WDE638 Course Inventory Data Elements

Field #	Field Name	Required?	Length	Valid Values / Format Notes	Definitions	Notes
1	DistrictID	Required	7	A valid 7-digit district ID.	The WDE 7-digit ID for the district submitting the student's data.	
2	SchoolID	Required	7	A valid 7-digit school ID. It must be within the district identified by field #1.	The WDE 7-digit ID for the school of the student's home enrollment.	
3	LocalCourseId	Required	1-38		The ID given the course. For example: "M101"	
4	LocalCourseName	Required	0-50	Required	The name of the course. For example "Math 101"	
5	~~SCEDcode~~	~~Conditional - Required for grades 9-12 and also for Hathaway Courses.~~	~~12~~	~~NNNNNCN.NNNN~~	~~SCED code as identified via use of the NCES document, Secondary School Course Classification System: School Codes for the Exchange of Data (SCED). This resource is available at http://nces.ed.gov/forum/SCED.asp. SCED Course Level Spec is available at https://ceds.ed.gov/cedselementdetails.aspx?termid=8488 SCED codes are required for all Secondary (grades 9-12) courses and are optional for all Prior-to-Secondary (grades PK-8) courses.~~	~~2020-08-26: Updated required conditions.~~
5	StateCourseID	Conditional - State Course ID required for grades 9-12 and also for all Hathaway Courses regardless of grade level.	5-12		Each state course ID uniquely identifies each course offered in Wyoming and is based on course content. State Course IDs consist of a five digit SCED plus a Wyoming suffix.	This field can still be used for reporting the previously used SCED identifier for PK-8 courses that are not Hathaway.
33	InstructionLevel	Required	2	AP, BA, CL, EL, GE, GT, HL, HS, IB, RM, SE	An indication of the general nature and difficulty of instruction provided throughout a course. BA - Basic CL - Post-secondary Concurrent EL - English Language Learner GE - General GT - Gifted & talented level HL - Honors Level HS - Post-Secondary Dual RM - Remedial SE - Special Education Course	New Element
6	ContentArea	Conditional - Required when State Course Id has no value.	2	EL, CS, FA, FL, LA, MA, NA, OT, PE, RE, SC, SS, VE	Subject matter for this course. This field is required if SCED Code is not present. CS - Computer Science EL - Elementary Core Subjects FA - Fine and Performing Arts FL - Foreign Language LA - English and Language Arts MA - Math NA - Non Academic (Attendance, etc.) OT - Other Academic (ROTC, Driver's Education, etc) PE - Physical Education and Health RE - Reading SC - Science SS - Social Studies and History VE - Vocational Education	This field is only required if a State Course ID or middle/elementary school SCED code is not provided. Added new code for computer science content area.
7	NumberOfCredits	Required	1,2	Decimal number in format x.xx	Course description; This field is required.	
12	GradePK	Required	1	Y, N	Does this course serve this grade?	
13	GradeKG	Required	1	Y, N	Does this course serve this grade?	
14	Grade01	Required	1	Y, N	Does this course serve this grade?	
15	Grade02	Required	1	Y, N	Does this course serve this grade?	

Field #	Field Name		Length	Valid Values / Format Notes	Definitions	Notes
16	Grade03	Required	1	Y, N	Does this course serve this grade?	
17	Grade04	Required	1	Y, N	Does this course serve this grade?	
18	Grade05	Required	1	Y, N	Does this course serve this grade?	
19	Grade06	Required	1	Y, N	Does this course serve this grade?	
20	Grade07	Required	1	Y, N	Does this course serve this grade?	
21	Grade08	Required	1	Y, N	Does this course serve this grade?	
22	Grade09	Required	1	Y, N	Does this course serve this grade?	
23	Grade10	Required	1	Y, N	Does this course serve this grade?	
24	Grade11	Required	1	Y, N	Does this course serve this grade?	
25	Grade12	Required	1	Y, N	Does this course serve this grade?	
26	HathawayIndicator Hathaway	Required	1	Y, N	Is this course being submitted for new or continued approval as a Hathaway Scholarship Program Success Curriculum indicator course.	
29	StateStandards	Required	1	Y,N	Does this course meet established Common Core State Standards?	
28	Description	Required	0-4096	Long text description - This field may contain new lines. If there are new lines in the text, then the value must be surrounded by double quotes.	Course description; This field is required.	
31	SchoolYear	Required	4	YYYY	During what school year will this course be offered?	Must be the current school year or the following school year
30	VirtualEducation	Required	1	Y, N	Is this course a Virtual Education course?	
32	CTE	Required	1	Y, N	Is this course being submitted for new or continued approval as a CTE course for the sequencing for state reimbursement or Perkins V funding?	

WDE638 Virtual Education Data Elements

Field #	Field Name		Length	Valid Values / Format Notes	Definitions	Notes
31	SchoolYear	Required	4	YYYY	During what school year will this course be offered?	Must be the current school year or the following school year and must match the SchoolYear of the record in the Courses tab.
32	DistrictID	Required	7	A valid 7-digit district ID.	The WDE 7-digit ID for the district submitting the student's data.	
33	LocalCourseId	Required	1-38		The ID given the course. For example: "M101"	
34	ProgramName	Required	1-100	Text description	Virtual education program name or abbreviation.	
35	LMSActive	Conditional	1	Y, N	Is LMS logged student active time in the course used to document participation?	Can have one or all eight - must have at least one
36	LMSSubmissions	Conditional	1	Y, N	Is LMS recorded coursework submissions as required used to document participation?	Can have one or all eight - must have at least one
37	LMSOther	Conditional	1-500	Text description	LMS Other - describe other LMS recorded features that may be used to document student participation in the course	Can have one or all eight - must have at least one
38	VETActive	Conditional	1	Y, N	Is course participation verified by the virtual education teacher recorded in an attendance log for group project participation time and/or offline work used to document participation?	Can have one or all eight - must have at least one
39	VETCommunication	Conditional	1	Y, N	Is academic-based (not attendance-based) communication between the student and teacher or learning coach and teacher logged by the teacher used to document participation?	Can have one or all eight - must have at least one

#	Field Name	Req/Cond/Opt	Length	Format/Values	Description	Validation
40	VETOther	Conditional	1-500	Text description	VET Other - describe participation elements required by the virtual education program to be recorded by the virtual education teacher to document student participation in the course	Can have one or all eight - must have at least one
41	Synchronous	Conditional	1	Y, N	Is synchronous class or one-on-one time recorded by the LMS or the virtual education teacher used to document participation?	Can have one or all eight - must have at least one
42	F2FAttendance	Conditional	1	Y, N	Is attendance taken in a brick and mortar setting used to document student participation?	Can have one or all eight - must have at least one
43	ParticipationFrequency	Required	3	TVD, TVW	TVD - Virtual education teacher verifies participation in the course daily, TVW - Virtual education teacher verifies participation 1-3 times weekly	
44	ParticipationDescription	Optional	1-5,000	Text description	Participation requirements description of any additional explanations that may be needed regarding what the teacher is verifying daily/weekly; the number of estimated hours it takes to complete the course (i.e. 65-90 hours); mandatory synchronous participation that isn't pre-scheduled; communication requirements (e.g. student-teacher email weekly); and any other relevant information districts, students and families will need in order to understand expected course participation.	
45	StartDate	Required	8	YYYYMMDD	Course start date.	Must be between 7/1 and 6/30 of the school year indicated in field #31.
46	EndDate	Required	8	YYYYMMDD	Course end date.	Must be between 7/1 and 6/30 of the school year indicated in field #31, and EndDate must be after StartDate.
47	VEDeliveryMethod	Required	2	CO, IV, OA, OS, VS	The predominant course delivery method (if OS or IV, Days and Times are required): CO - Correspondence IV - Interactive Video - Synchronous course delivered through compressed video. OA - Online Asynchronous - Online course delivery with no predetermined dates students are required to attend synchronously. Other distance delivery may be used in combination with online but the majority of the course is delivered online. OS - Online Synchronous - Online course with a required synchronous compentent(s) such as web-based class meeting times. VS - Video Streaming - Live classroom sessions delivered over the Internet.	
48	DaysTimes	Conditional	1-50	Text description	This field is required if there are predetermined synchronous days and times students are required to attend.	if VEDeliveryMethod = 'OS' or 'IV' then this field must be populated, otherwise it is an optional field
49	CareerTechnicalEducation	Required	1	Y, N	Is this a CTE course?	
50	CollegeConcurrent	Required	1	Y, N	Is this a College Concurrent course? A course taught by a secondary virtual education teacher in which the student is receiving both college and high school credit.	
51	CreditRecovery	Required	1	Y, N	Is this a Credit Recovery course? A course designed for students who have failed a class the opportunity to retake a course and earn academic credit.	
52	CoursePrerequisites	Required	1-500	Text description	Description of any prerequisites for the course such as courses	
53	RequiredMaterials	Optional	1-500	Text description	Description of any required materials.	
54	SingleCourseFee	Optional	4,2	Numeric value with 0-4 numbers before the decimal and upto 2 numbers after the decimal.	maximum number of students allowed in the course	
55	CourseCapacity	Optional	2	Numeric	Maximum number of students allowed in the course	
56	LMSPlatform	Required	2	BB, CA, D2, MO, OT, SA, SC	BB - Blackboard, CA - Canvas, D2 - D2L Brightspace, MO - Moodle, OT - Other, SA - Sakai, SC - Schoology	

57	LMSPlatformOther	Conditional	1-50	Text description	If OT is entered, provide the name of the LMS platform used for the course delivery	If LMSPlatform = 'OT' then this field must be populated, and if LMSPlatform <> 'OT' then this field must be null
58	StateLMS	Conditional	1	Y, N	If CA was selected, is it part of the state centralized LMS contract with Instructure?	If LMSPlatform = 'CA' then this field must be populated, and if LMSPlatform <> 'CA' then this field must be null
59	CurriculumType	Required	1-50	Text description	The name(s) of the curriculum used in the course (i.e. Acellus, Apex Learning, Connections Academy, K12 Inc., Fuel Education, Florida Virtual School, Brigham Young University, The Virtual High School, Carone Learning, etc.) and/or "District Developed" for content developed by district staff. If more than one curriculum is used, list each of them with a comma separating them.	
60	CourseAccessibility	Required	1-5,000	Text description	Description of the accessibility and usability of the LMS and course content	