

PSC Solution: TIP0001a

Revision: Added School Year ALL and File Specifications ALL

Date: 1/28/2011

Application: ESS

School Year: ALL

File Specifications: ALL

Solution Type: Technical Tip

Title: When to resubmit versus delete files in ESS

Issue Description:

It is important to know that the resubmission of files at the LEA and SCH levels does not automatically overlay all the data from the previous submissions. ESS Submissions of the same file augment the data in ESS if different Education Units (EUs) are included.

For example, submitting N/X002 with data for LEAs A, B, C, D and E today and then resubmitting the file tomorrow with LEAs F, G, H, I and J will result in your state having data for ten LEAs for file N/X002. Submitting the file again with LEAs A, B, C, D and Z will update the data for the first four LEAs and add data for LEA Z, resulting in eleven LEAs with data in N/X002 for your state.

The only way to remove EUs from a file is to contact PSC and request deletion of either the EU(s) in question, or of the whole file, after which you will need to resubmit.