Working with the Grade to Grade Transition extract from Data BC

Understanding the Grade to Grade Transition data extract	Read the following documents: • *Grade to grade transition field definitions* • Ministry of Education data masking policy
How can I work with this data set in Microsoft Excel?	The following tutorials may be helpful: • Auto-filtering in Excel • Keeping leading zeros and large numbers in Excel

Conventions in this document

BOLDED_WITH_UNDERSCORES	Indicates a column name (for example, **SUB_POPULATION**)
'Text within single quotation marks'	Indicates a column value (for example, 'FEMALE')

Instructions

1. Open your local copy of the file.

2. Apply auto-filtering to the heading row. (This is not essential, but it makes it easier to work with the data when you have more than a screen's worth of rows.)

3. Use the auto-filter on the **DATA_LEVEL** column to select either 'DISTRICT LEVEL', 'PROVINCE LEVEL', or 'SCHOOL LEVEL'.

4. The next column to work with depends on which value you just selected:

   • If you selected 'PROVINCE LEVEL', use **PUBLIC_OR_INDEPENDENT** to set which schools to include in your results (public, independent, or province total).

   • If you selected 'DISTRICT LEVEL', use either **DISTRICT_NUMBER** or **DISTRICT_NAME** to select the district whose results you want to see. (Note that independent schools do not have school districts.)

   • If you selected 'SCHOOL LEVEL', use either **SCHOOL_NUMBER** or **SCHOOL_NAME** to select the school whose results you want to see.

5. Use **SUB_POPULATION** to select the grouping of interest (for example, 'ALL STUDENTS').

6. To remove all masked data ('Msk'), use the auto-filter to deselect 'Msk' from columns M to O.

7. Use the auto-filter on **BASE_YEAR** to select data from a specific school year (e.g. '2018/2019').

Sample Questions

Question:
What percentage of first-time Grade 7 students in Alternate Program facility types successfully transitioned to Grade 8 in 2019/2020?

Path to answer:
1. Filter **DATA_LEVEL** to 'PROVINCE LEVEL'
2. Filter **PUBLIC_OR_INDEPENDENT** to 'PROVINCE-TOTAL'
3. Filter **STUDENT_GRADE_THIS_COLLECTION** to '7'
4. Filter **SUB_POPULATION** to 'ALL STUDENTS'
5. Filter **FACILITY_TYPE** to 'ALTERNATE'
6. Filter **BASE_YEAR** to '2018/2019'
7. Column O (**G2G_TRANSITION_RATE**) = 96.8

Question:
What percentage of first-time female Grade 10 students at standard public schools in Burnaby school district successfully transitioned to Grade 11 in 2018/2019?

Path to answer:
1. Filter **DATA_LEVEL** to 'DISTRICT LEVEL'
2. Filter **PUBLIC_OR_INDEPENDENT** to 'BC PUBLIC SCHOOL'
3. Filter **STUDENT_GRADE_THIS_COLLECTION** to '10'
4. Filter **SUB_POPULATION** to 'FEMALE'
5. Filter **FACILITY_TYPE** to 'STANDARD'
6. Filter **BASE_YEAR** to '2017/2018'
7. Column N (**G2G_TRANSITION_RATE**) = 96.9