

### Suggested Data Entry Sequence

Entering complete data in DASL is a big project and happens at a busy time of year. We recommend a couple of strategies to reduce stress and contribute the highest data quality:

- Enter the data in smaller chunks. Adjust the suggested sequence below as needed to align with your school's calendar.
- Complete your initial data entry well before the deadline so that you have time to review and address any errors well before data entry closes

Here is the suggested sequence:

Month data likely available	Category	Subcategory	Data for School Year
June	School	All	New
	Tuition and Fees	All	New
	Administrator Salaries	All	New
	Executive Compensation	All	New
July	Advancement	All	Previous
	Teacher Salaries	All	New
	Financial Operations	Tuition Discounting	Previous
		Endowment & Reserves	Previous
August	Financial Aid	All	New
	Employee and Board	All	New
	Benefits and Salary	All	New
	Financial Operations	Revenues	Previous
		Expenses and Other	Previous
September	Students	All	New
	Admission/Attrition	Admission	New
		Attrition	Previous
October - November	Financial Operations	Balance Sheet	Previous