



### Quaver OneRoster CSV Data Guidelines

This method for integrating rostering data into Quaver requires that you submit a set of .csv (Comma Separated Value) files that comply with the IMS Global OneRoster (1.0 or 1.1) format. The OneRoster file set describes the relationships between schools, users, courses, academic sessions, classes, and enrollments. While the information requested by the OneRoster format exceeds Quaver's needs, Quaver supports the OneRoster specification due to its widespread acceptance as a data interchange format. In a OneRoster CSV rostering integration with Quaver, OneRoster files will be delivered regularly via sFTP in order to ensure that all of the district's rostering information remains up-to-date in Quaver's system.

Quaver accepts both the OneRoster 1.0 and OneRoster 1.1 formats. If your district is producing a OneRoster export solely for Quaver, we suggest the 1.1 format as it is the simpler format to produce and provides all of the data Quaver needs to support a rostering integration.

With that in mind, the instructions presented on the following pages are intended to simplify the information provided by the IMS Global Learning Consortium in regards to producing the OneRoster 1.1 format. You'll notice that Quaver does not require many of the fields to have values, most can be left blank. The fields that do require values are shown in blue. [You can also view IMS Global's OneRoster specifications.](#)

Remember that a rostering integration with Quaver requires that we also integrate with a [Single Sign On](#) (SSO) system used by your district.

users.csv			
Field Header	Value Required?	Format (max chars)	Description/Guidance
sourcedId	yes	string (75)	The primary key. This value should assign a unique ID to each user. User sourcedIds will be used in other files to reference each unique user listed here. This value must be unique for every row in this file.
status	no	string (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: ,,</b>
dateLastModified	no	date (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: ,,</b>
enabledUser	Yes	Enumeration	Permitted values: { "true"   "false" }. 'false' denotes that the user is an active record but system access is curtailed according to the local administration rules.
orgSourcedIds	no	string (75)	The sourcedId of the organization(s) to which this user belongs. This value must reference a sourcedId in the orgs.csv file. Typically the user will only belong to one organization, but if the user belongs to multiple organizations you may list multiple values separated by commas and enclose the entire set with double quotes. For Example: "123456, 654321".
role	yes	string (13)	Describes the role of the user within the institution. Each value MUST be one of the following: teacher   student   parent   guardian   relative   aide   administrator
username	no*	string (50)	This is usually the user's district username. This value will not have any bearing on the username used to access the Quaver site.
userIds	no*	string (200)	External machine readable ID (for example, LDAP, id, LTI id) for this user, to be used if the sourcedId should not be used.
givenName	yes	string (30)	User's first name. This value is used to identify students in the teacher's grade book.

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familyName	yes	string (50)	User's last name. This value is used to identify students in the teacher's grade book.
middleName	No	string	User's middle name (s). If more than one then they are separated by a space.
identifier	no	string (200)	Identifier for the user with a human readable meaning.
email	no*	string (240)	Email address for the user. We will not send advertisements to this address. We will only send critical communications regarding the account.
sms	no	string (20)	SMS address for the user.
phone	no	string (20)	Phone number for the user.
agentSourcedIds	no	string (200)	sourcedIds of the users to which this user has a relationship. (In most cases this will be for indicating parental relationships.) If this user has a relationship to multiple other users, you may list multiple values separated by commas and enclose the entire set with double quotes. For example: "123456, 654321" .
grades	No	string	Grade(s) for which a user with role 'student' is enrolled.
password	No	string	The password for the user. This may or may not be an encrypted string.

classes.csv			
Field Header	Value Required?	Format (max chars)	Description/Guidance
sourcedId	yes	string (75)	Unique ID for the class. Class sourcedIds will be used in the enrollments.csv file to enroll users in the classes listed here. This value must be unique for every row in this file.
status	no	string (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: ,,</b>
dateLastModified	no	date (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: ,,</b>
title	yes	string (30)	Name of the class. This will be the name of the class that appears to teachers in Quaver's GradeBook. It is important that this value alone is able to distinguish one class from another for a given teacher. For example, a teacher may have a hard time telling the difference between 5 classes when each one is titled "Music." Class titles over 20 characters may not display correctly in all areas.
grades	no	string (2)	Grade level of the class (for example, 5).
courseSourcedId	yes	string (75)	SourcedId of the course of which this class is an instance. This value must reference a sourcedId in the courses.csv file.
classCode	no	string (75)	Human readable code used to help identify this class.
classType	no	string (9)	Describes how the class meets. Each value <b>MUST</b> be one of either: homeroom   scheduled
location	no	string (75)	Human readable description of where the class is physically located.
schoolSourcedId	no	string (75)	sourcedId of the organization (school) which teaches this class. This value must reference a sourcedId in the orgs.csv file.

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termSourcedIds	yes	string (75)	sourcedId of the academicSession in which this class is taught. This value must reference a sourcedId in the academicSessions.csv file. The start and end dates of the referenced academicSessions row will determine the start and end dates of this class within Quaver.
subjects	no	string (100)	Subject name, relating to course content. If more than one subject is appropriate, you may list multiple values separated by commas and enclose the entire set with double quotes. For example: "choir, band".
subjectCodes	No	List of Strings	Subject codes(s) in machine readable form. If more than one subject code is needed, use double quotes, and separate with commas.
periods	No	List of Strings	The time slots in the day that the class will be given. If more than one period is needed, use double quotes, and separate with commas (per RFC 4180).  Examples: 1; "1,3,5"

enrollments.csv			
Field Header	Value Required?	Format (max chars)	Description/Guidance
sourcedId	yes	string (75)	This value should assign a unique ID to each enrollment. An enrollment consists of the pairing of a user (student or teacher) and a class. A unique enrollment sourcedId can often be achieved by combining the user sourcedId and the class sourcedId. This value must be unique for every row in this file.
status	no	string (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: ,,</b>
dateLastModified	no	string (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: ,,</b>
classSourcedId	yes	string (75)	sourcedId of the class in which the user is enrolled. This value must reference a sourcedId in the classes.csv file. This value indicates in which class the user should be enrolled.
schoolSourcedId	no	string (75)	sourcedId of the school in which the enrollment exists. This value must reference a sourcedId in the orgs.csv file. Quaver organizes classes by teacher, and this value is not utilized in our system.
userSourcedId	yes	string (75)	sourcedId of the user who is enrolled in the class. This value must reference a sourcedId in the users.csv file. This value indicates which user should be enrolled in the class.
role	yes	string (13)	Describes the role of the user within the class. For example, the user may be enrolled in the class as a teacher, or as a student. Each value <b>MUST</b> be one of the following: teacher   student   parent   guardian   relative   aide   administrator Quaver uses only the "teacher" and "student" roles to define user:class relationships. Users with any other role will not be enrolled in the Quaver class.

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primary	no*	Boolean (5)	If more than one teacher is enrolled in a class, one and only one of the teachers must be specified as the primary teacher. The value should be "true" for the one primary teacher and "false" for any other. *If more than one teacher is enrolled in a class, this value is required to be "true" for exactly one teacher.
beginDate	No	Date	The start date for the enrollment. This date must align with the associated academic session (term) identified in the class.
endDate	No	Date	The end date for the enrollment (exclusive). This date must align with the associated academic session (term) identified for the class.

academicSessions.csv			
Field Header	Value Required?	Format (max chars)	Description/Guidance
sourcedId	yes	string (75)	The primary key. This value should assign a unique ID to each academic session (term, school year, semester, etc.). Academic session sourcedIds will be used in other files to reference each unique academic session listed here. This value must be unique for every row in this file.
status	no	string (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: ,,</b>
dateLastModified	no	date (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: ,,</b>
title	yes	string (75)	Name or title of the date range.
type	yes	string (13)	Describes the type of academic session. Each value MUST be one of the following: term   gradingPeriod   schoolYear   semester
startDate	yes	date (10) YYYY-MM-DD	The date on which the session begins, formatted as YYYY-MM-DD. This value defines the start date of classes in the Quaver program that reference this session. All classes with a start date in the future are visible to users.
endDate	yes	date (10) YYYY-MM-DD	The date on which the session ends, formatted as YYYY-MM-DD. This value defines the end date of classes in the Quaver program that reference this session. Classes in Quaver become archived after this end date has passed.
parentSourcedId	no	string (75)	sourcedId of the parent academic session. You can use this value to nest sessions, for example, the sourcedId of the school year to which the semester belongs.
schoolYear	Yes	Year YYYY	The school year for which the academic session contributes. This year should be that in which the school year ends.

courses.csv			
Field Header	Value Required?	Format (max chars)	Description/Guidance
sourcedId	yes	string (75)	This value should assign a unique ID to each course. Course sourcedIds can be used in the classes.csv file to assign classes to the courses listed here. This value must be unique for every row in this file.
status	no	string (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: ,,</b>

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dateLastModified	no	date (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: „</b>
schoolYearSourcedId	no	string (75)	The sourcedId of the academic session (school year) in which this course runs. This value must reference a sourcedId in the academicSessions.csv file.
title	yes	string (100)	Name of the course.
courseCode	no	string (75)	Human readable course code.
grades	no	string (50)	Grade level of the course (for example,. 9 or range 9-12).
orgSourcedId	no	string (75)	sourcedId of the org to which this course belongs. This may be a school or district level organization. This must reference a sourcedId in the orgs.csv file.
subjects	no	string (75)	Subject name, relating to course content. If more than one subject is appropriate, use double quotes and separate with commas. For example: “choir, band”.
subjectCodes	no	string (75)	Subject codes(s) in machine readable form.

orgs.csv			
Field Header	Value Required?	Format (max chars)	Description/Guidance
sourcedId	yes	string (75)	The primary key. This value should assign a unique ID to each organization, school, district, etc. Orgs' sourcedIds will be used in other files to reference each unique organization listed here. This value must be unique for every row in this file.
status	no	string (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: „</b>
dateLastModified	no	date (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: „</b>
name	yes	string (100)	The name of the organization.
type	yes	string (75)	Describes the type of organization. MUST be one of the following: school   local   state   national
identifier	yes	string (75)	NCES ID (National Center for Education Statistics) for the organization.
parentSourcedId	no	string (75)	sourcedId of the parent organization. For example, the sourcedId of the district to which the school belongs.

demographics.csv			
Field Header	Value Required?	Format (max chars)	Description/Guidance
userSourcedId	no	string (75)	sourcedId of the user to which the demographics refer. This value must reference a sourcedId in the users.csv file.
status	no	string (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: „</b>
dateLastModified	no	date (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: „</b>
birthdate	no	date (10)	User's date of birth.
sex	no	string (6)	Sex of user. Each value MUST be one of either: “Female” or “Male”.
americanIndianOrAlaskaNative	no	Boolean (5)	Value MUST be one of either: “true” or “false”.
asian	no	Boolean (5)	Value MUST be one of either: “true” or “false”.
blackOrAfricanAmerican	no	Boolean (5)	Value MUST be one of either: “true” or “false”.
nativeHawaiianOrOtherPacificIslander	no	Boolean (5)	Value MUST be one of either: “true” or “false”.
white	no	Boolean (5)	Value MUST be one of either: “true” or “false”.
demographicRaceTwoOrMoreRaces	no	Boolean (5)	Value MUST be one of either: “true” or “false”.

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hispanicOrLatinoEthnicity	no	Boolean (5)	Value MUST be one of either: “true” or “false”.
countryOfBirthCode	no	string (2)	Vocabulary – <a href="https://ceds.ed.gov/CEDSElementDetails.aspx?TermxTopicId=20002">https://ceds.ed.gov/CEDSElementDetails.aspx?TermxTopicId=20002</a>
stateOfBirthAbbreviation	no	string (2)	Vocabulary – <a href="https://ceds.ed.gov/CEDSElementDetails.aspx?TermxTopicId=20837">https://ceds.ed.gov/CEDSElementDetails.aspx?TermxTopicId=20837</a> NOTE: For territories outside of the US, disregard this field.
cityOfBirth	no	string (75)	The city in which the user was born.
publicSchoolResidenceStatus	no	string (75)	Vocabulary - <a href="https://ceds.ed.gov/CEDSElementDetails.aspx?TermxTopicId=20863">https://ceds.ed.gov/CEDSElementDetails.aspx?TermxTopicId=20863</a>

classResources.csv			
Field Header	Value Required?	Format (max chars)	Description/Guidance
sourcedId	yes	string (75)	This value should assign a unique ID to each class resource.
status	no	string (0)	Leave this field blank. This should appear as two consecutive commas in the .csv file: „
dateLastModified	no	date (0)	Leave this field blank. This should appear as two consecutive commas in the .csv file: „
title	no	string (30)	Name of the related class.
classSourcedId	yes	string (75)	sourcedId of the class to which this classResource is an instance. This value must reference a sourcedId in the classes.csv file.
resourceSourcedId	yes	string (75)	sourcedId of the resource to which this classResource is an instance. This value must reference a sourcedId in the resources.csv file.

courseResources.csv			
Field Header	Value Required?	Format (max chars)	Description/Guidance
sourcedId	yes	string (75)	This value should assign a unique ID to each course resource.
status	no	string (0)	Leave this field blank. This should appear as two consecutive commas in the .csv file: „
dateLastModified	no	date (0)	Leave this field blank. This should appear as two consecutive commas in the .csv file: „
title	no	string (30)	Name of the related course.
courseSourcedId	yes	string (75)	sourcedId of the course to which this courseResource is an instance. This value must reference a sourcedId in the courses.csv file.
resourceSourcedId	yes	string (75)	sourcedId of the resource to which this courseResource is an instance. This value must reference a sourcedId in the resources.csv file.

resources.csv			
Field Header	Value Required?	Format (max chars)	Description/Guidance
sourcedId	yes	string (75)	This value should assign a unique ID to each resource.
status	no	string (0)	Leave this field blank. This should appear as two consecutive commas in the .csv file: „

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dateLastModified	no	date (0)	<b>Leave this field blank. This should appear as two consecutive commas in the .csv file: „</b>
vendorResourceId	yes	string (75)	This value is a unique ID that is provided by Quaver.
title	yes	string (30)	Name of this resource.
roles	no	string (13)	Specifies who the resource is intended for. Must be set to "administrator" or "teacher".
importance	no	string (9)	Designates the resource importance. Must be set to "primary" or "secondary".
vendorId	yes	string (7)	The vendor ID for Quaver. This field must be "vnd.qed".
applicationId	no	string (30)	Identifies the application associated with this resource.