Professional Development Activities Data import/export file format

Format   Comma delimited

Data   Activity ID and
Validations   Intensity ID

Note: All fields are required.

	Name	Description	DataType	Length	Format	Import Comments
1	SchoolYear	The school year of the professional development activities.	Character	4	9999	Example: for the 2015-2016 school year, enter 2016.
2	CoDist	County-District code.	Character	50	99-999	Example: 08-001 for the Bismarck 1 school district.
3	ActivityID	Professional development activity ID code.	Character	4	xx - see Table A, below.	Used to retrieve the profesional development activity name.
4	IntensityID	Professional development intesity ID code.	Character	4	x - see Table B, below.	Used to retrieve the approximate duration/length (in hours), of the profesional development activity.
5	ActivityDescription	Professional development activity description.	Character	2000		Used to describe the professional development activity.

ActivityID	ActivityName	IntensityID	IntensityName
1	Advanced degrees	1	1-2 hours
2	Assessment dev/implementation	2	3-6 hours
3	Character education	3	7-18 hours
4	Classroom management	4	19-30 hours
5	Curriculum dev/implementation	5	31-40 hours
6	Drug free schools	6	41-80 hours
7	Instructional methods	7	81+ hours
8	Other (specify)		**Table B**
9	Parent Participation		
10	Participation in professional associations		
11	School administration		
12	School improvement activities		
13	Standards dev/implementation		
14	Student health and safety		
15	Teacher certification/testing		
16	Teacher mentoring/retention		
17	Technology instructional methods		

Table A