

# Skyward Mapping

**NOTE:** This document is to be used as a template to guide you in possible field mappings. Each and every district may use the Student Information System uniquely and as such may have alternative fields they prefer to use.

**If you are a Skyward customer you can extract data in these ways:**

- **SkyBuild:** <http://bit.ly/2q9qf8m>
- Be sure to import your MDR School IDs from HMH® into Skyward so they can be used in the export process
- NOTE: In SkyBuild, you cannot export two objects to the same file. So, you will need to export a student.csv file with a header, a teacher.csv file without a header, and then run a command line prompt to merge them together (copy \*.csv Users.csv). The same is true for ClassAssignment.csv. Create a classroster.csv (Students) and a classtaff.csv (Teachers) and merge (cmd prompt copy \*.csv ClassAssignment.csv).

Once you have your files exported, you will need to transform them to the HMH template. Following is an example of a mapping table. Always refer to Online Help for the most recent table schema and data dictionary.

# STUDENTS

SIS Data Type	SIS Field Name	HMH File Name	HMH Field Name
<i>YYYY of School Year Start Date</i>		USERS	SCHOOLYEAR
<i>Store as "S" for Student</i>		USERS	ROLE
Student	Choose which one works best for your district. They are in order of popularity. • General.Profile.Other ID • General.StudentAlphaKey	USERS	LASID
Student	Varies depending on your State but most may be stored in NCLB directory. Examples below: • NCLB.State Student Number • NCLB.WISE ID	USERS	SASID
Student	General.Profile.Student First Name	USERS	FIRSTNAME
Student	General.Profile.Student Middle Name	USERS	MIDDLENAME
Student	General.Profile.Student Last Name	USERS	LASTNAME
Student	General.Profile.Student Grade	USERS	GRADE
<i>Customer Defined Value</i>		USERS	USERNAME
<i>Customer Defined Value</i>		USERS	PASSWORD
<i>Store as "MDR"</i>		USERS	ORGANIZATIONALTYPEID
<i>Must get this from HMH Import Dashboard screen – MDR List</i>		USERS	ORGANIZATIONALID
<i>Leave this empty with no spaces for students</i>		USERS	PRIMARYEMAIL
<i>Lookup values in HMH Online Help</i>		USERS	HMHAPPLICATIONS

## Notes

- Only supply active students (active = 'True').
- Be sure any enrollment endDates are empty or date in the future.
- Only include students that are tied to a class.

# TEACHERS

SIS Data Type	SIS Field Name	HMH File Name	HMH Field Name
<i>YYYY of School Year Start Date</i>		USERS	SCHOOLYEAR
<i>Store as "T" for Teacher</i>		USERS	ROLE
Staff	1. Staff.Employee Id or 2. Staff.Staff Alphakey	USERS	LASID
<i>Leave blank/no spaces for Teachers</i>		USERS	SASID
Staff	Name.First Name	USERS	FIRSTNAME
Staff	Name.Middle Name	USERS	MIDDLENAME
Staff	Name.Last Name	USERS	LASTNAME
Staff	Grade Levels or Entity.Default School.Grade Level Low "-" Entity.Default School.Grade Level High or Staff Entity.Grade	USERS	GRADE
<i>Customer Defined Value</i>		USERS	USERNAME
<i>Customer Defined Value</i>		USERS	PASSWORD
<i>Store as "MDR"</i>		USERS	ORGANIZATIONALTYPEID
<i>Must get this from HMH Import Dashboard screen - MDR List</i>		USERS	ORGANIZATIONALID
Staff	Email Addresses.Work Email Address	USERS	PRIMARYEMAIL
<i>Lookup values in HMH Online Help</i>		USERS	HMHAPPLICATIONS

## CLASS

SIS Data Type	SIS Field Name	HMH File Name	HMH Field Name
<i>YYYY of School Year Start Date</i>		CLASS	SCHOOLYEAR
Course/Class	SY + Course.Entity.EntityId + "" Course.Course Key "" Class.Section + "" + Class.Control Set .Control Set Description	CLASS	CLASSLOCALID
Course	Entity.EntityId + "" Course.Course Key	CLASS	COURSEID
Course	Course Long Description	CLASS	COURSENAME
Course	Subject or Core Academic Subject	CLASS	COURSESUBJECT
Course/Class	SY + Course.Entity.EntityId + "" Course.Course Key "" Class.Section + "" + Class.Control Set .Control Set Description	CLASS	CLASSNAME
<i>Optional, can leave blank/no spaces</i>		CLASS	CLASSDESCRIPTION
Class	Class.Section or Class.Room Number	CLASS	CLASSPERIOD
<i>Store as "MDR"</i>		CLASS	ORGANIZATIONTYPEID
<i>Must get this from HMH Import Dashboard screen – MDR List</i>		CLASS	ORGANIZATIONID
Course	Course.Low or Course.High	CLASS	GRADE
Class	Control Set .Control Set Description	CLASS	TERMID
<i>Lookup values in HMH Online Help</i>		CLASS	HMHAPPLICATIONS

### Notes

- WHERE course is Active.
- Be sure to only pull classes that are tied to the current school year.

## CLASS STAFF (Teachers)

SIS Data Type	SIS Field Name	HMH File Name	HMH Field Name
<i>YYYY of School Year Start Date</i>		CLASSASSIGNMENT	SCHOOLYEAR
Staff Schedule	SY + Course.Entity.EntityId + "" Course.Course Key "" Class.Section + "" + Class.Control Set .Control Set Description	CLASSASSIGNMENT	CLASSLOCALID
Staff Schedule	Class.Primary Teacher.Teacher EmployeeId or Class.Primary Teacher.Teacher AlphaKey	CLASSASSIGNMENT	LASID
<i>Store as "T" for Teacher</i>		CLASSASSIGNMENT	ROLE
<i>Store as "L" for Lead Teacher</i>		CLASSASSIGNMENT	POSITION

## CLASS ROSTERS (Students)

SIS Data Type	SIS Field Name	HMH File Name	HMH Field Name
YYYY of School Year Start Date		CLASSASSIGNMENT	SCHOOLYEAR
Student Schedule	SY + Course.Entity.EntityId + "." Course.Course Key "." Class.Section + "." + Class.Control Set .Control Set Description	CLASSASSIGNMENT	CLASSLOCALID
Student Schedule	General.Profile.Other ID or General.StudentAlphakey	CLASSASSIGNMENT	LASID
Store as "S" for Student		CLASSASSIGNMENT	ROLE
Leave this empty with no spaces for students		CLASSASSIGNMENT	POSITION

## DEMOGRAPHICS (We only store for Students)

SIS Data Type	SIS Field Name	HMH File Name	HMH Field Name
YYYY of School Year Start Date		DEMOGRAPHICS	SCHOOLYEAR
Student	General.Profile.Other ID or General.StudentAlphakey	DEMOGRAPHICS	LASID
Student	Gender (M/F)	DEMOGRAPHICS	GENDER
Student	Profile.BirthDate	DEMOGRAPHICS	DOB
Student	State Race.State Race Codes	DEMOGRAPHICS	RACE
Student	Profile.Hispanic/Latino Ethnicity	DEMOGRAPHICS	ISHISPANIC
Student.NCLB	Special Programs - IEP, Section 504, Gifted, Migrant Status, Title 1	DEMOGRAPHICS	SPECIALSERVICES
Student	LEP	DEMOGRAPHICS	ENGLISHPROFICIENCY
Special Edu	Disability Code	DEMOGRAPHICS	SPECIALCONDITIONS
Food Service	Economic Disadvantage.Code	DEMOGRAPHICS	ECONOMICSTATUS

Note: Some values like Race, IsHispanic need to be converted from SIS code to HMH code. See Online Help for official HMH values.