

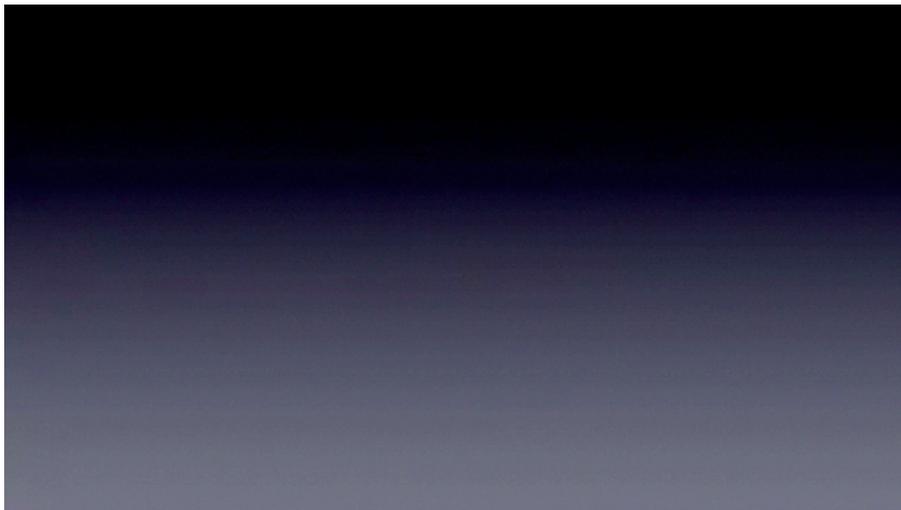
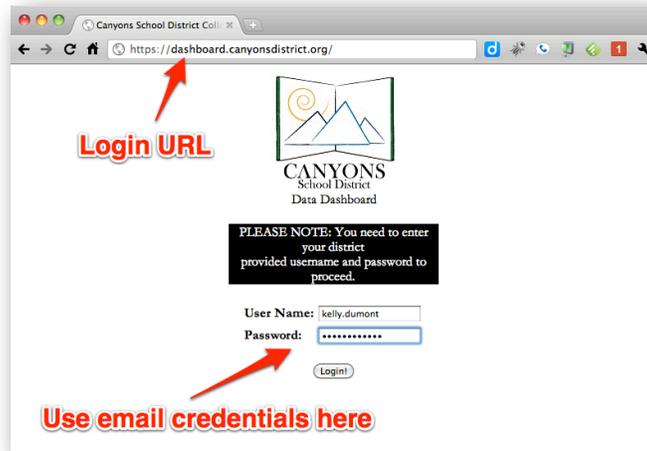
**CANYONS**  
School District

Data Dashboard  
Navigation for  
Building  
Administrators

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# Entering the Data Dashboard

In your chosen browser please visit <http://dashboard.canyonsdistrict.org/>. -You will use your **email credentials** to log into the dashboard.

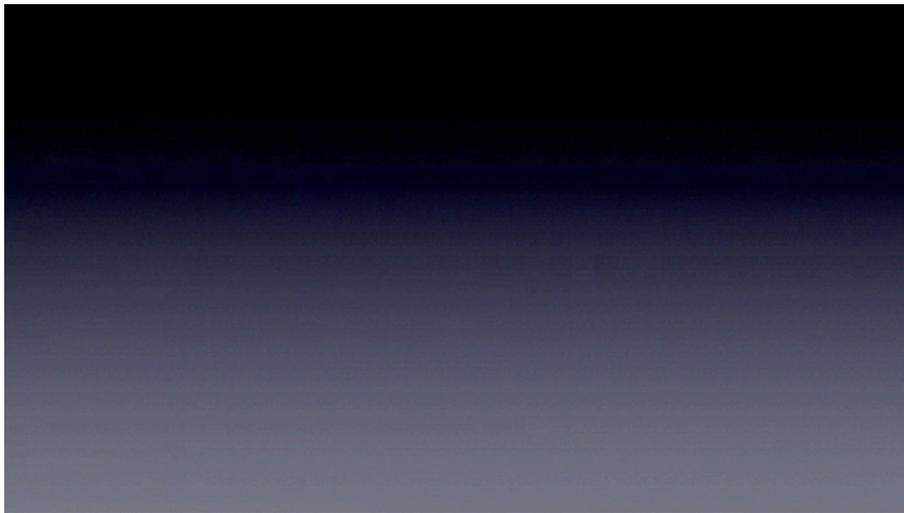


Video 1 - Entering the Data Dashboard

## Student Search

The Student Search fields at the top of the screen make it simple to search for specific students. Enter the student's name there and click the *Search* button or press the return key on your keyboard to be directed to that student's information.

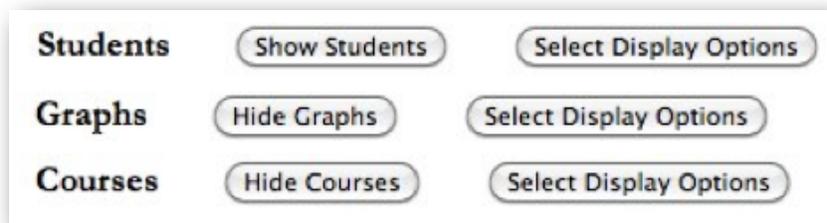
Demographic Counts	Grades
Total Enrollment: 907	
Special Ed(Resource): 79	
Special Ed(Self Contained): 19	<a href="#">Grade 7:</a> 291 <a href="#">Grade 9:</a> 299
Low Income: 200	<a href="#">Grade 8:</a> 317
English Language Learners: 14	



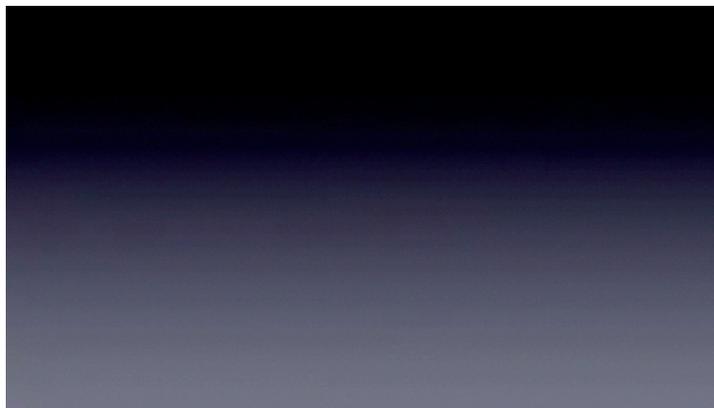
Video 2 - Student Search

## Customizing Views

Several different buttons are provided on every screen of the dashboard that allow you to customize your viewing experience. The Hide/Show buttons for graphs and students give you more or less detail - depending on your preferences - and the Select Display Options button takes you into a section where additional preferences can be set. When viewing only your school's data, a Hide/Show button for courses becomes visible.



While the Hide/Show buttons allow you to toggle what sections you see directly onscreen, the *Select Display Options* buttons take you to a different screen. From the *Dashboard Display Options* screen, you can choose which data you prefer to be displayed.



Video 3 - Customizing Views

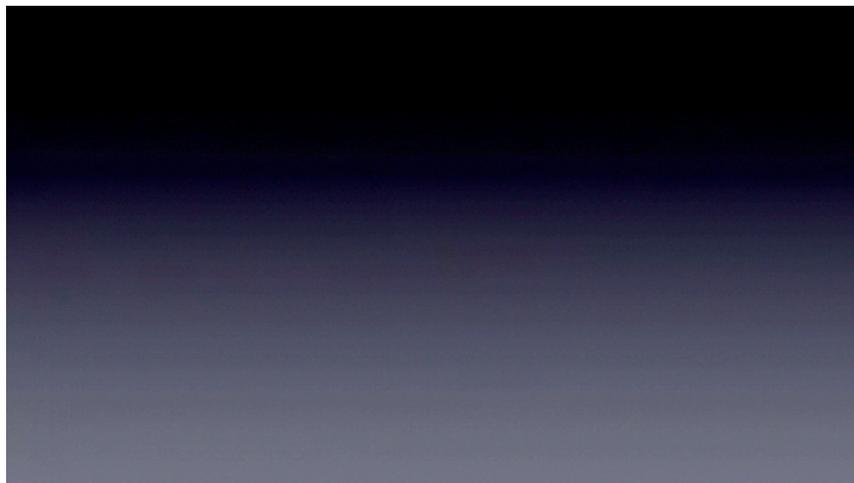
## Dashboard Display Options

For graphs, the display options are: Bar Graph or Pie Graph. With the Pie Graph you can choose to display percentages, values or both. You may also choose not to display any of the information. For Explore/Plan/ACT and AIMS Web Assessment Data you may set the information by row, meaning (for example) that you prefer that all Explore data be shown as a Bar Graph.



You may also choose to hide all the graphs by selecting the *Set All Graphs* button, on the left side of the screen. Additionally, you may select that view for an entire grade level. For better results, use the *Set By Grade* button before clicking the *Set All Graphs* button. Once you've selected the data you want and how you want it displayed, click on any one of the *Go* buttons on the screen to view the data.

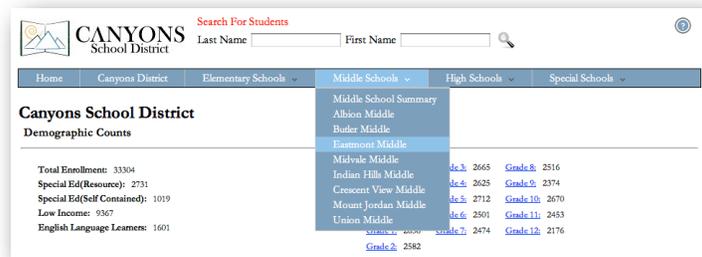
(For convenience, there are several *Go* buttons on the screen. A click on any one of them will do the same thing.)



Video 4 - Dashboard Display Options

# Building Level Data

As a building administrator, you will have the ability to drill down into any data related to your school. For other buildings, only the ability to view graphs of grade-level data will be available.



You may now adjust or select the data you want to see for your school.



Video 5- Building Level Data

## Courses Listing

At the school level, courses may be displayed. At the elementary level, this means teachers. For secondary schools, this means individual courses. The courses section displays grade levels, teacher names, and student counts.

**Courses** [Hide Courses](#) [Select Display Options](#)

Show  entries Search:

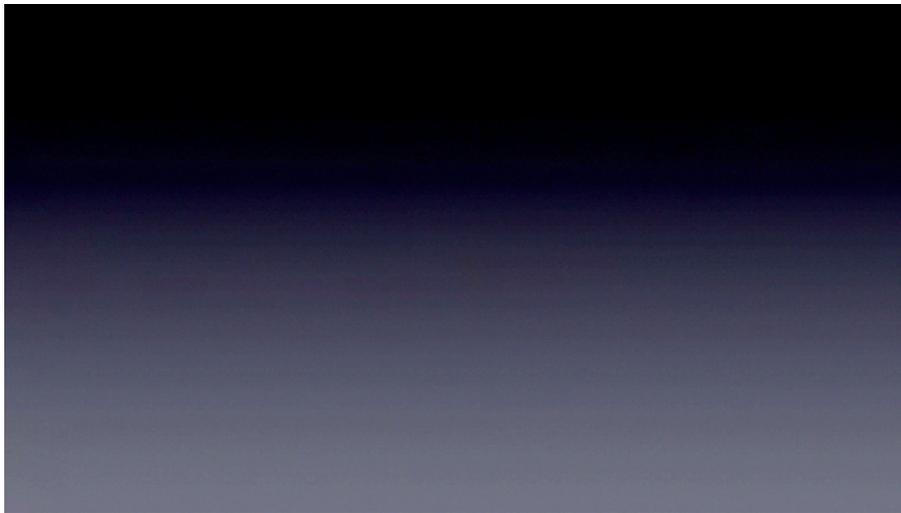
Grade	Teacher	Stu Count
0	[REDACTED]	9
0	[REDACTED]	14
0	[REDACTED]	48
0	[REDACTED]	21
1	[REDACTED]	25
1	[REDACTED]	22
1	[REDACTED]	23
2	[REDACTED]	26
2	[REDACTED]	10
2	[REDACTED]	22

Showing 1 to 10 of 23 entries

[First](#)
[Previous](#)
[1](#)
[2](#)
[3](#)
[Next](#)
[Last](#)

Keep in mind that when showing only 10 entries at a time, you may need to view multiple pages in order to see all courses/teachers available. Page markers at the bottom of the *Courses* table identify options.

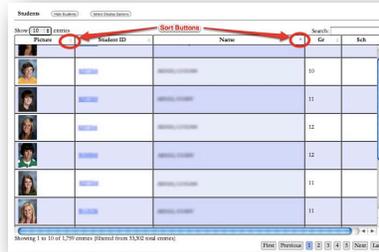
Using the *Search* field located directly above the *Courses* listing provides valuable information. You may perform a search on courses, teacher names, and grade levels (enter a number). Once you have found the course or teacher you want to examine, you may select that course or teacher and their class data will be displayed.



*Video 6 - Courses Listing*

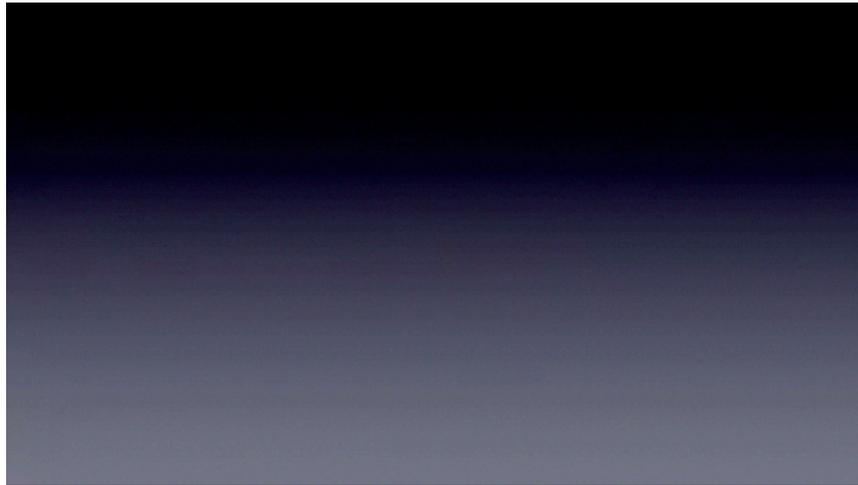
## Sorting

Information in any listing can be sorted (by ascending or descending order) by clicking on the column headers. Furthermore, shift-clicking on additional columns will continue to sort across subsequent variables. For example, you could begin by sorting by grade level (click on the *Grade* column header), then sort within that grade level by Student Count or any other variable (click on the column header while now holding down the shift key).



The screenshot shows a software interface with a table. The table has columns for 'Name', 'Grade', and 'Student Count'. The 'Name' and 'Grade' headers are circled in red. A red arrow points to the 'Sort Buttons' label above the 'Grade' header. The table contains several rows of data, including student names and their corresponding grades.

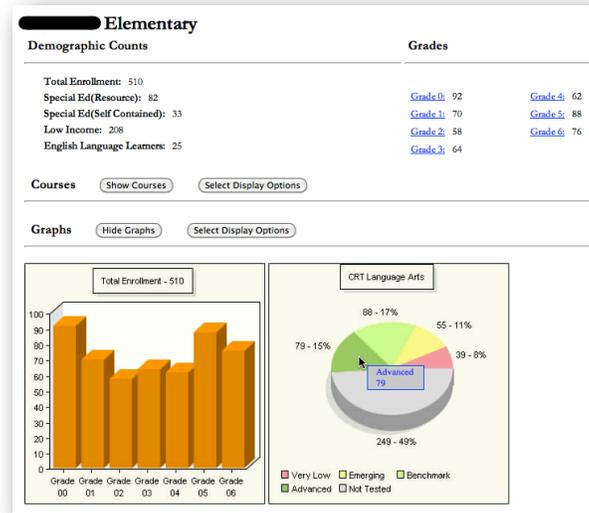
Name	Grade	Student Count
[Name]	10	[Count]
[Name]	11	[Count]
[Name]	12	[Count]
[Name]	12	[Count]
[Name]	11	[Count]
[Name]	11	[Count]



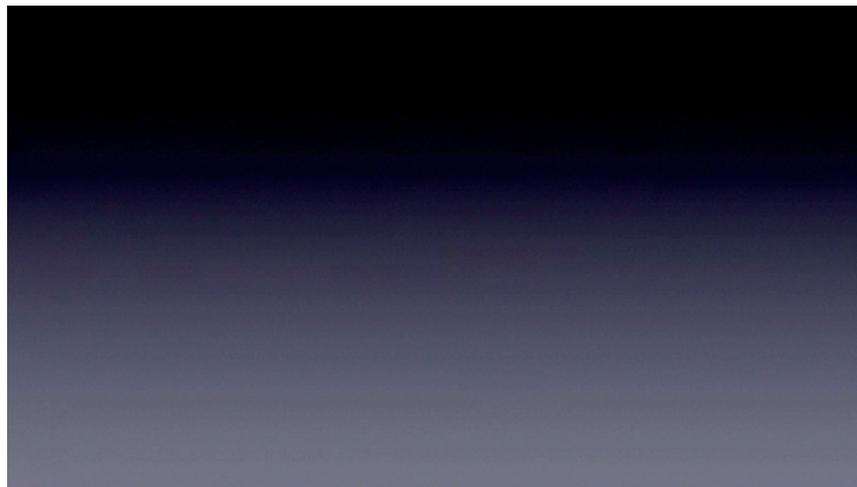
Video 7 - Sorting

## Graphs

Graphs throughout the Data Dashboard provide a quick view of demographic and academic information.



When viewing graphs for any group's data (including District, School, and grade-level groups), hovering over a wedge or bar on any graph reveals specifics. Pie graphs can be helpful when attempting to compare samples with an entire population. Bar graphs lend themselves to displaying data over time.



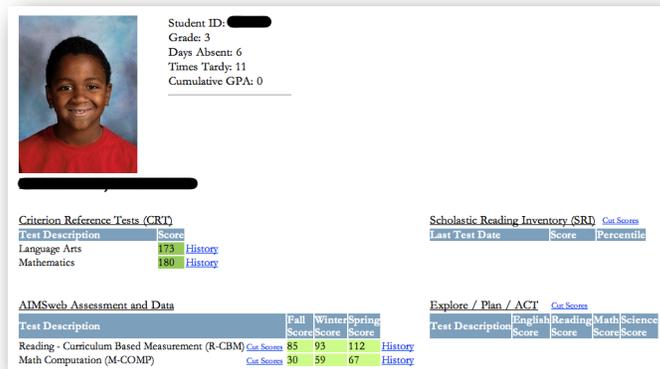
Video 8 - Graphs

## Students Listing and Individual Student Display

Unless you've chosen to *Hide Students*, a listing of students within your selection or group will appear at the bottom of the page (you may need to scroll down). From this view, the student's picture, ID, name, grade, school, and other data you may have selected to display are shown. (On the Dashboard Display Options screen, choosing to view a graph for any particular variable will also enable its data to appear as a column in the Students listing.)

Clicking on a student's photo or Student ID will then take you to the *Individual Student Display* screen. Within this screen a wide variety of academic and other data can be seen for each student.

To learn more about specific data points, simply click any blue link. Links to test score *History* will provide data graphed over time (when available for selected students), while links to *Cut Scores* will display additional explanations about the meaning of scores presented.



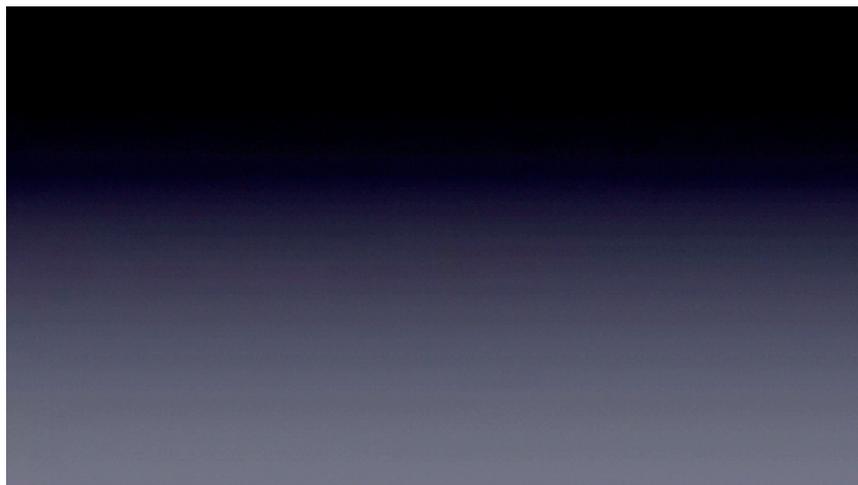
Student ID: [REDACTED]  
Grade: 3  
Days Absent: 6  
Times Tardy: 11  
Cumulative GPA: 0

Criterion Reference Tests (CRT)		Scholastic Reading Inventory (SRI)		
Test Description	Score	Last Test Date	Score	Percentile
Language Arts	173			
Mathematics	180			

AIMSweb Assessment and Data				Explore / Plan / ACT			
Test Description	Fall Score	Winter Score	Spring Score	Test Description	English Score	Reading Score	Math/Science Score
Reading - Curriculum Based Measurement (R-CBM)	85	93	112				
Math Computation (M-COMP)	30	59	67				

Moreover, please note the following:

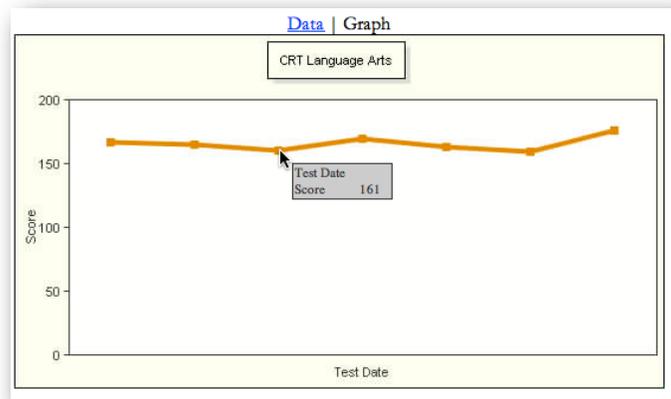
- *Report Cards* are often available for students in secondary schools (link located to the right of the student's photo).
- *Days Absent* indicates the number of days that students have been absent over the course of the entire school year.
- *Times Tardy* indicates the number of times that students have been tardy over the course of the entire school year. Some schools have one, four, and seven potential times a student might be tardy in any given school day.
- Blank data in any field simply indicates that particular scores are not available.



Video 9 - Student Listing and Individual Student Display

## History

Anywhere a link to History is found on the Individual Student Display, you can click on it to view the available history for that measurement. Hovering over the data points on available graphs will give you the exact score or measure for that point.



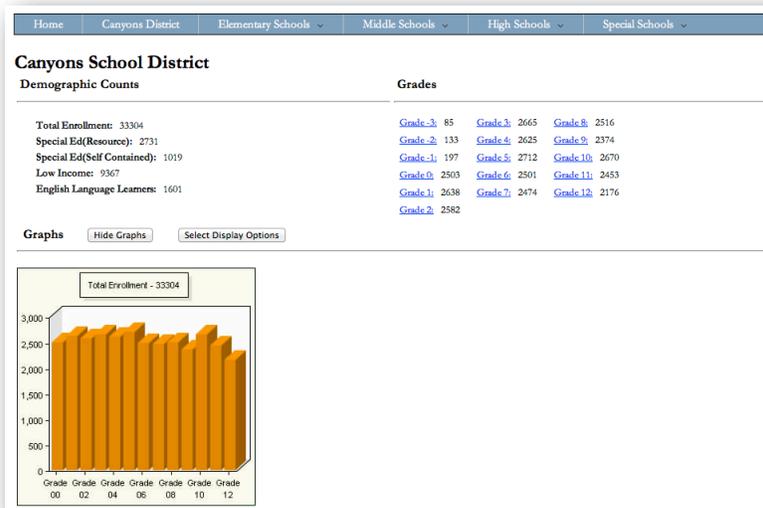
Clicking on the *Data* link above the graph will also present a table view of available data, with additional specific information related to each data point.

Date	Score	Proficiency	Year	Description
08/26/2004	167	Benchmark	2004	LA0101
07/20/2005	165	Benchmark	2005	LA0202
06/22/2006	161	Benchmark	2006	LA0303
06/20/2007	170	Advanced	2007	LA0404
06/19/2008	163	Benchmark	2008	LA0505
06/18/2009	160	Benchmark	2009	LA0606
03/04/2010	176	Advanced	2010	LA0707

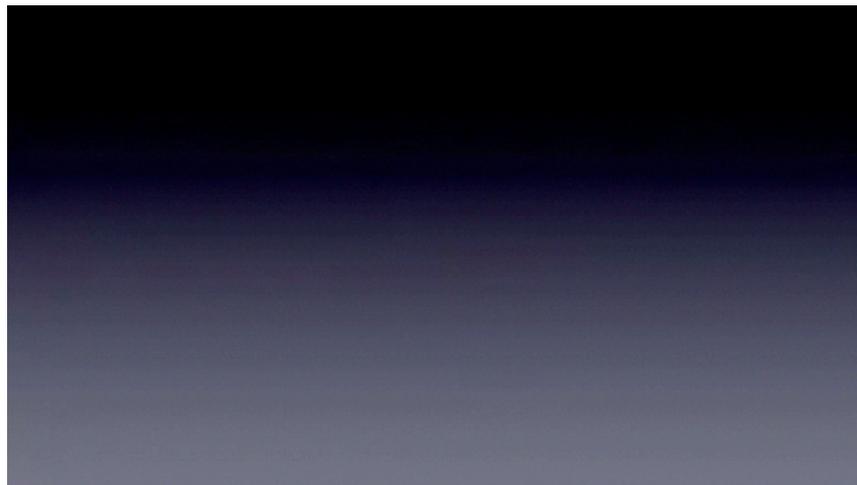


# District Level Data

Clicking on the Canyons District link from the menu bar at the top of the screen will provide you with a District-wide, all-grade-level view of the data (just as whole school data may be viewed by selecting the appropriate entity from the blue drop-down menus). Updated nightly, this screen will give you current demographic information for all schools. Furthermore, if you want to see the same data for a specific grade level, simply select that grade from the list by clicking its link.



Note that the sub numbers (Grades -1, -2, -3) indicate various Pre-K programs offered within the District.



Video 11 - District Level Data

In conclusion, we hope these basic tips for navigating the Data Dashboard help you to better understand the system. Other materials will be provided to help you know how to interpret the data you encounter.

# Winter Addendum

In January and February 2012, new features were added to the Data Dashboard. Some of the data was also updated at that time.

## Highlighted New Features

1. Student name and picture now stays in view as the user scrolls to view data.

Picture	Student ID	Name	Gr	Sch	Bound Sch	Race	Days Abs	Times Tardy	Cumulative GPA	CRT Language Arts	CRT Math
	██████████	████████████████████	6	143	143	W	6	0	0.000	Not Tested	Not Te
	██████████	████████████████████	6	143	143	W	9.5	4	0.000	164 Lv 3: Sufficient	166 Lv 4: Substa
	██████████	████████████████████	6	143	143	W	16.5	2	0.000	165 Lv 3: Sufficient	169 Lv 4: Substa

In this view the first three columns will always stay in view.

2. You can now export student demographic data and test results to Excel.

Students   When page refreshes click here to download. Your Download is Complete! Click [HERE](#)

Show  entries Click Here First Search:

Picture	Student ID	Name	Gr	Sch	Bound Sch	Race	Days Abs	Times Tardy	Cumulative GPA	CRT Language Arts	CRT Math
---------	------------	------	----	-----	-----------	------	----------	-------------	----------------	-------------------	----------

The file that is generated is a .csv file which can then be opened in Excel.

3. For students on permit, their boundary schools will now be displayed as well.

Picture	Student ID	Name	Gr	Sch	Bound Sch	Race	Days Abs	Times Tardy	Cumulative GPA	CRT Language Arts	CRT Math
	██████████	████████████████████	6	143	143	W	6	0	0.000	Not Tested	Not Te
	██████████	████████████████████	6	143	143	W	9.5	4	0.000	164 Lv 3: Sufficient	166 Lv 4: Substa
	██████████	████████████████████	6	143	143	W	16.5	2	0.000	165 Lv 3: Sufficient	169 Lv 4: Substa

4. The main display section for students now also shows race/ethnicity and gender.

Picture ▾ Student ID ▾ Name ▾ Gr ▾ Sch ▾ Bound Sch ▾ Race ▾ Gender ▾ Days Abs ▾ Times Tardy ▾ Cumulative GPA ▾ CRT Language Arts

5. View the 6th grade keyboarding results.

Keyboarding WPM/Errors ▾

38/ 0 Near Mastery
38/ 0 Near Mastery
35/ 0 Partial Mastery
34/ 11 Near Mastery

### Updated Data

For elementary schools the SRI and AIMS data was updated on January 22nd. The last update to demographic information was completed on March 16th.