

Evaluations Data Tables

Data Tables are a fast and easy method to generate multiple data sets using basic data input selections. Like Data Grids, Data Tables are comprehensive spreadsheets made up of data columns to present the information.

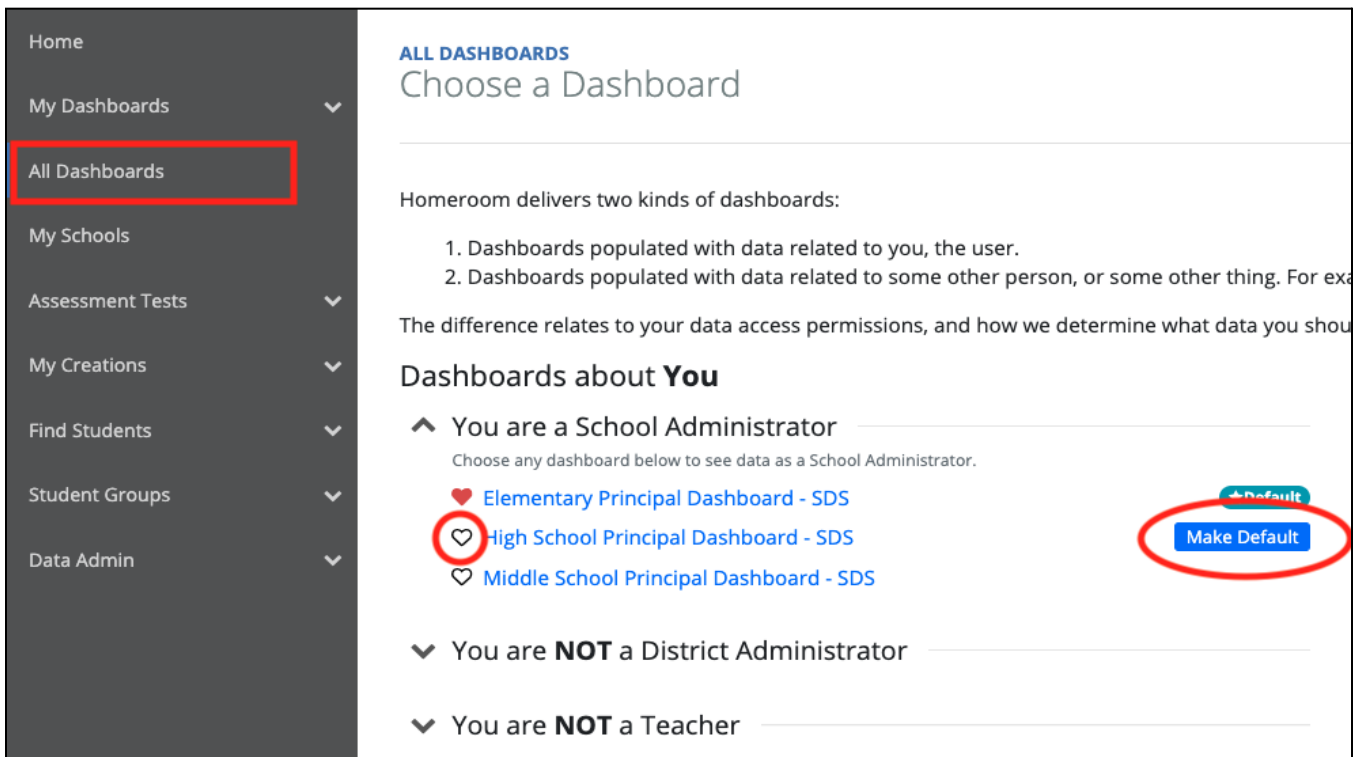
The Evaluation Extracts allow the user to download a spreadsheet of the Performance Levels and Focus selected for an Evaluatee, Tasks, Due Dates, and a Year-end Summary. Since data from this extract is downloaded, it also allows for additional manipulation, combining with other data, record keeping, or any other purpose.

Data Access is Restricted/ This extract is ONLY listed for the following type of users:

- Evaluations Data Administrators
- Evaluators - only provide data for their Evaluatees
- Evaluation Monitors

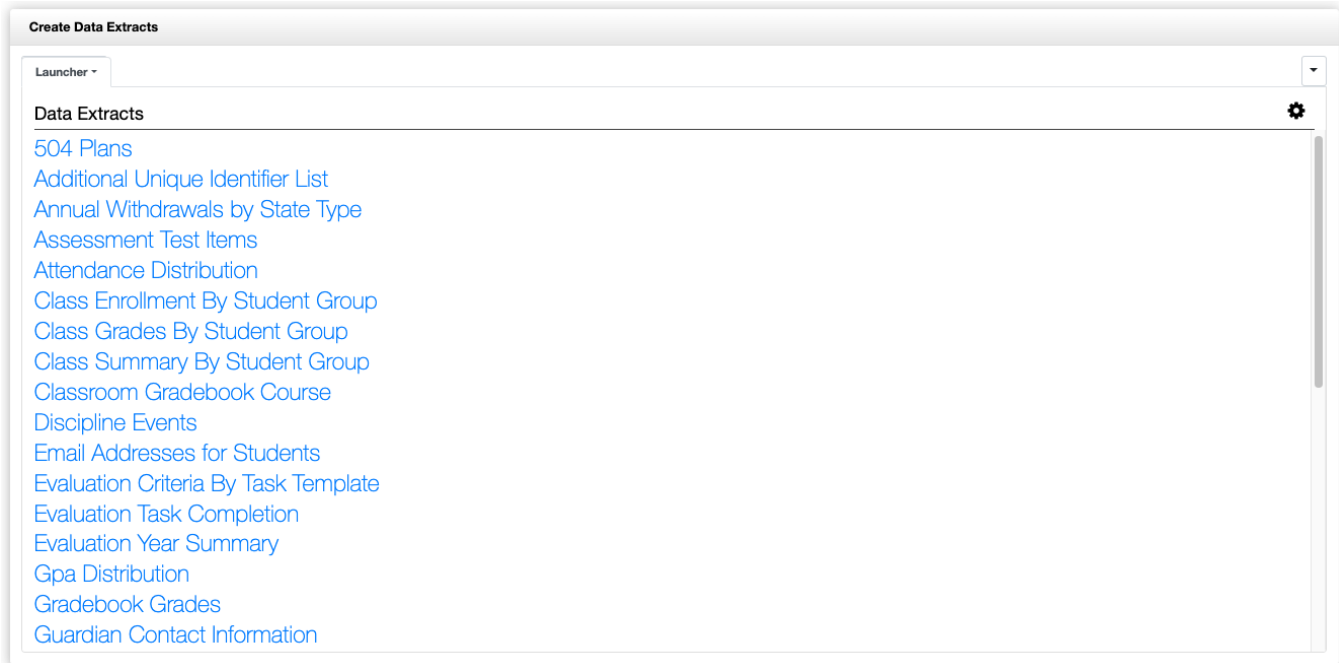
ACCESSING DATA TABLES

Navigate to Homeroom Dashboards and select an **SDS dashboard**. NOTE: See the Homeroom Dashboards - Basic Dashboard Navigation help article for instructions on accessing various dashboards.

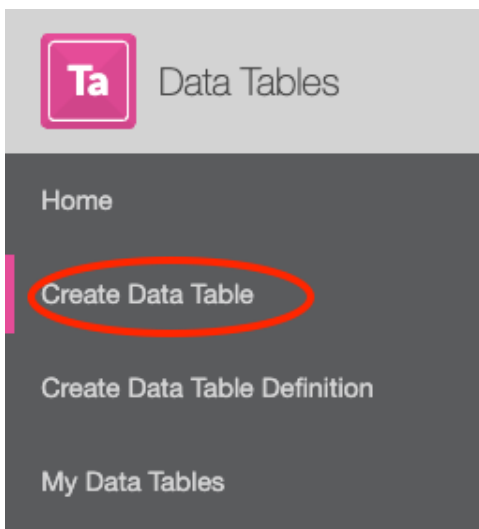


The screenshot shows the 'All Dashboards' section of the SchoolData.net interface. On the left sidebar, 'All Dashboards' is highlighted with a red box. The main content area is titled 'ALL DASHBOARDS Choose a Dashboard'. It explains that Homeroom delivers two kinds of dashboards: 1. Dashboards populated with data related to you, the user, and 2. Dashboards populated with data related to some other person, or some other thing. The difference relates to your data access permissions, and how we determine what data you should see. Under 'Dashboards about You', there are three options for School Administrators: 'Elementary Principal Dashboard - SDS', 'High School Principal Dashboard - SDS', and 'Middle School Principal Dashboard - SDS'. The 'High School Principal Dashboard - SDS' option is highlighted with a red circle. A 'Make Default' button is also highlighted with a red circle.

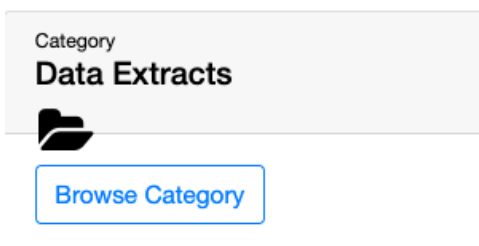
Scroll to the bottom of your dashboard to find the **Create Data Extracts Container** and select your chosen Data Table.



Alternatively, Data Tables may be accessed by navigating the Data Tables App within the Data Extracts Bundle and clicking **Create Data Table** from the left-hand navigation menu.



Next, select **Browse Category** from **Data Extracts**, search for your chosen Data Table, and select **Build Table**.



EVALUATION CRITERIA BY TASK TEMPLATE

Download a spreadsheet of information about evaluation criteria with a task based on the selected template.

Select the **School Year** (optional), and **Evaluation Task**, then click [Save and Generate](#) to [Save & Name](#) or [Download XLSX](#).

DATA ADMIN :: BUILD DATA TABLE
Evaluation Criteria By Task Template

[Save and Generate](#) [Actions](#)

Please Make a Selection for All Required Fields

School Year (optional) [Select](#) Evaluation Task (required) [Select](#)

Criterion for selected Position tab

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1							Instruction on high expectations for to standards, broader purpose and4				Communication of learning target		Success criteria and performance t	
2	Primary Evaluator	Evaluatee	Evaluated Position Level	Task Template	Due Date	Completion Date	Performance Level	Focused	Performance Level	Focused	Performance Level	Focused	Performance Level	Focused
3	Evaluator, Sample	Evaluatee, Sample	Teacher - 2nd Year Provisional (Comprehensive)	Observation / Evaluation	2014-10-31	2014-09-23	Basic	N		N	Basic	N	Proficient	N
4	Evaluator, Sample	Evaluatee, Sample	Teacher - 2nd Year Provisional (Comprehensive)	Observation / Evaluation	2014-12-31	2014-10-22	Proficient	N		N	Proficient	N	N/A	N

Tab for each Position if used on more then one

Available Evaluation Task Types

- Evaluator Meeting,
- Observation & Evaluation,
- Summative Evaluation/Reflection,
- Self Evaluation,
- Evidence, Goals/Plans,
- Support Team Meeting

Main Fields of Data in the Report (Depending on the frequency of the Task Template selected, this download could have more than one row for each Evaluatee.)

- Primary Evaluator,
- Evaluatee,
- Evaluate Position Level,
- Task Template Name,
- Due Date,
- Completion Date,
- Overall Criterion Name 1,
 - PerformanceLevel (Unsatisfactory, Basic, Proficient, Distinguished, If blank none was selected)
 - Focused (Y or N)
- Sub-Criterion Name 1
 - PerformanceLevel (Unsatisfactory, Basic, Proficient, Distinguished, If blank none was selected)

- o Focused (Y or N)

(overall criterion name and sub-criterion will repeat for all criteria)

EVALUATION TASK COMPLETION

Download a spreadsheet of evaluation task completion.

Select the **Evaluation Task** and **School Year** to which you would like data and click **Save and Generate**, then click **Save and Generate** to **Save & Name** or **Download XLSX**.

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Evaluation Task Completion



Save and Generate

Actions ▾

Please Make a Selection

Evaluation Task (required) Select

School Year (required) Select ▾

Example Download View

	A	B	C	D	E	F	G	H	I	J	K
	Evaluatee	Evaluated Position Level	Primary Evaluator	Task (Due)	Self Evaluation Complete	Required	Past Due	Task (Due)	Evaluation Cycle Meeting Complete	Required	Past Due
1	1 Evaluatee Name	Principal - No Exp	1 Evaluator	Self Evaluation (2013-11-15)	No	No	Yes	Evaluation Cycle Meeting (2013-09-30)	No	Yes	Yes
2	2 Evaluatee Name	Initial Teacher - Year 4	1 Evaluator	Self Evaluation (2013-11-15)	No	Yes	Yes	Evaluation Cycle Meeting (2013-09-30)	No	Yes	Yes
3	3 Evaluatee Name	New Teacher - 1 Year Exp	1 Evaluator	Self Evaluation (2013-11-15)	No	Yes	Yes	Evaluation Cycle Meeting (2013-09-30)	No	Yes	Yes

Main fields of data in the report (Depending on how many Task Templates are selected at download and the frequency of them on a Task List, this download could have many or few sets of columns)

- Task Template Name [this and below columns setup repeats for each Task Template selected]
 - o Task (Due),
 - o Completed,
 - o Required,
 - o Past Due

(Above four columns will repeat as many times as the task is listed on a task list)

EVALUATION YEAR SUMMARY

Select the School Year (optional) and click **Save and Generate**. Then click **Save and Generate** to **Save & Name** or **Download XLSX**.

Please Make a Selection for All Required Fields

School Year (optional) Select

Evaluation																			Teacher Criterion						
Evaluation Year	Plan	Assigned Position	Rated Position	Rated Position	Rated Position	Rated Position	Rated Position	Rated Position	Evaluatee	Evaluatee	Primary Evaluator	Primary Evaluator	Primary Evaluator	School Year	School Year	Year	Task Count	Required Task Count	Completed Task	Criterion 1	Criterion 2	Criterion 3	Criterion 4	Criterion 5	
16		3	Teacher - 22	Teacher	1170	LastName,	4209	LastName,	14	2013 / 2011	19	0	19				18	7	6	Distinguish	- Proficient				
70		5	Teacher - 42	Teacher	1361	LastName,	4209	LastName,	14	2013 / 2011	18	7	6				18	13	0						
82		5	Teacher - 42	Teacher	4565	LastName,	4209	LastName,	14	2013 / 2011	18	9	5				18	10	3						
7		5	Teacher - 42	Teacher	1541	LastName,	4209	LastName,	14	2013 / 2011	18	9	5				18	8	5						
18		5	Teacher - 42	Teacher	4898	LastName,	4209	LastName,	14	2013 / 2011	18	9	4				18	13	0						
10		5	Teacher - 42	Teacher	1801	LastName,	4209	LastName,	14	2013 / 2011	18	8	5				18	1	13						
13		5	Teacher - 42	Teacher	2456	LastName,	4209	LastName,	14	2013 / 2011	18	1	12				18	0	22						
66		5	Teacher - 42	Teacher	3003	LastName,	4209	LastName,	14	2013 / 2011	18	1	10				18	0	22						
2		5	Teacher - 42	Teacher	32	LastName,	4549	LastName,	14	2013 / 2011	18	4	10				18	0	13						
5		5	Teacher - 22	Teacher	499	LastName,	4549	LastName,	14	2013 / 2011	18	4	12				18	0	13						
68		5	Teacher - 42	Teacher	520	LastName,	4549	LastName,	14	2013 / 2011	18	1	21				18	0	22						
63		2	Teacher - 12	Teacher	12174	LastName,	4549	LastName,	14	2013 / 2011	22	1	21				18	0	13						
4		4	Teacher - 22	Teacher	671	LastName,	4549	LastName,	14	2013 / 2011	21	0	21				18	0	13						
86		2	Teacher - 12	Teacher	12463	LastName,	4549	LastName,	14	2013 / 2011	23	0	22				18	0	13						
5		5	Teacher - 42	Teacher	608	LastName,	4549	LastName,	14	2013 / 2011	14	0	13				18	0	13						
17		5	Teacher - 42	Teacher	4079	LastName,	4549	LastName,	14	2013 / 2011	16	1	15				18	0	13						
62		17	Principal - 3	Principal	4209	LastName,	4549	LastName,	14	2013 / 2011	9	1	6				18	0	13						
71		2	Teacher - 12	Teacher	1481	LastName,	4549	LastName,	14	2013 / 2011	22	0	21				18	0	13						
8		5	Teacher - 42	Teacher	1545	LastName,	4549	LastName,	14	2013 / 2011	18	13	0				18	0	13						
65		3	Teacher - 22	Teacher	4774	LastName,	4549	LastName,	14	2013 / 2011	19	0	18				18	0	13						
67		5	Teacher - 42	Teacher	1722	LastName,	4549	LastName,	14	2013 / 2011	18	10	3				18	0	13						
80		5	Teacher - 42	Teacher	4988	LastName,	4549	LastName,	14	2013 / 2011	18	13	0				18	0	13						
9		5	Teacher - 42	Teacher	1772	LastName,	4549	LastName,	14	2013 / 2011	14	2	11				18	0	13						
27		2	Teacher - 12	Teacher	11606	LastName,	4549	LastName,	14	2013 / 2011	22	0	21				18	0	13						
12		5	Teacher - 42	Teacher	2267	LastName,	4549	LastName,	14	2013 / 2011	18	2	13				18	0	13						
28		2	Teacher - 12	Teacher	11607	LastName,	4549	LastName,	14	2013 / 2011	22	0	22				18	0	13						
19		5	Teacher - 42	Teacher	5405	LastName,	4549	LastName,	14	2013 / 2011	16	3	12				18	0	13						

Main fields of data in the report, with a set of Criteria, marked for each Position (Teacher, Principal, etc.):

- Evaluated Position Level,
- Evaluatee,
- Evaluator,
- Task Count,
- Late Required Task Count,
- Completed Task Count,
- Late Tasks List,
- Criterion #1 Final Score,
- Criterion #2 Final Score,
- Criterion #3 Final Score,
- Criterion #4 Final Score,
- Criterion #5 Final Score,
- Criterion #6 Final Score,
- Criterion #7 Final Score.
- Criterion #8 Final Score,
- Require Student Growth Inquiry,
- Require Plan of Improvement,
- Preliminary Summative Rating,
- Student Growth Impact,
- Final Summative Rating

TIDE ROSTER DATA - STANDARD

Select the **Student Group**, **School Year** (optional), and **Class Terms** (optional), then click [Save and Generate](#) to [Save & Name](#) or [Download XLSX](#)

DATA ADMIN :: BUILD DATA TABLE

TIDE Roster Data - Standard



Save and Generate

Actions ▾

Please Make a Selection for All Required Fields ^

Student Group (required) [Select](#)

School Year (optional) [Select ▾](#)

Class Terms (optional) [Select](#)