

Educator Access to High School and Beyond Guide

Quick Links

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Tab: High School and Beyond: Tasks	Tab: Four-Year Plan	Calendar Learning Sessions

The **High School and Beyond Plan** is a graduation requirement for every student. It's a process for students, parents, and teachers to guide students through high school and think about their future. Plans are personalized and designed to help students set, visualize, and work to achieve goals.

Our High School and Beyond Bundle contains many valuable features that allow students to investigate careers, take self-assessments to understand their personalities better and build their resumes to prepare them for the leap after high school.

Required Elements of the High School and Beyond Plan,

The requirements of the High School and Beyond Plan are described in RCW 28A.230.090 and WAC 180-51-220. **Decisions about whether a student has met the High School and Beyond Plan requirements are made locally** per RCW 28A.230.080.

Click to go to State Board of Education (SBE) HSBP required elements.

Click on the WA Office of Superintendent of Public Instruction (OPSI) HSBP information page.

Login (back to Quick Links)

To begin, log into https://[STUDENTSDISTRICT].schooldata.net/v2/high-school-and-beyond/#/educator

If you are having trouble logging in, **resetting your password** is the quickest way to fix it. Please contact your district's School Data Solutions Administrator if you need help with your username or password.

Logging onto **High School and Beyond** presents a **Home Page** with easy navigation for the user. In addition, the left navigation menu has been designed to explain various actions.



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Completion Status (back to Quick Links)

In **Student Completion**, with **Select a Student**, Educators can access all of a single student's **High School and Beyond** application information.

High School and Be	y
Educator	
Career Planner	
Future Ready Skills	
Student Completion	
Select a Student	
HSB Task Completion	

Enter or select the student search parameters on the screen and click **Search.** For example, if you are assigned a school or a class, this may automatically provide a list of students. Or click the Student Group option to search by a specific group of students.



▲ Search Form	First Name (optional)	Last Name (optional)
	Schools (optional)	ct Grade Levels (optional)
	Enrollment School Year (required)	ct SSID (optional)
	Currently Enrolled ×	
	Student Group (optional)	Other Id (optional)
	Classes (optional)	zt
		Search

When you find the student, click the **magnifying glass** to open a spotlight on the student.

∧ Results	HSB Educator Stude	nt Completion Searc
	Image: Control of the second	Last Name
	Adah	·

The view opens with the selected student, with tabs for each High School and Beyond Bundle application.

NOTE: You can use the **Previous Student** and **Next Student** buttons in the top right to "scroll" through your searched list.

Completion: Betsy	* - 9th Grader - 202	4	-	Previous Student Next Student
High School and Beyond -	Career Planner Create	Four Year Plan Future Read	ly Skills • Readiness Profile	Assignments/Worksheets
High School and Bey	/ond		s O	High School and Beyond Plan is Complete Print Report
Tasks				
Middle School	9th Grade	10th Grade	11th Grade	12th Grade
	Career Research	Budgeting with Reality 🛞	Career Goals	Career Goals
	Educational Goals	Career Goals	Career Research 🟤	Career Research
	Four Year Course plan 🚳	Career Research 🚳	Educational Goals	Educational Goals
	Postsecondary plan 🚳	Educational Goals	Four Year Course plan 🚳	Four Year Course plan 🕐
		Four Year Course plan 🚳	Postsecondary plan 🚳	Postsecondary plan 🕐
		Postsecondary plan 🚳	Program Research 🟤	Program Research 🕐
		Program Research 🕐	School Research 🛞	Resume
		Pocumo 🦚		School Bacaarch 🗥



To access various areas for the selected student, hover on a specific application to see other options. Then, click an area from the drop-down to go to that location.

Tab: High School and Beyond: Tasks (back to Quick Links)

You will be presented with the student's **High School and Beyond Tasks**. Click on one of the <u>blue hyperlinks</u> to review an activity. (example: 9th Grade>SMART Goals.) Once you click on the activity, it will open a new browser tab for you to review.

Middle School	9th Grade	10th Grade	11th Grade	12th Grade
Graduation Plan	Graduation Plan	Graduation Plan	Budgeting with Realit	Budgeting with Realit
			Graduation Plan	Graduation Plan
Self-Assessments				
Middle School	9th Grade	10th Grade	11th Grade	12th Grade
Preferences 🙆 奥	Preferences 🖓 奥	Preferences	Preferences 🖓 奥	Preferences 🔞 契
Interests 🚳 🗨	Interests 🚳 🔍	Interests 🖓 旲	Interests 🚳 旲	Interests 🚳 🗨
	Skills 🙆 🔍	Skills 🙆 🔍	Skills 🙆 🗨	Skills 🖓 🗨
Surveys				
Middle School	9th Grade	10th Grade	11th Grade	12th Grade
SMART Goals - Goal 🚳 🔍	SMART Goals - Goal 🚳 🔍	SMART Goals - Goal 🚳 🔍	SMART Goals - Goal 🚳 🔍	SMART Goals - Goal 🙆 🗨
SMART Goals - Goal 🙆 奥	Career Reflections Gr 9 - 🚳 🔍	Career Research Gr 10 🚳 🔍	Career Research Gr 11 🙆 奥	Career Research Gr 12 🙆 奥
	Future Education/Trai 🚳 🔍	Career Reflections Gr 🚳 🔍	Career Reflections Gr 🚳 🔍	Career Reflections Gr 🚳 🔍
	Military Option Gr 9 🙆 🗪	Future Education/Trai 🚳 🔍	Future Education/Trai 🚳 🔍	Future Education/Trai 🚳 🔍
	Financial Aid Beflecti 🔗 🗩	Military Option Gr 10	Military Option Gr 11 🖓 🗩	Military Option Gr 12

Now that you have reviewed the student's work go back to the browser tab of tasks. Click on the **Meter Icon** next to the activity to approve or revise it. The **Meter icon** to the right of each task indicates the student's progress.

9th Grade Preferences	The Grey meter indicates that the student still needs to finish the task. Next to the Meter Indicator is also a Communication Message icon. This will open a pop-up window for adding/reviewing further comments and messages as needed.					
	Click + Add Record to add a message or comment. Communication Messages for Interests					
	High School and Beyond Task Messages (1 records)					





		Ada High School And Beyond	Task Message Text required		2 A2 9 @
		To Edit/Delete	e a message, click o ht of the communic	on the Row Act cation.	tion & Options gea
		2023-05-12	10:49:09	sample	
					Row Actions & Options
					Edit Delete
9th Grade		A Green check	mark means the E	ducator has m	arked this task as
nterests		A Red checkm	ark means the Edu	cator has mark	ked this as " Revisic
Preferences		Requested," T	he student needs t	o go back to th	ne activity and mak
Skills	🤡	edits.			
	~	An Orange che "Complete," a	eckmark means the nd it is pending app	e student has n proval/review l	narked this activity by the educator.

Rea	adiness Profile	
	12th Grade	
•	Resume 🚳 契	
	Career Goals 🌮 🔍	

Flyer icon - Notice the icon in the top right corner. This reflects whether the student has acknowledged the **review of Financial Aide Information**. For example, green means the student has acknowledged the review of Financial Aide Information. Orange means the student has NOT acknowledged the review of Financial Aide Information.



High School and Beyond Plan is Complete - Educators can click this button once the student has completed OSPI's requirements. Students will only see this button once it is checked off. If you mark the student's High School and Beyond Plan as complete in Skyward/Powerschool, it will check off in our system. IT DOES NOT WORK THE OTHER WAY AROUND. <u>Marking the student's plan as complete in our system does not check it off in Skyward/Powerschool.</u>

Print Report - Download the report specifically for students' OSPI requirements for this student.



Tab: High School and Beyond (back to Quick Links)

Hover over the **High School Beyond Tab** and select **Assessment Scores**, **Review**, **Student Learning Plans**, and **Graduation Pathways**.

High School and Beyond -

Tasks	
Assessment Scores	Be
Reviews	
8th Grade SLP	
Graduation Pathway	

Assessments - Review various Assessment Tests, Scores,	Assessments						
whether they Met Standard and any Messages.	Assesment Test WA-AIM ELA Gr8 WA-AIM ELA HS WA-AIM Math Gr8 WA-AIM Science Gr8 ACT Composite ACT English ACT Math	Score	Met Standard Not Taken Not Taken Not Taken Not Taken Not Taken Not Taken Not Taken Not Taken Not Taken	Message			



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Reviews - Name, School Year, Grade Level, Reviewed by Parent or Educator, Review Date, and Notes	Reviews High School First Name First Name Filnt Filnt	Last Name	Plan Reviews School Year 2019/20 2020/21 2021/22	(5 records) Grade Level 	Reviewed By Parent 	t Parent Review Date	Reviewed By	Educator	Educator Notes	Parent Notes
8th Grade Student Learning Plan										
Graduation Pathways - Student Details, Post Secondary Graduation Pathway, Career/Technical Field Graduation Pathway, Military Career Interest Pathway, Emergency Waiver, Met Washington State History Requirement, Met High School and Beyond Requirement	Graduation Pa Graduation Pa Student Desther Graduation Required Graduation Required Control Costin Sequered Control Costin Sequered Control Costin Sequered Control Costin Sequered Met EA A Stages to Cal Met EA A Cal Met EA	An Pathway None Sc athways for Jo athways for Jo annone Path annone Path annon	ys lected www www							11h Grader at South Creek 2023 31.100 10

Tab: Career Planner (back to Quick Links)

Hover over the **Career Planner** tab and click **Portfolio**. This will display what the student has accomplished in their Portfolio.

Completion:	: Mary Geraghty*	/			
High School and E	Beyond Career Planner	Four Year Plan - Graduation Monito	r 🍷 🛛 Future Ready Skills 👻 🛛 R	Readiness Profile	
Career Plann	Summary er Portfelio				
SE	ELF ASSESSMENTS	CAREERS	CAREER CLUSTERS	PROGRAMS	SCHOOLS
Preferences Interests Skills	100% 0% 0% 100% 0% 0% 0% 100% 0% 0% 0%	 Computer Programmers Computer Systems Adminis Electrical and Electronois En Graphic Designers Music Composers, Director Musicians Psychologists 	 Arts, Audio/Visual Technology Business Management and A Science, Technology, Enginee 	 Computer Graphics Computer Programming Jazz Studies Music Composition and Theory Woodwinds, Brass, and Percu 	Western Washington University
I	EXPERIENCES	RECOGNITIONS	 _		GOALS
Work	1	Honors	Letters		Educational
Volunteering		Awards	Essays		Career
Education		Scholarships	Resumes		Community
Activities		Other			Personal
The Student has not u	uploaded any files, or they are all assigned	I to sections.			
The Student has not a	added any Links to this section.				

SchoolData.net



The **Self-Assessment** section will display how many attempts the student has taken and their completion by percentage. <u>Students must complete all three self-assessments at least once.</u> These self-assessments reveal their **Preferences, Interests, and Skills**. Taking these assessments will gauge their interest in different careers and, when finished, will generate results based on their personality and preferences. It is recommended they take the self-assessments multiple times to see how their results change throughout their high school journey. (For example, one set in 9th grade, another in 10th grade, 11th grade, or 12th grade, etc.)

 	SELF ASSES	SMEN	TS –		
Preferences		0%	0%	0%	0%
Interests	10	0%	0%	0%	0%
Skills	1(0%	0%	0%	0%

The **Careers, Career Clusters, Programs, and Schools** sections will display the careers/institutions the student has "**hearted**" (Favorited).



The **Experiences**, **Recognitions**, **Compositions**, **Goals**, **and Add Files** are further tasks completed in the Career Planner.

	EXPERIENCES	RECOGNITIONS	COMPOSITIONS	GOALS
Work	Honor	rs	Letters	Educational
Volunteering	Award	et	Essays	Career
Education	Schol	arships	Resumes	Community
Activities	Other			Personal
		• Add File	es	
Reference	Sheet.Docx 🛓			

See the Career Planner Section for more information.



Tab: Four-Year Plan (back to Quick Links)

Here is where a Student can **create/review** what has been done in the **Four-Year Plan** application. There will be several views by hovering over the tab: Four Year Plan.

Four Year Plan -	Gr
Summary	
Details	
Schedule	
Substitutions/Waiver	s
Post Secondary Plan	1

The summary displays the student's progress in finishing their Four Year Plan.	Four Year Plan Summary		1009 Complete
Details display specific information the student enters, including their Plan's Name, Preferred Career, Graduation Pathway, and Post-Secondary Plan.	Four Year Plan Details Details	Name (required) Plan 1 Career Cluster (optional)None Education Four Year Plan (optional) PHS Four-Year College (2023) Educator Notes (optional) Notes for an Educator Graduation Pathway (optional) Select	Career Preference (optional) Student Notes (optional) Notes from the student Post Secondary Plan (optional)



The Schedule displays what courses the student planned vs. the actual schedule.	<u>Planned</u>	English I S1 Algebra I S1 Physical Science S1 Physical Education I	English I S2 Algebra I S2 Physical Science S2 Freshman Health & Fitness S2	Actual	FAMILY HEALTH - Health Education-Other FOODS I - Food Preparation and Health INITIO TO COMPUTER SCIENCE - Businesis GEOMETRY - Geometry HONORS ENGLISH I - English/Language Arts I BIOLOGY - Biology	0.5 TRANS OCCUPATION Miscellaneous-Other 0.5 SPEED STRENATH TRAINING- Weight 0.5 FPODIS II - Food Preparation and Health 0.5 PPARIJE PRE-SCH 0.6 CEOMETTRY - Geomett 0.5 GEOMETRY - Geomett 0.5 HONGRE ENGLISH I English/Language Arts	AL - 0.5 0.5 0.5 0.5 0.5 0.5 0.5	
Substitutions/Waivers	A 3rd Math C	redit		State Course Codes (optional)				
Post Secondary Plan	Reflection C Post Second school gradu Experiences	Questions Jary Plan Jation? s - Work E	s - What am I? W : Personalized P Experience, Inte	Vhat can I co P athway - W rnship/Activ	ome? How what is your	will I come plan after ership, Awa	that? high ards	

For further information, see Four Year Plans.

Tab: Graduation Monitor (back to Quick Links)

By hovering over the tab Graduation Monitor, Educators can select the Graduation Summary.

Graduation Monitor -	Future Ready Skills -
Graduation Summary	←───
Graduation Monitor Deta	ails
Assign Earned Credits to	Graduation Requirements
Dual Credit Courses	
Intervention Plans	
Credit by Grade Level	
Special Education	

The **Graduation Summary** displays a **Graduation Tracker Bar.** The bar displays where the student currently stands credit-wise. (Completed, Scheduled, Planned, Anticipated, Needed, Waived, Manual) In addition, next to each subject is a black number (Ex: English 4) showing how many credits are required per subject to Graduate.



aduation Stat	us: Shere	ne *						٩,
	Gra	duation	☆ Not Calculated	☆ Waived	🚖 Action Needed	☆ On Track	🖈 Requirement Met	☆ No Target Present
	Re	quiremen	t Types	Credit -		Proficiency		Non Credit
Graduation State	us Gra Re Sul	duation quiremen ojects	t			**		★ ☆
erall Credits Require	ed Credits: 24	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			^			Show Detail View
			Complete	ed 📕 Schedul	ed elanned	Anticipated	Needed	Waived Manual

Graduation Monitor Details - Lists the student's credits in a data table format. Requirement, Course Details, Required Credits, Earned Credits, Completed Credits, Manual Credits, Scheduled Credits, Planned Credits, Need Credits, Status, Requirement Type, and Reporting Type	Gradu Gradu C	Art Gredit Details († record Completion Completied	ds) Orr	etails lequirement E Required 1 1 dered School * C 2020 T	Vidence (25 records)	♥ Filtered ♥ Ø Completed 1 ♥ Ø Music	Manual 	V • Sched • • • <th></th> <th>anned</th> <th>Neede</th> <th>Teacher</th> <th>Status</th> <th>Requiremen Credit Credit Granned Granned Grannet B+</th> <th>Reporting 1 Summe Both de Can</th>		anned	Neede	Teacher	Status	Requiremen Credit Credit Granned Granned Grannet B+	Reporting 1 Summe Both de Can
Assigned Earned Credits to Graduation Requirements - List the Term, Period, Course Code, Course Name, CIP Code, Teacher, Graduation Requirement, Credits Earned, Grade, Was Adjusted (Y/N), Substitution (Y/N), and Student Custom (Y/N)	Grac Credit Schu 2023 2023	Adjustments of Adjustments of Term Quarte Quarte	edits	tion Requirem Course Cor ENG235/838 ENG235/841 CLA235/859	ents (45 records)	CP Code	V ♠ Teacher •-	Graduation F English English Elective	Credits E 1 0.6 1	Grade B A C	Was Adju	Substitut 	ti Studenti 	Cias Custoni	Subjects



Dual Credit Courses - Course, School Year, Term, State Code, Period, Teacher, Earned Credit, Applied Credit, Unused Credit, Credit Status, Grade, Application Codes, Credits are Shared, Credits are Duplicated	Dual Credit Courses (p records) Dual Credit Courses (p records) Courses (p records) Course (p records) Credit Status (p red)	0
Intervention Plans		
Credits by Grade Level - School Year, Grade Level, Total Credits, Course Details	Credits by Grade Level Student Credits By Grade Level (7 moords) School Grade Level School Grade Level Control Contro	•
Special Education		

See <u>Graduation Monitor</u> for more information.

Other (back to Quick Links)

See Future Ready Skills for more information.

See <u>Readiness Indicators</u> for more information.

Assignments/Worksheets - Links to various assignments and worksheets may be added for students here.

Career Planne	er Assignments/V	Vorksheets			
Career Plan Links	(4 records)			O Add R	ecord
				700	>
Title	Link	Link Date	Link Comments		
*	*	*			
Testing Student	https://google.com	03/02/22			
TestingCentralKi	https://docs.google.com/c T91PQM/edit	01/12/23	When you open this document, it will force you to create a copy. Create a copy and keep the label of the original do	ocume	Φ.
TestRiddles	https://classroom.google.c	01/17/23			
GoogleClassroo	https://docs.google.com/c	01/25/23			Φ.

Click + Add Record. A new pop-up window will appear. Add the Title, URL Link, Date, and Comments, then click Add in the top right corner.



Add Record			✓ Add 🗙
Link		^	
Title (optional)			
Link (optional)			
Date (optional)		m	
Comments (optional)			

Links may be edited or deleted by clicking the Row Actions & Options button.

	#			
Row Actions & Options				
Edit				
Delete				

Calendar Learning Sessions (back to Quick Links)

When looking at the **Calendar Learning Sessions**, Students can see upcoming events. To see the event's details, students must click on the event, and a pop-up will appear.





Calendar Learning Sessions

September 2021								
Sun	Mon	Tue	Wed	Thu	Fri	Sat		
29	30 6:15p Open Mic Night	31	1	2 3:45p College FASFA	3	4		
5	6	7	2:30p Key Club Info	9	10	11		
12	13	14	15	16	17	18		
19	20	21	22	23 4p FASFA	24	25		
26	27	28	29	30	1	2		
3	4	5	6	7	8	9		

Calendar Learning	g Sessions					
		Septer			today < >	
Sun 29	College FASFA ×				Fri 2 3	Sat 4
5	Date September 2nd 2021 Time				9 10	11
12	3:45 pm Description Administrators from Call Ledge Community College will be here to answer FAFSA and Enrollment				6 17	18
19	questions			2	3 24	25
26	27	28	29	3	1	
3						

If you have any questions, please contact our Helpdesk support@schooldata.net or (509)688-9536.