

BEDS IMF online Guidance

Districts Access to Public School Forms

- Superintendents can access the BEDS IMF forms of all the schools in their District via the IDEX.
- In the Data collection view of the IDEX go to the “Search by Form” box in the top right of the page.
- Type “BEDS” and choose “BEDS – Public School Data Form” when it appears in the drop-down and click LOAD.

The screenshot shows the NYS ED Data Exchange interface. At the top, there is a navigation bar with links for Data Exchange, F.A.Q., Help, and Log Out. Below this is the NYS ED logo and the text "New York State EDUCATION DEPARTMENT Knowledge > Skill > Opportunity". The main heading is "Information and Reporting Services Data Exchange".

There are two search boxes: "Q Search by Institution" and "Q Search by Form". The "Q Search by Form" box contains the text "beds" and a "Load" button. Below this box, a dropdown menu is open, showing several options: "BEDS - BOCES Data Form | 2017-2018", "BEDS - Charter School Data Form | 2017-2018", "BEDS - District Data Form | 2017-2018", "BEDS - Nonpublic Data Form | 2017-2018", and "BEDS - Public School Data Form | 2017-2018". A yellow arrow points to the "BEDS - Public School Data Form | 2017-2018" option.

Below the search boxes is a section titled "Data Collections for NYS DEPT OF EDUCATION". It includes a "Show 10 entries" dropdown and a "Search:" input field. Below this is a table with the following data:

Data Collection	Collection Year	Due Date	Status	Last Updated
BEDS - BOCES Data Form	2017-2018	11/17/2017	SAVED	10/05/2017 by bsmith11

- This will load all the public school forms associated with that district.

The screenshot shows the NYS ED Data Exchange interface. At the top, there is a navigation bar with links for Data Exchange, F.A.Q., Help, and Log Out. Below this is the NYS ED logo and the text "New York State EDUCATION DEPARTMENT Knowledge > Skill > Opportunity". The main heading is "Information and Reporting Services Data Exchange".

There are two search boxes: "Q Search by Institution" and "Q Search by Form". The "Q Search by Form" box contains the text "Enter a form name" and a "Load" button.

Below the search boxes is a section titled "Data Collections for BEDS - Public School Data Form". It includes a "Collection Year: 2017-2018" label, a "Due Date: 11/17/2017" label, a "Show 10 entries" dropdown, and a "Search:" input field. Below this is a table with the following data:

Institution	Bedcode	Due Date	Status	Last Updated
A A GATES ELEMENTARY SCHOOL	051101040001	11/17/2017		
A A KINGSTON MIDDLE SCHOOL	512902060004	11/17/2017		
A D OLIVER MIDDLE SCHOOL	261801060005	11/17/2017		

- A district can also search for individual schools using the “Search by Institution” box in the top left corner.
- Begin typing the name of the school (or BEDS Code) and the when the school appears in the drop down



Information and Reporting Services

Data Exchange

Q Search by Institution

 Load

Q Search by Form

 Load

800000054526 - 051101040001 - A A GATES ELEMENTARY SCHOOL

800000038718 - 512902060004 - A A KINGSTON MIDDLE SCHOOL

800000056473 - 342400995969 - A CHILDS PLACE TOO

800000054851 - 031701060004 - A F PALMER ES / WINDSOR CENTRAL MS

800000045012 - 331500716881 - A FANTIS PAROCHIAL SCHOOL

800000039032 - 500402226478 - A H SCHREIBER HEBREW ACAD OF ROCKLAN

Due Date: 11/17/2017

Search:

Show entries

Institution	Bedcode	Due Date	Status	Last Updated
A A GATES ELEMENTARY SCHOOL	051101040001	11/17/2017		
A A KINGSTON MIDDLE SCHOOL	512902060004	11/17/2017		
A D OLIVER MIDDLE SCHOOL	261801060005	11/17/2017		
A F PALMER ES / WINDSOR CENTRAL MS	031701060004	11/17/2017		
A J SCHMIDT ELEMENTARY SCHOOL	141401060008	11/17/2017		
A M COSGROVE MIDDLE SCHOOL	261001060005	11/17/2017		