

Compass For Success

Cognos BI

How to Roll Compass BI Environment Into A New School
Year

Table of Contents

Overview: 2

Steps:..... 2

 Step 1: Subject Areas to Run Once a Year: 2

 Step 2: Check the dimension tables:..... 2

 Step 3: Check the DM_School_Term Table: 3

Overview:

This document is for Compass for Success system admin /DBA. It contains instruction with steps to The following tables contain the current school year indicator and are referenced for school year reporting in the BI system:

- DM_Report_Period
- DM_Date
- rpt_prm_School_Year
- DM_School_Term

The following tasks need to be performed at the beginning of the school year to roll the Compass For Success BI environment into a new school year.

Steps:

Step 1: Subject Areas to Run Once a Year:

At the beginning of the school year, usually one day before the first day of the new school year, execute the following script in the Staging database to turn on the subject area for:

- DM_Report_Period
- DM_Date
- rpt_prm_School_Year

```
Update ETL_Subject_Area
Set Is_Active = 'Y'
Where Subject_Area_Id in (8, 9, 702)
```

These subject areas will run as the part of the regular ETL nightly run.

Step 2: Check the dimension tables:

Once these subject areas are run, please use the following scripts to check the current school year and previous school year indicator are set properly:

```
select distinct School_year from DM_Report_Period where
Current_School_Year_Indicator = '1'
select distinct School_year from DM_Report_Period where
Prior_School_Year_Indicator = '1'

select distinct School_year from DM_Date where
Current_School_Year_Indicator = '1'
```

```
select distinct School_year from DM_Date where
Prior_School_Year_Indicator = '1'

select * from rpt_prm_School_Year order by school_year_order desc
```

After you verify the data, execute the following script in Staging database, and turn off the subject areas that were enabled in step 1.

```
Update ETL_Subject_Area
Set Is_Active = 'N'
Where Subject_Area_Id in (8, 9, 702)
```

Step 3: Check the DM_School_Term Table:

DM_School_Term subject area usually is a part of the regular ETL run. When ETL loads these school terms, it uses the current ETL run date to calculate the school year to set the current_school_year_indicator. Here is the reason why this table needs to be checked at the beginning of school year.

By the time the new school year starts, it is possible that there are two school years to be set as Current_School_Year. This is because some of school term for a new school year can be set up very early (such as, last couple months of previous school year) in the Student Management System. It is very common that we see the new school year terms come in from Student Management System into DW starting April. For example, when the ETL run on May 8, 2014 pull any new 2014-2015 terms from source system, it set current_school_year to 2013-2014.

Please run the follow script on the first day of school or after the DM_Report_Period or DM_Date table have been update, and check school year settings in DM_School_Term table:

```
select distinct School_year from DM_School_Term where
Current_School_Year_Indicator = '1'
select distinct School_year from DM_School_Term where
Prior_School_Year_Indicator = '1'
```

If there are any discrepancies, please run the following script to correct them.

```
Update DM_School_Term
set Current_School_Year_Indicator = 0, Prior_School_Year_Indicator = 0

Update DM_School_Term
set Current_School_Year_Indicator = 1
where School_Year = (select distinct School_year from DM_Report_Period
where Current_School_Year_Indicator = '1')

Update DM_School_Term
```

```
set Prior_School_Year_Indicator = 1
where School_Year = (select distinct School_year from DM_Report_Period
where Prior_School_Year_Indicator = '1')
```