

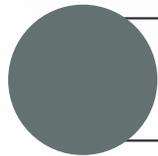


# RG Success Page Stepsheet

## DECISION ANALYTICS & INFORMATION MANAGEMENT

Looking to drive instructional decisions based on your school's ReadyGraduate data? Want to become a pro at using your Power BI dashboards?

This guide aims to walk Shelby County's school administration teams through finding opportunities for students to achieve Ready Graduate Status.



Who can access this dashboard?

School Admin

If there is a team member at your school who monitors ..... data and does not have access, email [DAIM@scsk12.org](mailto:DAIM@scsk12.org) with the user's email address.

### LOG IN TO POWERBI

Logging into Power BI is as easy as logging into your SCS email account.

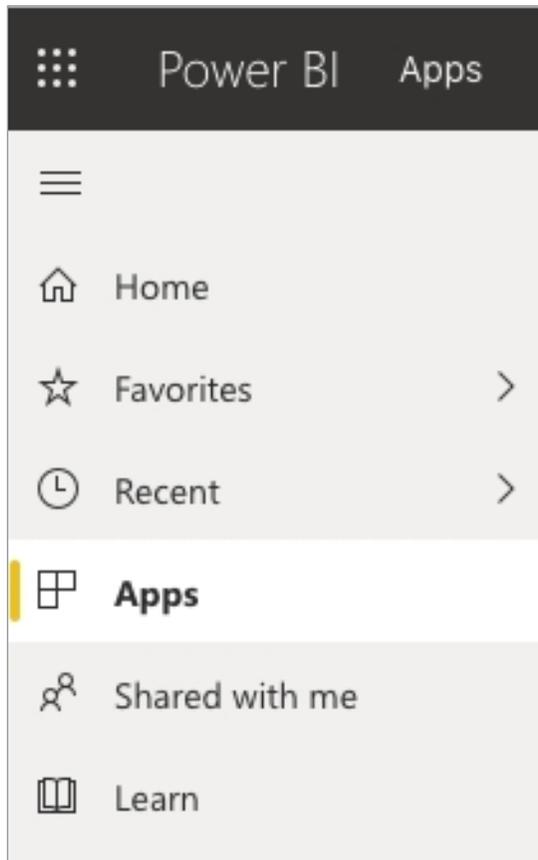


Look for the waffle in your Office 365 account. Select Power BI from the Apps Menu to start exploring the data you have available.

If you have more questions or need support on the data in the dashboard, contact our helpdesk at [DAIM@scsk12.org](mailto:DAIM@scsk12.org). We take pride in our responsiveness and excellent customer service!

# Accessing The Dashboard

LOG INTO POWER BI AND SELECT APPS



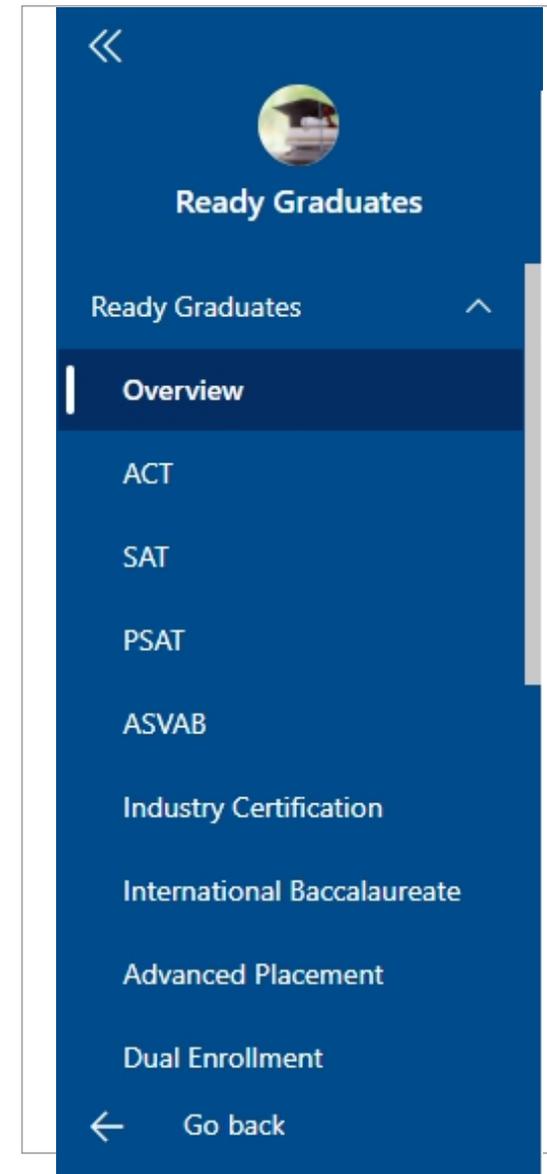
CLICK READY GRADUATES



Ready Graduates

MAR 3, 2021

CLICK TO VISIT PAGES IN THE MENU

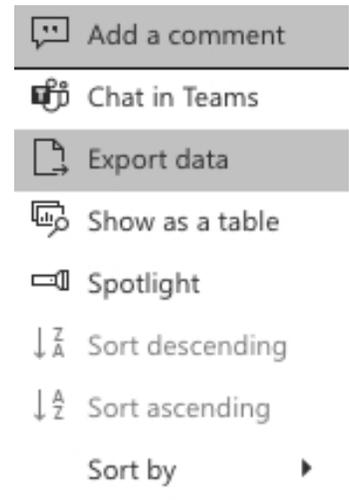


# Power BI Tips & Tricks

How do I share data with my staff?

## EXPORT DATA FROM TABLES

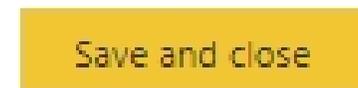
Click the visual or table that you want to export and on the right side a small menu will appear. Select the ellipses on the right and then select "Export data." Keep the default settings and select "Export."



How do I subscribe to emailed reports?

## SUBSCRIBE TO EMAIL REPORTS

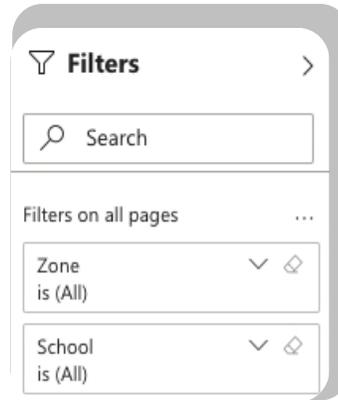
Go to the desired page in the dashboard. From the top menu bar, select Subscribe (envelope icon). In the pop up menu, select the yellow "Add new subscription" button. Fill in the subject, message, and frequency. Then select "Save and close."



# Power BI Tips & Tricks

## KNOW YOUR FILTERS

All your dashboards have a filter pane with options to change the school year, grade level, student demographics, and other data-specific selections. Open the filter pane on the right side of the page and start exploring your options!



## RESET TO DEFAULT

Reset to default Bookmarks

All your dashboards have a filter pane with options to change the school year, grade level, student demographics, and other data-specific selections. Open the filter pane on the right side of the page and start exploring your options!

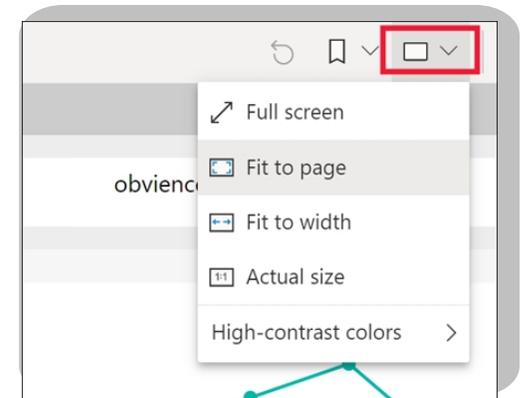


## INTERACTIVE CHARTS & TABLES

Most of the charts and tables in Power BI are interactive with the rest of the visuals on the page. If you click a chart, the table on the page will filter to just that data and vice versa. This is particularly helpful if you are interested in looking for possible relationships between variables or if you want to quickly filter a table.

## RESIZE YOUR SCREEN

Options in the View menu give you flexibility to display report pages at the size and width you choose.



# Finding the Approaching RG Success Page

ON THIS PAGE

HOW TO FIND OPPORTUNITIES FOR EACH STUDENT TO ACHIEVE READY GRADUATE STATUS.

**1 STEP 1**

Scroll down in the menu and select the "Data Tables" tab

**2 STEP 2**

Select the "Approaching RG Success" button on the page.

**3 STEP 3**

Use the Cohort Graduation Year filter to select specific graduating classes.

2021 - Current Seniors  
2022 - Current Juniors

**1** Data Tables

**2** Approaching RG Success

**3** Cohort Graduation Year: All

Students Approaching RG Status													
Full Name	Cohort Year	Graduation Year	Grade	Ready Graduate Status	Total EPSO with Current Enrollment Added	Enrolled in ADV Courses	EPSOs	ACT	SAT	AFQT	Certifications	Civics	
	2017	2021 - 2022	12	Completed	6	✓	✓	✓	○	○	○	○	✓
	2017	2021 - 2022	12	Completed	7	✓	✓	✓	○	○	○	○	✓
	2017	2021 - 2022	12	Off Track	0		○	○	○	○	○	○	✓
	2017	2021 - 2022	12	Off Track	2		!	○	○	○	○	○	✓
	2017	2021 - 2022	12	On Track	7	✓	✓	○	○	○	○	○	✓
	2017	2021 - 2022	12	Off Track	1		!	!	○	○	○	○	○
	2016	2020 - 2021	12	Off Track	0		○	○	○	○	○	○	✓
	2017	2021 - 2022	12	Completed	0		○	✓	○	○	○	○	✓
	2017	2021 - 2022	12	Completed	3	✓	!	○	○	○	○	○	✓
	2017	2021 - 2022	12	On Track	4	✓	✓	○	○	○	○	○	✓

Ready Graduate Opportunities included in this report are generated based on cumulative data, including this year's data. EPSO counts include current course enrollments in addition to courses completed with a passing grade.

Notes: Table contains only currently enrolled students with an identified Ready Graduate Opportunity.

**NOTE: ALL VISUALS IN THIS GUIDE USE SAMPLE DATA AND ARE NOT INDICATIVE OF CURRENT STATE.**

# Sort Report by Pathway

ON THIS PAGE

HOW TO FIND OPPORTUNITIES FOR EACH STUDENT TO ACHIEVE READY GRADUATE STATUS.

1

## SORT COLUMNS

Click a column to sort by pathway, starting with ACT, EPSOs, AFQT, and Certifications.

2

## IDENTIFY OPPORTUNITIES

Export or take a screenshot of who could benefit from the same "Opportunities" listed.

3

## TOOLTIP

Hover over any student row to view advanced courses, grades, and current enrollments.

Students Approaching Ready Graduate Status												
	Cohort Year	Graduation Year	Grade	Ready Graduate	Enrolled in ADV Courses	Total EPSOs	ACT	SAT	AFQT	Certifications	Civics	Opportunities
akely	2017	2021 - 2022	12	No		!	!	○	○	○	✓	<ul style="list-style-type: none"> <li>Needs ACT Prep Support: 20</li> <li>Take ASVAB</li> <li>Get Industry Certification</li> </ul>
ouston	2017	2021 - 2022	12	No	✓	○	!	○	○	○	✓	<ul style="list-style-type: none"> <li>Needs ACT Prep Support: 20</li> </ul>

PSID	Name	Q1	Q2	Q3	Q4	S1	S2	Y1
	AP Seminar							
	DE Literature I (EC)							
	DE Literature II (EC)							
	DE OL Statistics (EC)-SEM-1.0							

NOTE: ALL VISUALS IN THIS GUIDE USE SAMPLE DATA AND ARE NOT INDICATIVE OF CURRENT STATE.

# Ready Graduate Opportunities

The Approaching RG Status table provides recommendations for students to achieve Ready Graduate status. Each recommendation is outlined below:

## **Needs ACT Prep Support**

Student has scored close to a 21. Enroll student in ACT prep and attempt a re-take to achieve a 21.

## **Industry Cert Qualified, Needs 2 EPSOS**

Student has earned at least 1 Industry Certifications. With 2 EPSOs, student would qualify for Ready Graduate status

## **Take ASVAB**

Student has or will earn at least 2 EPSOs. If student takes the ASVAB and scores at least a 31 on the AFQT, student will

## **Needs 1 More Advanced Course**

Student has or will earn 3 EPSOs at the end of this school year. One more EPSO will qualify student for Ready Graduate

## **Get Industry Certification**

Student has or will earn at least 2 EPSOs. If student earns 1 Industry Certification, student will qualify for Ready Graduate

## **ASVAB Qualified, Needs 2 EPSOs**

Student has earned a 31+ on the ASVAB. Student needs 2 EPSOs to achieve Ready Graduate status. Enroll in AP, IB, DC, or

Ready Graduate Opportunities included in this report are generated based on cumulative data, including this year's data. EPSO counts include current course enrollments in addition to courses completed with a passing grade.