ALE Applications: Configuring Reference Data Selections

These are the building blocks used to build the system's courses and student learning plans. They include the State Course Codes, Learning Activities, Objectives and Standards, etc. We typically load default data. If you want to change any available data, you can go about it in a couple of ways.

We can provide a spreadsheet with all the reference data if you want to make significant changes or load your curriculum list or standards. You can delete/add/build your lists as you desire, and then our programmers can upload them into the system once you are ready.

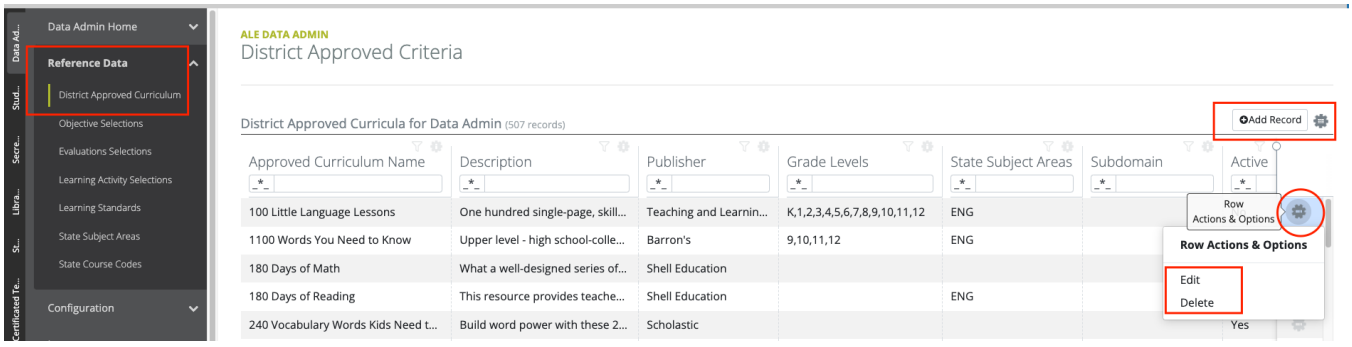
If you only want to make minor changes/updates, anyone with the **Data Admin Role** can manage the Reference Data.

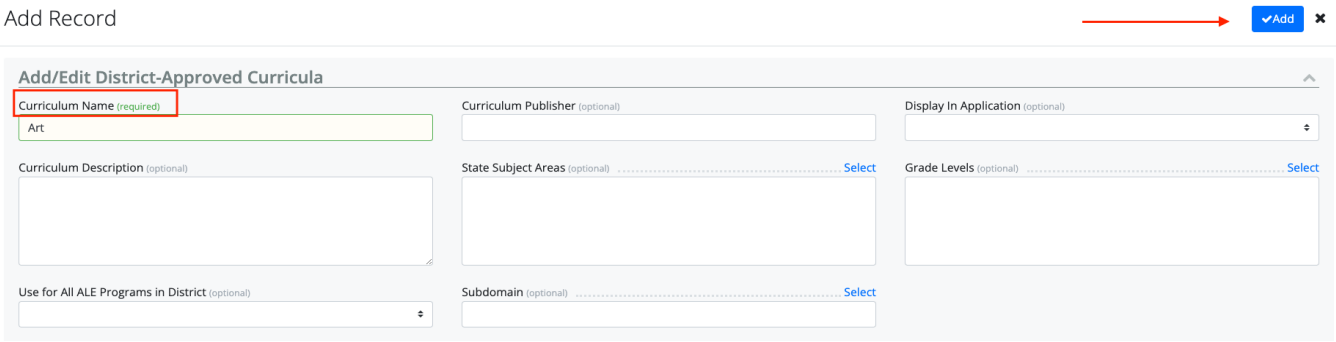
Quick Links

District Approved Curriculum	Evaluations Selections	Learning Standards	State Course Codes
Objective Selections	Learning Activity Selections	State Subject Areas	

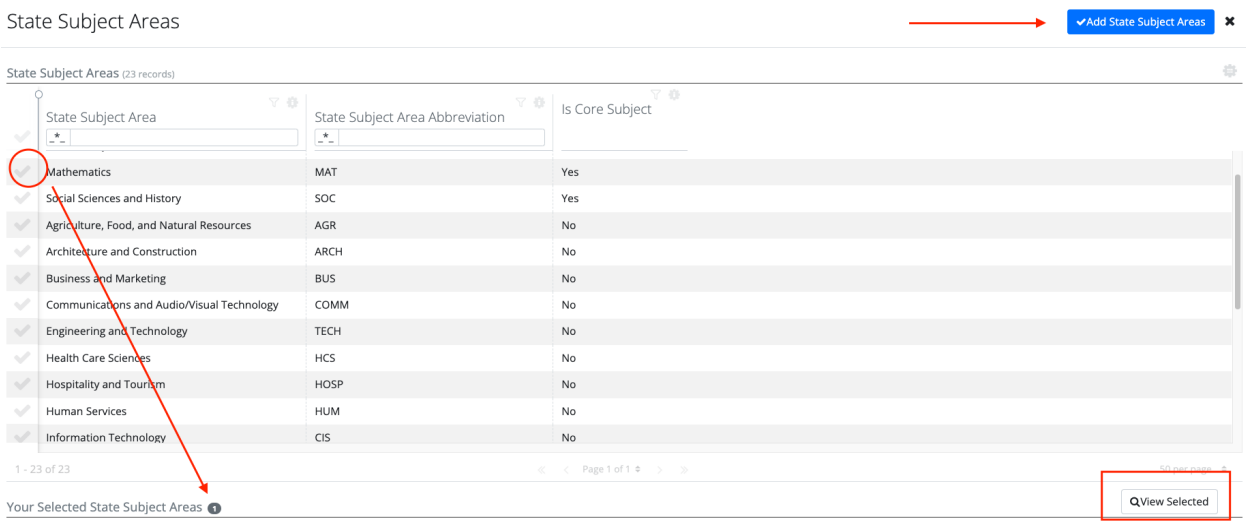
District Approved Curriculum (Back to Quick Links)

Click **Reference Data** in the left navigation menu and choose **District Approved Curriculum.** Click **Row Actions & Options** to **Edit** or **Delete** an option. Click **Add Record**, fill in the required field, and click **Add**.

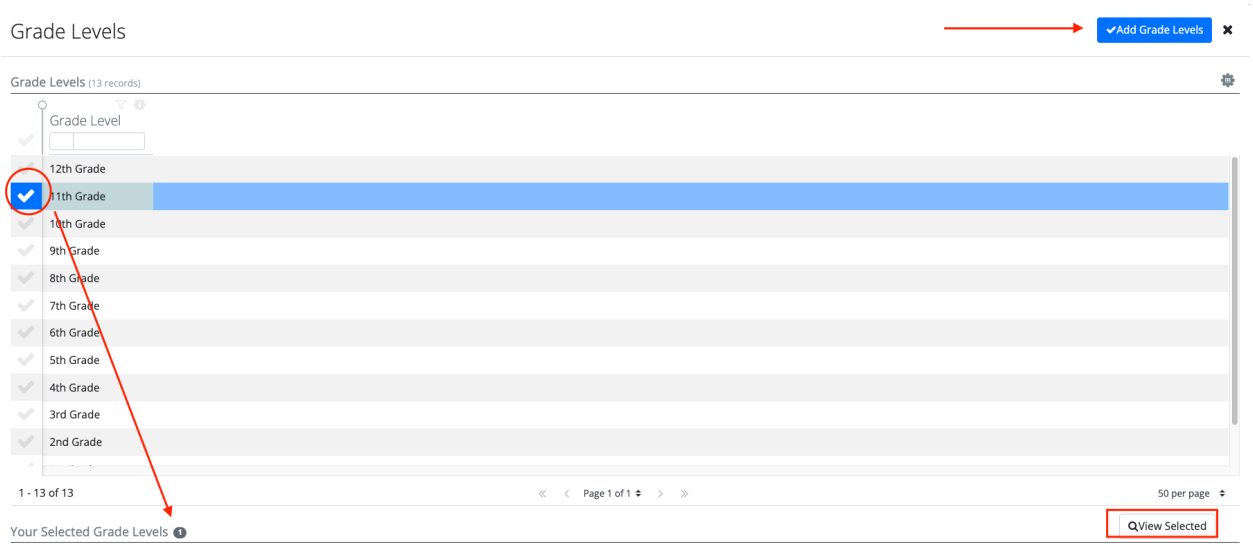




- **Curriculum Name (Required)** - Fill in the name of the curriculum.
- **Curriculum Publisher (Optional)** Fill in the name of the Publisher
- **Display in Application (Optional, True/False)** - Select True or False from the drop-down menu.
- **Curriculum Description (Optional)** - Fill in the description of the curriculum.
- **State Subject Areas (Optional)** - Select by clicking the **checkmark** to the left. Once checked, it will reflect below in the **Your Selected State Subject Areas**. Click **View Selected** to review, then choose **Add State Subject Areas** to save.



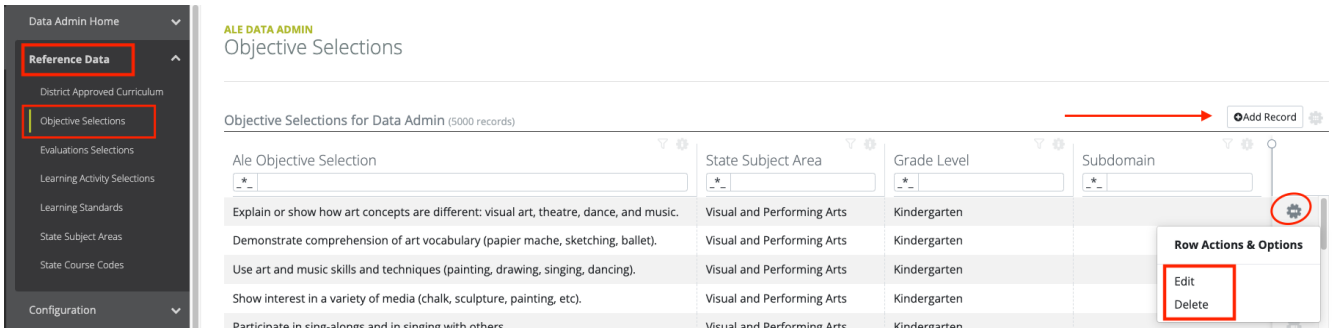
- Grade Levels (Optional) Select by clicking on the **checkmark** to the left. Once checked, it will reflect below in the **Your Grade Levels**. Click **View Selected** to review, then choose **Add Grade Levels** to save.

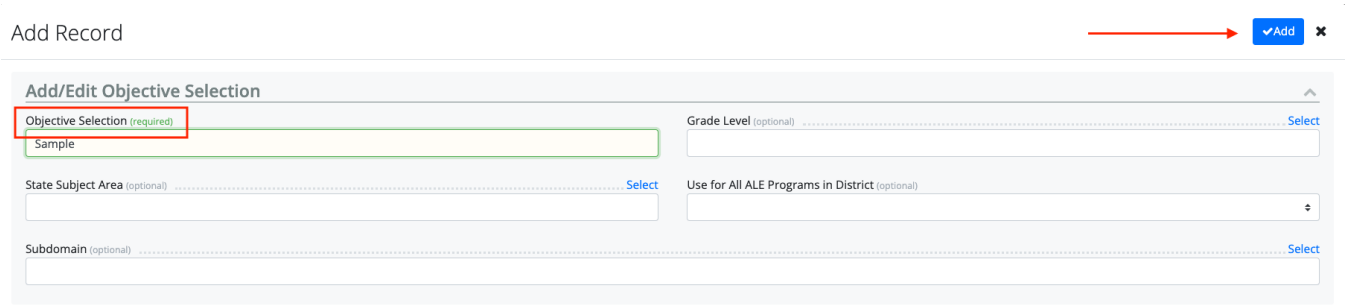


- Use for All ALE Programs in District (Optional - True/False) - Select True or False from the drop-down menu.
- Subdomain (Optional) Select by clicking on the **checkmark** to the left of the option.

Objective Selections (Back to Quick Links)

Click **Reference Data** in the left navigation menu and choose **Objective Selections.** Click **Row Actions & Options** to **Edit** or **Delete** an option. Click **Add Record**, fill in the required field, and click **Add**.



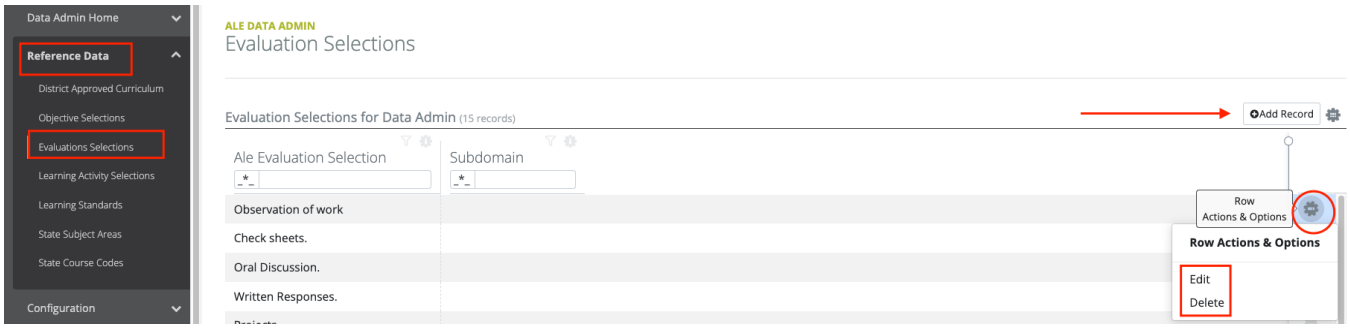


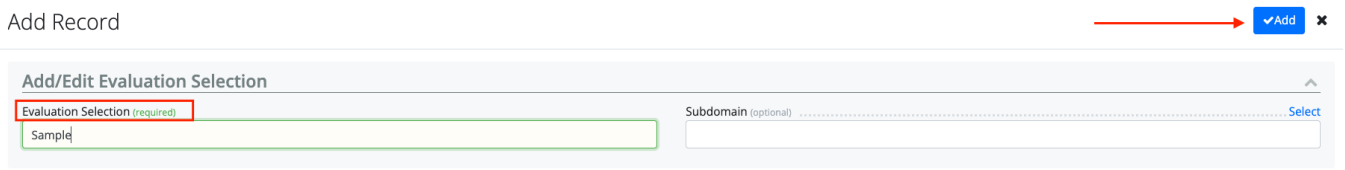
- **Objective Selection (Required)** - Fill in the objective selection.

- **Grade Level (Optional) -** Select by clicking on the **checkmark** to the left of the option.
- **State Subject Area (Optional)** - Select by clicking on the **checkmark** to the left of the option.
- **Use for All ALE Programs in District (Optional- True/False)** - Select True or False from the drop-down menu.
- **Subdomain (Optional)** - Select by clicking on the **checkmark** to the left of the option.

Evaluations Selections (Back to Quick Links)

Click **Reference Data** in the left navigation menu and choose **Evaluations Selections.** Click **Row Actions & Options** to **Edit** or **Delete** an option. Click **Add Record**, fill in the required field, and click **Add**.

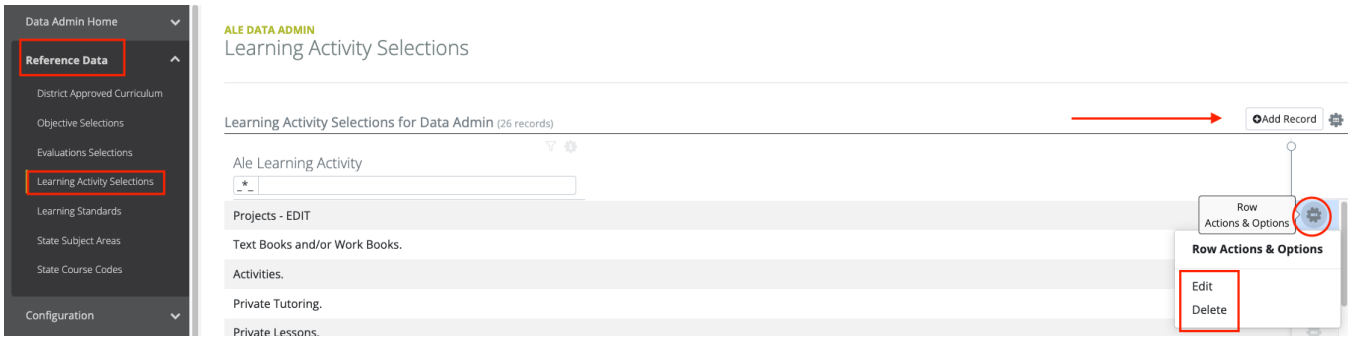


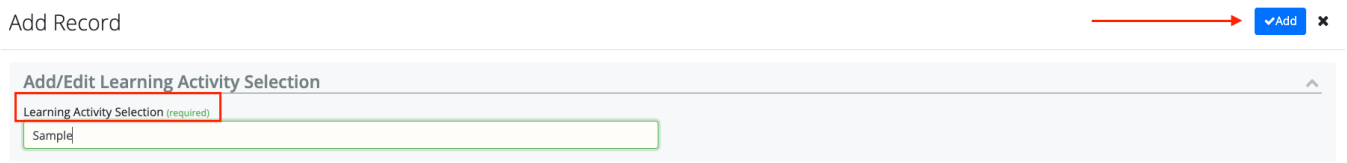


- **Evaluation Selection (Required)** - Fill in the evaluation selection.
- **Subdomain (Optional)** - Select by clicking on the **checkmark** to the left of the option.

Learning Activity Selections (Back to Quick Links)

Click **Reference Data** in the left navigation menu and choose **Learning Activity Selections.** Click **Row Actions & Options** to **Edit** or **Delete** an option. Click **Add Record**, fill in the required field, and click **Add**.

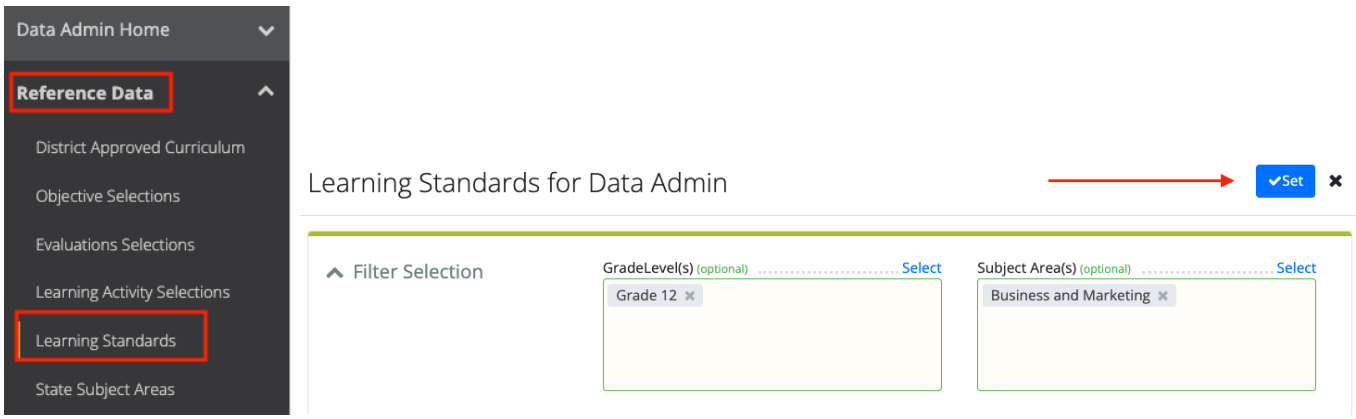




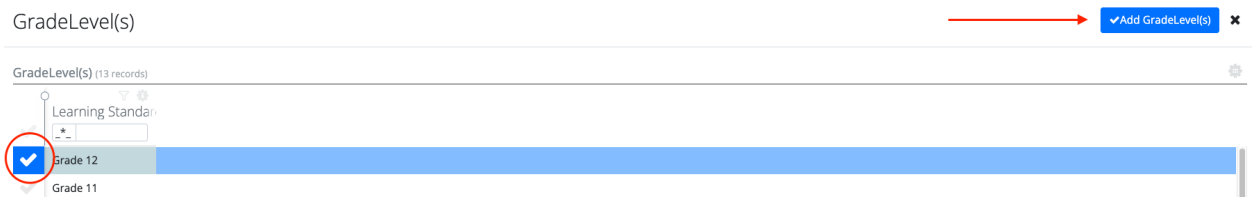
- **Learning Activity Selection (Required) -** Fill in the Learning Activity Selection.

Learning Standards (Back to Quick Links)

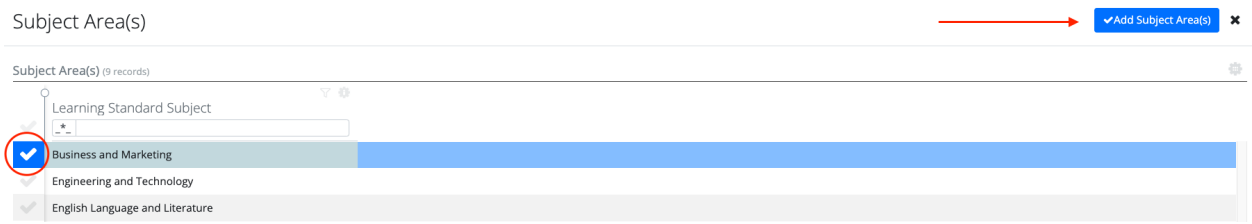
Click **Reference Data** in the left navigation menu and choose **Learning Standards.** A pop-up window will appear to **Filter Selections**. You may make the below selections to filter down the list or leave black to see all. Click the **Set** button when ready to continue.



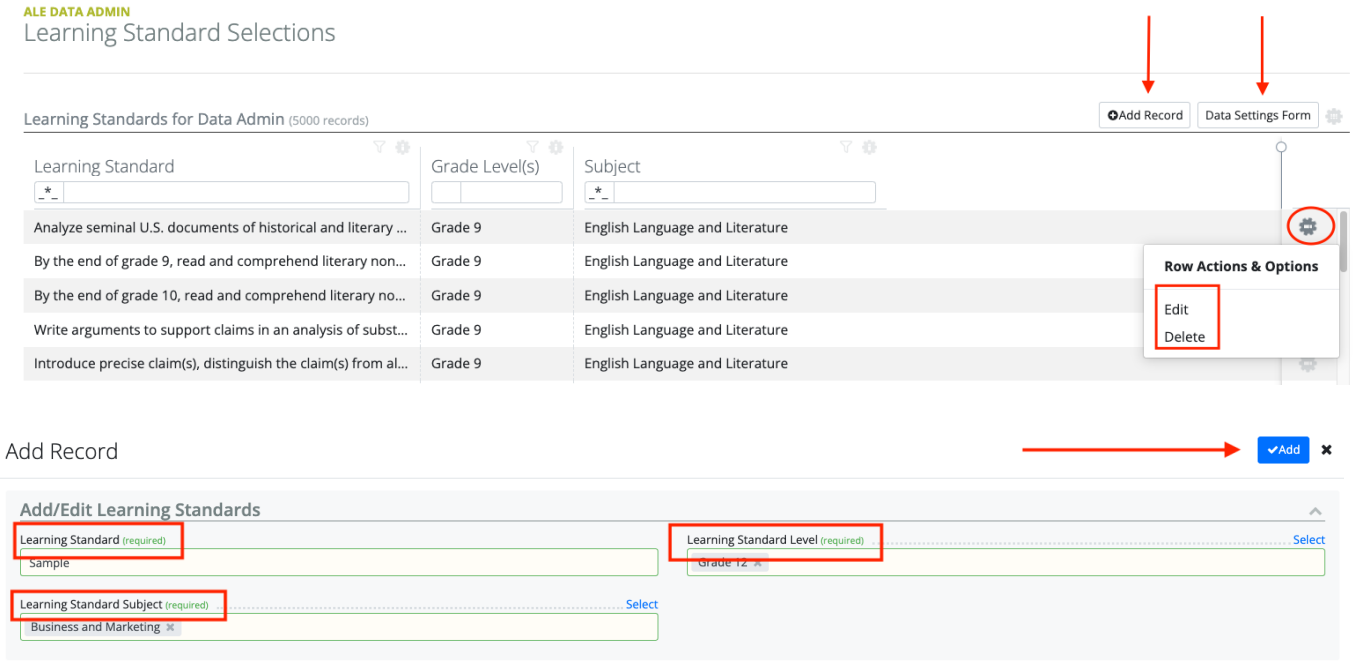
- **Grade Level(s) (Optional)** - Select by clicking on the **checkmark** to the left of the option, then click **Add Grade Level(s)** in the top right corner.



- **Subject Area(s) (Optional) -** Select by clicking on the **checkmark** to the left of the option, then click **Add Subject Area(s)** in the top right corner.



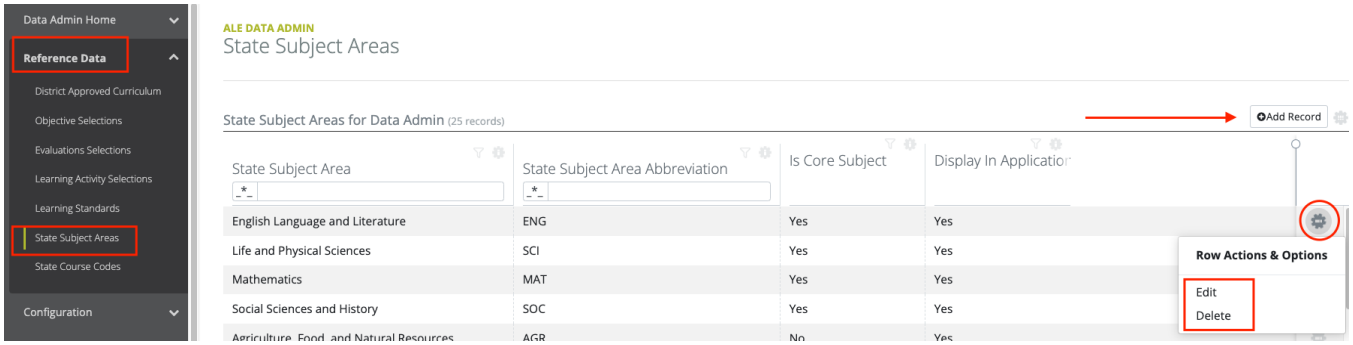
Return at any time to filter again by clicking the **Data Settings Form**. Click **Row Actions & Options** to **Edit** or **Delete** an option. Click **Add Record**, fill in the required fields, and click **Add**.

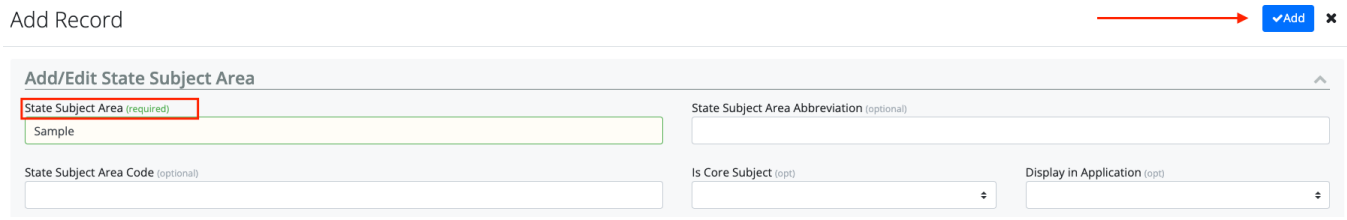


- **Learning Standard (Required)** - Fill in the Learning Standard
- **Learning Standard Level (Required) -** Select by clicking on the **checkmark** to the left of the option, then click **Add** in the top right corner.
- **Learning Standard Subject (Required) -** Select by clicking the **checkmark** to the left of the option, then click **Add Learning Standard Subject** in the top right corner.

State Subject Areas (Back to Quick Links)

Click **Reference Data** in the left navigation menu and choose **State Subject Areas.** Click **Row Actions & Options** to **Edit** or **Delete** an option. Click **Add Record**, fill in the required field, and click **Add**.

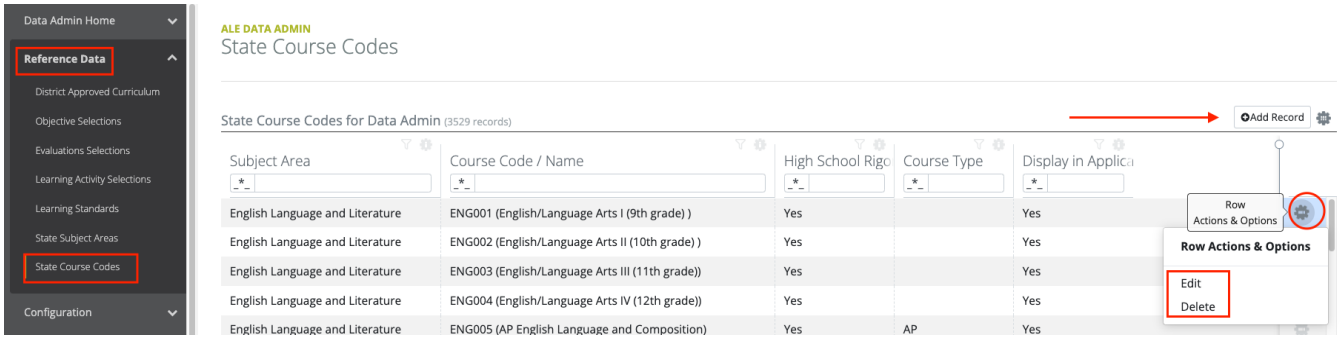


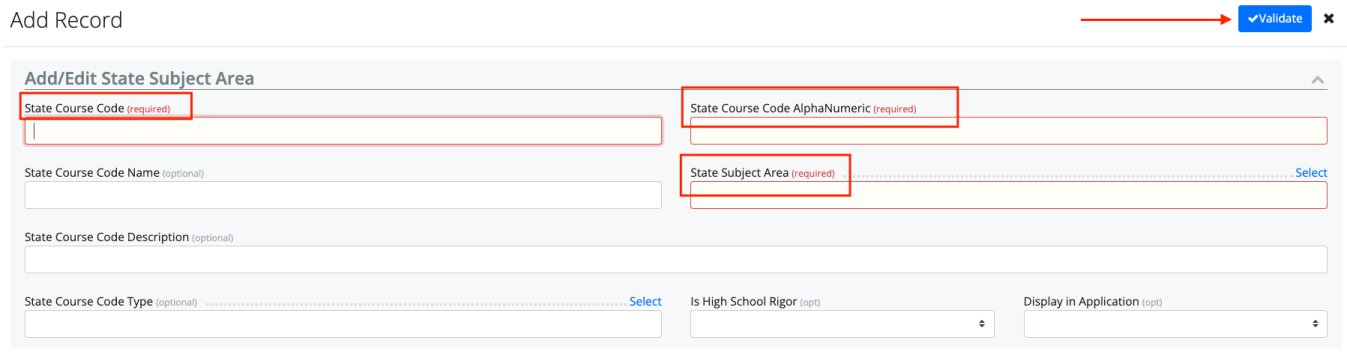


- **State Subject Area (Required)** - Fill in the State Subject Area.
- **State Subject Area Abbreviation (Optional)** - Fill in The State Subject Area Abbreviation.
- **State Subject Area Code (Optional)** - Fill in the State Subject Area Code.
- **Is Core Subject (Optional - True/False)** - Select True or False from the drop-down menu.
- **Display in Application (Optional - True/False)** - Select True or False from the drop-down menu.

State Course Codes (Back to Quick Links)

Click **Reference Data** in the left navigation menu and choose **State Course Codes.** Click **Row Actions & Options** to **Edit** or **Delete** an option. Click **Add Record**, fill in the required fields, and click **Add**.





- **State Course Code (Required)** - Fill in the State Course Code.
- **State Course Code Alphanumeric (Required)** - Fill in the State Course Code Alphanumeric.
- **State Course Code Name (Optional)** - Fill in the State Course Code Name.
- **State Subject Area (Required)** - Select by clicking on the **checkmark** to the left of the option.
- **State Course Code Description (Optional)** - Fill in the State Course Code Description.
- **State Course Code Type (Optional)** - Select by clicking on the **checkmark** to the left of the option.

- **Is High School Rigor (Optional) -** Select True or False from the drop-down menu.
- **Display in Application (Optional)** - Select True or False from the drop-down menu.