Course 4B Administrator Navigation

Document #C4B.2
This course will cover the navigation of the PDE Educator Dashboard and Early Warning System from the perspective of a district or building administrator:

• Review steps that enable an administrator to access the application

• Review navigation in the Pennsylvania Department of Education (PDE) Educator Dashboard and Early Warning System

• Review the indicators and metrics available to Administrators in the PDE Educator Dashboard and Early Warning System
Course Pre-Requisites

Participants must have:

- An account to the Pennsylvania Department of Education (PDE) Portal
- An account to the Pennsylvania Educator Dashboard
- An active account for the Standards Aligned Systems training platform (http:www.pdesas.org/)

Participants must have completed:

- Course 3: Family Education Rights and Privacy Act (FERPA) for the LEA
Participants will be able to:

- Login in as a building administrator to the PDE Educator Dashboard
- Successfully navigate through the PDE Educator Dashboard for Administrators: School and Student Information, Academic Information, Early Warning System, and Intervention Catalog
- Describe the purpose of each of the PDE Educator Dashboards for administrators
- List 2 examples of types of indicators available on each of the PDE Educator Dashboard for administrators
Security/Roles

- The Educator Dashboard and Early Warning System have security restrictions to control the level of access for each school and district staff member.
- Educators have access only to students with whom they have a direct instructional Interest
  - Teachers have access to data on his/her students only
  - Principals have access to data on students enrolled at his/her school only
## Dashboard Roles

<table>
<thead>
<tr>
<th>Dashboard Role</th>
<th>Typical Staff Position</th>
<th>Assign Interventions</th>
<th>Manage Intervention Catalog</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff</td>
<td>Receptionist</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Specialist</td>
<td>Teacher</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leader</td>
<td>Counselor</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>Administration</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Principal</td>
<td>Principal or Vice Principal</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Superintendent</td>
<td>Superintendent</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>System Administration</td>
<td>Data Steward</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Intervention Administrator</td>
<td>(District Dependent)</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>
Accessing the Log In Screen

Visit:  
http://www.education.state.pa.us
Logging in to the Enterprise Portal

- Enter username and password

Welcome to the Enterprise Portal
Log in to your personalized Portal account.

If you are a citizen and have an existing account, enter your Username and Password. If you are a Commonwealth Employee, or other individual with specialized credentials, please insert the appropriate domain name in front of your username (example: domain/username).

Username:
Password:
Log In

If you are a citizen and do not have an account, please click on the Registration to register for a new account. Once registered, the new account will be activated within 24 hours.

Register

Forgot Password?
Retrieve it here!
Accessing My PDE

- Click on My PDE
Accessing Test Environment

- Click on **Testing**, if you have NOT moved your Dashboard data to Production.
Accessing Production Environment

- Click on Dashboard under Insider PDE, if you have moved your Dashboard data to Production
• Enter your PPID, DOB and the last four digits of your SSN
Administrator Dashboard Layout
• A header is displayed at the top of each dashboard screen.
• Across the top is displayed the name of the dashboard being displayed and links to Export All, Print, access the support page, or log out.
• Notice the links back to the home page for this user, a link to the district level data and a link to the school level data (role driven)
At the bottom of each dashboard screen is a legend.

The different indicators used throughout the dashboards are defined in the legend.
School Level and Student Level Dashboards

- School Administrators can view both school level aggregate data and individual student data for all students on the school’s roster.
- Many of the metric categories are the same between school level and student level dashboards.
- The difference is in the granularity of the data.
• School information includes administration, accountability and demographics for this school
• Other tabs available are the Academic Dashboard, containing academic related metrics for this school, the Early Warning System, and Interventions
Homepage for administrator includes:

- Administration
- Accountability
- Population by grade
- Demographics
- Students by program
- Other Student Information
  - Economically Disadvantaged, Homeless, Immigrant, LEP, Migrant, Over Age
All Staff:
- Listed alphabetically by Last Name
- E-Mail link
- School Role
The Teacher List displays all teachers alphabetically with links to their emails.
Students by Grade

Default view:
- All Students listed alphabetically by last name
- Sortable by
  - Grade Level
  - Designations
  - Attendance/Discipline
  - Grades
The Students by Demographic page allows users to select a demographic to view.
• Gender
• Ethnicity
• Race
• Program
  • 504, ESL, SpEd, Title I, etc.
• Indicator
  • At Risk, Economically Disadvantaged, Homeless, LEP, Migrant, Late Enrollment
The default view shows various early warning metrics for the chosen demographic group.
Student Lists: Customize View

- Customize View lets the user:
  - See more data
  - Export data
  - Maximize the data grid
  - Create, add or delete students to/from a watch list
• See More Data button allows users to choose which columns appear in the view
• Choices include additional student indicators for Attendance, Behavior and Course Performance
By clicking on My Student Lists tab Administrators are able to:
• Navigate to individual student profiles
• Create their own customized lists to track student groups
• Creation of Watch Lists is covered in Course 5A
Guided Practice Activity #1

Form groups of three or four. Each person should pick a particular grade and explore the following:

1) Explore 2 or 3 Demographic Groups.

2) How do the groups compare?

3) What are some ways you might use customized lists to help students?

4) What are some customized lists you would like to create for your personal use?

5) Be prepared to share your discussion points with the group.
Academic Dashboard – School Overview
School Level information available on the Academic Dashboard includes:

- Prior year accountability rating
- Summary metrics for attendance and discipline, state and local assessment results, grades and credits, advanced academic, college and career readiness and early warning system
The Academic Overview page shows summative reports for each of the following areas:

- Attendance and discipline
- State and local assessments
- Grade and credits
- Advanced academics
- College and career readiness
- Early warning system
At the school level, the number of metrics that met the goals set for that category is indicated.

In the example shown, 10 metric goals were set for attendance and 10 attendance metrics met their goal.
Academic Dashboard – Attendance and Discipline
For each tab on the academic dashboard the metrics displayed include: metric value, trend, school goal, difference from goal, student attainment, and a More button for details.
School Attendance and Discipline Metrics

School Attendance metrics

• Average Daily Attendance
• Daily Attendance Rate
• Days Absent
• Class Period Absence Rate

School Discipline metrics

• All Discipline Incidents
• School Code of Conduct Incidents
Clicking on the **More** icon displays choices of reports:

- Grade level chart
- Student list
School Discipline

- All incidents to date
  - Current Grading Period, Previous Grading Period, YTD, Prior Year
- Code of Conduct incidents
  - Current Grading Period, Previous Grading Period, YTD, Prior Year
Academic Dashboard – Assessments
Academic Dashboard: State Assessments Tab

- State Assessments show results for:
  - Performance on PSSA standards
  - Keystone performance
  - PSSA Academic Content Standards performance
  - Content Area results for each of these assessments
Local assessments show results for:

- Benchmark performance
- Content area results
- Learning Standard Mastery by Core Subject Area
Academic Dashboard – Grades and Credits
Categories displayed are: Grades Below C Level, Repeat Courses, Failing Class Grades and Algebra 1.

For each category, % of students in that category is displayed.
Repeat Courses shows % of students repeating a course due to a prior course failure

Falling Class Grades shows the % of students with core subject course grades dropping 10%+ from prior grading period.

Algebra I, by grade level shows the % of students taking/taken course, and % passing/passed the course.
Advanced academics displays:
- State standardized assessment results
- % students with advanced course potential
- Advanced course enrollment rate
- Advanced course completion rate
Academic Dashboard - College and Career Readiness
College and Career Readiness shows graduation status and an overview of college entrance exam results.
College entrance exams displayed include: PSAT, SAT, ACT.
1) What are the areas reported on within the Academic Dashboard?

2) What are the Attendance Metrics?

3) What does the Failing Class Grades Metric measure? Give an example.

4) Choose one of your classes and dig deeper into one metric for attendance, discipline or grades. What did you discover that surprised you or made you want to learn more? Explain.
Early Warning System
Early Warning System Tab

Early Warning System modules:
- Failing Summary
- Percent Failing
- Percent Caution
### Early Warning System: Failing Summary

#### Failing Summary
Percent of students failing Early Warning Indicators

<table>
<thead>
<tr>
<th>Failing Summary</th>
<th>Metric Value (% of students)</th>
<th>Trend</th>
<th>School Goal</th>
<th>Difference From Goal</th>
<th>Student Attainment (# meeting student goal)</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percent failing all 5 indicators</td>
<td>0.0 %</td>
<td></td>
<td>5.0 %</td>
<td>5.0 %</td>
<td>0 of 320</td>
<td>More</td>
</tr>
<tr>
<td>Percent failing 4 or more indicators</td>
<td>0.0 %</td>
<td></td>
<td>5.0 %</td>
<td>5.0 %</td>
<td>0 of 320</td>
<td>More</td>
</tr>
<tr>
<td>Percent failing 3 or more indicators</td>
<td>0.0 %</td>
<td></td>
<td>10.0 %</td>
<td>10.0 %</td>
<td>0 of 320</td>
<td>More</td>
</tr>
<tr>
<td>Percent failing 2 or more indicators</td>
<td>2.8 %</td>
<td></td>
<td>15.0 %</td>
<td>12.2 %</td>
<td>9 of 320</td>
<td>More</td>
</tr>
<tr>
<td>Percent failing 1 or more indicators</td>
<td>29.6 %</td>
<td></td>
<td>20.0 %</td>
<td>-9.6 %</td>
<td>95 of 320</td>
<td>More</td>
</tr>
</tbody>
</table>

EWS Failing Summary shows the % of students failing 1 or more Early Warning Indicators
### Early Warning System: Percent Failing

<table>
<thead>
<tr>
<th>PERCENT FAILING</th>
<th>METRIC VALUE</th>
<th>TREND</th>
<th>SCHOOL GOAL</th>
<th>DIFFERENCE FROM GOAL</th>
<th>STUDENT ATTAINMENT</th>
<th>DETAILS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance - Failing (Through September 10, 2014)</td>
<td>% of students failing daily attendance indicator</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Percent failing - Daily Attendance Rate</td>
<td>0.0 %</td>
<td>10.0 %</td>
<td>10.0 %</td>
<td>0 of 320</td>
<td>More</td>
<td></td>
</tr>
<tr>
<td>Behavior - Failing (Through September 10, 2014)</td>
<td>% of students failing behavior indicators</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Percent failing - State Reportable Offenses</td>
<td>2.1 %</td>
<td>10.0 %</td>
<td>7.9 %</td>
<td>7 of 320</td>
<td>More</td>
<td></td>
</tr>
<tr>
<td>• Percent failing - School Code of Conduct Incidents</td>
<td>0.0 %</td>
<td>10.0 %</td>
<td>10.0 %</td>
<td>0 of 320</td>
<td>More</td>
<td></td>
</tr>
<tr>
<td>Current Course Grades - Failing (Through Sixth Six Weeks 2013-2014)</td>
<td>% of students failing language arts or mathematics indicators</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Percent failing language arts</td>
<td>15.6 %</td>
<td>10.0 %</td>
<td>-5.6 %</td>
<td>50 of 320</td>
<td>More</td>
<td></td>
</tr>
<tr>
<td>• Percent failing mathematics</td>
<td>14.6 %</td>
<td>10.0 %</td>
<td>-4.6 %</td>
<td>47 of 320</td>
<td>More</td>
<td></td>
</tr>
</tbody>
</table>

- **Attendance:** % failing Daily Attendance Rate
- **Behavior:** % failing – State Reportable Offenses and % failing School Code of Conduct Incidents
- **Current Course Grades:** % failing Language arts and % failing mathematics
### Early Warning System: Percent Caution

<table>
<thead>
<tr>
<th>PERCENT CAUTION</th>
<th>METRIC VALUE (% of students)</th>
<th>TREND</th>
<th>SCHOOL GOAL</th>
<th>DIFFERENCE FROM GOAL</th>
<th>STUDENT ATTAINMENT (# meeting student goal)</th>
<th>DETAILS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance - Caution (Through September 10, 2014)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percent approaching failing - Daily Attendance Rate</td>
<td>4.6 %</td>
<td>10.0 %</td>
<td>5.4 %</td>
<td>15 of 320</td>
<td>More</td>
<td></td>
</tr>
<tr>
<td>Behavior - Caution (Through September 10, 2014)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percent approaching failing - School Code of Conduct Incidents</td>
<td>0.0 %</td>
<td>10.0 %</td>
<td>10.0 %</td>
<td>0 of 320</td>
<td>More</td>
<td></td>
</tr>
<tr>
<td>Current Course Grades - Caution (Through Sixth Six Weeks 2013-2014)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percent approaching failing language arts</td>
<td>28.1 %</td>
<td>10.0 %</td>
<td>-18.1 %</td>
<td>90 of 320</td>
<td>More</td>
<td></td>
</tr>
<tr>
<td>Percent approaching failing mathematics</td>
<td>18.4 %</td>
<td>10.0 %</td>
<td>-8.4 %</td>
<td>59 of 320</td>
<td>More</td>
<td></td>
</tr>
</tbody>
</table>

- **Attendance**: (to date), % failing the Daily Attendance Rate
- **Behavior**: % approaching failing School Code of Conduct Incidents
- **Current Course Grades**: % approaching failing Language arts and % approaching failing mathematics
Guided Practice Activity #3

Form groups of three.

Each person choose one of the following: Failing Summary, Percent Failing, Percent Caution.

Take 3 minutes to explore, then discuss how you would use the three areas together to address your school’s needs.

Be prepared to share your discussion points with the group.
The Intervention List shows interventions available to be assigned to students.

Only the Intervention Catalog Coordinator and Dashboard Administrator have rights to add/delete/edit Interventions in the Intervention Catalog.
More Button provides access to:
- Intervention Details
- Intervention reviews
- Assign a watch list to this intervention
- Students assigned to this intervention
Click on the intervention name to view Intervention Details.
## Interventions Tab: Search Interventions

### Interventions List

<table>
<thead>
<tr>
<th>Site Configuration</th>
<th>Claim Sets</th>
<th>Metric Settings</th>
<th>Photo Management</th>
<th>Interventions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intervention List</td>
<td></td>
<td></td>
<td></td>
<td>Search Interventions</td>
</tr>
</tbody>
</table>

#### Search Criteria

**Keyword:**
- Eligibility
- Cost
- Parent Permission
- Required

**School Availability:**
- Grand Bend High School
- Grand Bend Middle School
- Grand Bend

**Location:**
- Referral
- Grand Bend High School
- Grand Bend Middle School

**Population:**
- General Population
- Special Education
- 504 Designation
- English Language Learner

**Improvement Areas:**
- Attendance
- Behavior
- Mathematics
- Language Arts
- Other

**Grade Levels:**
- Kindergarten
- First Grade
- Third Grade
- Fourth Grade

**Intervention Level:**
- Tier 1: Whole Class
- Tier 2: Small Group
- Tier 3: Individual/Small Group

**Gender Specific:**
- Not a Gender Specific Intervention
- Female
- Male

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Note the available search criteria.
After a user enters search criteria and selects Search, the Search Results will populate below.
To view the students that have been assigned an intervention:
• Click on More to view the dropdown menu
• Select Student List
The Assigned Students list displays all students who have been assigned this intervention.

To view an individual student, click on the student’s name.
Guided Practice Activity #4

1) From the Intervention List, select an intervention and find the following: contact, levels, population, location and eligibility

2) List 7 search categories you can use to search for specific interventions

3) Describe the steps you would take to view a list of the students in your school assigned to a specific intervention.

4) From the Intervention Student Assigned List, how would you choose one student and view their information?
Accessing an Individual Student Profile
Navigate to an individual student by clicking on a student name from one of the available student lists.
• Clicking on a student name on the Staff Homepage displays individual student profile information about the chosen student
• The Early Warning System tab is the default tab for Student Profile
• Other tabs are: Student Information, Academic Dashboard, Intervention Catalog, Transcript
Student Profile: Early Warning System
Students identified as likely to dropout have a red flag.
Number in green circle indicates interventions assigned.
Metric value, trend, Student goal, Difference from goal, and Details are displayed.
• Information available under the EWS tab includes:
  Attendance, Behavior, Current course grades
• To get further details about each metric click on the More button
• Interventions assigned to this student appear in the green circle next to the student picture
• The red flag indicates this student is a dropout risk
• Student’s homeroom teacher is indicated
• Click on the Student Information tab to be shown student overview information
Address, parent contact and demographic information is displayed.
Additional student information displayed includes:

- School information
- Program status
- Special services
- Other student information
Student Profile: Academic Dashboard
• The 7 tabs under Academic Dashboard include: Overview, Attendance and Discipline, State and Local Assessments, Grade and Credits, Advanced Academics, College and Career Readiness
• Open the Overview tab under the Academic Dashboard tab
Overview tab for student displays high level metrics for this student in each of the categories.

Performance Summary indicates metrics met against the goal for this student.
### Academic Dashboard: Attendance and Discipline

- Attendance metrics categories include: Daily attendance rate, Days absent, Class period absence rate, Tardy rate,
- The More button provides additional detail in each of these categories

<table>
<thead>
<tr>
<th>ATTENDANCE</th>
<th>METRIC VALUE</th>
<th>TRENDS</th>
<th>STUDENT GOAL</th>
<th>DIFFERENCE FROM GOAL</th>
<th>DETAILS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily Attendance Rate (Through September 10, 2014)</td>
<td>% of days student is in attendance</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Last Four Weeks</td>
<td>98.0%</td>
<td>▼</td>
<td>90.0%</td>
<td>5.0%</td>
<td>More</td>
</tr>
<tr>
<td>Last Eight Weeks</td>
<td>97.5%</td>
<td>△</td>
<td>90.0%</td>
<td>7.5%</td>
<td></td>
</tr>
<tr>
<td>Year to Date</td>
<td>89.2%</td>
<td></td>
<td>90.0%</td>
<td>-0.8%</td>
<td></td>
</tr>
<tr>
<td>Prior Year</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Days Absent</th>
<th>% of days absent year to date</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Days Absent (Through September 10, 2014)</td>
<td>19</td>
<td></td>
<td>7</td>
<td>-12</td>
<td>More</td>
</tr>
<tr>
<td>Prior Year Days Absent</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unexcused Days Absent (Through September 10, 2014)</td>
<td>0</td>
<td></td>
<td>7</td>
<td>7</td>
<td>More</td>
</tr>
<tr>
<td>Prior Year Unexcused Days Absent</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Class Period Absence Rate (Through September 10, 2014)</th>
<th>% of total class periods missed</th>
<th></th>
<th></th>
<th></th>
<th>More</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Four Weeks</td>
<td>5.0%</td>
<td>▼</td>
<td>10.0%</td>
<td>5.0%</td>
<td></td>
</tr>
<tr>
<td>Last Eight Weeks</td>
<td>2.5%</td>
<td>△</td>
<td>10.0%</td>
<td>7.5%</td>
<td></td>
</tr>
<tr>
<td>Year to Date</td>
<td>5.0%</td>
<td></td>
<td>10.0%</td>
<td>5.0%</td>
<td></td>
</tr>
<tr>
<td>Prior Year</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tardy Rate (Through September 10, 2014)</th>
<th>% of tardies in a given period</th>
<th></th>
<th></th>
<th></th>
<th>More</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Four Weeks</td>
<td>0.0%</td>
<td>▼</td>
<td>10.0%</td>
<td>10.0%</td>
<td></td>
</tr>
<tr>
<td>Last Eight Weeks</td>
<td>0.0%</td>
<td>△</td>
<td>10.0%</td>
<td>10.0%</td>
<td></td>
</tr>
<tr>
<td>Year to Date</td>
<td>0.0%</td>
<td></td>
<td>10.0%</td>
<td>10.0%</td>
<td></td>
</tr>
<tr>
<td>Prior Year</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The More button is available for most metric categories on the Academic Dashboard. This button allows you to drill into more detailed information for the metric.
Discipline metrics are displayed under the same tab as the attendance metrics.

Discipline referrals for state reportable offenses and school code of conduct offenses are displayed.
• State Assessments tab shows results for:
  • Performance on PSSA standards
  • PSSA Academic Content Standards performance
  • Keystone performance results are shown if applicable
### Academic Dashboard: Local Assessments Tab

<table>
<thead>
<tr>
<th>Benchmark Assessment Mastery</th>
<th>Metric Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mastery of content in core courses</td>
<td></td>
</tr>
<tr>
<td>ELA / Reading (September/2014- 2nd Grade)</td>
<td>30 %</td>
</tr>
<tr>
<td>Mathematics</td>
<td></td>
</tr>
<tr>
<td>Science</td>
<td></td>
</tr>
<tr>
<td>Social Studies</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Learning Standard Mastery: Reading</th>
<th>Metric Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learning Standard tested and percentage correct</td>
<td></td>
</tr>
<tr>
<td>Learning Standard Mastery</td>
<td>100.0 %</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Learning Standard Mastery: Writing</th>
<th>Metric Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learning Standard tested and percentage correct</td>
<td></td>
</tr>
<tr>
<td>Learning Standard Mastery</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Learning Standard Mastery: Mathematics</th>
<th>Metric Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learning Standard tested and percentage correct</td>
<td></td>
</tr>
<tr>
<td>Learning Standard Mastery</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Learning Standard Mastery: Science</th>
<th>Metric Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learning Standard tested and percentage correct</td>
<td></td>
</tr>
<tr>
<td>Learning Standard Mastery</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Learning Standard Mastery: Social Studies</th>
<th>Metric Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learning Standard tested and percentage correct</td>
<td></td>
</tr>
<tr>
<td>Learning Standard Mastery</td>
<td></td>
</tr>
</tbody>
</table>
Three metrics for grades are displayed:

- Class Grades
- Grades below C level
- Algebra 1
To see more detail, click on the More button,
You see two options, Current Courses and Historical Chart
The page displays all the students current courses with Course#, Description, Subject, Instructor, Grade Level, Credits to be Earned, and Grades Per Grading Period.
Advanced Academics tab displays advanced course potential for a student
- College and Career Readiness tab displays information for this student on college entrance exams taken including, if available, results on:
  - PSAT
  - SAT
  - ACT
Student Profile: Intervention Catalog
Assigning Interventions

- This student has an Early Warning Flag and has 0 interventions assigned
- Note the Early warning system indicators
Users can search for appropriate interventions using the search parameters.
• This student is flagged at risk for Language Arts
• Select Language Arts under the Improvement Areas selection criteria
• Click search to return results
Selecting the Intervention

- Select the desired Intervention from the Intervention Search Results
- Click Assign Intervention
- The Assign Intervention dialog box will pop up
- Type the start date, expected completion date and goal in the space provided
- Click **Confirm**
Confirming the Student’s Assigned Interventions

- Note the green circle next to Tracy’s picture with 1 intervention assigned.
- This green circle reflects the total number of Interventions assigned to the student that have not yet been completed.
## Reviewing the Student’s Assigned Interventions

<table>
<thead>
<tr>
<th>EARLY WARNING SYSTEM INDICATORS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATTENDANCE 97.7%</td>
</tr>
</tbody>
</table>

### Interventions Table

<table>
<thead>
<tr>
<th>INTERVENTIONS</th>
<th>START DATE</th>
<th>EXPECTED COMPLETION DATE</th>
<th>LEVEL</th>
<th>ASSIGNED BY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peer Tutoring</td>
<td>06/16/2014</td>
<td>06/30/2014</td>
<td>Tier 3</td>
<td>Cody</td>
</tr>
</tbody>
</table>

- The Intervention is now posted on the Student Interventions page
- Start date, Expected Completion Date, Level, Assigned By and Date Completed are also posted
Guided Practice Activity Student Information #5

1. Select a student from your first class and List 3 things you learn about their Guardian/Parent.

2. Is this student participating in any programs or receiving Special Services?

3. Choose 2 of your students to examine. What patterns of attendance do you find?

4. Which of your students has the most absences year to date?

5. What is the value for the School Code of Conduct Goal for this student?

6. Explore the Academic Dashboard tabs of one of your students. List 5 things you learned about that student.
• Information about current courses is displayed
• Course history and historical assessment scores are available from the “jump to” list
Wrap Up

- Describe the purpose of each tab on the PDE Educator Dashboard: School Information, Academic Dashboard, Early Warning System and Interventions.

- As a school administrator, what are some ways you might use the tabs under the Academic Dashboard to support your students and staff?

- List 2 examples of types of indicators available on each tab of the PDE Educator Dashboard for administrators: School Information, Academic Dashboard, Early Warning System, and Interventions.
Assessment

- Take a moment and answer the questions on the brief assessment
• Take a moment and answer the questions on the brief evaluation survey
For more information on Administrator Navigation of the Educator Dashboard please visit PDE’s website at www.education.state.pa.us

The mission of the department is to academically prepare children and adults to succeed as productive citizens. The department seeks to ensure that the technical support, resources and opportunities are in place for all students, whether children or adults, to receive a high quality education.