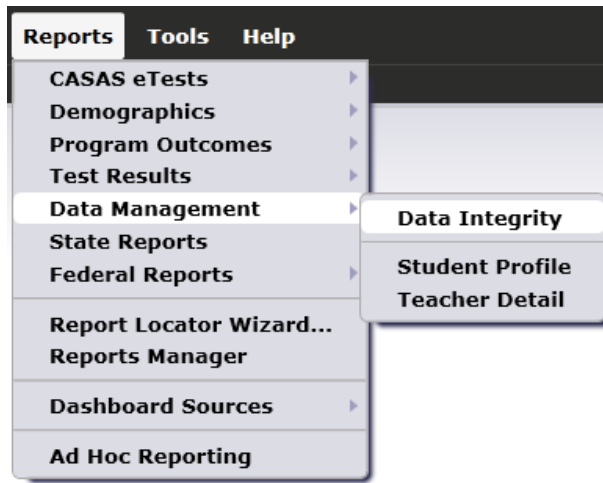


## DATA INTEGRITY REPORT – ITEM 3d

1. On the Reports menu, point to Data Management, and select Data Integrity.



2. On the setup window, click Generate.
3. Double-click the Item Count for DIR item 3d, "Degree Marked as Outside U.S., but not Highest Year of School."

Item Description	Item Count
01 Missing Birthdate or outside 16-110	1
02 Less than 12 Hours of Instruction	46
02a Zero or Empty Hours of Instruction	43
02b Total hours between 1-11 hours	3
03 No Highest Year of School/Degree Earned	34
03a No Highest Year of School	32
03b No Highest Degree Earned	6
03c Learners marked Degree or Diploma Earned but no Years of Schooling	6
03d Degree earned marked as outside U.S., but not Highest Year of School	13

4. Right click anywhere on the gray bar at the top of the lister. First select "Show outside US," and then repeat the process and select "Earned outside US."

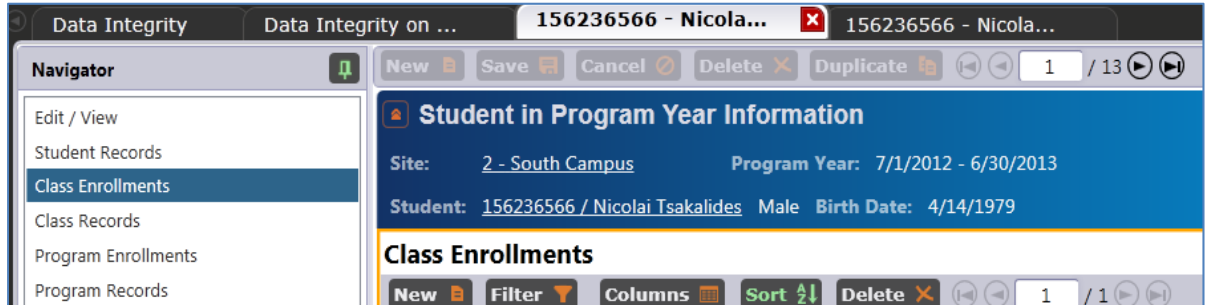
The screenshot shows a window titled 'Agency = 4908 - Rolling Hills Adult School, Concurrent Enrolled = No, Item = 03d'. It contains a table of student records. A context menu is open over the table, listing various options to show additional data for the selected student.

Program year	Site	Student ID	Name	Birth Date	Gender
7/1/2012 - 6/30/2013	2 - South Cam...	156236566	Nicolai Tsakalides		
7/1/2012 - 6/30/2013	2 - South Cam...	38132818	Tina Castillo		
7/1/2012 - 6/30/2013	1 - North Cam...	423771161	Illana Plotkin		
7/1/2012 - 6/30/2013	2 - South Cam...	43114213	Miguel Montoya		
7/1/2012 - 6/30/2013	11 - North City...	514977730	Lena Lukashuk		
7/1/2012 - 6/30/2013	11 - North City...	565635167	Alex Gonzalez		
7/1/2012 - 6/30/2013	2 - South Cam...	654147741	Maria Cristina Villasenor		
7/1/2012 - 6/30/2013	2 - South Cam...	71102892	Lorena Delgado		
7/1/2012 - 6/30/2013	1 - North Cam...	834848484	Ed J Olmos		
7/1/2012 - 6/30/2013	2 - South Cam...	87126914	Xing Xu		
7/1/2012 - 6/30/2013	6 - Southwest...	87769594	Adrian Macillas		
7/1/2012 - 6/30/2013	2 - South Cam...	96191583	Lisa Aguilar		
7/1/2012 - 6/30/2013	6 - Southwest...	986746345	Alonso Medilla		

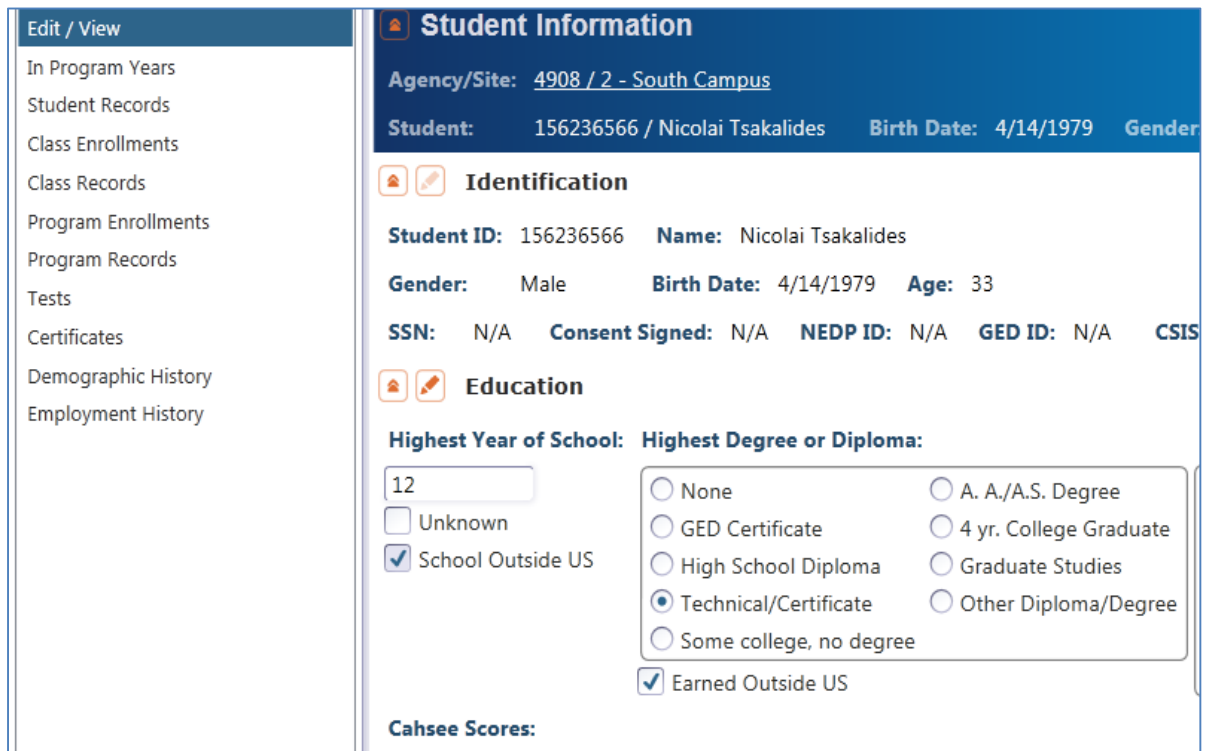
Context Menu Options:

- Show Age
- Show Cell Phone
- Show Consent Status
- Show Consumer/Student Status
- Show Earned Outside US
- Show Email
- Show Encoded student ID
- Show Ethnicity
- Show Fake Status
- Show Fax
- Show First and Last Name
- Show First Name
- Show Full Address
- Show Highest Degree or Diploma
- Show Highest Year of School
- Show Last and First Name
- Show Last Name
- Show Middle Name
- Show Native Language
- Show Phone
- Show Races
- Show School Outside US

- This will show clearly the students whose degree was earned outside of the US but whose majority of schooling was not outside the US.
- Double-click any student on the lister to open the record.
- Once the record is open, double-click the student's name at the top of the record.



- This opens more information about this student. In Edit/View, click the Edit icon to edit the information about this student's schooling. After editing, click Save.



- Go back to the DIR and refresh. Note that the Item Count is reduced by one.