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ELL20 – English Language Learner Average Daily Membership Summary Report

The ELL20 (ELL ADM Report) displays district level Average Daily Membership (ADM) by ELL Program Participation and reporting period from data submitted to ADE.

For reporting guidance see http://www.azed.gov/finance/school-finance-external-guidelines/

Note: Select a Fiscal Year and Local Education Agency in the upper-right corner before running the report

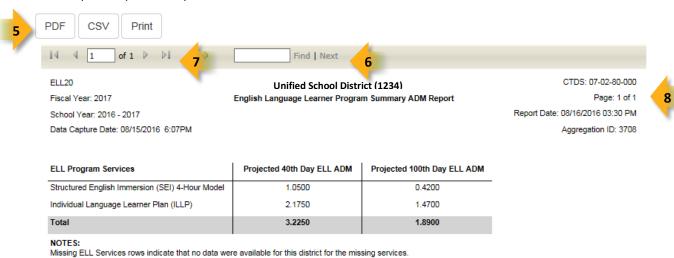
ELL20 - English Language Learner Average Daily Membership

The English Language Learner(ELL) Program ADM report provides summary ADM grouped by ELL Program Services. Contact School Finance with any questions at (602)-542-5695 or schoolfinance@azed.gov. This report contains student data after integrity, aggregation and limiting.

Data Capture Date: Select an Option

View Report

- (1) Fiscal Year and Local Education Agency: Select the fiscal year and Local Education Agency prior to selecting the reporting parameters. If you subsequently change the fiscal year you will need to re-select the desired reporting parameters.
- (2) Reporting Parameters: Users must choose a data capture date from the drop-down menu. The data capture date is the day when integrity was run. Users can select prior dates if they wish to confirm that data updates are reflected in the ADM counts.
- (3) View Report: Click this button to process your report request. You will be able to view the report and select other options for using the report.
- (4) Collapse: To provide more room for viewing the report, the button collapses the interface. Click the + icon of a collapsed report to expand the search interface.



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- (5) Export Options: Selecting Print displays the report in a print preview window; click the printer icon to print the report as it appears on the screen. Selecting CSV prompts to save or open the report as a file that can be opened in Microsoft Excel. The csv file format allows sorting, filtering, or further analysis of the results. Selecting PDF prompts to save or open the report a PDF document.
- (6) Search: Type any word, or part of a word, to quickly scan through the report data. Matches are highlighted in blue. Click **Next** to find the next matching entry on the report.
- (7) Navigation: The and buttons move forward and backward, one page at a time. The and buttons move to the first and last page, respectively. A specific page number can be entered in the textbox, followed by hitting Enter on the keyboard.
- **(8) Header:** Short report name, fiscal year, school year and data capture date are shown on the right of each results page; LEA name and long report name are shown on the center of each results page; the LEA CTDS, page number, date the report was ran, ID of the aggregation run and ID of the integrity run are shown on the left of each results page.

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