1. Login to Powerschool
2. Students
	1. Set Enroll\_Status = 0, click Search button beneath Search Students list
	2. You should see the "Current Records in selection change to a lower number.
	3. Click "Export Records" link.
	4. Grab these columns

Student\_Number
First\_Name
Last\_Name
Gender
Grade\_Level
SchoolID
ID
DOB
Ethnicity
Hispanic
Migrant
homeless

* 1. Use Comma for field delimiter
	2. Set record delimiter to CRLF
	3. Use “” around fields
	4. Click Submit
	5. Name file <something>.csv





1. Staff
	1. Filter by Status = 1 and StaffStatus = 1
	2. Click Search
	3. Click Export
	4. Select these fields
		1. ID
		2. First\_Name
		3. Last\_Name
		4. TeacherLoginID
		5. NY\_StaffID
	5. Set options the same as above
2. Courses
	1. Select Courses
	2. Click Select All records
3. Sections
	1. Select Sections
	2. Filter by TermID >= 2200
	3. Click Search
	4. Click Export
	5. grab these columns
		1. ID
		2. SchoolID
		3. Course\_Number
		4. Expression
		5. Teacher
		6. Section\_Number
	6. Set options
	7. export
4. Roster
	1. Select CC
	2. Filter by termid >= 2200
	3. Click Search
	4. Click Export
	5. Grab these
		1. SectionID
		2. StudentID