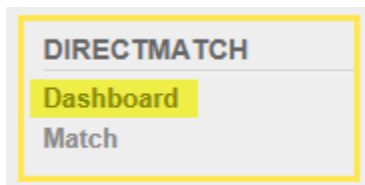



MOSIS DirectMatch Download

Once the system has been sourced or a batch has been uploaded and any near matches have been resolved, the file will be ready to download.

1. Start at the DirectMatch Dashboard.



2. Select the wheel icon  in the batch row to select information that you want to download.

You will have the option to download information with the following statuses:
(If there were no canceled records, the "Canceled" option would not be shown.)

STATUS	STATUS RECORD COUNT	TOTAL BATCH RECORD COUNT
<input type="radio"/> Match / No Match	1810	1819
<input checked="" type="radio"/> Match	30	1819
<input type="radio"/> No Match	1780	1819
<input type="radio"/> Canceled	9	1819

Note: This screen also shows the number of records per status field and the total number of records in the batch.

- Once the download records have been specified, the file format will need to be defined. Please contact your SIS vendor to determine if their system requires a specified format for the fields in yellow below:

“Delimiter”: Tab or Comma

“Qualifier”: ” or ‘

“Include Header/Footer”: Yes or No

All other fields are defaulted and require no action.

AVAILABLE OPTIONS TO DOWNLOAD

Batch Number:	<input type="text" value="670613"/>
Template:	<input type="text" value="eScholar Uniq-ID® File Format 3.0+"/> ▼
Delimiter:	<input type="text" value="TAB"/> ▼
Qualifier:	<input type="text"/> ▼
Date Format:	<input type="text" value="mm/dd/yyyy"/> ▼
Include Header/Footer:	<input type="radio"/> Yes <input checked="" type="radio"/> No

- Click the **DOWNLOAD** button at the bottom of the page. Then click **DOWNLOAD** again.

You will then be able to “open” or “save” your file.

- A sample download file in the 3.0+ format can be viewed below.

Sample 3.0+ File Download Review

A sample 3.0+ layout can be viewed below. This is the full file containing all ninety-eight fields. The last twenty-seven fields of the file pertain to the student's direct certification information. These fields are also described below.

```
DM Sample Export_Match Values - Notepad
File Edit Format View Help
ID,0000,500500,ROBIN,CHRISTOPHER,M,,M,07/21/2001,05,8888888888,,H,8888888888,500500,2018,####,DirectCert,,,,,,,,,,,,,,,,,02,,,,,,,,,,,,,96,Match,,,,,1234,03/19/2018,CHRISTOPHER,ROBIN,M,07/21/2001,M,H,5678 RIVER ROAD,,SOMEWHERE,MO,65101,SMITH,ROBIN,####,Y,N,N,02/04/2018,SNAP
ID,0000,500500,JONES,JESSICA,J,,F,07/22/2001,05,1111111111,,W,1111111111,500500,2018,####,DirectCert,,,,,,,,,,,,,,,,,02,,,,,,,,,,,,,96,Match,,,,,1234,03/19/2018,JESSICA,JONES,J,07/22/2001,F,W,1111 SAGE WAY,,SOMEWHERE,MO,63028,JUSTIN,JONES,####,Y,N,N,10/01/2017,SNAP
ID,0000,500500,SAWYER,TOM,T,,M,07/23/2001,05,2222222222,,H,2222222222,500500,2018,####,DirectCert,,,,,,,,,,,,,,,,,02,,,,,,,,,,,,,96,Match,,,,,1234,03/19/2018,TOM,SAWYER,T,07/23/2001,M,H,1234 SMITH AVE,,SOMEWHERE,MO,65101,VALARIE,SAWYER,####,Y,N,N,02/04/2018,SNAP
ID,0000,500500,Smith,Stan,J,,M,01/01/2001,,1234123456,,W,1234123456,500500,2018,,DirectCert,,,,,,,,,,,,,,,,,00,Match,,,,,735,03/27/2018,No Match - No DM Index record available for extract
```

	DOWNLOAD FIELDS	MATCH RESULTS	FIELD DESCRIPTION	NO MATCH RESULTS
Match / No Match Information	Match Score	96	Match Score Percentage	N/A
	ID Record Status	MATCH	Match / No Match	No Match
	Location Status	N/A	N/A	N/A
	Event Status	N/A	N/A	N/A
	Record Reference Number	N/A	N/A	N/A
	Last Updated User ID	1234	User That Ran the Report	1234
	Record Update Date	3/19/2018	DirectMatch Match Date	3/27/2018
	Comments	Comments will only appear for "No Matches"		No Match-No DM Index Record Available for Extract
Student Information	First Name	Christopher	Student Information	Additional Information will not be provided for "No Matches"
	Last Name	Robin		
	Middle Initial	M		
	Date of Birth	7/21/2001		
	Gender	M		
	Race	H		
	Address Line 1	5678 River Road		
	Address Line 2			
	City	Somewhere		
	State Code	MO		
	Postal Code	65101		
	Guardian First Name	Smith		
Guardian Last Name	Robin			
Program Information	DSS ID	#####	Fictitious # /Not True DSS ID	
	SNAP	Y	Program the Student Qualifies For	
	TANF	N		
	Foster	N		
	Match Date	2/4/2018	Date the Student Qualified for Services	
	Recommended Program	SNAP	Recommended Program (SNAP, TANF, Foster)	