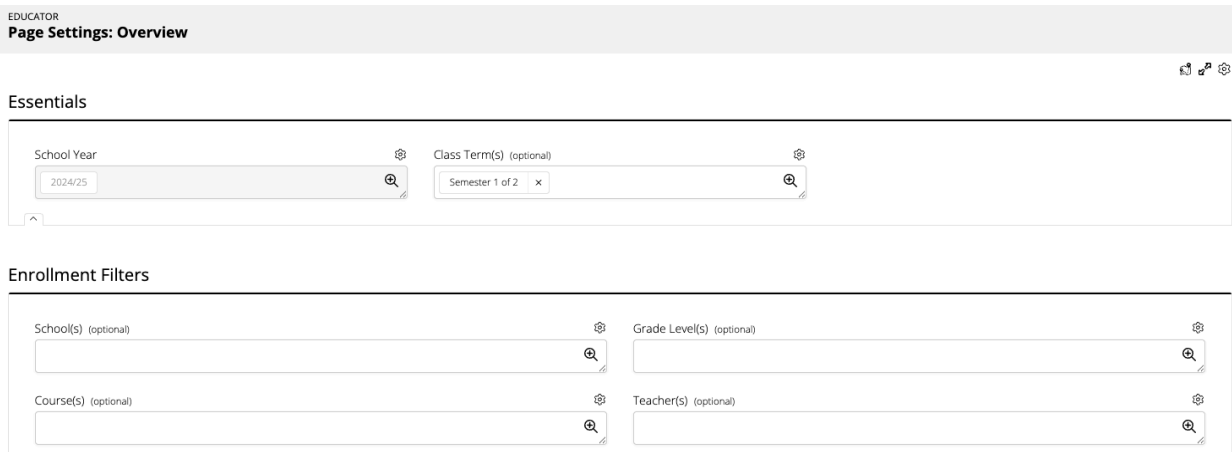


## EWM Configure Dashboard Data Settings with Filters (Edit Page Data Settings)

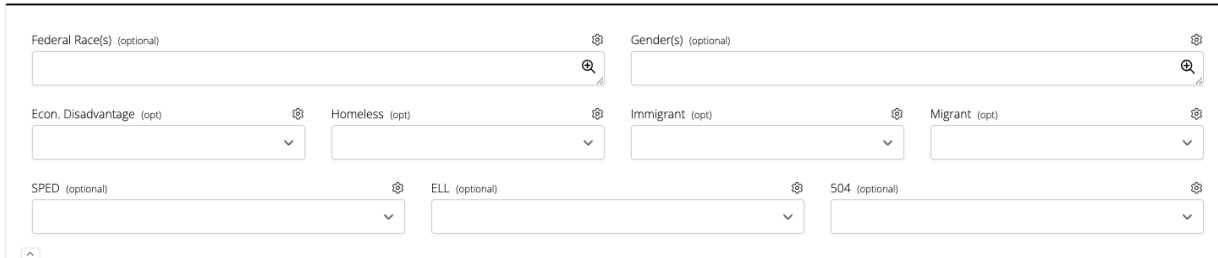
1. Click the **Edit Page Data Settings** following the Dashboard Title.



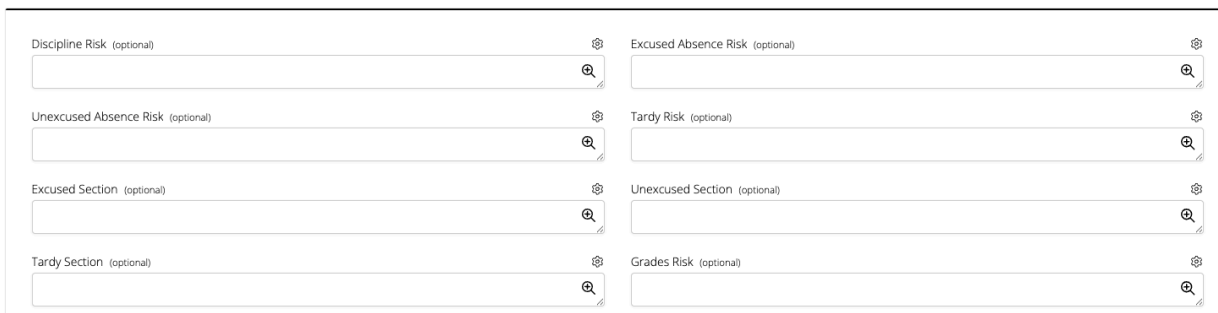
2. A pop-up modal will display the Page Settings for the dashboard you are currently viewing. You can use many filtering options to choose which students and data to display.
  - Click the field, select one or more **checkboxes** to the left, and click **Accept**.
  - Select Yes/No from the field dropdown menu.
3. The first section of filters is the **Essentials section**. This area indicates which dashboard template you are using.
  - The **School Year** is grayed out; the current year is set by default.
  - **Class Term(s)**: This option allows you to view various data terms for the students you selected in the previous step.
4. In the **Enrollment section**, you can narrow down your data by selecting **School(s)**, **Grade Level(s)**, **Course(s)**, and **Teacher(s)**.



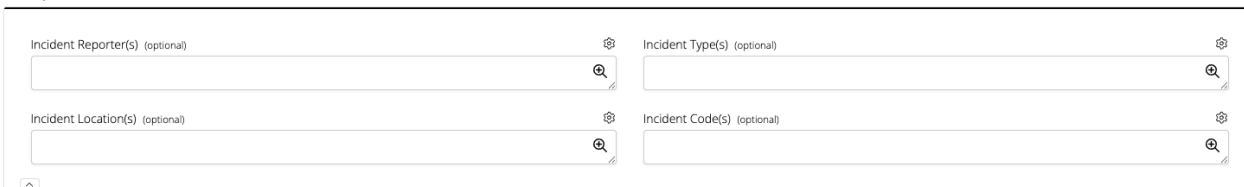
5. In the **Demographics Filters section**, additional options include federal race(s), gender(s), economic disadvantage, homeless, immigrant, migrant, SPED, ELL, and 504.

**Demographics Filters**


- In the **Risk-Level Filters** section, additional options are available, including sections on discipline, excused absence, unexcused absence, tardy, and grade risks.

**Risk-Level Filters**


- In the **Discipline Incident Filters** section, additional options are available in a similar manner, including incident reporter(s), incident type(s), incident location(s), and incident code(s).
- The last section of filters is the **Student Groups** section. Here, you can filter to one of the student groups you have created or a shared automatic student group (e.g., all bilingual education students).

**Discipline Incident Filters**

**Student Group**


- After selecting, click **Save** in the bottom right corner.

## Filter by Student Groups

- Click the **Student Group(s)** field in the **Edit Page Data Settings**.
- A list of further filters will appear. Use the **Student Group Type Data Table Data Settings** to the far left to filter and search for a student group.

3. Select the **School Year** from the dropdown menu.
4. Next, click the **radio button** to choose one of the following.
  - **My Custom Student Groups:** This will display to the right a list of your custom-created groups. To choose one of those groups on the right, click the **checkbox**.
  - **Shared Automatic Student Groups:** This will display a list of additional filters below and/or shared automatic student groups to the right.
    - **District-Wide radio button:** This will display additional filters by district Grade Level(s).
    - **School-Specific radio button:** This will display additional filters by School(s) and school-specific Student Group Type. (Grade, Class, Activity, Teacher, Class, School Wide)
  - **My Automatic Student Groups:** This will display a list of additional filters below and/or my automatic student groups (based on your persona role) to the right. (All, School, Teacher, Activity)
5. Choose one of the groups on the right by clicking the **checkbox**.
6. Click **Save**.

Data Table Data Settings

**Student Group Type**

School Year (optional): 2024/25

Student Group Type (optional):

- My Custom Student Groups
- Shared Automatic Student Groups
- My Automatic Student Groups

Ordered

| <input type="checkbox"/>            | Student Group Name                                     | Student Group Label                     |
|-------------------------------------|--|---|
| <input type="checkbox"/>            | American Indian/Navive Alaskan Ethnicity Group (24/25) | American Indian/Navive Alaskan Ethnic   |
| <input type="checkbox"/>            | HS Gifted Program                                      | HS Gifted Program                       |
| <input type="checkbox"/>            | Perfect Attendance 23/24 thru April 17, 2024           | Perfect Attendance 23/24 thru April 17, |
| <input checked="" type="checkbox"/> | Sample EW  | Sample EW                               |
| <input type="checkbox"/>            | Teri's Sample Group                                    | Teri's Sample Group                     |
| <input type="checkbox"/>            | sample   | sample                                  |

1 to 6 of 6 | Page 1 | 50 per page

Selected: 1 [View Selected](#)

Cancel Accept