



To Run Data Validations

It's best to use Firefox instead of Internet Explorer. If you use IE it will be hard to view the reports.

From System select Special Operations

Resync PowerTeacher

Select Data Validations from the list - when you run each of these check the box to see the column headers. These must be run in the following order:

- Terms
- Courses
- Sections
- Students
- School
- Term Bins
- Teachers
- Grade Scales
- Grade Scale Items
- CC

Once you run them all, View the results (select to view in Excel) and correct all the validation errors. There are documents on PowerSource that may help decipher the errors and how to correct them.

Rerun reports until there are no errors

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