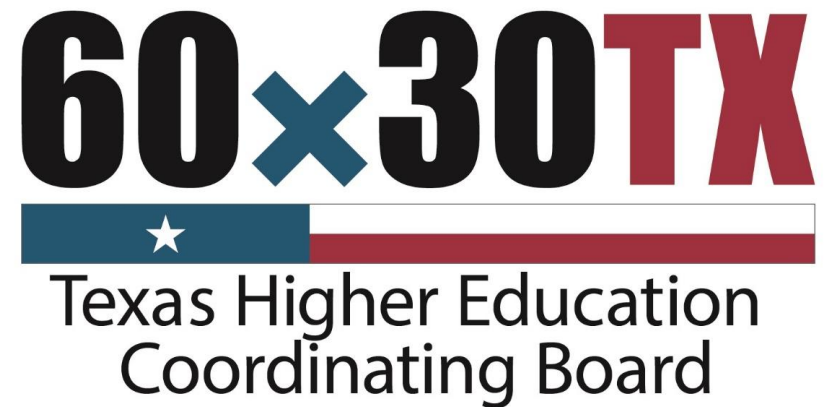


New CBM001 Submission Process

Victor Reyna
Director, EDC
July 16, 2019





Texas Higher Education
Coordinating Board

New CBM001 Submission Process

New CBM001 Submission/Review Process

The new process will consist of two components

- CBPass
- EDC Submission Process – Web Application

CBPass

What is CBPass?

THECB uses the CBPass security management system to provide user access to applications. You must register with CBPass to access these applications.

1. New Users
 - A. Register for a CBPass account
 - B. Request access to the "EDC Portal" application in CBPass
2. Current users who already have access to CBPass because they currently use another THECB application will only need to "Request" access to "EDC Portal"

CBPass

Examples of current CBPass applications

The screenshot displays the CBPass user interface. At the top, a dark blue header contains the text "CBPass" and "Welcome test (Main Menu) (Logout)". Below this is a navigation bar with two tabs: "MY ACCESS" (highlighted) and "PROFILE". A search bar is located below the navigation bar with the placeholder text "Search for and view your current applications or request access to additional applications.".

Under the "Request Access" section, there is a "Select Application:" label and a dropdown menu. The dropdown menu is open, showing a list of applications. The first item, "AAR Graduate Program Review", is highlighted in blue. Below the dropdown menu, there is a "Request Access" button.

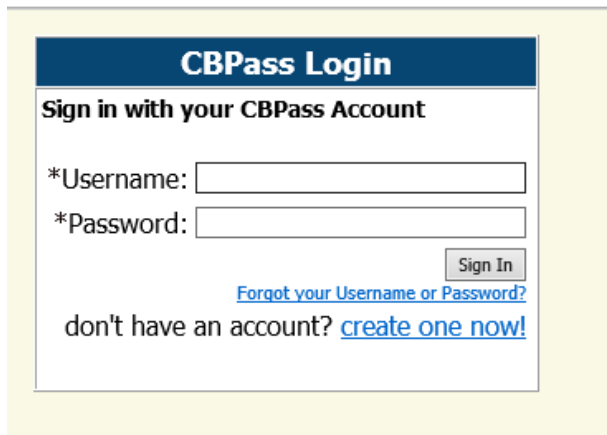
Select Application:

- AAR Graduate Program Review
- AAR Graduate Program Review Staff
- Academic Course Guide Manual
- Accelerate Texas
- Accountability
- Accountability Institution Portal
- Accountability_OLD
- Business Management System
- Certificate of Authorization Institution Portal
- Community College Annual Reporting and Analysis Tool
- Developer Tools
- Distance Education Portal
- Family Medicine Resident Roster Load
- Financial Aid Data Certification
- Fraudulent Institutions
- Good Neighbor Scholarship Program
- Integrated Fiscal Reporting System
- Intellectual and Developmental Disabilities Inventory
- Mental Health Professionals Loan Repayment Program
- Optional Retirement Program - ORP
- Physician Education Loan Repayment Program
- RDF Awards List
- Report of Fundable Operating Expenses
- State Authorization Repository Agreement
- Texas Armed Services Scholarship Program - Appointments
- Texas Core Curriculum
- Texas Core Curriculum Administration
- Texas Educational Opportunity Grant
- Texas Grant
- Tuition Equalization Grant

Request Access

Accessing the “EDC Portal”

A link to the CBPass application will be forwarded with instructions when the pilot is completed



The image shows a screenshot of a web form titled "CBPass Login". The form has a dark blue header with the title in white. Below the header, the text "Sign in with your CBPass Account" is displayed. There are two input fields: "*Username:" and "*Password:". To the right of the password field is a "Sign In" button. Below the password field is a link that says "Forgot your Username or Password?". At the bottom of the form, there is a link that says "don't have an account? [create one now!](#)".

Accessing the “EDC Portal”

Logging into CBPass will display the “CBPass Welcome” screen

CBNet x CBPass Main Menu x View Report - Education Data ... thecb.state.tx.us how to snip menu options in s...

CBPass
Welcome test (Main Menu) (Logout)

MY ACCESS PROFILE

Search for and view your current applications or request access to additional applications.

[Click to Request Access to another application](#) [Instructions ?](#)

Filters

App ID: App Name: All Owner:
App Status: All Access Status: All Role: All

Record Count= 1

App ID	Application Name	Owner(s)	Delegate(s)/Admin	Role	App Status	Access Status	
150	EDC Portal	Victor.Reyna@THECB.state.tx.us, Michelle.Mindieta@THECB.state.tx.us, Wendy.Turner@THECB.state.tx.us, Rajeswari.Kandasamy@THECB.state.tx.us, Richard.Eaton@THECB.state.tx.us, Douglas.Parker@THECB.state.tx.us, kavitha.nomula@thecb.state.tx.us, Stacie.Jakle@thecb.state.tx.us, John.Dinning@THECB.state.tx.us, Kumara.Thatipelli@THECB.state.tx.us	edctestone@gmail.com	CBUser	Active	Approved	Remove Access

EDC Portal Roles

The EDC Portal will have three roles

Institutional Administrator

EDC User

Reviewer

NOTE: This portion of the application is still in development, there may be minor changes prior to going “LIVE”.

EDC Portal Roles

Institutional Administrators

- A. Submit CBM reports
- B. Review Edit reports
- C. Approve/Remove other users at your institution as “EDC Users”

EDC Users

- A. Submit CBM report(s)
- B. Review Edit report(s)

Reviewers

- A. Review Edit Report(s)

EDC Administrator Role

Institutional Administrators

The institutional administrator will be the “gatekeeper” at the institution.

Only one staff member at each institution will be permitted to be assigned in the “Administrative” role.

Accessing the “EDC Portal”

Logging into CBPass will display the “CBPass Welcome” screen

CBNet x CBPass Main Menu x View Report - Education Data ... thecb.state.tx.us how to snip menu options in s...

CBPass
Welcome test (Main Menu) (Logout)

MY ACCESS PROFILE

Search for and view your current applications or request access to additional applications.

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Filters

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Record Count= 1

App ID	Application Name	Owner(s)	Delegate(s)/Admin	Role	App Status	Access Status	
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EDC Portal Home Screen



[Home](#) [Reports ▼](#) [Reporting Manual](#)

Welcome to the EDC Portal!

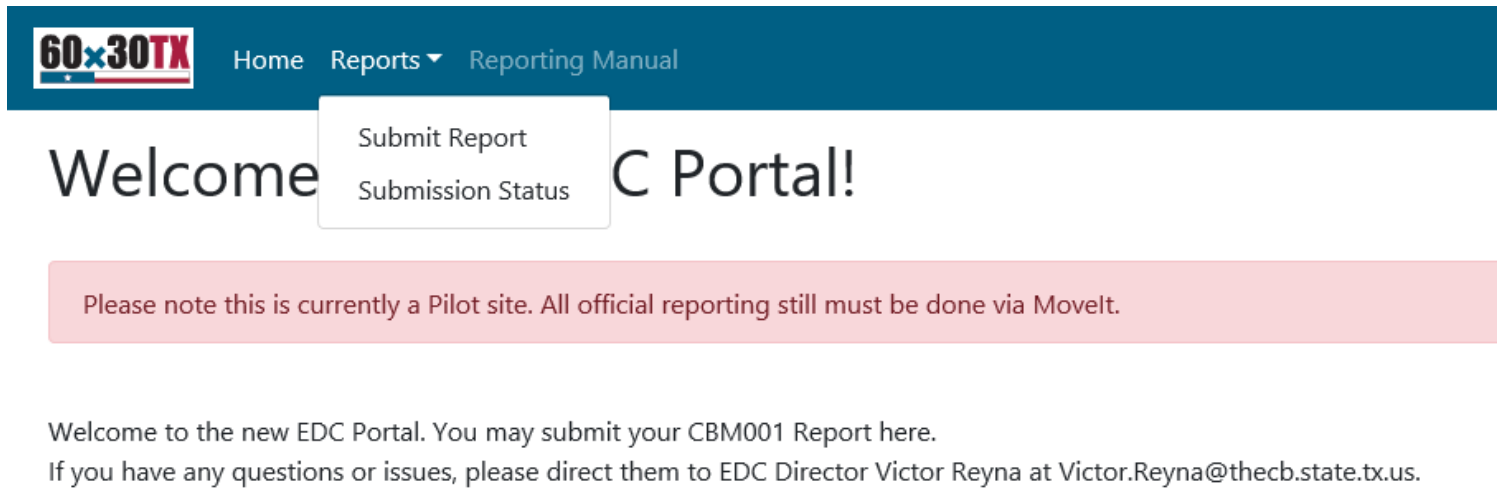
Please note this is currently a Pilot site. All official reporting still must be done via Movelt.

Welcome to the new EDC Portal. You may submit your CBM001 Report here.

If you have any questions or issues, please direct them to EDC Director Victor Reyna at Victor.Reyna@theccb.state.tx.us.



Submitting a CBM File



The screenshot shows the 60x30TX EDC Portal. At the top is a dark blue header with the 60x30TX logo on the left and navigation links for Home, Reports (with a dropdown arrow), and Reporting Manual. Below the header, the text "Welcome" is on the left and "C Portal!" is on the right. A white dropdown menu is open under the "Reports" link, showing "Submit Report" and "Submission Status". Below this is a light pink banner with the text: "Please note this is currently a Pilot site. All official reporting still must be done via Movelt." At the bottom of the screenshot area, there is a welcome message: "Welcome to the new EDC Portal. You may submit your CBM001 Report here. If you have any questions or issues, please direct them to EDC Director Victor Reyna at Victor.Reyna@thecb.state.tx.us."

60x30TX Home Reports Reporting Manual

Welcome C Portal!

Submit Report
Submission Status

Please note this is currently a Pilot site. All official reporting still must be done via Movelt.

Welcome to the new EDC Portal. You may submit your CBM001 Report here.
If you have any questions or issues, please direct them to EDC Director Victor Reyna at Victor.Reyna@thecb.state.tx.us.

Submitting a CBM File

Click the “Browse” command button



[Home](#) [Reports ▾](#) [Reporting Manual](#)

Submit Report

Select file to upload

| select file

Browse

Upload File



Texas Higher Education Coordinating Board

Submitting a CBM File

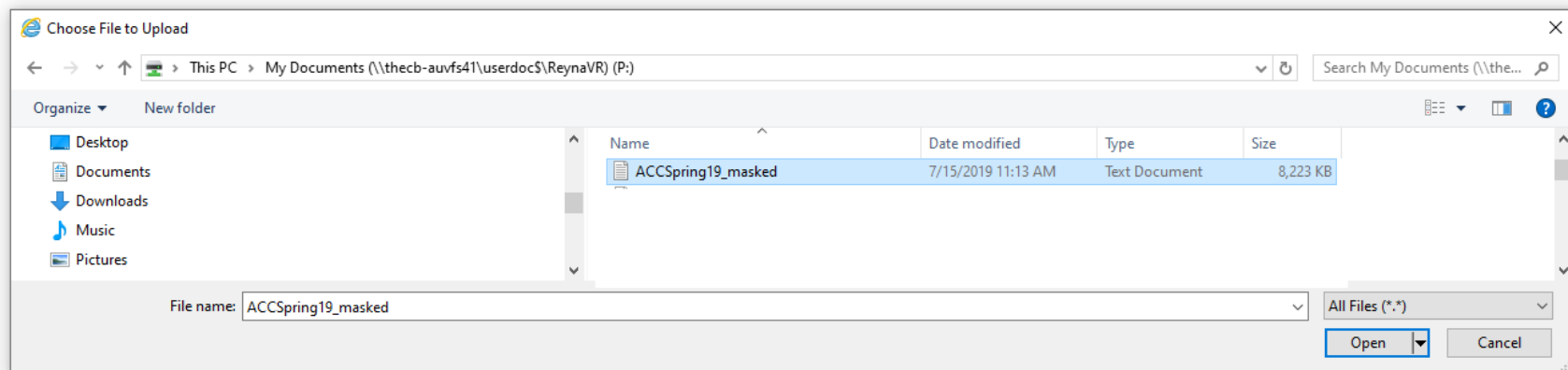
Submit Report

Select file to upload

select file

Browse

Upload File



Submitting a CBM File

Click the “Upload” command button

Submit Report

Select file to upload


ACCSpring19_masked.txt

Browse

Upload File

Submitting a CBM File


“Uploading” Screen

 [Home](#) [Reports ▾](#) [Reporting Manual](#)

Submit Report


Select file to upload

ACCSpring19_masked.txt Browse

Upload File  Uploading File...

Submitting a CBM File

File Upload Complete Screen

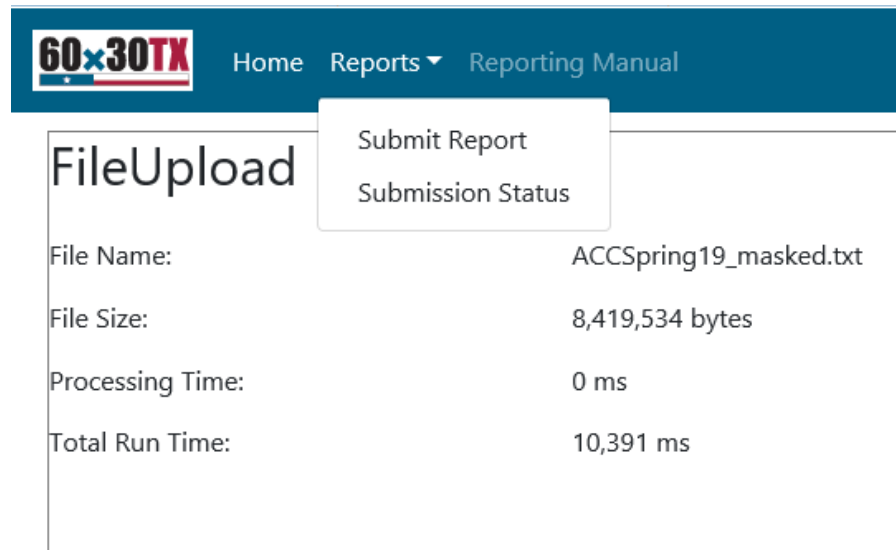
 [Home](#) [Reports ▼](#) [Reporting Manual](#)

FileUpload

File Name:	ACCSpring19_masked.txt
File Size:	8,419,534 bytes
Processing Time:	0 ms
Total Run Time:	10,391 ms

Review Submissions

Reviewing the Submission Status Screen




The screenshot shows the 60x30TX web application interface. At the top is a dark blue navigation bar with the 60x30TX logo on the left and links for Home, Reports (with a dropdown arrow), and Reporting Manual on the right. Below the navigation bar, the main content area has a light blue header with the text 'FileUpload'. To the right of this header is a white dropdown menu with two options: 'Submit Report' and 'Submission Status'. Below the header, there is a table displaying submission details.

File Name:	ACCSpring19_masked.txt
File Size:	8,419,534 bytes
Processing Time:	0 ms
Total Run Time:	10,391 ms

Reviewing Submission Status

Apply appropriate filters and click the “Get Submission Status” command button

 [Home](#) [Reports ▼](#) [Reporting Manual](#)

Report Types

CBM001 ▼


Reporting Year

2019 ▼

Semester


Spring ▼


Get Submission Status



Reviewing Submission Status

Click the "Report" link = Blue indicates file submitted and ready for review

 [Home](#) [Reports](#) [Reporting Manual](#) Hello te

Report Types CBM001 **Reporting Year** 2019 **Semester** Spring [Get Submission Status](#) 

Submission Status

						Type	Year	Semester	Submitter Email	Date Submitted	Status	Total Records
Report	Download Input File	CBM001	2019	Spring	John.Dinning@THECB.state.tx.us	07/12/2019 4:14 PM	Submitted	45,265				
Report	Download Input File	CBM001	2019	Spring	Victor.Reyna@THECB.state.tx.us	07/12/2019 4:12 PM	Submitted	45,265				
Report	Download Input File	CBM001	2019	Spring	Wendy.Turner@THECB.state.tx.us	07/12/2019 3:53 PM	Submitted	0				
Report	Download Input File	CBM001	2019	Spring	Wendy.Turner@THECB.state.tx.us	07/12/2019 3:45 PM	Submitted	45,265				
Report	Download Input File	CBM001	2019	Spring	Douglas.Parker@THECB.state.tx.us	07/12/2019 3:30 PM	Processing	45,265				
Report	Download Input File	CBM001	2019	Spring	Douglas.Parker@THECB.state.tx.us	07/12/2019 3:10 PM	Processing	45,265				
Report	Download Input File	CBM001	2019	Spring	Douglas.Parker@THECB.state.tx.us	07/12/2019 3:01 PM	Submitted	45,265				

Edit Report



[Home](#) [Reports](#) [Reporting Manual](#)

Hello test

ViewReport

[Back to Submission Status](#)

Texas Higher Education Coordinating Board
AUSTIN COMMUNITY COLLEGE 012015 Spring 2019
Summary Report

		Normal Range	Questionable Values	Error Values
ITEM 01	RecordCode	45,265	0	0
ITEM 02	INST. CODE	45,265	0	0
ITEM 03	STUDENT ID	45,265	0	0
ITEM 04	GENDER	45,265	0	0
ITEM 05	Classification	45,265	0	0
ITEM 06	DATE OF BIRTH	44,571	693	1
ITEM 07	Tuition Status	45,265	0	0
ITEM 08	Residence	45,264	1	0
ITEM 09	Transfer	45,265	0	0
ITEM 10A	Contact Hrs-Acad ID	45,265	0	0
ITEM 10B	ContactHrs-Acad OOD	45,265	0	0
ITEM 11A	Contact Hrs - Tech ID	45,265	0	0
ITEM 11B	Contact Hrs - Tect OOD	45,265	0	0
ITEM 12	Major	45,265	0	0
ITEM 13	Semester Credit Hours	45,240	25	0
ITEM 13A	Tuition exemption	44,525	0	740


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Version: 0.0.0.65



Texas Higher Education Coordinating Board

Each Section Can Be Collapsed



[Home](#) [Reports](#) [Reporting Manual](#)

Texas Higher Education Coordinating Board
AUSTIN COMMUNITY COLLEGE012015Spring2019
Item Summary


Gender

Male	15,555
Female	20,247
Total	35,802

Gender

Classification

Each Section Can Be Collapsed



[Home](#) [Reports](#) [Reporting Manual](#)

Texas Higher Education Coordinating Board
AUSTIN COMMUNITY COLLEGE012015Spring2019
Item Summary


Gender

Male	15,555
Female	20,247
Total	35,802

Gender

Classification

Edit Report Is Exportable to Excel

 Home Reports Reporting Manual Hello test

Show entries [Export to Excel](#) Search:

Item00_RowId	ErrorMessage	Item01_RecordCode	Item02_FiceCode	Item03_StudentId	Item04_Gender	Item05_StudentClassification	Item06_StudentId
1	Item06 (DateOfBirth) is not Numeric. REF0862/REF0012	1	012015	000000001	F	3	Field
343	Item13A (ExemptionCode) = 01 and Is Invalid SSN. Error. REF0909	1	012015	000000343	M	2	199
351	Item13A (ExemptionCode) = 01 and Is Invalid SSN. Error. REF0909	1	012015	000000351	M	2	200
446	Item13A (ExemptionCode) = 01 and Is Invalid SSN. Error. REF0909	1	012015	000000446	M	1	200
453	Item13A (ExemptionCode) = 01 and Is Invalid SSN. Error. REF0909	1	012015	000000453	M	2	199
797	Item13A (ExemptionCode) = 01 and Is Invalid SSN. Error. REF0909	1	012015	000000797	M	2	199
815	Item13A (ExemptionCode) = 01 and Is Invalid SSN. Error. REF0909	1	012015	000000815	M	1	199
836	Item13A (ExemptionCode) = 01 and Is Invalid SSN. Error. REF0909	1	012015	000000836	M	1	198
855	Item13A (ExemptionCode) = 01 and Is Invalid SSN. Error. REF0909	1	012015	000000855	F	1	199
860	Item13A (ExemptionCode) = 01 and Is Invalid SSN. Error. REF0909	1	012015	000000860	M	2	198

Showing 1 to 10 of 742 entries

Previous **1** 2 3 4 5 ... 75 Next

Next Steps

A pilot with two to three Public CTC's and Universities' will occur (participants to be determined)

Assuming no major issues are found,

- A memo will be sent notifying all institutions that the CBM001 will begin the new submission process with the Fall 2019 submission
- Instructions will be included to enroll/register for CBPass
- Each institution will have to determine who will be the “Delegate” at the institution

Projected Timeline

"TENTATIVE" Timeline

Report	Estimated Completion	Reporting Period
CBM001 (5 reports)	9/6/2019	Fall 2019 (October 2019)
CBM0E1 (2 reports)	11/8/2019	Fall 2019 (January 2019)
CBM00S (2 reports)	12/20/2019	Fall 2019 (January 2019)
CBM004 (2 reports)	3/13/2020	Spring 2019 (March 2020) Summer 2019 (August 2020)
CBM002 (2 reports)	5/15/2020	Spring 2019 (June 2020)

Contact Information

Victor Reyna

Victor.Reyna@theccb.state.tx.us