Ministry of Education

DET User Guide

Draft V2.4

July 5, 2021

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Version Control

VERSION #	DATE	PERSON	COMMENTS
V 1.0	January 12, 2021	Gina Paladines	Draft
V 1.1	February 23, 2021	Gina Paladines	
V 1.2	March 15, 2021	Al McLaren	Version review
V 1.3	March 16, 2021	Gina Paladines	
V 1.4	March 18, 2021	Zunaira Amin	Updated formatting, screenshots
V 1.5	March 23, 2021	Gina Paladines	
V 1.6	March 28, 2021	Zunaira Amin	Added saved cells and legacy load draft, SHR screenshots, fixed typos
V 1.7	March 29, 2021	Al McLaren	Review
V 1.8	April 1, 2021	Zunaira Amin	Implemented feedback, clarified steps, updated screenshots
V 1.9	April 13, 2021	Zunaira Amin	Implemented feedback, added template description, screenshot and formatting fixes
V 2.0	April 15, 2021	Karen Yeung	Review and update.
V 2.1	April 19, 2021	Zunaira Amin	Included version colour-coding, fixed table of contents
V 2.2	June 16, 2021	Karen Yeung and Emily Wells	Update after UAT
V 2.3	June 25, 2021	Jessie Ma	Updated screenshots
V 2.4	July 5, 2021	Karen Yeung and Jessie Ma	Updated alt text for AODA compliance

Overview

This document will walk users through key functional areas of the Data Extract Tool (DET). It will cover the following functional areas:

- User Login
- Data Selection Management
- Data Extract to Templates
- Stakeholder's Report
- DET Refresh Report

Audience

This document is written for all DET users.

Preparation Steps

Users require GO Secure credentials to use the Data Extract tool. DET works best with Google Chrome, with the zoom setting at 100%.

1) User login

This section will walk the user through the login process and describe the main menu items.

Step 1. Click on the following link to access the EFIS Portal homepage.

https://efis.fma.csc.gov.on.ca/apex/f?p=EFISPORTAL:HOME_PAGE

The login screen will be displayed.

Step 2. Enter **GO Secure ID** and **Password** or **Login with PKI**

Step 3. Click on the EFIS Data Extract Tool 2.0 icon
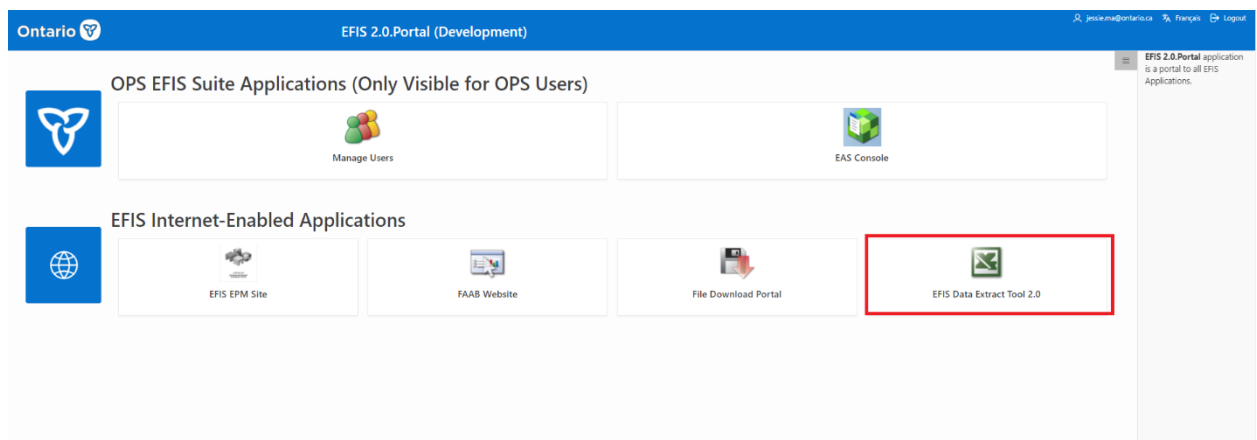
In the top right, the following functions are available:

1. Option to translate to **French.**

2. **Home** button to return user to DET Extract page.

3. **Portal** button to return user to EFIS Portal homepage.

4. **Help**

5. **Logout**

The left side menu contains the following pages:

- o **Data Extract**: Allows users to select data points and create a user-defined data extract.
    - o Saved Selections: A list of Saved Cells Sections that were created by the user for reuse.
- o **Stakeholder's Report**: Allows user to extract stakeholder reports.
- o **My Reports**: Stores user data extracts.
- o **DET Refresh Report:** This report will display the last instance when a specific Doc Set was refreshed in the DET Data warehouse.

Data Extract: Data Selection Management

Overview:

This section will show users how to build, save, edit and reuse data selection criteria. It will also explain to users how to run an extract. Data extract has two subpages:

1. **Select Cells**
2. **Select Options and Run Extract**

Select Cells

Overview of steps:

Step 1: Select **Type**
Step 2: Select **Year**
Step 3: Select **Cycle**
Step 4: Select **Version**
Step 5: Select **Area**
Step 6: **Cell Selection**
Step 7: **Cell Name Reference Document**

Fields marked with a red asterisk * are mandatory. A detailed explanation of each step is provided next.

Step 1: Select Type

District School Board (DSB) is the default recipient type. In Release 1, External Users have access to District School Board (DSB) only. For Internal Users who have access to other Types, they may switch to:

- Child Care – Municipal (CCM)
- Child Care – First Nation (CCF)
- Child Care - EarlyOn (OTP)

Users will have access to one or multiple recipient **Types** based on their role. Only **ONE Type** can be selected per extract. If a user does not have access to a specific recipient **Type**, it will not be displayed as a choice.
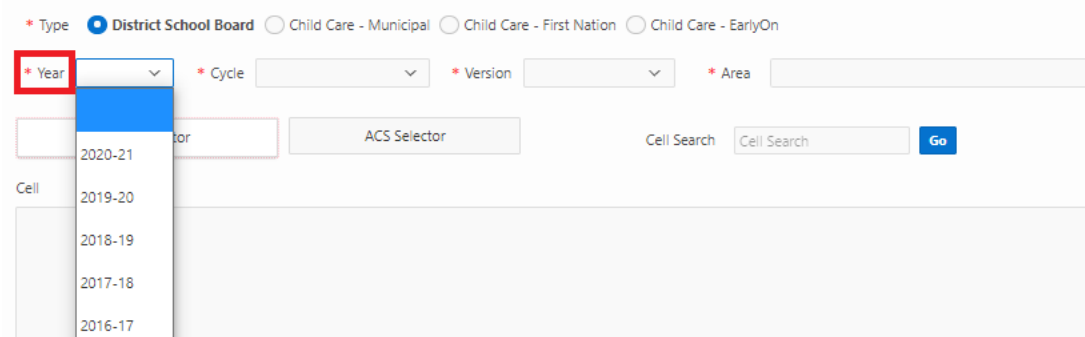
Step 2: Select Year

A list of all available **Years** for a **Type** will appear via the dropdown arrow. Only available years within the DET Data Warehouse will be displayed. Only **ONE Year** can be selected at a time.

Step 3: Select Cycle

A list of all available **Cycles** for the selected **Year** and **Type** will appear by clicking on the dropdown arrow.

Available **Cycles** are:

- o   Estimates
- o   Revised Estimates
- o   Financial Statements
- o   March Report

Once the **Year** is selected, the **Cycle** box is automatically populated with available cycles for that **Type** and **Year**. Only **ONE Cycle** can be selected.

Step 4: Select Version

External users will only have access to **V10-Board Active**.

Internal users have access to both **V10-Board Active** and **V20-FO Active. V20-FO Active** is the default option. Internal Users can switch to **V10-Board Active** using the dropdown menu. Users may only extract one version per extract. Once the first cells have been selected, the **Version** selection will be locked for the remaining data selections within the active session.

Note: Extracted data will be color-coded to note which version is displayed. Green will be used for V20 data and purple will be used for V10 data. In cases where V20 data is unavailable, V10 data will be substituted and color-coded accordingly (see page 38 for sample extracts).

Step 5: Select Area

The list includes all schedules, sections, data forms, and appendices available for a specific **Type**, **Year,** and **Cycle** combination.

Users may locate the relevant **Area** by scrolling down the list.

A search box is also available to find specific area(s).
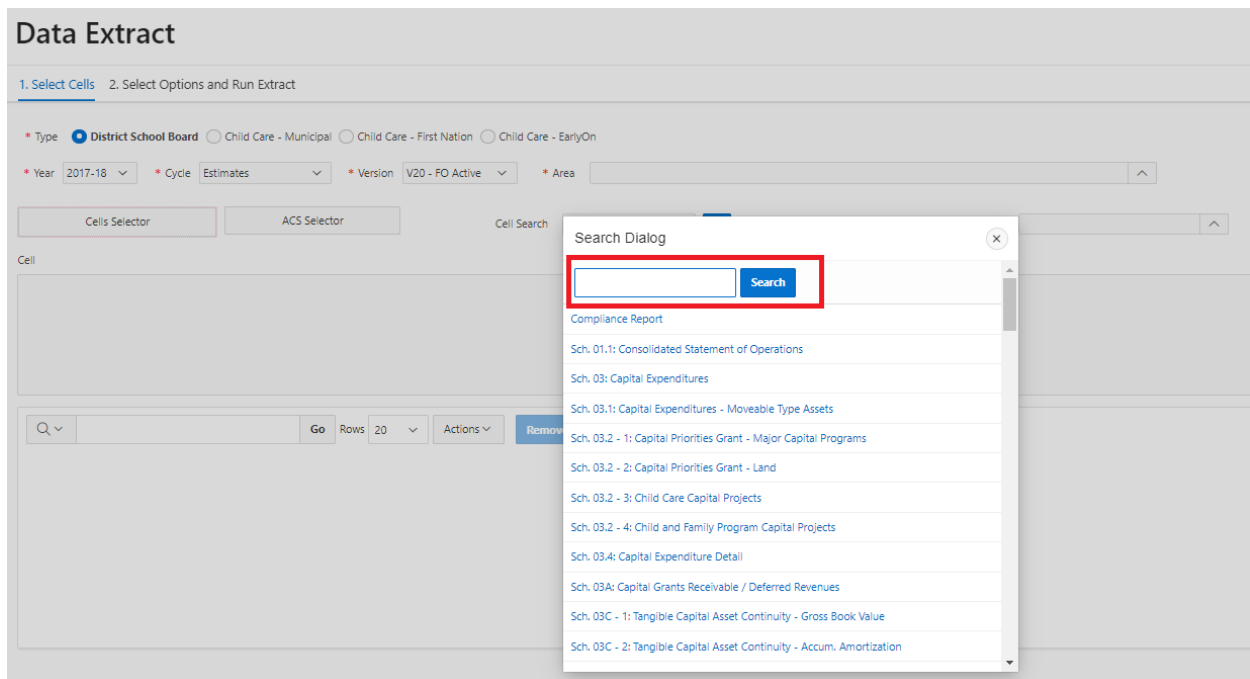
For example, below is a search for "expenditures." Users will now only see **Areas** that have "expenditures" in the name.
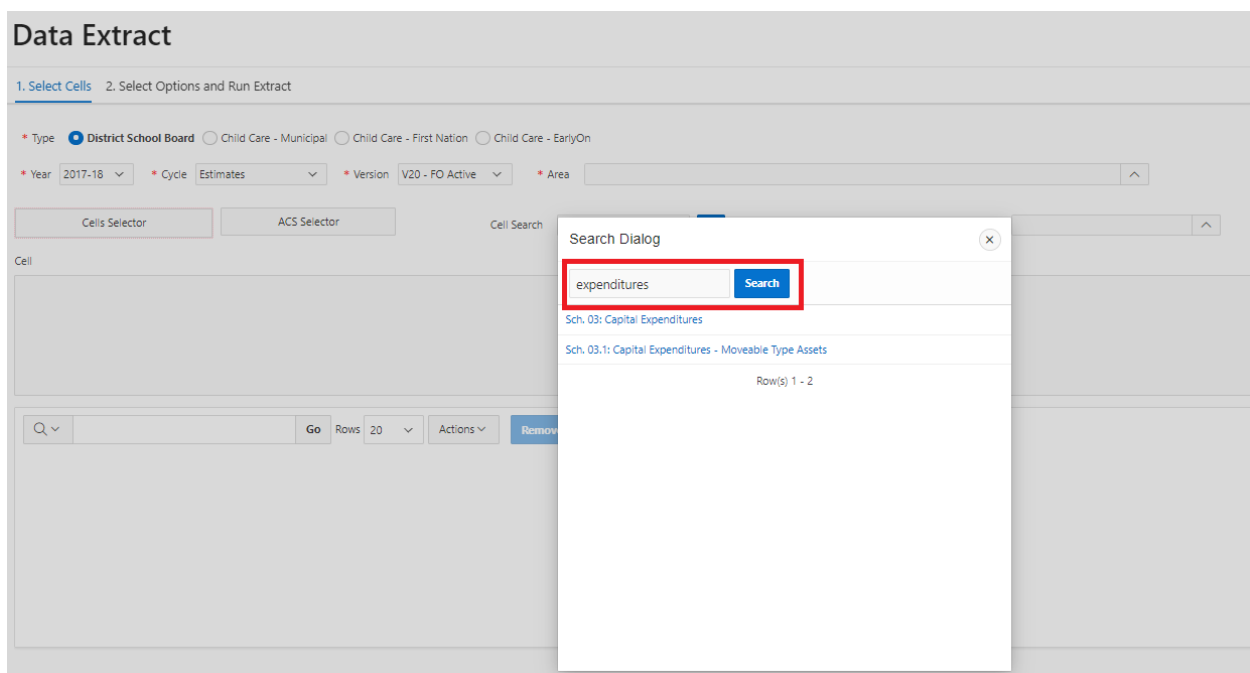
Partial words (i.e. the letters "exp") are also allowed. All **Areas** that contain the letters "exp" will be returned. To view the complete list of **Areas**, clear out the search box and click on **Search** again.

Once an **Area** is specified, the cell box below will be populated with all available cells. Only the **Cells** under the selected **Area** and Doc Set (**Year**, **Cycle**, **Version**) are displayed.

Step 6: Cell Selection

Two options are available for selecting cells:

a) "Cells Selector" Button (default option)

Users can now select one, multiple, or all cells for an **Area** by using the menu bar in between the two cell boxes.

When selecting cells, users will use the following center menu bar icons. Multiple cells can be selected by clicking and dragging the mouse to highlight.

Icon	Description
⮌	Reset/Clear Selection
⟫	Move all data points
⟩	Move highlighted data points
⟨	Remove highlighted data points
⟪	Remove all data points
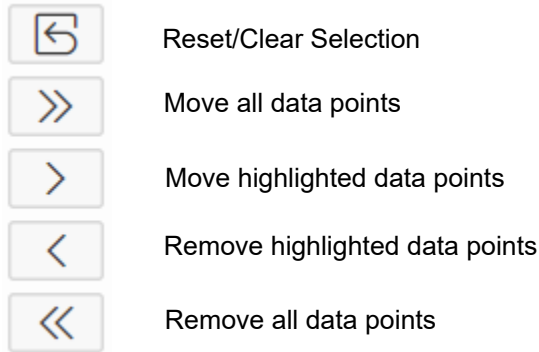
Note: Users may also double click on a cell to add it to their selection.

Selected cells will appear in the right-hand box and in the session selection area, which is the highlighted green area underneath the cell boxes.

Data Extract

1. Select Cells   2. Select Options and Run Extract

* Type ● District School Board   ○ Child Care - Municipal   ○ Child Care - First Nation   ○ Child Care - EarlyOn   Clear All

* Year 2017-18 ▾   * Cycle Financial Statements ▾   * Version V20 - FO Active ▾   * Area Sch. 03: Capital Expenditures   ︿

| Cells Selector | ACS Selector | Cell Search [Cell Search] Go | Load Saved Selection ︿ | Load Legacy Cell Selection ⬆ |

Cell

SC030050008 - Eligible Capital Expenditure - Buildings and Other Non-Moveable Type Assets - New School Condition Improvement - Restricted (70%		SC030050002 - Capital Expenditures - Buildings and Other Non-Moveable Type Assets - New School Condition Improvement - Restricted (70%)
SC030050009 - Eligible Capital Expenditure - Capital Expenditures - All Categories - New School Condition Improvement - Restricted (70%)	⮌	SC030050003 - Capital Expenditures - Capital Expenditures - All Categories - New School Condition Improvement - Restricted (70%)
SC030050011 - Capital Expenditures - Buildings and Other Non-Moveable Type Assets - New School Condition Improvement - Unrestricted (30%)	⟫	SC030050005 - Capitalized Interest - Buildings and Other Non-Moveable Type Assets - New School Condition Improvement - Restricted (70%)
SC030050012 - Capital Expenditures - Capital Expenditures - All Categories - New School Condition Improvement - Unrestricted (30%)	⟩	SC030050006 - Capitalized Interest - Capital Expenditures - All Categories - New School Condition Improvement - Restricted (70%)
SC030050014 - Capitalized Interest - Buildings and Other Non-Moveable Type Assets - New School Condition Improvement - Unrestricted (30%)	⟨	
SC030050015 - Capitalized Interest - Capital Expenditures - All Categories - New School Condition Improvement - Unrestricted (30%)	⟪	
SC030050016 - Eligible Capital Expenditure - Buildings and Other Non-Moveable Type Assets - New School Condition Improvement - Unrestricted (30 ▾		

Q ▾ [   ] Go Rows 20 ▾ Actions ▾ Remove Selected Remove All Create Named Selection

☐	App Name	Type	Reporting Year	Cycle	Version	Area Code	Area Name	Cell	Account	Category	Subcategory
☐	S1718FIS	DSB	2017-18	Financial Statements	V20	SC0300	Sch. 03: Capital Expenditures	SC030050002	Capital Expenditures	Buildings and Other Non-Moveable Type Assets	New School Condition Improvement - Restricted (70%)
☐	S1718FIS	DSB	2017-18	Financial Statements	V20	SC0300	Sch. 03: Capital Expenditures	SC030050003	Capital Expenditures	Capital Expenditures - All Categories	New School Condition Improvement - Restricted (70%)
☐	S1718FIS	DSB	2017-18	Financial Statements	V20	SC0300	Sch. 03: Capital Expenditures	SC030050005	Capitalized Interest	Buildings and Other Non-Moveable Type Assets	New School Condition Improvement - Restricted (70%)
☐	S1718FIS	DSB	2017-18	Financial Statements	V20	SC0300	Sch. 03: Capital Expenditures	SC030050006	Capitalized Interest	Capital Expenditures - All Categories	New School Condition Improvement - Restricted (70%)

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b) **"ACS Selector" Tab**

This provides users with the option to select cells via an Account, Category, and Subcategory (ACS) combination. Once the **ACS Selector** tab is clicked, the page will display the following sections: **Account**, **Category**, **Subcategory**, **ACS Cells** box**, Selected Cells** box**,** as well as a **Reset ACS lists** button.

Users can narrow down cells using the **Account**, **Category**, or **Subcategory** boxes. In the example below, "Capital Expenditures" was the selected **Account**. The **ACS Cells** box in the center displays all cells within the "Capital Expenditures" **Account**.

To further narrow down results, the user may select a **Category** (e.g. "Land") as per the example below.

User can filter down further by using the **Subcategory**. In the example below, "Child Care Capital" was used to arrive at the ACS Cell. The ACS Cells box in the middle will automatically display the specified cell(s).

In this case, only one cell appears. This cell can now be selected.

Data Extract

Users can use the menu bar to move cells to the right-hand **Selected Cells** box. The cell will also appear in the session selection area (highlighted green), below the selection boxes.

Data Extract

Users can continue to build up their selected cells list via the **ACS Selector** button or may toggle back to the **Cells Selector** tab if they wish and continue to add cells. The **Reset ACS Lists** button can be used to clear out the **Account, Category** and **Subcategory** boxes.

Adding Cells:

Users can continue to add cells for the same doc set (**Year**, **Cycle**, **Version** combination). The area can be changed as needed to create a multi-area selection. In the screenshots below, the Area selected is "Sch. 01.1: Consolidated Statement of Operations**.**" Selected cells appear in the right-hand box and are also added to the session selection area underneath.

In the next image, the **Area** has been changed to "Sch. 03 Capital Expenditures." Three more cells have been selected. These newly added cells will appear in the right-hand box, replacing the cells selected from the prior **Area** (Sch. .01: Consolidated Statements). This box only contains cells selected from the current **Area**.

All cells that have been selected thus far (from two **Areas**) will accumulate in the *session selection area* underneath the boxes on the bottom of the page, as marked by the green box. Users can continue to add cells for different **Years**, **Cycles**, or **Areas**. Users can add or remove cells (see below) until they have all the data points they require for the extract.

After selecting the first Doc Set, users cannot change the **Type** and **Version** as they are locked. However, users can create a multi-doc set selection by picking a different **Year, Cycle,** and **Area** to add more cells.

Removing Cells:

Three options are available for removing cells from the selection box and the session selection area.

1. If the user has selected cells and would like to remove them, this can be done via the center menu icons. In the example below, all cells were highlighted and the arrow button was used to remove them.

All cells have been removed as illustrated below.

2. Users can remove individual cells by clicking on the boxes at the left hand of the screen in the session selection area. Clicking on the **Remove Selected** button will remove the specified cells. Users can add or remove cells until they have all the data points they require for the extract.

3. All cells can be removed by clicking on the **Remove All** button.

Data Extract

The **Remove All** button removes cells from both the right-hand selection box and from the session selection area as shown below.

Data Extract

Step 7: Cell Name Reference Document

Only for the recent doc sets, a Cell Name Reference Document link is available on the page for users to open a PDF format document. By clicking on the link, it will open the document in a new tab. This document will display the Cell Names by Area.

For example, this is the English version of the document for the S1920FIS doc set.

S1920FIS_CellName_EN.pdf

Submission Version: CellNames
School Board Name: COMP00
School Year: 2019-20
Cycle: Financial Statements

Compliance Report

Administration and Governance

Gross Expenses excluding internal audit	COMP_00077C
Other incomes	COMP_00078C
Net Expenses excluding internal audit	COMP_00013C
Funding allocation excluding internal audit	COMP_00014C
Overspending on Administration and Governance	COMP_00058C
Compliant /Non-compliant	COMP_00016C

Select Options and Run Extract

Once the required cells are chosen, the user is ready to click on **Select Options and Run Extract**.

Data Extract

1. Select Cells   2. Select Options and Run Extract

Order by Name   Order by Index

Select Recipients *

2 - Algoma DSB
60 - Algonquin & Lakeshore Cath DSB
10 - Avon Maitland DSB
9 - Bluewater DSB
56 - Brant Haldimand Norfolk CDSB
40 - Bruce-Grey Catholic DSB
64 - CEP de l'Est de l'Ontario
70 - CSC MonAvenir
69 - CSC Providence
72 - CSD cath. Centre-Est de l'Ont.

* Deployment Type ○ Wait Online ● Save to My Reports   * Output Template [DSBs on Rows, ACS on Columns - with subtotals ∨]   [Extract Data]

The **Select Options and Run extract** page allows users to:

- o   Choose recipients: Recipients are listed in alphabetical order or by index.
- o   Output Template: Default is "DSB Layout Template (Down Recipients Across ACS)"
- o   Deployment Type: Wait Online or Save to My Reports. Default is Save to My reports.
- o   Preview Data: Selected cells for recipients can be viewed at the bottom of the screen.

o   Run Extract

Overview of steps:

- Step 1: Select **Recipients**
- Step 2: Select **Deployment Type**
- Step 3: Select **Output Template**
- Step 4: Select **Preview Data**
- Step 5: Select **Extract Data**

A detailed explanation of each step is provided next.

Step 1: Selecting Recipients

Users select recipients by using the menu bar. Recipient names appear in alphabetical order.

Recipients can also be ordered by **Index** number.

Choose recipients and use the center menu to move highlighted area to the selection box.

Data Extract

Selected recipients will appear in the right-hand box as shown below.

Data Extract

Step 2: Selecting Deployment Type

Users can now choose **Deployment Type**. The user has two options:

a) **Save to My Reports**, which saves the Data Extract file to the **My Reports** page. This will run the extract in the background and allow users to start a new extract (should they choose to) or to exit from the DET page and revisit later once the extract is complete.

Data Extract

b) Users can also choose to **Wait Online** until the extract is complete. Note that by selecting this option, the user will have to remain on the page until the extract is complete. Large extracts may take several minutes to complete.

Data Extract

1. Select Cells   2. Select Options and Run Extract

Order by Name   Order by Index

Select Recipients *

10 - Avon Maitland DSB	2 - Algoma DSB
9 - Bluewater DSB	60 - Algonquin & Lakeshore Cath DSB
56 - Brant Haldimand Norfolk CDSB	
40 - Bruce-Grey Catholic DSB	
64 - CEP de l'Est de l'Ontario	
70 - CSC MonAvenir	
69 - CSC Providence	
72 - CSD cath. Centre-Est de l'Ont.	
71 - CSD cath. de l'Est ontarien	
68 - CSD cath. des Aurores boréales	

* Deployment Type   ◉ Wait Online   ○ Save to My Reports   * Output Template   DSBs on Rows, ACS on Columns - with subtotals ▽   📄 Extract Data

Preview Data

Step 3: Selecting Output Template

By clicking on the arrow icon on the **Output** Template button, a drop-down menu lists all available templates. Users select the required **Template** for the extract. For each **Type,** at least two **Template** versions are available (one with Recipients listed on columns, and the other with Recipients listed on rows). The **Templates** for each **Type** are noted below.

Type	Template
District School Board (DSB)	ACS on Rows, DSBs on Columns - with subtotals
	DSBs on Rows, ACS on Columns - with subtotals
	ACS on Rows, DSBs on Columns
	DSBs on Rows, ACS on Columns
Municipal Childcare (CCM) First Nations (CCF) Child Care - EarlyOn (OTP)	ACS on Rows, Recipients on Columns DSBs on Rows, ACS on Columns

The user selects "ACS on Rows, DSBs on Columns - with subtotals"

Step 4: Preview Data

Data for selected recipients can be previewed at the bottom of the screen as illustrated below. Users can review data before running the extract. For example, the user can return to **Select Cells** subpage and add (or delete) cells to their selection.

Preview Data allows user to search, change the number of visible rows, and utilize additional filtering features within the **Actions** menu.

Users can click on the search icon to search by any of the specified columns: **Year, Cycle, Area, Cell Name, Columns, Account, Value, Recipient ID, Category, Subcategory, Recipient Name, Board Index No., Short ID, Sector, Version, and Selected Version.**

For example, in the screenshot below, the column **Account** was selected. The search bar can now be used to search for specific **Accounts**.

In the following example, the search bar is used to search for **Accounts** containing the word "Consolidated". Now, only rows with **Accounts** that contain the word "Consolidated" are displayed. The green filter indicates the search that was conducted (it can be toggled on or off). The search bar has reset to no longer search for **Accounts.**

Users may also filter and search by column by clicking on the blue column name. In the example below, the **Subcategory** column name was clicked on and all unique values in the **Subcategory** column are listed. Users can select which **Subcategory** values they wish to view, as well as reorder them.

In the screenshot below, the **Subcategory** value "Current Year Actual" was selected and thus, only rows containing this value are displayed. The applied filter (noted by the green icon) can be toggled on and off as needed.

Users can change the number of **rows** displayed (the default value is 50).

Data Extract

Users can select **Actions** which includes the ability to Select Columns, Filter, Format, Save Report, Reset, Help, or Download.

Step 5: Extract Data

The user can now run the extract by clicking on the **Extract Data** button.

A pop-up menu will appear requiring the user to name the file (Description is optional and available for "Save to My Reports" only). A default name with timestamp is provided, depending on the template selected, and can be changed by the user.

Once the user has clicked on the **Submit** button, a green pop-up notification will appear to confirm that the extract request has been submitted, and that an email will be sent once the **extract** is complete. Each extract request is assigned an ID number to distinguish it from others. In the image below, it is **ID 2669**.
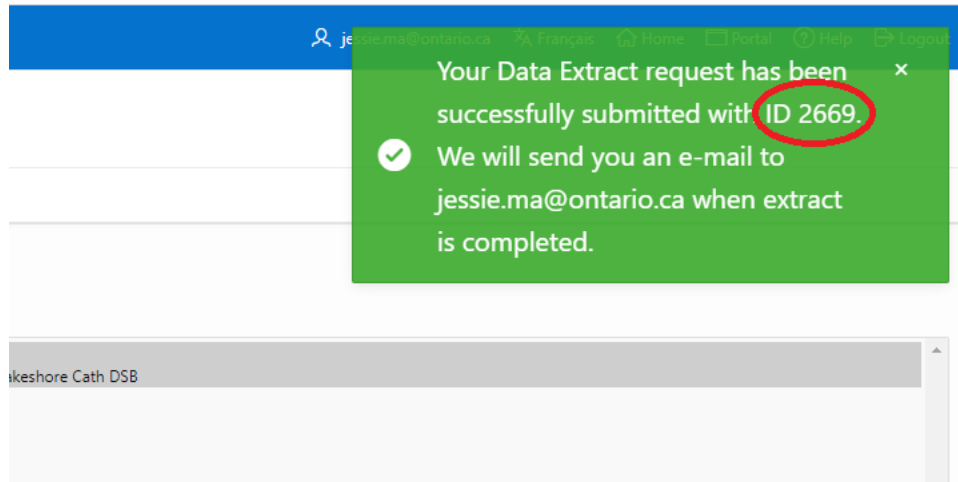
Users will receive an email once the extract report is available for download. The email will contain the unique ID number to identify the extract that is completed.

Step 6: Download Extract

The **My Reports** page contains all extracts initiated by the user. Users will navigate to **My Reports** and locate the output **Template**.
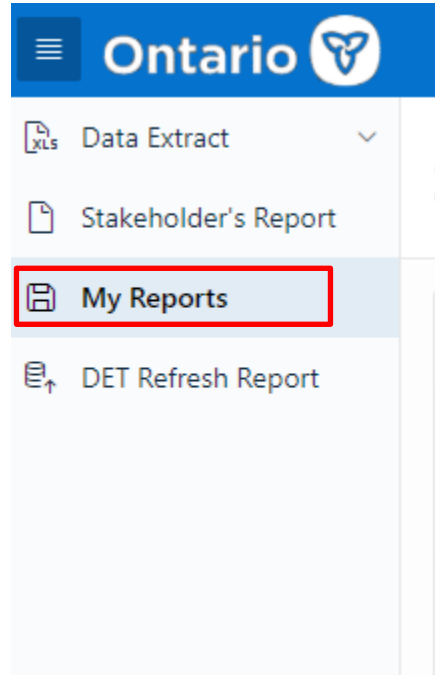
Users will be able to locate the report by looking for the ID number. In the example above, it was **ID 2669**. The user can download the Extract by clicking on the **Download** icon. Users can also delete extracts they no longer want to keep.

My Reports

ID	Delete	Download	File Name	Description	File Size	Started Time	Completed Time	Elapsed Time (sec)	Running Time (sec)
2669	🗑	⬇	DSBs on Rows, ACS on Columns - with subtotals_20210625_151405.xls		627.26 KB	25-JUN-2021 03:14:08 PM	25-JUN-2021 03:14:19 PM	11	
2668	🗑	⬇	DSBs on Rows, ACS on Columns - with subtotals_20210625_151356.xls		627.26 KB	25-JUN-2021 03:14:04 PM	25-JUN-2021 03:14:14 PM	10	
2667	🗑	⬇	P1920RES_SHR_20210625_140359.zip		222.22 KB	25-JUN-2021 02:04:13 PM	25-JUN-2021 02:10:00 PM	347	
2665	🗑	⬇	ACS on Rows, DSBs on Columns - with subtotals_20210625_124911.xls		55.25 KB	25-JUN-2021 12:49:38 PM	25-JUN-2021 12:49:43 PM	5	

The user will select and click on the file which will open in Excel. Note for Release 1, the following Excel format error will be displayed. Select **Yes.**

Microsoft Excel ✕

⚠ The file format and extension of 'DSBs on Rows, ACS on Columns - with subtotals_20210625_151405.xls' don't match. The file could be corrupted or unsafe. Unless you trust its source, don't open it. Do you want to open it anyway?

[Yes]   [No]   [Help]

See below the extract output from a <u>single</u> doc set.

Note: This extract contains **V20** data and is colour-coded green accordingly (see page 12 for more information on version colour-coding). The row indicating the version, highlighted yellow in the images below for the purposes of this guide, will also notify the user which version of the data is displayed.

In the following output (also from a <u>single</u> doc set), **V10** data was substituted in the place of unavailable V20 data for two recipients (Rainbow DSB and Near North DSB) and thus, the substituted cells are colour-coded purple to signify that it is **V10** data. The "Version" row, indicated in yellow, notes which version of the data is displayed.

For extracts containing data from <u>multiple</u> doc sets, the row highlighted yellow will instead indicate the *version selected by the user* when preparing the extract, and will be renamed from "Version" to "Selected Version" to indicate the user's choice. In the image below, the user's selected version is **V20-FO Active.** However, only V10 data is available for certain cells. Given that the user selected **V20-FO Active,** the row highlighted yellow indicates the user's choice, while the colour-coded purple cells indicated where **V10** data was substituted, due to a lack of available **V20** data.

For extracts containing data from <u>multiple</u> doc sets, doc sets will be sorted by Year in ascending order, and then by Cycle Order (i.e. Estimates, Revised Estimates, Financial Statements, March Report).

Once the extract is complete, the user can prepare a new extract by returning to the **Select Cells** page and using the **Clear All** button to clear all selections to begin a new extract. If further extracts are not required, the user can **Logout**.

If a user has chosen to **Wait Online** for the Extract, a loading symbol will appear in the center of the page while the extract is being completed. Once finished, a green pop-up message will appear to notify the user that the action has been processed and the extract is ready for download.

The extract will be returned to the **Select Options and Run Extract** page. The user will be able to download the *Extract Template* by selecting the link under the column heading **Download Extract**.

The user will select and click on the file which will open in Excel. *Note for Release 1, the following Excel format error will be displayed*. Select **Yes.**

Users can start a new extract, by returning to the **Select Cells** page, clearing data and beginning a new extract. If further extracts are not required, the user can **Logout**.

Step 7: Clear All

Users can create a new extract, by returning to the **Select Cells** page and clicking on the **Clear All** button. Once a user selects **Clear All,** a green pop-up message will appear. At this point, the user can initiate another extract or Logout.

Creating & Loading Saved Selections

Once users have prepared a list of cells for extraction, they have the option to save the selection for future use. Click on the **Create Named Selection** button to do so.

Note: A doc set **(Year, Cycle,** and **Version** combination) must be selected prior to creating and loading saved selections.

Users can assign a unique name to their selection (required) and add a description (optional). In the example below, the name "Selection1" has been given to this list of cells. A brief description has also been included. Click on **Create** to save your selection.

A green notification message appears in the top right corner of the page to confirm that your selection has been created.

To open a saved selection, click on the **Load Saved Selection** dropdown arrow.

A list of saved selections will appear. Note that the recently created Selection1 has been added to the list.

A search bar is also available to find selections with specific titles.

Click on the selection you wish to work with. For example, click on "extract2." The chosen selection and its cells will populate the **Preview** section of the DET page. If the cell is available for that **Year** and **Cycle**, it will be added to the list.

A green notification message appears in the top right corner of the page to confirm the selection has been loaded. The **Loaded Cell Count** notes the number of cells added to the Preview section. In the example below, the saved selection contained 177 cells, and so 177 cells were loaded into the list.
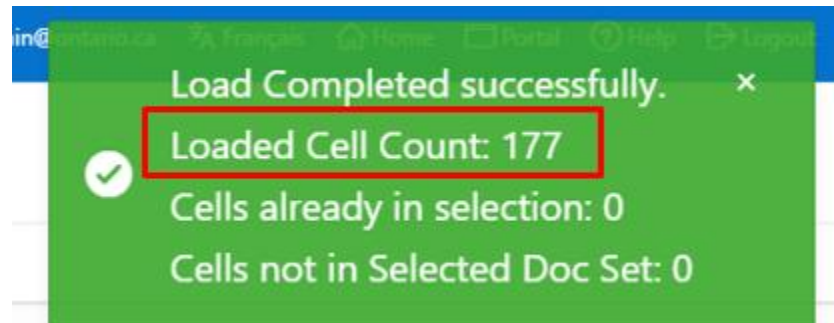
If the cells in the saved selection were already present in the Preview list, the green notification message will note the number of **Cells already in selection**. In the example below, the saved selection contained four cells. However, these four cells were already selected by the user. These four cells are reloaded into the list, but the user is also notified via a green pop-up that their saved cells were already in the selection.
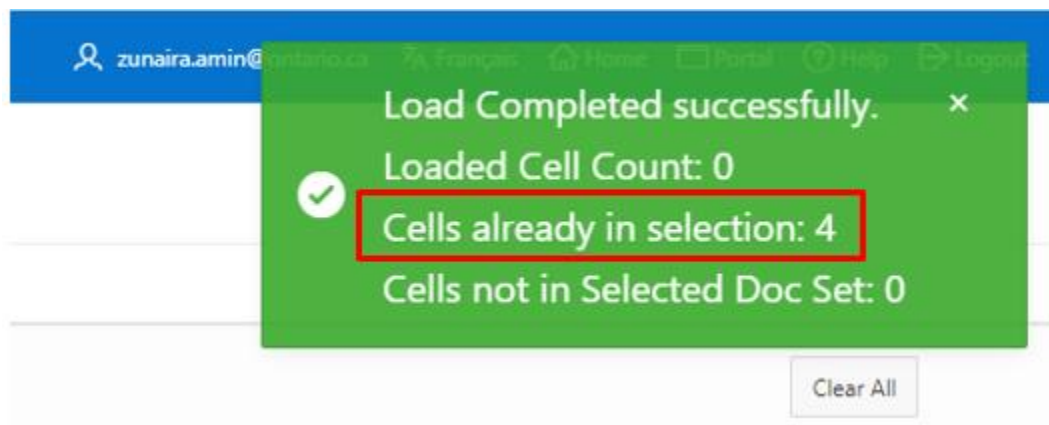
If the cells are not available in the selected **Year/Cycle** combination, the green notification message will note the number of **Cells not in Selected Doc Set.** Only five of the unavailable cells will be listed in the notification message.

Users can also download their list of cells via the **Download** button found in the **Action** menu.

Users can download the list of cells in **CSV** and **XLSX** Excel formats.
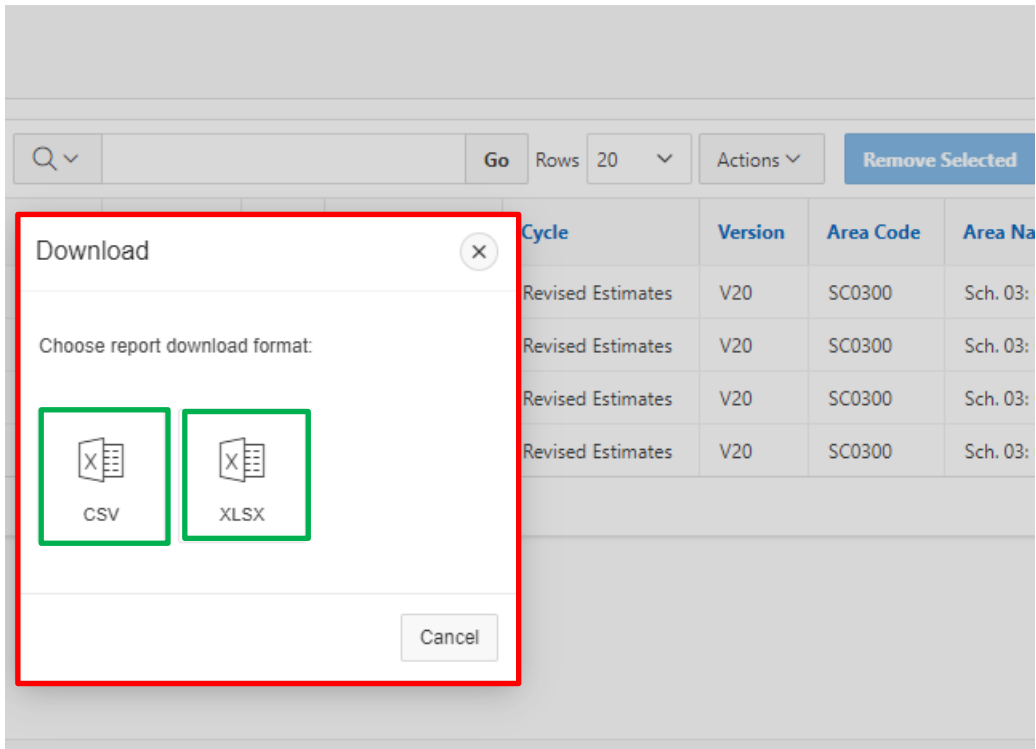
Sample: CSV Format

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	App Name	Type	Reporting	Cycle	Version	Area Code	Area Nam	Cell		Account	Category	Subcategory				
2	S1718RES	DSB	2017-18	Revised Es	V20	SC0300		Sch. 03: Ca	SC0300500	Capitalized	Buildings a	New School Condition Improvement - Restricted (70%)				
3	S1718RES	DSB	2017-18	Revised Es	V20	SC0300		Sch. 03: Ca	SC0300500	Capitalized	Capital Exp	New School Condition Improvement - Restricted (70%)				
4	S1718RES	DSB	2017-18	Revised Es	V20	SC0300		Sch. 03: Ca	SC0300500	Eligible Ca	Buildings a	New School Condition Improvement - Restricted (70%)				
5	S1718RES	DSB	2017-18	Revised Es	V20	SC0300		Sch. 03: Ca	SC0300500	Capital Exp	Capital Exp	New School Condition Improvement - Restricted (70%)				
5																
7																
8																

Sample: XLSX Format

	A	B	C	D	E	F	G	H	I	J	K	L	M
	Delete	App Name	Type	Reporting Year	Cycle	Version	Area Code	Area Name	Cell	Account	Category	Subcategory	
2		S1718RES	DSB	2017-18	Revised Estimates	V20	SC0300	Sch. 03: Capital	SC030050005	Capitalized Interest	Buildings and Other Non-	New School Condition	
3		S1718RES	DSB	2017-18	Revised Estimates	V20	SC0300	Sch. 03: Capital	SC030050006	Capitalized Interest	Capital Expenditures - All	New School Condition	
4		S1718RES	DSB	2017-18	Revised Estimates	V20	SC0300	Sch. 03: Capital	SC030050008	Eligible Capital Expenditure	Buildings and Other Non-	New School Condition	
5		S1718RES	DSB	2017-18	Revised Estimates	V20	SC0300	Sch. 03: Capital	SC030050003	Capital Expenditures	Capital Expenditures - All	New School Condition	
5													
7													

Loading Legacy CSV

Lists of cells from the DET 1.0 in CSV format can be uploaded to the DET. Click on the **Load Legacy Cell Selection** button.

Note: A doc set (a **Year, Cycle,** and **Version** combination) must be selected prior to creating and loading saved selections.

Data Extract

1. Select Cells   2. Select Options and Run Extract

* Type ● **District School Board** ○ Child Care - Municipal ○ Child Care - First Nation ○ Child Care - EarlyOn   Clear All

* Year 2019-20 ▾   * Cycle Revised Estimates ▾   * Version V20 - FO Active ▾   * Area   ⌃

Cells Selector   ACS Selector   Cell Search Cell Search   Go   Load Saved Selection   ⌃   **Load Legacy Cell Selection** ⬆

Cell

Q ▾   Go Rows 20 ▾   Actions ▾   Remove Selected   Remove All   Create Named Selection

🔍

No data found

The Data Load Wizard will appear. The following sections encompass the Data Load Wizard:

1. Data Load Wizard Progress bar with 4 stages:

        A) Data Load Source

        B) Data/Table Mapping

        C) Data Validation

        D) Data Load Results

2. Data Load Source

    a) **Type, Doc Set ID, Version** – these are selected by the user before initiating legacy load

    b) **Import** – User may import cell list in the following ways:

        i) Upload CSV file containing cell details

        ii) Copy and Paste cell details

    c) **Additional file specifications:**

        i) Indicate column separator and enclosure characters

        ii) Note that the first row contains column headers

3. **Advanced Settings (optional)**

      a) User can specify further file characters, including decimal, currency and group

          separator symbols, in addition to customizing the file character set

      b) User can choose which date and number formats to use (selecting from standard

          custom formats)

To load in cells via the Data Load Wizard, please follow the steps below.

Step 1:

Verify that you have selected the correct **Type**, **Year, Doc Set ID, Cycle,** and **Version** for the cells for which you want to load in data. Note: Steps 1 – 4 are part of *the Data Load Source* stage in the progress bar.

Step 2:

Select the method by which you would like to import your cells. Recall that you have the option to both upload a CSV file or to copy and paste your list of cells.

1) Upload File Method – navigate to your chosen file

2) Copy and Paste Method – enter your list of cells into the provided box.

Data Load Source   (×)

Data Load Wizard Progress

●————————————○————————————○————————————○

Data Load Source   Data / Table Mapping   Data Validation   Data Load Results

Data Load Source

[Cancel]   [Next]

           * Type **District School Board**   * Year **2019**   * Doc Set Id **1139**

           * Cycle **Revised Estimates**   * Version **V20**

Import From ○ Upload file, comma separated (*.csv) or tab delimited ● Copy and Paste

Copy and Paste Delimited Data

Separator		Optionally Enclosed By			
,	(?)	"	(?)	☐ First Row has Column Names (?)	☐ Use Advanced Settings (?)

Step 3:

Confirm the separator and optional enclosure characters. A comma and quote are the default characters, respectively (note that these do not need to be changed for CSV files). You may also check the box to indicate that the first row will contain column headers.

Step 4 (Optional):

You may use the **Advanced Settings** to further specify characters, including the symbols used to represent decimal values, currencies, group separators, as well as the file character set. You may also select the date and number formats to use (standard or custom format masks). Note that these settings do **not** need to be changed for CSV files and can be left with default values in order to load in the file.

Step 5:

Once you have added in your cell details, click on **Next** to proceed to the *Data Mapping* stage. Here, you may confirm that columns were loaded correctly (ex. the Cell Name column corresponds with the Cell heading in the Data Wizard). You may also note which columns are not required to be loaded. In the example below, cells have been loaded using a .CSV file.

Note: Only the Cell column must be provided for the Legacy CSV file to be loaded successfully.

Step 6:

Once the data mapping is complete, click on **Next** to proceed to the *Data Validation* stage. Here you may confirm that the cell details are correct before completing the data load. In the example below, four cells were loaded.

Step 7:

Click on **Load Data** to finish. A message will appear to confirm the count of cells that were loaded correctly.

Click on **Finish** to view your results. You may now proceed with the steps to extract data.

Data Extract

1. Select Cells   2. Select Options and Run Extract

Cells Selector   ACS Selector   Cell Search [Cell Search] [Go]   Load Saved Selection [▲]   [Load Legacy Cell Selection ⬆]

Cell

		App Name	Type	Reporting Year	Cycle	Version	Area Code	Area Name	Cell	Account	Category	Subcategory
		S1819EST	DSB	2018-19	Estimates	V20	SC0300	Sch. 03: Capital Expenditures	SC030050002	Capital Expenditures	Building and Other Non-Moveable Type Assets	School Condition Improvement Funding Source - Restricted
		S1819EST	DSB	2018-19	Estimates	V20	SC0300	Sch. 03: Capital Expenditures	SC030050003	Capital Expenditures	Capital Expenditures - All Categories	School Condition Improvement Funding Source - Restricted
		S1819EST	DSB	2018-19	Estimates	V20	SC0300	Sch. 03: Capital Expenditures	SC030050005	Capitalized Interest	Building and Other Non-Moveable Type Assets	School Condition Improvement Funding Source - Restricted
		S1819EST	DSB	2018-19	Estimates	V20	SC0300	Sch. 03: Capital Expenditures	SC030050006	Capitalized Interest	Capital Expenditures - All Categories	School Condition Improvement Funding Source - Restricted

Rows [20 ▼]   [Actions ▼]   [Remove Selected] [Remove All] [Create Named Selection]

1 - 4 of 4

Stakeholder's Report:

The **Stakeholder's Report** extracts all cells for a **Type** for a selected doc set (**Year**, **Cycle,** and **Version** combination).

Overview of steps:

- Step 1: Select **Type**
- Step 2: **Zip Output File**
- Step 3: Select **Year**
- Step 4: Select **Cycle**
- Step 5: Select **Version**
- Step 6: Select **Extraction Type**
- Step 7: Select **Deployment Type**
- Step 8: Select **Output Template**

A detailed explanation of each step is provided next.

Step 1: Select Type

User selects **Type**. District School Board (DSB) is the default recipient type. Internal users may switch to:

- o Child Care – Municipal (CCM)
- o Child Care – First Nation (CCF)
- o Child Care – EarlyOn (OTP)

Only one **Type** can be chosen.

Stakeholder's Report

Step 2: Zip Output File

The user has a choice to zip the output file. The default version is to leave this box ticked, which is having a zipped file.

Stakeholder's Report

Step 3: Select Year

All available years for the **Type** selected will be displayed. User clicks on relevant **Year**. Only one **Year** can be chosen.

Stakeholder's Report

Step 4: Select Cycle

Available **Cycles** for that **Type** and **Year** will be automatically displayed.

Step 5: Select Version

Users can choose from **V20-FO Active** or **V10 Board Active**. Only one version can be selected.

Step 6: Select Extract Type

Four options are available. The default version is On One Sheet.

- o **On One Sheet** will extract the data to a single Excel tab using Alias names for ACS.
- o **By Area** will extract the data with one tab for each area using Alias names for ACS.
  - ▪ This option is only available for Admin Users in Release 1.
- o **On One Sheet (Ministry)** will extract the data to a single Excel tab using Member names for ACS.
- o **CSV File** will extract the data to a CSV file.

Step 7: Deployment Type

The default setting is to **Save to My Reports**.

Step 8: Output Template

Default version for DSB Type is **ACS on Rows, DSBs on Columns – with subtotals**. By clicking on the arrow button, users can select other templates.

Once all the selections have been made, users can click **Extract Data** button.

The extraction of the report can take between 10-30 minutes to complete, depending on the number of relevant cells in the selected **Year** and **Cycle**. Once the process has completed successfully, a message box will appear. Users will also receive an email when the extract is completed.

Users will be able to log back into DET and download the extract via the **My Reports** page (see next section).

Stakeholder Report On One Sheet

Stakeholder Report by Area

Stakeholder Report On One Sheet (Ministry)

	A	B	C	D	E	F	G	H	I	J	K
1	EFIS 2.0 Reporting Output										
2	Report Generated at	25/06/2021 15:42:27									
3	Generated by User	JESSIE.MA@ONTARIO.CA									
4	Environment	Pre-Production						Recipient No:	200	201	202
5	Color Coding Note	V20 - FA Active V10 - Recipient Active						Version:	V20 - FA Active	V20 - FA Active	V20 - FA Active
6	Cell Name:	Area:	Period:	Year:	Cycle:	Account:	Category:	SubCategory:	City of Brantford	City of Cornwall	y of Greater Sudbury
13	EO_150001	EarlyON - Data Elemer	YearTotal1	2018-19	Revised Estimates	Number by Data Elem	EarlyON	Child and Family Cent	27	11	23
14	EO_150002	EarlyON - Data Elemer	YearTotal1	2018-19	Revised Estimates	Number by Data Elem	EarlyON	Purchase of service a	4	2	5
15	EO_150003	EarlyON - Data Elemer	YearTotal1	2018-19	Revised Estimates	Number by Data Elem	EarlyON	Children Served	3066	3140	1275
16	EO_150004	EarlyON - Data Elemer	YearTotal1	2018-19	Revised Estimates	Number by Data Elem	EarlyON	Visits Made by Childre	36618	18949	11213
17	EO_150005	EarlyON - Data Elemer	YearTotal1	2018-19	Revised Estimates	Number by Data Elem	EarlyON	Parents or Caregivers	2222	2275	1006
18	EO_150006	EarlyON - Data Elemer	YearTotal1	2018-19	Revised Estimates	Number by Data Elem	EarlyON	Visits Made by Parents	16068	15004	8933
19	EO_150007	EarlyON - Data Elemer	YearTotal1	2018-19	Revised Estimates	Number by Data Elem	EarlyON	FTE Program Staff	23	8.5	30.54
20	EO_150008	EarlyON - Data Elemer	YearTotal1	2018-19	Revised Estimates	Number by Data Elem	EarlyON	FTE Non-Program Sta	3	2	9.77
21	EO_150009	EarlyON - Data Elemer	YearTotal1	2018-19	Revised Estimates	Number by Data Elem	EarlyON	FTE Program Staff wh	22	7.5	14.41
22	EO_150010	EarlyON - Data Elemer	YearTotal1	2018-19	Revised Estimates	Number by Data Elem	EarlyON	FTE Program Staff rec	3	1	0
23	EO_150011	EarlyON - Data Elemer	YearTotal1	2018-19	Revised Estimates	Number by Data Elem	EarlyON	Services Providers tha	0	1	0
24	EO_150012	EarlyON - Data Elemer	YearTotal1	2018-19	Revised Estimates	Number by Data Elem	EarlyON	HDLH Guide Compliar	Yes / Oui	Yes / Oui	Yes / Oui
25	EO_250042	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	Salaries and Benefits	EarlyON	Operation Staff Total -	0	653673	1650597
26	EO_250055	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	Salaries and Benefits	EarlyON	Operation Staff Total -	0	0	750898
27	EO_250043	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	Salaries and Benefits	EarlyON	EarlyON - Staffing	0	653673	2401495
28	EO_250001	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	FSP Description Acco	EarlyON	Program Staff 1	a Analysis Coordinator	Data Analysis	Program Coordinator a Ana
29	EO_250008	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	Number of Staff	EarlyON	Program Staff 1	1	1	1
30	EO_250016	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	FTE	EarlyON	Program Staff 1	1	1	0.35
31	EO_250024	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	Salaries	EarlyON	Program Staff 1	73153	33888	28000
32	EO_250033	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	Benefits	EarlyON	Program Staff 1	0	0	0
33	EO_250044	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	Salaries and Benefits	EarlyON	Program Staff 1	73153	33888	28000
34	EO_250002	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	FSP Description Acco	EarlyON	Program Staff 2	0	Supervisor a Analysis Coordinator a Mai	
35	EO_250009	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	Number of Staff	EarlyON	Program Staff 2	0	1	1
36	EO_250017	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	FTE	EarlyON	Program Staff 2	0	0.7	1
37	EO_250025	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	Salaries	EarlyON	Program Staff 2	0	61819	73153
38	EO_250034	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	Benefits	EarlyON	Program Staff 2	0	0	0
39	EO_250045	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	Salaries and Benefits	EarlyON	Program Staff 2	0	61819	73153
40	EO_250003	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	FSP Description Acco	EarlyON	Program Staff 3	0	0	0
41	EO_250010	EarlyON - Staffing	YearTotal1	2018-19	Revised Estimates	Number of Staff	EarlyON	Program Staff 3	0	0	0

Data Extract

Stakeholder Report CSV File

	A	B	C	D	E	F	G	H	I
1	BOARD_INDE	SHORT_ID	YEAR	SCENARIO	AREA	CELLNAME	ACCOUNT	CATEGORY	SUBCATEGORY
2	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100214E	PAC	Prior Year Adjustments	Elementary
3	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100216S	PAC	Prior Year Adjustments	Secondary
4	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100218E	Additional Fees	Out of Province Students	Elementary
5	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100243E	Average Daily Enrolment	Total Government of Canada Students - Native Bands	Elementary
6	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100262C	Base Fee Revenues	Government of Canada Students - Native Bands 4	Total Elementary
7	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100263C	Base Fee Revenues	Government of Canada Students - Native Bands 4	Total Secondary
8	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100039C	Total Tuition Fees	Government of Canada Students - Native Bands 4	Total Day School
9	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100041E	Average Daily Enrolment	Government of Canada Students - Native Bands 5	Elementary
10	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100086C	Total Tuition Fees	Total Students	Total Day School
11	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100089S	Additional Fees	Government of Canada Students - Native Bands 1	Secondary
12	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100094S	PAC	Government of Canada Students - Native Bands 2	Secondary
13	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100098S	PAC	Government of Canada Students - Native Bands 3	Secondary
14	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100102S	PAC	Government of Canada Students - Native Bands 4	Secondary
15	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100280C	Base Fee Revenues	Government of Canada Students - Native Bands 13	Total Elementary
16	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100281C	Base Fee Revenues	Government of Canada Students - Native Bands 13	Total Secondary
17	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100182C	Total Tuition Fees	Government of Canada Students - Native Bands 12	Total Day School
18	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100060E	Average Daily Enrolment	Out of Province Students	Elementary
19	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100219E	PAC	Out of Province Students	Elementary
20	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100291C	Base Fee Revenues	VISA Students	Total Secondary
21	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100293C	Base Fee Revenues	Total Students	Total Secondary
22	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100221S	PAC	Out of Province Students	Secondary
23	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100285C	Base Fee Revenues	Total Government of Canada Students - Native Bands	Total Secondary
24	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100022S	Average Daily Enrolment	Government of Canada Students - Native Bands 3	Secondary
25	1		1	2015-16 Financial Statements	App. B1: Tuition Fees Revenue - Regular Day School	AP0B100012S	Average Daily Enrolment	Government of Canada Students - Native Bands 2	Secondary

My Reports

The **My Reports** is where user reports are saved and available to be downloaded.

Each user has a limit on the number of **My Reports** and the maximum total file size allowed. At the bottom of the page, users can compare their current status to the maximum limits.

If a user keeps submitting Data Extracts or Stakeholder's Reports after one of the limits is reached, the oldest reports will be killed and purged to keep under the constraints.

User will be able to download or delete the extract using the icons noted in the image below.

User will select and click on the file which will open in Excel. Note for Release 1, the following Excel format error will be displayed. Select **Yes.**

The file format and extension of 'User Guide Example 2.xls' don't match. The file could be corrupted or unsafe. Unless you trust its source, don't open it. Do you want to open it anyway?

DET Refresh Report

DET Refresh Report will display the last time a specific Doc Set was updated to the DET Data warehouse.

Overview of steps:
1. Select **Report**
2. **Review** Report

Step 1: Select Report

Users have three Refresh Reports to choose from:

- o 1. Primary Report
  - Displays only the Doc Sets from the last refresh.
- o 2. Det Refresh Report – All Doc Sets
  - Displays all Doc Sets in chronological order with the most recent Doc Set listed first
- o 3. DET Refresh Report – Last Refresh Date
  - Displays all Doc Sets ordered by Last Refresh Date.

Step 2: Review Reports

User can select one of the three reports to view. For Reports 2 and 3, <mark>Yellow Highlighted</mark> rows identify the Doc Sets from the most recent data refresh.

Sample 1. Primary Report

DET Refresh Report

Doc Set	Type	Reporting Year	Cycle	Version Available	Last Doc Set Update Date	Last Refresh Date	Load Status
S1920FIS	District School Board	2019-20	Financial Statements	V10,V20	26-FEB-21	26-MAR-21	Passed
S1819FIS	District School Board	2018-19	Financial Statements	V10,V20	18-FEB-21	26-MAR-21	Passed

1 - 2

Sample 2. DET Refresh Report – All Doc Sets

DET Refresh Report

Doc Set	Type	Reporting Year	Cycle	Version Available	Last Doc Set Update Date	Last Refresh Date	Load Status
S2021EST	District School Board	2020-21	Estimates	V10,V20	26-FEB-21	03-MAR-21	Passed
S2021FIS	District School Board	2020-21	Financial Statements	-	-	31-JAN-21	Passed
S1920EST	District School Board	2019-20	Estimates	-	-	01-JAN-21	-
S1920RES	District School Board	2019-20	Revised Estimates	V10,V20	14-DEC-20	31-JAN-21	Passed
S1920FIS	District School Board	2019-20	Financial Statements	V10,V20	26-FEB-21	26-MAR-21	Passed
S1819EST	District School Board	2018-19	Estimates	V10,V20	-	31-JAN-21	Passed
S1819RES	District School Board	2018-19	Revised Estimates	-	-	31-JAN-21	Passed
S1819FIS	District School Board	2018-19	Financial Statements	V10,V20	18-FEB-21	26-MAR-21	Passed
S1819MAR	District School Board	2018-19	March Report	-	-	31-JAN-21	Passed
S1718EST	District School Board	2017-18	Estimates	V10,V20	-	31-JAN-21	Passed
S1718RES	District School Board	2017-18	Revised Estimates	V10,V20	26-MAR-18	31-JAN-21	Passed
S1718FIS	District School Board	2017-18	Financial Statements	V10,V20	01-APR-19	31-JAN-21	Passed
S1718MAR	District School Board	2017-18	March Report	-	-	31-JAN-21	Passed
S1617EST	District School Board	2016-17	Estimates	-	-	01-JAN-21	-
S1617RES	District School Board	2016-17	Revised Estimates	-	06-NOV-18	22-FEB-21	Passed
S1617FIS	District School Board	2016-17	Financial Statements	V10,V20	14-DEC-20	31-JAN-21	Passed
S1617MAR	District School Board	2016-17	March Report	-	-	31-JAN-21	Passed
S1516EST	District School Board	2015-16	Estimates	-	-	01-JAN-21	-
S1516RES	District School Board	2015-16	Revised Estimates	-	-	01-JAN-21	-
S1516FIS	District School Board	2015-16	Financial Statements	V10,V20	26-FEB-21	16-MAR-21	Passed
S1516MAR	District School Board	2015-16	March Report	-	-	01-JAN-21	-
S1415EST	District School Board	2014-15	Estimates	-	-	01-JAN-21	-
S1415RES	District School Board	2014-15	Revised Estimates	-	-	01-JAN-21	-

Sample 3. DET Refresh Report – Last Refresh Date

DET Refresh Report

Doc Set	Type	Reporting Year	Cycle	Version Available	Last Doc Set Update Date	Last Refresh Date ↓=	Load Status
S1920FIS	District School Board	2019-20	Financial Statements	V10,V20	26-FEB-21	26-MAR-21	Passed
S1819FIS	District School Board	2018-19	Financial Statements	V10,V20	18-FEB-21	26-MAR-21	Passed
S1516FIS	District School Board	2015-16	Financial Statements	V10,V20	26-FEB-21	16-MAR-21	Passed
S2021EST	District School Board	2020-21	Estimates	V10,V20	26-FEB-21	03-MAR-21	Passed
P1920EST	Other Programs	2019-20	Estimates	-	22-FEB-21	27-FEB-21	Passed
P1920RES	Other Programs	2019-20	Revised Estimates	-	22-FEB-21	27-FEB-21	Passed
S1617RES	District School Board	2016-17	Revised Estimates	-	06-NOV-18	22-FEB-21	Passed
P1819FIS	Other Programs	2018-19	Financial Statements	V10,V20	-	19-FEB-21	Passed
S2021FIS	District School Board	2020-21	Financial Statements	-	-	31-JAN-21	Passed
S1920RES	District School Board	2019-20	Revised Estimates	V10,V20	14-DEC-20	31-JAN-21	Passed
S1819EST	District School Board	2018-19	Estimates	V10,V20	-	31-JAN-21	Passed
S1819RES	District School Board	2018-19	Revised Estimates	-	-	31-JAN-21	Passed
S1819MAR	District School Board	2018-19	March Report	-	-	31-JAN-21	Passed
S1718EST	District School Board	2017-18	Estimates	V10,V20	-	31-JAN-21	Passed
S1718RES	District School Board	2017-18	Revised Estimates	V10,V20	26-MAR-18	31-JAN-21	Passed
S1718FIS	District School Board	2017-18	Financial Statements	V10,V20	01-APR-19	31-JAN-21	Passed
S1718MAR	District School Board	2017-18	March Report	-	-	31-JAN-21	Passed
S1617FIS	District School Board	2016-17	Financial Statements	V10,V20	14-DEC-20	31-JAN-21	Passed
S1617MAR	District School Board	2016-17	March Report	-	-	31-JAN-21	Passed
M2018FIS	Child Care - Municipal	2018	Financial Statements	V10,V20	-	31-JAN-21	Passed
M2017RES	Child Care - Municipal	2017	Revised Estimates	-	08-MAR-18	31-JAN-21	Passed
M2016FIS	Child Care - Municipal	2016	Financial Statements	V10,V20	01-APR-19	31-JAN-21	Passed
M2015FIS	Child Care - Municipal	2015	Financial Statements	V10,V20	-	31-JAN-21	Passed