

CA MSIX User Guide 1.0

Consolidated Student Record View Updates

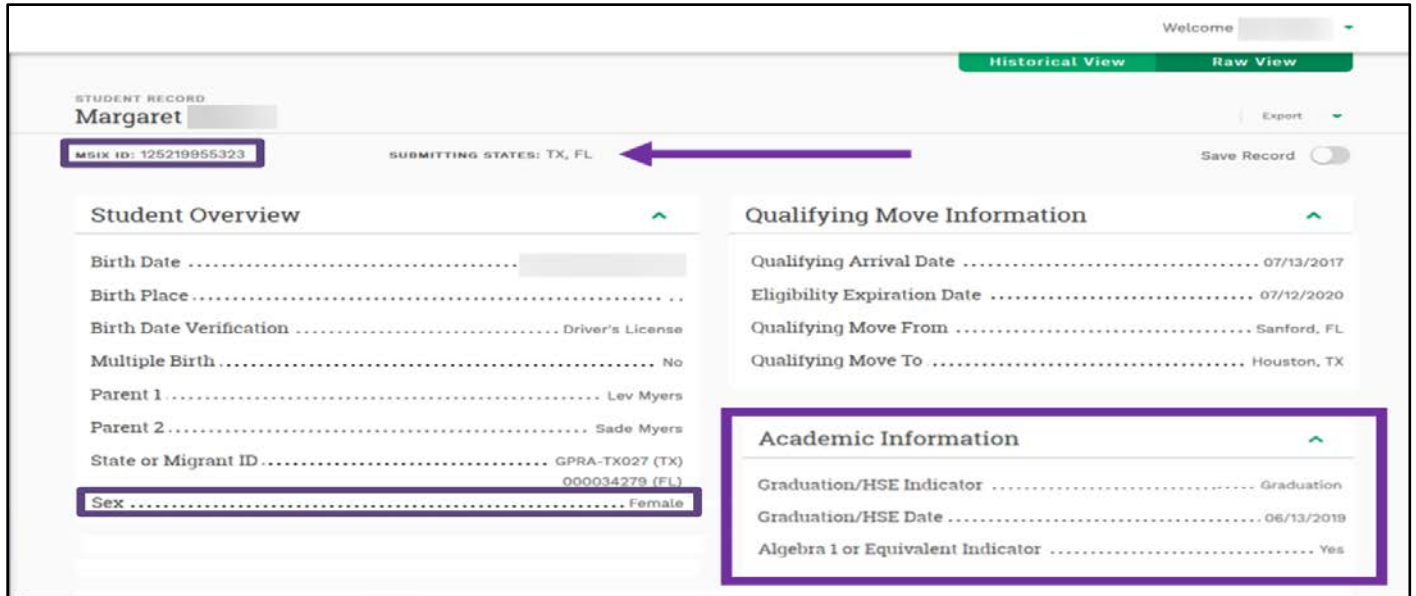
Consolidated Student Record View Updates

Introduction: In June 2020, MSIX deployed updates to the Consolidated Student Record view and Advance Search functions. Drawn from end-user feedback, these updates make information on the Student Record more easily accessible and streamline MSIX student searches. This user guide captures these updates for all MSIX users.

The following section provides an overview of the updates. **Figure 2.0** highlights the changes to the Consolidated Student Record, and **Figure 2.1** highlights the changes to Advance Search.

- Only the “MSIX ID” and “Submitting States” (all States submitting information for the child) fields will appear in the header;
- “Gender” was changed to “Sex” to align with the official MDE and moved from the header to the Student Overview Section;
- An “Academic Information” section with a student’s Graduation/HSE Indicator, Graduation/HSE Date, and Algebra 1 or Equivalent Indicator were added below Qualifying Move Information.

Figure 2.0- An ‘Academic Information’ section with a student’s Graduation/HSE indicator, Graduation/HSE Date, and Algebra or Equivalent Indicator was added. The purple arrow points to ‘Submitting States’ that submitted information for the child.



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Advance Search Updates

Users have updated filter options- Parent Name, Date of Birth (entering the year as a minimum) as stand-alone fields **in addition to** First Name, Last Name, and ID.

- “Parent First Name 1” and “Parent First Name 2” are a **consolidated** “Parent First Name” field, and Parent 1 Last Name and Parent 2 Last Name will be rolled up into a “Parent Last Name” field, allowing users to search both Parent 1 and Parent 2 at once;
- Users can narrow student searches with the new search fields “District of Residence/School District Name,” “School or Project Name,” and “Facility Name.” **These are not stand-alone search fields.**

Figure 2.1- Advance Search Updates.

The screenshot shows the 'Student Record Search' interface. At the top, a green header contains the title and a 'Clear' button. Below the header, a message states: 'Ensure that your search contains at least one of the following elements: First Name, Last Name, Date of Birth, ID, Parent First Name, or Parent Last Name.' The search form is divided into two main sections. The left section contains fields for First Name, Middle Name, Last Name 1, Last Name 2, Sex, State, Parent First Name, and Parent Last Name. The right section contains fields for Date of Birth (with MM, DD, and YYYY sub-fields), ID (MSIX, State, or Alternative), ID Type (with radio buttons for MSIX, State, and Alternate), Multi-Birth, Birth Country, Birth State/Province, District of Residence/School District Name, School or Project Name, and Facility Name. A 'SEARCH' button is located at the bottom right. A 'Basic Search' link is visible at the bottom left. Several fields, including the Date of Birth section, the Parent Name fields, and the District/School/Facility Name section, are highlighted with purple rectangular boxes.

Wild Card Search

The ‘Wild Card Search’ is done in the Student Record Search to look for a student’s name that could be spelled differently. In this case, a percentage symbol (%) is a placeholder in the student’s name for a specific letter or space (hyphenated names) that could be spelled with another character or letter. This action gives results with the different student names that are spelled differently.

For example, below, a percentage symbol is placed in the first letter to give the different spelling for the first letter to do the wild card search. Such as %**essica** gives the student names either as **Jessica** or **Yessica**. **Figure 2.2** illustrates the description.

The placeholder symbol also helps to search student names that could be

- Hyphenated names (e.g. Bravo-Hernandez)
- Special accents (e.g. Piño)
- Middle Names

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Figure 2.2- Wild Card Search.

Student Record Search

Ensure that your search contains at least one of the following elements: First Name, Last Name, Date search fields allow for partial search and wild card search. For more information on how to use partial

First Name
%essica

Last Name

[Advanced Search](#)

1042 Results

Student(s)	State	Gender
ABARCA, JESSICA	WA	FEMALE
ABONCE, YESSICA FABIOLA	MN	Female

Export Custom PDF - Consolidated Student Record

A new Consolidated Student Record report filter allows users to choose which elements of a student record to include in a PDF export. Users can access this feature by selecting the “Custom PDF” option on the export dropdown menu on any child’s student record as illustrated in **Figure 2.3**. Users can use this feature to export information based on a specific date range, grade level, and report elements (e.g. Course History or Assessments) shown in **Figure 2.4**. Users can also choose to include Additional Guidance, which describes the purpose and contents of the record, in the header of the PDF export. Finally, users also have the ability to export the record in English or Spanish.

Figure 2.3- Export Custom File & Printing Options.

Historical View **Raw View**

Data Request → Move Notice

Export

- HTML
- Custom PDF
- Word
- State

Print 3 pages

Destination Save as PDF

Pages All

Pages per sheet 1

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Figure 2.4- Consolidated Student Record Custom PDF Filter.

Consolidated Student Record Custom PDF Filter ✕

SELECT FILTER CRITERIA:

Default Filter Criteria (all student information) Enrollment Date Range

Grade Level

REPORT ELEMENTS:
Select **All** | **None**

Course History Assessments Enrollment Comments

Additional Guidance

LANGUAGE: English Spanish

[Reset Filters](#) **SUBMIT**

Figure 2.4A- Filter Criteria, Grade Level.

GRADE LEVEL:
Select **All** | **None**

<input checked="" type="checkbox"/> P Values	<input checked="" type="checkbox"/> Kindergarten	<input checked="" type="checkbox"/> Grade 1
<input checked="" type="checkbox"/> Grade 2	<input checked="" type="checkbox"/> Grade 3	<input checked="" type="checkbox"/> Grade 4
<input checked="" type="checkbox"/> Grade 5	<input checked="" type="checkbox"/> Grade 6	<input checked="" type="checkbox"/> Grade 7
<input checked="" type="checkbox"/> Grade 8	<input checked="" type="checkbox"/> Grade 9	<input checked="" type="checkbox"/> Grade 10
<input checked="" type="checkbox"/> Grade 11	<input checked="" type="checkbox"/> Grade 12	<input checked="" type="checkbox"/> Ungraded
<input checked="" type="checkbox"/> Out-of-School	<input checked="" type="checkbox"/> Invalid/Not Submitted	<input checked="" type="checkbox"/> Not Associated with Enrollment/Grade Level

Figure 2.4B- Enrollment Date Range


The Enrollment Date Range filter will not display Course History or Assessment information that is not associated with an enrollment in the selected date range.

ENROLLMENT DATE RANGE: / / / /

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This is the sample that current or former migrant parents, guardians, or self-qualifying youth can request a printable copy of their Consolidated Student Record. Also, LEAs can request a copy of the Consolidated Student Record, if they are appropriate requesters in need of student data to make an educational or health decision. See **Figure 2.4E** is a Spanish version of the Consolidated Student Record that shows the Additional Guidance and some parts of the student record. To see a full view of the Consolidated Student Record without Additional Guidance go see **Figure 2.4C**.


Figure 2.4C- Copy of Consolidated Student Record without Additional Guidance.

		Consolidated Student Record Report			MSIX Identification # 819526423823				
Aguilar, Jorge		DOB: 10/05/2000							
Student Demographics									
Student Full Name	Sex	Birth Date	Birth Location	Parent 1	Parent 2				
JORGE AGUILAR	Male	10/05/2000	SANTA MARIA, California, United States	MARTIN PATRO	FELIX C PATRO				
Most Recent Qualifying Move									
QAD	EED	Move From Location		Move To Location					
06/13/2007		SAN JOSE, California, United States		GILROY, CA					
Graduation Information									
Graduation/HSE Indicator	Graduation/HSE Date		School or Project Name						
Enrollments									
School or Project Name	Academic Year	Enrollment Date	Withdrawal Date	Enrollment Type	Algebra 1 or Equiv.	Out of State Transcript	EL	IEP	PFS
McKinley Elementary 651 Macredes Ave. San Jose, CA 95116-3257 Franklin-McKinley Elementary 408-283-6350	2008-2009	08/17/2009	06/11/2010	Regular Term MEP-Funded Project				No	
McKinley Elementary 651 Macredes Ave. San Jose, CA 95116-3257 Franklin-McKinley Elementary 408-283-6350	2007-2008	08/25/2008	06/12/2009	Regular Term MEP-Funded Project				No	
Course History - Failed and Incomplete Coursework									
No data available									
Resolved Coursework									
No data available									
Not Associated with an Enrollment and/or Non Migrant									
No data available									
Assessments									
MCKINLEY ELEMENTARY									
Assessment Title	Date	Assessment Content	Assessment Type	Interpretation	Score Results				
California Standardized Test	04/2010	English Language Arts	State Assessment	Below Basic	259				
California Standardized Test	04/2010	Math	State Assessment	Below Basic	298				
Not Associated with an Enrollment and/or Non Migrant									
No data available									
Medical Information									
School or Project Name			Immunization Record		Med Alert				
McKinley Elementary			No						
McKinley Elementary			No						

*Fictitious Student Data

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Figure 2.4D- Copy of the Consolidated Student Record with Additional Guidance.



MSIX
Aguilar, Jorge

Consolidated Student Record Report

DOB: 10/05/2000

MSIX Identification # 819526423823

Additional Guidance

This report displays the consolidated information for this child. The Qualifying Move Information displayed is the most recent information for the child. This report can be used to assist you with enrolling, placing, or accruing course credit for the child. Information from the child's enrollments, course history, and assessments in MSIX are consolidated in this report, according to the selected filter settings. In the Most Recent Qualifying Move Section, QAD refers to the Qualifying Arrival Date of the child's most recent qualifying move. EED refers to the child's Eligibility Expiration Date. If the child has graduated or received his or her high school equivalency diploma (e.g. GED), the Graduation/HSE Information section will include this information. In the Enrollments section, English Learner (EL) means the child meets the State definition of English Learner, Individualized Education Program (IEP) indicates that the child has an IEP, and Priority for Services (PFS) signals the child is served under the PFS provision for that enrollment. This report contains Personally Identifiable Information (PII) and should be handled in accordance with the Privacy Act of 1974 and the MSIX Rules of Behavior. You should also follow all State and local laws for transmitting PII.

Student Demographics					
Student Full Name	Sex	Birth Date	Birth Location	Parent 1	Parent 2
JORGE AGUILAR	Male	10/05/2000	SANTA MARIA, California, United States	MARTIN PATRO	FELIX C PATRO

Most Recent Qualifying Move			
QAD	EED	Move From Location	Move To Location
06/13/2007		SAN JOSE, California, United States	GILROY, CA

Graduation Information		
Graduation/HSE Indicator	Graduation/HSE Date	School or Project Name

Enrollments									
School or Project Name	Academic Year	Enrollment Date	Withdrawal Date	Enrollment Type	Algebra 1 or Equiv.	Out of State Transcript	EL	IEP	PFS
McKinley Elementary 651 Macredes Ave. San Jose, CA 95116-3257 Franklin-McKinley Elementary 408-283-6350	2008-2009	08/17/2009	06/11/2010	Regular Term MEP-Funded Project				No	
McKinley Elementary 651 Macredes Ave. San Jose, CA 95116-3257 Franklin-McKinley Elementary 408-283-6350	2007-2008	08/25/2008	06/12/2009	Regular Term MEP-Funded Project				No	

*Fictitious Student Data

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Figure 2.4E- Copy of the Consolidated Student Record with Additional Guidance in Spanish.



El Informe del Consolidado Expediente Escolar

Aguilar, Jorge
DOB: 10/05/2000
Identificación de MSIX # 819526423823

Guía Adicional

Este informe muestra la información consolidada de este niño(a). La información de la reubicación calificanda es la información más reciente para el niño(a). Se puede utilizar este informe para asistir con la matriculación, puesto de curso, o la acumulación de crédito de cursos para el niño(a). La información de las matriculaciones, la historia de los cursos, y los exámenes del niño(a) en el sistema de MSIX se consolidan en este informe según la configuración de filtro seleccionada. En la sección "Reubicación Calificanda más Reciente," QAD significa la fecha de llegada calificanda (en inglés, Qualifying Arrival Date) de su reubicación calificanda más reciente. EED significa la fecha del vencimiento de la elegibilidad del niño(a) (en inglés, Eligibility Expiration Date). Si el niño(a) se graduó o recibió su equivalencia de escuela secundaria (por ejemplo, su GED), la información en la sección de Graduación o Equivalencia de Escuela Secundaria (HSE) incluirá esta información. En la sección de Matriculaciones, Aprendiz de Inglés o EL (en inglés, English Learner) significa que el niño(a) cumple la definición estatal de Aprendiz de Inglés, Programa de Educación Individualizado o IEP (en inglés, Individualized Education Program) indica que el niño(a) tiene un IEP, y Prioridad para los Servicios o PFS (en inglés, Priority for Services) señala que se sirve el niño(a) bajo la provisión de PFS para esta matriculación. Este informe contiene Información de Identificación Personal (PII) y se debe tratarlo de acuerdo con la Ley de Privacidad de 1974 y las reglas de comportamiento de MSIX. También se debe seguir todas las leyes estatales y locales para la transmisión de PII.

Demografía Estudiantil					
Nombre Completo del Estudiante	Sexo	Fecha de Nacimiento	Localización de Nacimiento	Padre 1	Padre 2
JORGE AGUILAR	Male	10/05/2000	SANTA MARIA, California, United States	MARTIN PATRO	FELIX C PATRO

Reubicación Calificanda más Reciente			
QAD	EED	Origen de la Reubicación	Destino de la Reubicación
06/13/2007		SAN JOSE, California, United States	GILROY, CA

Información de Graduación		
Indicador de Graduación o Equivalencia de Escuela Secundaria (HSE)	Fecha de Graduación o Equivalencia de Escuela Secundaria (HSE)	Escuela o Nombre del Proyecto

Matriculaciones									
Escuela o Nombre del Proyecto	Año Académico	Fecha de Matriculación	Fecha de Retiro	Tipo de Matriculación	Álgebra 1 o Equiv.	Expediente Fuera del Estado	EL	IEP	PFS
McKinley Elementary 651 Macredes Ave.									