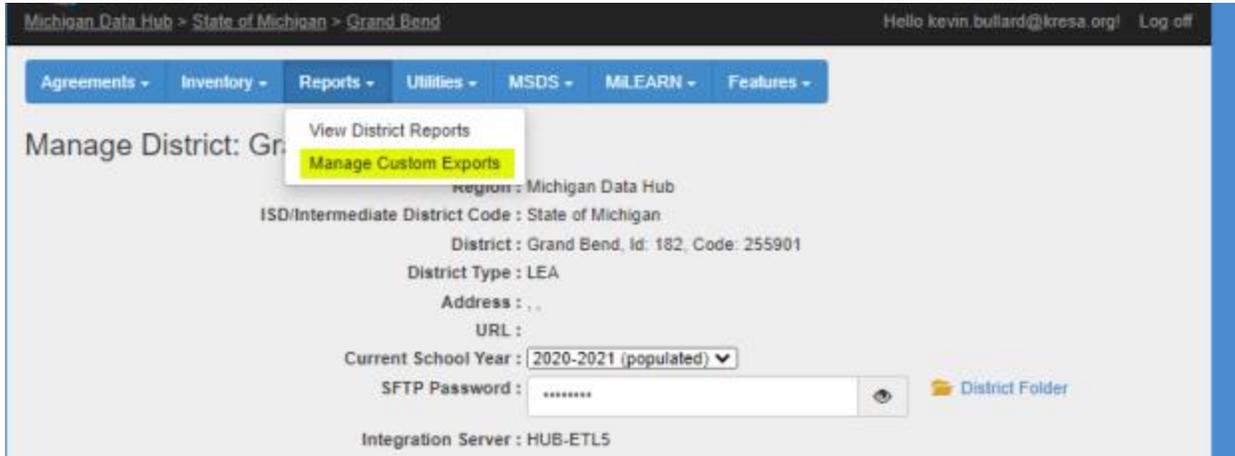


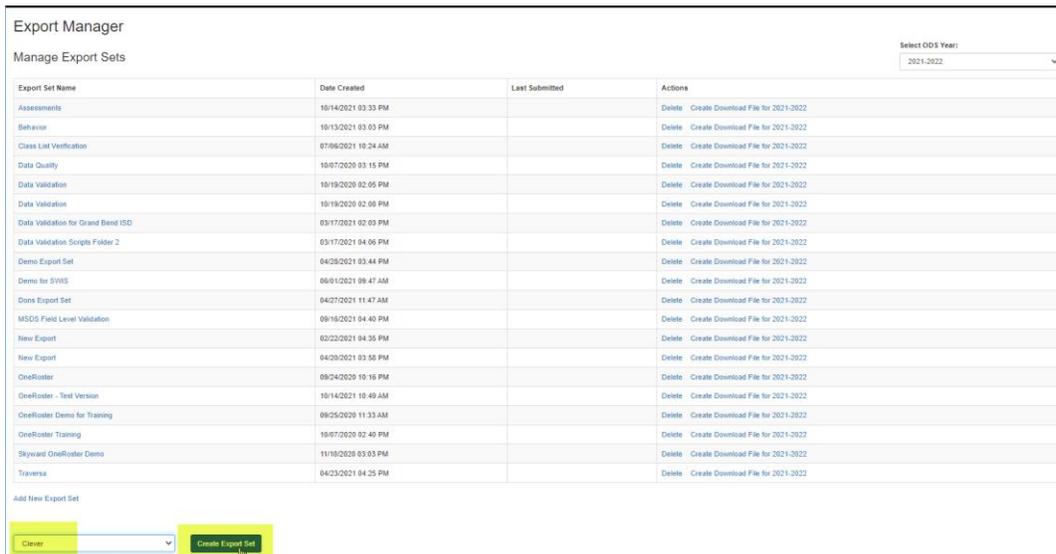


Description: This configuration guide walks users through the process of integrating Clever with MiDataHub. This document provides users step by step instructions using the Manage Custom Exports functionality to generate the files and creating the outbound in the Michigan Data Hub Cockpit.

Step 1: Login to the Michigan Data Hub Cockpit and select Reports > Manage Custom Exports:



Step 2: Click Select Query Tag, select Clever, and click Create Export Set:



Step 3: Confirm the six files required for the outbound integration are configured:

- **Clever Enrollments**
- **Clever Schools**
- **Clever Sections**
- **Clever Staff**
- **Clever Students**
- **Clever Teachers**

Upon confirmation of the files being generated, confirm the current year is selected in the Select ODS Year pull down menu. After confirming these steps, click Save:

Export

Export Set Name:
Clever

Click to propose this export set to be shared with all districts

Queries included in export set:

Select ODS Year:
2021-2022

Show 10 entries

Query Name	Query Description	Actions
Clever-Enrollments	Enrollments file for Clever Integration	Delete Create Download File for 2021-2022 Preview Results
Clever-Schools	School file for Clever Integration	Delete Create Download File for 2021-2022 Preview Results
Clever-Sections	Sections file for Clever Integration	Delete Create Download File for 2021-2022 Preview Results
Clever-Staff	Staff File for Clever Integration	Delete Create Download File for 2021-2022 Preview Results
Clever-Teachers	Teacher file for Clever Integration	Delete Create Download File for 2021-2022 Preview Results

Showing 1 to 5 of 5 entries

Create Another Query

Format Options

Delimiter:
Comma

Text Qualifier:
Double Quotes

End Of Line Delimiter:
CRLF Carriage Return and Line Feed

Encoding:
ASCII

File Extension:
.csv

Note: If export contains multiple files, format settings will apply to all files included in the export bundle.

Cancel Save

Step 4: Confirm the Clever export set exists under the Manage Custom Exports:

Export Manager

Manage Export Sets

Select ODS Year:
2021-2022

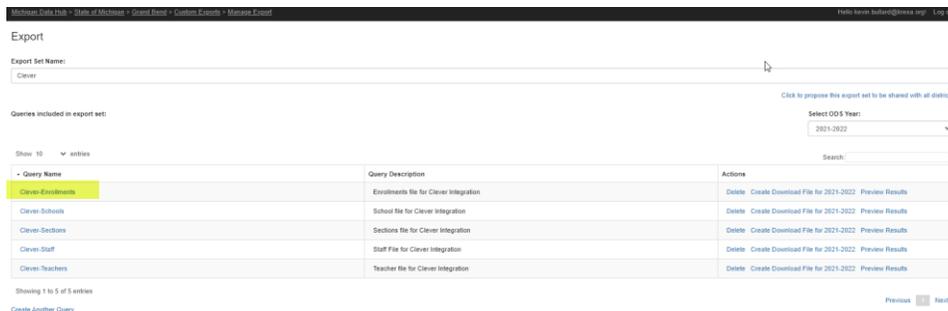
Export Set Name	Date Created	Last Submitted	Actions
Assessments	10/14/2021 03:33 PM		Delete Create Download File for 2021-2022
Behavior	10/13/2021 03:03 PM		Delete Create Download File for 2021-2022
Class List Verification	07/06/2021 10:24 AM		Delete Create Download File for 2021-2022
Clever	11/06/2021 02:54 PM		Delete Create Download File for 2021-2022
Data Quality	10/07/2020 03:15 PM		Delete Create Download File for 2021-2022
Data Validation	10/19/2020 02:05 PM		Delete Create Download File for 2021-2022
Data Validation	10/19/2020 02:06 PM		Delete Create Download File for 2021-2022
Data Validation for Grand Bend USD	03/17/2021 02:03 PM		Delete Create Download File for 2021-2022
Data Validation Scripts Folder 2	03/17/2021 04:00 PM		Delete Create Download File for 2021-2022
Demo Export Set	04/28/2021 03:44 PM		Delete Create Download File for 2021-2022
Demo for SWS	06/01/2021 09:47 AM		Delete Create Download File for 2021-2022
Demo Export Set	04/27/2021 11:47 AM		Delete Create Download File for 2021-2022
MISDS Field Level Validation	09/18/2021 04:40 PM		Delete Create Download File for 2021-2022
New Export	02/02/2021 04:35 PM		Delete Create Download File for 2021-2022
New Export	04/20/2021 03:50 PM		Delete Create Download File for 2021-2022
OneRoster	09/24/2020 10:16 PM		Delete Create Download File for 2021-2022
OneRoster - Test Version	10/14/2021 10:49 AM		Delete Create Download File for 2021-2022
OneRoster Demo for Training	09/25/2020 11:33 AM		Delete Create Download File for 2021-2022
OneRoster Training	10/07/2020 02:40 PM		Delete Create Download File for 2021-2022
Skyward OneRoster Demo	11/10/2020 03:03 PM		Delete Create Download File for 2021-2022
Travensa	04/23/2021 04:25 PM		Delete Create Download File for 2021-2022

Add New Export Set

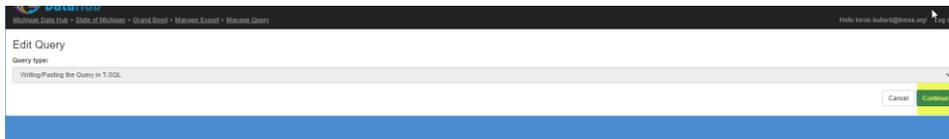
Step 5: The import functionality in Clever requires filenames. Currently each file in the export set needs to be renamed, removing the Clever from each file. (Example Clever Enrollments needs to be renamed to Enrollments, in the export from Clever Enrollments to just Enrollments. The team at MiDataHub is planning to create an option for this to happen automatically, but it isn't in place yet.

- **Clever Enrollments > rename to Enrollments**
- **Clever Schools > rename to Schools**
- **Clever Sections > rename to Sections**
- **Clever Staff > rename to Staff**
- **Clever Students > rename to Students**
- **Clever Teachers > rename to Teachers**

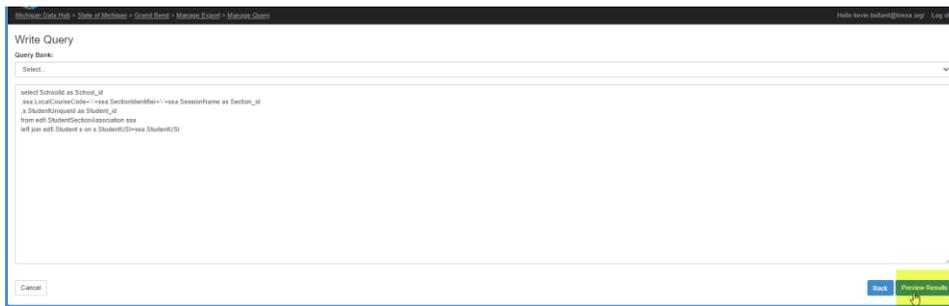
Step 5A: To complete the file renaming please navigate to Reports>Manage Custom Exports and click the Clever Export set. On this screen select the file needing to be renamed:



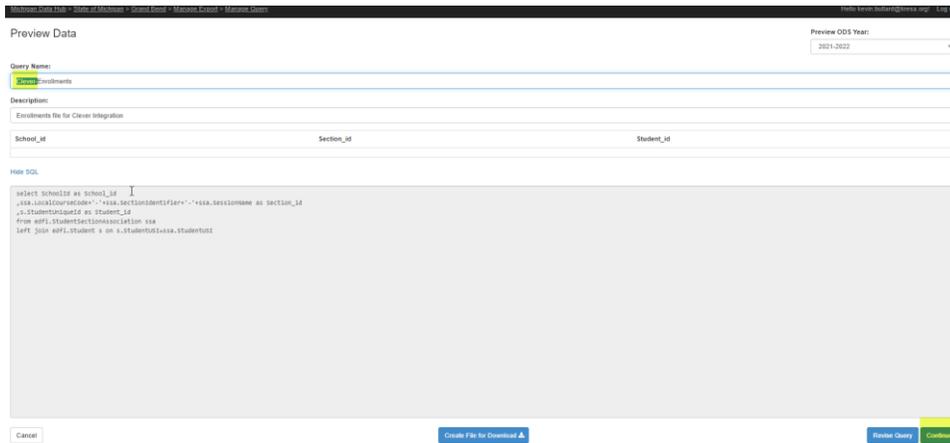
Step 5B: Click continue:



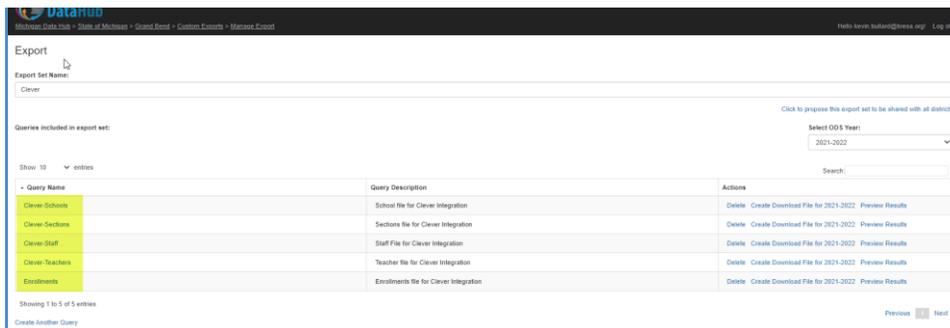
Step 5C: Click Preview results:



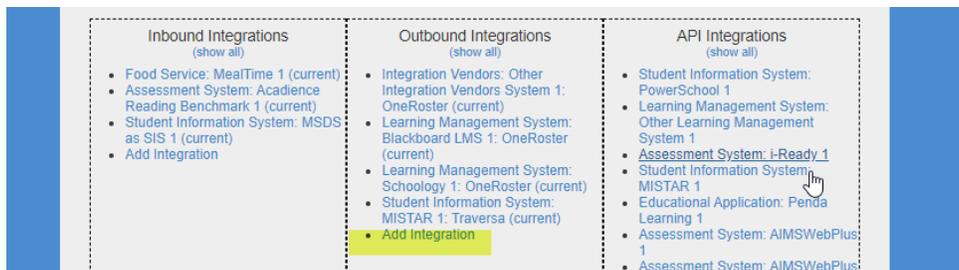
Step 5D: Remove Clever from the query name, and click continue:



Step 5E: Repeat steps 5A-5D to remove Clever from the remaining query names:



Step 6: Navigate back to the MiDataHub Cockpit, and scroll down to the Outbound Integrations, and select Add Integration:



Step 7: Configure the Outbound Integration with the following information:

- System Type:** Integration Vendors
- Vendor:** Clever
- System:** Clever-v1
- Output Type:** Custom Export
- Output:** Clever
- Year:** Current Year
- Query Timeout:** 120

Add Outbound Integration

System Type: Integration Vendors
 Vendor: Clever
 System: Clever - v1
 Output Type: Custom Export
 Output: Clever
 Year: Current Year
 Query Timeout: 120

Destinations: Select Delivery type: SFTP and populate remaining information with SFTP credentials provided by the team at Clever:

Destinations

Destination 1 (remove)

Status: Active

Delivery Type: SFTP

Location Type: Local Remote

SFTP: sftp.clever.com Test Connection

SFTP Port Number: 22

Path:

User Id:

User Password: *****

Public Key:

Compression Type: Compressed Uncompressed

Bundle Name Template:

Include Timestamp in output name:

Schedules:

Schedule Type: Daily

Start Date: Configure to the start date that you choose to send the clever exports for Clever to use

Start Time: Time of day the schedule will execute the export

Repeat every: Typically 1 for daily

Status – Active

Notification Email: Adding an email address to this box will send a notification upon success or failure of this export.

When all changes have been made, click submit and contact the team at Clever to make them aware when the files will begin populating to them.

If you need any assistance with this configuration, please email support@midatahub.org