SCRIBE Report Structure Resource

Service List Export	This export includes all services entered in SCRIBE for a school year.

The export generates a row for each service that was entered in SCRIBE, including the service details :
- Start/End Date, Person Type, Service Category, Service Type, Service Timing, Service Delivery, Is STEM, Is ELL, Total Participation, & Total Hours

This export generates an _aggregate number of participants_ and _aggregate hours of participation_ for each service entered in SCRIBE

Student Participation Export	This export includes all students, regardless of participation

For students with participation, the export generates a row for each participation occurrence
- Each row includes the service category, service type and participation time for each participation occurrence.

For students without participation, a single row containing no data in the service category, service type, or hours of participation fields is displayed.

Parent Participation Export	This export includes all students with a parents/guardians mapped, regardless of participation

For students with parent/guardian participation, the export generates a row for each participation occurrence for each parent/guardian
- Each row includes the service category, service type and participation time for each participation occurrence.

For students without parent/guardian participation, a single row containing no data in the service category, service type, or hours of participation fields is displayed.

Staff Participation Export	This export includes all staff, regardless of participation

For staff with participation, the export generates a row for each participation occurrence
- Each row includes the service category, service type and participation time for each participation occurrence.

For staff without participation, a single row containing no data in the service category, service type, or hours of participation fields is displayed.

Student Enrollment Export	This export generates a list of all students enrolled in a school year in SCRIBE

Each student enrollment is displayed in a separate row
- If the report contains multiple schools and a student was enrolled in multiple schools in the selected school year, this student would have one row for each enrollment at each school

This report includes:
- Demographics, Address, Contact, Student Record, Enrollment Status, Student Enrollment Demographics, & Family demographic information

Standardized Test Export	This export generates *historical standardized test data for all school year enrollments in SCRIBE for students who were enrolled in the chosen report school year.

This report generates a separate row for each standardized test & test section taken by a student

This report does not display students who have not taken the chosen standardized test

*Example: If the standardized test export was generated for SY 2021-2022, Student A would have a row for each standardized test & test section for SY 2021-2022 (if applicable). In addition, any standardized test scores for previous SYs in SCRIBE would also be displayed on this report.

Student Transcript - Course Grades	This export generates *historical course & grade data for all school year enrollments in SCRIBE for students who were enrolled in a specific school year.

This report generates a separate row for each student course taken.
- If a grade has been entered for this course row, the grade is also displayed
- If a grade has not been entered for this course row, the grade field is left blank

    If a student was not mapped to a course for a specific school year, the course fields are left blank

*Example: If the student transcript- course grades report was generated for SY 2021-2022 enrollments, Student A would have a row for each course & grade (where applicable) for SY 2021-2022. In addition, any additional courses & grades for previous SYs in SCRIBE would also be displayed on this report.

Course List Export	This export generates a list of all courses mapped to a specific school year

This report generates a separate row for each course mapped to a school in a chosen school year, including the following course details:
- course name, number, type, level, credits, scoring method, standard course

If one of the above course detail fields are blank, this indicates that this field was not populated when the course was completed.