

Bulletin 2021 112

October 29, 2020

TO ALL SCHOOLS:

External is remaining closed for Survey 2 2021.

IT Production Control has completed a **Special Batch Transmission to the State for Survey 2 2021**. Survey 2 2021 Batch and Validation reports have been placed in Optispool with today's date. Schools are to work on these reports in TERMS ONLY, any report prior this date must be filed in your Audit Box. Please retrieve these reports, and email someone on the State Reporting team with your corrections for External.

NOTE: Schools will only receive a report if they have an error.

Please Ignore following errors:

Student Course Validation error *73

Teacher Course Validation/Exception error *5F

English Language Learners Validation/Exception *91

Prior School Exception *80

*****Please Ignore All Exception Errors that appears on state reports.**

Please refer to website www.terms.browardschools.com for state documents to assist with making corrections. For example: Entry/Withdraw Codes. District/State/County Codes etc.

Following Documents are attached to this bulletin for school's assistance:

How to Make Corrections in TERMS and External

DOE State Reports names and number for Survey 2 and 3

FTE Documental Manual for Audit

The next scheduled transmission for Survey 2 2021 will take place Thursday, October 29, 2020 at 2:00 p.m.. Schools will receive the new reports from the State as soon as available.

If you have any concerns, please contact Angela Davis, Traci Butler, Lorena Widgeon, Latoya Thompson, or Theresa Underwood in the School Applications-Production Control/State Reporting group via email or through Microsoft TEAMS.