

Charts Guide

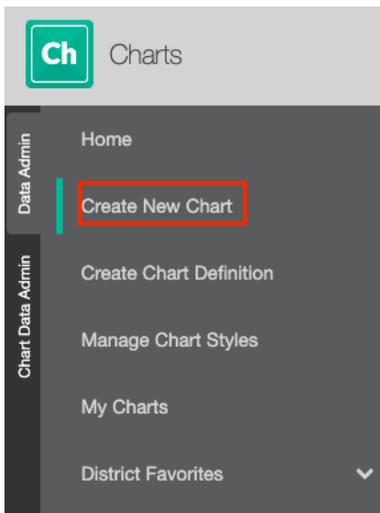
Charts enable you to share your data visually, clearly, and concisely. Charts may be used in Homeroom Dashboards to display in a container, as a browser bookmark, a link in Logins and Link, or as email distributions. For example, you can use these charts to show student growth evidence for TPEP, display assessment results for your school improvement plan, or compare the performance of schools for your Board Meetings.

QUICK LINKS

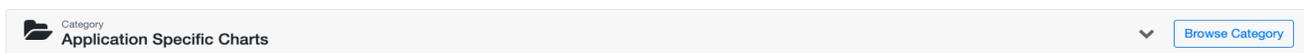
ACCESSING CHARTS	FAVORITES
BREADCRUMBS	MY CHARTS
BUILD A CHART	DISTRICT FAVORITES
HIDE AND SHOW DATA ON A CHART	CHARTS AS LOGINS/LINKS

ACCESSING CHARTS [\(QUICK LINKS\)](#)

Charts may be accessed by navigating to the **Charts Application** within the **Data Extracts Bundle**, clicking **Launch Application**, and then clicking **Create New Chart** from the left navigation menu.

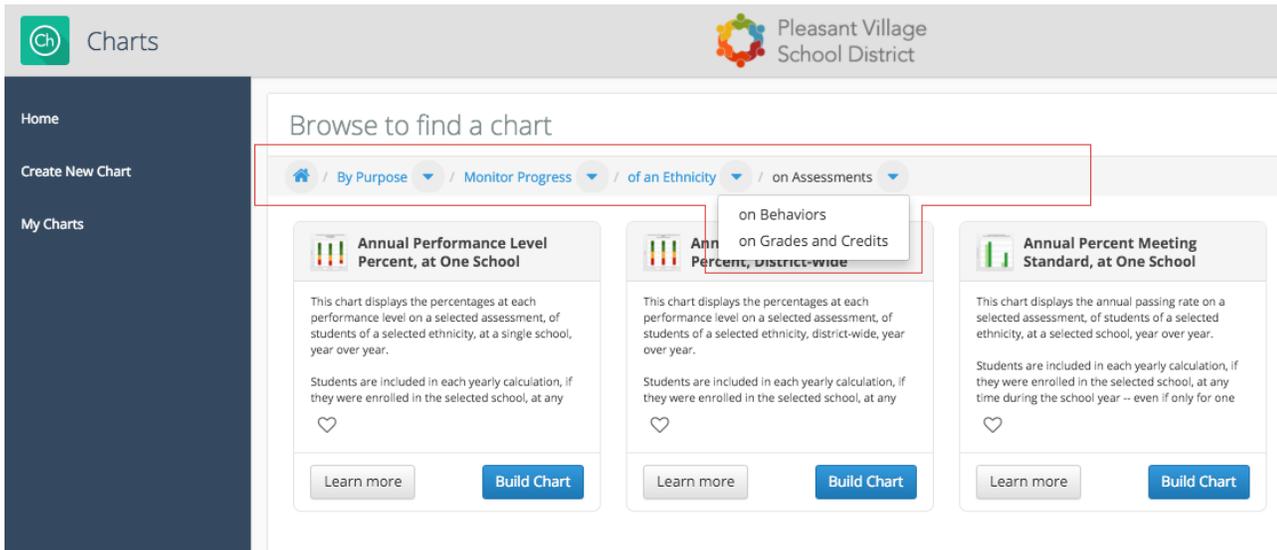


Next, browse to find a chart of your choice and click [Browse Category](#).

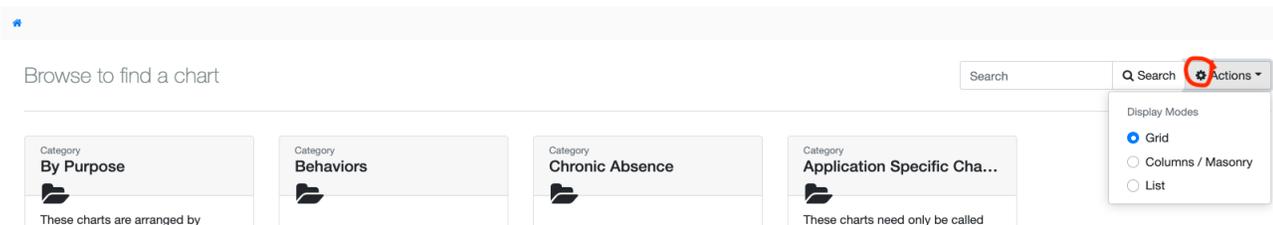


BREADCRUMBS [\(QUICK LINKS\)](#)

As you browse the categories, notice that the breadcrumbs at the top of the page provide a clear indicator of where you are and how you got there. Those breadcrumbs also allow you to return to any category or related category by clicking them.



Charts may be viewed in various ways. Select the **Actions Gear** in the far right corner to display as a **Grid**, **Columns/Masonry**, or **List**. Here you may also search for a table by using keywords.

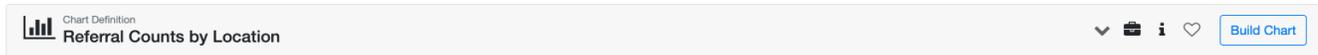


Each data table includes the following actions:

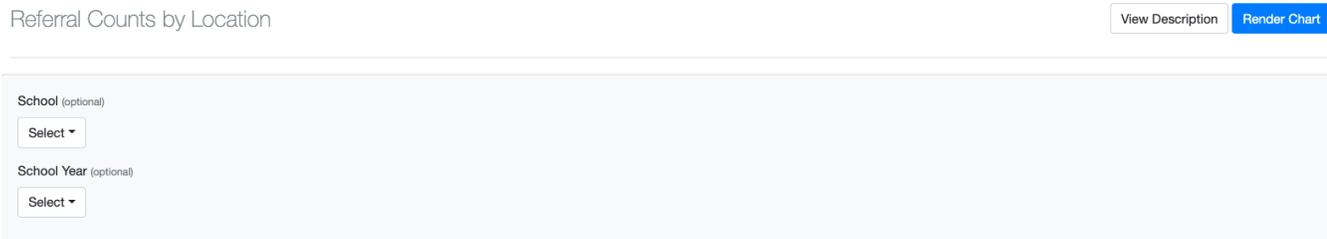
	Click to reveal a further description of the Chart.
	Chart details and configurations.
	Learn More - A realistic example, a descriptive title, and an informative description if available.
	FAVORITES - Mark the chart to retrieve easily at a later time.

BUILD A CHART [\(QUICK LINKS\)](#)

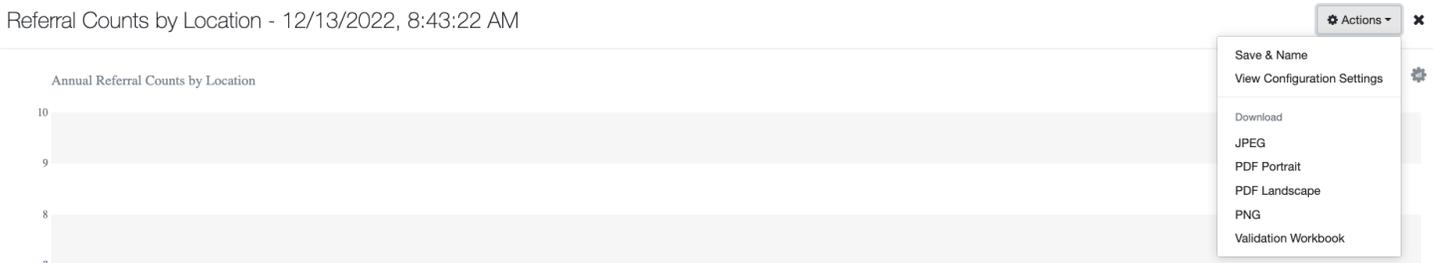
Once you've identified a chart that meets your needs, the next step is to configure it by clicking [Build Chart](#).



Make selections, then click [Render Chart](#).



When completed, click the **Action Gear** to the right to view options.



Save & Name - Save your parameters for later. (Label, Description (optional), and Analysis (optional)). Saved charts may then be located in [My Charts](#) for later access.

View Configuration Settings - This allows the user to see the inputs selected on the configuration screen.

Download Options:

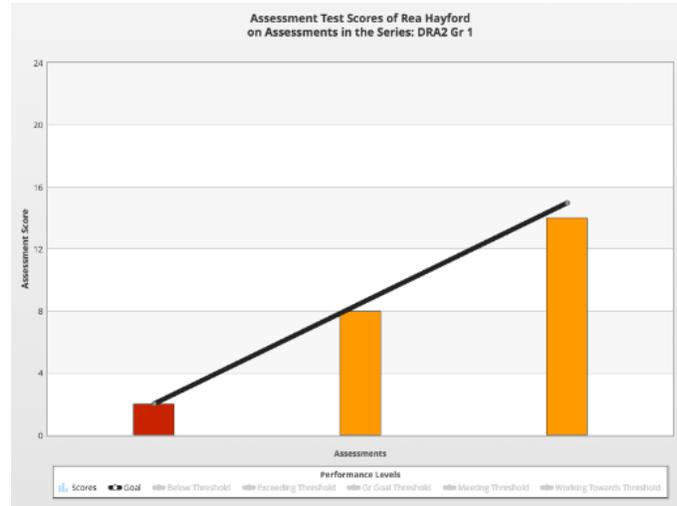
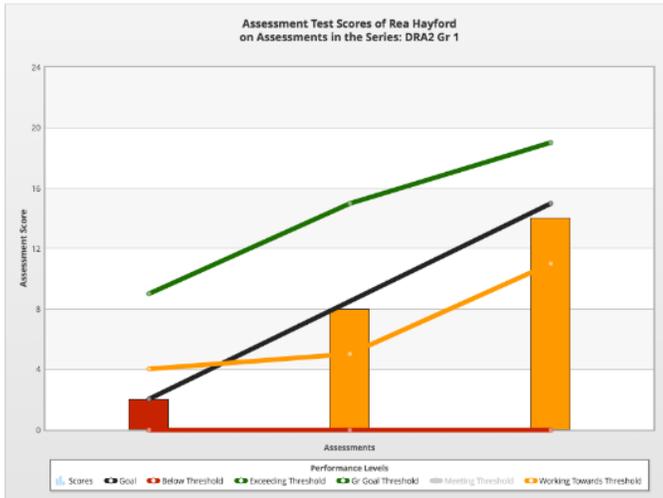
- JPEG: image format
- PDF Portrait: pdf with the chart printed vertically on the page
- PDF Landscape: pdf with the chart printed horizontally on the page
- PNG: image file; it gives the most image detail of the image formats, but it also results in large file sizes compared to the JPEG format
- Validation Workbook creates an XLSLX spreadsheet

HIDE AND SHOW DATA ON A CHART [\(QUICK LINKS\)](#)

The Chart Manager application can hide and show chart data to better isolate specific data. For instance, if the chart rendered includes data on all services, but the user is only interested in the Free and Reduced lunch service at this time, all other services can be hidden. Or maybe the chart has too much data to be read accurately; hiding some data will allow the user to see some data points better.

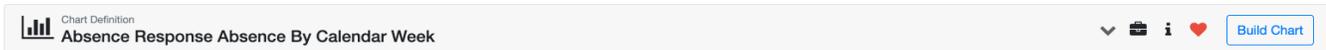
After rendering a chart, click the specific piece to hide in the chart's legend.

Removing all the performance levels (because the goal doesn't have to be tied to a performance level) makes the goal stand out.

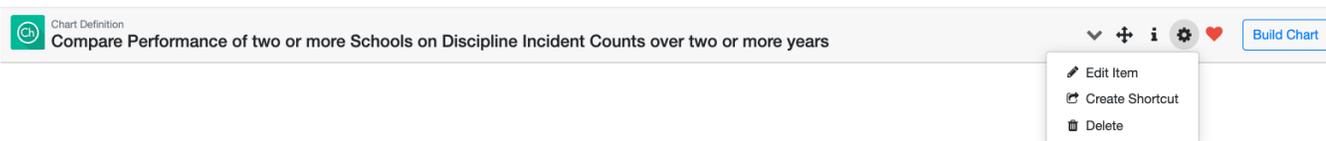


FAVORITES [\(QUICK LINKS\)](#)

When you find a chart that meets your needs, it's often helpful to mark it as a "Favorite," which is done by clicking the "heart" icon. This way, you can find it again easily by navigating to the **My Favorite Charts Folder** found under [My Charts](#).

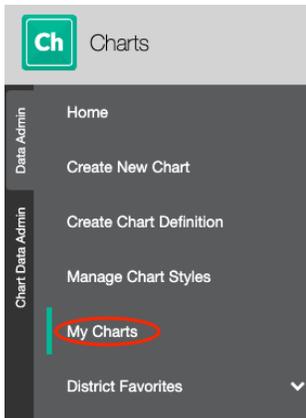


To edit, create shortcuts or delete favorites, simply locate the chart and click on the **Action Gear**.



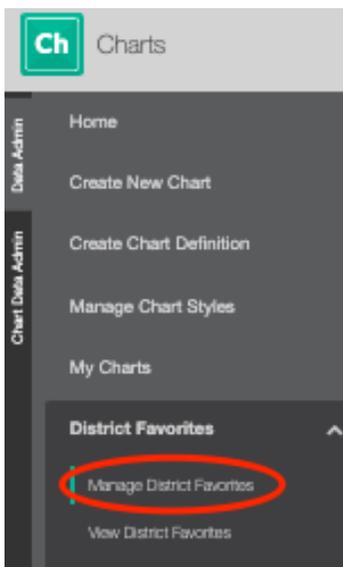
MY CHARTS [\(QUICK LINKS\)](#)

When you save or favorite a chart, it becomes available on the **My Charts** page. Here we see a list of every chart rendered and saved. When we select a saved chart, we can see each version of the chart we have configured and rendered. You can save an up-to-date version anytime or change the configuration options to create multiple charts used for comparisons.



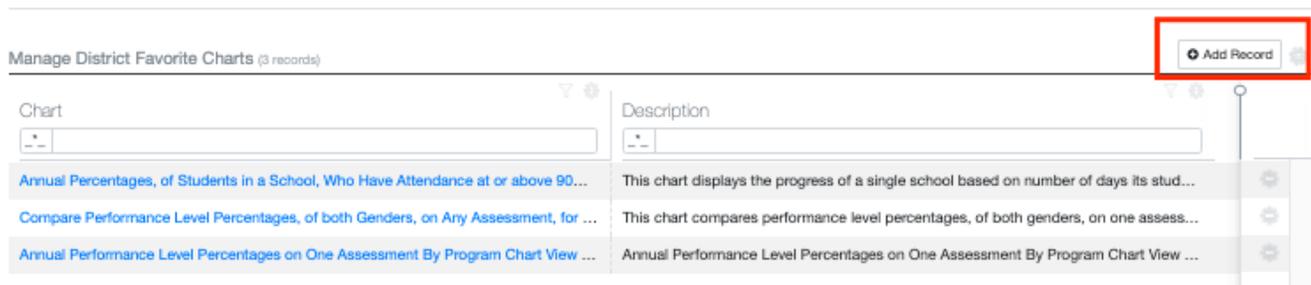
DISTRICT FAVORITES [\(QUICK LINKS\)](#)

Navigate to **Manage District Favorites** under **District Favorites** in the left navigation pane.



Select **Add Record** in the top right corner.

Manage District Favorite Charts



Click **Select**, choose your charts by clicking the checkmark in the new window, and click **Add Charts**.

Add Record ✓ Validate ✕

Chart Definitions Charts required Select

Charts ✓ Add Charts ✕

Charts (782 records)

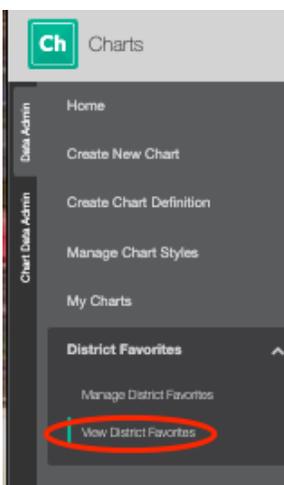
Label	Description	Unique Value
<input type="checkbox"/> Percent Of Attended Classes, by Gender, for Student Group	Percent Of Attended Classes, by Gender, for Student Group	BP.CPGe.Be.15
<input checked="" type="checkbox"/> Percent Of Attended Classes, by Grade Level, for Student Group	Percent Of Attended Classes, by Grade Level, for Student Group	BP.CPGL.Be.03
<input checked="" type="checkbox"/> Percent Of Attended Classes, by Federal Race, for Student Group	Percent Of Attended Classes, by Federal Race, for Student Group	BP.CPEI.Be.16
<input type="checkbox"/> Percent Of Attended Classes, by Program, for Student Group	Percent Of Attended Classes, by Program, for Student Group	BP.CPPr.Be.16
<input type="checkbox"/> Percent Of Attended Classes, by Program, for School	Percent Of Attended Classes, by Program, for School	BP.CPPr.Be.15
<input type="checkbox"/> Percent Of Attended Classes, by Federal Race, for School	Percent Of Attended Classes, by Federal Race, for School	BP.CPEI.Be.15
<input type="checkbox"/> Percent Of Attended Classes, by Grade Level, for School	Percent Of Attended Classes, by Grade Level, for School	BP.CPGL.Be.02
<input type="checkbox"/> Percent Of Attended Classes, by Gender, for School	Percent Of Attended Classes, by Gender, for School	BP.CPGe.Be.14

Click **Add** once more.

Add Record ✓ Add ✕

Chart Definitions Charts required Percent Of Attended Classes, by Grade Level, for Student Group ✕ Percent Of Attended Classes, by Federal Race, for Student Group ✕ Select

District favorites will now appear under **View District Favorites** in the left navigation pane.



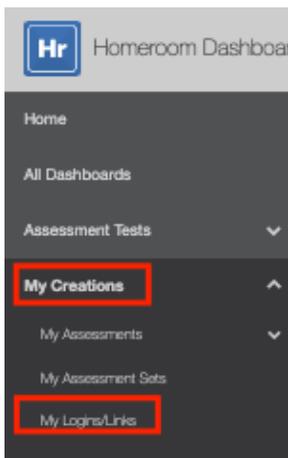
The screenshot shows a vertical navigation menu on the left side of the application. At the top is a 'Charts' section with a 'Ch' icon. Below it are several menu items: 'Home', 'Create New Chart', 'Create Chart Definition', 'Manage Chart Styles', and 'My Charts'. A section titled 'District Favorites' is expanded, showing 'Manage District Favorites' and 'View District Favorites'. The 'View District Favorites' item is circled in red.

CHARTS AS LOGINS/LINKS [\(QUICK LINKS\)](#)

You or your district may add popular data tables to **Logins and Links in Homeroom Dashboards**. For a district-wide link, contact support@school data.net, or for further instructions, check out the [Homeroom Dashboards - Login and Links](#).

From the Chart application, copy the unique URL for the Chart. If favorited a Chart, the unique URL from the **My Favorite Chart** category can be added instead or in addition.

In Homeroom Dashboards, click **My Creations** from the left-hand navigation menu, then click **My Logins/Links**.



Click the Action Gear in the upper right-hand corner and select **Create New Login/Link**.

LOGINS/LINKS
My Logins and Links



From the pop-up window, click Link, then paste in the unique URL for the Data Table, type in the label, and [Save](#).

Create link

Login Link X

Link

URL (required)
http://

Label (optional)

Save