

CATE Backend Web Application Walkthrough 2009

This guide outlines the processes and steps for configuring and using the New Hampshire Department of Education Career and Technical Education web application.

CATE Application Flow

The CATE web application backend is designed to work in conjunction with the i4see/CATE web application. The general steps to configure and use the CATE web application include:

- School Year Data – provide the start and end dates for semesters 1 and 2, Total Minutes Per Day Instructional and Tuition Differential for your CTE Center for the selected school year
- Utilize the i4see/CATE web application to bulk upload your students, courses and enrollments intervals that include Beginning Of Year (BOY), Middle Of Year (MOY) and End Of Year (EOY) (see the CATE/i4see Web Application Walkthrough 2008)
- Process the Batch Verified bulk uploads from the i4see/CATE web application into the CATE backend web application
- Review/maintain your student, course and enrollment information within the CATE backend web application
- Generate AV-1 & AV-2 Tuition Differential reports based on your student, course and enrollment information.

Login

The Department will assign user accounts to provide you access to the i4see and CATE web applications. Please reference page 2 of the CATE/i4see Web Application Walkthrough 2008 for the login process.

Select CATE



Select a form

Select an action

[Select 'Edit' to input/edit data on forms on-line.
Select 'Upload' to upload a file to the server in the prescribed format.
Select 'Download' to download a blank form to print and mail.]

Form details

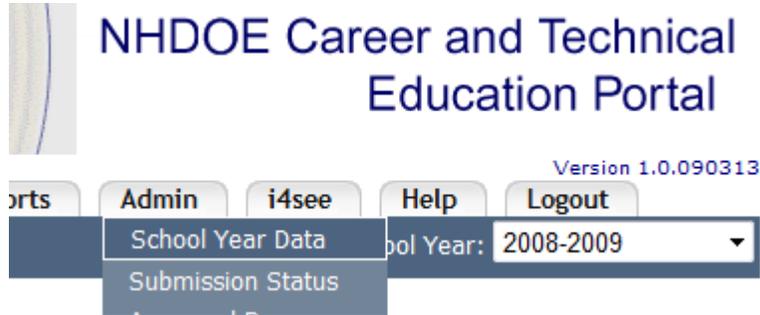
None Available

Select 'CATE' from the dropdown list and press or click Next to access the CATE backend web application.

The CATE home page loads and presents menuing and messaging for the current school year. Here is a snapshot of the CATE menu items:



For our presentation the school year is 2008-2009. To start we need to configure the School Year Data. This includes start and end dates for S1 & S2, as well as the total instructional minutes per day and tuition differential, if applicable. Hover over the Admin menu item and select or click the School Year Data menu item:



School Year Data

Enter or modify the values for the start and end dates, total minutes per day instructional and tuition differential. Press the Save button to save your changes. Press the Cancel button to cancel your changes.

School Year Data

Semester 1	
Start Date:	<input type="text" value="08/27/2008"/> 
End Date:	<input type="text" value="01/22/2009"/> 
Number of School Days:	<input type="text" value="90"/>
Semester 2	
Start Date:	<input type="text" value="01/26/2009"/> 
End Date:	<input type="text" value="06/26/2009"/> 
Number of School Days:	<input type="text" value="90"/>
Total Minutes Per Day Instructional:	
	<input type="text" value="457"/>
Tuition Differential:	
	<input type="text" value="0.00"/>
<input type="button" value="Save"/>	<input type="button" value="Cancel"/>

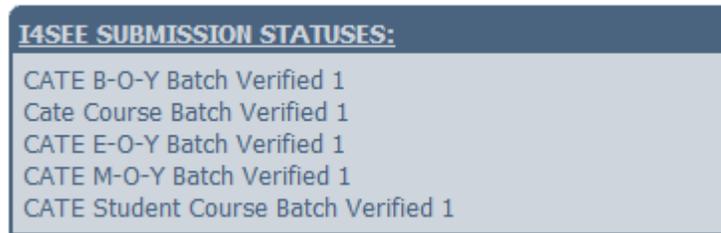
The start and end dates you provide here are used to validate the data that you submit through the i4see/CATE bulk uploads. The Total Minutes Per Day instructional and Tuition Differential are used to calculate the AV-1 and AV-2 Tuition Differential reports.

i4see/CATE

You can access the i4see/CATE web application by clicking on the i4see menu item. Please reference page 4 of the CATE/i4see Web Application Walkthrough 2008 for the bulk upload process.

CATE Submission Processing

The CATE home page provides a quick list of the batch statuses for the batches that you have uploaded in the i4see/CATE web application.



The I4SEE SUBMISSION STATUSES: header is a link that will open the Submission Status Processing screen. This screen lets you review and process your batches from the i4see/CATE web application into the CATE backend web application. The order in which the processing takes place does have dependencies. The BOY/MOY/EOY and Course batches are independent of each other. You can choose to process the BOY/MOY/EOY, then Course batches or vice versa. The Student Course batches must be processed after the BOY/MOY/EOY and Course batches. This is because the data contained in the Student Course batch will reference data within the BOY/MOY/EOY and Course batches.

New Data Vs. Existing Data

Data from your batches is identified by SASID and your Local Course Code. Students are created in the CATE system when their SASID cannot be found within the CATE system. Students are updated when their SASID information already exists in the CATE system. The same holds true for your courses.

When the i4see status of a batch is set to Batch Verified, a link button will become available for you to initiate the processing of that batch. Once the processing is complete, the data from your batch will be loaded into its respective location within the CATE web application.

Here is a brief list of where the data is loaded:

- BOY/MOY/EOY load students and assigns primary programs
- Courses load local courses and relates to approved programs
- Student Courses enrolls students in local course and relates to approved programs

Review Your Data

Once your batches have an i4see status set to 'Processed', you can review and use the data from those batches.

Programs

Use the Programs menu item to display the Programs screen. This screen presents all of the approved programs for your center for the selected school year. You can drill into the details for a given program by clicking on the program title link button.

Programs

Approved Programs for

Program Title	Program Code	Non-Traditional	Course Count
Accounting Technician	520302	Male	3
Automotive Mechanics Technician	470604	Female	2
Building/Construction Trades	460201	Female	2
Cooking and Related Culinary Arts, General	120500	Male	0
Drafting and Design Technology, General	151301	Female	2
Early Childhood Education and Teaching	131210	Male	2
Electrician	460302	Female	0
Engineering Technology, General	140101	Female	5
Finance, General	520801	Male	0
General Office, Related	520408	Male	0
Graphic and Printing Equipment Operator	100305	Female	2

Courses

Hover over the Programs menu item to display and click the Courses menu item. The Courses screen displays all of the courses loaded into the system from the processing of your Course batches. Select a course from the list on the left to view the details for that course to the right.

Courses

Course Listing for

Course List:

- AC1b - Accounting 101
- AT01 - Auto 1
- AT02 - Auto 2
- WD01 - Welding 1
- WD02 - Welding 2
- BT01 - Building Trades 1
- BT02 - Building Trades 2
- GA01 - Graphic Arts 1
- GA02 - Graphic Arts 2
- HS01 - Health Science Technologies 1
- HS02 - Health Science Technologies 2
- CC01 - Early Childhood Education 1
- CC02 - Early Childhood Education 2
- DR01 - Drafting 1
- DR02 - Drafting 2

Course **Enrollments**

Course Info:

Local Class Name: **Accounting 101**

Local Class Code: AC1b

Course Name: Accounting

Begin Date: 09/03/2008

End Date: 06/25/2009

Term ID: 30

Credits: 2.00

Room #: 1

Length In Minutes: 120

Meetings S1: 90

Meetings S2: 89

[Edit](#) [Delete](#) [New](#)

Students

Use the Students menu item to display the Student Search screen. You can filter your search by sending school, program, SASID, as well as first and last name. For this demo, we've disabled the student name retrieval and will enable it once our training sessions have been completed. This essentially has disabled the first and last name search. The results of your search will present a list of students that match your search criteria. You can click on a student's SASID to view the specific details about that student, including their programs and courses.

Student Search

Sending School:

Receiving School:

Program:

SASID:

First Name:

Last Name:

Found 182 students...

SASID	Name	Town	State	Primary Program	Programs
[SASID]	[Name]	Berlin	NH	2009 - Finance, General	Programs
[SASID]	[Name]	Groveton	NH	2009 - Automotive Mechanics Technician	Programs
[SASID]	[Name]	Berlin	NH	2009 - Engineering Technology, General	Programs
[SASID]	[Name]	Gorham	NH	2009 - Early Childhood Education and Teaching	Programs
[SASID]	[Name]	Berlin	NH	2009 - Graphic and Printing Equipment Operator	Programs
[SASID]	[Name]	Berlin	NH	2009 - Welding Technology	Programs
[SASID]	[Name]	Berlin	NH	2009 - Welding Technology	Programs
[SASID]	[Name]	Berlin	NH	2009 - Welding Technology	Programs
[SASID]	[Name]	Berlin	NH	2009 - Automotive Mechanics Technician	Programs
[SASID]	[Name]	Berlin	NH	2009 - Health Professions & Related Services	Programs
[SASID]	[Name]	Berlin	NH	2009 - Early Childhood Education and Teaching	Programs
[SASID]	[Name]	Gorham	NH	2009 - Automotive Mechanics Technician	Programs

Student Information

Quick SASID Search:

Student Information:

SASID: [SASID]

Sending School: [Sending School]

SSN: [SSN]

Date Of Birth: [Date Of Birth]

Address 1: [Address 1]

Address 2: [Address 2]

Town: [Town]

State: [State]

Postal Code: [Postal Code]

Telephone: [Telephone]

Work:

Special Population:

Migrant: No

SPED: No

F&R: No

LEP: No

Single Parent: Unknown

Displaced Homemaker: Unknown

Reports

The AV-1 Tuition and Transportation and AV-2 Tuition Differential report screens can be viewed by selecting the corresponding Reports menu item. Each screen allows you to select a sending school that sends students to your center. You can also select the type of report (AKA Report Target) that you would like to generate, Budget, S1, S2 or Full Year. Press the View button to view either of the reports. The report will present itself the area just below the View button. You can also press the Clear Selections button to clear the selected report criteria and report results.

Receiving School:

Sending School:

Report Target:

1 / 3 Main Report 100%

AV-1 Form

NEW HAMPSHIRE DEPARTMENT OF EDUCATION
Bureau of Career Development
21 South Fruit St., Suite 20, Concord NH 03301

**REPORT OF PUPILS ELIGIBLE FOR CAREER AND TECHNICAL
 EDUCATION TUITION AND TRANSPORTATION FUNDS (CTE)**

Receiving School: Concord Regional Technology Center Sending School: Bow High School School Year: 2008-2009

Total Receiving District High School Tuition Rate: \$9,149.31

<input checked="" type="checkbox"/>	Budget Estimate for School Year - Due October 1	<u>State</u>	<u>Sending District</u>
<input type="checkbox"/>	1st Half Yr. Reimbursement Req. - Due February 1	1 Copy	1 Copy
<input type="checkbox"/>	2nd Half Yr. Reimbursement Req. - Due July 15	1 Copy	1 Copy

PUPIL INFORMATION			TUITION				TRANSPORTATION			
A	B	C	E	F		G	H	I	J	K
Name	Grade	Course	Tuition Charge	Enrollment Start	Enrollment End	District Charge	State Charge	Days of Attendance	Rate	Transportation Charge
	11	100305	\$1,974.67	08/27/2008	06/11/2009	\$493.67	\$1,481.00	180	1.92	\$345.60
	11	131210	\$1,974.67	08/27/2008	06/11/2009	\$493.67	\$1,481.00	180	1.92	\$345.60
	12	439999	\$1,974.67	08/27/2008	06/11/2009	\$493.67	\$1,481.00	180	1.92	\$345.60
	12	131210	\$1,974.67	08/27/2008	06/11/2009	\$493.67	\$1,481.00	180	1.92	\$345.60
	12	460201	\$1,974.67	08/27/2008	06/11/2009	\$493.67	\$1,481.00	180	1.92	\$345.60
	12	470604	\$1,974.67	08/27/2008	06/11/2009	\$493.67	\$1,481.00	180	1.92	\$345.60

The report toolbar lets you navigate between pages online, search for text, zoom, as well as print and save.

Help and Support

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