Why am I getting SSDR errors of â€œInvalid file headerâ€, â€œToo many elementsâ€, and/or â€œIncorrect sizeâ€ when trying to upload my Offense and Discipline files to the DESE?

The text entered in the Description fields canâ€™t contain commas and canâ€™t exceed 50 characters in length (ie. Description of Offense Type 1-5, Incident Description, Education Services Comment). The upload file is a Comma Separated Value (CSV) so a comma will break the data into more fields than allowed. The best practice is to keep the comment brief with no punctuation. The purpose for this field is to provide an explanation of any â€œotherâ€ offense code selection or to explain Education Services provided/not provided.

The above information has been added to the iPASS Discipline System & SSDR Help Guide (July 2015) and is available in iPASS Help > DOE ID Manager > Help > SSDR Sub Categories folder.

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http://www.imgsoftware.com/kb/entry/611/