

Implementing the High School XML Transcript

Georgia Enhanced Banner Student and Financial Aid Systems User Documentation

Version 8.19

Information Technology Services

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Implementing the High School XML Transcript

Introduction to High School XML Transcript

Purpose	As part of the High School XML transcript project, several Georgia Enhancements have been created to allow for the loading of Department of Education course codes, the calculation of high school GPAs, and the update of College Preparatory Curriculum (CPC) requirements.						
Target Audience	Institutional staff that are responsible for loading and maintaining High School transcript information.						
Purpose and Scope of Document	This document explains how to setup and utilize the Georgia Enhancement components designed for the utilization of High School XML transcripts.						
Graphics	Graphic cues used in this document assist with labeling of steps and items that are particularly important.						
Ø	Steps for recovery or support.						
	For additional information, see references.						
	Exercise caution.						
Dangeri	Warning: an error here	is critical.					
References	For information about the baseline product, see Using SCT Banner User Manual for Accounts Receivable, Financial Aid, and Student.						
Support	For additional ITS reso	urces and support, contact the ITS HELPDESK:					
Ø	Web	http://www.usg.edu/customer_services (self-service ticket submission)					
	E-mail	helpdesk@usg.edu					
	For urgent or production down situations, call the ITS HELPDE						
	Local	706-583-2001					
	Toll free within Georgia	1-888-875-3697					

Georgia Enhancements 8.19 User Documentation High School XML Transcript

High School XML Transcript Introduction

Description As part of the High School XML transcript project, several Georgia Enhancements have been created to allow for the loading of Department of Education course codes, the calculation of high school GPAs, and the update of College Preparatory Curriculum (CPC) requirements. This document lists the steps to set up and use each of these enhancements.

Overview of High School XML Transcript Complete the following steps to implement the High School XML Transcript in Banner.

I. Set	Up for High School XML Transcript	
1.	Load STVSBJC using the High School Subject Validation Table Loader	load_stvsbjc .ctl
2.	Build rules in the CPC Fulfilling High School Courses Rules Form	ZOACPCH
	\downarrow	
П.	Post Load Processing Steps for High Sch Transcript	ool XML
1.	Update Academic Requirements using the CPC Requirement Update process	ZORCPCH
2.	Calculate High School GPAs in Batch	ZORHSBG

Implementing the High School XML Transcript

I. Set Up for High School XML Transcript

- **Overview** This section will go through the setup required before a high school XML transcript can be loaded and utilized into Banner. All of the following steps must be completed first.
- 1. Load STVSBJC using the High School Subject Validation Table Loader

A Technical Representative or local Database Administrator will need to run the load_stvsbjc.ctl table loading script. This script populates the High School Subject Validation table (STVSBJC) with courses from the Department of Education (DOE).

Enter the STVSBJC form. Check to verify that all the data has been loaded. The loader should populate the first six digits of the Course Code and the corresponding description. There should be no decimals in the Code field.

Code	Description	Activity Date
010510	Cooperative Agribusiness Sales	27-OCT-2008
010520	Cooperative Agribusiness Sales	27-OCT-2008
010980	Co-op/Internship I	27-OCT-2008
010990	Co-op/Internship II (AG-GH/PS)	27-0CT-2008
011510	Cooperative Agribusiness Sales	27-0CT-2008
011520	Cooperative Agribusiness Sales	27-0CT-2008
011980	Co-op/Internship I	27-0CT-2008
011990	Co-op/Internship II (AG-GH/PS)	27-0CT-2008
012510	Cooperative Agribusiness Sales	27-0CT-2008
012520	Cooperative Agribusiness Sales	27-OCT-2008
012980	Co-op/Internship I	27-OCT-2008
012990	Co-op/Internship II (AG-GH/PS)	27-OCT-2008
013120	Marketing Agricultural Commodi	27-OCT-2008
013510	Cooperative Agribusiness Sales	27-0CT-2008
013520	Cooperative Agribusiness Sales	27-0CT-2008
013980	Co-op/Internship I	27-0CT-2008
013990	Co-op/Internship II (AG-GH/PS)	27-0CT-2008
014110	Agriculture Business and Manag	27-0CT-2008
014210	Agricultural Mechanics Technol	27-OCT-2008
014220	Agricultural Mechanics Technol	27-OCT-2008
014230	Agricultural Mechanics Technol	27-OCT-2008
014240	Agricultural Metals Fabricatio	27-0CT-2008
014250	Agricultural Power and Machine	27-OCT-2008

This will only add DOE values. Any existing codes in STVSBJC will remain.

2. Build rules in the CPC Fulfilling High School Courses Rules form (ZOACPCH) is for building rules for satisfying College Preparatory Curriculum (CPC) requirements with high school courses. Enter ZOACPCH and build rules based on CPC requirements. These rules are designed to be used with the corresponding CPC HS Requirements Update Process (ZORCPCH) to satisfy CPC requirements placed on the Georgia Requirements Form (ZOAGARP).

NOTE: Added new Credit Hour column on the CPC Fulfilling High School Courses Rules Form (ZOACPCH). Default value is set to 1 credit hour for all previously created NCRQ code rules in ZOACPCH.

CPC Fulfilling High School Courses Rules	Form ZOACPCH 8.19	2000000000000000000000000000000000000
Non-Course Requirement Code NCRQ Code Descri CRCE CPC - English CPCF CPC - Foreign Language CPCM CPC - Math		
CPCE A 230630 World CPCE A 230510 Ameri	Credit Hours Subject Code Grade Literature/Composition Composition Interature/Composition I	Minimum Grade) • • • • • • • • • • • • •

II. Post Load Processing Steps for High School XML Transcript

- **Overview** Once a high school XML transcript has been loaded or manually data entered into Banner, the following processes can be used to satisfy CPC requirements and calculate high school GPAs for a group of students or an individual.
- 1. Update Academic Requirements using the CPC HS Requirement Update process

The CPC HS Requirements Update process is used to satisfy CPC requirements. Enter ZORCPCH via the Go To field of the General Menu (GUAGMNU) or the Process Submission Controls form (GJAPCTL).

Enter the status code, hold end or remove and a population selection or term. This process will satisfy any CPC requirements placed on the Georgia Requirements form (ZOAGARP) based on rules entered on the CPC Fulfilling High School Courses Rules form (ZOACPCH). The process will also end or remove holds from the Hold Information form (SOAHOLD).

This process can be run multiple times for a population selection, a term, or a specific student.

Process Sub	omission Controls GJAPCTL 8.3.0.2	300000000000000	000000000000000000000000000000000000000		9999999999999999999999999999955
Process:	ZORCPCH CPC HS Requirements Upda	ite	Parameter Set:		V
Printer C	Control				
Printer:	DATABASE	Special Print:		Lines:	Submit Time:
Doromot	er Values				
Paramet Number	Parameters			Values	
_	`			•	
01	Status Code		SH		
02	End or Remove Holds?		E		
03	Hold End Date		26-FEB-2013		
04	Selection Identifier				
05	Application Code				
06	Creator ID				
07	User ID				
08	Term				
LENGTH: 2	TYPE: Character O/R: Required M/S: Single				
Enter requir	rement satisfied status code.				
Submiss	ion				
Save Pa	arameter Set as Name:	Description	-) он	lold Submit
Jouvera	Name.	Description.	•		Subint

Parameters:

Number	Description	Help	Default	Required
01	Status Code	Enter requirement satisfied status code	SH	Yes
02	End or Remove Holds?	Enter E to End Holds, R to Remove Holds.	E	Yes
03	Hold End Date	Enter Hold End Date if holds are to be ended (DD-MON-YYYY)	SYSDATE	No
04	Selection Identifier	Enter selection Id if population is to be used.		No
05	Application Code	Enter application code if population is to be used.		No
06	Creator ID	Enter creator if population is to be used.		No
07	User ID	The User ID of the sub-population, if applicable.		No
08	Term	Term to process if not using population selection. Otherwise header info.		Yes
09	Report Print Mode	Print (A)II, or (C)ompleted-requirement satisfied only, on report.	А	Yes
10	Run Mode	(A)udit or (U)pdate Mode.	А	Yes
11	Graduation Year	Enter High School Graduation Year for 4 Unit CPC Science Requirement	SYSYEAR	Yes

Sample .lis file:

26-FEB-2013 FALL 2010	15:25:05 CPC HIGH SCHOOL RI	EQUIREMENTS UPDATE	PROCE:	55	PAGE 1 ZORCPCH 8.19B
Id	Name	HS Course	GARQ Hold	ST	Message
800-80-0800	Green, Aaron				**NO GRAD YR**
Students wit	h High School Graduati	on Year < 2012 Rev	iew CP	CN R	equirement.
Id	Name	HS Course	GARQ Hold		Message
091-05-0622	Bainbridge, Richard		BMBM CLT2 CPCE		**NO REQT EST** **NO COURSES** **NO REQT EST** **NO COURSES**
			CPCN CPCS	WE WE RQ	**NO COURSES** *PR SAT REQ* *PR SAT REQ* *NO RULES* *PR SAT REQ*
					NO REQT EST
001-12-2334	Carter IV, Shawn M		1500 BMBM CLT2		**NO REQT EST** **NO COURSES** **NO REQT EST**
			CPCF CPCM CPCN	SH RQ	*PR SAT REQ* *PR SAT REQ* *NO RULES* **NO COURSES**
				RQ	*PR SAT REQ* *NO RULES* **NO REQT EST**
777-44-4111	Jenkins, Jenny		BMBM		*NO RULES* **NO COURSES**
			CPCE CPCF CPCM	SH SH SH	*NO RULES* *PR SAT REQ* *PR SAT REQ* *PR SAT REQ*
			CPCS CPCT	SH SN	*PR SAT REQ* *PR SAT REQ* *PR SAT REQ* *NO RULES*
001-17-6164	Jensen, Andrew		1500 BMBM CLT2		**NO REQT EST** **NO COURSES** **NO REQT EST**
			CPCE	WE	*PR SAT REQ* **NO COURSES** *NO RULES*
			CPCN	WE	*PR SAT REQ* *NO RULES*

Once the process is successfully executed in Update mode, verify that CPC requirements were updated on ZOAGARP and holds ended or

Georgia Enhancements 8.19 User Documentation High School XML Transcript removed on SOAHOLD.

2. Calculate High School GPAs in Batch

The High School Batch GPA Calc process is used to calculate Grade Point Averages (GPAs) in batch or for an individual. Enter ZORHSBG via the Go To field of the General Menu (GUAGMNU) or the Process Submission Controls form (GJAPCTL).

Enter a term, student ID or population selection. This process updates the High School Detail Information form (ZOAHSCD) in the same way the Recalculate High School GPA indicator is used in the form.

This process can be run multiple times for a population selection, a term, or a specific student.

Process:	ZORHSBG Figh School Batch GPA Calc	Parameter Set:
Printer (Printer:	Control	Lines: Submit Time:
Parame Number	eter Values Parameters (Values
þı	Process Term	
02	Student ID	
03	Selection Identifier	
04	Application Code	
05	Creator ID	
06	User ID	
07	Run Mode	A
	5 TYPE: Character O/R: Optional M/S: Multiple d in headers and possibly student selection. sion	
Save Pa	arameter Set as Name: Description:	⊖ Hold ● Submit

Parameters:

Number	Description	Help	Default	Required
01	Process Term	Term used in headers and possibly student selection.		
02	Student ID	The Student ID for one student select.		
03	Selection Identifier	Enter selection Id if population is to be used.		
04	Application Code	Enter application code if population is to be used.		
05	Creator ID	Enter creator if population is to be used.		
06	User ID	The User ID of the sub-population, if applicable.		
07	Run Mode	(A)udit or (U)pdate Mode.	A	Yes

Sample .lis file:

11-09-2009	9 17:42:11	1							PAGE:	1
Run No. 79	ƏO831	High	School	Batch	GPA	Calculat	ion Prod	cess	ZORHSBO	; 8.0
ID	Name					Term	SBGI	Units	Points	GPA
253533333	Goodfrie	end, Th	omas			200808	111925	6	24	3.38
11-09-2009	9 17:42:11	L							PAGE:	2
Run No. 79	90831	Hiah	School	Batch	GPA	Calculat	ion Prod	cess	ZORHSBO	; 8.0
		2								
			* * *	CONTRO	DL RE	CPORT * *	*			
Paramete	er Descrip	otion			Para	ameter Va	lue(s)			
							,-,			
Process	Term			20	00808	3				
Student	TD					25353333	3			
Selectio	on Identif	fier					-			
Annlicat	tion Code									
Creator										
User ID										
Run Mode	-			A						
	= 3 Processe	a d		A		1				
scudent:	5 FLOCESSE	-u				T				
RODUGDA				6						
ZORHSBG	8.0 compl	leted s	uccess:	curty						

Once the process is successfully executed in Update mode, verify that the High School GPA is populated on the High School Detail Information form (ZOAHSCD).

Introduction to High School Information Georgia Testing ID (GTID)

Purpose	As part of the ongoing High School XML Transcript Load project, USG institutions need to store the Georgia Testing ID (GTID) assigned to each applicant into Banner. Received by the USG institutions from the High School XML transcript, the GTID is a 10 digit identification number that is designed to follow Georgia public education students from kindergarten through college. Once entered into Banner, the GTID will primarily be used for reporting purposes.
Target Audience	Institutional staff responsible for entering data for applicants.
Purpose and Scope	This section explains how to populate the High School Information Georgia Testing ID (GTID).

High School Information Georgia Testing ID (GTID)

Overview

Use the following form:

Descriptive Title	Name
High School Detail Information Form	ZOAHSCD

Overview of High School Georgia Testing ID

I. Access the Georgia Academic Requirements Menu	
Access the Georgia Academic Requirements Menu from the Main Georgia Enhancement Menu	*REQUIRED

- No.	
× 1	× -

II. Populating the Georgia Testing ID		
Enter	GTID for the individual student	ZOAHSCD

Using the High School GTID

I. Accessing the Georgia Academic Requirements Menu (*REQUIRED)

Access Georgia Academic Requirements Menu (*REQUIRED) Access the Georgia Academic Requirements Menu (*REQUIRED) from the Main Georgia Enhancements Menu.

🙀 General Menu 🛛 GUAGMNU 🛛 8.2 - Sunday November 29, 2009 - Last login Wednesday November 11, 2009 :	12:14 PM
Go To 🔍 Welcome, Cindy Taylor.	Products: 💌
🖿 My Banner	A
Banner	
Student [*STUDENT]	
Financial Aid [*RESOURCE]	
🗀 General [*GENERAL]	
Banner Security [*SECURITY]	
🗐 Main Georgia Enhancement Menu [*GEORGIA]	
🗎 Georgia Financial Aid Menu [*GFINM]	
🗟 Georgia Student Menu [*GSTUM]	_
🔤 Georgia Academic Requirements Menu [*REQUIRED]	
🗎 Georgia Requirements Form [ZOAGARP]	
🗎 Term Sequence Course History Form - GA Mod GPAs [ZHATERM]	
CPC Desired Courses Rules Form [ZOACPCD]	
CPC Used Courses Form [ZOACPCU]	
High School Information Form [ZOAHSCD]	
History/Constitution Desired Courses Rules Form [ZOALHCD]	
History/Constitution Used Courses Form [ZOALHCU]	
🗎 Learning Support Attempts Tracking Form [ZOALSAT]	
Residency Information Form [ZOARESI]	

II. Populating the Georgia Testing ID

3. Populating the GTID on ZOAHSCD

The GTID can be manually entered into ZOAHSCD. An upload process is also available using SSD's Axiom.

🙀 High School Detail Information Form - ZOAHSCD - 8.7 - 200000000000000000000000000000000000
ID: 100000010 Barney T Fife
High School(s) Subjects
Georgia Testing ID
GTID: 5252322542
High School Detail
High School:
Graduation Date: Transcript Receive Date: College Prep
Class Rank: Class Size: Percentile: High School GPA:
Admission Checklist Diploma: Diploma:
High School GPA Recalculation and CPC GPA Entry Recalculate High School GPA: CPC GPA: Deselect All Count in GPA Boxes

Georgia Enhancements 8.19 User Documentation High School XML Transcript

Appendix A: Document History

This section details the history of the document and updates made for each modification.

Release and Date	Form/Process	Page	Update Description
Georgia Enhancements 7.18, February 13, 2009	NA	NA	Original
Georgia Enhancements 8.0, March 31, 2010	NA	All	Updated screenshots for 8.0 Added Appendix B
Georgia Enhancements 8.6, December 17, 2010	ZOACPCH, ZORCPCH	All	Added new column in ZOACPCH for HS credit hours for 8.7 Updated the ZORCPCH process to verify the credits hours entered on ZOACPCH for 8.7
Georgia Enhancements 8.7, March 31, 2011	ZOAHSCD	9-11	Updated screenshot for 8.7 Added GTID information.

Appendix B: Process Flow

