SPRING CONFERENCE

Kansas City, Missouri

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Queries: How To Get Started

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To Get The Most From The ISIR Analysis Tool You Need A Good Working Knowledge Of:

- Queries
- Reports
- Data Analysis

What Is A Query?

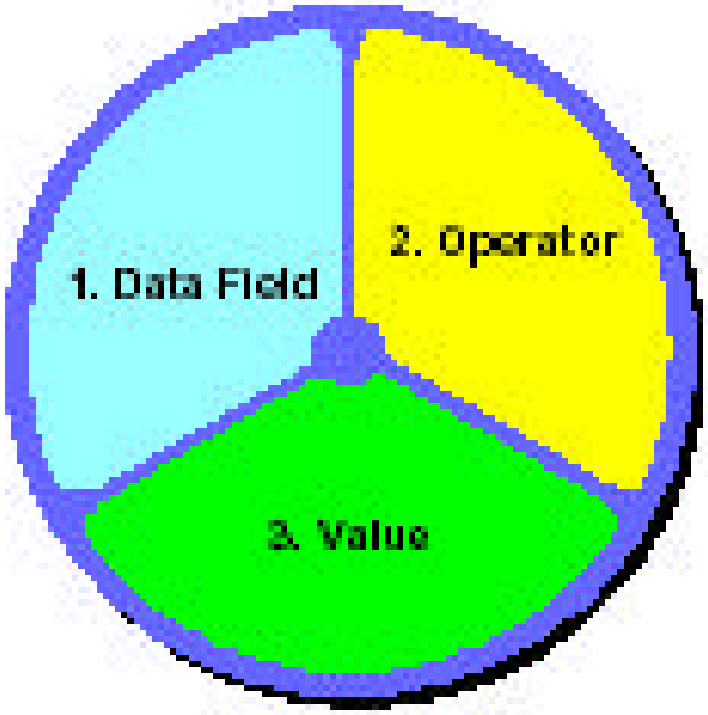
- A request for records.
- A request to retrieve data.

Getting What You Want

- A query will select the students you want to study. The report you choose, in combination with the query, will give you the information you want to study.

Query + Report = Data You Want To Study

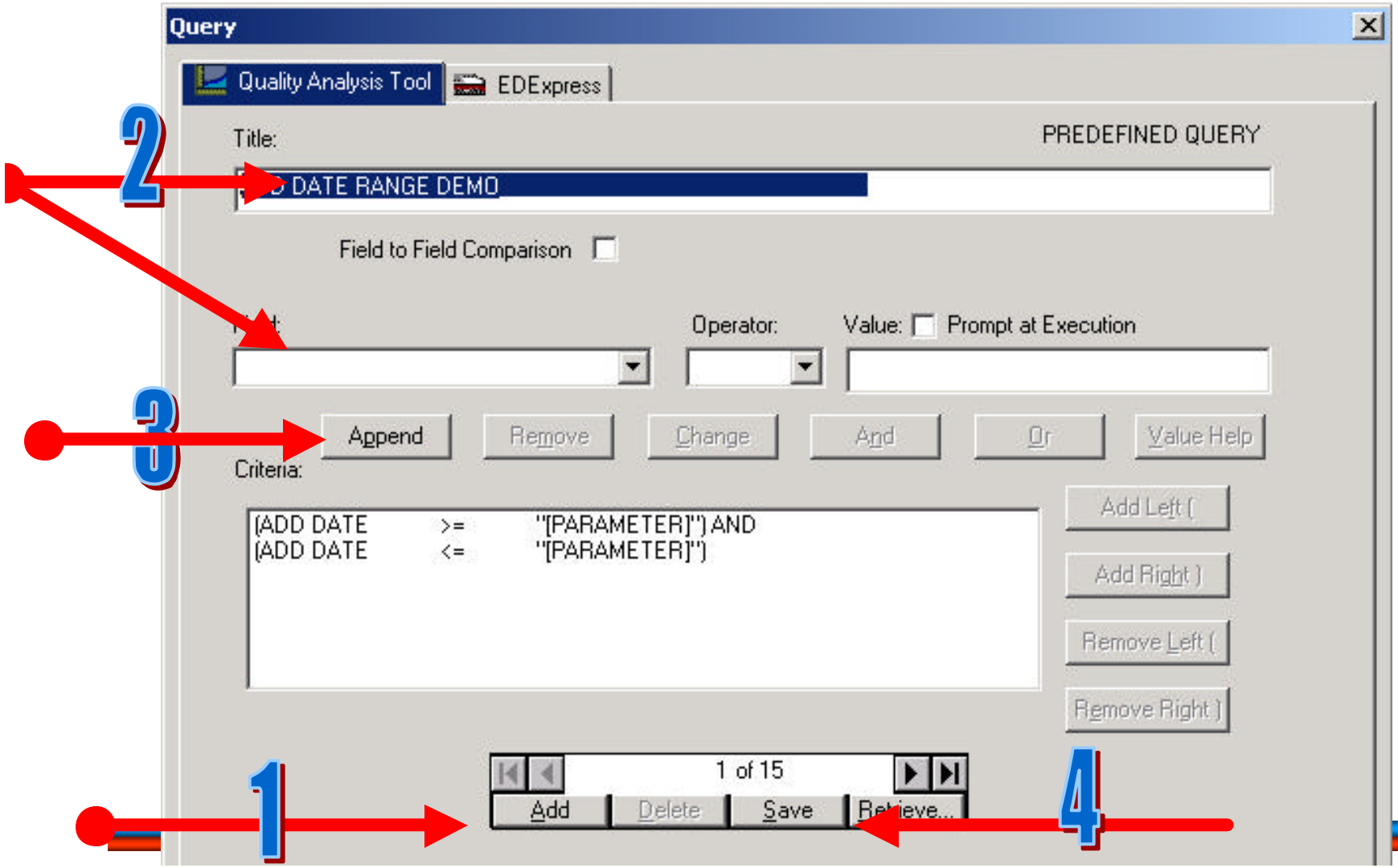
Query Components



Processing Steps

- Add
- Enter Data
- Append
- Save

Query Menu Box



Query Components

- **Data Field** → Parent's Adjusted Gross Income
- **Operator** → **<=**
- **Value** → 30000

Queries & Reports

- Queries select specific student records
- Reports display data you want to see for the records selected

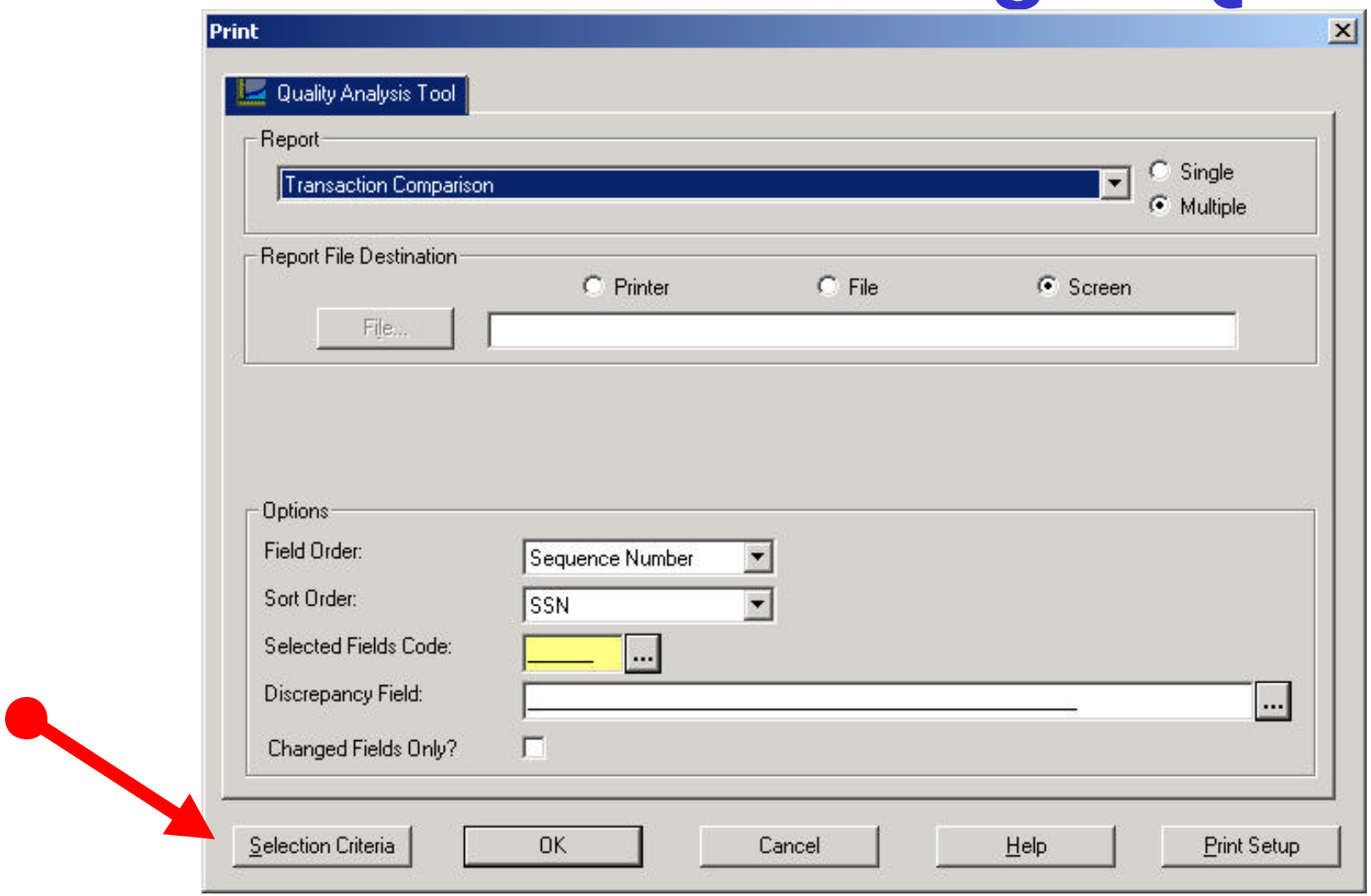
Reports

Changes to ISIR Fields	**F/k/a**	**Field Change Report**
Changes to ISIR Fields and Pell Eligibility	**F/k/a**	**Corrected Records in Initial EFC Range**
ISIR Changes by Field Increment	**F/k/a**	**Field Range Report with Corrected Field Counts**
ISIR Changes by Field Increment and Pell Eligibility	**F/k/a**	**Pell Corrected Records Report**
List-EFC Change by Student	**F/k/a**	**Student Listing of EFC Change Report**

Reports

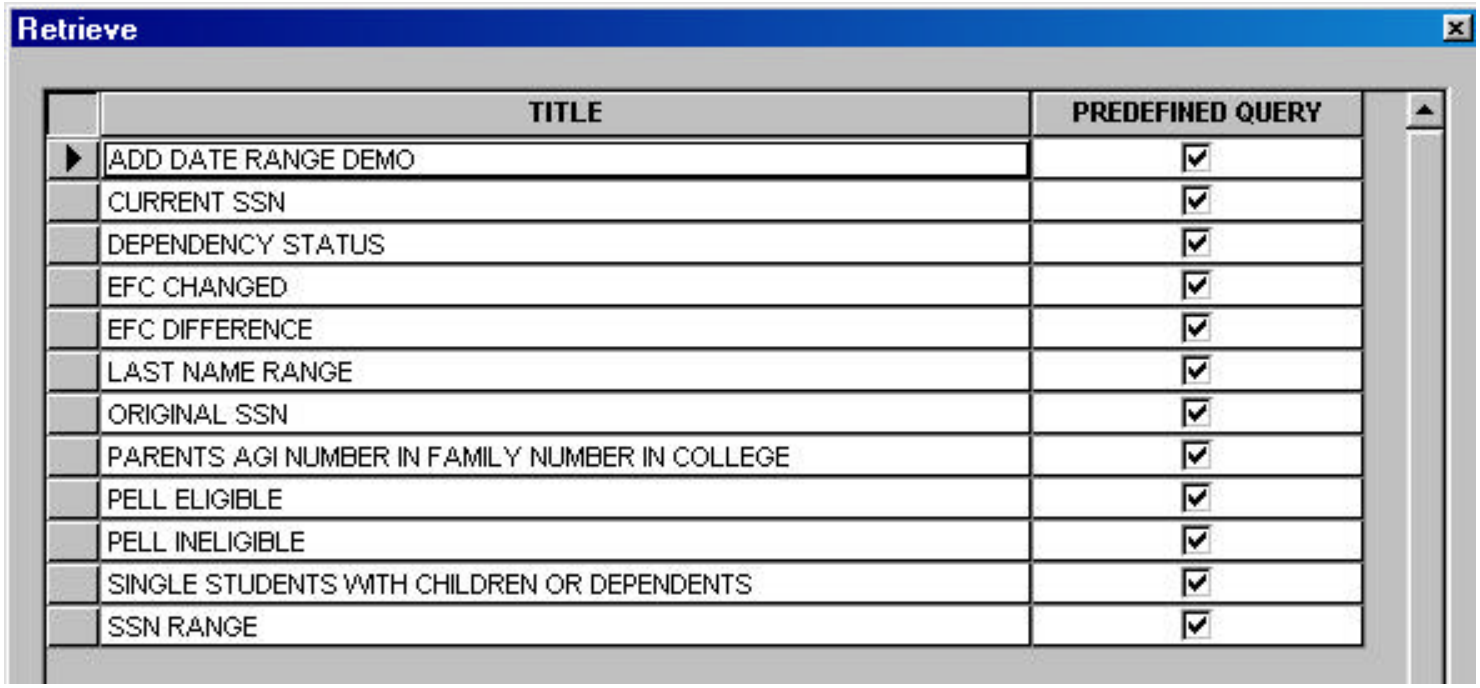
List – Verification Flags by Student	No Name Change
List - Verification Selection Criteria by Student	No Name Change
List - Verification Selection Criteria by Code	No Name Change
Transaction Comparison Report	No Name Change
Custom Report	No Name Change

Using A Query



Pre-Defined Queries

- The ISIR Analysis Tool comes with 12 predefined queries.



Where To Find The Predefined Queries

Complex Queries

What Is a Complex Query?

A complex query is formed by linking two or more simple queries together and using an AND or an OR connector. Complex queries provide you with a powerful tool for working with your ISIR Analysis Tool database.

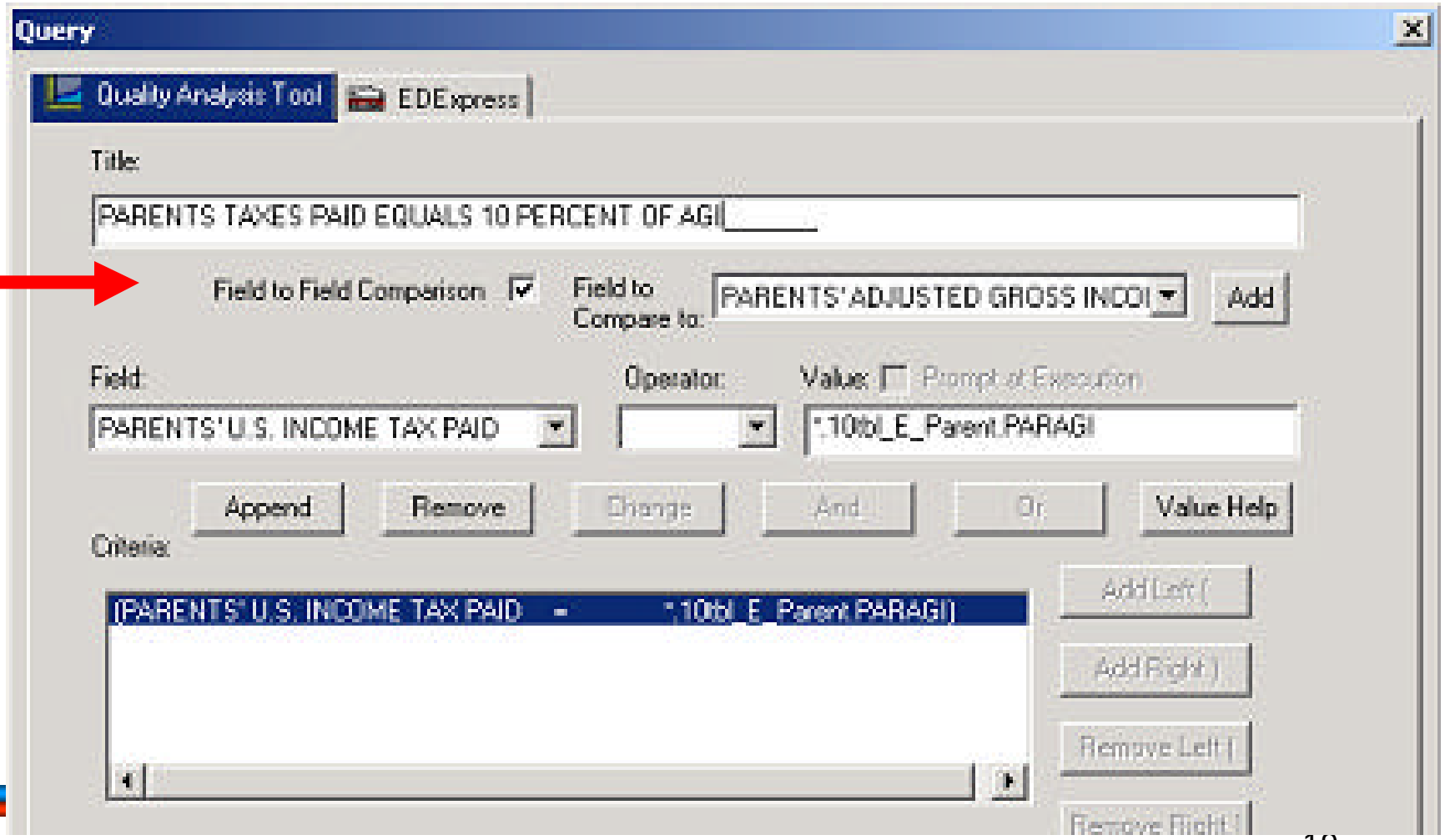
Complex Query Example

```
[PARENTS' ADJUSTED GROSS INCOME      >=      [PARAMETER]) AND
[PARENTS' ADJUSTED GROSS INCOME      <=      [PARAMETER]) AND
[PARENTS' NUMBER OF FAMILY MEMBERS   >=      "[PARAMETER]") AND
[PARENTS' NUMBER IN COLLEGE    >=      "[PARAMETER]")
```

Field to Field Comparison

- Compares numeric fields within one record.
  - If a student has two ISIR transactions, a field to field query compares the numeric fields in the 01 transaction only with the other numeric fields in the 01, not with numeric fields in the 02.
- This option is not available if you marked Prompt at Execution or Current Date.

Field To Field Comparison



Using the MOD Operator

- The MOD (Modulus) operator divides *number1* by *number2* (rounding floating-point numbers to integers) and returns only the remainder as *result*. For example, in the following expression, A (which is *result*) equals 5.

  A = 19 MOD 6.7

Using the MOD Operator

- If you wanted to identify records whose Student's AGI was a multiple of 1000, the following Field to Field query could be built:

  (STUDENT'S ADJUSTED GROSS INCOME MOD 1000 = 0) AND(STUDENT'S ADJUSTED GROSS INCOME>=1000)

A Challenge!!!

- How could you recreate the following verification procedure using a Field to Field Comparison Query?

Students income earned from work + spouse's income earned from work > student's adjusted gross income + 5000

Answer!!!

- Do some simple algebra to create a new, equivalent query statement:

Student's adjusted gross income < (Students income earned from work + spouse's income earned from work) - 5000

Modifying A Query

Step	Action
1	Select **Tools** – **Query** from the menu bar. The query Dialog box displays.
2	Use the arrow buttons in the database buttons box to locate the query you want to modify.
3	Modify the query. Click any line to select it and change the Field, Operator, or Value. Then click the **Change button.** -You can also delete lines or add new lines to the query. -To add new lines, select the line that should appear after the ***new*** line. Specify the Field, Operator, and Value for the new line, the click **Append.** -Use the other buttons located around the Criteria box to fine-tune the query statement if necessary.
4	To delete a line, select the line and click **Remove**
5	Click **Save** to save the query, then Click **OK.**
6	Click **OK** to close the Query dialog box or click **Add** to create another query.

Deleting A Query

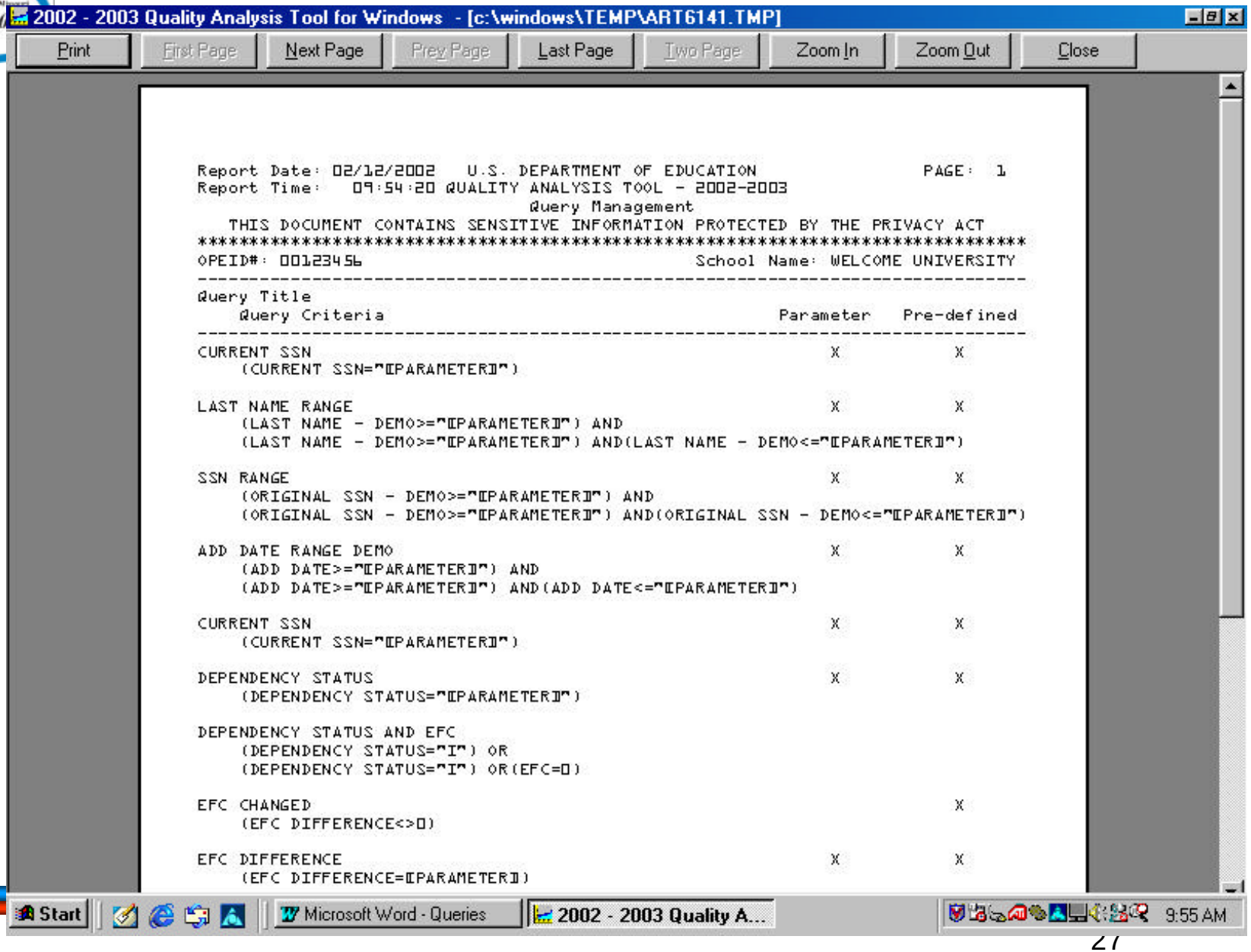
To delete a query:

1. Select **Tools**, **Query** from the ISIR Analysis Tool menu bar. Use the arrow buttons in the database buttons box to locate the query you want to delete. You cannot delete predefined queries.
2. Click the **Delete** button in the database buttons box. ISIR Analysis Tool asks you to confirm that you want to delete the query.
3. Click **Yes** to delete the query.
4. Click **OK** to continue.

To Query Or Not To Query

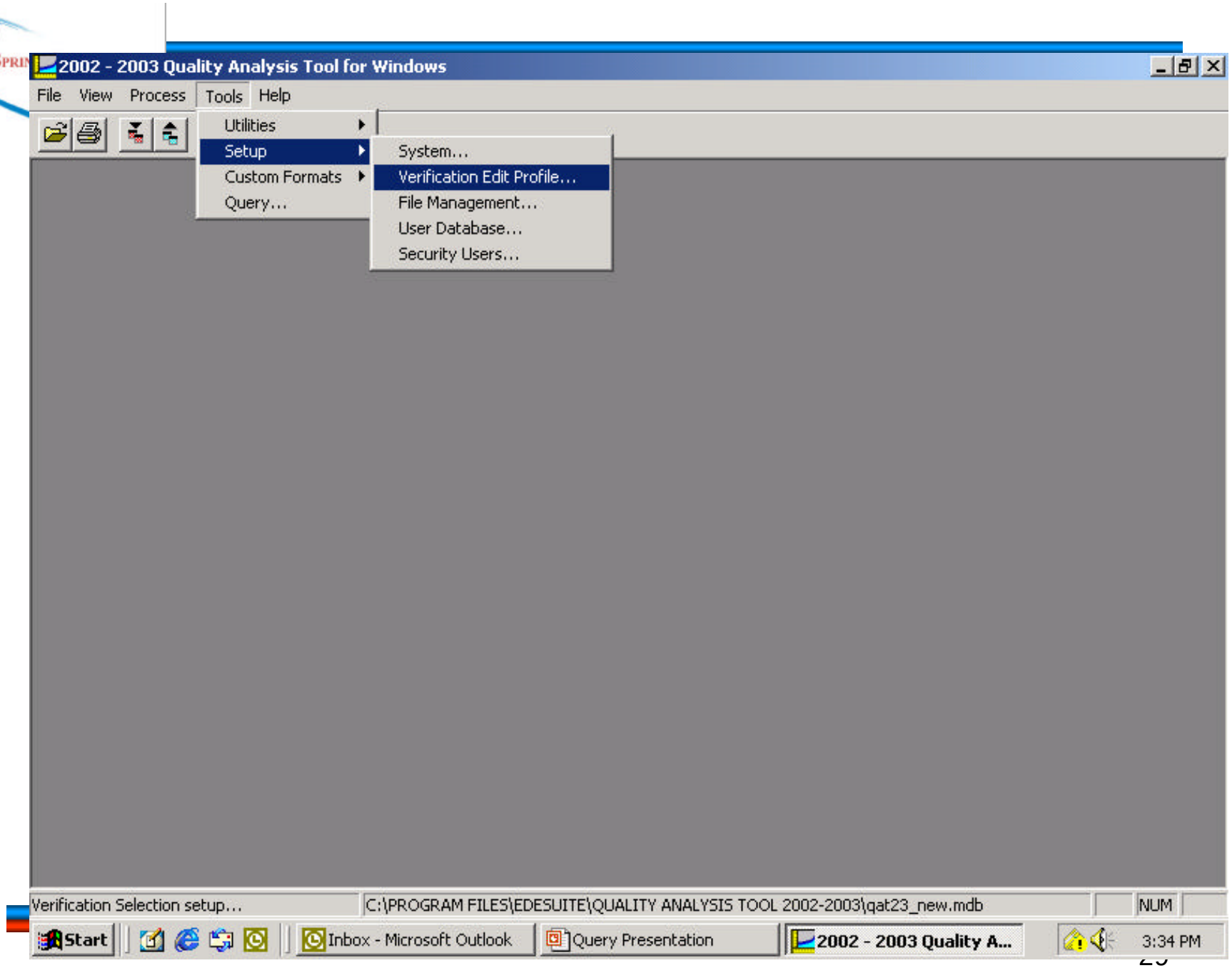
Is it always necessary to construct a Query to select a subset of students to study?

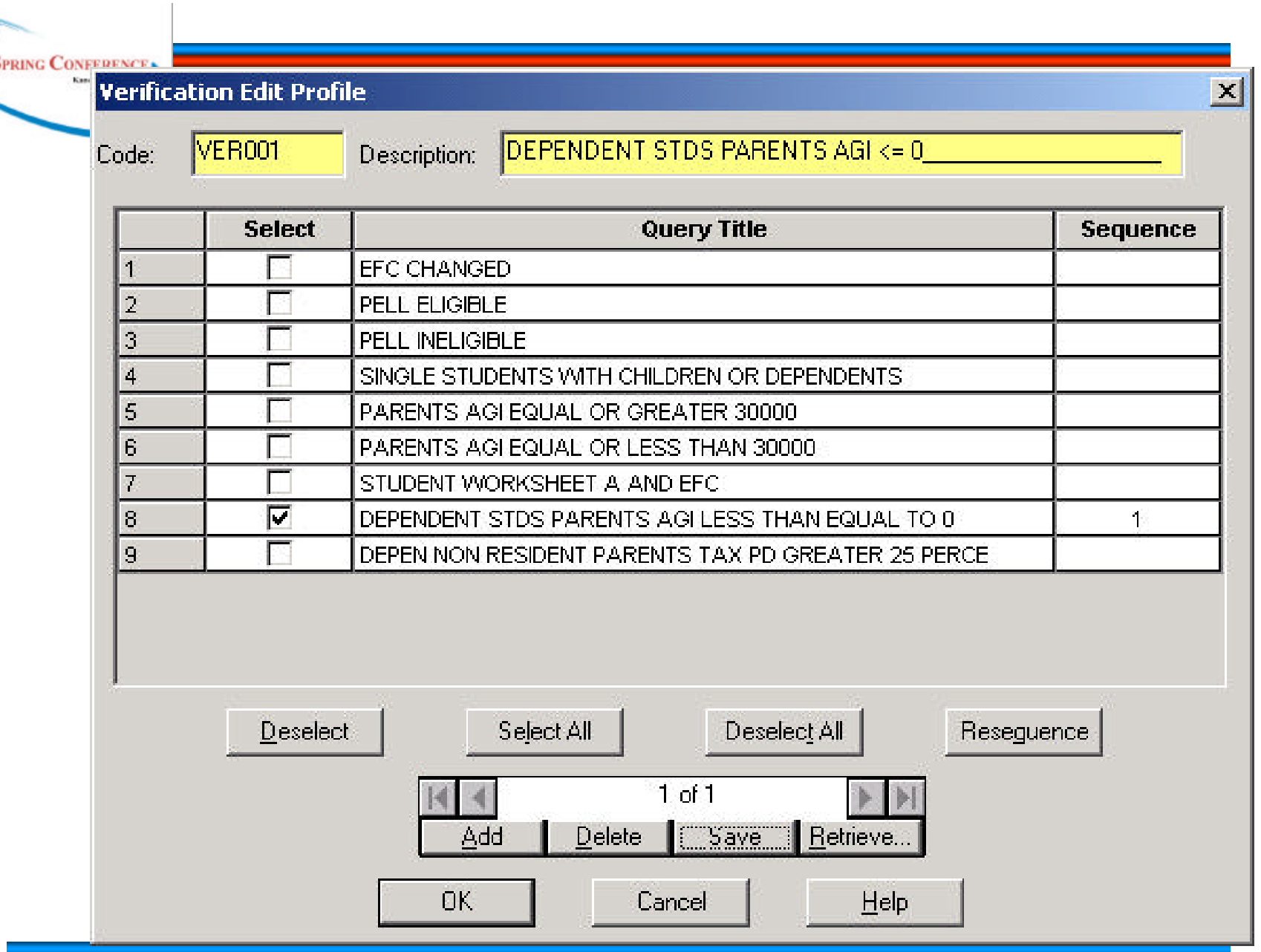
Query Management Report



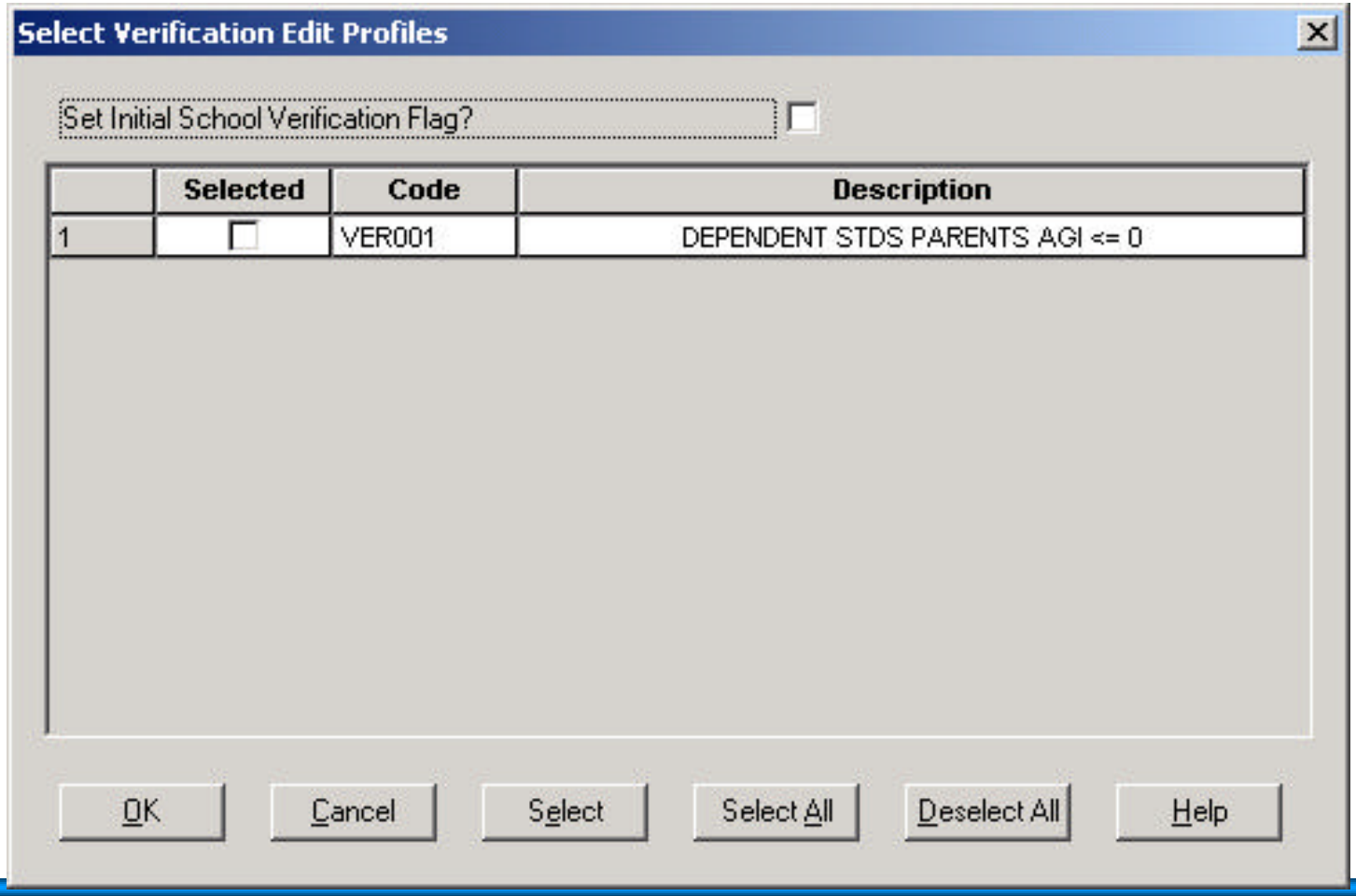
Setting up the Verification Profile

- At the ISIR Analysis Tool Main Menu, select **TOOLS**, then **SETUP**, then **Verification Edit Profiles**.
- If the ADD button is grayed, just start entering your **Code, Title and select your query**. Then click **SAVE**.
- If the ADD button is not grayed, click **ADD**, enter Title, **select query and SAVE**.
- Click **OK**.
- See next slide.


2002 - 2003 Quality Analysis Tool for Windows
File
View
Process
Tools
Help
Utilities
Setup
Custom Formats
Query...
System...
Verification Edit Profile...
File Management...
User Database...
Security Users...
Verification Selection setup...
C:\PROGRAM FILES\EDESUITE\QUALITY ANALYSIS TOOL 2002-2003\qat23_new.mdb
NUM
Start
Inbox - Microsoft Outlook
Query Presentation
2002 - 2003 Quality A...
3:34 PM


Verification Edit Profile
Code: VER001
Description: DEPENDENT STDS PARENTS AGI <= 0
Select
Query Title
Sequence
1 EFC CHANGED
2 PELL ELIGIBLE
3 PELL INELIGIBLE
4 SINGLE STUDENTS WITH CHILDREN OR DEPENDENTS
5 PARENTS AGI EQUAL OR GREATER 30000
6 PARENTS AGI EQUAL OR LESS THAN 30000
7 STUDENT WORKSHEET A AND EFC
8 DEPENDENT STDS PARENTS AGI LESS THAN EQUAL TO 0 1
9 DEPEN NON RESIDENT PARENTS TAX PD GREATER 25 PERCE
Deselect
Select All
Deselect All
Reseguence
1 of 1
Add
Delete
Save
Retrieve...
OK
Cancel
Help

- To verify that you now have one Verification Profile entered, go to PROCESS, then VERIFICATION SELECTION



Need Help

- On-Line Help
- Desk Reference
- Website – Appendices: How To Construct Queries
- CPS/WAN Technical Support

»800-330-5947

More Help

- Contact Us

  Quality Assurance Regional Representatives

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  Michael Cagle (Michael.Cagle@ed.gov)

Spring Conference Sessions

- **Session 22** – Tools for Schools
- **Session 23** – Using the ISIR Analysis Tool to Answer Your Institutional Verification Questions
- **Session 24** – Take the ISIR Analysis Tool for a Test Drive

Questions