

Ministry of Education

EFIS 2.0 Data Extract Tool - User Guide

Version 1.12

August 28, 2016

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1 Document History

Documer	Document History							
Version	Date	Changed by	Description of changes					
1.0	April 30, 2014	CSC	Created					
1.1	May 21, 2014	Vlad Dragovic	Revision and Update					
1.2	May 23, 2014	Vlad Dragovic	Revision and Update					
1.3	May 30, 2014	Vlad Dragovic	Update Natasha's comments					
1.4	June 3, 2014	Daniel Jin	Reviewed by Jelena and Daniel					
1.8	April 29, 2015	Robert Narejko	 Major revision Changed title from ``GUI Tool` to `Data Extract Tool`` Removed reference to `GUI Tool` in document. Replaced with `Data Extract Tool`` All screen shots changed to reflect addition of Family Support Programs and screen redesign Added Stakeholder's Report section 					
1.9	May 6, 2015	Stephen Shek	Include the features in V2.3.3					
1.10	November 19, 2015	Stephen Shek	Updated for extract by cell name and A/C/S options.					
1.12	August 28, 2016	EFIS Support Team	Updated with Language selection, security, French alias enhancements					





2 Logon to EFIS Data Extract Tool

2.1 Preparation steps

In order to connect to the EFIS 2.0 Data Extract Tool, you require GO Secure credentials, and the Smart View and Efis_Data_Extract_Tool Add-in installed on workstation. Please refer to *Appendix A: Installation Instructions* for detailed set-up information.

2.2 Logon to EFIS 2.0 Data Extract Tool

After the installation process has completed successfully, open Excel.

In the ribbon select the EFIS tab and then click on Language selection Home Page Layout Formulas File Insert Data Review View Add-Ins Smart View EFIS -X FR EFIS Data Stakeholder's Admin Language Extract Tool Config selection Report f_x **+** (8 Α1

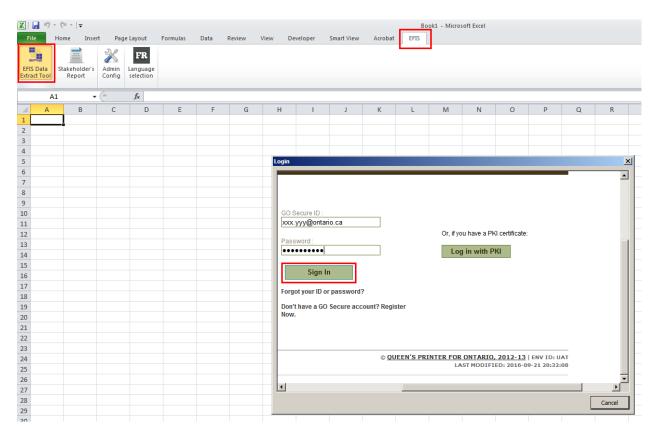
Select your language for the Data Extract Tool

Select A Language	sélectionner une la	ngue
English Select/Cl C Français	• Anglais	Choisissez





In the ribbon click EFIS \rightarrow EFIS Data Extract Tool. The GO Secure login page will be displayed. Enter your User ID and Password. Please note: If you already have an EFIS 2.0 username, it will not work with the Data Extract Tool. Please refer to communication from EFIS Support or contact EFIS Support about login credentials.



Once you click on Sign In you will be directed into EFIS 2.0 Data Extract Tool.

EFIS Data Extract Tool	had been been been been been been been bee			
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Select DSB(s) / Recipient(s) DSB(s) / Recipient(s) Index			C Row(s)	Board Submitted
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Sort By: Name Index SELECTALL Total Version: v 2.5.6		Impo	ort List Export List	Extract Data



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Go through the "Connect" options to select the data elements for your report. Click **Connect** when done.

EFIS Data Extract Tool			
Select DSB(s) /Recipient(s) DSB(s) /Recipient(s) Index	2012-13 2013-14 2014-15 2015-16	Select Cycle Select Cycle Estimates](PPE-Board) Revised Estimates](PPE-Board) Harch Report](PPE-Board) Financial Statements](PPE Board)	C Row(s) C Column(s)
	SELECTED ITEMS	SELECTED ITEM COUNT	0 Connect
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	>		
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	<<		
	A/C/S		
Sort By: Name Index SELECTALL		Import List	Export List Extract Data
Total Version: v 2.5.6			

Once connected, you will get a confirmation that the database has been connected. The current connection details can also be found under "Connect To" in the top right corner of the application. Click **OK** to close the 'Connected to' confirmation box.

EFIS Data Extract 1001						
Select DSB(s) /Recipient(s) Select Area-A/C/S DSB(s) /Recipient(s) DSB Ontario North East	Index	Connect	Select Year 2011-12 ▲ 2012-13 2013-14 2014-15 2015-16 2016-17 ▼	Select Cycle Estimates (PPE-Board) Revised Estimates (PPE-Board) March Report ((PPE-Board) Financial Statements (PPE Boarc	Connect To DSB_FY16_S1516EST_F C Row(s) C Column(s)	PPE_Board
Algoma DSB Rainbow DSB Near North DSB Near North DSB Keewath-Patricia DSB Lakehead DSB Superior-Greenstone DSB Bluewater DSB Avon Matland DSB Greater Essex County DSB Lambtom Kent DSB Trames Valley DSB Somoce County DSB Upper Canada DSB Hartings & Prince Edward DSB Northeaster Catholic DSB Northeaster Catholic DSB Northeaster Catholic DSB Northeaster Catholic DSB Sort By: Name Index		SELECTED ITEMS	Y16_51516EST_PPE_Board	SELECTED ITEM COUNT	0 st Export List	Connect
Total Version:	v 2.5.6					



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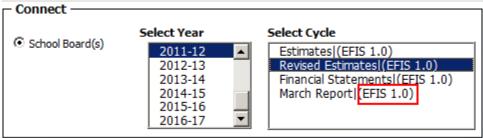


2.3 Switching between Year/Cycle

The Data Extract Tool can only retrieve data from a single application at a time. Once logged into the tool, you can switch between year/cycle by selecting year/cycle and clicking Connect as described above in Section the requirement to log in again. A confirmation of the connection will appear after you have clicked "Connect".

2.4 Connection to EFIS 1.0 Historical Data

Historical data from EFIS 1.0 is also accessible through the Data Extract Tool. This is indicated by "(EFIS 1.0)" in the cycle selection. All cycles before 2013-14 Financial Statements and 2014-15 Estimates come from EFIS 1.0.





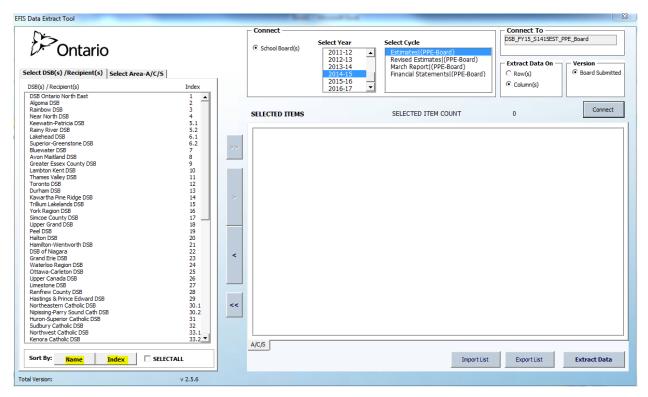


3 Navigating and Extracting Data

3.1 School Board Selection

Once a connection is established, a list of School Boards relevant to the selected cycle is populated. To make the School Board selection easier, the list of school boards can be sorted by *Name* or *Index*.

To sort, click on either the *Name* or the *Index* button.



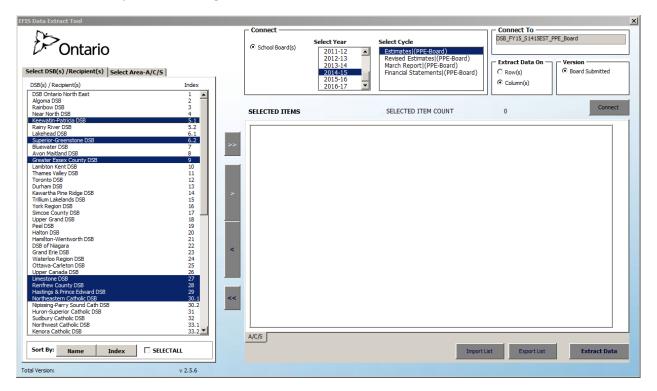




EFIS Data Extract Tool			×
Ontario	2012-13 Revis	nates](PPE-Board) sed Estimates](PPE-Board) h Renot!(PDE-Board) Certification	
Select DSB(s) / Recipient(s) Select Area-A/C/S DSB(s) / Recipient(s) Index	2014-15 2015-16 2016-17	Cial Statements (PPE-Board) C Row(s) Column(s) Column(s)	d
DSB Ontario North East 1 Algoma DSB Ontario North East 2 Raribow DSB 3 Near North DSB 4 Keewaith -Patricia DSB 5.1	SELECTED ITEMS SELE	ECTED ITEM COUNT 0 Con	nnect
Rainy River DS8 5.2 Lakehead DS8 6.1 Superior-Greenstone DS8 6.2 Bluewater DS8 7 Avon Matland DS8 8 Greater Essex County DS8 9 Lambton Kent DS8 10 Thames Valley DS8 10 Toronto DS8 12 Durham DS8 12 Durham DS8 14 Triflium Lakelands DS8 15 York Region DS8 16 Smoce County DS8 17 Upper Grand DS8 18 Peel DS8 19 Haitton-Wentworth DS8 20 Hamilton-Wentworth DS8 21 DS8 of Nagara 22 Grand Eric DS8 24 Ottawa Carleton DS8 24 Ottawa Carleton DS8 25 Upper Canada DS8 26 Hanstiton Parry Sound Cath DS8 30.1 Npissory Parry Sound Cath DS8 30.1 Npissory Parry Sound Cath DS8 30.1 Npissory Parry Sound Cath DS8 30.1			
Sort By: Name Index SELECTALL	1442	ImportList ExportList Extract D	ata
Total Version: v 2.5.6			

To select all school boards click on **SELECT ALL** check box.

Multiple school boards can be selected by pressing on to *Ctrl* key while making selections or holding down the **Shift** key while selecting a block of school boards.







3.2 Area Selection

EFIS 2.0 data selection:

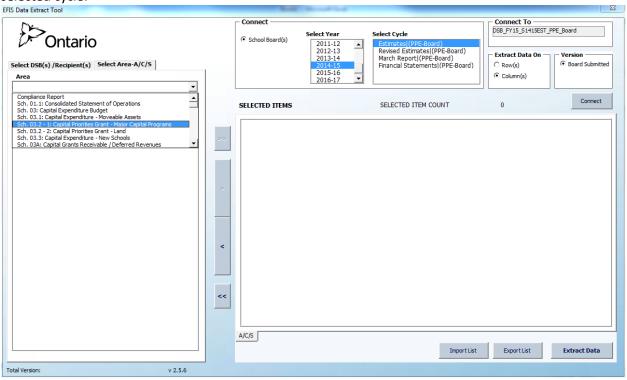
Once the School Board(s) have been selected, the next step is to start selecting items for your report. Click on the **Select Area-A/C/S** tab.

	Connect			Connect To	
	_	Select Year	Select Cycle	DSB_FY15_S1415EST_	PPE_Board
C,→Ontario	School Board(s)	2011-12	Estimates (PPE-Board)		
V Oricano		2012-13	Revised Estimates (PPE-Board)		
		2013-14	March Report (PPE-Board) Financial Statements (PPE-Board)	Extract Data On —	
Select DSB(s) /Recipient(s) Select Area-A/C/S		2014-15	Financial Statements (PPE-Board)	C Row(s)	Board Submitted Board Submitted Source Submitted Sou
Area		2015-16		Column(s)	
·····		2016-17 💌			
Toggle View Select					Connect
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	A/C/S				
·			Import List	Export List	Extract Data
Total Version: v 2.5.6					





The Area dropdown menu lists all schedules, sections, data forms and appendices available in the selected cycle.



Select an *Area* (i.e. Section, Schedule...) and then click on the *Select* button.

Select DSB(s) /Recipient(s) Select Area-A/C/S Area Sch. 03: Capital Expenditure Budget	© School Board(s)	Select Year 2011-12 ▲ 2012-13 ≥ 2013-14 ≥ 2014-15 ≥ 2015-16 ≥ 2016-17 ▼	Select Cycle Estimates((PPE-Board) Revised Estimates((PPE-Board) March Report)((PPE-Board) Financial Statements((PPE-Board)	Connect To DSB_FY15_51415EST Extract Data On C Row(s) © Column(s)	
Toggle View Select	SELECTED ITEMS		SELECTED ITEM COUNT	0	Connect
	>>> < < A/C/5		Import List	Export List	Extract Data
Total Version: v 2.5.6					

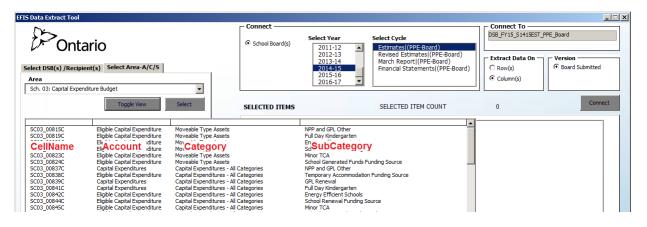




EFIS Data Extract Tool 23 Connect Connect To £ DSB_FY15_S1415EST_PPE_Board Select Cycle Select Year Ontario School Board(s) 2011-12 2012-13 2013-14 Revised Estimates (PPE-Board) March Report (PPE-Board) Financial Statements (PPE-Board) Extract Data On Version Select DSB(s) /Recipient(s) Select Area-A/C/S Board Submitted C Row(s) 2015-16 Column(s) Area . 2016-17 Sch. 03: Capital Expenditure Budget -Connect Toggle View Select SELECTED TTEMS SELECTED ITEM COUNT 0 Eligible Capital Expenditure Eligible Capital Expenditures Eligible Capital Expenditures Eligible Capital Expenditures Eligible Capital Expenditure Eligible Capital Expenditure Eligible Capital Expenditure Eligible Capital Expenditure Capital Expenditures Eligible Capital Expenditure Capitalized Interest Capitalized Expenditure Eligible Capital Expenditures Eligible Capital Expenditures SC03_00815C SC03_00820C SC03_00820C SC03_00820C SC03_00820C SC03_00823C SC03_00823C SC03_00823C SC03_00837C SC03_00837C SC03_00845C SC03_00845C SC03_00845C SC03_00845C SC03_00845C SC03_00845C SC03_00845C SC03_00865C SC03_00858C SC03_00858C SC03_00857C SC03_01227C SC03_01227C SC03_01227C >> < Capitalized Interest Eligible Capital Expenditure Eligible Capital Expenditure Eligible Capital Expenditure Capitalized Interest Eligible Capital Expenditure Eligible Capital Expenditure Capital Expenditures Capital Expenditures Capitalized Interest Capitalized Interest SC03_01376C SC03_01378C SC03_01378C SC03_01380C SC03_01596C SC03_01597C SC03_01659C SC03_01679C SC03_01675C SC03_01676C SC03_016780 << A/C/S SC03_01681C Import List Export List Extract Data Total Version: v 2.5.6

This will generate a list of "cells" which belong to the selected area.

All items in the selected Area will be displayed and ordered by Cell Name. Each row also displays the Account, Category and SubCategory for that cell name. Users can start selecting data by cell name at this point.





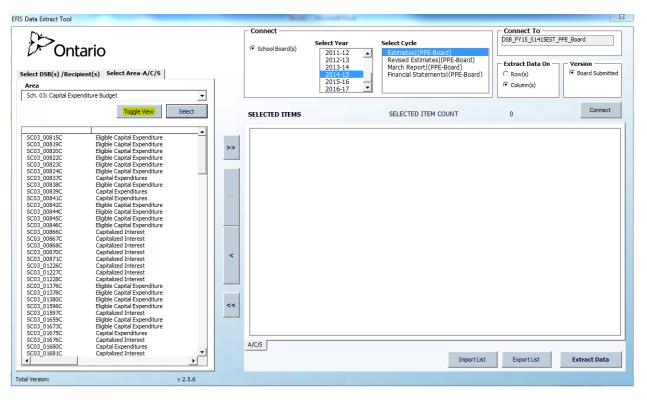
The cell name reference books for all cycles can be found in the EFIS 2.0 folder structure (**Explore** button) under **Shared Workspace Pages** \rightarrow **EFIS Data Extract Tool.**

ORACL	E Enterp	rise Perfor	mano	e Ma	nage	ment
<u>N</u> avigate <u>F</u> ile	<u>E</u> dit <u>V</u> iew	Favo <u>r</u> ites	Tools	<u>H</u> e	þ	
1 🖹 🖻	🎥 Explore	-1 🖻	$\sigma_0^{ r }$		đ	Ф
HomePage	Explore: /S	Shared Wo	rkspa	ce Pa	iges	×
Folders						
🔺 🎁 Root						
🔄 🖉 Sha	red Worksp	ace Pages				
D 🚺	EFIS Data Ext	ract Tool				

Besides having the ability to select cells by cell name, the user also has the option to select data related to the selected **Area** by **A/C/S** – **Account / Category / SubCategory** – using the "Toggle View" button.

The default selection is by cell name. The "Toggle View" functionality is not available for EFIS 1.0 historical data.

In order to select cells by A/C/S click the **Toggle View** button.





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Once the **Toogle View** button is clicked, a pop up window will show two images for data selector style. Click on the image on the left to switch the view to A/C/S

Select a style	X
Please choose a Data Selector style	
Area	Area
Account	CellName Description
Category	
SubCategory	
Reset Selection	<u> </u>



Once select by Account/Category/Subcategory (A/C/S) is clicked, the following selection will be presented to the users to select cells. The list is dynamically populated to show only relevant combinations of A/C/S.

EFIS Data Extract Tool					
Ontario	Connect G School Board(s)	2012-13 2013-14	Select Cycle Estimates((PPE-Board) Revised Estimates((PPE-Board) March Report((PPE-Board)	Connect To DSB_FY15_S1415EST_PPE	
Select DSB(s) /Recipient(s) Select Area-A/C/S Area Sch. 03: Capital Expenditure Budget		2014-15 2015-16 2016-17	Financial Statements (PPÉ-Board)	C Row(s) Column(s)	Board Submitted
Toggle View Select	SELECTED ITEMS		SELECTED ITEM COUNT	0	Connect
Capital Expenditures Capitalized Interest Eligible Capital Expenditure					
Category Land Buldings and Other Non-Moveable Type Assets Moveable Type Assets Capital Expenditures - All Categories					
NPP and GPL Other GPL Renewal Ful Day Kindergarten Capital Priorites - Land Temporary Accommodation Funding Source School Condition Improvement Funding Source Retrofitting School Space for Child Care Funding Source School Cenerated Funds Funding Source	<				
Reset Selection	A/C/S		Import	: List Export List	Extract Data
Total Version: v 2.5.6					

If the user prefers to go back to viewing by cell name, clicking Toggle View and selecting the right hand button (select by cell name) will bring the user back to the original cell name selection screen.

EFIS Data Extract Tool						_ 🗆 🗙
De		Connect			DSB_FY15_S1415EST_PF	DE Baard
Ontario	\searrow	School Board(s)	Select Year 2011-12 2012-13	Select Cycle Estimates (PPE-Board) Revised Estimates (PPE-Board)	030_1113_31413631_FF	
			2013-14	March Report (PPE-Board)	Extract Data On	Version Soard Submitted
Select DSB(s) /Recipient(s) Select Area-A/C/S			2014-15 2015-16	Financial Statements (PPE-Board)	C Row(s) Column(s)	O Board Submitted
Area Sch. 03: Capital Expenditure Budget	-		2016-17		Column(s)	
Toggle View	Select	SELECTED ITEMS		SELECTED ITEM COUNT	0	Connect
SC03_00815C Bigble Capital Expenditure SC03_00815C Bigble Capital Expenditure SC03_00820C Bigble Capital Expenditure SC03_00830C Capital Expenditures SC03_00830C Capital Expenditures SC03_00840C Bigble Capital Expenditures SC03_00840C Capital Expenditures SC03_00840C Capital Expenditures SC03_00860C Capitalzed Interest SC03_01276C Capitalzed Interest SC03_01378C Bigble Capital Expenditure SC03_01378C Bigble Capital Expenditure SC03_01378C Bigble Capital Expenditure SC03_01578C Capitalzed Interest SC03_01578C Capitalzed Interest SC03_01578C Capitalzed Interest S				Inport	List Export List	Extract Data
Total Version:	v 2.5.6					



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EFIS 1.0 historical data selection:

EFIS 1.0 data is selected using cell name only. If the user is viewing EFIS 2.0 data using the **Select Area**-**A/C/S** option, the tab will change to **Select CellName** tab when an EFIS 1.0 historical cycle is selected and connected. Click on the **Select CellName** tab.

N	Connect —			Connect To	
		Select Year		DSB_EFIS1.0_2012-13	3 Estimates
Ontario	School Board(s)		Select Cycle		
ν Ontario	School board(s)	2011-12	Estimates (EFIS 1.0)		
		2012-13	Revised Estimates (EFIS 1.0)	- Extract Data On -	Version
		2013-14	Financial Statements (EFIS 1.0)		
Select DSB(s) /Recipient(s) Select CellName(s)		2014-15	March Report (EFIS 1.0)	C Row(s)	Board Submitted
	1	2015-16		Column(s)	
DSB(s) / Recipient(s) Index		2016-17 💌		Column(s)	
DSB Ontario North East 1				<u>'</u>	
Algoma DSB 2					
Rainbow DSB 3			OF FOTED TTELL COUNT		Connect
Near North DSB 4	SELECTED ITEMS		SELECTED ITEM COUNT	0	
Keewatin-Patricia DSB 5.1					1
Rainy River DSB 5.2					
Lakehead DSB 6.1					
Superior-Greenstone DSB 6.2	>>				
Bluewater DSB 7					
Avon Maitland DSB 8					
Greater Essex County DSB 9 Lambton Kent DSB 10					
Thames Valley DSB 11					
Toronto DSB 12					
Durham DSB 13					
Kawartha Pine Ridge DSB 14					
Trillium Lakelands DSB 15					
York Region DSB 16					
Simcoe County DSB 17					
Upper Grand DSB 18					
Peel DSB 19					
Halton DSB 20					
Hamilton-Wentworth DSB 21					
DSB of Niagara 22	<				
Grand Erie DSB 23					
Waterloo Region DSB 24					
Ottawa-Carleton DSB 25 Upper Canada DSB 26					
Upper Canada DSB 26 Limestone DSB 27					
Renfrew County DSB 28					
Hastings & Prince Edward DSB 29					
Northeastern Catholic DSB 30.1	<<				
Nipissing-Parry Sound Cath DSB 30.2					
Huron-Superior Catholic DSB 31					
Sudbury Catholic DSB 32					
Northwest Catholic DSB 33.1					
Kenora Catholic DSB 33.2 💌					
	CellName(s)				
Sort By: Name Index SELECTALL			Import List	Export List	Extract Data
Total Version: v 2.5.6					

The Area dropdown menu lists all schedules, sections, data forms and appendices.

EFIS Data Extract Tool					
D.	Connect			Connect To	
Ontario	School Board(s)	Select Year	Select Cycle Estimates (EFIS 1.0)	DSB_EFIS1.0_2012-13	Estimates
Select DSB(s) /Recipient(s) Select CellName(s)		2012-13 2013-14 2014-15	Revised Estimates (EFIS 1.0) Financial Statements (EFIS 1.0) March Report (EFIS 1.0)	C Row(s)	Version Board Submitted
Area 🗸		2015-16 2016-17		Column(s)	
Certificate of Director of Education Compliance Report Schedule 3 - Copital Expenditure Budget	SELECTED ITEMS		SELECTED ITEM COUNT	0	Connect
Schedule 3C - Tanoble Capital Asset Continuity Schedule Schedule 3D - Assets held for sale Schedule 5 - Detail of Accumulated Surplus/(Deficit) Schedule 5.1 - Deferred Revenue Continuity	\geqslant				
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	CellName(s)		Import List	Export List	Extract Data
Total Version: v 2.5.6					



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The next step is to select an item in the *Area* (i.e. Section, Schedule...) and then click on the *Select* button.

EFIS Data Extract Tool				×
Schedule 3 - Capital Expenditure Budget	Connect	Select Year Select Cycle 2011-12 A 2012-14 Estimatesi (EFIS 1.0) 2012-15 Pinancial Statementsi (EFIS 1.0) 2015-16 Variable Statementsi (EFIS 1.0) 2015-17 Variable Statementsi (EFIS 1.0)	Connect To DSB_EFIS1.0_2012-13_Estimates	
Schedule 3 - Capital Expenditure Budget	SELECTED ITEMS	SELECTED ITEM COUNT	0Conn	nect
	<	Import	:Ust Export Ust Extract Da	sta
Total Version: v 2.5.6				

A list of cell names and their descriptions will be displayed for the selected Area. Please note: for historical (EFIS 1.0) data, cell descriptions are only available in English.

Select D38(s) / Recipient(s) Select Cellianne(s) Image: Select D38(s) / Recipient(s) Select Cellianne(s) Social 3 - Ceptie Expendence on Comp. Select Cellianne(s) Social 3 - Ceptie Expendence on Comp. Select Cellianne(s) Social 3 - Ceptie Expendence on Comp. Select Cellianne(s) Social 3 - Ceptie Expendence on Comp. Select Cellianne(s) Social 3 - Ceptie Expendence on Comp. Select Cellianne(s) Social 3 - Ceptie Expendence on Comp. Select Cellianne(s) Social 3 - Ceptie Expendence on Comp. Select Cellianne(s) Social 3 - Ceptie Expendence on Comp. Select Cellianne(s) Social 3 - Ceptie Expendence on Cellia Expendence on Comp. Select Cellianne(s) Social 3 - Ceptie Expendence on Cellia Expendence o	EFIS Data Extract Tool		a second to	4			X
Select Select Select TIEMS SELECTED ITEM COUNT Connect SC03.00486C Current Yeer - Capital Expenditures on Comp. Connect Connect Connect SC03.00486C Current Yeer - Capital Expenditures on Comp. Connect Connect Connect SC03.00486C Current Yeer - Capital Expenditures on Comp. Connect Connect Connect SC03.00486C Current Yeer - Capital Expenditures on Comp. Connect Connect Connect SC03.00486C Current Yeer - Capital Expenditures on Comp. Connect Connect Connect SC03.00486C Current Yeer - Capital Expenditures on Yee Contal Expenditures on Yee Con	Select DSB(s) /Recipient(s) Select CellName(s) Area		2011-12 2012-13 2013-14 2014-15 2015-16	Estimates (EFIS 1.0) Revised Estimates (EFI Financial Statements (E March Report (EFIS 1.0)	FIS 1.0)	DSB_EFIS 1.0_2012-13	- Version
Sc03_0466C Current Yeer - Capital Expenditures on Comp. Sc03_0472C Current Yeer - Capital Expenditures on Comp. Sc03_0473C Current Yeer - Capital Expenditures on Yehick Sc03_0474C Current Yeer - Capital Expenditures on Yehick Sc03_0474C Current Yeer - Capital Expenditures on Yehick Sc03_0474C Current Yeer - Total Capital Expenditures on Yehick Sc03_0474C Current Yeer - Total Capital Expenditures on Yehick Sc03_0048C Current Yeer - Total Capital Expenditures on Y Sc03_0048C Current Yeer - Total Capital Expenditures on Y Sc03_0058C Current Yeer - Total Capital Expenditures on Y Sc03_0058C Current Yeer - Total Capital Expenditures on Y Sc03_0058C Current Yeer - Total Capital Expenditures on Y Sc03_0058C Current Yeer - Total Capital Expenditures on Y Sc03_0058C Current Yeer - Capital Expenditures on Y Sc03_0058C Current Yeer - Capital Expenditures on Y <td< td=""><td>Select</td><td>SELECTED ITEMS</td><td></td><td>SELECTED ITEM COUN</td><td>IT</td><td>0</td><td>Connect</td></td<>	Select	SELECTED ITEMS		SELECTED ITEM COUN	IT	0	Connect
Total Version: v 2.5.6	SC03_00469C Current Year - Capital Expenditures on Compu- SC03_00472C Current Year - Capital Expenditures on Compu- SC03_00472C Current Year - Capital Expenditures on Compu- SC03_00481C Current Year - Capital Expenditures on Compu- SC03_00484C Current Year - Capital Expenditures on Vehick SC03_00496C Current Year - Total Capital Expenditures on V SC03_00496C Current Year - Total Capital Expenditures on V SC03_0059C Current Year - Capital Expenditures for Schoo SC03_0053C Current Year - Cap	CelName(s)			Import List	Export List	Extract Data



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3.2.1 Selecting Items

The tool allows the user to select a number of cells across different areas (i.e. Allocations, Schedules etc.) for a specific Year / Cycle combination. There are a number of different methods for selecting cells which will be described in the following sections. Ultimately, the list of cells shown under the "Selected Items" section of the tool will dictate which cells will be extracted.





3.2.1.1 Selecting all Area items

In the case where all cells for the selected area are needed, follow these steps:

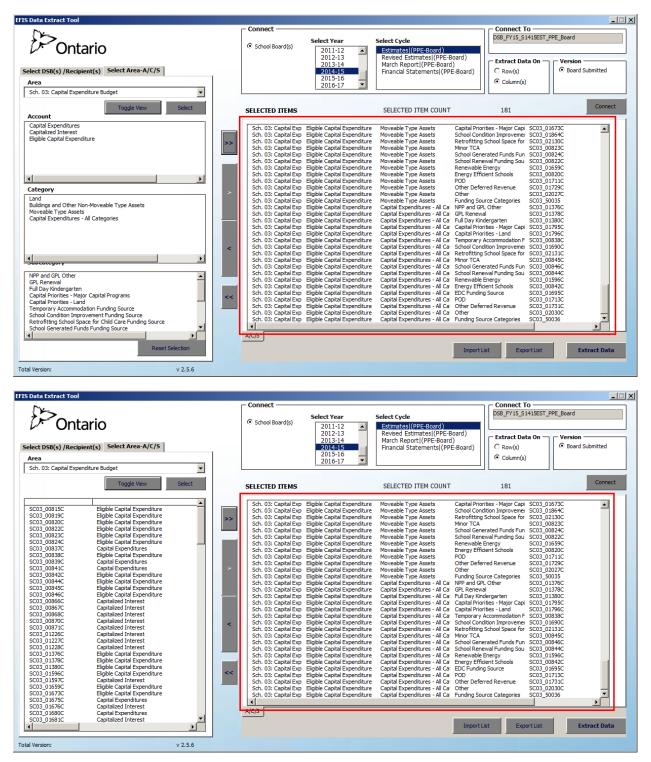
- Choose the Area from the drop down and click "Select"
- Click on the double right arrow >> (Add All) button without selecting any *Account/Category/SubCategory* or *Cell Name*

EFIS Data Extract Tool						×
()~	Γ ^c	connect			DSB_FY15_S1415EST_	PPE Board
Ontario	œ	School Board(s)	Select Year	Select Cycle	000_1110_01110201_	The_board
			2011-12 2012-13	Estimates (PPE-Board) Revised Estimates (PPE-Board)		
S L LESS () (D . L . L) Colock Area A/S/S			2013-14	March Report (PPE-Board)	Extract Data On	Version Board Submitted
Select DSB(s) /Recipient(s) Select Area-A/C/S	1		2014-15 2015-16	Financial Statements (PPE-Board)	C Row(s)	So board Submitted
Area			2016-17 💌		Column(s)	
Sch. 03: Capital Expenditure Budget						
Toggle View Select	SE	ELECTED ITEMS		SELECTED ITEM COUNT	0	Connect
Account						
Capital Expenditures Capitalized Interest						
Eligible Capital Expenditure	>>					
۲						
Category						
Land						
Buildings and Other Non-Moveable Type Assets Moveable Type Assets						
Capital Expenditures - All Categories						
	<					
Survey						
NPP and GPL Other						
GPL Renewal Full Day Kindergarten						
Capital Priorities - Major Capital Programs Capital Priorities - Land	<<					
Temporary Accommodation Funding Source						
School Condition Improvement Funding Source Retrofitting School Space for Child Care Funding Source						
School Generated Funds Funding Source	A/C	c/s				
Reset Selection		<u>·</u>				
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Once selected, all items under *Area* will be populated in *Selected items* list box. The items (*Account/Category/Subcategory*) will also include Cell Name.







3.2.1.2 Selecting Individual Items

In the case only certain items from an *Area* are needed, an individual selection of *Account/Category/SubCategory* or *Cell Name* items is needed.

Our example for item selection will be Sch10 Salaries and Wages for Classroom Teachers.

Select *Sch. 10: Expenses* for *Area*, *Salaries and Wages* for *Account* and *Classroom Teachers* for *Category*, and click on the single right arrow > (add selected) button.

EFIS Data Extract Tool					
Select DSB(s) /Recipient(s) Select Area-A/C/5 Area Sch. 10: Expenses	Connect G School Board(s)	Select Year 2011-12 ▲ 2012-13 2013-14 2013-14 2014-15 2015-16 2016-17 ▼	Select Cycle Estimates (PPE-Board) Revised Estimates (PPE-Board) March Report (PPE-Board) Financial Statements (PPE-Board)		ioard
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Reset Selection			Import Lis	st Export List	Extract Data
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Once selected, the item is added under *Selected items* listbox.





3.2.1.3 Selecting Multiple items

Multiple *Accounts/Categories/SubCategories* or *Cell Names* can also be selected by holding down the Crtl key and clicking on each item that is to be selected or holding down the Shift key and selecting a block of cells. Then click the single right arrow > (add selected) button to move the items to the Selected Items list.

EFIS Data Extract Tool					×
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Multi key selection only works for the last instance of *Account, Category,* and *SubCategory*. If the objective is to select Salaries and Wages and Supplies and Service for Classroom Teacher, multi selection key could not be used to select multiple accounts.





3.3 Reset Selection

Once items in *Account, Category* or *Subcategory* are selected, you can always reset the selection and start over. The **Reset Selection** button will reset the selections within the Selected Area (the left hand column). Please note that this function is only available in A/C/S selection not in cell name selection.

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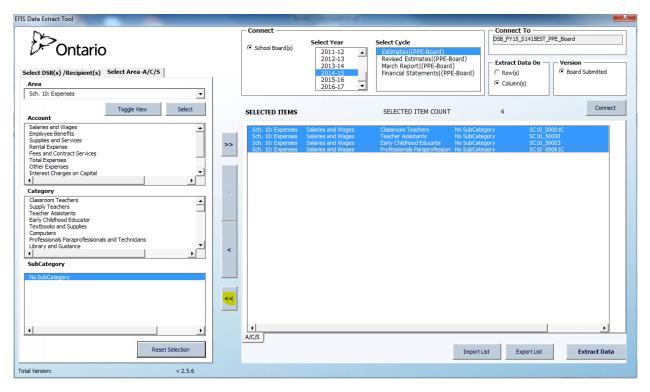
The selection is cleared and a new *Account/Category/Subcategory* selection can be performed.

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Total Version: v 2.5.6



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The Items in 'Selected Items' will not be automatically cleared. They can be selected and removed, leaving you with no items in 'Selected Items', as in the above screen shot.







3.4 Removing items from the Selected Items list

3.4.1 Removing individual items

In the case where a single item or a few items are to be removed from the Selected Items list, select the item(s) to remove (using Ctrl and Shift is supported) and click on the single left arrow < (remove selected items) button.

EFIS Data Extract Tool						
Select DSB(s) /Recipient(s) Select Area-A/C/S Area Sch. 10: Expenses	Connect Connect	Select Year 2011-12 ▲ 2012-13 2013-14 2013-14 2014-15 2015-16	Select Cycle <u>Setimates (PPE-Board)</u> Revised Estimates (PPE March Report (PPE-Boo Financial Statements (I	E-Board) ard) PPE-Board)		Board Version The Board Submitted
Account	SELECTED ITEMS		SELECTED ITEM COUN	IT	4	Connect
Salares and Wages Employee Benefits Supplies and Services Rental Expenses Other E	Sch. 10: Expenses Sch. 10: Expenses Sch. 10: Expenses Sch. 10: Expenses A. 10: Expenses		Teacher Assistants Professional Szerorofessi Ubrary and Guidance Staff Develop.	No SubCategory No SubCategory No SubCategory No SubCategory	SC10_00061 SC10_00073	C IC
Total Version: v 2.5.6						

The selected items are removed from the list.

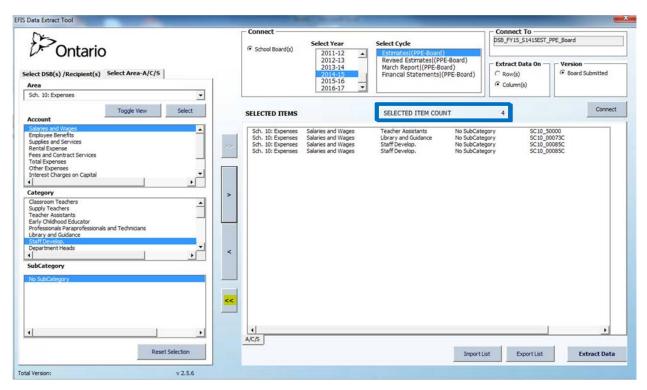
EFIS Data Extract Tool						
•		Connect			Connect To	
Ontario		School Board(s)	Select Year 2011-12 2012-13	Select Cycle Estimates/(PPE-Board) Revised Estimates/(PPE-Board)	DSB_FY15_S1415EST_PPE	
Select DSB(s) /Recipient(s) Select Area-A/C/S Area Sch. 10: Expenses			2013-14 2014-15 2015-16 2016-17 ▼	March Report](PPE-Board) Financial Statements](PPE-Board)		Board Submitted
Toggle View Select		SELECTED ITEMS		SELECTED ITEM COUNT	3	Connect
Salaries and Wages Employee Benefits Supplies and Services Rential Expense Fees and Contract Services Total Expenses	>>	Sch. 10: Expenses Sch. 10: Expenses Sch. 10: Expenses	Salaries and Wages Salaries and Wages Salaries and Wages	Teacher Assistants No SubC Library and Guidance No SubC Staff Develop. No SubC	ategory SC10_0007	3C
Other Expenses Interest Charges on Capital Category Classroom Teachers	>					
Clast dom't Cachers Supply Teachers Teacher Assistants Early Childhood Educator Professionals Paraprofessionals and Technicians Library and Guidance						
Staff Develor. Department Heads SubCategory	<					
No SubCategory	<<					
• •		A/C/S				Þ
Reset Selection				Impo	rt List Export List	Extract Data
Total Version: v 2.5.6						



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3.4.2 Removing all items

In the case where all items are to be removed from the Selected Items list, click on the double left arrow << (remove all) button.



All items will be removed from the list and *Selected Item Count* will be 0.

	- Connect			Connect To	
Ontario			ect Cycle	DSB_FY15_S1415EST_F	PPE_Board
lect DSB(s) /Recipient(s) Select Area-A/C/S		2012-13 R 2013-14 N	stmates (PPE-Board) evised Estimates (PPE-Board) larch Report (PPE-Board) inancial Statements (PPE-Board)	Extract Data On -	Version
Area		2016-17		 Column(s) 	
Sch. 10: Expenses					-
Toggle View Select	SELECTED ITEMS		ELECTED ITEM COUNT	0	Connec
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Classroom Teachers					
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Supply Teachers Early Childhood Educator Professionals Paraprofessionals and Technicians Usary and Guidance Staff Deviceo. Department Heads SubCategory					



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3.5 "Extract List On" Option

When data is extracted from the tool, it is placed on an Excel Sheet. The data can be extracted either on Columns or on Rows.

EFIS Data Extract Tool			
Select DSB(s) /Recipient(s) Select Area-A/C/5 Area Sch. 10: Expenses	Connect School Board(s)	elect Year Select Cycle 2011-12 ▲ 2012-13 Estimates((PPE-Board)) 2013-14 Revised Estimates((PPE-Board)) 2014-15 Pinan cal Statements((PPE-Board)) 2015-16 Finan cal Statements((PPE-Board))	Connect To DSB_FY15_S141SF15_PPE_Board Extract Data On
Toggle View Select Account Salaries and Wages Supplies and Services		SELECTED ITEM COUNT aries and Wages Classroom Teachers No SubCatego aries and Wages Teacher Assistants No SubCatego	

If *Columns* is selected, the selected data cells will be displayed on columns, with the School Boards displayed on rows. Note: Due to limitations within Excel, selections are limited to 1500 cells when extract list on option is set to Columns.

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	EFIS 2.0 Rep	orting O	utput									
ι		or this of	acput									
2 (09/23/2016 10:3	37										
					Cell Name :			SC10_00001C	SC10_50000	SC10_50003	SC10_00061C	
F.					Area :			Sch. 10: Expenses	Sch. 10: Expenses	Sch. 10: Expenses	Sch. 10: Expenses	
5					Period :	YearTotal1	YearTotal1	YearTotal1	YearTotal1	YearTotal1	YearTotal1	
5					Year :	2014-15	2014-15	2014-15	2014-15	2014-15	2014-15	
7					Cycle :	Financial Statements	Financial Statements	Financial Statements	Financial Statements	Financial Statements	Financial Statements	
3					Account Member :	Submission Status	Average Daily Enrolme	Salaries and Wages	Salaries and Wages	Salaries and Wages	Salaries and Wages	
Э					Category Member:	No Category	No Category	Classroom Teachers	Teacher Assistants	Early Childhood Educat	Professionals Paraprofe	sionals and Technicia
0	Inde	ex :	DSBNo:		Subcategory Member :	No SubCategory	Total Day School	No SubCategory	No SubCategory	No SubCategory	No SubCategory	
1		1	1	Board Active Version	DSB Ontario North East	Active/Actif	6,941.13	44729411	4133824	1068730	2034604	
2		2	2	Board Active Version	Algoma DSB	Active/Actif	9,260.79	56688198	6453034	1504052	2717418	
3		3	з	Board Active Version	Rainbow DSB	Active/Actif	12,996.15	76148521	7144632	2202446	4112970	
4		4	4	Board Active Version	Near North DSB	Active/Actif	9,764.71	59416938	6849517	1450637	3482379	
5		5	5.1	Board Active Version	Keewatin-Patricia DSB	Active/Actif	4,499.85	30871477	4940749	777509	1950380	
6		6	5.2	Board Active Version	Rainy River DSB	Active/Actif	2,355.93	17130242	2550825	510060	1220338	
7		7	6.1	Board Active Version	Lakehead DSB	Active/Actif	8,870.56	49689085	8763274		2236205	
8		8	6.2	Board Active Version	Superior-Greenstone D	Active/Actif	1,404.92	12142935	1861376	224099	670257	
9		9	7	Board Active Version	Bluewater DSB	Active/Actif	16,139.39	86399564	10904012	3264095	3431488	
-						A	10 014 00					

If *Rows* is selected, the selected data cells will be displayed on rows, with the School Boards displayed on columns

	n colum											
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3									Index	: 1	1 2	3
4									DSBNo:	: 1	1 2	3
5										Board Active Version	Board Active Version	Board Active Version
6	Cell Name :	Area :		Period :	Year :	Cycle :	Account Member :	Category Member:		: DSB Ontario North East		
9				YearTotal1	2014-15	Financial Statements		No Category	No SubCategory	Active/Actif	Active/Actif	Active/Actif
10				YearTotal1	2014-15	Financial Statements	Average Daily Enrolme	n No Category	Total Day School	6,941.13	9,260.79	12,996.15
14	SC10_00001C	Sch. 10	Expenses	YearTotal1	2014-15	Financial Statements	Salaries and Wages	Classroom Teachers	No SubCategory	44729411	56688198	76148521
15	SC10_50000	Sch. 10	Expenses	YearTotal1	2014-15	Financial Statements	Salaries and Wages	Teacher Assistants	No SubCategory	4133824	6453034	7144632
16	SC10_50003	Sch. 10	Expenses	YearTotal1	2014-15	Financial Statements	Salaries and Wages	Early Childhood Educa	ti No SubCategory	1068730	1504052	2202446

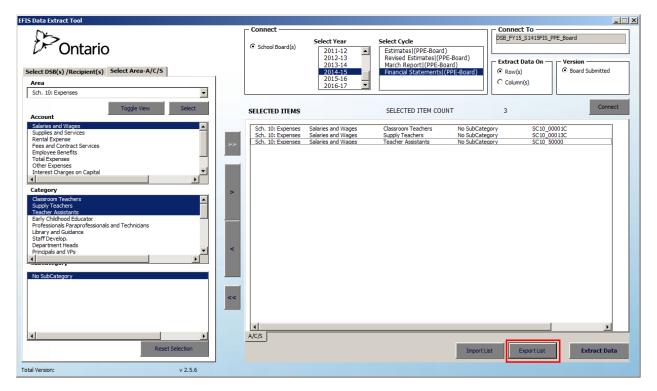


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3.6 Export

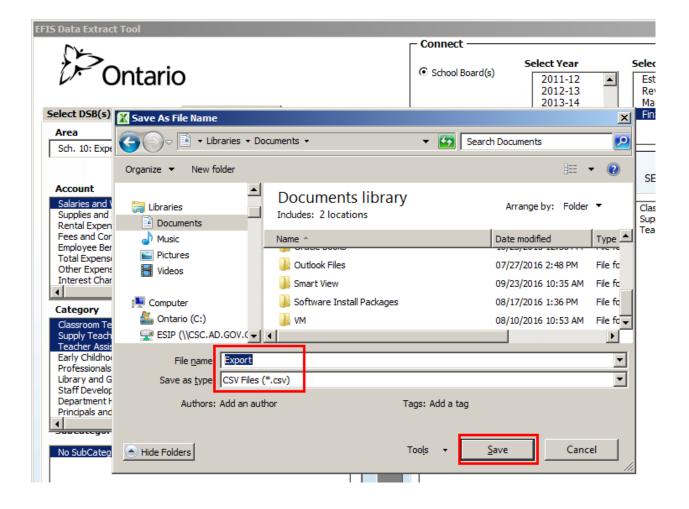
The tool gives the user the ability to save a list of selected items. Once a list has been generated in the Selected Items area, it can be saved by using the Export functionality. Please note: The exported list is not cycle specific for EFIS 2.0 data and can be used across multiple cycles as long as the A/C/S selections are valid for the cycles in question. The data export file for EFIS 1.0 data is cycle specific and therefore cannot be used to extract data across different cycles. In order to save the list, click the **Export List** button.







Once the button is clicked the Excel "Save As" dialogue will ask for details where the file should be saved and what it should be named. Clicking the **Save** button will save the file in *.csv format.





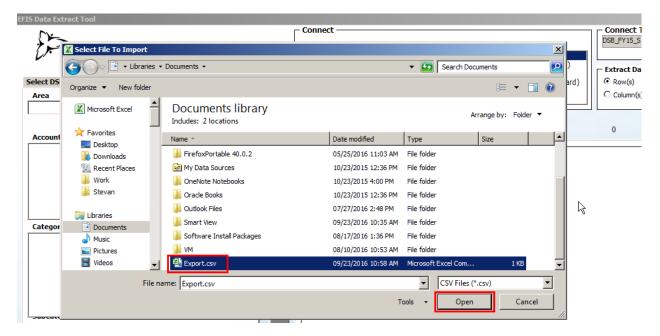


3.7 Import

In order to import a list that was saved, the user must first connect to the desired cycle. Once the connection is established and the user selects the list of DSBs that they wish to extract data for, instead of selecting an Area and list of cells, the user can simply click the *Import List* button.

EFIS Data Extract Tool		N	
Select DSB(s) /Recipient(s) Select Area-A/C/5 Area	 School Board(s) 	Select Cycle 2011-12 Estimates!(PPE-Board) 2012-13 Revised Estimates!(PPE-Board) 2013-14 March Report!(PPE-Board) 2015-15 Pinancial Statements!(PPE-Board)	Connect To DSB_FY15_S141SEST_PPE_Board Extract Data On © Row(s) © Column(s) Column(s)
Toggle View Select	SELECTED ITEMS	SELECTED ITEM COUNT	0 Connect
Category	>><A/C/5		
Total Version: v 2.5.6		Import	List Export List Extract Data

Once the button is clicked the Excel "Open" dialogue will allow the user to find the exported file. Once the file is located and selected, clicking the **Open** button will start the process of importing cells.





FIS Data Extract Tool	k					
Select DSB(s) /Recipient(s) Select Area-A/C/S	~	Connect	Select Year 2011-12 2012-13 2013-14 2014-15 2015-16 2016-17	Select Cycle Estmates!(PPE-Board) Revised Estmates!(PPE-Board) March Report[(PPE-Board) Financial Statements!(PPE-Board)	Connect To DS8_FY15_S1415EST_PI Extract Data On © Row(s) © Column(s)	E_Board Version © Board Submitted
Toggle View Select		SELECTED ITEMS		SELECTED ITEM COUNT	3	Connect
	>>	Sch. 10: Expenses Sch. 10: Expenses Sch. 10: Expenses	Salaries and Wages Salaries and Wages Salaries and Wages	Classroom Teachers No SubCr Supply Teachers No SubCr Teacher Assistants No SubCr	ategory SC10_000	13C
Category	> v					
Reset Selection	<<	A/C/S		Impo	t List Export List	Extract Data
v 2.5.6						

The imported list of cells will be shown in the *Selected items* area.

Note: If the imported selection does not exist in the year/cycle selected for EFIS 2.0 data, the extracted results will not be correct. An error message will inform the user of this.

Microsoft Excel	×
Data Extract process failed due to invalid member(s) or	application
	OK





Furthermore, if the data extract is invalid, the area where the cell details are extracted on the Excel sheet will be highlighted as shown below

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	01100004C		1.1: Consoli			2014-1		Revised Estimates	Board Language	No Category		ietal Day School.
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EFJ Extr 1 2 3 4 5 5 6 7 8 9	S Data act Tool A EFIS	20 A 2.0 R	II holde eport 1:17	r's ▼	Admin Config	fi Langu select	R		Cell Name : Area : Period : Year : Cycle : Account Mem Category Mem	ber : iber:	YearTot &CurYe &Consolisi Total Sc	G all ar enario dated Statemen thool Generated
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- 1. The export file from EFIS 1.0 data cannot be used in EFIS 2.0 import and vice versa.
- 2. EFIS 2.0 export file is not year/cycle specific and can therefore be used across years/cycles as long as A/C/S is valid for the selected year/cycle.
- 3. EFIS 1.0 export file is year/cycle specific and cannot be imported to other year/cycle.

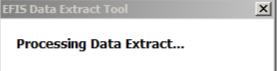




3.8 Extracting Data - Generating Reports

The final step in the process is to Extract data onto the Excel sheet and generate the report. Once the list of desired cells is populated under "Selected Items" clicking on *Extract Data* will start the data extract process.

EFIS Data Extract Tool					_ 🗆 🗙
Select DSB(s) /Recipient(s) Select Area-A/C/S Area Sch. 10: Expenses	Connect School Board(s)	Select Year 2011-12 2012-13 2013-14 2014-15 2015-16 2016-17	Select Cycle Estimates((PPE-Board) Revised Estimates((PPE-Board) March Report((PPE-Board) Financial Statements((PPE-Board)	Connect To DS8_FY15_S1415F15_F Extract Data On © Row(s) C Column(s)	PE_Board Version © Board Submitted
Toggle View Select	SELECTED ITEMS		SELECTED ITEM COUNT	3	Connect
Solutions and Widges Supplies and Services Rental Expense Press and Contract Services Employee Benefits Total Expense Interrest Charges on Capital Interrest Charges on Capital Category Classon Feachers Supply Teachers Teady Childhood Educator Professionals Paraprofessionals and Technicians Library and Guidance Staff Develop. Department Heads Principals and VPs Venetocetary	Sch. 10: Expenses Sch. 10: Expenses Sch. 10: Expenses	Salaries and Wages Salaries and Wages Salaries and Wages	Classroom Teachers No SubCat Supply Teachers No SubCat Teacher Assistants No SubCat	egory SC10_00	0013C
Reset Selection	<u> </u>		Import	List Export List	Extract Data
Total Version: v 2.5.6					
EFIS Data Extract Tool	×				



Once the process is completed successfully a confirmation message will pop up.

Microsoft Excel	×
Data Extract process completed.	
OK.	





Once the user clicks OK on the popup, the data extract tool will remain. In order to see the extracted data the user must minimize the Data Extract Tool window.

A1 A	Ð	EFIS 2.0 Reportine Outout EFIS Data Extract Teol	Connect			- Connect To		N
FIS 2.0 Rep	orting Outpu	Ontario	C School Board(s)	Select Year	Select Cycle Estimatesi(PPE-Board)	DS0_FY15_51415FT5_PP	E_Board	
9/23/2016 11:2	9	Select DS8(s) /Recipient(s) Select Area-A/C/S Area Sch. 10: Exemses		2012-13 2013-14 2014-15 2015-16 2016-17	Revised Estimates](PPE-Board) March Report](PPE-Board) Financial Statements](PPE-Board)	Extract Data On - © Row(s) © Column(s)	♥ersion	5 Buard Active Versio
		Toggle View Select	SELECTED ITEMS		SELECTED ITEM COUNT	3	Correct	
ell Neme : :10,00001C :10,00013C :10,50000	Ares : Sch. 10: Expenses Sch. 10: Expenses Sch. 10: Expenses	Safere and Wages Supple and Sarkes Rental Supple and Sarkes Rental Supervise Rental Supervise Rental Supervise Rental Supervise Rental Supervise Rental Rent	Sch. 10: Diperses	Salaries and Wages Balaries and Wages Salaries and Wages	Clastroom Teachers No SubCate SupplY Teachers No SubCate Teacher Assistants No SubCate	gory SC10_000	130	Rainy River 0 Active/Actor 2,386. 171802 6325 25508
		el	<u>4</u> <u>A(C5</u>		Treport L	et ExportList	Extract Data	

The Excel sheet now contains data for the Year, Cycle, DSB(s) and Cells selected by the user. The data is extracted on either Columns or Rows depending on user selection. Any subsequent data extracts will be exported to a new Excel Workbook.

X	- 19	(24 × ∓									Book8 - Microsoft Excel				
F	ile	Home Ir	nsert Pa	age Layout	Formulas	Data	Review	View Develope	r Smart View	Acrobat EFIS					
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5												Board Active Version	Board Active Version	Board Active Version	Board Active Version
6	Cell Name	:	Area :	P	Period :	Year :		Cycle :	Account Member :	Category Member:	Subcategory Member :	DSB Ontario North East	Algoma DSB	Rainbow DSB	Near North DSB
9				Y	/earTotal1	2014-15			Submission Status	No Category	No SubCategory	Active/Actif	Active/Actif	Active/Actif	Active/Actif
9 10				Y	/earTotal1	2014-15		Financial Statements	Average Daily Enrolmer	No Category	Total Day School	6,941.13	9,260.79	12,996.15	9,764.71
	SC10_000	01C	Sch. 10: Expe	enses Y	fearTotal1	2014-15		Financial Statements	Salaries and Wages	Classroom Teachers	No SubCategory	44729411	56688198	76148521	59416938
15	SC10_000	13C	Sch. 10: Expe	enses Y	/earTotal1	2014-15		Financial Statements	Salaries and Wages	Supply Teachers	No SubCategory	1551293	2485346	2467002	3040934
16	SC10_500	00	Sch. 10: Expe	enses Y	fearTotal1	2014-15		Financial Statements	Salaries and Wages	Teacher Assistants	No SubCategory	4133824	6453034	7144632	6849517





The data displayed on the Excel sheet differs slightly between EFIS 2.0 and EFIS 1.0 data, due to the structure of the databases. Both extracts contain a summary section which gives the user provincial totals and breaks data down by a number of different categories such as Board Language, Board Type, Board Region, Board Size, etc. Please note that the summary is structured as an Excel formula and will only display correct data if all School Boards are selected by the user.

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10								
14	10,583,518,579.00	6,955,975,400.00	170,950,582.00	7,126,925,982.00	3,016,329,968.00	440,262,629.00	3,456,592,597.00	9,972,305,368.00
15	411,972,168.00	289,374,209.00	7,133,628.00	296,507,837.00	99,092,967.00	16,371,364.00	115,464,331.00	388,467,176.00
16	981,527,201.00	620,429,997.00	16,895,652.00	637,325,649.00	298,440,128.00	45,761,424.00	344,201,552.00	918,870,125.00
17								





3.9 Stakeholder's Report

The Stakeholder's Report extracts all cells for all school boards for a selected Year/Cycle combination. The data is extracted in a single workbook either on one sheet or broken down by area.

3.9.1 Computer Registry Requirements

Due to the large number of cells that the Stakeholder's Report retrieves, there are a few changes need to be made in the computer's registry in for it to run. If you do not have the administrative access to your computer, you will need assistance from your IT department to make the following changes to the registry:

- 1. Open the Registry, Start -> Run -> Regedit
- 2. For client machine with **Win 64-bit with Office 64-bit** or **Win 32-bit with Office 32-bit**, locate the following section:

HKEY_LOCAL_MACHINE\Software\Microsoft\Windows\CurrentVersion\Internet Settings Create the following new DWORD keys with decimal values: ReceiveTimeout 1800000 KeepAliveTimeout 1800000 ServerInfoTimeout 1800000

3. If you run Win 64-bit with Office 32-bit, locate the following section: HKEY_LOCAL_MACHINE\Software\WOW6432Node\Microsoft\Windows\CurrentVersion\Inter net Settings Create the following new DWORD keys with decimal values: ReceiveTimeout 1800000 KeepAliveTimeout 1800000 ServerInfoTimeout 1800000

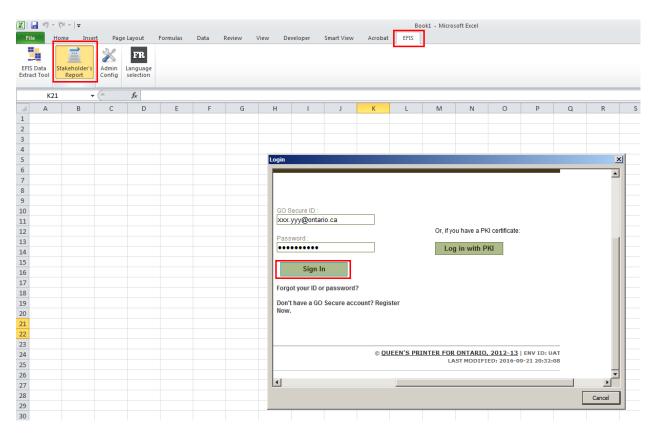
These changes result in the timeout settings being increased to 30 minutes which will allow the Stakeholder's Report to run successfully.





3.9.2 Logon to Stakeholder's Report

Please note: It is recommended to close Excel completely and reopen it before attempting to run the Stakeholder's Report. To access the Stakeholder's report click on the **EFIS** tab in the Excel ribbon, click the **Stakeholder's Report** icon and Enter your Data Extract Tool GO Secure credentials.



Once logged in, the Stakeholder's Report menu will appear.

EFIS Data Extract Tool - Stakeh	older's Report				
0×	Connect			Connect	t TO:
0ntario	C School Board(s)	Select Year	Select Cycle	Please Cor Version © Board S	
				J	Connect
					Extract Data
					 On One Sheet By Area
Total Version: v 2.5.6					Generate Report
V 21010					



3.9.3 Connect

The selection process in the Stakeholder's Report works in the same way as the regular data extract tool. The major difference is the fact that in the Stakeholder's Report all cells are selected for all School Boards, leaving the user less choice.

Select School Board(s), Year and Cycle and click **Connect**. A window will pop up informing the user that the connection was successful. The connection details will also be indicated in the top right window of the screen.

EFIS Data Extract Tool - !	Stakeholder's	s Report				
0	۲	Connect —			Conne	ct TO:
Ontar	io ,	School Board(s)	Select Year 2011-12 2012-13 2013-14 2014-15 2015-16 2016-17	Select Cycle Estimates (PPE-Board) Revised Estimates (PPE-Board) March Report (PPE-Board) Financial Statements (PPE-Boa	- Versio	IS_S1415FIS_PPE_Board
			Microsoft Excel	्रा		Connect
			Connected to: DSB_FY15_S	X		
				ОК		Extract Data ⓒ On One Sheet ⓒ By Area
Total Version:	v 2.5.6					Generate Report





3.9.4 Generate Report

The data in the report can be extracted in two formats:

- On One Sheet This option extracts all the cells along the rows with all school boards across the columns on one Excel sheet.
- By Area this option extracts all cells along the rows with all school boards across the columns on multiple Excel sheets each sheet representing an Area of the application

Select one of the options above and click *Generate Report* to run the report.

EFIS Data Extract Tool - Sta	keholder's Report		
D>Ontario	Connect	Select Year Select Cycle 2011-12 Image: Constraint of the second	Connect TO: DSB_FY15_S1415FIS_PPE_Board Version © Board Submitted Connect
Total Version: v 2	.5.6		Extract Data © On One Sheet ∩ By Area Generate Report

The extraction of the report can take upwards of 10 minutes, depending on the number of relevant cells in the selected Year / Cycle. Please note that while the extract process is running, some Microsoft Office components (i.e. Outlook) may become unresponsive. Once the process has completed successfully, a message box will appear stating that the data extract process has been completed.

Microsoft Excel	×
Data Extract(All Data) p	process completed.
	ОК



On One Sheet

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÷									Board Active Version	Board Active Version	Board Active Version	Board Active Version	Board Active Version	Board Active Version	Board Active V
0	ell Name :	Areai	Periods	Years	Cycle :	Account Member (Category Members		DSB Ontario North East	Algorna DS8	Rainbow D58		Keewatin Patricia DSB		
			YearTotal3	2014-15	Financial Statements		No Category	No SubCategory		ACTIVE/ACTI		Active/Actif	Active/Actif	Active/Actif	Active/Actif
<u>.</u>			YearTotal1	2014-15	Financial Statements	Average Daily Enroim	ser No Category	Total Day School	6,941.13	9,260.79	12,996.15	9,764.71	4,499.65	2,355.93	6.0
0	OMP_00077C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Gross D	kpi No Category	No SubCategory	4125138	\$0\$1589	4379625	4207625	3070405	2273365	47
0	DMP_00078C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Other R	les No Category	No SubCategory	128626	729063	651507	322793	908965	689427	7
0	OMP_00013C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Net Exp	er No Category	No SubCategory	3996512	4322536	3728318	3504532	2969520	1563938	31
0	0MP_00014C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Funding	A No Category	No SubCategory	4021710	4667814	4887502	3971348	2999912	2099477	41
0	OMP_00058C	Compliance Report	YearTotal 1	2014-15	Financial Statements	Compliance - Overspe	en No Category	No SubCategory	0	0	0	0	0	0	
0	0MP_00016C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Admin	an No Category	No SubCategory	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT/CONFORM	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT/CO
0	DMP_000710	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Multi V	ea No Category	No SubCategory							No/Ner
0	DMP_00059C	Compliance Report	Yes/Total1	2014-15	Financial Statements	Compliance - In-year	Re No Category	No SubCategory	117379911.9	153407057.7	180786566.7	145220846.5	84061414.63	49960136.54	12710
0	DMP_00080C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance In year	Re No Category	No SubCategory	-8500	2187473	6860	\$74175	0	85257	
0	DMP_00060C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - In-year	Ex No Category	No SubCategory	118064527	150327033	178760386	144005546	04131530	49995059	1272
0	0MP_00061C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - In-year	Su No Category	No SubCategory	-676115.07	973351.73	2019320.67	568125.49	-70115.39	-70179.46	-190
0	0MP_00062C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Balance	ed No Category	No SubCategory	REQUIRES FURTHER COA	COMPLIANT / CONFROM	COMPLIANT / CONFROM	COMPLIANT / CONFROM	REQUIRES FURTHER COR	REQUIRES FURTHER COR	REQUIRES FURTH
0	0MP_00063C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Operati	ing No Category	No SubCategory	100845520.1	126301930	164002076.1	128251857.6	70305458.21	38236286.17	11171
0	0MP_00064C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Percent	to No Category	No SubCategory	1008455.201	1263019.3	1640328.761	1282518.576	703054.5821	382362.8617	11171
0	OMP 00065C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Prior Ye	nar No Category	No SubCategory	23464019	12601257	20779614	4548928	20093627	22915072	116
0	DMP_00066C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Lesser o	of : No Category	No SubCategory	1008455.201	1268019.3	1640328.761	1282518.576	703054.5821	382362.8617	111715
	OMP_00067C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Calcular	tio No Category	No SubCategory	COMPLIANT/CONFROM	COMPLIANT / CONFROM	COMPLIANT / CONFROM	COMPLIANT / CONFROM	COMPLIANT / CONFROM	COMPLIANT / CONFROM	COMPLIANT / CO
0	OMP CODESC	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Amoun	t o No Category	No SubCategory					277567	246919	
0	OMP_00069C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance Amoun	r a No Category	No SubCategory	1008455 201	1263019.8	1640328.761	1282518.576	980621.5821	629281.8617	
	OMP 00070C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Calcular	tio No Category	No SubCategory	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT / CO
	0M# 50000	Compliance Report	YearTotal1	2014-15	Financial Statements	GSN Constant - Perce		Total Day School Delau	0.01	0.01	0.01	0.01	0.01		
	001 000010	a share the set of the set of the set	YearTotal1	2014-15	Financial Statements			CY Actual	33123609	17736067	25397014		7863602		
	01 000020	Sch. 01: Consolidated S	122220	2014-15		FP - Cash and Cash Equ		PY1 Actual	28851444	21568736	18740144	1968430			
	01.000910	Sch. 01: Consolidated S		2014-15	Financial Statements			CY Actual		0				587230	
	01_000920	Sch. 01: Consolidated S		2014-15	Financial Statements		the second s	PY1 Actual						573568	
	01 000490	Sch. 01: Consolidated 5	and the second sec	2014-15	Financial Statements			CY Actual	44971376	22423595	57161572	76744405	25751264		
	01_000500	Sch. 01: Consolidated S		2014-15		FP - Accounts Receive	and the second	PY1 Actual	49848055	97709218	59049091	67535155	25162157		
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5								Board Active Version	Board Active Version	Board Active Version	Board Active Version	Board Active Version	Board Active Version	Board Active Vers
G Cell Name :	Areat	Periods	Years	Cyclet	Account Members	Category Members	Subcategory Member	DSB Ontario North East	Algoma DSB	Rainhow DSR	Near North DSR	Keewstin Patricia DSR	Eainy River DSB	Lakehead
9		YearTotal1	2014-15	Financial Statements	Submission Status	No Category	No SubCotegory	Active/Actif		Active/Actif	Active/Actif	Active/Actif	Active/Actif	ACUVE/ACUT
10		YearTotal1	2014-15	Financial Statements	Average Daily Erroime	r No Conegory	Total Day School	6,941.13	9,260.79	12,996 15	9,764,71	4,499.65	2,355.93	8,870
14 COMP_00077C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Gross Do	- No Category	No SubCategory	4125130	5051589	4379025	4207625	3070405	2273365	47350
15 comp_0007ac	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Other Re	No Category	No SubCategory	128626	729053	651507	322793	908965	689427	7655
16 COMP_00013C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Net Expe	r No Category	No SubCategory	3996512	4322536	3726318	3884632	2969520	1563930	39742
17 COMP_00014C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Funding	A No Category	No SubCategory	4021730	4667814	4887502	3971348	2999912	2099477	46431
18 COMP_00058C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance -Oversper	No Category	No SubCategory	0	0	0	0	0		
19 COMP_00016C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Admin a	n No Category	No SubCategory	COMPLIANT / CONFORM	COMPLIANT/CONFORM	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT / CONFO
20 COMP_00071C	Compliance Report.	VearTotal1	2014-15	Financial Statements	Compliance - Multi-Ve	a No Category	No SubCategory							No / Nen
21 COMP_00055C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - In-year B	e No Category	No SubCategory	117379911.9	153487857.7	100706566.7	145228846.5	84061414.61	49960136.54	12710622
22 COMP_00080C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - In-year R	e No Category	No SubCategory	6500	2187473	6860	574175		35257	
23 COMP_00060C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - In-year D	x No Category	No SubCategory	118064527	150327033	176760366	144086546	64131530	49995057	1272961
24 COMP_00061C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - In-year 5	u No Category	No SubCategory	-676115.07	973351.73	2019320.67	568125.49	-70115.39	-70179.46	-19070
25 COMP_00062C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Balances	No Category	No SubCategory	REQUIRES FURTHER COM	COMPLIANT / CONFROM	COMPLIANT / CONFROM	COMPLIANT / CONFROM	REQUIRES FURTHER COM	REQUIRES FURTHER CO	REQUIRES FURTHER
26 COMP_00063C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Operation	g No Category	No SubCategory	100845520.1	126301930	164032876.1	128251857.6	70305458.21	38236296.17	11171936
27 COMP_00064C	Compliance Report	YearTotal1	2014-55	Financial Statements	Compliance - 1% of Op	e No Category	No SubCategory	1006455 201	1263019.3	1640328.761	1282518.576	703054.5821	382362.8617	1117193.6
28 COMP_00065C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Prior Yes	e No Category	No SubCategory	23464019	12601257	20779614	4548928	20093627	22915672	116450
29 COMP_00066C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Lesser of	1 No Category	No SubCategory	1008455.201	1263019.3	1640328.761	1282518.576	703054.5821	382362,8617	1117193.6
30 COMP_00067C	Compliance Report	YearTotal 3	2014-15	Financial Statements	Compliance - Calculati	o No Category	No SubCategory	COMPLIANT / CONFROM	COMPLIANT / CONFROM	COMPLIANT / CONFROM	COMPLIANT / CONFROM	COMPLIANT / CONFROM	COMPLIANT / CONFROM	COMPLIANT/CONFF
31 comp_00068C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance - Amount	o No Category	No SubCategory					277567	246919	
32 COMP_00069C	Compliance Report	YearTotal1	2014-15	Financial Statements	Compliance Amount	o No Category	No SubCategory	1008455 201	1263019.3	1640328.761	1282518.576	980621.5821	629281.8617	1117193.4
33 COMP_00070C	Compliance Report	YearTotal1	2014-55	Financial Statements	Compliance - Calculati	o No Category	No SubCategory	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT / CONFORM	COMPLIANT/CONFORM	COMPLIANT / CONFORM	COMPLIANT/CONFO
34 COMP_50000	Compliance Report	VearTotal1	2014-15	Financial Statements	GSN Constant - Percen	t No Category	Total Day School.	0.01	0.01	0.01	0.01	0.01	0.01	0
35														
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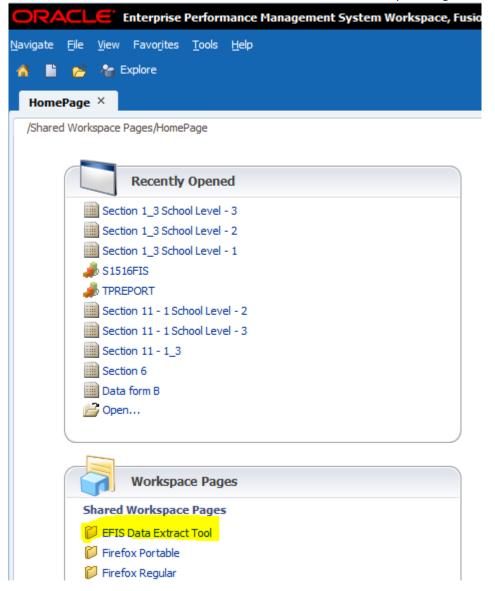
Appendix A: Installation Instructions

In order to be able to install the Data Extract Tool, the following software is required:

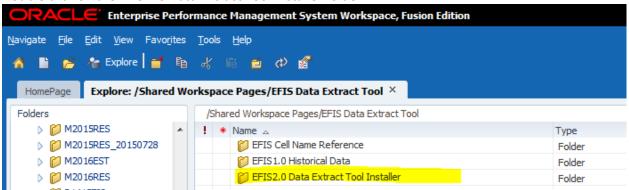
- 1. Microsoft Excel version 2007 or newer
- 2. Smart View Version 11.1.2.5.520 (Please refer to the Smart View section of the EFIS User Setup Guide for more details)
- 3. Smart View Excel Add-In installed and properly configured on the workstation (Please refer to the Smart View section of the EFIS User Setup Guide for more details).

Data Extract Tool Installation Instructions:

- 1. As a pre-installation step, please close all Excel sessions
- 2. Log in to EFIS 2.0 (https://efis.fma.csc.gov.on.ca/workspace/index.jsp)
- 3. Click on the EFIS Data Extract Tool folder from Shared Workspace Pages



4. Double click on the EFIS 2.0 Data Extract Tool Installer folder



5. Double click "EFIS_Data_Extract_Tool_v2.5.6.zip" and save as onto any location on your workstation

ORACLE' Enterprise Performance Management System Workspace, Fusion Edition												
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6. Navigate to the folder where you have downloaded the file and then unzip with Extract All

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7. Initiate the installation process by double clicking on the Installer.bat file in the extracted folder

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	🚳 Installer	06/30/2014 3:27 PM	Windows Batch File	2 KB	
	Instructions	06/30/2014 3:11 PM	Text Document	1 KB	



8. Press any key to continue C:\windows\system32\cmd.exe EFIS Data Extract Tool Installer

EFIS Data Extract Tool Installer Programme d'installation pour l'outil d'extraction des données du SIFE

Installation Completed Successfully.

Processus d'installation terminé avec succès.

Press any key to continue . . .

Note: The steps below are only required for initial install (can be skipped for future releases) if the *EFIS* tab is missing from the Excel ribbon.

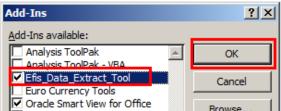
9. Open Excel and go to *File->Options*

10. Select Add-Ins->Manage:Excel Add-ins, and then click on Go...

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11. Make sure there is a check mark next to EFIS 2.0 Data Extract Tool and click OK.



Verify the installation

To verify the installation open Excel and check that the *EFIS* tab is visible in the Excel ribbon.



Click on *EFIS* → *EFIS Data Extract Tool* and log in using your EFIS Data Extract Tool credentials

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The EFIS 2.0 Data Extract Tool application will be displayed.

