

# Import DIBELS Demographics

This document provides instructions for exporting DIBELS specific demographic data from PowerSchool and importing that data into Acadience (DIBELS).

DIBELS demographic data includes:

- Ethnicity
- Race
- Gender
- English Learner
- Section 504
- Special Education
  - Primary disability
- Title I (Math and Reading)
- Accommodations - Required field but no data exported/imported

Required:

- Oracle SQL Developer with PowerSchool connection
- DIBELS\_Demographics.sql script

Data must be current in PowerSchool for it to be exported. Work with Pupil Accounting and Special Education departments to ensure PowerSchool is up-to-date.

## Export from PowerSchool

- Open the DIBELS\_Demographics.sql script in SQL Developer
- Run the script
- Spot check results
- Right click on data and select Export...
  - Format: Delimited
    - Delimiter: Tab
  - Left/Right Enclosure: none
  - File: Set path and filename (note: use .csv file extension)
  - Next and Finish

## **Import into Acadiance** *(Note: students must exist in Acadiance for the current year)*

- Login to Acadiance
- Select Import Data
- Select Import Demographics
- Select Choose File - Select previously exported file
- Select Upload Demographics
- If you are presented with that a student does not exist then remove those students from the import file and run it again.

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