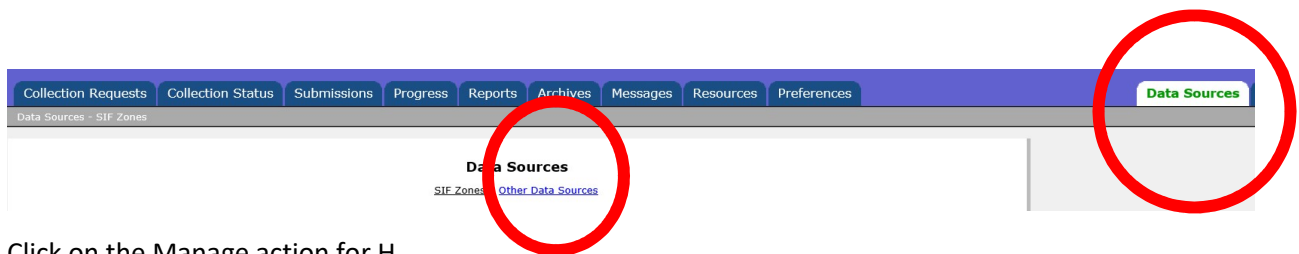
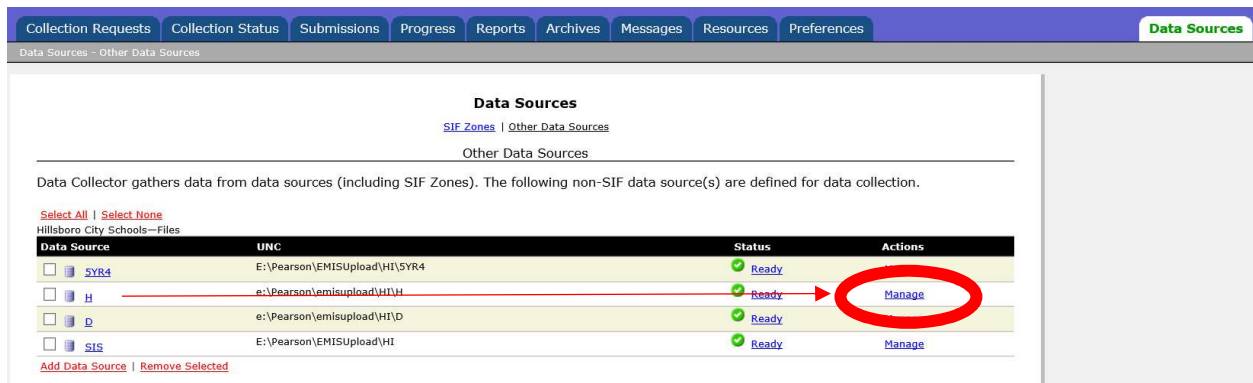


Log in to the Data Collector and go to Data Sources and then Other data sources.



Click on the Manage action for H.



Click upload files and find your saved USAEMS.SEQ

# SIFWorks VRF Data Collector

[Collection Requests](#)[Collection Status](#)[Submissions](#)[Progress](#)[Reports](#)[Archives](#)

Data Sources - [Other Data Sources](#) > Manage Files

## Manage Files

Other Data Sources — H

Use the options below to manage files for this data source.

[Select All](#) | [Select None](#) | [Upload File\(s\)](#)

Currently Uploaded File(s)	
File Name	Upload
<input type="checkbox"/> USAEMS_2021 (4).SEQ	July 02
<input type="checkbox"/> USAEMS_EMISR.SEQ	July 01
<input type="checkbox"/> EISEMS.SEQ	Septem

[Upload File\(s\)](#) | [Delete Selected](#) | [Cancel](#)

Click on the Collection Request tab and go to the Financial 21H manifest. Click start a collection.

**Collection Requests** | Collection Status | Submissions | Progress | Reports | Archives | Me

Collection Requests Summary

**Message Center** Click on the triangle to show the list of topics for each message type. Click on the topic link to see

My Messages (0 Unread Messages, 0 total)

Messages for Organizations (0 Unread Messages, 0 total)

Messages for All Users (0 Unread Messages, 0 total)

Show messages which are: ☐ Expired ☐ Hidden

**Collection Requests Summary**

Ohio Department of Education

[Refresh](#) | [Restore Defaults](#) | [Hide Message Center](#)

Use the choices below to filter the list of collection requests shown


Collection Request: FY21-H-Financial ▼

Data Set: All ▼

☐ Show closed collections

Sort Order

Order Collections By: ☐ Submission Close Date ☒ A-Z ☐ Z-A ☐ A-Z on Short Name ☐ Z-A on Short Name

 **Financial Collection (FY21)**

FY21-H-Financial: Collection required for all EMIS reporting entities. This financial reporting period includes s

**Submissions:** June 03, 2021 - August 31, 2021 (49 days till close)

**Version:** 1

**Status:** This collection has never been submitted.

**Submission Number:** 1 (Attempts: 1)

**Actions:** [Start Collection](#)  
[Add New Scheduled Collection](#)  
[Set Default Collection properties](#)

Click the Data Source for H only first. Then click on “Start Data Collection for all items checked below”.  
**Do not** run the SIF collection.

**SIFWorks VRF Data Collector**

**Collection Requests** | Collection Status | Submissions | Progress | Reports | Archives | Messages

Collection Requests Summary > Start Collection

### Financial Collection (FY21)

Start Collection — Submission Number 1 (attempt 0)

To start data collection, choose the data sources from which to collect data. You may exclude some data sources now and resume data collection later, by clicking the Start/Stop Collection action on the Collection Requests Summary page.

[Start Data Collection for all items checked below](#)

SIF Zone	Zone Status	Collection Status
<input type="checkbox"/> EC	<a href="#">Connected</a>	Not Started

**EMIS Formatted Files**

Data Sources	Availability	Collection Status
<input type="checkbox"/> EMP4	<a href="#">Ready</a>	Not Started
<input checked="" type="checkbox"/> H	<a href="#">Ready</a>	Not Started
<input type="checkbox"/> D	<a href="#">Ready</a>	Not Started
<input type="checkbox"/> SIS	<a href="#">Ready</a>	Not Started

**Scope of execution**

This collection will collect quickly. You **MUST** preview the reports and check the number of records to confirm the data. If data is not collected, write [helpfiscal@mveca.org](mailto:helpfiscal@mveca.org).

If the data looks correct and complete, certify and submit the data.