Accessing the CEDS Align Data Dictionary

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Common Education Data Standards (CEDS) Align is the online data dictionary used by the Pennsylvania Department of Education (PDE) to store, maintain, and access all collected data elements. This document will guide you through accessing the system and running basic outputs for the PDE Data Dictionary.

Accessing CEDS Align Data Dictionary

1. Go to https://ceds.ed.gov/align.aspx.
2. If you have a login and password, please enter it on this page. While it is not necessary to create an account to access CEDS Align, additional reports are available for account holders if they are assigned to a map as a Map Administrator or Authorized User.
   a. To create an account, click on the 'Create an Account' link located at the top righthand corner of the page and fill in the requested information.
3. The 'Use' column contains two options: Explore Map Based Reports and Explore Element Based Reports. Please select one option.
   a. Explore Map Based Reports – This view will allow the user to view reports based on CEDS maps that have been shared with all users. The reports will display information about the elements in the map and will allow the user to drill down into the elements' details for more information. This will be the option selected by most users.
   b. Explore Element Based Reports – This report will allow the user to see maps that have been shared with all users that have alignments to the selected CEDS elements. This allows the user to see how other states have aligned the data elements to CEDS.
4. Accessing Explore Map Based Reports
   a. Click on the Explore Map Based Reports Link.
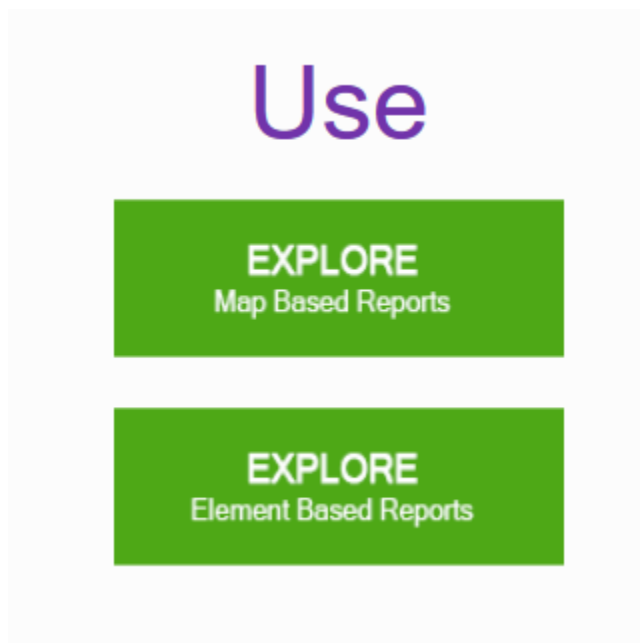
Figure 1 Explore Map Based Reports Options.

   b. Choose Domain – 'K12' and Affiliation Type – 'All' and click on 'Next'.

Figure 2 Report Wizard.

    c. Enter a checkmark beside 'Pennsylvania' and click 'Next'. Multiple states may be selected to allow a comparison of maps from those available.

Figure 3 Available States Using Align.

    d. In the final step, expand the selection to see all maps then select the map you want to view. Multiple maps may be selected to see changes in data collection from year to year.

Figure 4 Pennsylvania Map Options.

e. Once the map is selected, click next to be directed to the report page. There are three reports available to users that are not logged in to CEDS.
  i. Data Dictionary Only – This report will show only the data elements listed for the selected state(s) in a straightforward form including the System Name, Database Name, Table Name and Element Name. Clicking on any of the headers will allow you to sort the map based on the header.
  ii. Data Dictionary + CEDS Info – This report will show all the Data Dictionary information along with the CEDS alignment. CEDS information aligns data elements to federal standards, when available. Not all elements align to CEDS standards.
  iii. CEDS Elements with No Alignment – The report shows all CEDS elements that have not been aligned to the map.

Reports Wizard (step 4 of 5)
Select the type of report.

| Data Dictionary Only | Data Dictionary + CEDS Info | CEDS Elements With No Alignment |
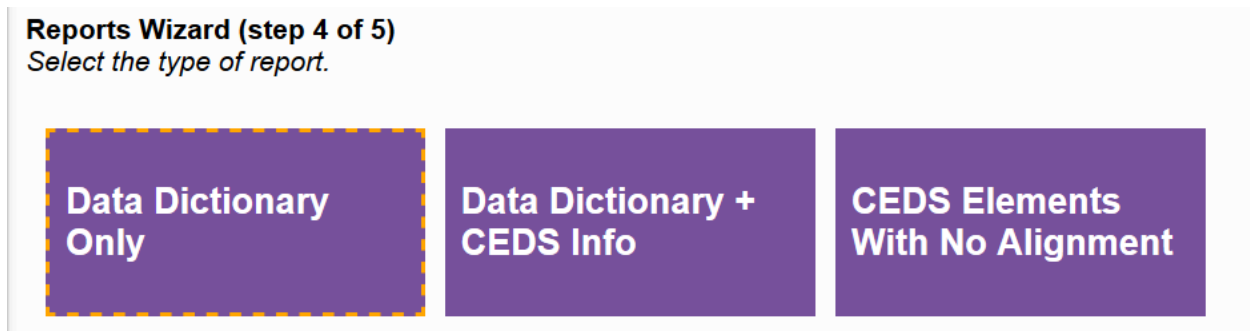
Figure 5 Reports Available for Output.

5. The reports may be downloaded by clicking on the Options dropdown box on the top of the page and selecting Download Full Report.

Report Output and Data Descriptions

Once you have produced the report on your screen, you have the option to drill down into the element details for more information or download the file in an Excel format to sort and filter the data elements. Each report produced will display data fields in the Data Dictionary either with or without the CEDS alignment depending on the report chosen. Below is a list of the columns contained in each report with a description of the column information.

Data Dictionary Only Report

This report will show only the data elements listed for the selected state(s) in a straightforward format including the System Name, Database Name, Table Name and Element Name.

This report has two tabs in the Excel output file; Data Dictionary and Individual Element Details.

Column Name	Description
Domain Topic	Information in this field directs the user to the CEDS element location within the Domain Entity Schema (DES).
CEDS Element	This field contains the name of the CEDS element.

SY1920 Pennsylvania Information Management System (PIMS)	This fields contains the information regarding the state's data element (i.e. System Name, Database Name, Table Name, and Element Name) associated with the chosen report.

Figure 6 Data Dictionary tab.

Column Name	Description
Map Name	This is the name given to the map by the state. Pennsylvania will have a map created for each collection year. For example SY1920 Pennsylvania Information Management System (PIMS).
System Name	System name refers to the official collection system. Examples are PIMS, IC, PNPE.
Database Name	Database name refers to the system in which the data is stored. All database names for Pennsylvania are grouped under PIMS.
Table Name	Table name refers to the name of the collection populated with data in the respective database. C1 Oct 1 Student is an example of a table name.
Element Name	This is the name of the element that an end user would easily recognize. PASecureID is an example of an element name.
Column Name	This is the technical name of the field within a database.
Element ID	The element ID is the numeric field number of the element in the database.
Element Definition	The element definition is the description of the element in the collection.
Data Type	The information in this field describes the format and/or type of data which may be entered into the database field. Data types can be alpha, numeric, or alpha/numeric.
Data Length	This field gives the required minimum and maximum lengths for the data entered into the database field.
Comments	The comments column is a free-form text box which allows additional comments to be entered for an element name.
Valid Values Option set	If a database field has specific valid values, this information will show in this column.
Option Description	This column will provide a description for the Valid Values Option set.

Column Name	Description
CEDS Element	This is the name of the CEDS element. If the map data element has an associated CEDS element, this information will be displayed in this column.
Definition Response	This is an indication of how closely aligned the map element definition is to the CEDS element definition.
Option Set Response	This is an indication of how closely aligned the values for a map element are to the values for a CEDS element.
CEDS Element Data Model ID	This is the version-specific CEDS identifier. Use this identifier when mapping to CEDS.
CEDS Element Global ID	The CEDS global ID is the numeric CEDS ID assigned to an element. This remains the same across all versions of CEDS.

Figure 7 Individual Element Details tab.

Data Dictionary and CEDS Information Report

This report will show all the Data Dictionary information with the CEDS information. CEDS information aligns data elements to federal standards, when available. Not all elements align to CEDS standards.

Column Name	Description
Map Name	This is the name given to the map by the state. Pennsylvania will have a map created for each collection year. For example, SY1920 Pennsylvania Information Management System (PIMS).
System Name	System name refers to the official collection system. Examples are PIMS, IC, PNPE.
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Definition Response	This is an indication of how closely aligned the map element definition is to the CEDS element definition.
Option Set Response	This is an indication of how closely aligned the values for a map element are to the values for a CEDS element.
CEDS Element Data Model ID	This is the version-specific CEDS identifier. Use this identifier when mapping to CEDS.
CEDS Element Global ID	The CEDS global ID is the numeric CEDS ID assigned to an element. This remains the same across all versions of CEDS.

Figure 8 Individual Element Details tab.

CEDS Elements with No Alignment Report
This report shows all CEDS elements, across all domains, that have not been aligned in the user's map.

Column Name	Description
Map Name	This is the name of the chosen map for the output report.
CEDS Element	The location of the element in CEDS.

Figure 9 CEDS Elements with No Alignment.

Conclusion

The CEDS Align Data Dictionary will be updated annually following the release of the new PIMS Manuals. Each new year will be listed with the current school year in the map name to allow cross-referencing from year to year.

If you need additional assistance, please contact PDE at ra-ddqadmin@pa.gov to schedule a discussion with the Data Dictionary Administrator.