

Census Block Guide

This utility can only be run in Firefox.

Under State Reporting> Utilities, select TEA Census Block.



If this option is greyed out, add access in Security Administration:



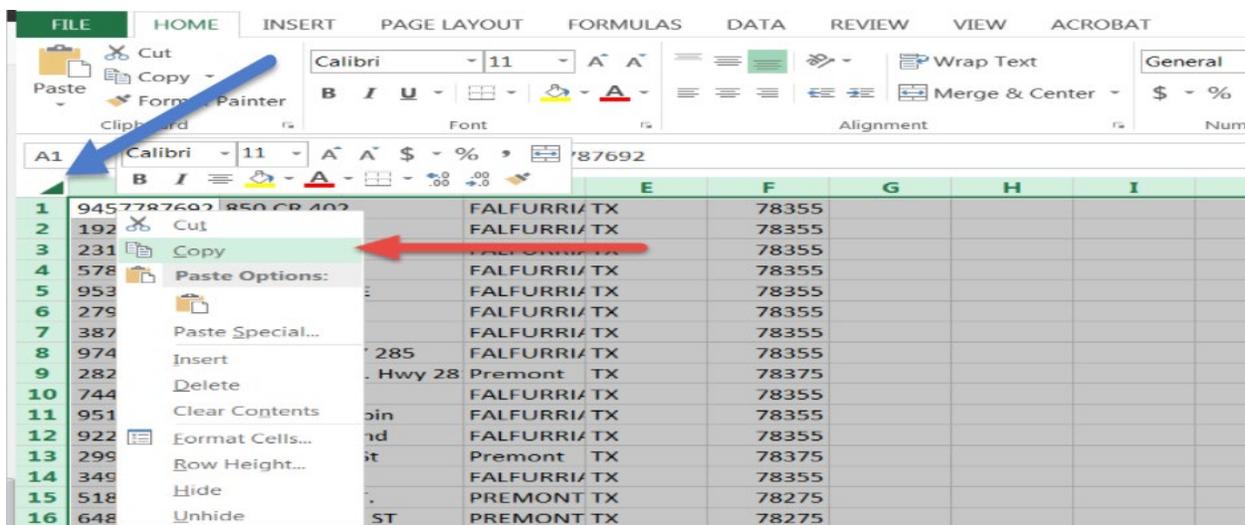
In the Census Block application, select the Export Address tab and Missing/Invalid Data Report. This report provides a list of students not eligible for Census Block.

Students are included on the report if they are ineligible due to any of the following conditions:

- Blank UID - The column displays Yes for students with a blank Texas Unique Student ID.
- Homeless - The column displays Yes if the student is homeless.
- Invalid Address - The column displays Yes if the student has an invalid physical address.
- ADA Eligibility - The column displays Yes if the student's code is 0, 4, 5, or 8 (by PEIMS As-of date). The student's code must be 1, 2, 3, 6, or 7 (as of the PEIMS date).

Select Execute. This generates a .csv file that can be exported to TEA to obtain census block data for eligible students. Save this file to your PC.

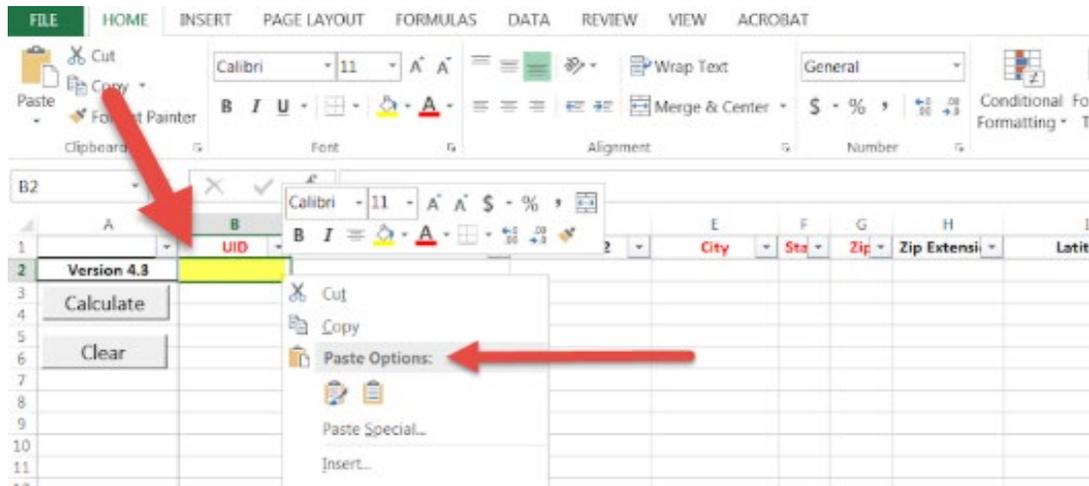
Open the file in Excel and copy the data by right clicking where the blue arrow is and selecting Copy:



Open the Census Block Group Calculator spreadsheet provided from TEA.

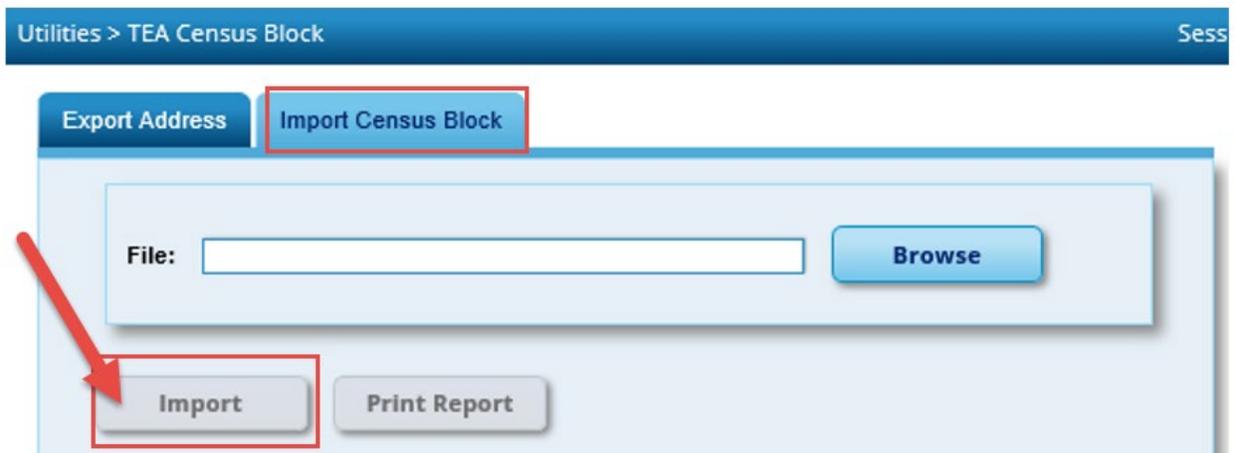
- If the spreadsheet opens in "Protected View" mode, click Enable Editing.
- If the spreadsheet gives you a Security Warning, click Enable Content.
- If there is any data in the spreadsheet, click the Clear button.

Right click and paste the copied contents into cell B2. All the data from the .csv export file should now appear in the Census Block Group Calculator. Click Calculate. This step may take a while, especially if there are more than 2000 rows pasted.



Save the Census Group Calculator file on your computer.

Go back to State>Reporting>Utilities>TEA Census Block. Select the Import Census Block tab and import the file you just saved.



Additional Resources from TEA:

https://tea.texas.gov/Texas_Schools/General_Information/Census_Block_Group_Tools