

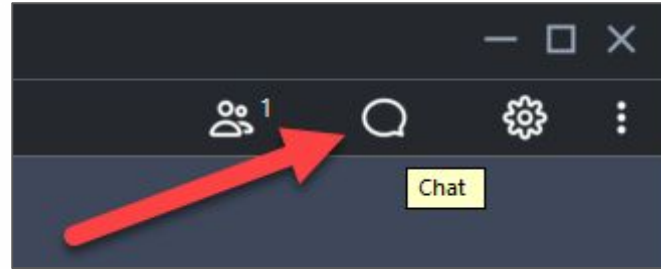
Creating groups with the V2 Student Groups Application



PRESENTED BY:

SchoolData.net

How to Chat



- GoToMeeting Toolbar
- Type
- Choose who to send chat to (default is Everyone)



Course Registration and Resources

- Course Registration
 - Register for additional courses
 - Registered courses display as Enrolled
- Course Resources
 - Locate presentation by clicking the course details pdf
 - Links listed under Course Materials

SCHOOL DATA SOLUTIONS PROFESSIONAL DEVELOPMENT SYSTEM

Home **Course Registration** My Records FAQ

August 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Course Registration

To view course information, click the in the "Info" column.

You can search for courses by:

- **Dates** - click on a specific date on the calendar widget or filter by start date below.
- **Criteria Search** - select an option from the drop-down menus below.
- **Key Search** - type a key word in one of the text filter boxes below.

Click on the blue help icon (upper right-hand corner) for more detailed instructions.

Criteria Search Category
Intended Audience All Criteria Content Focus Homeroom for Educators Learning Level All Criteria

Key Search	Info	ID	Start Date	End Date	Title	Location	Instructor
ENROLLED		2	8/11/2020	8/11/2020	Support initiatives with Student Groups	Online Course	Wright, Jennifer
<input type="button" value="Register"/>		3	8/13/2020	8/13/2020	Explore the new Dashboard Builder tool	Online Course	Wright, Jennifer
<input type="button" value="Register"/>		4	8/19/2020	8/19/2020	Train the Trainer: Homeroom Dashboards	Online Course	Wright, Jennifer

Other Course Information
Course Materials [Student Group ProDev 8-11-2020.pdf](#)

My Courses

- My Records → My Courses
- View Course Details pdf
- Email Questions
- Complete Course Evaluation
 - We appreciate your feedback!
 - Available for 10 days
- Cancel Registration

SCHOOL DATA SOLUTIONS
PROFESSIONAL DEVELOPMENT SYSTEM

Home Course Registration **My Records** FAQ

My Records

My Records Information.
New Users: The first time through you are prompted to complete each page. *The information you provide will be used to contact you regarding your course registrations. Information will not be shared outside the system.* All fields marked with are required. Click the at the bottom right to go to the next page. If you check "Register as an Instructor" you will complete 3 pages; otherwise you will complete 2 pages.

After you complete My Records the first time, you can return at any time to view or update data. You will then see tabs for all My Records items: My Courses, Personal Info, Contact Info, Instructor Info (if applicable) and Reports. Click on a tab to view or update your information.

My Courses Personal Info Contact Info Reports

Use this information to identify the icons shown on this page.

Course Information Email Instructor Complete Evaluation Evaluation Due Date Missed Eval Completed Cancel Course

AV is the last column = Attendance Verification: NV=Not Verified, V=Verified, NS=No Show

Click to view session enrollment details Enrolled You are enrolled and expected to attend Canceled You have canceled your registration Wait List Do not attend unless you are notified a seat becomes available and you are enrolled. Combo Sessions are a combo of enrolled, cancelled, &/or Wait List.

When multiple pages of courses display, click the ... at the end to display all courses.

If you have filtered, click to return to the full view.

	ID	Start Date	Course	Location	Info	eMail	Eval	Cancel	Status	AV
	2	8/11/2020	Support initiatives with Student Groups 10:30 AM with Jennifer Wright in the GoToMeeting	Online Course						NV

Info	eMail	Eval	Cancel	Status

Clock Hour Transcripts

- Print Clock Hour Transcript from ProDev portal
 - My Records → Reports
- Transcript available 2 weeks after course
- Contact support@schooldata.net with questions

SCHOOL DATA SOLUTIONS
PROFESSIONAL DEVELOPMENT SYSTEM

Home Course Registration **My Records** FAQ

My Records

My Records Information.
New Users: The first time through you are prompted to complete each page. *The information you provide will be used for your course registrations. Information will not be shared outside the system.* All fields marked with are required. You must click the "Next" button right to go to the next page. If you check "Register as an Instructor" you will complete 3 pages; otherwise you will complete 2 pages.

After you complete My Records the first time, you can return at any time to view or update data. You will then see tabs for My Courses, Personal Info, Contact Info, Instructor Info (if applicable) and Reports. Click on a tab to view or update your information.

My Courses **Personal Info** **Contact Info** **Reports**

Click into the drop down box to select the desired report.
Select the PDF output option. For some reports you will also select the course.

Note: Your attendance in the course must be verified by the instructor before you can print a certificate or the course will be closed.

Select Report:

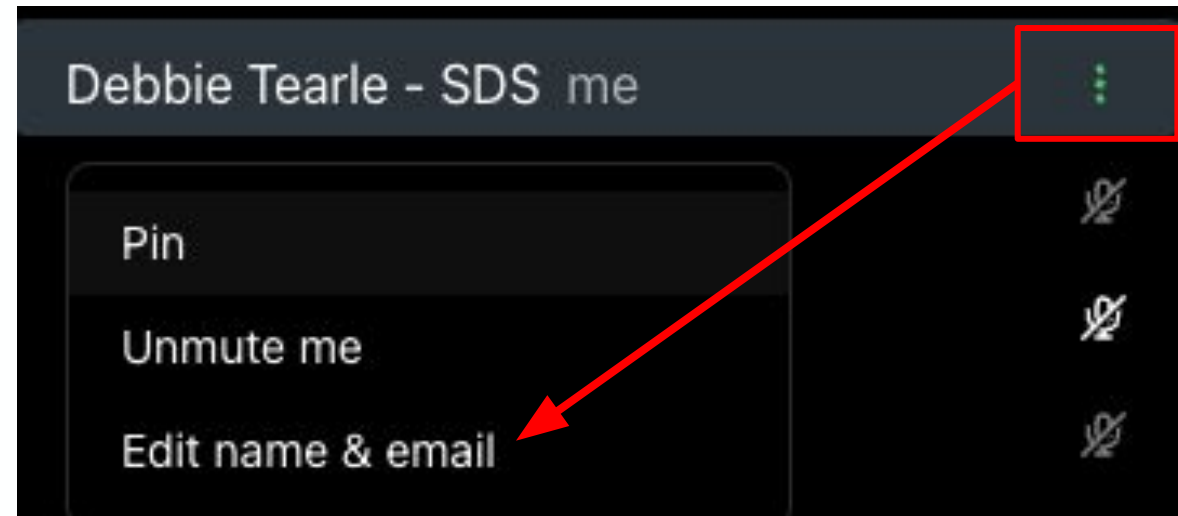
ID	Report Title
211	Attendance Certificate
226	Individual Course Clock Hour Report
212	Official Transcript

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Attendance verification for Clock Hours

Before logging off the GoToMeeting, show you attended for clock hours

- From the GoToMeeting, be sure your NAME and EMAIL address used for registration is reflected so we know you attended
- On your **name**, click the three dots
- Click **Edit name & email**
- Questions: support@schooldata.net



Objectives

- Logging in and accessing the application
- What can Student Group application provide you
- Understanding Static vs. Nightly updating (Smart) groups
- Create your own student groups for a variety of situations
- Use of groups once created
- Additional tools available

Creating groups with the V2 Student Groups Application

Let's get started



PRESENTED BY:

SchoolData.net

September 23, 2020

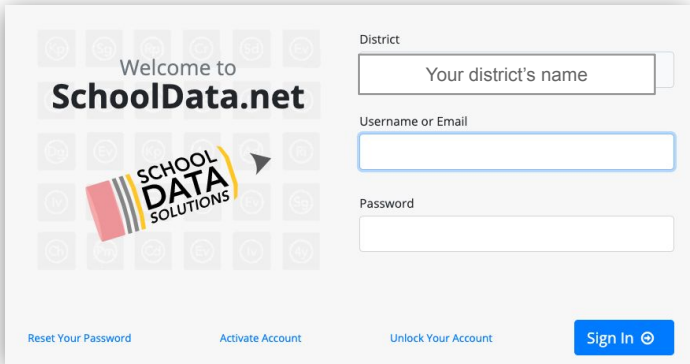
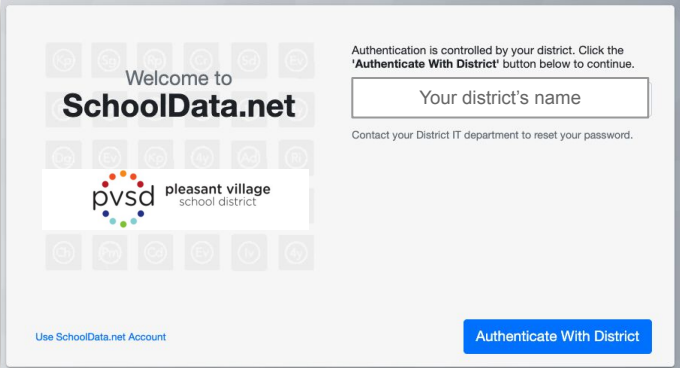




How do I get to Student Groups?

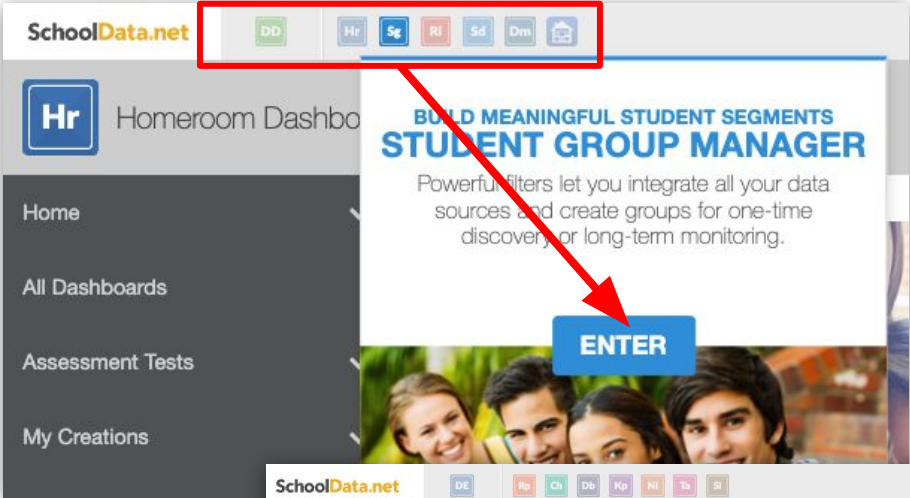
All SchoolData.net applications, like Homeroom, use the **same username & password**.

[\[yourdistrict\].schooldata.net/v2/student-group-manager](#)

User managed account	District authentication
<p><u>Username</u> - possibly your SIS* username</p> <p><u>Password</u> - this is only known to you</p> <ul style="list-style-type: none">• Passwords are NOT synced with the SIS. If you do not remember it, click the <u>Reset Your Password</u> link.  <p>*SIS = Student Information System</p>	<p>If your district uses an account login authentication process, click the button:</p>  <p>If you aren't already logged in to your district account, it will prompt you to log in.</p>

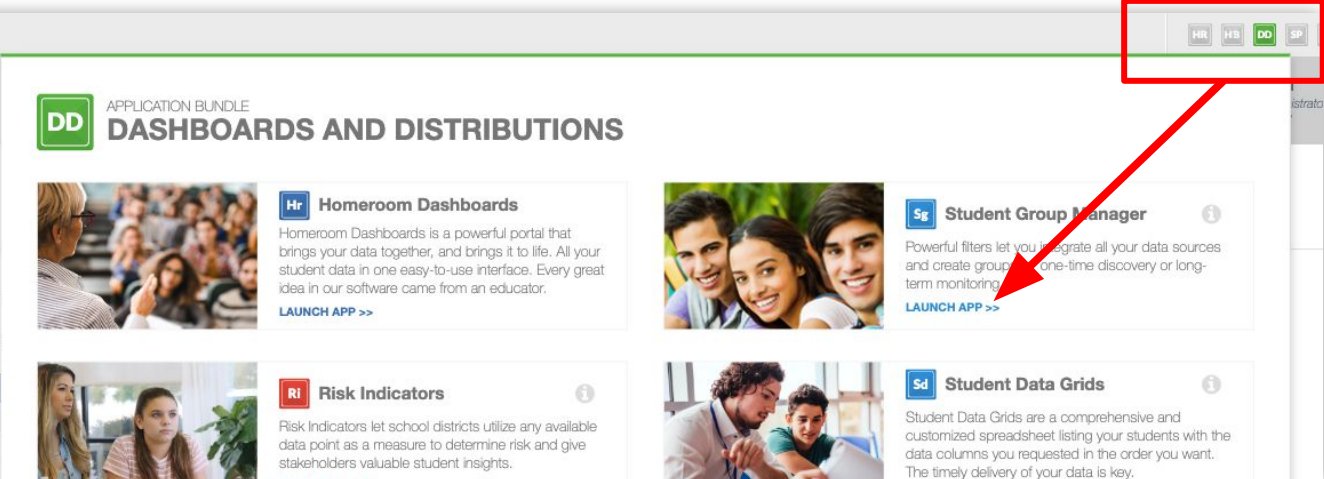
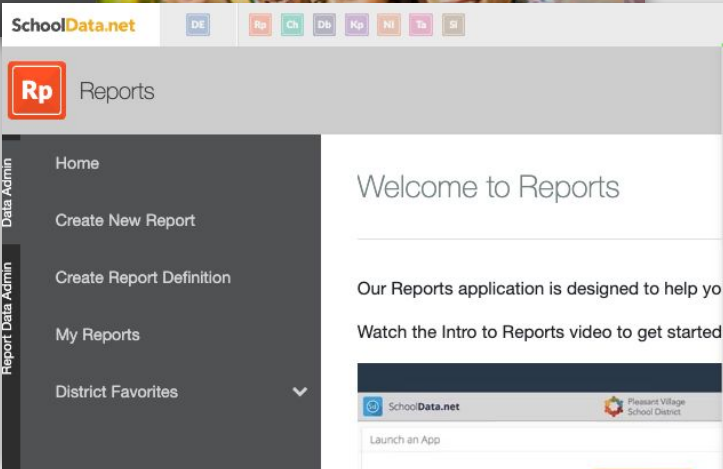


If you don't see Student Groups, how to get there



If you find you have logged into another SchoolData.net application, like **Homeroom Dashboards**, here is how you can get to **Student Groups**.

- In the bundle toolbar on the top, Student Groups is part of the **Dashboards & Distributions (DD)** bundle.





If you don't have access to Student Groups

If you don't have access to the **Student Groups** application, **fill in the form and submit it**. The Help Desk team receives a ticket and someone will get back to you very soon.

The screenshot shows the Student Groups application interface. At the top, there is a navigation bar with the 'Sg' logo, 'Student Groups' text, the 'pvsd pleasant village school district' logo, and a user profile for 'Nikolas Beuntemeier*' with a notification bell and help icon. A dark sidebar on the left contains links for 'Home', 'Create New Group', 'My Groups', and 'Shared Groups'. The main content area features a grey box with the heading 'REQUEST ACCESS TO STUDENT GROUPS' and the text: 'This application has not yet been activated for your role. Please contact your data administrator to request access.' To the right, a blue box titled 'GET ACCESS' contains the sub-heading 'CONTACT YOUR DATA ADMINISTRATOR' and the text: 'Submit the form below and we'll send an access request for you. Have questions in the meantime? We're here to help at 509-688-9536.' Below this text are two input fields: the first contains 'Nikolas Beuntemeier*' and the second contains 'sample@sample.org'. A blue 'Submit' button is located at the bottom of the form, with a red arrow pointing to it.



Why Do You Need Student Groups?

Advantages and ideas for creating Student Groups

- Use to focus dashboards on a smaller subset of students
- Easy access to “my students” for Counselors and Case Manager
- Filter group by specific data points
- Save groups to track over time
- Can be used in any SDS Applications: Charts, Reports, etc.
- Interactive view of Venn diagram/table on Dashboard



Differences between V2 and V1 Groups

Notable Student Groups enhancements in V2:

- Create group of who are “not” a data point vs. those that “are”
- Can add the same filter more than once
- Many filters have more ways to refine filtered data points
- Venn Diagram display of a group on dashboard
- Excluding individual students from a Nightly Updating group

Notes:

- V2 groups are viewable in the V1 group creator, but should not be edited or shared from there. Those with a prefix of ‘SFISY’ in the view are V2 groups.



Types of Student Groups in SchoolData.net

- **System Generated**
 - automatically created and updated with the nightly processes. Some examples are School Wide, Grade Level, Class, even Services can be set to generate automatic groups.
- **Static**
 - a user selects **individual students** to add to their own group
- **Dynamic or Smart / Updating Nightly**
 - a users selects **data points** and filters to create groups that will update on a schedule with new data

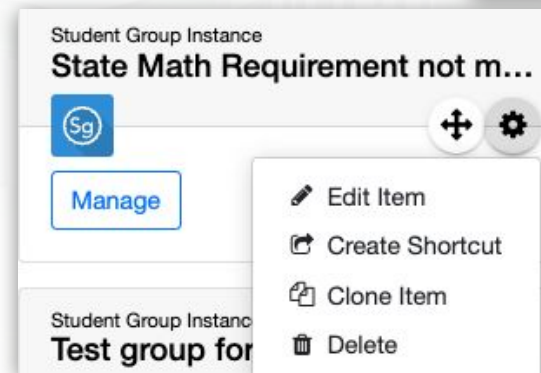
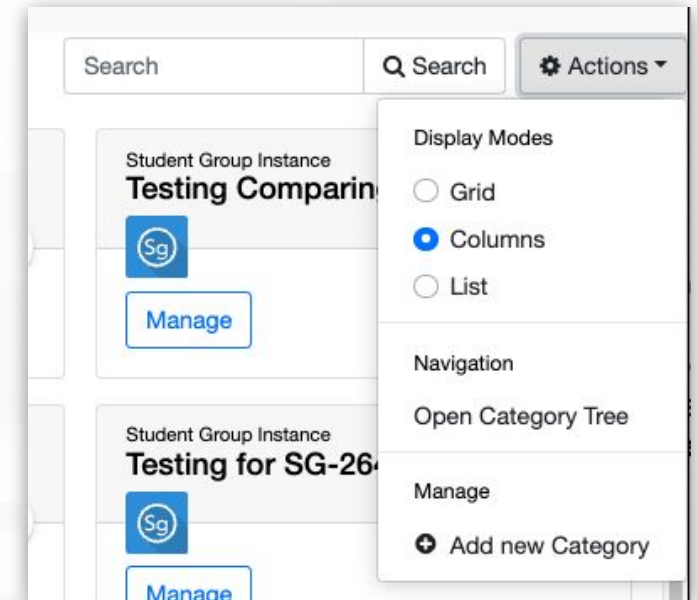


Student Groups application - My Groups page

Ways to use the My Groups page:

- Search box to locate a student group
- Change the display mode to adjust how to view the groups: Grid, Columns, List
- Create a category to sort groups into category folders

Once a Student Group is created, a few options to manage each are on the My Groups page under the **gear**.





Static Groups

- Specific list of students
- Membership does not change unless user adds or deletes
- Can create two ways: by selecting students or importing a list of students
- In the group pick list, no icon is displayed

Example:



Sample group - Static group - Students I selected (22/23)



Sample group - Nightly updating group - Currently ...

Type of Group

Updates Nightly

Static Group

Is Active?

Yes

No



Static Groups - Details

- Click **Create New Group** on the left
- Give the group a descriptive name
- Set the 'Type of Group' to be **Static Group**
- Click **Save**

Home

Create New Group

My Groups

Shared Groups

Niels Cass's 13th Student Group

Undo Save

Details

Name (optional)

Niels Cass's 13th Student Group

Description (optional)

Niels Cass's 13th Student Group.

Create a set of basic filters. These filters will be used to define the pool of students from where the other filters will pull on the Filters tab.

Set Basic Filters

Domain Label (optional)

Set a domain label

Type of Group

Updates Nightly

Static Group

Is Active?

Yes

No



Static Groups - Members

- Once the group is saved on the 'Details' tab, navigate to the 'Members' tab
- Click the '+ Add Members' button to choose students

Sample Group - Static Group for testing

Details **Members** Copy Compare

+ Add Members Actions Cancel Next

Table Actions

Students Label (24 records)

<input checked="" type="checkbox"/>		Student * , Adrielli A. Grade 5th Grade School Granite Hills Elementary School	School Year 2022/23 Gender F Federal-Race White
<input checked="" type="checkbox"/>		Student Daston*, Adrienne A. Grade 6th Grade School Silver Oak Middle School	School Year 2022/23 Gender F Federal-Race Black/African American
<input checked="" type="checkbox"/>		Student Goodrich*, Braiden A. Grade 5th Grade School Oak Springs Elementary School	School Year 2022/23 Gender M Federal-Race Two or more races
<input checked="" type="checkbox"/>		Student * , Alano A. Grade 5th Grade School Forest Grove Elementary School	School Year 2022/23 Gender M Federal-Race White
<input checked="" type="checkbox"/>		Student * , Vincent A. Grade 6th Grade School Silver Oak Middle School	School Year 2022/23 Gender M Federal-Race Hispanic/Latino of any ...
<input checked="" type="checkbox"/>		Student * , Aileah A. Grade 5th Grade School Granite Hills Elementary School	School Year 2022/23 Gender F Federal-Race White
<input checked="" type="checkbox"/>		Student * , Aeden Kawika A.	School Year 2022/23

1 - 24 of 24 Page 1 of 1 50 per page



Static Groups - Members (continued)

On the pop-up that appears, select relevant filters to curate the list to select students. Click **Search**

Search for Members

Search Form

First Name (optional)

Last Name (optional)

External Id (optional)

Other ID (optional)

Schools (optional) [Select](#)

Grade Levels (optional) [Select](#)

Enrollment School Year (required) [Select](#)

SSID (optional)

5th Grade x 4th Grade x

Currently Enrolled x

[Search](#)

Search Form

Students to Add to Static V2 Student Group (1351 records)

[Select Row Actions](#)

Photo	First Name	Last Name	School Year	Grade Level	School	SSID	Otherid	Externalid
<input checked="" type="checkbox"/>	A'Kire-Sky	*	2022/23	4th Grade	Cedar River Element...	9451541493	1111111	121144
<input checked="" type="checkbox"/>	Aamira	*	2022/23	4th Grade	Cedar River Element...	3533078761	1111111	134755
<input checked="" type="checkbox"/>	Aaryahi	Weber Arellano*	2022/23	4th Grade	Cedar River Element...	1521339446	1111111	108471
<input checked="" type="checkbox"/>	Abdel Rahman	Rossman*	2022/23	4th Grade	Shadow Lake Eleme...	5035985569	1111111	103135

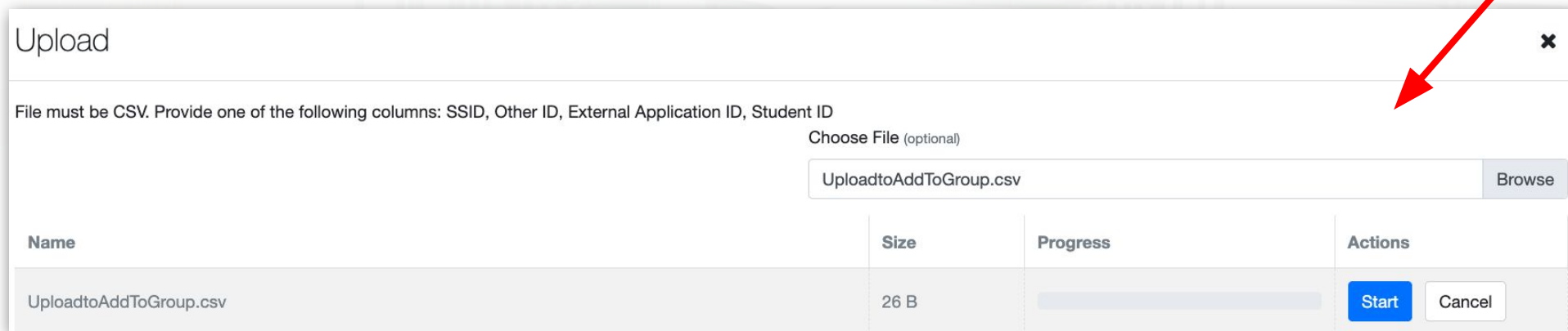
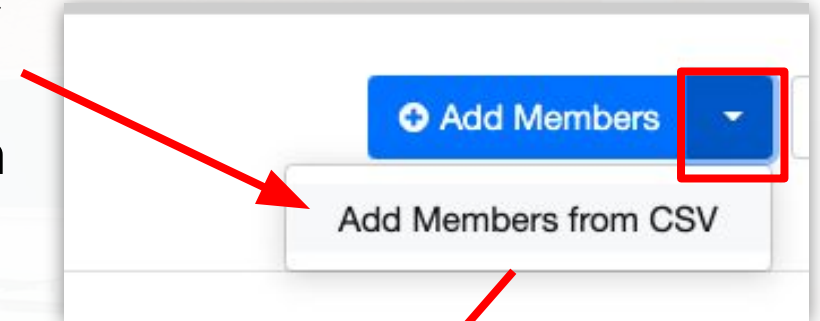
Use column search boxes to locate individuals, check names and then click on the blue button to add students.



Static Groups - Members

Adding students by a CSV upload of student IDs

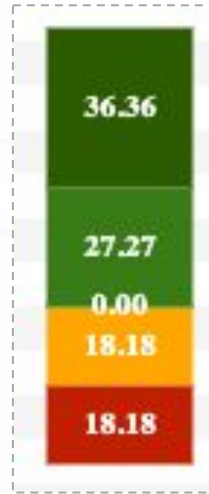
- Click the down arrow next to the **Add Members**, choose **Add Members from CSV**.
- Have prepared in advance a list of student IDs saved as a CSV file.
- Click **Browse** to locate the file, then **Start** to upload





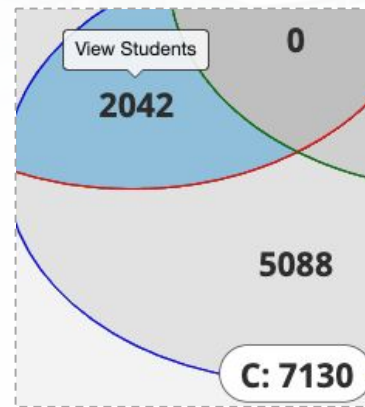
Static Groups - Other ways to add students

- From **Homeroom**, click a chart bar or checkmark students in a Data Table.



OR

- From a **Nightly Updating Student Group**, click a venn diagram section



Either way, the view below is provided with an **Add Selected Students to Static Group** button

Students

Students Label (213 records)

<input checked="" type="checkbox"/>		Student *, Leopold A. Grade 12th Grade School South Creek High School	School Year 2022/23 Gender M Federal-Race Two or more races
<input checked="" type="checkbox"/>		Student Banuelos Gonzalez*, Raja A. Grade 12th Grade School South Creek High School	School Year 2022/23 Gender F Federal-Race Two or more races
<input checked="" type="checkbox"/>		Student Booth Gopfert*, Paulette A. Grade 11th Grade School South Creek High School	School Year 2022/23 Gender F Federal-Race Two or more races
<input type="checkbox"/>		Student Faura*, Anastasiya A. Grade 11th Grade School South Creek High School	School Year 2022/23 Gender F Federal-Race Two or more races
<input type="checkbox"/>		Student Vijayan*, Conrado A. Grade 12th Grade School South Creek High School	School Year 2022/23 Gender M Federal-Race Two or more races

1 - 50 of 213 Page 1 of 5

Your Selected Students 3

Add these students to a group...

Create a New Group Create

----No Selection---- Add To

Add Selected (3) Students to Static Group

Static Groups




Let's go build a ~~snowman~~ Static Group!

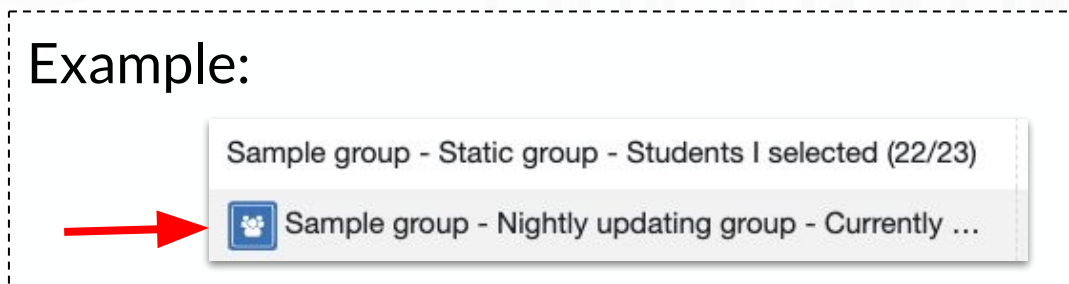




Smart / Nightly Updating Groups

- Dynamic list of students based on data points selected by user
- Membership could change nightly
- In the group pick list, an icon [] is displayed next to the name

Example:



Type of Group

- Updates Nightly
- Static Group

Schedule:

Set Schedule

Every Sunday at 6:00 PM (2023)



Is Active?

- Yes
- No



Nightly Updating Groups - Details

- Click **Create New Group** on the left
- Give the group a descriptive name
- Set a **Basic Filter**, optional.
- Set the 'Type of Group' to be **Updates Nightly**
- Set an nightly update schedule in **Set Schedule**
- Click **Save**

Home

Create New Group

My Groups

Shared Groups

Niels Cass's 14th Student Group

Details

Name (optional)

Niels Cass's 14th Student Group

Create a set of basic filters. These filters will be used to define the pool of students from where the other filters will pull on the Filters tab.

Set Basic Filters

Domain Label (optional)

Set a domain label

Type of Group

Updates Nightly

Static Group

Schedule:

Set Schedule



Nightly Updating Groups - Details, Basic Filter

- **Basic Filter** - These define the pool of students from where the other filters will pull on the Filters tab.

Student Group Domain Filters Change Filter ✕

Last Known End Year (optional)
No Filter

Grade Levels (optional)
Select

Current Year Predominant School (optional)
Select

Current Year School (optional)
Select

Last Known Predominant School (optional)
Select

Currently Enrolled (optional)
[Empty]

Excluded Students (optional)
Select

No Basic Filter set

With NONE set, the default pool includes students that had been enrolled at any point during the current year

Student Group Domain Filters Change Filter ✕

Last Known End Year (optional)
No Filter

Grade Levels (optional)
Select 9 10 11 12

Current Year Predominant School (optional)
Select

Current Year School (optional)
Select

Last Known Predominant School (optional)
Select

Currently Enrolled (optional)
Yes

Excluded Students (optional)
Select

Basic Filter set

Consider adding a Domain label as well, to identity what was selected. The Domain Label is found on the Details page.



Nightly Updating Groups - Details, Set Schedule

- **Set Schedule** - This determines how often you want the group updated. Without it students in the group won't change, unless the group is edited & saved again.

Schedule:

Set Schedule

Simple Schedule

Schedule Type (optional)

- ✓
- Monthly
- Weekly
- Daily
- Specific Dates

Pick a schedule type

Make selections for day, week, month, or day and the time.

Simple Schedule

Schedule Type (optional)

Weekly

Day of the Week (optional)

Sun

Hour (optional)

6 pm

Minute (optional)

00

Set Schedule

Every Sunday at 6:00 PM (2023)

Click Set Schedule

Click Set Schedule

Click Set Schedule

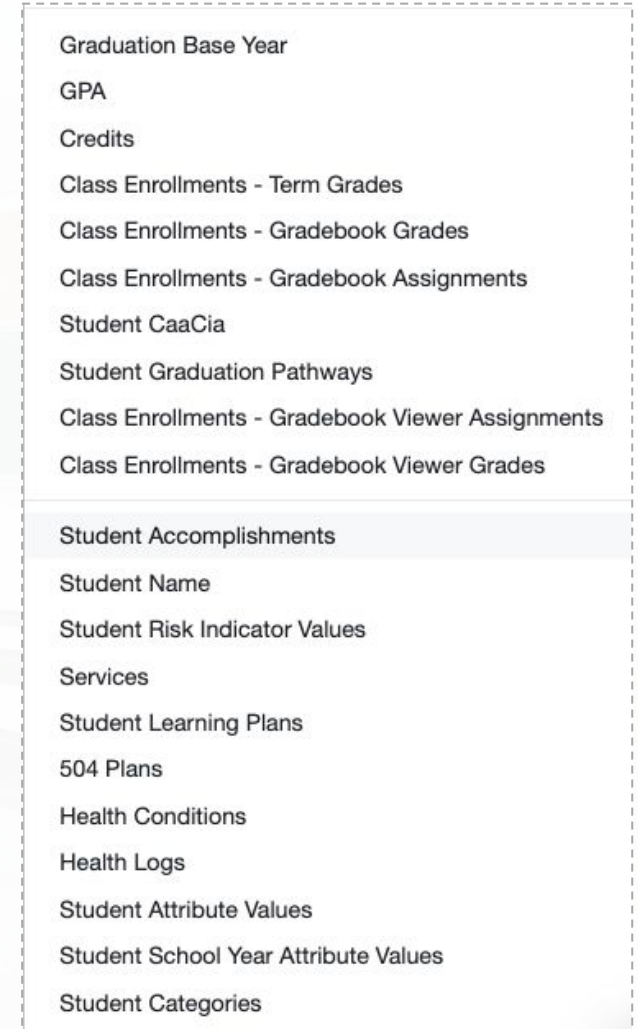
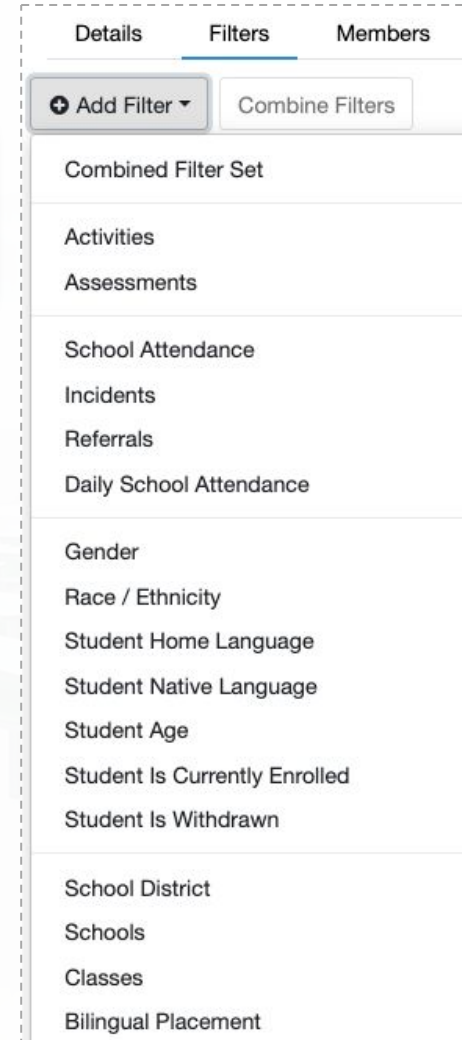
Click Set Schedule



Nightly Updating Groups - Adding Filters



- Click **Add Filter** on the left to select from the list of filter options.
 - screenshots on right show the available list
- Each selection gives you different options or choices to make based on the selection.





Nightly Updating Groups - Adding Filters

- Some filters are simple like 'Student Age' or 'Student Name'
- Some filters are more complex like 'Daily School Attendance'

Student Age ✓ Add Filter ✕

Age

=

Student Name ✓ Add Filter ✕

First Name (optional)

Last Name Range:

Start Range to End Range

Daily School Attendance ✓ Add Filter ✕

Pick Range of Time

Set Time Span (optional)

By End Years

Set Year Type (optional)

Current School Year

From all of the days in the selected range, limit the days by:

Sum of Effective Daily Attendance:

Exactly

Sum of Effective Daily Absence:

Exactly

Number of other Present:

Exactly

Number of Absences:

Exactly



Nightly Updating Groups - Adding Filters

- As each filter is added, they are given a **letter** that corresponds to a region on the Venn or Table view on the right.
- The **label** and **descriptions** are auto-generated, based on the filter and selections made.



Filter A: Race / Ethnicity 25

Description: Ethnicity Sub Type is one of Chinook Tribe, Confederated Tribes and Bands of the Yakama Nation, Confederated Tribes of the Chehalis Reservation, Confederated Tribes of the Colville Reservation, Cowlitz Indian Tribe, Duwamish Tribe, Hoh Indian Tribe, Jamestown

Filter B: Graduation Base Year 1348

Description: Graduation Requirements Base Year is one of 2023 or 2024



Nightly Updating Groups - Edit Filter Label/Description

- Sometimes the auto-generated text isn't helpful, so the filter **Label** or **Description** can be updated if needed.
- Click the **gear**, choose **Edit Label/Description**, enter your text, and click **Set**.

Filter A: **Race / Ethnicity** [gear icon] 25

Description: Ethnicity Sub Types
Confederated Tribes and Bands of the
Confederated Tribes of the Crenshaw Reservation,
Confederated Tribes of the Colville Reservation, Cowlitz Indian

Edit Filter
Edit Label/Description

Set Values [Set]

Label:
State Race Selections

Description:
Individual Tribe Races selected in specific Federal Race Aggregate

Set Values [Set]

Label:
Race / Ethnicity

Description:
description

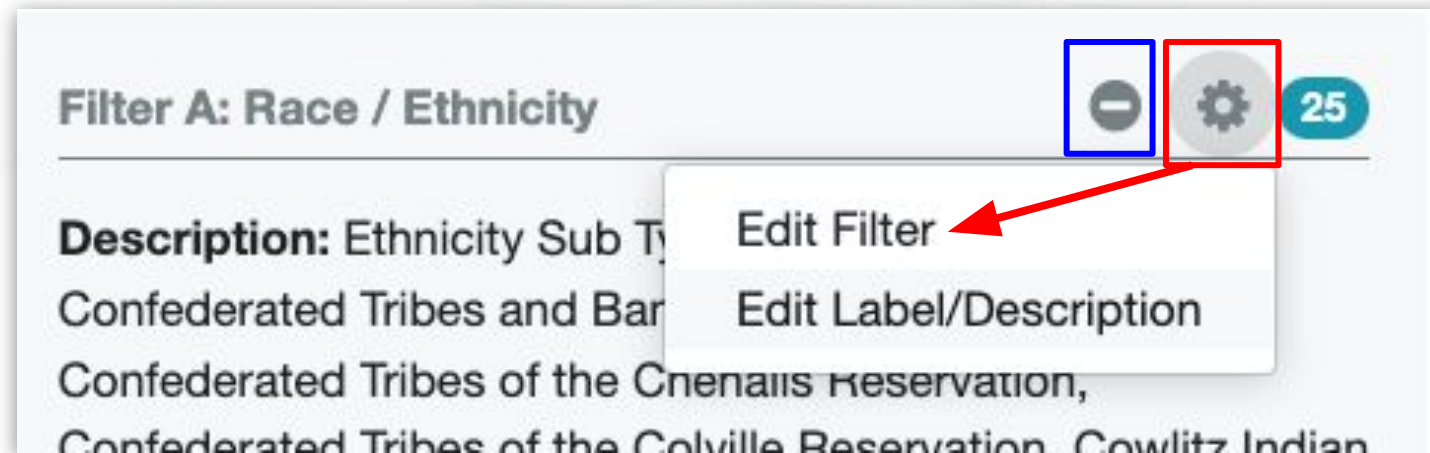
Filter A: **State Race Selections** [minus icon] [gear icon]

Description: Individual Tribe Races selected in specific Federal Race Aggregate



Nightly Updating Groups - Edit Filter or Remove Filter

- **Edit a filter** - click the **gear** and choose **Edit Filter**. This will bring up the box where you made filter selections for that filter.
- **Remove a filter** - click the **circle with a line through it** to left of the gear on the filter box. If you haven't made any other edits and inadvertently click this button, you can refresh your screen BEFORE clicking save to bring it back.



Nightly Updating Groups - Edit Filter Label/Description



Before Edit

After Edit

Sample group - Nightly updating group - additional

Details Filters Members Copy Compare

Add Filter Combine Filters

Filter A: Race / Ethnicity 25

Description: Ethnicity Sub Type is one of Chinook Tribe, Confederated Tribes and Bands of the Yakama Nation, Confederated Tribes of the Chehalis Reservation, Confederated Tribes of the Colville Reservation, Cowlitz Indian Tribe, Duwamish Tribe, Hoh Indian Tribe, Jamestown S'Klallam Tribe, Lummi Tribe of the Lummi Reservation, Makah Indian Tribe of the Makah Indian Reservation, Marietta Band of Nooksack Tribe, Muckleshoot Indian Tribe, Nisqually Indian Tribe, Nooksack Indian Tribe of Washington, Port Gamble S'Klallam Tribe, Puyallup Tribe of Puyallup Reservation, Quileute Tribe of the Quileute Reservation, Sauk-Suiattle Indian Tribe of Washington, Shoalwater Bay Indian Tribe of the Shoalwater Bay Indian Reservation, Skokomish Indian Tribe, Snohomish Tribe, Snoqualmie Indian Tribe, Snoqualmoo Tribe, Spokane Tribe of the Spokane Reservation, Squaxin Island Tribe of the Squaxin Island Reservation, Steilacoom Tribe, Stillaguamish Tribe of Indians of Washington, Suquamish Indian Tribe of the Port Madison Reservation or Tulalip Tribes of Washington

Filter B: Graduation Base Year 1348

Description: Graduation Requirements Base Year is one of 2023 or 2024

Details Filters Members Copy Compare

Add Filter Combine Filters

Filter A: State Race Selections 25

Description: Individual Tribe Races selected in specific Federal Race Aggregate

Filter B: Graduation Base Year 1348

Description: Graduation Requirements Base Year is one of 2023 or 2024

Venn Table Any All None View 4 Students

A: 25 B: 1348

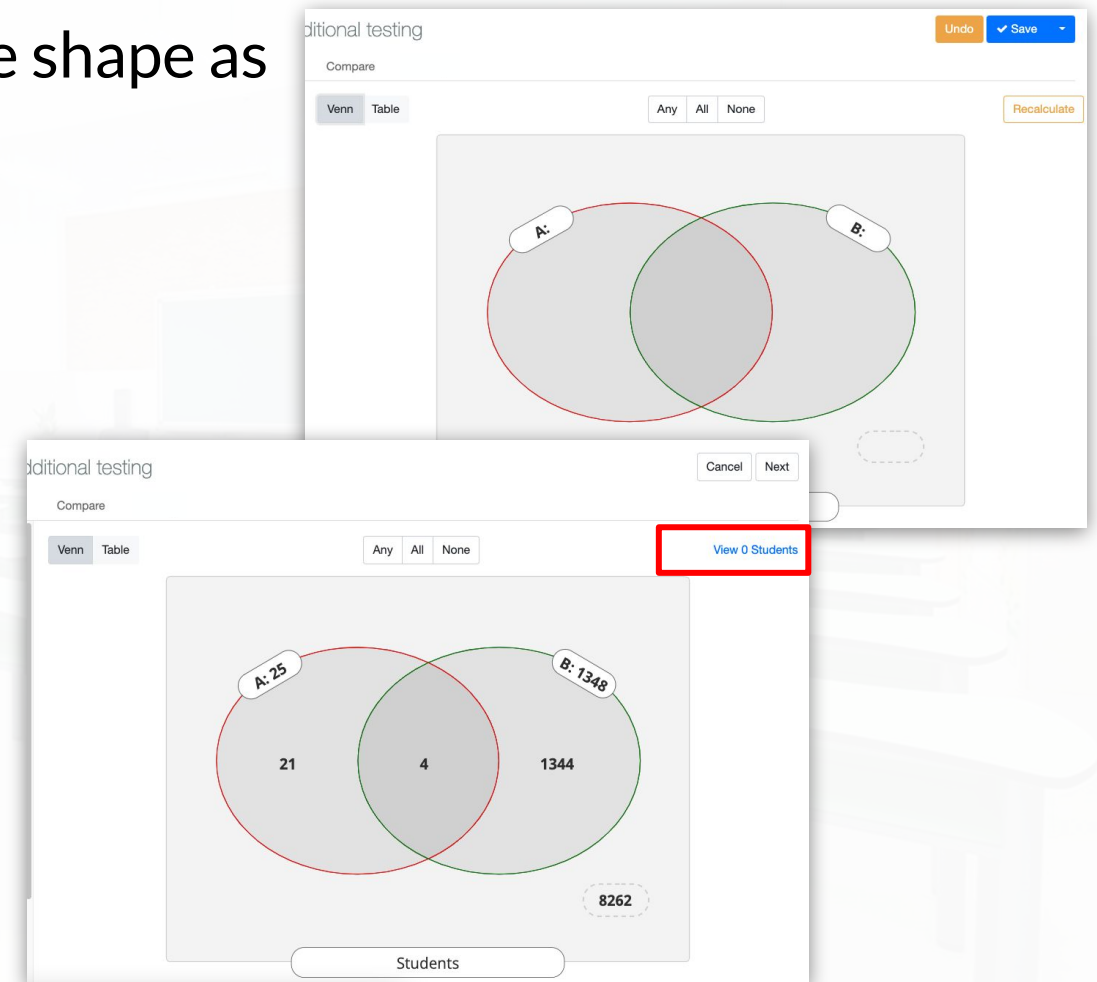
21 4 1344

9747 Students



Nightly Updating Groups - Filters, section selection

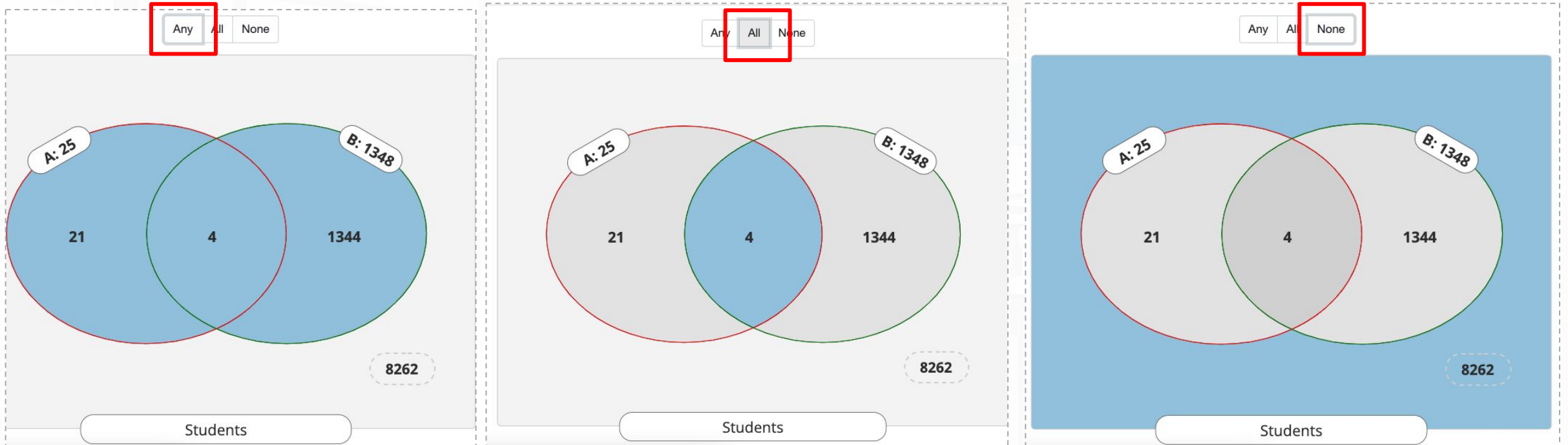
- A Venn diagram of circles will begin to take shape as filters are added.
- When it is **Saved** or **Recalculated**, numbers will display for those:
 - meeting the criterion set in each of the filters
 - numbers where overlapping
 - and numbers outside of both (ie meeting 'none').
- Until a region of the Venn diagram is selected, there will be **0 students** in the group.





Nightly Updating Groups - Filters, section selection

- Use the toggle at the top of the Venn to choose **Any**, **All**, or **None** for quick selection.





Nightly Updating Groups - Filters, section selection

- Use the Table view as well to see totals. Choosing **Any**, **All**, or **None** for quick selection can be done here as well.

The screenshot shows a 'Table' view interface with three main sections: Filter: A, Filter: B, and Domain. Each section has a header with a plus icon and a total count, and a table of options with individual counts and edit icons.

View	Any	All	None
Filter: A (+ 25)	Filter: B (+ 1348)	Domain (+ 9631)	
A (21) [edit]	B (1344) [edit]	None (8262) [edit]	
AB (4) [edit]	AB (4) [edit]		



Nightly Updating Groups - Filters, section selection

- Another option is to click specific regions of the Venn or table. This allows to select what to include that would NOT the Any, All, or None selections



Venn Table

Any All None

Filter: A	+	25
A	21	
AB	4	

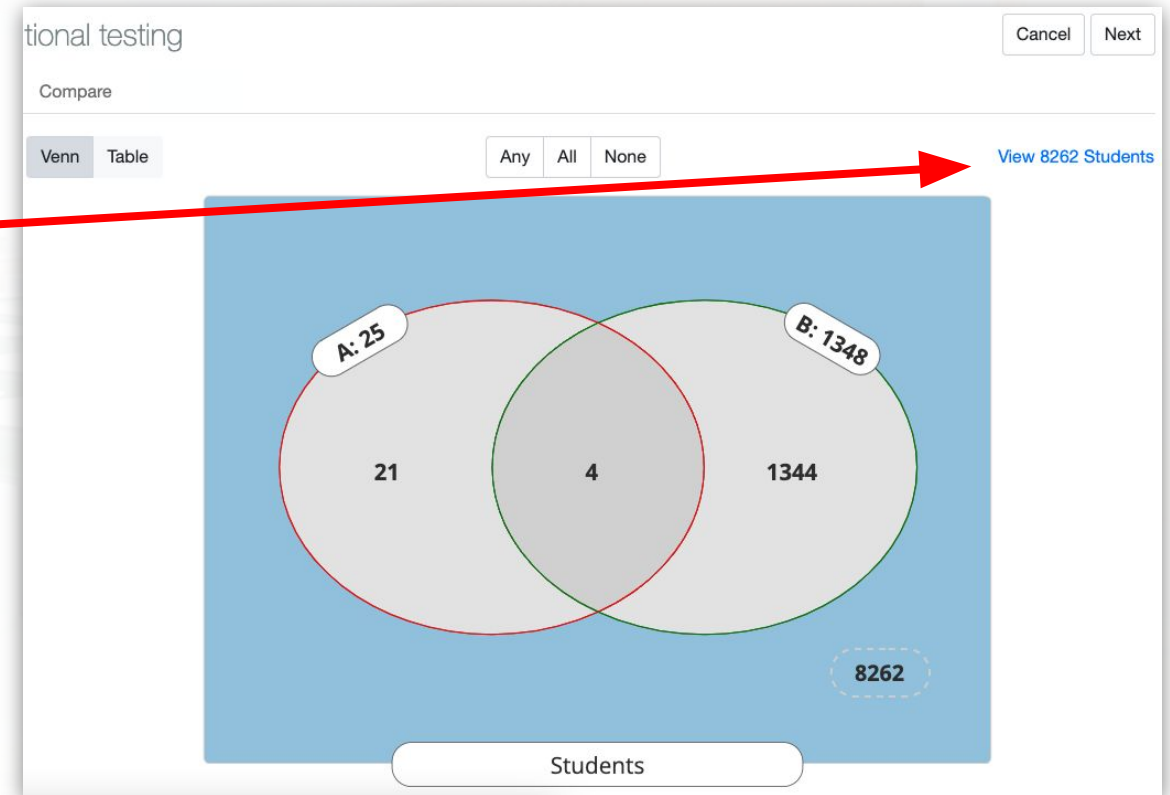
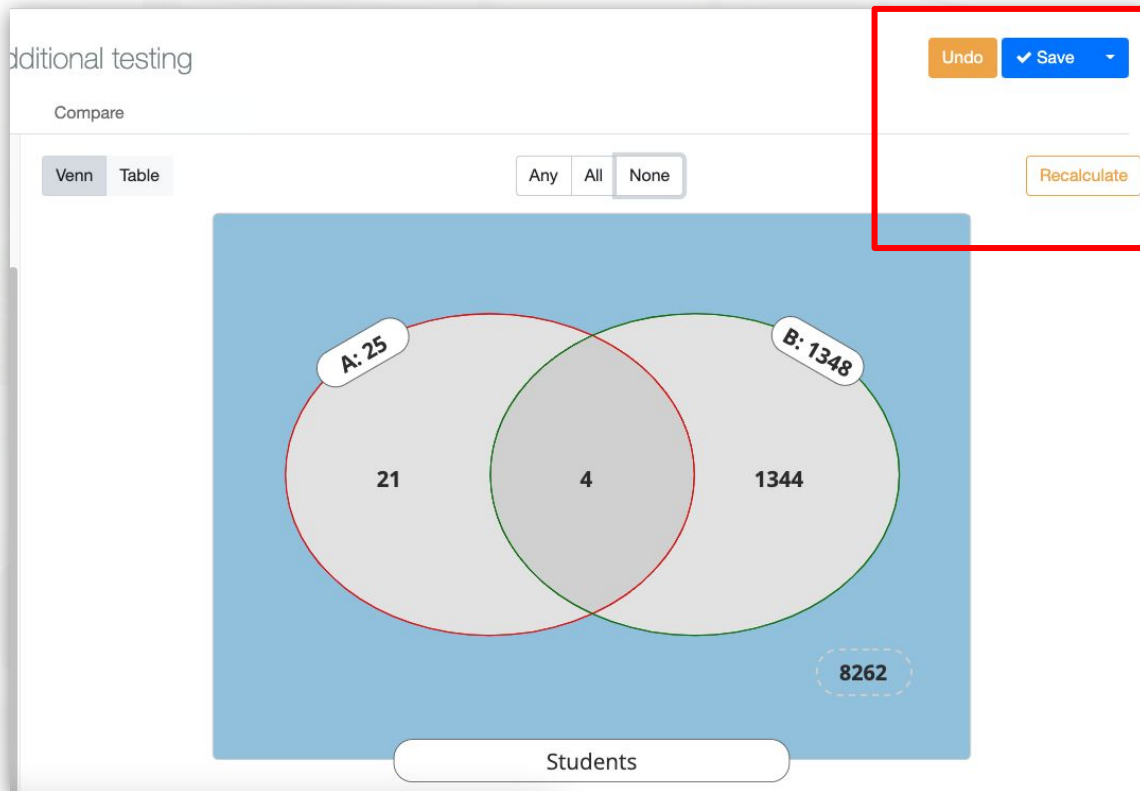
Filter: B	+	1348
B	1344	
AB	4	

Domain	+	9631
None	8262	



Nightly Updating Groups - Filters, section selection

After choosing what to include, click **Save** or **Recalculate** to update and save the student count in group.





Nightly Updating Groups - Filters, section selection

How the Basic (Domain) Filter works with Filters:

- If one **was added** in the **Details**, that is the base 'pool' of students the filters will select from.
- If one **was not added**, the base setting for the pool of students by default is all students that had been enrolled in the current year.

If a Domain/Basic filter **label** is added on the Details, this will display on the Venn at the bottom. The default display is '### Students'

Domain Label (optional)
Currently enrolled 9-12 graders

Type of Group
 Updates Nightly

Currently enrolled 9-12 graders

9752 Students

Nightly Updating Groups - Details, Basic Filter (continued)



No Basic Filter, District Enrollment status filters added

Student Group Domain Filters Change Filter ✕

Last Known End Year (optional)
No Filter

Grade Levels (optional)
Select

Current Year Predominant School (optional)
Select

Current Year School (optional)
Select

Last Known Predominant School (optional)
Select

Currently Enrolled (optional)
No Filter

Excluded Students (optional)
Select

No Basic Filter set

Not Using Basic Filter - set filters Currently Enrolled in Current Year Cancel Next

Details **Filters** Members Copy Compare

Add Filter Combine Filters

Venn Table Any All None View 0 Students

Filter A: Race / Ethnicity 180
Description: All with sub-types in Race aggregate American Indian/Native Alaskan

Filter B: Race / Ethnicity 956
Description: Federal Race Code is Two or more races

Filter C: Race / Ethnicity 1092
Description: Federal Race Code is Hispanic/Latino of any race(s)

Filter D: Currently enrolled in Current Year 9451
Description: Combined Filters

Region	Count
A only	3
B only	24
C only	52
D only	204
A & B	5
A & C	13
A & D	0
B & C	0
B & D	80
C & D	977
A & B & C	0
A & B & D	0
A & C & D	0
B & C & D	847
A & B & C & D	0
Total	9752

Nightly Updating Groups - Details, Basic Filter (continued)



Basic Filter set up with a Label

Student Group Domain Filters Change Filter

Last Known End Year (optional)
No Filter

Grade Levels (optional)
Select

Current Year Predominant School (optional)
Select

Current Year School (optional)
Select

Last Known Predominant School (optional)
Select

Currently Enrolled (optional)
Yes

Excluded Students (optional)
Select

Using Basic Filter - Currently Enrolled in Current Year

Details **Filters** Members Copy Compare

Add Filter Combine Filters

Filter A: Race / Ethnicity 126
Description: All with sub-types in Race aggregate American Indian/Native Alaskan

Filter B: Race / Ethnicity 794
Description: Federal Race Code is Two or more races

Filter C: Race / Ethnicity 876
Description: Federal Race Code is Hispanic/Latino of any race(s)

Venn Table Any All None [View 0 Students](#)

Region	Count
A only	20
B only	732
C only	832
A & B	62
A & C	44
B & C	0
A & B & C	0
Domain Label: Currently Enrolled in Current Year	6281



Nightly Updating Groups

Imagine all the ~~people~~ Nightly Updating Groups,
let's get started!

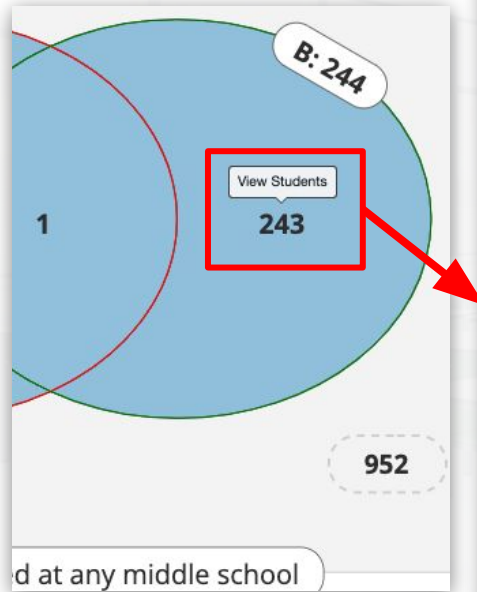




Nightly Updating Groups - Students view

Adding students to a Static Group

- Click a Venn section to see the student list.
- On the pop-up, check off the students you wish to add.
- Click the **Add Selected Students to Static Group** button.
- Pick the group from the Add To dropdown list.
- Click **Add To**



Student	Grade	School	School Year	Gender	Federal-Race
Moorman*, Franklin A.	7th Grade	Silver Oak Middle School	2022/23	M	White
Woolcock*, Rogelio A.	6th Grade	Silver Oak Middle School	2022/23	M	Two or more races
Benedict Wilson*, Maris A.	7th Grade	Silver Oak Middle School	2022/23	F	White
Shackford*, Malco A.	7th Grade	Silver Oak Middle School	2022/23	M	White
Corson*, Latisha A.	7th Grade	Silver Oak Middle School	2022/23	F	Two or more races
Mc Gowan*, Frank Martin A.	6th Grade	Silver Oak Middle School	2022/23	M	White
Quintan*, Trey A.			2022/23		

Currently, at the time of this training, this Create button creates a V1 Static group. An enhancement was requested.



Sample ideas of Nightly Updating Groups

- Current Special Ed Students at your school
- Specific grade students below standard in Reading
- Students with last name A-L, or with M-Z
- Male, Xth Graders who have never been in SpEd
- Students absent 2 or more days in the last 2 weeks
- 10th Graders with fewer than 6 credits
- ABCs - Academic, Behavior, Credits

What group will you make? Let the hands-on time begin!



Sample ideas of Nightly Updating Groups

Elementary

Venn Diagram of Elem Risk Venn ▾

Filter A: Unexcused Absences 52

Description: Student has 2 or more unexcused absences in the current school year.

Filter B: Assessments 169

Description: Students has not met i-Ready Reading assessment during current year.

Filter C: SWIS Referrals 19

Description: Student has 3 or more SWIS Behavior Referrals in the current year.

Middle School

Venn Diagram of MS Risk Venn ▾

Filter A: Unexcused Absences 61

Description: Student has 2 or more unexcused absences in the current school year.

Filter B: Class Enrollments - Gradebook ... 169

Description: Students are faileing two or more classes in the current year.

Filter C: SWIS Referrals 55

Description: Student has 3 or more SWIS Behavior Referrals in the current year.

High School

Venn Diagram of HS Risk Venn ▾

Filter A: Unexcused Absences 245

Description: Student has 2 or more unexcused absences in the current school year.

Filter B: Class Enrollments - Gradebook ... 186

Description: Students is failing two or more classes in the current semester.

Filter C: SWIS Referrals 89

Description: Student has 3 or more SWIS Behavior Referrals in the current year.

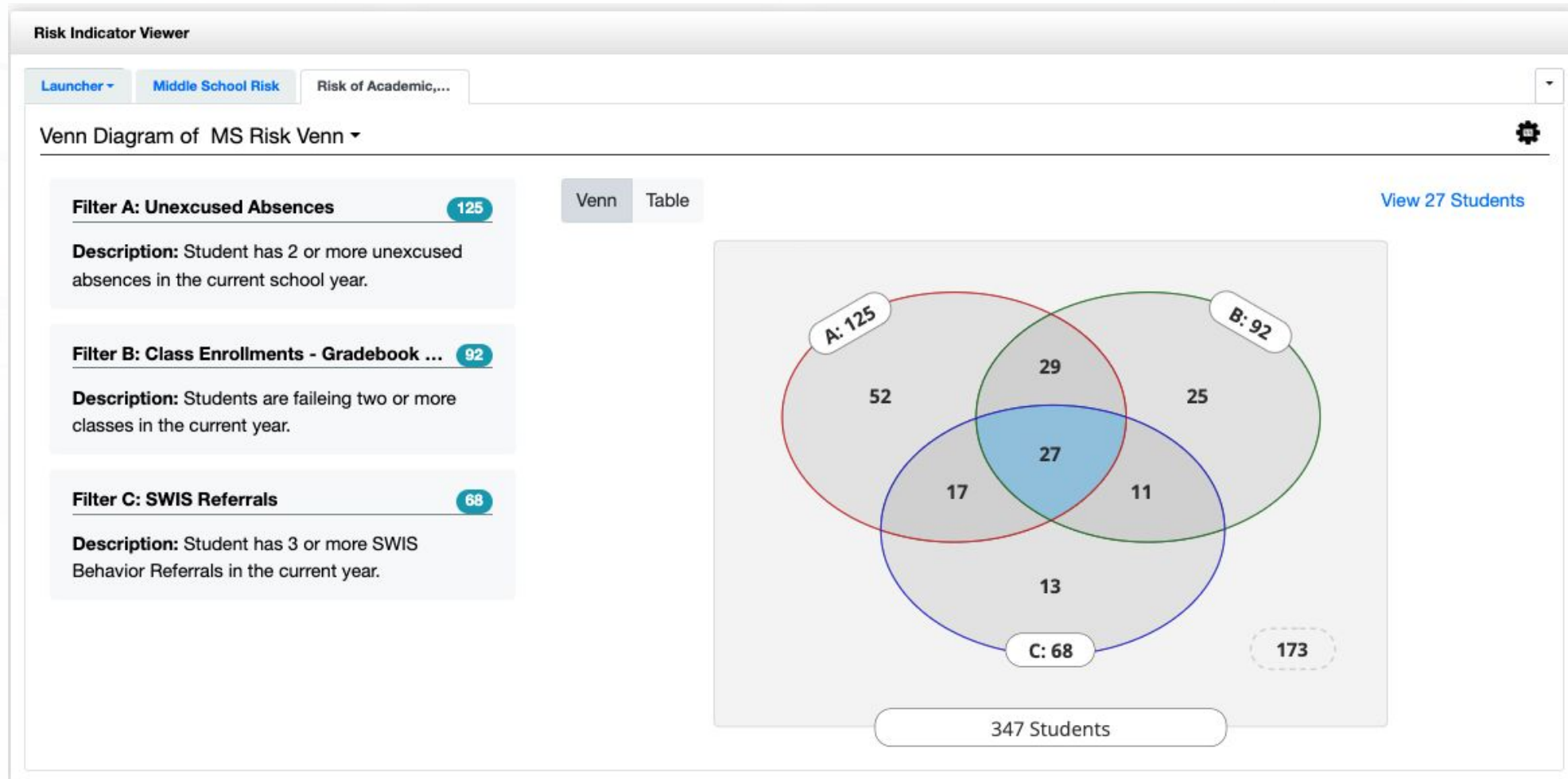


Sample ideas of Nightly Updating Groups

The user can click on sections to see the students.

This is a custom dashboard configuration.

Contact support@schooldata.net to request information on how to add a view like this on your dashboard(s).





Dashboards - changing student group

ELEMENTARY PRINCIPAL
Tyann Holsclaw*, Principal at Oak Springs
Oak Springs (20/21)
Principal: Oak Springs (22/23)
Teacher: Tyann Holsclaw: All students 2019/20
Pick new Default Group

- Click the link that displays the current group.
- Click the **Pick New Default Group** button
- Click the + on the group desired

Student Group ✓ Add Student Group

Student Group Filters
School Years (optional) Select
Current School Year

My Groups Shared Groups

Student Group Search Results Columns

Label

Oak Springs (22/23)	+
1st Grade at Oak Springs (22/23)	+
2nd Grade at Oak Springs (22/23)	+
Kindergarten at Oak Springs (22/23)	+
2nd Grade at Oak Springs (22/23)	+

Tip: use the label search box to quickly locate your group.

Label
Special

District wide Special Ed	+
--------------------------	---

^ Your Selected Student Group 0



Copy tab - copy a Student Group to other users

- A copy is placed in the selected user(s) account
- The user receiving the copy can modify members or filters in the group
- Modifications by the receiver of the copy DO NOT affect the original student group



Copy tab - copy a Student Group to other users

- Click **Select** on the Copy tab
- From the list, select the user(s).
- Click **Add Application User**

Details Filters Members **Copy** Compare

Copy

^ Copy to Users

Application Users (required) Select

Copy To Selected Users

Application User Add Application User

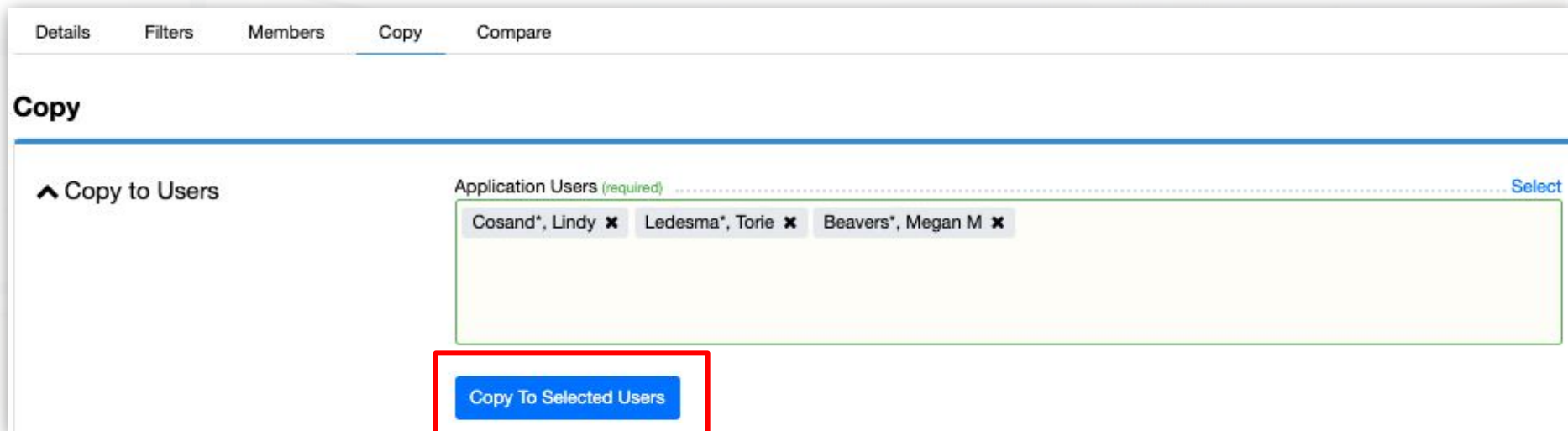
Application User (42535 records) Ordered

	Application User	Person	Is Teacher	Is Student	Is Specialist	Is School Administr	Is District Administr
<input type="checkbox"/>	---	---	---	---	---	---	---
<input type="checkbox"/>	kconklin79	Ricks*, Didem			true	true	true
<input checked="" type="checkbox"/>	kmcnett55	Cosand*, Lindy			true		
<input checked="" type="checkbox"/>	kroberts88	Ledesma*, Torie	true		true		
<input checked="" type="checkbox"/>	kstrojan45	Beavers*, Megan M			true		
<input type="checkbox"/>	lbaker51	Gasinski*. Treena			true		

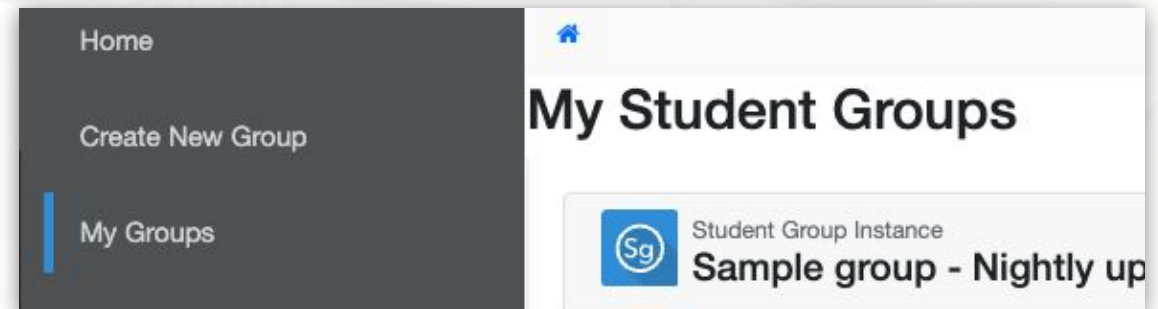


Copy tab - copy a Student Group to other users

- Click the **Copy To Selected Users** button



- The group is added to the user's My Groups list for view or use in any SchoolData.net applications





Members tab - tools

Available on either type of group, there are multiple tools to each.

Sample 3

Details Filters **Members** Copy Compare

Nightly Updating Group

Actions Cancel Next

Table Actions

Students Label (1273 records)

✓		Student Chapin*, Cyntillia A. Grade 12th Grade School South Creek High School	School Gender Federal
✓		Student Jose*, Tomasz A. Grade 11th Grade School South Creek High School	School Gender Federal
✓		Student Dellacca*, Krissa A. Grade 11th Grade School South Creek High School	School Gender Federal

Sample group - Static group - Students | selected

Details **Members** Copy Compare

Static Group

Add Members Actions Cancel Next

Table Actions

Students Label (157 records)

✓		Student *, Christo A. Grade 3rd Grade School Cedar Grove Elementary School	School Year 2022/23 Gender M Federal-Race White
✓		Student Dearden*, Mirel A. Grade 3rd Grade School Cedar Grove Elementary School	School Year 2022/23 Gender F Federal-Race White
✓		Student Jeromcheck*, Tarren A. Grade 3rd Grade School Cedar Grove Elementary School	School Year 2022/23 Gender M Federal-Race White
✓		Student Welles*, Grayci A. Grade 3rd Grade	School Year 2022/23 Gender M

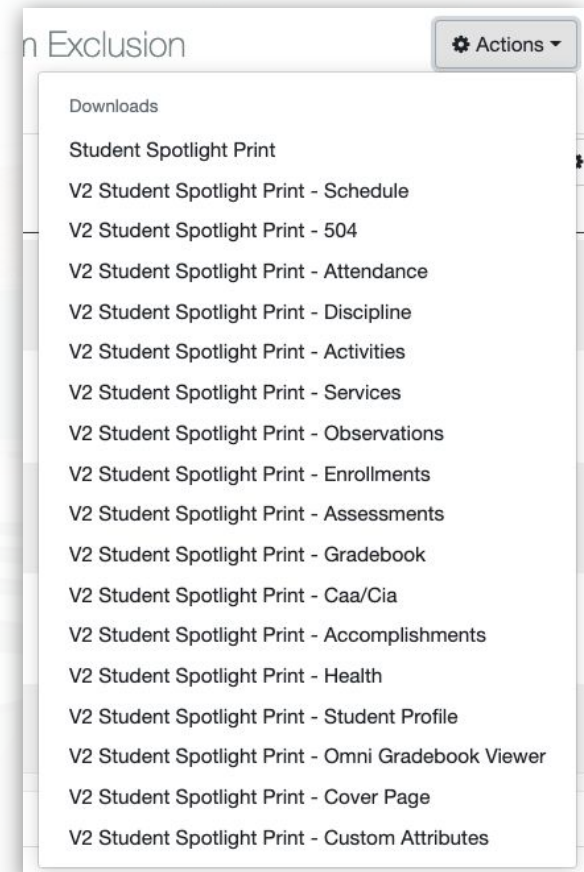
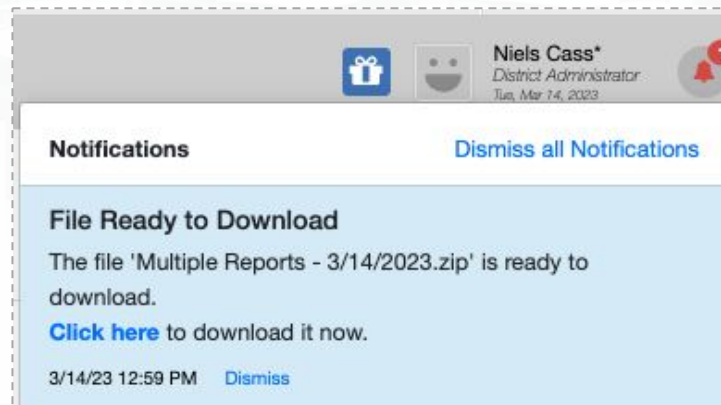


Members tab - download a student report

In **Actions**, this is a **WHOLE GROUP** action that will download **INDIVIDUAL** reports on **EVERY** student in the group. Clicking a report to Download will begin to generate immediately.

A ZIP file is then created with all reports in one ZIP file.

When the report is already, it can be accessed in the application or via email.



If the group is large, it will take a while to generate since it is one report for each student in the group.



Members tab - Removing Students

Table Actions are focused on actions in the table: removing selected student(s).

For a nightly updating group, removal of a student adds them into the Exclude Student list on the Basic Filters.

For static group, you are managing your member list and removing selected or all added.

The screenshot displays two screenshots of the SchoolData.net interface. The top screenshot shows the 'Members' tab for a 'Nightly Updating Group' with 1273 records. Two students are selected, and the 'Remove Selected Students (2)' button is highlighted. The bottom screenshot shows the 'Members' tab for a 'Static Group' with 157 records. Two students are selected, and the 'Remove Selected Students (2)' button is highlighted, along with the 'Remove All Students' button.

Student	Grade	School	School Year	Gender	Federal-Race
Chapin*, Cynthilla A.	12th Grade	South Creek High School	2022/23	F	White
Jose*, Tomasz A.	11th Grade	South Creek High School	2022/23	M	Native Hawaiian/Other ...

Student	Grade	School	School Year	Gender	Federal-Race
Dearden*, Mirel A.	3rd Grade	Cedar Grove Elementary School	2022/23	F	White
Jeromcheck*, Tarren A.	3rd Grade	Cedar Grove Elementary School	2022/23	M	White



Members tab - Downloading the list of students

Using the **data table actions gear**, click **Download Data** to generate a spreadsheet of the students in the list. An in-app notification and an email will come when it is ready.

The screenshot shows the 'Members' tab in the SchoolData.net interface. At the top, there are tabs for 'Details', 'Members', 'Copy', and 'Compare'. Below the tabs, there is a 'Table Actions' dropdown menu with a gear icon, which is highlighted by a red box. A red arrow points from this gear icon to the 'Download Data' option in the 'Grid Actions' section of the menu. The main content area displays a table of students with columns for 'Student', 'Grade', and 'School'. The table is titled 'Students Label (9 records)'. The 'Data Table Actions & Options' panel is open, showing settings for 'Display Options', 'Columns / Properties', 'Filtering', 'Grouping/Arrangement', 'Grid Actions', and 'ACTIONS'. The 'Columns / Properties' section has checkboxes for 'Student', 'Photo', 'Grade', 'School', 'School Year', and 'Gender'. The 'Filtering' section has a checkbox for 'Show Quick Filters'. The 'Grid Actions' section has a checkbox for 'Download Data'. The 'ACTIONS' section has a checkbox for 'Refresh Data Table'. The table data includes student names, grades, and schools.

Student	Grade	School
Feldman*, Jerome	9th Grade	South Creek High
Beuntemeier*, Nik	10th Grade	South Creek High
Blasing*, Margot	10th Grade	South Creek High
Larocca*, Blaze A	9th Grade	South Creek High
*, Crista A.	11th Grade	South Creek High
Coselman*, Jacobus A.		



Compare tab - tools

Available on either type of group, the compare the current group to one or more groups on a Chart you have saved. This will depend on the chart setup as well.

Sample 3

Details Filters Members Copy Compare

Student Group Comparisons

Student Groups *

Select District wide Special Ed

Chart Configurations *

Select View Federal Race Distribution of a Student Group - 2/4/2022, 4:36:08 PM

Compare

Chart Configurations

Search

Name		
Compare Performance Level Percentages, of two or more Student Groups, on two or more Assessments - 4/21/2022, 1:48:58 PM		+
Current Language Distribution for a Group Chart - 2/4/2022, 4:37:28 PM		+
View Federal Race Distribution of a Student Group - 2/4/2022, 4:36:08 PM		+
Annual Percentages, of Students in the District, Meeting Standard on Multiple Assessments, Compared to Students Grouped by School - ...		+
Student Growth - Cohort Change - 1/6/2022, 8:21:56 AM		+

1 - 13 of 13 Page 1 of 1 50 per page

Your Selected Chart Configurations 1

View Federal Race Distribution of a Student Group - 2/4/2022, 4:36:08 PM

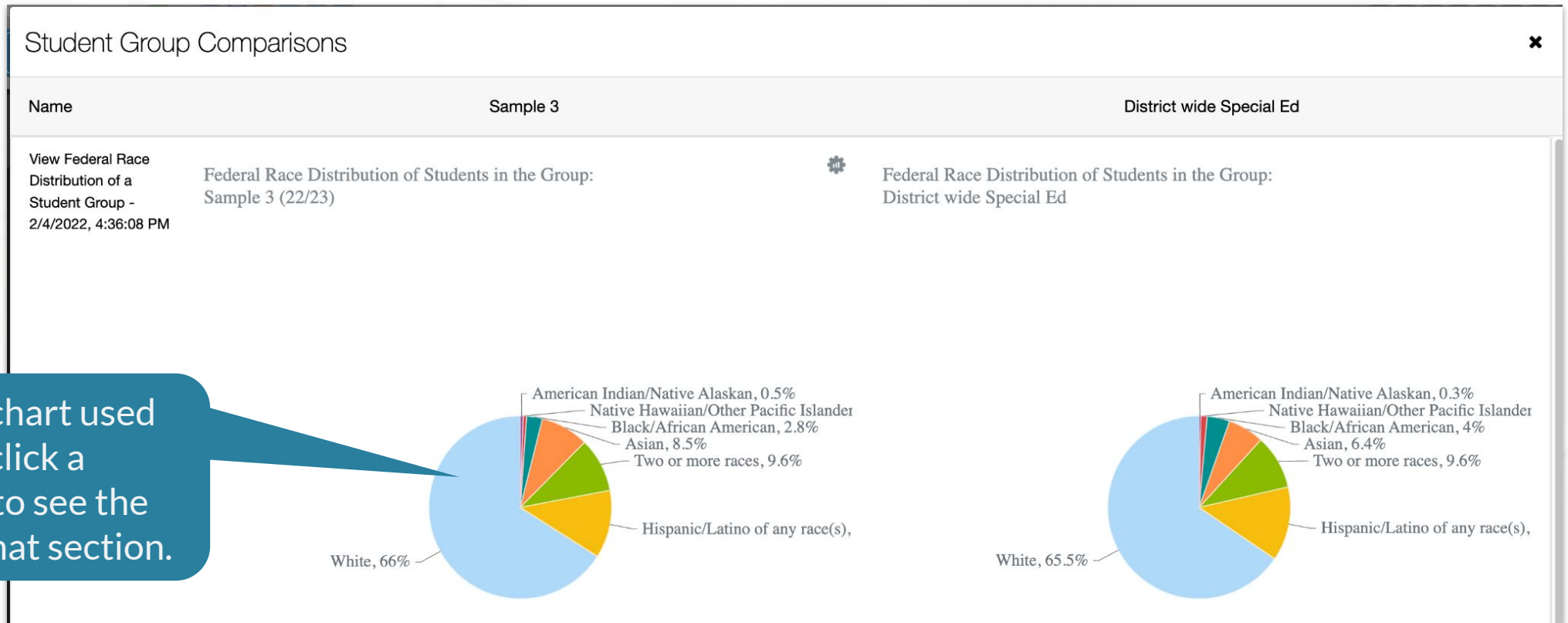
Not seeing the chart you're looking for? Build it here in Chart Manager [Launch Chart Manager](#)

If you have no charts saved, click the **Launch Chart Manager** to go create and save one.



Compare tab - results

After clicking **Compare**, the current group and the additional group are used to generate the chart(s) selected to visually compare on it each.



Just like the chart used to compare, click a section on it to see the students in that section.



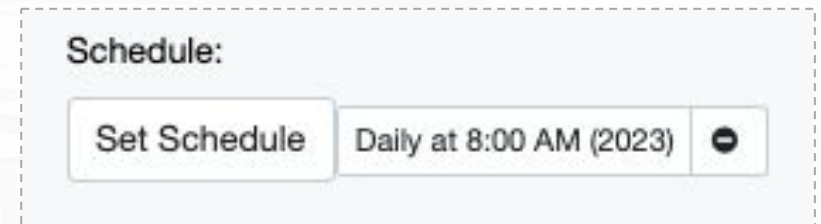
Annual update of groups

- Static Groups

- Students in the group stay and the group continues to exist.
 - If it is no longer needed, either delete or mark the group **inactive** to prevent from showing in your pick list.

- Nightly Updating Groups

- Member update schedules are year based.
 - If you wish to continue to have a group update, a new schedule needs to be added when the new year has begun.
- If date ranges were included in any filters, they need to be manually updated.





Student Groups Training

Wrap up



Training Opportunities

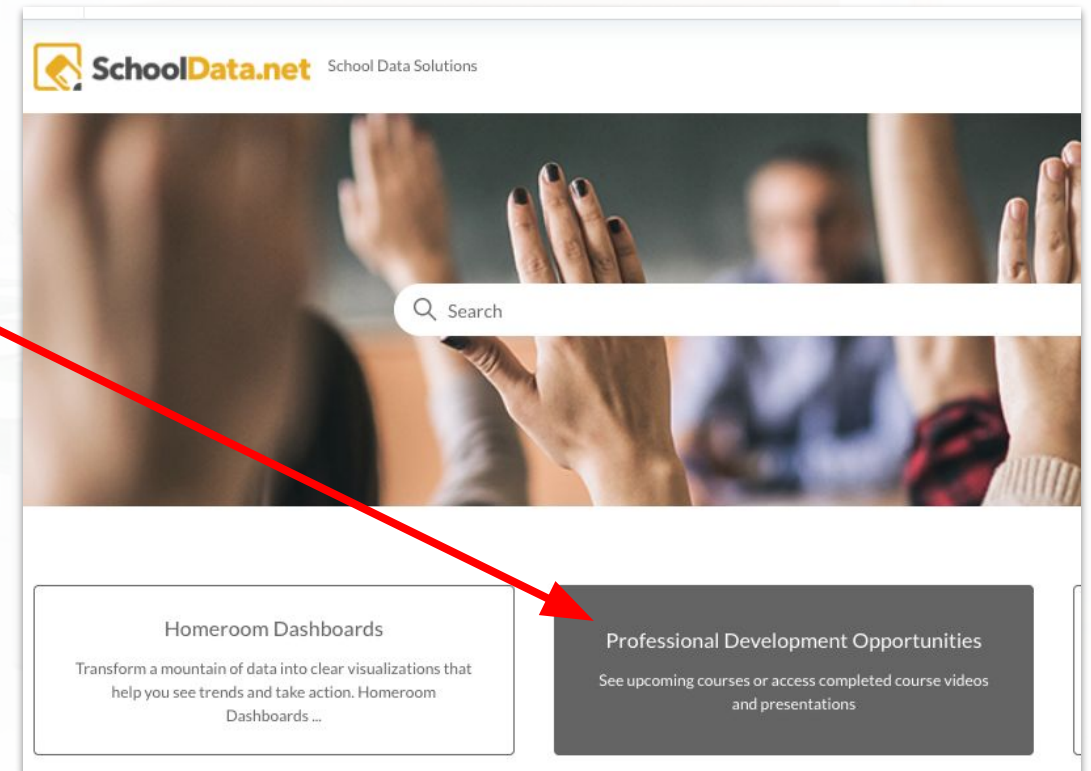
Upcoming training - Watch for emails, in-app notifications, or visit the SchoolData.net Pro Dev site to register:

<https://prodev.schooldata.net/CourseRegistration>

Past training - find documents and videos on our Help Center in the Professional Development Opportunities Completed Courses section.

<https://support.schooldata.net/>

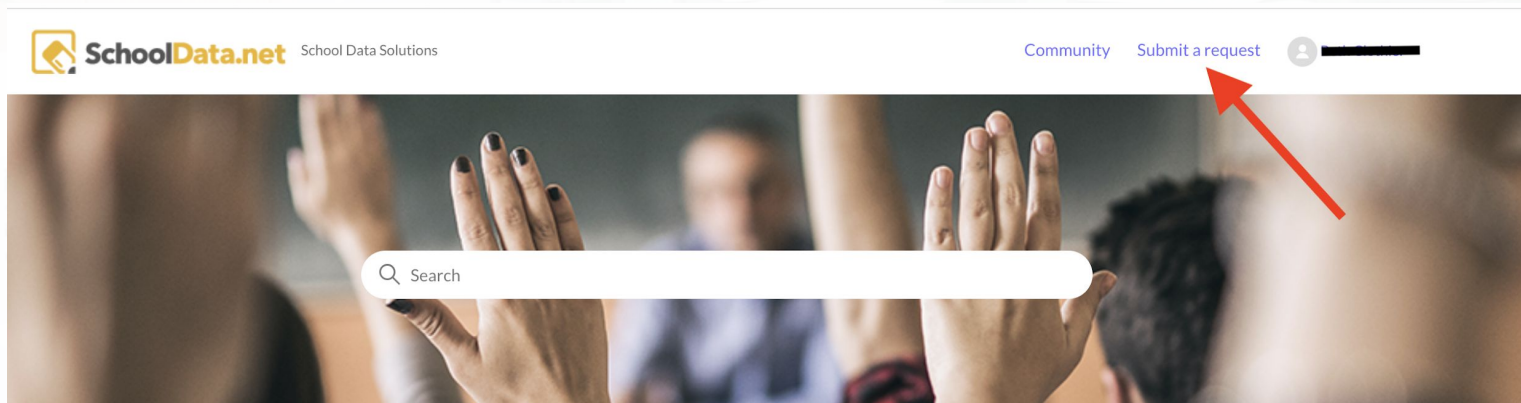
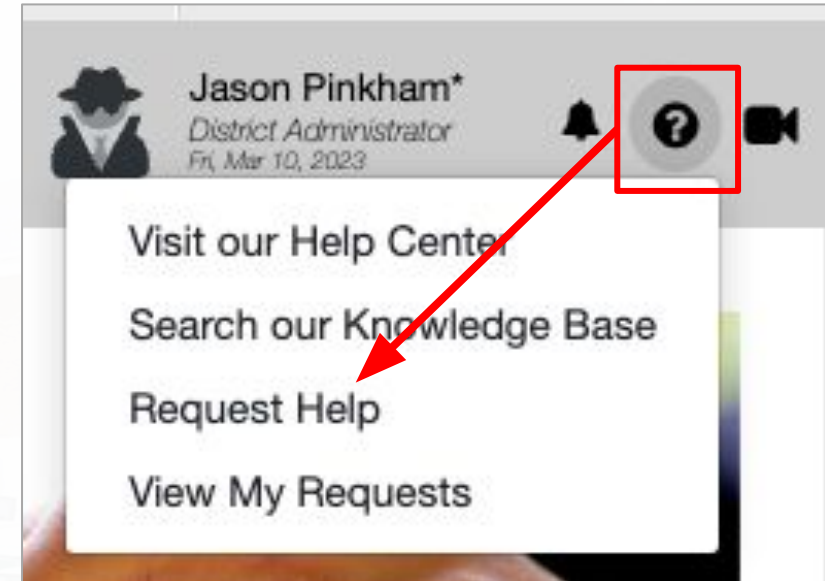
For additional PD questions & PD request for SDS applications contact support@schooldata.net



Help Desk & Resources

Creating Help Desk Tickets

- Send an email to Support@SchoolData.net
- OR click the ? in the upper right corner of any application and select 'Request Help'
- OR from the Help Center, in the upper right of the page click the 'Submit a Request' link.



Help Desk & Resources

Request Help Web Form

- Subject
- Description
- Attachments
- Submit

School Data Solutions > Submit a request

Submit a request

Subject

Description

T B I | ☰ ☷ | 📎 🔗 📎 ☰

Please enter the details of your request. A member of our support staff will respond as soon as possible.

Attachments (optional)

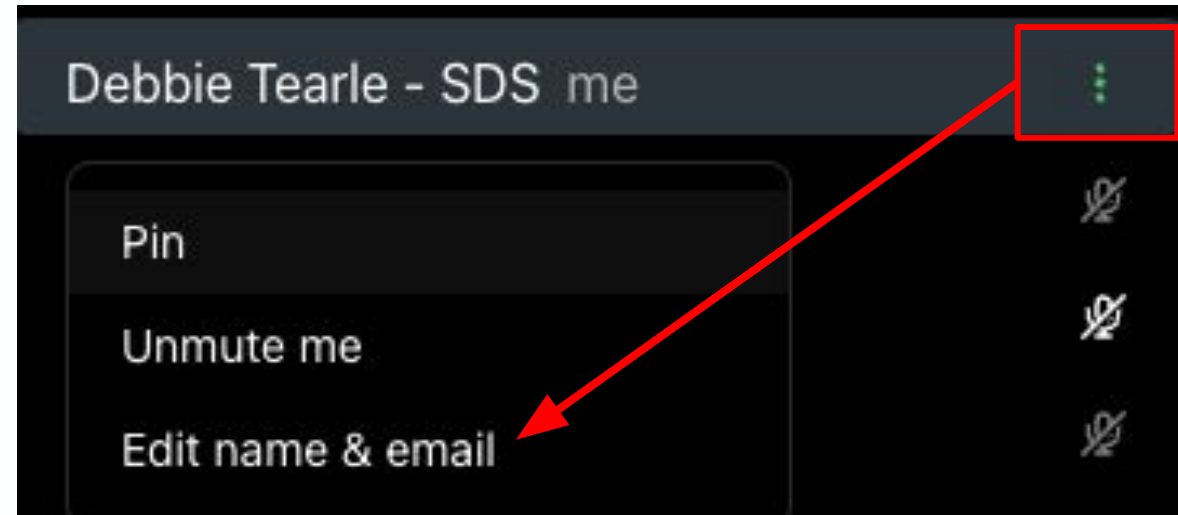
[Add file](#) or drop files here

Submit

Don't forget: Attendance Verification if you want Clock Hours

Before logging off the GoToMeeting, show you attended for clock hours

- From the GoToMeeting, be sure your NAME and EMAIL address used for registration is reflected so we know you attended
- On your **name**, click the three dots
- Click **Edit name & email**
- Questions: support@schooldata.net



We'd love to hear your feedback!

- My Records → My Courses
- From the **Eval** column on this course, click the icon to fill in our Course Evaluation.
 - We appreciate your feedback!
 - Available for 10 days

My Records

My Records Information.

New Users: The first time through you are prompted to complete each page. *The information you provide will be used to contact you regarding your course registrations. Information will not be shared outside the system.* All fields marked with are required. Click the at the bottom right to go to the next page. If you check "Register as an Instructor" you will complete 3 pages; otherwise you will complete 2 pages.

After you complete My Records the first time, you can return at any time to view or update data. You will then see tabs for all My Records items: My Courses, Personal Info, Contact Info, Instructor Info (if applicable) and Reports. Click on a tab to view or update your information.

My Courses Personal Info Contact Info Reports

Use this information to identify the icons shown on this page.

Course Information Email Instructor Complete Evaluation Evaluation Due Date Missed Eval Completed Cancel Course

AV is the last column = Attendance Verification: NV=Not Verified, V=Verified, NS=No Show

Click to view session enrollment details	Enrolled You are enrolled and expected to attend	Canceled You have canceled your registration	Wait List Do not attend unless you are notified a seat becomes available and you are enrolled.	Combo Sessions are a combo of enrolled, cancelled, &/or Wait List.
--	--	--	--	--

When multiple pages of courses display, click the ... at the end to display all courses.

If you have filtered, click to return to the full view.

	ID	Start Date	Course	Location	Info	eMail	Eval	Cancel	Status	AV
	2	8/11/2020	Support initiatives with Student Groups 10:30 AM with Jennifer Wright in the GoToMeeting	Online Course						NV

Info	eMail	Eval	Cancel	Status

A photograph of four students walking away from the camera down a long, brightly lit school hallway. The hallway features a series of arches and columns, creating a sense of depth. The students are dressed in casual attire, including jeans, t-shirts, and backpacks. The image is overlaid with a semi-transparent blue filter.

THANK YOU

PRESENTED BY:

SchoolData.net