

# C1 FOUNDATION OF PIMS REPORTING TRACK SYLLABUS

## COURSE INFORMATION

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### ***Course Description:***

The C1 Foundation of PIMS Reporting Track will explore the primary collections that make up C1. It will provide a detailed look at the October Student, October Staff, and Graduation Dropout Cohort collections that provide foundational data used for PIMS reporting throughout the school year. Previous completion of the New PIMS Administrator Track is required for this track.

### ***Course Requirements:***

Participants will need the following to successfully complete the track.

- Internet Access
- Moodle Access
- Completion of all assigned online coursework on time
- Receive a 90% or higher final grade

### ***Course Structure:***

This course will be delivered through Moodle, an online learning platform ([www.padqc.org/learn](http://www.padqc.org/learn)). Once on the DQC Moodle site, participants will access the online exercises, course materials, and resources. Moodle can be accessed through Firefox, Google Chrome, or Safari.

### ***Moodle Access and Technical Support:***

To gain access to Moodle, participants will need to register using the form on the DQC homepage. Moodle login information will be provided once the registration has been processed.

- Please allow 5-7 days for registration processing

If you need technical assistance at any time, please reach out to a DQC team member. You may refer to your welcome email for contact information.

### ***Grading Information:***

Quizzes are automatically graded through Moodle. You will have 3 attempts on all quizzes.

Assignments are uploaded into Moodle. They will be graded by an instructor.

- Please allow 7-10 business days for the grading of assignments

### ***Act45/Act 48 Information:***

This track is eligible for 30 Act 48 hours

# COURSE OUTLINE

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## October Student

- October Student How-To Guide
- Student Template Walkthrough
- School Enrollment Template Walkthrough
- School Enrollment Scenarios Quiz
- Student/Enrollment DQE Errors
- Student/Enrollment Critical Reports
- Student/Enrollment Quiz

## Graduation Dropout Cohort

- Graduation Dropout Cohort (GDC) How-To Guide
- GDC DQE Errors
- GDC Critical Reports
- GDC Quiz

## October Staff

- October Staff How-To Guide
- Staff Template Walkthrough
- Staff Assignment Template Walkthrough
- Staff DQE Errors
- Staff Critical Reports
- Staff Reporting Quiz

## Snapshot Quiz

## C1 Final Exam

## DQC Certificate of Completion