



QUALITY DATA FOR DECISION MAKING

A crucial success factor of any enterprise education data system is the adoption of comprehensive metadata standards—and compliance with them. ESP Solutions Group can work with your education agency to standardize data elements, indicators, naming conventions, definitions, codes, and formats for improved data quality and increased reliance on collected data.

Metadata are literally "data about data." They are information that describe data.

ESP has provided nationally recognized expertise in the domain of education data and metadata since 1993. We specialize in working with education agencies to document data about data (metadata). Our combined knowledge and experience of metadata comes together in **DataSpecs™**, a metadata inventory tool that facilitates sharing of data across all applications without the need to reformat them time and time again. More specifically, DataSpecs is used by ESP to manage the documentation of each data collection, application interface, data repository, indicator/index, and query/report through our metadata services.

The data elements entered into DataSpecs can be linked (related) with data elements in existing education agency data dictionaries or to national standards, including the National Center for Education Statistics (NCES) Handbooks, ED*Facts*, and the Schools Interoperability Framework (SIF).

BENEFITS

- › DataSpecs maintains a comprehensive inventory of existing data elements in a custom metadata dictionary.
- › DataSpecs locates data elements in collections from which they are being gathered, repositories where they are maintained, and outputs where they are used.
- › DataSpecs allows certified users to enter, modify, and track elements as they appear throughout the agency in collections, repositories, and outputs (reports).
- › DataSpecs assigns each collection/repository to a data steward – an office or person who is the owner of the metadata and responsible for its maintenance.

Output: A report, file, or other media for providing or accessing data.

STANDARD REPORTS in DataSpecs

Element Details	› View collections, outputs, and repositories the element is in, plus all description details
Collection by Steward	› View all collections associated with a specific data owner
Collection Detail	› View elements within a collection, plus all collection details
Output Detail	› View elements within an output, plus all output details
Repository Detail	› View elements within a data repository, plus layout details and business rules

PRICING

The cost of the project depends on the desired customization and integration of the resulting DataSpecs tool. This project is most often combined with D3M Information Systems Architecture (ISA)™, CourseWalk™, or as part of a larger systems integration project, such as end-to-end D3M ED*Facts* Reporting™. Smaller, more tailored projects are also possible – ESP will work with your agency at no charge to determine the best possible solution that fits within your budget.

WANT MORE?

CourseWalk™ + DataSpecs™ = NO DATA GUESSWORK!

Standardized course codes are essential to tracking student performance and improving instruction in the long run. They are also extremely useful for standardizing information in student transcripts. ESP's CourseWalk tool facilitates the matching of local course codes to state or national course code standards. Adding CourseWalk to your DataSpecs project takes the guesswork out of your data!

For more information on DataSpecs and other ESP solutions, please visit www.espsolutionsgroup.com, call 512-879-5300, or email info@espsg.com.



METHODOLOGY

ESP has developed a proven methodology for its DataSpecs projects. Working with education agencies since 1993 has taught us that no two agencies are exactly alike. Because of this, the details of our methodology can adjust to meet the specific needs of the agency with whom we are working. The basic components of a DataSpecs project are:

1. Discover	Meet with constituents and gather feedback.
	Support broad participation in the data element gap analysis process.
	Build consensus across various stakeholder groups.
	Drill down to learn the specific nuances of a particular data requirement's process and/or policy.
	Analyze agency requirements.
2. Configure	Assemble current and planned data requirements and specifications for your agency's data collections, ED<i>Facts</i> data reporting, and specific components of other state and Federal performance accountability systems.
	Configure DataSpecs for your agency. Align current state, NCES, ED<i>Facts</i>, and SIF record exchanges.
	Document <u>current and planned</u> data elements and indicators, including naming conventions, definitions, code lists, calculation formulas, field lengths, data sources and uses (collections, repositories, and reports) and periodicity, submission business rules, and other attributes or metadata.
	Summarize trends that ESP identifies in other education agencies across the country.
3. Deliver	Deliver metadata elements and documentation via DataSpecs. Support data management and agency policy formulation processes. Use national standards and best practice resources. Assist your agency in understanding trade-offs at key decision points.
	Assist in preparing materials to communicate your agency's data standard needs and priorities to work groups, task forces, and technical boards of NCES, SIFA, and other standards setting groups.
	Deliver the final documentation to your agency.

WHY ESP?

ESP Solutions Group specializes in improving the quality of education data. Our staff has worked directly with the development of all NCES data handbooks, Handbooks On-line, the U.S. Department of Education's metadata dictionary, and many other national efforts to define best practices for education data collection and reporting. ESP personnel have advised many local school systems, all 52 state-level education agencies, and the U.S. Department of Education on the practice of PK-12 school data management. We are regarded as leading experts in understanding the data and technology implications of state reporting, ED*Facts*, and the Schools Interoperability Framework (SIF).