

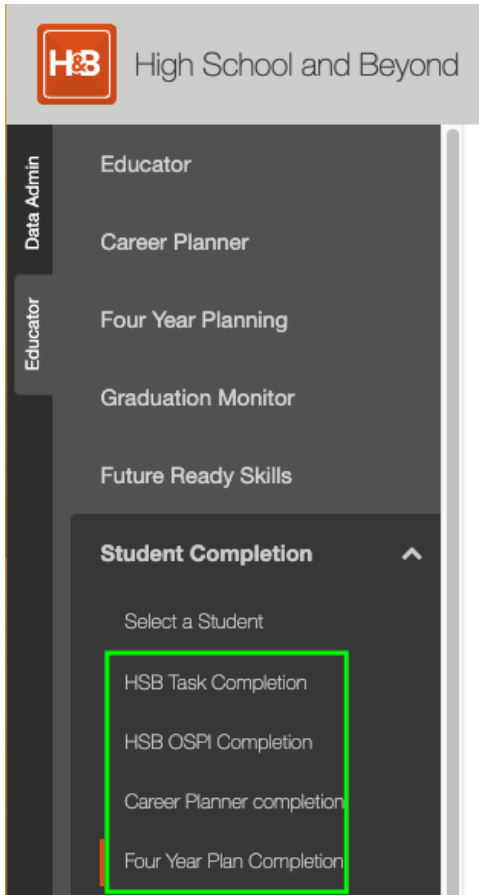
High School and Beyond Completion

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

In Student Completion, Educators can pull students by groups to see **High School and Beyond Task Completion**, **High School and Beyond OSPI Completion**, **Career Planner Completion**, and **Four Year Plan Completion**.

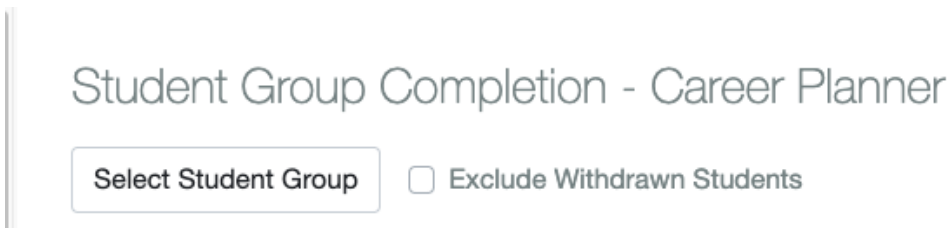
High School and Beyond Task Completion	<ul style="list-style-type: none"> • First, Last Name • SSID, Other ID • School • Grade • Advisor 	<ul style="list-style-type: none"> • Resume • Preferences • Interests • Skills • Four-Year Plan Created 	<ul style="list-style-type: none"> • Four-Year Status Letter • Career Goal • Educational Goal • HSB Complete
High School and Beyond OSPI Completion	<ul style="list-style-type: none"> • First, Last Name • SSID, Other ID • School • Grade • Advisor • Career Planner Self Assessments 	<ul style="list-style-type: none"> • Career/Career Cluster Interests • Educational Goal • Career Goal • Four-Year Plan Created • Identified Waivers or Individualized PPR • Resume 	<ul style="list-style-type: none"> • Graduation Pathway Met • Graduation Pathways • FAFSA • Financial Aid Survey • HSB Plan is Complete
Career Planner Completion	<ul style="list-style-type: none"> • First, Last Name • SSID, District ID • School • Grade • Advisor • Email • Graduation Pathway • Post Secondary Plan • Top 3 Preferences • Preferences Taken Date • Top 3 Interests • Interests Taken Date • Top 3 Career Clusters 	<ul style="list-style-type: none"> • Top Career Cluster • Skills Taken Date • Reality Check • Careers Favorited • Careers • Career Clusters Favorites • Career Clusters • Programs Favorited • Programs • Schools Favorited • Schools • Work • Volunteering • Education 	<ul style="list-style-type: none"> • Activities • Honor • Award • Scholarship • Other • Letters • Essays • Resumes Uploaded • Educational Goal • Career Goal • Community Goal • Personal Goal • Files Uploaded • Student ID
Four Year Plan Completion	<ul style="list-style-type: none"> • First, Last Name • SSID, Other ID • School • Grade • Advisor • Student Has Plan • Received Financial Information 	<ul style="list-style-type: none"> • Plan Label • Status • Four-Year Plan Selected • Post Secondary Plan • Graduation Pathway • ELA • Math • ELA/Math 	<ul style="list-style-type: none"> • CTE Course Sequence • ASVAB • Is Locked • Career Cluster • Career • Educator Notes • Student Notes

Expand the **Student Completion** section on the left navigation panel and click on the desired section.



Click **Select Student Group**.

Once selected via the steps below, it will remember the last group selected for the next time. Finally, click the box if you wish to **Exclude Withdrawn Students**.



In **My Groups**, you will see any classes assigned to you OR groups you created. See [Hr Basics - Student Groups](#) for more information.

Click **Shared Groups** to see groups for a whole school or grade level. Then, toggle to **School Specific**, from **District Wide**, to select just your school.

Student Group
Add Student Group
✕

Student Group Filters

Current School Year ▾

My Groups
Shared Groups

District Wide
School Specific

Student Group Search Results

Columns ▾

Label

All 10th Grade Students (18/19)	+
All 11th Grade Students (18/19)	+
All 12th Grade Students (18/19)	+
Elementary School Students (18/19)	+
High School Students (18/19)	+
Middle School Students (18/19)	+

Click the **+** icon for the desired group. When a group is selected, click **Add Student Group**.

Information from **Assemble My Portfolio** is displayed.

Student Group Completion - High School and Beyond Tasks

Select Student Group All 10th Grade Students (22/23) Exclude Withdrawn Students

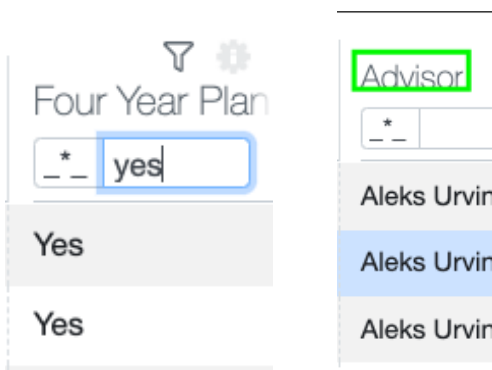
Most Recent Completion of Hsb Items (780 records)

Data Settings Form

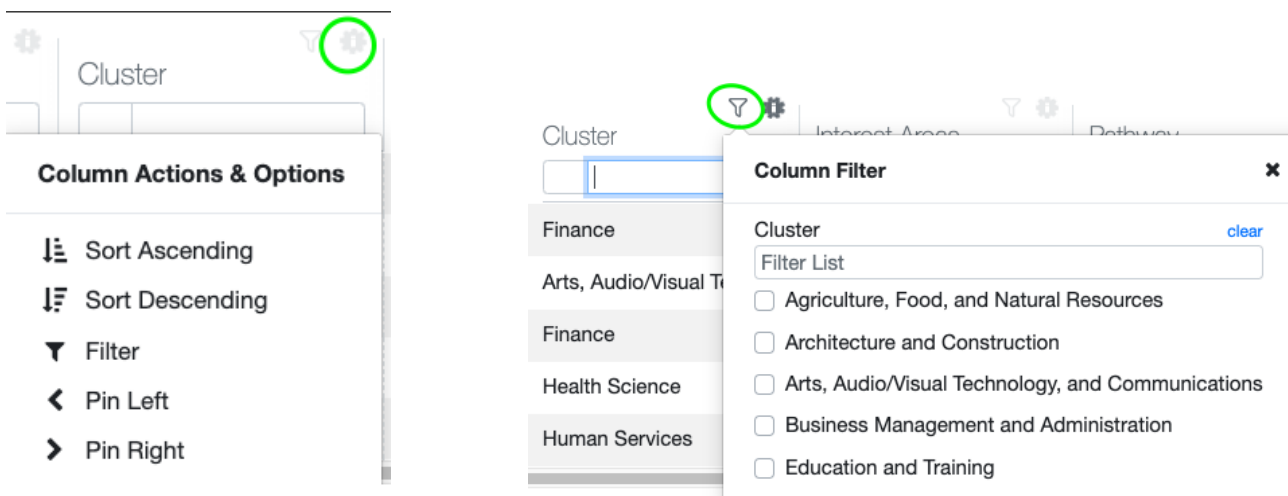
First Nam	Last Nam	SSID	Other Id	School	Grade	Advisor	Resume	Preferences	Interests	Skills	Four Year	Four Year	Letter	Career G	Educati
Maddox	Gilomen*	31316...	779028	Tahom...	10th Grade	Huntin...		11/30/2021	01/25/...	2% Co...	No	100			
Yoshiie	Deng*	84662...	780270	Tahom...	10th Grade			11/30/2021	11/30/...	11/30/...	No	100			
Devontae	Kruh*	97990...	780207	Tahom...	10th Grade	Rozlyn...		01/15/2021	01/22/...	11/02/...	Yes	57		2021-1...	2021-1...
Pyotr	Siren*	31290...	780191	Tahom...	10th Grade	Bryon ...		11/29/2021	11/29/...	7% Co...	No	100			
Dajia	Star*	88146...	780192	Tahom...	10th Grade	Edward *		01/12/2021	100% ...	01/12/...	Yes	60			
Carole	Keeney*	98742...	779287	Tahom...	10th Grade	Jay Ce...		11/04/2021	11/04/...	11/04/...	Yes	65		2021-1...	2021-1...
Hope	Isenberg*	87530...	777991	Tahom...	10th Grade	Piercy...		01/15/2021	01/15/...		Yes	62			
Betsy ...	Vijayan*	82731...	778644	Tahom...	10th Grade	Oksan...		01/11/2021	01/11/...		No	100			

Searching and Sorting

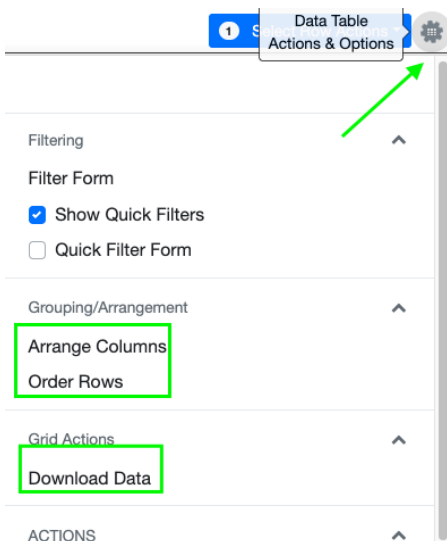
There are also several different filter options to narrow your searches. For example, type all or parts of a word in any search box to quickly filter the column or sort any field A-Z by clicking the column header.



Click on **Column Actions & Options Gear** or the **Column Filter** to view other selections.



Clicking on the **Data Table Actions and Options Gear** above the table allows you to **Arrange Columns, Order Rows, or Download the Data** for further work and use.



Print

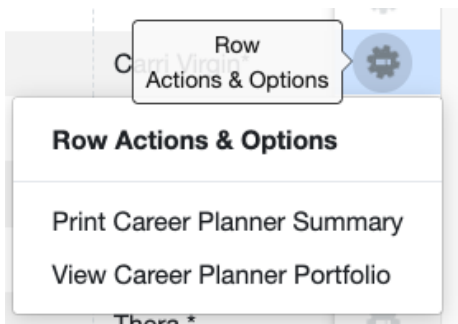
Career Planner Completion

Click the checkmark to the left of the student name for one or more students. If you want to print all in the list, click the checkmark above the individual students.

Or Click the **Select Row Actions** dropdown. **Print Career Planner Summary** to generate a PDF report detailing each selected student, one student per report.

Career Planner Student Completion (874 records) Ordered 3 Select Row Actions

<input type="checkbox"/>	Student First Name	Student Last Name	Grade	Advisor	Top 3 Preferences	<input type="checkbox"/>
<input type="checkbox"/>	_*	_*				<input type="checkbox"/>
<input checked="" type="checkbox"/>	Angeles	*	ommuni...	8		<input type="checkbox"/>
<input checked="" type="checkbox"/>	Angelique	*	ndary Sc...	8		<input type="checkbox"/>
<input checked="" type="checkbox"/>	Angiela	*	e School	8	Rika Batchelor*	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Anna Sophia	*	e School	8	Erich Gorham-Roberts*	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Amalena	*	e School	8	Leighton Mosely*	Artistic, Industrial, Phys... 02/05/2021 <input type="checkbox"/>
<input checked="" type="checkbox"/>	Anne	*	e School	8	Ketra Ashcraft*	<input type="checkbox"/>



Four Year Completion

In **Four Year Completion**, the **Row Actions and Options Gear** allows you to **Print a Schedule** for that row or **Edit** the four-year plan for that row.

