

District Usage – Dashboard Usage Quick Start Guide

Data Filters

Filter the data displayed on this page by selecting among the following criteria:

Time

- Year: July 1 – June 30
- Fall: Aug – Dec
- Spring: Jan-May
- Summer: Jun-Jul
- Month: Current and Last Months
- Week: Current and Last Week

Role

- All (all staff members)
- Counselor/Leader or Registrar
- School admin

Level

- Staff
- System admin
- Teacher
- School
- District

After selecting the filters in the drop-down boxes, click 'Update Filters' to see the data results as filtered by your selected criteria.

The screenshot shows a dashboard with the following components:

- Navigation Tabs:** District Information, Academic Dashboard, Operational Dashboard, Goal Planning, and Dashboard Usage (selected).
- Sub-tabs:** District Usage and My Usage.
- Filter Bar:** Time: Year (Jul 1, 2015 - Jun), Role: All, Level: BLUE SCHOOL DISTRICT, and an UPDATE FILTERS button.
- Metric Tiles:**
 - Logins: 35
 - Consistency: 48%
 - Session Time: 6H 13M
 - Uptake: 0%
 - Page Views: 266
 - Page Actions: 47
 - Admin Actions: 5
 - Active Users: 7
- Export Button:** EXPORT CSV

Metric Tiles

Export CSV

Click to export the Usage data displayed on the page into a CSV file.

These tiles display usage data metrics for the time period, all specified roles, and the entire District or Schools as defined in the filters. Clicking on a tile will bring you to the corresponding data drilldown.

- Logins – Total number of unique logins to the dashboard
- Consistency – % of weeks with at least one login
- Session Time – Total amount of time logged into the system
- Uptake – Active users / Potential users within the school
- Page Views – Total number of unique page views accessed
- Page Actions – Total number of unique actions called
- Administrative Actions – Total count of administrative actions
- Active Users – Total number of Active users in the school

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Bottom of Page View

User List

Displays users in the District or School who meet the Data Filters as currently applied. Key usage metrics will display for each user.

Sort by metric by clicking on the column header.

Click a name to be taken to the My Usage page for that user.

Active User List Back to the Top

Active Filters - Time: Year (Jul 1, 2015 - Jun 30, 2016) Role: All Level: BLUE SCHOOL DISTRICT

Show 10 entries Search:

Name	Logins	Consistency	Session Time	Page Views	Page Actions
Sibyl Sgrignoli	3	33%	0H 25M	22	5
Cecil Choudhry	1	33%	0H 0M	8	6
Keisha Christison	17	100%	2H 55M	132	6
Kira Dealba	11	66%	2H 9M	81	23

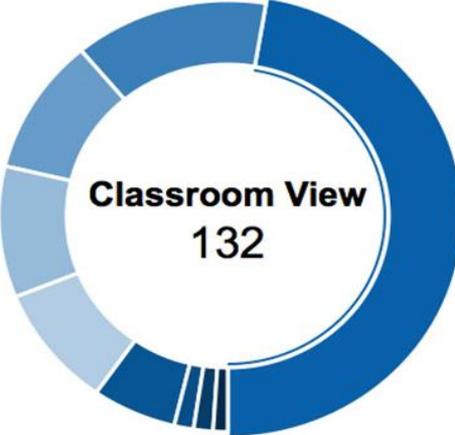
Showing 1 to 4 of 4 entries Previous 1 Next

Page Views Back to the Top

Active Filters - Time: Year (Jul 1, 2015 - Jun 30, 2016) Role: All Level: BLUE SCHOOL DISTRICT

266 Total Page Views

Reset



Classroom View
132

Page	Percent	Number
Classroom View	50%	132
My Dashboard Usage	14%	37
School Dashboard Usage	10%	27
School Academic Dashboard	10%	26
School Information	9%	24
Student Academic Dashboard	6%	15
Local Assessment Upload	1%	2
School Operational Dashboard	1%	2
Student Transcript	0%	1

[Definitions](#)

Data Drilldowns

Data drilldowns for each metric are displayed in collapsible sections. The data displayed corresponds to the time period, roles, and District or School as defined by the Data Filters.

Page Views and Actions – Hover over a ‘donut’ segment to see more detail within that category.

Hover over [Definitions](#) for an explanation of the metrics.