

Quick Start User Guide

The Ed-Fi Dashboards, provided as a starter kit as part of the free Ed-Fi Technical Suite, were designed for teachers by teachers. The Dashboards connect the data from start to finish by transforming data into insights that make it easier for teachers to teach, for students to learn, and for schools to succeed.

This guide outlines the most popular and useful features of the solution, as determined by educators currently using Ed-Fi Dashboards in their daily work with students.



MAPPING SUCCESS FOR THE WHOLE STUDENT

Visit Our Online Demo

This Quick Start guide is designed as a companion to the Ed-Fi Dashboards demo site, which is populated with fictional data and is available at <https://dashboards.ed-fi.org>. If you want to use this guide interactively, you can use the following logins:

User Name*	Role	Organization
GabbyannMartins	Superintendent	Glendale ISD
JeriRussell	Principal	Hollywood High School
AnissaCanty	Principal	Mt. Gleason Elementary School
TiffanyPaul	Teacher	Hollywood High School
KellyBrown	Staff	Hollywood High School

*The password is "edfidemo" for all user names.

The Ed-Fi Dashboards are generally tested for and compatible with the recent versions of common browsers, including Chrome, Internet Explorer, Edge, Safari, and Firefox. Reasonably equivalent experiences are provided on each.

Student Information Highlights

Student Information Page

The Student Information page is a compilation of data that includes student program participation, accommodations, parent contact information, and a current student photo. This introductory page connects information which is often difficult to access without a dashboard because it is often located in different physical locations and online systems. With Ed-Fi Dashboards, educators can see student designations such as Special Education or Gifted & Talented, and can readily identify how to best contact parents or guardians.

- Navigate to any student
- Click on the **Student Information** tab located at the top of the dashboard

[View this page in our demo](#)
»

On This Page:

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Glendale ISD | Hollywood High School

Francisca C. Johnson | Sara H. Leighton's Homeroom

Student Information | Academic Dashboard | Transcript

Francisca C. Johnson

399 Reynolds Bridge Rd
San Patricio, TX 78486

Demographics
Date of Birth: October 01, 1997
Place of Birth: Lubbock, Unknown
Age as of Sept 1st: 13

Guardian / Parent Information
Primary Contact

Rory Heard
Name: Rory Heard
Relation to Student: Other
Address: 399 Reynolds Bridge Rd, San Patricio, TX 78486
Cell Phone: (348)-613-3524
Work Phone: (348)-613-3524
Email: rory.heard@trds.org

Parlier Becks
Name: Parlier Becks
Relation to Student: Mother
Address: 612 Canby Rd, Waco, TX 77104
Cell Phone: (514)-663-9991
Work Phone: (514)-663-9991
Email: parlierbecks@trds.org

Demographics
Gender: Female
Hispanic or Latino: No
Race: White
Home Language: Other
Student Language: Other
Parent in Military: No

School Information
Grade Level: Ninth grade
Late Enrollment: No
Homeroom: Sara H. Leighton
Date of Entry: August 22, 2011
Date of Withdrawal: Recommended
Graduation Plan: Recommended
Expected Graduation Year: 2015

Program Status
 Bilingual
 Bilingual Summer
 Career and Technical Education
 English as a Second Language (ESL)
 Gifted and Talented
 Section 504 Placement
 Special Education
 Title I Part A

Other Student Information
 At Risk
 Economically Disadvantaged
 Free or Reduced Priced Lunch Eligible
 Homeless
 Immigrant
 Limited English Proficiency
 Migrant
 Over Age

Special Services

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Academic Dashboard Overview

The Academic Dashboard Overview page enables educators to identify high-level student needs quickly, and to navigate, with one click, to a more detailed analysis of student performance.

The dashboard shows educators a summary view of student performance grouped into meaningful categories that include: Attendance and Discipline, State Assessments, Local Assessments, Grades and Credits, Advanced Academics, and College and Career Readiness.

For each category, users see a performance summary (e.g., "5 of 8 goal metrics have been met") as well as red or green status indicators representing the current status of underlying metrics. Users point the mouse at any status button to reveal the associated metric name (e.g., "Credits"), definition (e.g., "Student Progression") and student outcome (e.g., "Credit Accumulation = 8.5"). Clicking on the status indicator takes the user to a more detailed metric view.

- Navigate to any student
- Click on the **Academic Dashboard** tab
- Click on **Overview**

[View this page in our demo](#)

»

EXPLORE ALL PRINT SUPPORT LOG OUT

Glenlake USD | Hillwood High School

Francisca C. Johnson Sara H. Leighton's Homeroom

Student information Academic Dashboard Transcript

Overview Attendance and Discipline State Assessments Local Assessments Grades and Credits Advanced Academics College/Career Readiness

Francisca C. Johnson
 Grade Level: Ninth grade
 Current Age: 18
 Student Language: Other
[Parent Contact Info](#)

METRIC CATEGORY	PERFORMANCE SUMMARY	METRIC STATUS
Attendance and Discipline Student attendance and discipline patterns • Attendance: Daily and class period attendance • Discipline: Log of discipline incidents and actions year to date	11 metrics met goal 6 metrics met goal	
State Assessments State examinations and assessments • State Standardized Assessments: Performance and progress on state standardized test • Language Assessments: English Language Learner	2 metrics met goal	
Local Assessments Local examinations and assessments • Benchmark Assessments: Benchmark assessments	5 of 6 metrics met goal	
Grades and Credits Student progress in coursework • Course Grades: Performance and progress in current courses • Credits: Student progress • Subject Area Grades: Performance and progress in subject areas	4 of 5 metrics met goal 0 of 3 metrics met goal	
Advanced Academics Advanced coursework opportunity and performance • Advanced Course Potential: Advancing success on career-ready subjects vs. current enrollment in advanced courses • Advanced Course Enrollment, Completion and Mastery - Prior Years: Advancing success through prior years' enrollment, completion and mastery of advanced courses	1 of 2 metrics met goal	
College and Career Readiness Student ability to succeed in higher education and the workforce • College Entrance Exams: Whether the student has taken and score of the latest assessment	0 of 1 metric met goal	

Gifted & Talented
 Special Education
 504 Designation
 ESL, LEP or Bilingual
 Late Enrollment
 Partial Transcript
 Test Accommodation

Met Goal (Green) Below Goal (Red) Getting Better (Yellow) Getting Worse (Red) No Change (Grey)

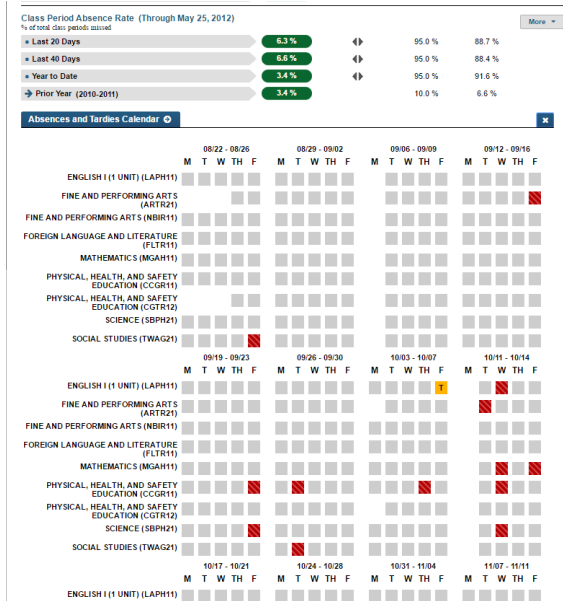
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Class Period Attendance

Traditional calculations of average student attendance can mask class-period-level attendance problems. An Ed-Fi-powered dashboard displays student attendance by class period for the week and for the prior nine weeks. The color-coded blocks (red for absent, yellow for tardy) show patterns in student absences, tardies or early dismissals by class. The calendar view also shows the reason for missing or arriving late to the class.

- Navigate to any student
- Click on the **Academic Dashboard**
- Click on **Attendance and Discipline** and scroll to **Class Period Absence Rate**
- Under **More** button on right, click on **Calendar**

[View this page in our demo](#)
»

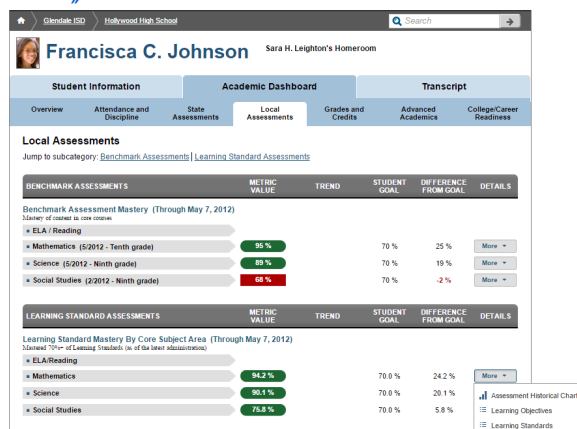


Assessment Performance Outcomes at the Learning Objective Level

Having detailed assessment performance information enables educators to quickly prioritize where to spend time, both for individual students as well as for their entire class. The dashboard features a view of performance on both state and local assessments that allows educators to see student outcomes over time and at the detailed objective or learning standard level. For each student, educators can see test scores and overall performance levels for each subject as well as the student's performance on each learning standard for state and local assessments.

- Navigate to any student
- Click on the **Academic Dashboard**
- Click on **State Assessments** or **Local Assessments**
- Click **More** to view historical information or learning standards detail

[View this page in our demo](#)



Advanced Academics

The dashboard can help identify students who are ready for a higher-level of academic challenge. A set of Advanced Course Potential metrics identify students who achieved advanced performance levels on recent state assessments in core subjects, and checks that these students are currently enrolled in the advanced course option for that subject.

- Navigate to any student

- Click on **Academic Dashboard**
- Click on **Advanced Academics**

[View this page in our demo »](#)

Francisca C. Johnson Sara H. Leighton's Homeroom

Advanced Academics

Jump to subcategory: [Advanced Course Potential](#) | [Advanced Course Enrollment, Completion and Mastery - Prior Years](#)

ADVANCED COURSE POTENTIAL - CURRENT YEAR	PSAT 80+ PERCENTILE	STATE COMMENDED	ENROLLED	DETAILS
Advanced Course Potential (Through April 2011) Advancing scores on recent tests (eligible vs. current enrollment in advanced course)				
• ELA / Reading	N/A	Yes	No	
• Mathematics	N/A	N/A	Yes	
• Science	N/A	Yes		
• Social Studies	N/A	N/A		

ADVANCED COURSE ENROLLMENT, COMPLETION AND MASTERY - PRIOR YEARS	ENROLLED	COMPLETION	MASTERY	DETAILS
Advanced Course Enrollment, Completion and Mastery - Prior Years (Through end of Eighth grade) Advancing scores through prior years' enrollment, completion and mastery of advanced courses				
• ELA / Reading	Yes	Yes	N/A	More -
• Mathematics	Yes	Yes	N/A	More -
• Science	Yes	Yes	N/A	More -
• Social Studies	Yes	Yes	N/A	More -

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College and Career Readiness

The data found in the College and Career Readiness section is designed for educators who do not currently have access to this data electronically or in a centralized, easy-to-access location. School-level users can see the graduation status, degree plan, and college entrance exam participation for all students on their campus. At the student level, educators can view participation in and scores on college entrance exams.

- Navigate to any campus
- Click on **Academic Dashboard**
- Click on **College and Career Readiness**
- Click the **More** drop down menu for more detailed data

[View this page in our demo »](#)

Mario K. Anderson Margo F. Mack's Homeroom

College and Career Readiness

Jump to subcategory: [College Entrance Exams](#)

COLLEGE ENTRANCE EXAMS	STATUS	METRIC VALUE	TREND	DETAILS
PSAT (Through September 22, 2011) *Order the student by status and score of the latest assessment				More -
• Taken	YES	Yes		
• At or Above Benchmark	YES	134		

DATE	SUBJECT	SCORE	HIGHEST SCORE	BENCHMARK
9/22/2011	Composite	134		133
9/22/2011	Critical Reading	44		42
9/22/2011	Mathematics	46		44
9/22/2011	Writing	44		42

SAT (Through September 22, 2011)
 *Click for student test scores and score of the latest assessment

Taken YES Yes
 At or Above Benchmark AT GOAL 1560

SAT Detail

DATE	SUBJECT	SCORE	HIGHEST SCORE	BENCHMARK
9/22/2011	Composite	1560		1550
9/22/2011	Critical Reading	520	520	500
9/22/2011	Mathematics	520	520	500
9/22/2011	Writing	520	520	500

Transcripts

The Transcript page helps educators understand the history of academic trends, and prepare for academic discussions, such as parent/teacher conferences; interventions; Admissions, Reviews, and Dismissals (ARD); and other relevant sessions. Educators can see a comprehensive schedule of a student's current courses, as well as a historical view of student performance.

Users can view the class title, subject area, teacher, and grades for all classes in which a student is enrolled for the current academic year. Educators can also get a historical view of a student's grades and credits earned by subject and year, as well as historical assessment performance.

- Navigate to any student
- Click on **Transcript**

[View this page in our demo](#)

EXPORT ALL PRINT SUPPORT LOG OUT

Glendale USD Hollywood High School Search

Francisca C. Johnson Sara H. Leighton's Homeroom Back to search 3 of 3

Student Information Academic Dashboard **Transcript**

Transcript
 Jump to subcategory: [Current Courses](#) | [Course History](#) | [Historical Assessment Scores](#)

Current Courses

LOCAL COURSE #	DESCRIPTION	SUBJECT AREA	INSTRUCTOR	GRADE LEVEL	CREDITS TO BE EARNED	GRADES PER GRADING PERIOD		
						ONE	TWO	THREE
● Fall Semester								
SEPH21	Biology (1 Unit)	Science	Sara H. Leighton	Ninth grade	1	A	A	A
LAPH11	English I (1 Unit)		Tiffany Y. Paul	Ninth grade	1	A	A	A
MGAH11	Geometry (1 Unit)	Mathematics	Martin G. Roper	Ninth grade	1	A	A	A
TWAG21	Human Geography (1/2-1)	Social Studies	Jaye Z. Belanger	Ninth grade	1	A	A	A
FLTR11	Lang OT Eng Lvl I (1 Unit) - Latin	Foreign Language and Literature	Camilla C. Freed	Ninth grade	1	A	A	A
NBIR11	Music I Band (1 Unit)	Fine and Performing Arts	Melissa J. Lombardi	Ninth grade	1	A	A	A
COGR11	PE Substitution Athletics 1	Physical Health, and Safety Education	Minerva R. Mowery	Ninth grade	5	A	A	A

• Credits to be earned may reflect a two semester course.
 • Course and grade information is reflective of courses in which the student is currently enrolled.

LOCAL COURSE #	DESCRIPTION	SUBJECT AREA	INSTRUCTOR	GRADE LEVEL	CREDITS TO BE EARNED	GRADES PER GRADING PERIOD		
						FOUR	FIVE	SIX
● Spring Semester								
ARTR21	Art II Drawing (1 Unit)	Fine and Performing Arts	Brandy Z. Moore	Ninth grade	1	A	A	A
SEPH21	Biology (1 Unit)	Science	Sara H. Leighton	Ninth grade	1	A	A	A
LAPH11	English I (1 Unit)		Tiffany Y. Paul	Ninth grade	1	A	A	A
MGAH11	Geometry (1 Unit)	Mathematics	Martin G. Roper	Ninth grade	1	A	A	A
TWAG21	Human Geography (1/2-1)	Social Studies	Jaye Z. Belanger	Ninth grade	1	A	A	A
FLTR11	Lang OT Eng Lvl I (1 Unit) - Latin	Foreign Language and Literature	Camilla C. Freed	Ninth grade	1	A	A	A
NBIR11	Music I Band (1 Unit)	Fine and Performing Arts	Melissa J. Lombardi	Ninth grade	1	A	A	A
COGR12	Physical Education Equivalent 2 (1/2 Un	Physical Health, and Safety Education	Minerva R. Mowery	Ninth grade	5	A		

Classroom Overview Pages

General, Subject-Specific, and Prior Year Overview

The General Overview page is the default landing page for teachers. The General Overview allows a teacher to view metrics for the current year across all students assigned to the teacher's classes, for students in a specific class section, or for teacher-created watch lists. This view can be customized to include most metrics on the student dashboard pages. Each metric column can be sorted in ascending or descending order and uses the red and green color coding to make it easy for teachers to identify which students are meeting campus goals and which are not. Icons are displayed next to the name of students with specific designations such as Special Education or Limited English Proficiency.

Teachers often use General Overview to identify groups for small-group instruction, tutoring, or out-of-class intervention. The Customize View option allows teachers to select students to add to a watch list, which can be used to monitor the outcomes for a group of students over time. The dynamic watch list feature allows teachers to filter their class list based on metric values (e.g., score below standard on the state assessment in math) and create a watch list of all students who meet the filter criteria. A watch list can also be created manually by checking the box next to the student's name.

The Subject Specific Overview and Prior Year Overview pages look and function exactly like the General Overview page. The metrics displayed by default in the Subject Specific Overview are those most relevant to the teacher's subject area. For example, rather than defaulting to show the number of Grades Below Proficiency across all classes in which the student is enrolled, the Class Grade in the teacher's class is displayed for the student. The Prior Year Overview default view contains the same metrics as the General Overview, but shows the metric values for the prior year rather than the current year.

- Log in from a teacher account or search for a teacher and click on the teacher name
- The default view is the General Overview page
- Click the **Student List** drop down to navigate to a specific class section, watch list, or list of all students
- Click the **Data View** drop down to navigate to the Subject Specific or Prior Year overviews

[View this page in our demo](#)
» (log in as "TiffanyPaul")

The screenshot shows the Ed-Fi dashboard for Tiffany Y. Paul. At the top, there are navigation buttons: EXPORT ALL, PRINT, SUPPORT, and LOG OUT. Below these, the user's name and school (Hollywood High School) are displayed. A search bar is present. The main content area shows a student list with the following columns: STUDENT, GRADE LEVEL, DESIGNATIONS, ATTENDANCE / DISCIPLINE (Last 20 Days Class Absences, State Offenses (YTD)), ASSESSMENTS (Learning Standard Mastery Math), and GRADES (# Grades Below Proficiency, Grad Dropped Below Proficiency). The list includes students like Baker, Joseph H., Balderas, Patrick O., Bartholomew, Jeremy Z., Bedard, Kathryn O., Bedard, Kimberly K., Belanger, Crystal, Betvin, Bruce J., and Bermea, Frankie O. Below the table, there are filters for State Assessment-M, State Assessment-Alt, Test Accommodation, and State Assessment-Commented. At the bottom, there are icons for various student categories like Gifted & Talented, Special Education, 204 Designation, ESL, LEP or Bilingual, Late Enrollment, Partial Transcript, and Test Accommodation. The footer includes the Ed-Fi logo and copyright information: © 2016 Ed-Fi Alliance, LLC. All Rights Reserved. Sample Student Data.

Select Features and Functionality

Ed-Fi Dashboards were extensively tested with classroom teachers to be intuitive and easy to use with a minimal need for manuals or training sessions. This section lists a few of the most useful features and functions educators have highlighted in using and customizing the dashboard.

Move Seamlessly Between Summary and Detail Views

Color-coded summary views can help an educator quickly identify problem areas. These views can highlight challenges for one student or an entire campus, and the trend areas and color coding can help educators to prioritize their efforts.

Additionally, educators can quickly access additional detail by clicking from an overview page to a specific metric. Anywhere a "More" button exists, users can click to access historical information or further visual detail as available.

Customize the Desktop View

Within the Classroom dashboard, teachers can use dropdown menus to toggle between student lists and data views, including general, subject-specific, historical, and assessment data. Educators can customize this view by adding metrics that are most relevant to their role or by deleting data elements that are less pertinent. The "Customize View" button allows a teacher to select metrics for display and to enlarge (or restore) the student grid as needed. This functionality is available in most areas where lists of students are provided.

- Navigate to any teacher's home page
- Click on **Customize View**
- Click on **See More Data**

[View this page in our demo](#)
» (log in as "TiffanyPaul")

STUDENT	GRADE LEVEL	DESIGNATIONS	Learning Standard Mastery Math	Learning Standard Mastery Science	Learning Standard Mastery Social Studies	# Grades Below Proficiency	Grades Dropping Below Proficiency
Belanger, Crystal	9th		95.8 %	89.4 %	76.9 %	0	0
Bland, Juan C.	9th		67.5 %	83.0 %	75.8 %	0	2
Brooks, David O.	9th		79.0 %	74.5 %	76.9 %	0	0
Canty, Beverly M.	9th		91.7 %	85.8 %	78.8 %	0	0
Cloutier, Michelle N.	9th		30.0 %	36.9 %	50.9 %	2	0
Enger, Frank B.	9th		64.2 %	80.9 %	78.0 %	0	1
Foster, Crystal A.	9th		72.5 %	68.1 %	63.4 %	1	2

Create Custom Student Watch Lists

Educators can also use Ed-Fi Dashboards to create custom student groups based on a range of common factors. For example, educators can:

- Identify new students at the beginning of school year who may need additional monitoring based on academic and/or attendance issues (e.g., a "Freshman Watch List").
- Create and follow groups of students based on similar situations/needs (e.g., lagging in certain standards, over a certain number of disciplinary actions, categorized as at-risk).
- Identify areas for whole-group re-teaching, or smaller groups for targeted instruction (e.g., students who are all facing challenges with a similar mathematics objective or students who are all reading above grade level).

- Navigate to any teacher
- Click **Customize View**
- Click **Create or Add to Watch List**
- Select students to add to list
- Click **Add Selected Students to List** and name the list
- The list will now be under the **Student List** dropdown menu

[View this page in our demo](#)
» (log in as "TiffanyPaul")

Glendale ISD Hollywood High School Tiffany Y. Paul

Student List: (LAPPH11) - English I (1 Unit) (A01) Spring Semester Data View: General Overview

ADD SELECTED STUDENTS TO WATCH LIST ADD ALL STUDENTS TO WATCH LIST CANCEL

STUDENT	GRADE LEVEL	DESIGNATIONS	ATTENDANCE / DISCIPLINE		ASSESSMENTS		GRADES	
			Last 20 Days Class Absences	State Offenses (TOD)	Learning Standard Mastery Math	# Grades Below Proficiency	Grades Below Proficiency	
Belanger, Crystal	9th		11.9 %	0	95.8 %	0	0	
Bland, Juan C.	9th		3.8 %	0	67.5 %	0	2	
Brooks, David Q.	9th		6.9 %	0	79.0 %	0	0	
Canty, Beverly M.	9th		8.8 %	0	91.7 %	0	0	
Cloutier, Michelle N.	9th		13.1 %	0	30.0 %	2	0	
Enger, Frank B.	9th		3.8 %	0	54.2 %	0	1	
Foster, Crystal A.	9th		5.6 %	0	72.5 %	1	2	
Fraser, Thomas W.	9th		6.3 %	0	47.0 %	0	3	

Rows per page: 10 20 50 100 Total rows: 27

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Add students to list

Create a new list named:

Add selected students to an existing list:

- Belanger, Crystal
- Brooks, David Q.
- Cloutier, Michelle N.
- Foster, Crystal A.

Cancel OK

Glendale ISD Hollywood High School Tiffany Y. Paul

Student List: Sample Watch List Data View: General Overview

CUSTOMIZE VIEW

STUDENT	GRADE LEVEL	DESIGNATIONS	ATTENDANCE / DISCIPLINE		ASSESSMENTS		GRADES	
			Last 20 Days Class Absences	State Offenses (TOD)	Learning Standard Mastery Math	# Grades Below Proficiency	Grades Below Proficiency	
Belanger, Crystal	9th		11.9 %	0	95.8 %	0	0	
Brooks, David Q.	9th		6.9 %	0	79.0 %	0	0	
Cloutier, Michelle N.	9th		13.1 %	0	30.0 %	2	0	
Foster, Crystal A.	9th		5.6 %	0	72.5 %	1	2	

Additional Information

This Quick Start Guide outlines key features and functions of the Ed-Fi Dashboards. More information about the Ed-Fi Alliance and testimonials from educators can be found at ed-fi.org. More detail and technical information about the dashboards can be found within this [Dashboards v2.0 documentation site](#).