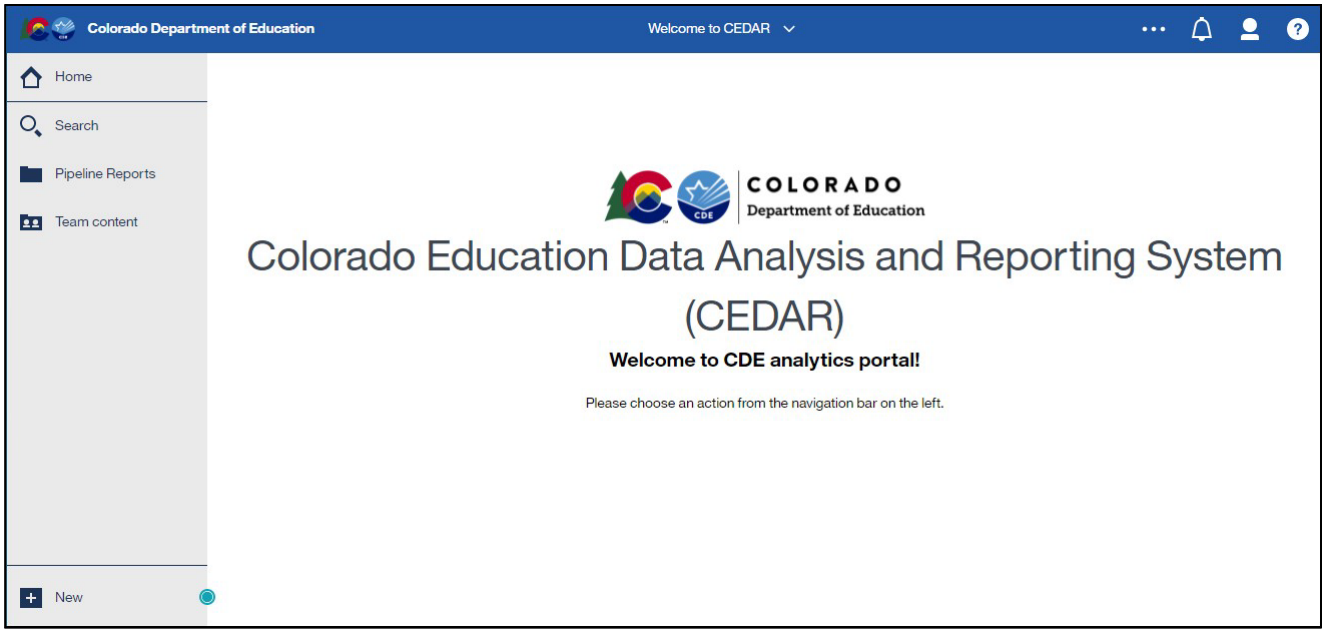


Access via link in Data Pipeline

1. From the Data Pipeline site, select the 'COGNOS Report' button.
    a. Note: Link to Data Pipeline site also available on the IdM webpage.



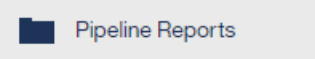
CEDAR/COGNOS Home Screen:



Navigating CEDAR/COGNOS

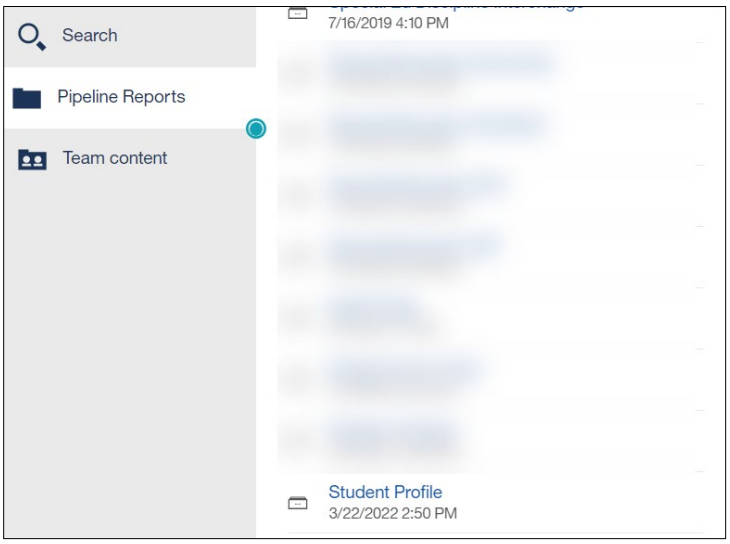
Pipeline reports folder:

Select this folder to view available report categories (files)



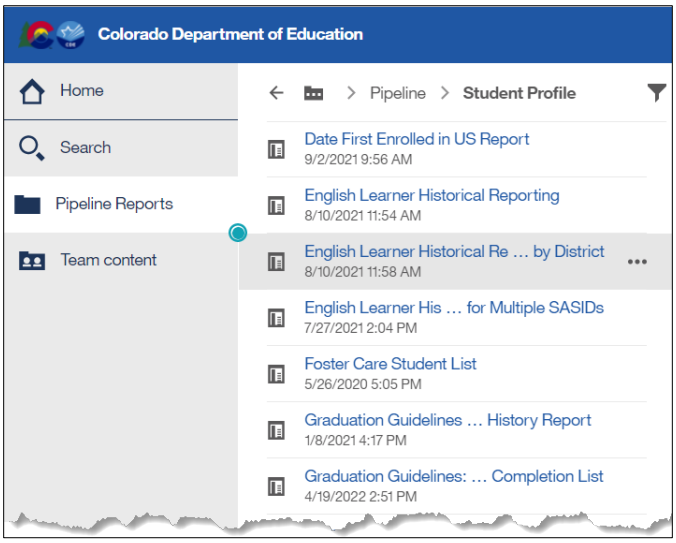
Reports category file:

Reports are organized based upon a user's access permissions in IdM. Each file represents reports connected to a specific data collection/IdM user role. Student Interchange (Profile) data respondents should have access to the Student Profile report categories.



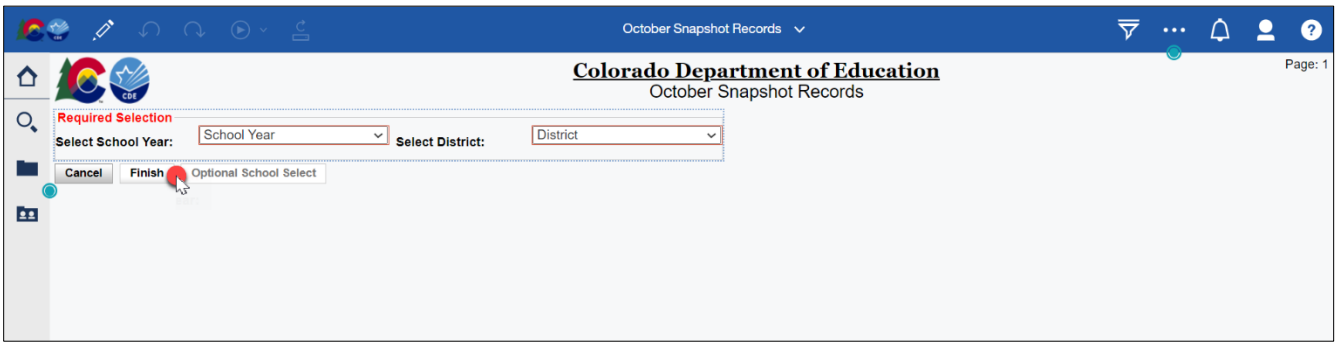
Report:

Within each report category file is a list of all available reports. Select the desired report from the list.



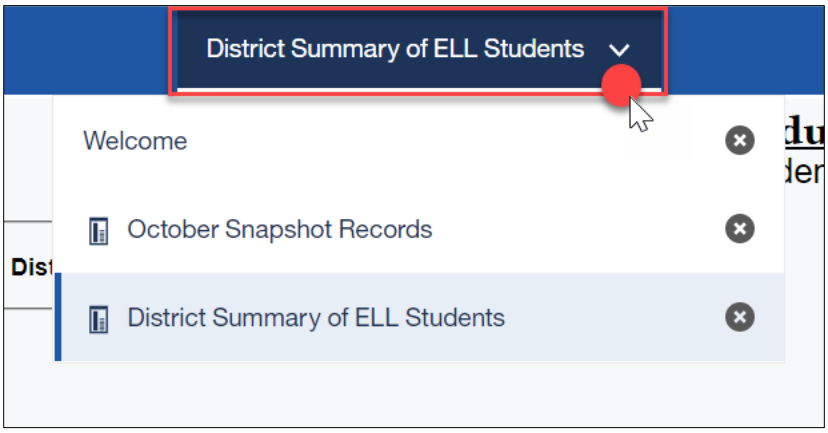
Sample Report Screen:

Report screens will vary slightly based upon the report. Complete the required selection dropdown menus and any desired optional selection areas. Select 'Finish' to review the report.



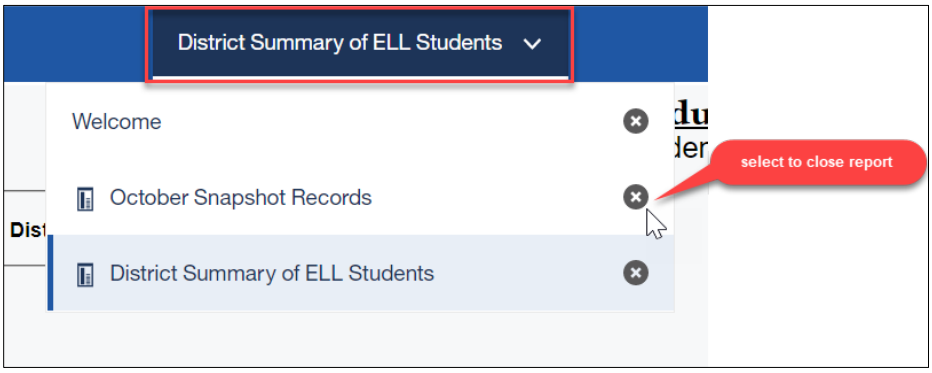
Toggle between reports:

Select a recent report from the dropdown list at the top center of your screen.



Close an open report:

Select the x button in the recent report dropdown list at the top center of your screen. This resets the report parameters if you wish to run the report again with different parameters.



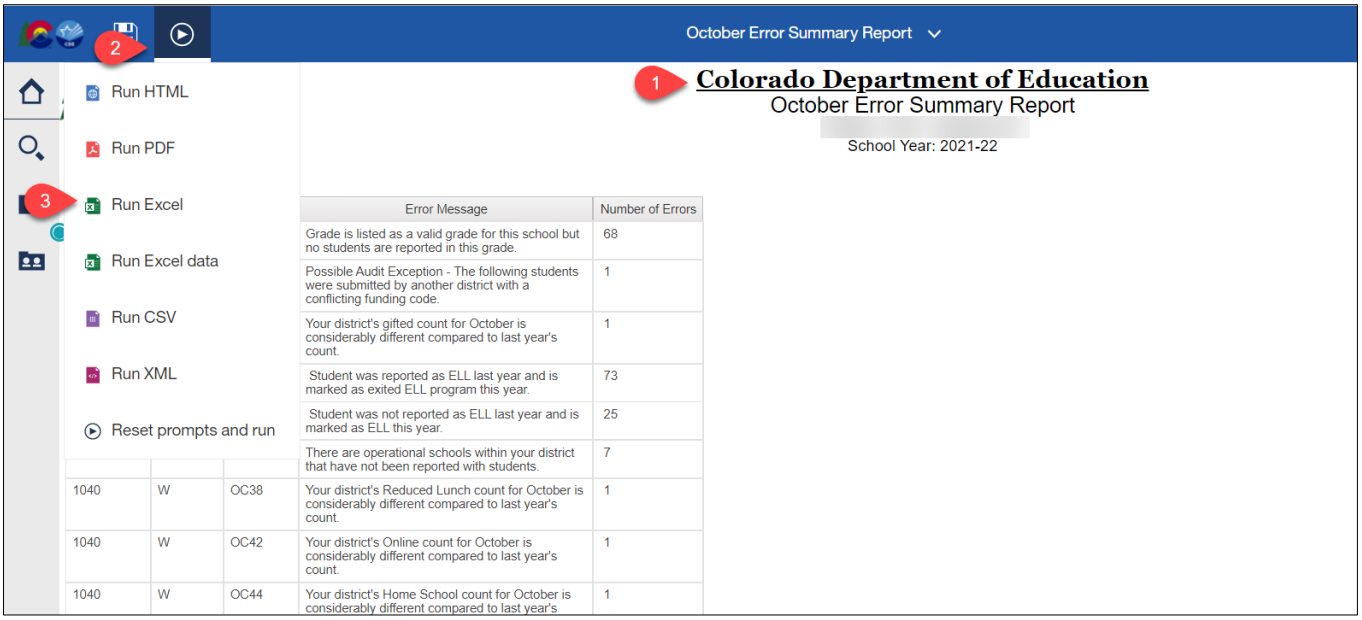
Reports with multiple pages:

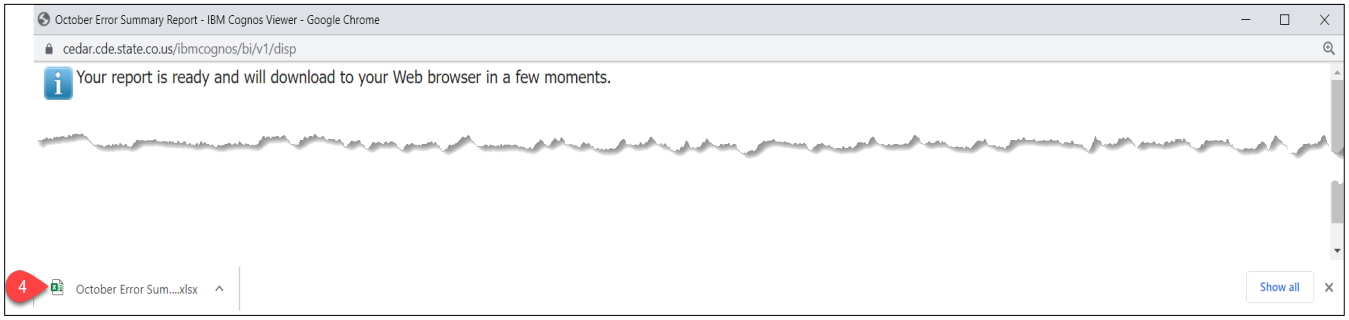
Often a report will contain multiple pages of information. Use the navigation arrows at the bottom of the screen to move through report pages.

Extracting an Excel File

It is often helpful to save a report as an excel file on your computer. This is especially beneficial when reviewing reports with many pages of data or if you wish to filter a report on a specific field. Since many of these reports are only available to data respondents, there may be times where a respondent may wish to save a copy of a report to share with other district employees who need access to this information. (For example, English Language Learner colleagues may wish to review the 'District Summary of ELL Students' report for their school to cross reference the total amount of ELL students in the district). Please remember to use your district's secure file sharing process when sharing personally identifiable information. As a reminder, email is not a secure method of sharing personally identifiable information (PII).

1. Open the desired report
2. Select the 'Run as' button at the top of the screen.
3. Select 'Run Excel' from the dropdown menu.
    a. Note: If using Google Chrome, a new window will pop-up (shown below). Open the file once it completes downloading.
4. Save the downloaded file to your computer for future use.





Student Profile Reports (Student Interchange)

Student October data respondents have access to the 'student profile' report file in COGNOS/CEDAR. These reports are connected to data provided through the Student Interchange files (Student Demographics, Student School Association, and Graduation Guidelines). They are operational reports in nature, assisting districts with reporting accurate data on these files and providing historical information when helpful.

Student Demographic

Student Demographics Error Summary Report

This report shows a list of the business rules triggered during a Student file upload (Student Demographic file). It matches the Data Pipeline Error report for the Student file.

Student Demographics Error Detail Report

This report shows a detailed list of student records and the corresponding triggered business rule during a Student file upload (Student Demographics file). It matches the detailed Data Pipeline Error report for the Student file.

Date First Enrolled in US Report

This report allows a respondent to look up the date on record with CDE that a student was first enrolled in a US school by SASID. This is based upon records reported in the data pipeline system.

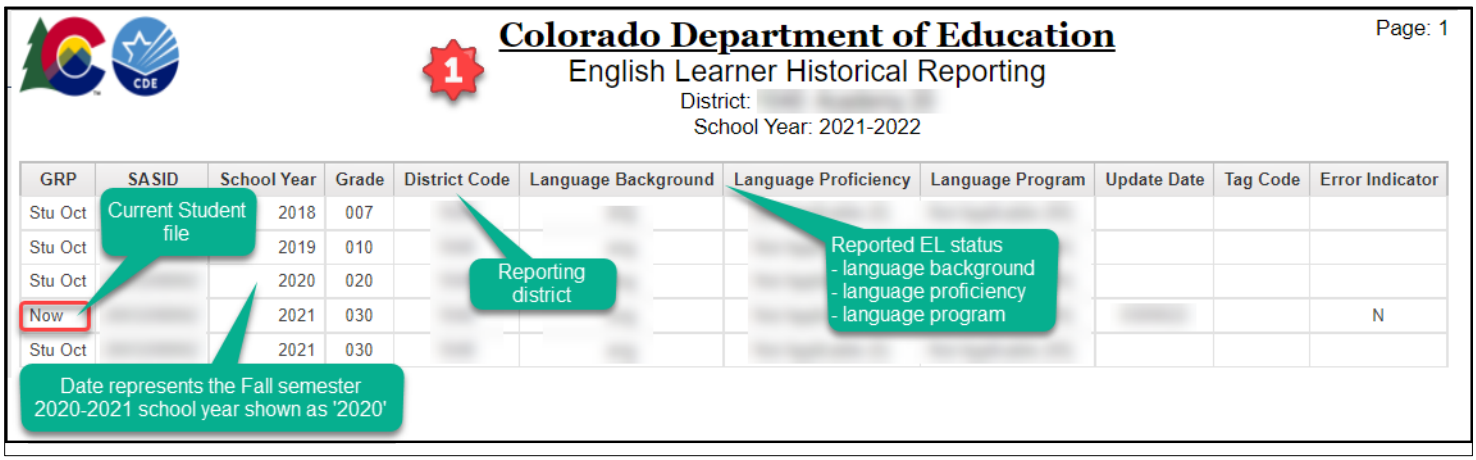
Report Tip: If you don't input a SASID in the prompt screen and select 'Finish', the report will pull the entire district list.

SASID	School Code	LASID	First Name	Last Name	Date of Birth	Current Entry Grade Level	Current Date First Enrolled in SSA File	Calculated Date First Enrolled in US	Calculated Date First Enrolled Entry Type	Calculated Grade First Enrolled in CO

English Learner Historical Reporting | … by District | … for Multiple SASIDs

These three reports provide historical information regarding the historical English Learner status of a student. The first allows a respondent to lookup an individual student's history by SASID, the second an entire list by the reporting district, and the third allows a respondent to look up multiple SASIDs at once.

Note: The 'School Year' column in these reports shows the Fall semester of the given year. For example, the 2021-2022 school year is shown as '2021' on these reports since it is reflecting the Student October data collection that takes place during the fall semester.



Colorado Department of Education
English Learner Historical Reporting by District
District:
School Year: 2021-2022

Page: 1

				Current Year						Prior Year				
SASID	Last Name	First Name	Date of Birth	District	School	Language Background	Language Proficiency	Language Instruction Program	Error Indicator	OCT District	OCT School	OCT Language Background	OCT Language Proficiency	OCT Language Instruction Program

Colorado Department of Education
English Learner Historical Reporting for Multiple SASIDs
District: 1040 Academy 20
School Year: 2021-2022

Pag

GRP	SASID	School Year	Grade	District Code	Language Background	Language Proficiency	Bilingual	ESL	Language Program	Update Date	Tag Code	Error Indicator
Stu Oct	SASID 1	2018	007									
Stu Oct		2019	010									
Stu Oct		2020	020									
Now		2021	030									N
Stu Oct		2021	030									
Stu Oct	SASID 2	2019	006									
Stu Oct		2020	010									
Now		2021	020									N
Stu Oct		2021	020									

Reporting district

Reported EL status
- language background
- language proficiency
- language program

Date represents the Fall semester 2020-2021 school year shown as '2020'

Homeless Detail Report

List of students by district who have been indicated as Homeless, both accompanied and unaccompanied, along with their primary nighttime residence.

SASID	Last Name	First Name	School Code	School Name	Entry Grade Level	School Entry Date	School Exit Date	Accompanied	Unaccompanied	In Shelters	Doubled Up	Unsheltered	Hotels/Motels

Accompanied - student is in custody of a parent/guardian
Unaccompanied - student is not in the custody of a parent/guardian

Primary Nighttime Residence

Migrant Student List

List of students by district who have been identified as Migrant students by CDE's Office of Migrant Education. More information can be found on the Office of Migrant Education's website.

SASID	Last Name	First Name	Birth Date	School Code	Migrant Arrival Date	Migrant End Date

Student Profile and IEP Comparison

This report will display the Student Interchange information and Special Education IEP Interchange information for the current year. To view the information in this report, the district must have the Student Interchange files uploaded as well as the IEP Interchange uploaded. The report will pull and display all students that are on an IEP along with information reported in both interchanges alongside one another. This information should be the same in most cases and should be verified to make sure student information is accurate across collections.

Colorado Department of Education
Student Profile and IEP Comparison

School Year: 2023-24
Tag: All

Page:

SASID	Student Profile District Code	IEP District of Attendance	Student Profile First Name	IEP First Name	Student Profile Middle Name	IEP Middle Name	Student Profile Last Name	IEP Last Name	Student Profile Gender	IEP Gender	Student Profile Birth Date	IEP Birth Date	Student Profile Ethnicity	IEP Ethnicity	Student Profile American Indian	IEP American Indian	Student Profile Asian	IEP Asian	Student Profile Black	IEP Black	Student Profile White	IEP White	Student Profile Native Hawaiian	IEP Native Hawaiian	Student Profile Entry Grade Level	IEP Grade Level	Student Profile Primary Disability	IEP Primary Disability	Student Profile ELL Status	IEP ELL Status
													1	1	0	0	0	0	0	0	1	1	0	0	120	120	06	06	N	Y
													0	0	0	0	1	1	1	1	0	0	0	0	050	050	13	10	N	N
													1	1	0	0	0	0	0	0	1	1	0	0	050	050	04	04	N	Y
													0	0	0	0	0	0	0	0	1	1	0	0	060	060	16	04	N	N
													0	0	0	0	0	0	0	0	1	1	0	0	004	004	00	08	N	N
													0	0	0	0	1	1	0	0	0	0	0	0	110	110	00	13	N	N
													0	0	0	0	0	0	0	0	1	1	0	0	070	070	03	04	N	N

Students Missing from IEP Interchange

This report shows the students who are listed as having a primary disability other than '00' but are not in the IEP interchange. If your district has not loaded data into the IEP interchange or uploaded incomplete records into the IEP interchange this report will return those students.

Colorado Department of Education
Students Missing from IEP Interchange

School Year: 2023-24

SASID	District Code Key	First Name	Middle Name	Last Name	Gender	Birth Date	ESL Status	Ethnicity	Race American Indian	Race Asian	Race Black	Race White	Race Hawaiian	Entry Grade Level	Primary Disability	School Exit Date
								0	0	0	0	1	0	040	15	00000000
								0	0	0	0	1	0	070	10	00000000
								1	1	0	0	1	0	020	13	00000000
								0	0	0	0	1	0	070	04	00000000
								0	0	0	0	1	0	100	03	00000000
								0	0	0	0	1	0	010	08	00000000

Special Education Transition Historical Reporting

This report will display Student October information, Student End of Year information, and Special Education End of Year information for the current year. To view the information in this report, the district must have the Student October Snapshot and the Student End of Year Snapshot in place for the year prompted. The report will pull and display all students indicated as Special Education Transition along with information reported from the various collections. The information pulled is described below to verify the Special Education Transition students are coded correctly:

Student School Association File Columns:

- District Code
- School Code
- School Name
- SASID
- School Year

Student October Snapshot Columns:

- District Code
- Grade Level
- Primary Disability Code
- Primary Disability Name
- Special Education Transition
- Pupil Attendance Information
- Non-School Program

Student End of Year Snapshot Columns:

- District Code
- Grade Level
- Special Education Transition
- School Entry Date
- School Entry Type
- School Exit Date

- School Exit Ty0pe
- Retention Code
- Non-School Program

Special Education End of Year Snapshot Columns:

- Special Education Exit Date
- Special Education Basis of Exit

Colorado Department of Education
Special Education Transition Historical Reporting
School Year: 2023-2024
Page: 1

SSA: District Code	SSA: School Code	SSA: School Name	SASID	School Year	OCT: District Code	OCT: Grade Level	OCT: Primary Disability Code	OCT: Primary Disability Name	OCT: SPED Transition	OCT: Pupil Attendance Information	OCT: Non-School Program	SEY: District Code	SEY: Grade Level	SEY: SPED Transition	SEY: School Entry Date	SEY: School Entry Type	SEY: School Exit Date	SEY: School Exit Type	SEY: Retention Code	SEY: Non-School Program	SPED EOY: SPED Exit Date	SPED EOY: SPED Basis of Exit
						120	16	Other Health Impairment	1	02	00	1040	120	1	08152022	90	05252023	27	3	00		
						120	13	Autism Spectrum Disorder	1	02	00	1040	120		08162021	90	05242022	27	3	00		
						120	13	Autism Spectrum Disorder	2	02	00	1040	120	2	08152022	90	05252023	27	3	00		
						120	13	Autism Spectrum Disorder	1	02	00	1040	120		08162021	90	05242022	27	3	00		
						120	13	Autism Spectrum Disorder	2	02	00	1040	120	2	08152022	90	05252023	27	3	00		
						120	10	Multiple Disabilities	1	02	00	1040	120		08162021	90	05242022	27	3	00		
						120	10	Multiple Disabilities	2	02	00	1040	120	2	08152022	90	05252023	27	3	00		
						120	10	Multiple Disabilities	1	02	00	1040	120	1	08152022	90	05252023	27	3	00		
						120	13	Autism Spectrum Disorder	1	02	00	1040	120		08162021	90	05242022	27	3	00		
						120	13	Autism Spectrum Disorder	2	02	00	1040	120	2	08152022	90	05252023	27	3	00		

Title VI American Indian/Native Alaskan

This report provides a list of self-identified American Indian/Alaska Native students. This list may be used as a "trigger" for the Title VI ED 506 Indian Student eligibility certification form. If you have questions about American Indian/Native Alaskan services through Title VI please reach out to CDE's Title VI office.

SASID	First Name	Middle Name	Last Name	Date of Birth	Grade Level	District Code	District Name	School Code	School Name	Federal Race	Amer Indian or Alaskan	Hispanic/Latino Ethnicity	White	Pacific Islander	Black	Asian	Most Recent Update

Student School Association

Student School Association Error Summary Report

This report shows a list of the business rules triggered during a Student School Association file upload. It matches the Data Pipeline Error report for the Student School Association file.

Student School Association Error Detail Report

This report shows a detailed list of student records and the corresponding triggered business rule during a Student School Association file upload. It matches the detailed Data Pipeline Error report for the Student School Association file.

Foster Care Student List

This is a list of students who have been identified as in Foster Care by the Colorado Department of Education using data provided by the Colorado Department of Human Services. This information is confidential and should not be shared with unauthorized individuals.

SASID	First Name	Last Name	Date of Birth	Grade Level	School Code	School Name	FRL Eligibility

Home Based Students

This report shows a district's list of students with Student School Association record that indicates they are Home Based Education = Yes (1).

SASID	First Name	Last Name	Birth Date	School Code	School Name	Entry Grade Level	School Entry Date	School Exit Date	Home Based Education

Students with an assigned Anticipated Year of Graduation

This list of students reflects students on your SSA file who have an assigned Anticipated Year of Graduation (AYG). It is based upon the prior year's student end of year reporting and does not update until this year's student end of year reporting is finalized. To review current AYG cohorts as updated by the creation of a new student end of year snapshot, please see the 'EOY Student List – Students from Current AYG' report in the Student End of Year COGNOS reporting category file.

SASID	First Name	Last Name	Gender	Date of Birth	Entry Grade Level	School Entry Date	School Exit Date	School Exit Type	Anticipated Year of Graduation	Last Year Reported	Starting Grade for AYG	Starting Year for AYG	Starting District for AYG
									2023	2021	090	2020	1110
[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	110	[redacted]	[redacted]	[redacted]	2023	2021	090	2020	1040

Current year data based upon SSA files.

Prior year data from the Student End of Year collection.

AYG, Last Reported Year, and Starting Year for AYG represent the Spring semester of the school year. For example, school year 2020-2021 is shown as '2021' in these data fields.

Graduation Guidelines

Student Graduation Guidelines Error Summary Report

This report shows a list of the business rules triggered during a Graduation Guidelines file upload. It matches the Data Pipeline Error report for the Graduation Guidelines file.

Student Graduation Guidelines Error Detail Report

This report shows a detailed list of student records and the corresponding triggered business rule during a Graduation Guidelines file upload. It matches the detailed Data Pipeline Error report for Graduation Guidelines file.

Graduation Guidelines Student History Report

This report shows all Graduation Guidelines measures reported for a given SASID across all districts and years. It is designed to assist districts in looking up reported measures for transfer students. This report is limited by the available information. Districts are encouraged to report any Graduation Guidelines measure completed by all students throughout the year but are only required to report measures for graduating students. Some districts choose to only report the minimum required information and others report all available information.

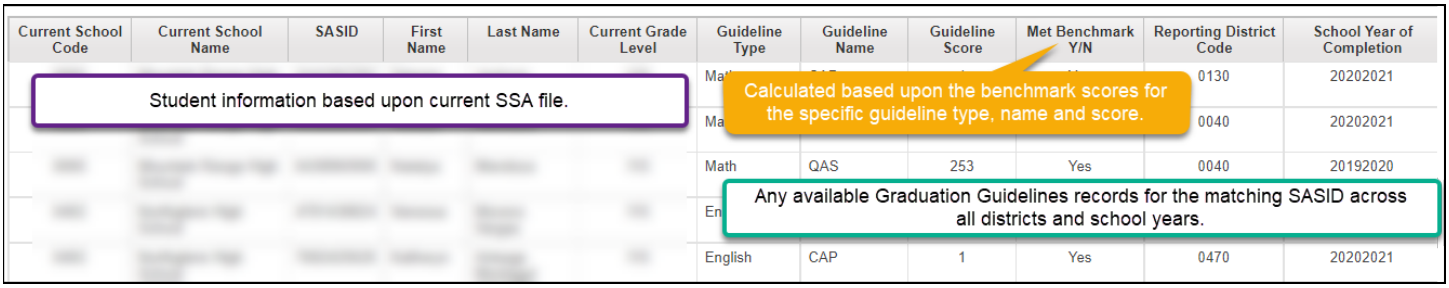
District/BOCES Code	Student's State ID (SASID)	School Code	Student's First Name	Student's Last Name	Student's Gender	Student's Date of Birth	Guideline Type	Guideline Name	Guideline Score	School Year of Completion	IEP Accommodation	EL Accommodation	GT Accommodation	District of Completion

Reporting district

These fields will be removed in the 2022-2023 school year. During the 2020-2021 and 2021-2022 school years it is permitted to 'zero fill' this information.

Graduation Guidelines: Student Completion List

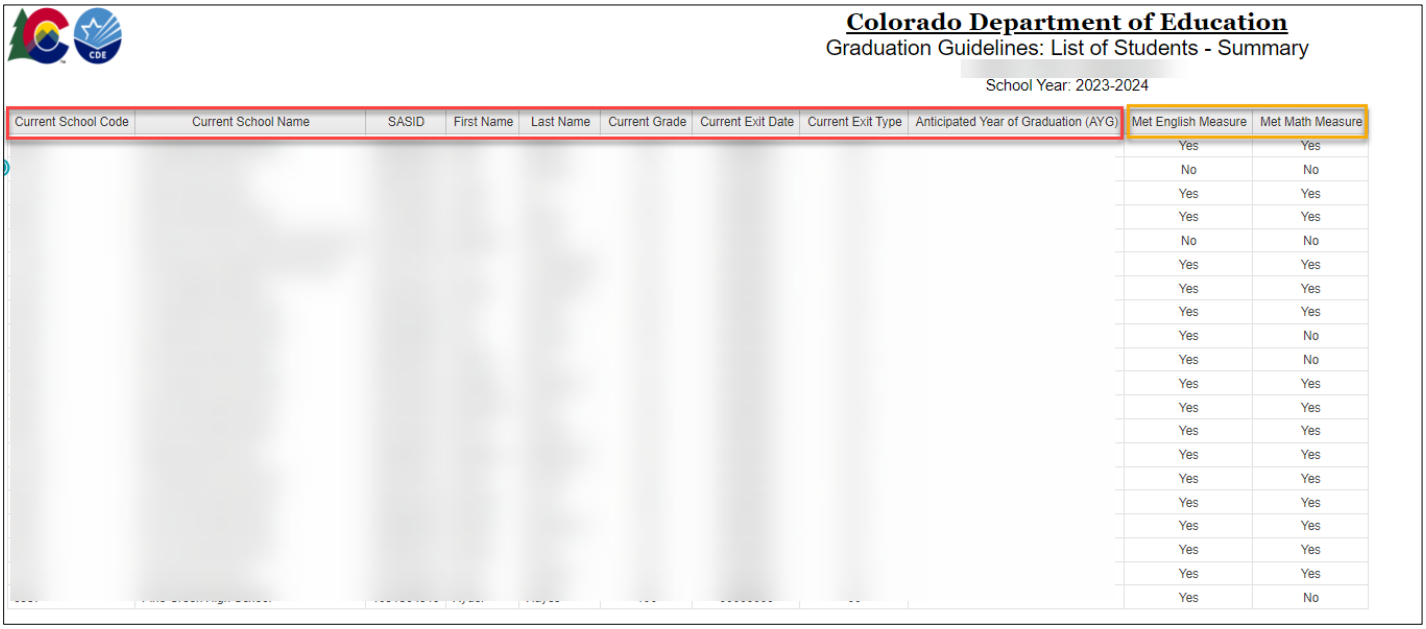
This report shows all reported Graduation Guidelines measure for any student listed on your district's current SSA file. If a student is not on this list that means no measures have been reported for their SASID, even if they are in a grade level where information may be anticipated. This report is limited by the available information in Data Pipeline. Districts are encouraged to report any Graduation Guidelines measure completed by all students throughout the year but are only required to report measures for graduating students. Some districts choose to only report the minimum required information and others report all available information.



Current School Code	Current School Name	SASID	First Name	Last Name	Current Grade Level	Guideline Type	Guideline Name	Guideline Score	Met Benchmark Y/N	Reporting District Code	School Year of Completion
										0130	20202021
										0040	20202021
						Math	QAS	253	Yes	0040	20192020
						English	CAP	1	Yes	0470	20202021

Graduation Guidelines: List of Students - Summary

This report shows all reported Graduation Guidelines measure for any student listed on your district's current SSA file and whether they have met their English Measure and Math Measure. This report is limited by the available information in Data Pipeline. Districts are encouraged to report any Graduation Guidelines measure completed by all students throughout the year but are only required to report measures for graduating students. Some districts choose to only report the minimum required information and others report all available information.



Colorado Department of Education

Graduation Guidelines: List of Students - Summary

School Year: 2023-2024

Current School Code	Current School Name	SASID	First Name	Last Name	Current Grade	Current Exit Date	Current Exit Type	Anticipated Year of Graduation (AYG)	Met English Measure	Met Math Measure
									Yes	Yes
									No	No
									Yes	Yes
									Yes	Yes
									No	No
									Yes	Yes
									Yes	Yes
									Yes	Yes
									Yes	No
									Yes	No
									Yes	Yes
									Yes	Yes
									Yes	Yes
									Yes	Yes
									Yes	Yes
									Yes	Yes
									Yes	Yes
									Yes	Yes
									Yes	Yes
									Yes	No