

Assessment Status

The Assessment Status report will tell you how far your programs have progressed in completing assessments for this checkpoint. Continue to generate this report throughout the checkpoint period until all status bars are colored green. This report will also show which programs are missing ratings by area.

To create an Assessment Status report, access the Report area and then select **GO** for the Assessment Status report. The report will automatically generate for the current checkpoint period.

When should I use the Assessment Status report?

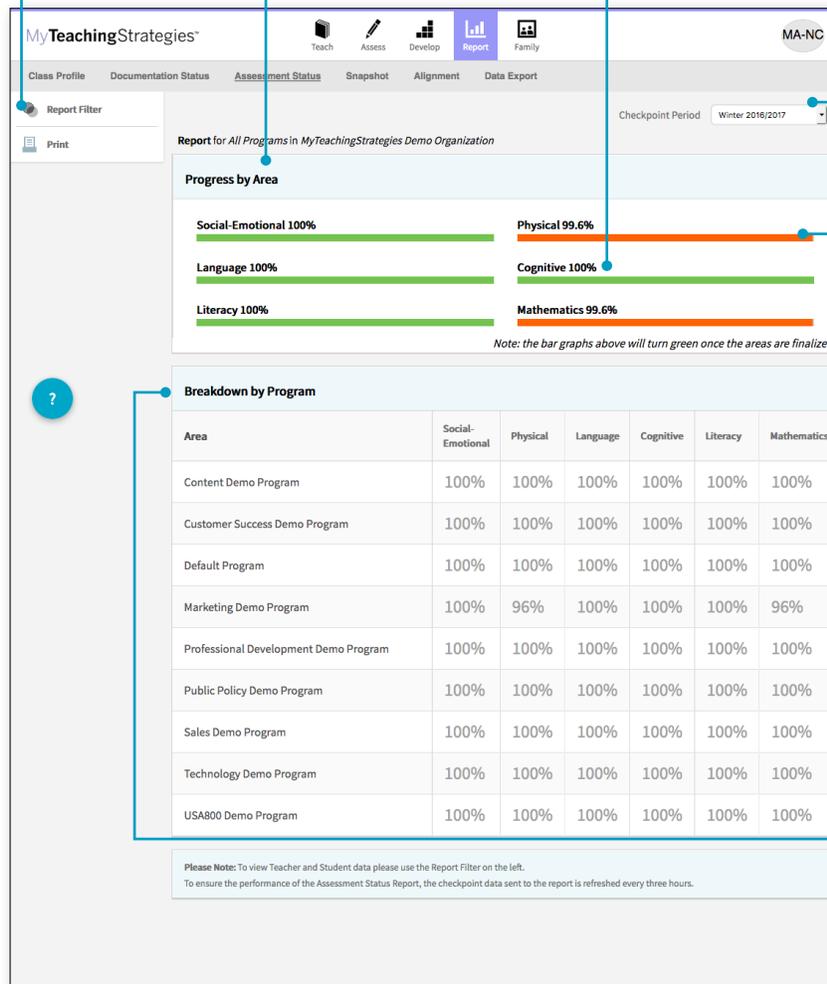
This report should be generated on a regular basis starting two weeks before the checkpoint due date. This will allow you to monitor your programs' progress as they complete the checkpoint. A few days before the checkpoint due date, the report should show 100% finalization for each area.

Report Results

To customize your report, select **REPORT FILTER**.

The top of the report provides a summary of your programs' checkpoint progress.

A green bar indicates a finalized area.



Use the **CHECKPOINT PERIOD** drop-down menu to change the checkpoint viewed.

A solid orange bar indicates a completed area that has not been finalized. A partially filled bar indicates the percentage of completion for that area.

The bottom of the report shows the checkpoint percentage of completion for each area by program. Use the Report Filters to show data at the site or class level.

Report Criteria

Use the **ORGANIZATION**, **PROGRAM**, **SITE**, **TEACHER**, and **CLASS** drop-down menus to customize your report, and select which children to include.

Select an **ASSESSMENT AREAS**.

Select a **CHECKPOINT PERIOD**.

Click **SUBMIT** to view your report.

The screenshot shows the 'Assessment Status Report' configuration page. It is divided into two main sections: 'Select Children' and 'Assessment Areas'. The 'Select Children' section includes a 'Select multiple entities' checkbox, and dropdown menus for Organization (MyTeachingStrategies Demo Organization), Program (All Programs), Site (All Sites), Teacher (All Teachers), and Class (All Classes). There are also 'Select All' and 'Deselect All' checkboxes for Children, with a text input field below. The 'Assessment Areas' section has radio buttons for Social-Emotional (selected), Physical, Language, Cognitive, Literacy, and Mathematics. The 'Checkpoint Period' section has radio buttons for Fall 2016/2017 and Winter 2016/2017 (selected). On the right, a 'Report Summary' panel displays the current selections: Organization (MyTeachingStrategies Demo Organization), Program (All Programs), Site (All Sites), Teacher (All Teachers), Class (All Classes), Children (None), Assessment Areas (Social-Emotional), and Checkpoint Period (Winter 2016/2017). A 'Submit' button is located at the bottom of the summary panel. Blue callout lines connect the text instructions to the corresponding UI elements: the first callout points to the Organization dropdown, the second to the Assessment Areas radio buttons, the third to the Checkpoint Period radio buttons, and the fourth to the Submit button.

You can also review the report by teacher or class, which will provide information on whether checkpoint levels are not yet started, in progress, completed, or final.

Overall Progress

You have entered **100%** of the checkpoint ratings for this classroom.

Note: the percentage above will turn green once all areas are finalized.

Progress by Area

- Social-Emotional 100%
- Physical 100%
- Language 100%
- Cognitive 100%
- Literacy 100%
- Mathematics 100%

Note: the bar graphs above will turn green once the areas are finalized.

Legend:
 ○ Not Yet Started ● In Progress
 ● Completed ● Final

Area	Social-Emotional	Physical	Language	Cognitive	Literacy	Mathematics
Infants, Toddlers, and Twos	●	●	●	●	●	●
Kindergarten	●	●	●	●	●	●
Preschool	●	●	●	●	●	●

Please Note: To view Teacher and Student data please use the Report Filter on the left. Data displayed within this view of the Assessment Status Report reflects the current status of this class or child(ren).

An empty circle indicates that the checkpoint has not been started for that particular objective/dimension.

A complete orange circle indicates that the checkpoint has been completed for that particular objective/dimension but not finalized.

A complete green circle with a checkmark indicates that the checkpoint has been finalized for that particular objective/dimension.

The bottom of the report shows your checkpoint status for each objective/dimension for each class or child.