



WISEdata and WISEdash for Districts

WISEGuide

Snapshot Reference Guide

Summary

You enter data into your vendor tool (i.e., your SIS), then that data is pushed to WISEdata. Then the data is pushed from WISEdata Portal into WISEdash. WISEdash is the source of snapshot data. On the day of the snapshot, a “picture” is taken of your local education agency’s WISEdash data.

This guide provides a reference tool for what you need to know to prepare your LEA for an upcoming snapshot. In general, WISEdata is the operational data collection system that collects your data for reporting purposes. WISEdash is the reporting system that gives you the capability to view data over time for data quality control and for continuous improvement planning.

For high-level overview of WISEdata Portal, refer to the [WISEdata Reference Guide for Administrators](#). For high-level overview of WISEdash for Districts, refer to the [WISEdash Reference Guide for Administrators](#).

The Importance of Snapshot Data

Snapshot data is used for many purposes: federal reporting, including ESSA; for public reporting in the WISEdash Public Portal; for the accountability report cards; and for some funding determinations, such as high poverty aid. Snapshot data, once ‘snapped’ cannot be corrected, although it can be acknowledged with a [Data Errata letter](#). Any data with an error has the potential to impact the snapshot data and subsequent reporting.

First Step to Ensure Snapshot Ready Data: Correct Data in Your SIS

Make sure that your vendor can transmit the required data to DPI for required collections. Confirm by [viewing the WISEdata API Transactions on the Home screen in WISEdata Portal](#). Review WISEdata [Ed-Fi API](#) Level 1 (L1) errors using your vendor report or error logs. These errors prevent the data from getting to DPI. If these errors aren’t cleared, you will need to request assistance from your vendor. Resolve the WISEdata Ed-Fi API L1 errors in your vendor system and re-submit the data to the WISEdata Ed-Fi API. Repeat as needed. You may also need to [ensure your Ed-Fi Credential key and secret are up to date](#).

Your SIS vendor tool is where all data gets entered. Errors displaying in WISEdata Portal can only be corrected by editing data within your SIS. In your vendor system, correct the data containing validation errors and warnings in your system, paying particular attention to **critical** errors. Data with critical validation errors **may not** be loaded to WISEdash.

Run Manual Validations to Push Data Corrected in Your SIS

[Run validations in the WISEdata Portal](#). This will import the data from WISEdata Ed-Fi into the WISEdata Portal and then run validations. A validation request is queued with a projected processing time. Look to see that validations have completed and there are no pending students validations. Once the validation step is complete, [review data quality metrics and validation errors](#) in the WISEdata Portal.

Make sure that all errors are resolved, and warnings acknowledged prior to a snapshot.

Verify Correctness of Data in WISEdash for

Once your data has been corrected or validated as accurate in the WISEdata Portal, you should also verify how your data looks in WISEdash for Districts. An easy way to think about the data flow between WISEdata Portal and WISEdash, is that the data that's in WISEdata Portal today will be in WISEdash tomorrow. WISEdash for Districts is refreshed nightly.

Because the snapshot data will be taken from WISEdash, it is very important to review your WISEdash data before a snapshot. WISEdash has additional features (currently only available to public schools) to help you check your data as you prepare for the snapshot. Log in to WISEdash for Districts via WISEhome to view topic-specific dashboards with your current data as well as trend data.

Review the [Snapshot dashboards](#) to view current data compared to data from a prior year's snapshot. In addition, so you can also use the snapshot dashboard to verify that demographic and data updates you have made were pushed to WISEdata. For example, you should compare the list of economically disadvantaged students in your SIS to those listed as economically disadvantaged on the snapshot dashboard.

Final Steps and Resources

Check in with the Data Team members you have listed on the [WISEadmin Portal Acknowledgement screen](#), for Data Snapshot Acknowledgement Agreement. Working in a team to accomplish data tasks in preparation for snapshot is a great way to make sure many eyes review the data. Pay attention to notifications from the DPI Customer Services Team. About six weeks before a snapshot, DPI will begin program area data quality checks. DPI may reach out to you to help you with specific issues they find.

The DPI Customer Services Team is here to help you resolve issues, including those that may be vendor related. Please [submit a WISE Help Ticket](#), and someone will get back to you shortly. Providing excellent support is our highest priority



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