

Fitnessgram 9 Database Population

Once Fitnessgram 9 has been installed and configured, there are a couple of ways to populate the database without having to manually enter data.

Custom Import

Fitnessgram 9 has a custom import function using data from a .csv file.

Custom Teacher data:

This import allows for teachers to be created or updated in bulk. You can choose to match on first name and last name or on ID number. If first name and last name are chosen, the import will examine each entry for a teacher match in the existing database. If it finds a match, then it will update that teacher; if ID number is chosen as a match option, then it will try to match on the ID number. Please note: Regardless of the matching option chosen, you will not be allowed to create multiple users with the same ID number!

The fields in the File window must match and be in the same order as the fields in the .csv file. School ID, Teacher ID, First Name, and Last Name are all required fields for creating a new teacher, and new teachers will NOT be created if any of these fields are empty! Teachers can still be updated without these fields, providing the fields that are chosen for matching are present.

Fields that can be imported:

- School ID*
- Teacher ID*
- Teacher First Name*
- Teacher Last Name*
- Teacher Middle Initial
- Teacher Nickname
- Teacher Username
- Teacher Password
- Teacher Email
- Teacher Address 1
- Teacher Address 2
- Teacher Address 3
- Teacher City
- Teacher State
- Teacher ZIP

*Field must be included in order to create teacher.

Custom Class data:

This import allows for teachers and classes to be created or updated in bulk. You can choose to match on first name and last name or on ID number. If first name and last name are chosen, the import will examine each entry for a teacher and class match in the existing database. If it finds a match, then it will update that class; if ID number is chosen as a match option, then it will try to match on the ID number. Please note: Regardless of the matching option chosen, you will not be allowed to create multiple users with the same ID number!

The fields in the File window must match and be in the same order as the fields in the .csv file. School ID, Teacher ID, First Name, and Last Name are all required fields for creating a new class for a teacher, and new teachers will NOT be created if any of these fields are empty! Classes can still be updated without these fields, providing the fields that are chosen for matching are present.

Fields that can be imported:

- School ID*
- Class Name*
- Class Description
- Class Start Date
- Class End Date
- Teacher ID**
- Teacher First Name**
- Teacher Last Name**
- Teacher Middle Initial
- Teacher Nickname
- Teacher Username
- Teacher Password
- Teacher Email
- Teacher Address 1
- Teacher Address 2
- Teacher Address 3
- Teacher City
- Teacher State
- Teacher ZIP

*Field must be included to create a class.

**Fields must be present if creating a new teacher along with the class.

Custom Student data:

This import allows for students to be created or updated in bulk. You can choose to match on first name and last name or on ID number. If first name, last name, and birthdate are chosen, the import will examine each entry for a student match in the existing database. If it finds a match, then it will update that student; if ID number is chosen as a match option, then it will try to match on the ID number. Please note: Regardless of the matching option chosen, you will not be allowed to create multiple users with the same ID number!

The fields in the File window must match and be in the same order as the fields in the .csv file. School ID, Student ID, First Name, and Last Name are all required fields for creating a new student, and a new student will NOT be created if any of these fields are empty! Students can still be updated without these fields, providing the fields that are chosen for matching are present.

Fields that can be imported:

- School ID*
- Student ID*
- Student First Name*
- Student Last Name*
- Student Middle Initial
- Student Nickname
- Student Birthdate*
- Student Grade (K-12)*
- Student Gender (M/F)*
- Student Ethnicity Code
- Student Username
- Student Password
- Student Report Email
- Parent Report Email 1
- Parent Report Email 2
- Student Address 1
- Student Address 2
- Student Address 3
- Student City
- Student State
- Student ZIP
- Student Print Body Comp? (Y/N)
- Student Print Report in Spanish? (Y/N)
- Student Permanent Exemption Code

*Field must be included to create a student.

Student, Teacher, and Class data:

This import allows for students, teachers, and classes to be created or updated in bulk. You can choose to match on first name and last name or on ID number. If first name, last name, and birthdate are chosen, the import will examine each entry for a student match in the existing database. If it finds a match, then it will update that student, teacher, and class; if ID number is chosen as a match option, then it will try to match on the ID number. Please note: Regardless of the matching option chosen, you will not be allowed to create multiple users with the same ID number!

The fields in the File window must match and be in the same order as the fields in the .csv file. School ID, Teacher ID, Student ID, First Name, and Last Name for both teacher and student, Student Birthdate, Grade, and Gender are all required fields for creating a new student, teacher, and class and will NOT be created if any of these fields are empty! Classes can still be updated without these fields, providing the fields that are chosen for matching are present.

Fields that can be imported:

- School ID*
- Student ID***
- Student First Name***
- Student Last Name***
- Student Middle Initial
- Student Nickname
- Student Birthdate***
- Student Grade (K-12)***
- Student Gender (M/F)***
- Student Ethnicity Code
- Student Username
- Student Password
- Student Report Email
- Parent Report Email 1
- Parent Report Email 2
- Student Address 1
- Student Address 2
- Student Address 3
- Student City
- Student State
- Student ZIP
- Student Print Body Comp? (Y/N)
- Student Print Report in Spanish? (Y/N)
- Student Permanent Exemption Code
- Class Name*

- Class Description
- Class Start Date
- Class End Date
- Teacher ID**
- Teacher First Name**
- Teacher Last Name**
- Teacher Middle Initial
- Teacher Nickname
- Teacher Username
- Teacher Password
- Teacher Email
- Teacher Address 1
- Teacher Address 2
- Teacher Address 3
- Teacher City
- Teacher State
- Teacher ZIP

*Field must be included in order to create a class.

**Field must be present in order to create a teacher.

***Field must be included in order to create a student.

Custom School Administrator data:

This import allows for school administrators to be created or updated in bulk. You can choose to match on first name and last name or on ID number. If first name and last name are chosen, the import will examine each entry for a school administrator match in the existing database. If it finds a match, then it will update that school administrator; if ID number is chosen as a match option, then it will try to match on the ID number. Please note: Regardless of the matching option chosen, you will not be allowed to create multiple users with the same ID number!

The fields in the File window must match and be in the same order as the fields in the .csv file. School ID, First Name, and Last Name are all required fields for creating a new school administrator, and they will NOT be created if any of these fields are empty!

Fields that can be imported:

- School ID*
- School Admin ID*
- School Admin First Name*
- School Admin Last Name*
- School Admin Middle Initial

- School Admin Nickname
- School Admin Username
- School Admin Password
- School Admin Email
- School Admin Address 1
- School Admin Address2
- School Admin Address3
- School Admin City
- School Admin State
- School Admin ZIP

Fitnessgram 8 Export and Import

The export from FG8.5.1 or a later version is used to populate new FG8 or FG9 databases, as a secure way of protecting data, and as a tool for providing historical data to Fitnessgram 9 that would otherwise not be available for reporting.

Here are the files in each of the FG8 exports:

- Activitygram.txt
- ActivitygramData.txt
- ActivitygramTemplate.txt
- ActivityLogChallenge.txt
- ActivityLogData.txt
- ActivityLogGoal.txt
- ActivityLogTarget.txt
- Class.txt
- District.txt
- Fitnessgram.txt
- FitnessgramTemplate.txt
- School.txt
- Student.txt
- Teacher.txt

There are several parameter choices for the FG8 export. Depending on who in a district or school is doing the export, the scope of the data can be districtwide, an entire single school, the records for a single teacher, and so on. Evaluation of what will work best in each situation needs to be determined by tech staff and data managers. In large districts the exporting and importing of the data using a district export may take a long time to import into FG9, and there could be time-outs with servers or unsustainable connectivity on the network.

The export is to a .zip file, which can then be imported into FG9 by going to Utilities and choosing Import and Export and then Import from FG8/9. After browsing and selecting the import file, it will be analyzed by Fitnessgram 9, and then school name(s) will need to be selected from the offered list. Check the box marked Lock and the import will be completed.

District

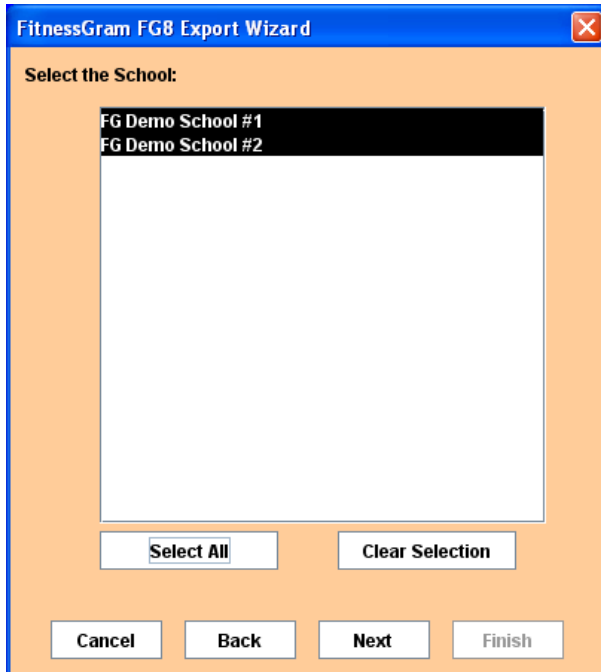
The screenshot shows the 'FitnessGram FG8 Export Wizard' window. The title bar is blue with a close button. The main area has an orange background. At the top, it says 'FitnessGram 8 Export Wizard.' followed by a help icon. Below that is an instruction: 'You will be able to select the scope of the data to export. Your security level (district/school administrator or teacher) will determine the scope you can select.' A dropdown menu is set to 'District'. Underneath, there are two sections for date ranges: 'Date range for Fitnessgram data to export: (leave blank for no restrictions)' with 'From: Month: 1, Day: 1, Year: 2000' and 'To: Month: 1, Day: 1, Year: 2010', each with a 'Reset' button. The third section is 'Grade range for Fitnessgram data to export: (Leave blank or set to "Unknown" for no restrictions)' with 'Minimum: K' and 'Maximum: 12'. At the bottom are four buttons: 'Cancel', 'Back', 'Next', and 'Finish'.

Select the date range or grade range for the FG8 export after determining if all the data in the district are needed for import, certain grades, or a specific time frame.

School

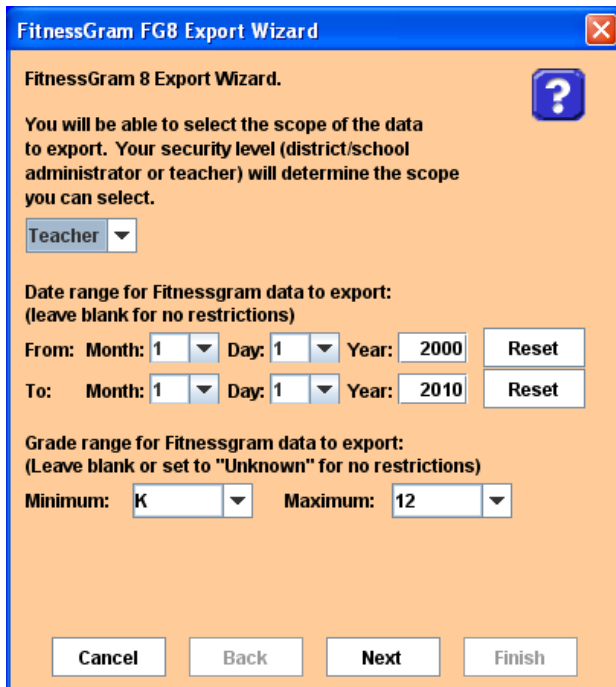
This screenshot is identical to the one above, but the dropdown menu is set to 'School' instead of 'District'. The rest of the interface, including the date and grade range options and buttons, is the same.

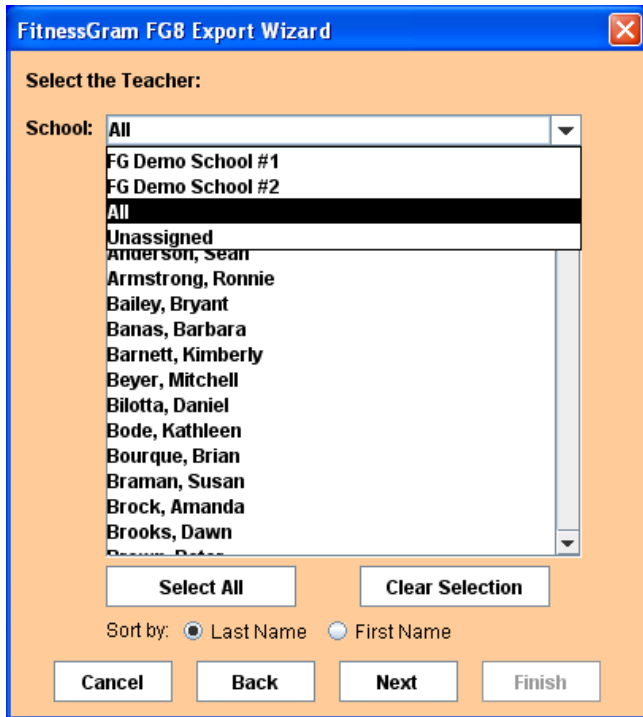
Select the date range or grade range for the FG8 export after determining if all the data in the school are needed for import, certain grades, or a specific time frame.



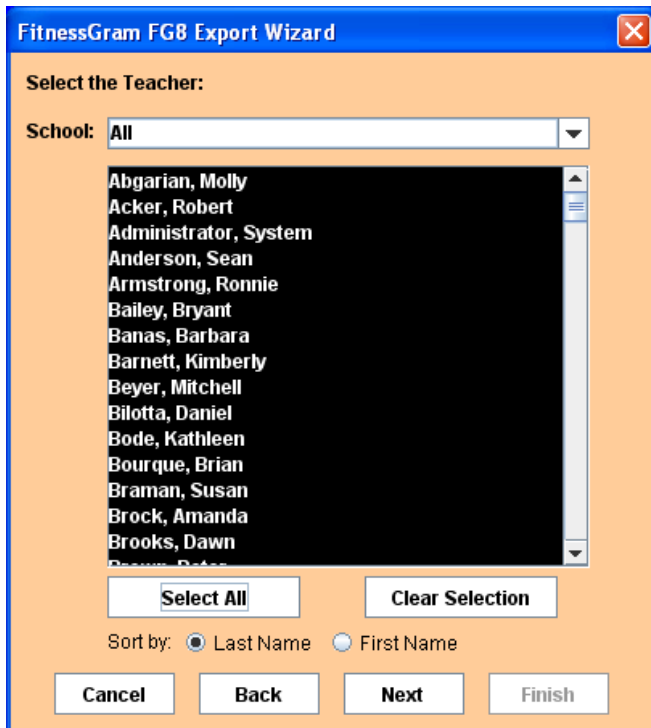
Select a specific school or all of the schools in the list.

Teacher





Select a specific teacher, several teachers (holding down the CTRL key and selecting the teacher's name), or all the teachers.



Class

FitnessGram 8 Export Wizard.

You will be able to select the scope of the data to export. Your security level (district/school administrator or teacher) will determine the scope you can select.

Class:

Date range for Fitnessgram data to export:
(leave blank for no restrictions)

From: Month: Day: Year:

To: Month: Day: Year:

Grade range for Fitnessgram data to export:
(Leave blank or set to "Unknown" for no restrictions)

Minimum: Maximum:

Select the date range or grade range for the FG8 export after determining if all the data in the class are needed for import, certain grades, or a specific time frame.

FitnessGram FG8 Export Wizard

Select the Class:

School:

Teacher:

FitnessGram FG8 Export Wizard

Select the Class:

School: All

Teacher: Select a Teacher

- Administrator, System
- Anderson, Sean
- Armstrong, Ronnie
- Bailey, Bryant
- Banas, Barbara
- Barnett, Kimberly
- Beyer, Mitchell
- Bilotta, Daniel

Select All Clear Selection

Cancel Back Next Finish

FitnessGram FG8 Export Wizard

Select the Class:

School: All

Teacher: All

- 1Brewerfall09
- 1haygoodfall09
- 1Pottsfall09
- 1st Armstrong
- 1st Harmon
- 1Svitzerfall09
- 2009 Galloway 3
- 2009 Gill 5
- 2009 Maione 4
- 2009 Pearson 4
- 2009 Seiler 5
- 2009 Smith 3
- 2009 Stowe 4
- 2009 Turner 3

Select All Clear Selection

Cancel Back Next Finish

Select one specific class or multiple classes, and the data will be exported to the .zip file.

Technical Support

Monday through Friday, 7 am to 7 pm CST, except holidays

Phone: 217.351.5076 option 3 for Technical Support

E-mail: support@hkusa.com