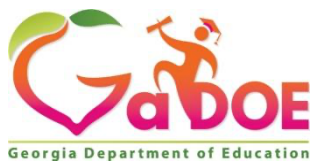


Georgia Kindergarten Inventory of Developing Skills (GKIDS 2.0)

Platform User Guide for 2023-24



June 2023

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All Users

Intercom Customer Support

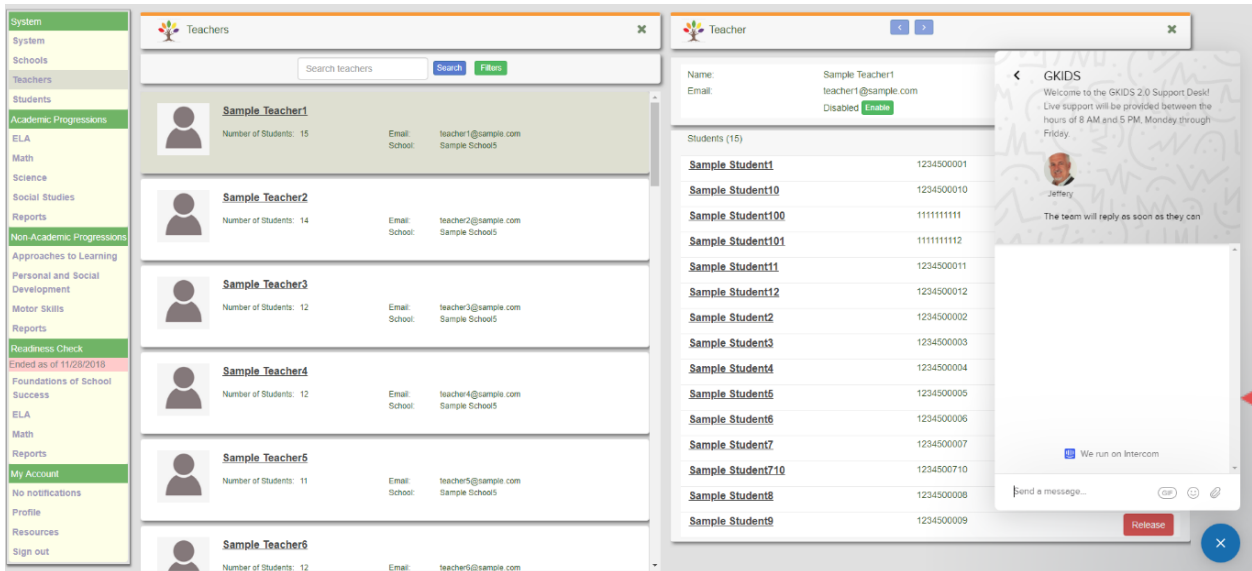
All GKIDS 2.0 users have access to customer support within the platform. You will have most chats answered within minutes, instant access to a searchable help desk, and graphical user guides. There is also access to a live chat option within the platform Monday-Friday from 8:00-5:00.

The Intercom support team will address any and all platform related questions. Should you have questions related to content, or other non-related platform questions, the team from K-12 Assessment Solutions will be tagged within the Intercom system and will be able to respond with support from GaDOE.

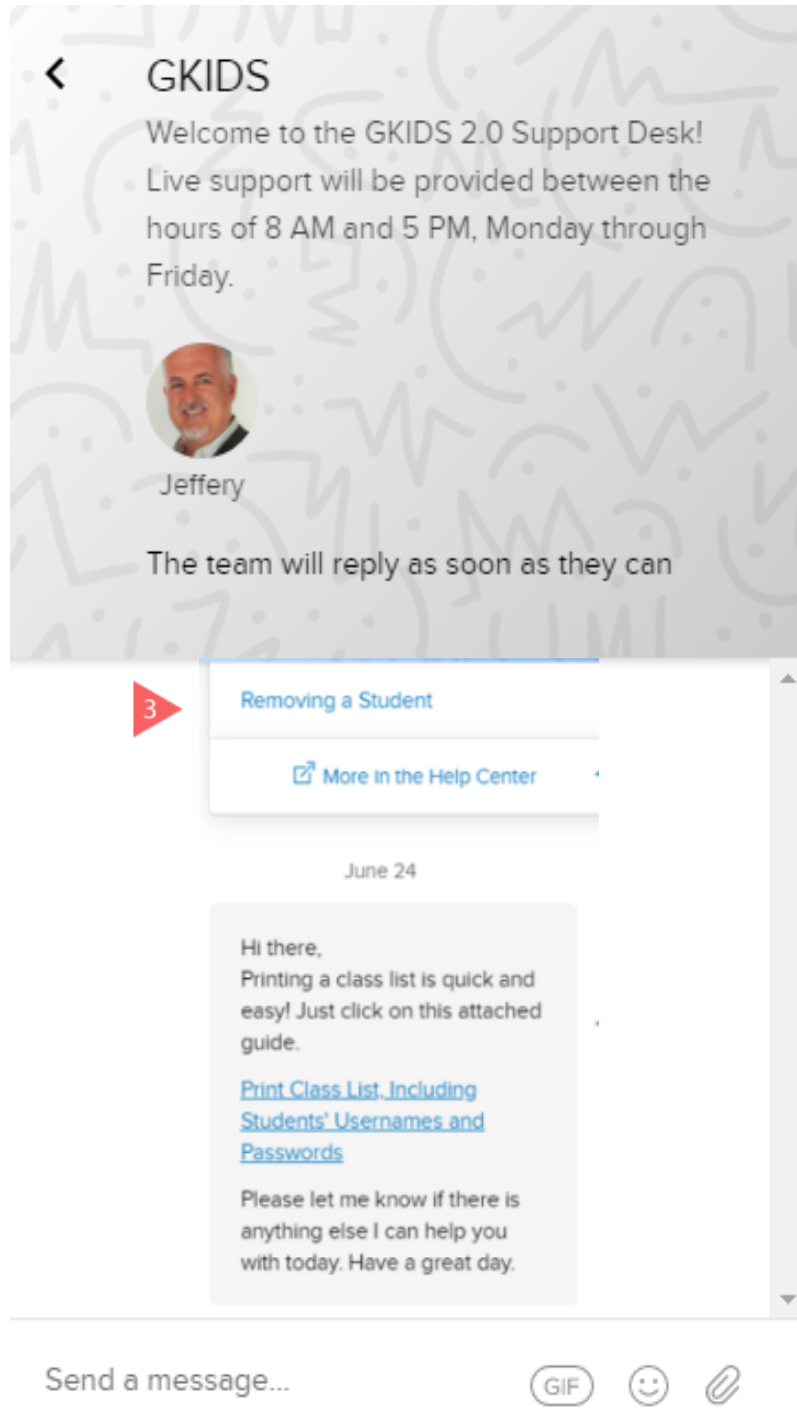
General Information

The screenshot displays the Intercom customer support interface. On the left is a sidebar menu with categories like System, Schools, Teachers, Students, Academic Progressions, ELA, Math, Science, Social Studies, Reports, Non-Academic Progressions, Approaches to Learning, Personal and Social Development, Motor Skills, Reports, Readiness Check, and Foundations of School Success. The main content area is divided into two panes. The left pane, titled 'Teachers', shows a search bar and a list of teachers: Sample Teacher1 (15 students), Sample Teacher2 (14 students), Sample Teacher3 (12 students), and Sample Teacher4 (12 students). The right pane, titled 'Teacher', shows details for 'Sample Teacher1', including name, email, and a disabled status with an 'Enable' button. Below this is a table of 15 students, each with a 'Release' button. A blue conversation icon is visible in the bottom right corner, with a red triangle containing the number '1' pointing to it.

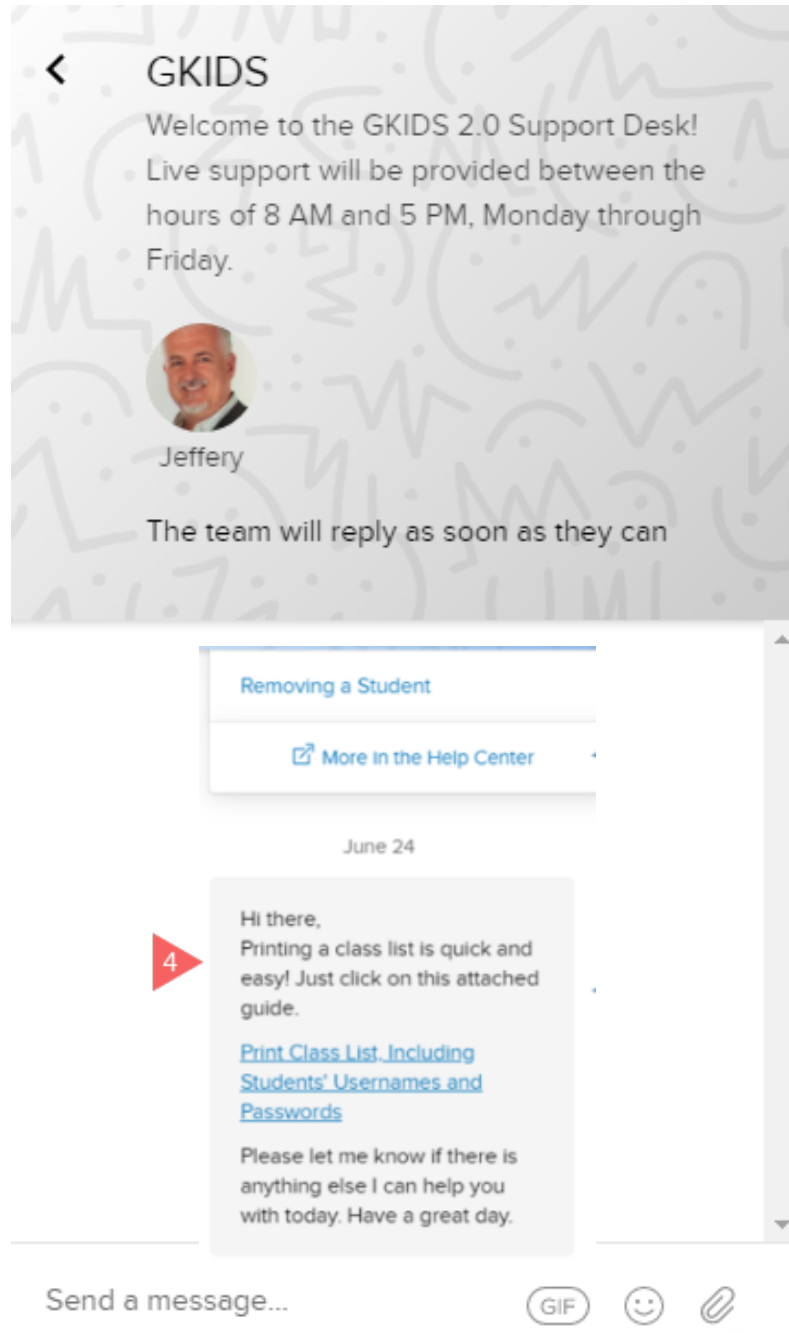
1. Click on the blue conversation icon to get started. This icon will always be available in the bottom right-hand corner of the page.



2. A new window will open within the platform. You can begin the conversation with a question or comment.



3. Based on the question, articles will be suggested to you while you are waiting. If you open an article, a prompt will appear asking if the article answered your question.
 - a. If yes, there will be an option to close the chat window.
 - b. If no, you will continue to wait for the live support team.

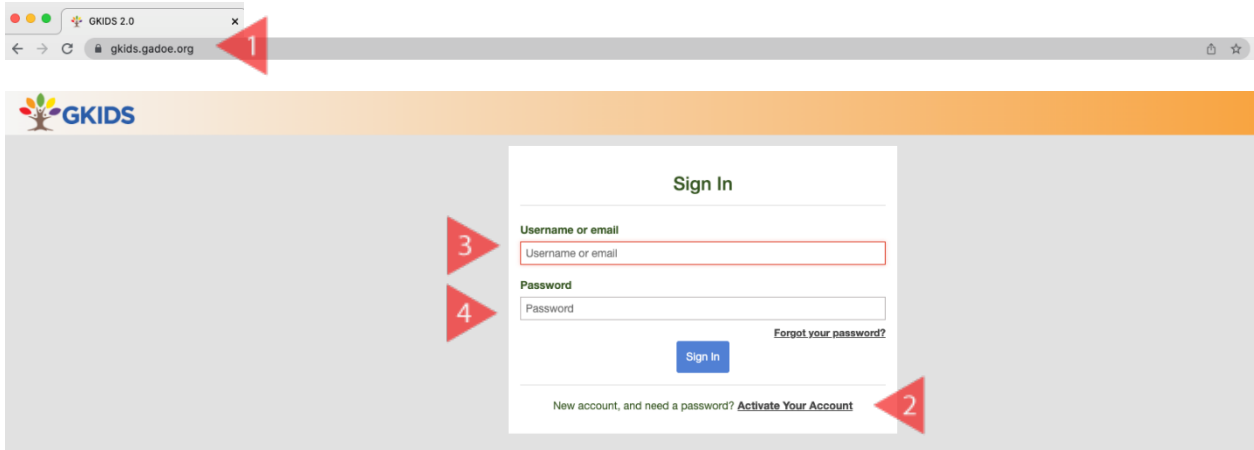


4. During a chat, you will see a customized response from the support team. If the question is asked outside of regular business hours, an automatic message will appear noting that a response will be sent within 24 hours.

TIP: If a user is offline, the support desk is still able to send you a response regarding your chat as an email. You will still be able to respond, and can continue the conversation, through email by using your district/school email address.

Activate and Access GKIDS Accounts

To access the GKIDS platform, begin with these few steps:

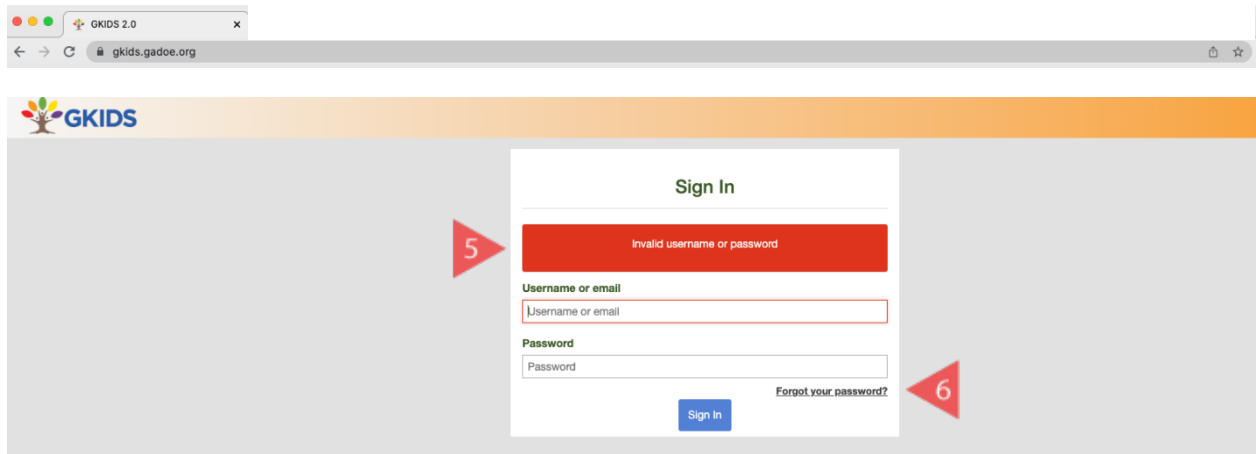


1. Sign into GKIDS by going to <https://gkids.gadoe.org>.
2. First time users will click on the **Activate Your Account** link. This will send a time sensitive link to your school email address allowing you to set your secure password. *If the time expires on the link, return to <https://gkids.gadoe.org> and repeat Step 2.*

To log in after activating your account:

3. Enter your username, which is your school/system email address, and then personally set and secure a password.
4. Click the **Sign In** button.

Troubleshooting:



5. The **Invalid username or password** message appears when a username or password is incorrect. Make sure Caps Lock is off and that no blank spaces are in the login information.
6. **Forgot your password?** Click on the “Forgot your password?” link. This sends a time sensitive link to your school/system email address. This will allow you to reset your password. Check your Junk or Spam folders if you do not see the auto-generated email.

General Navigation

Accessing the Platform:

To access the GKIDS website, enter the following URL into your browser:

<https://gkids.gadoe.org/>

Understanding the Platform Navigation for All GKIDS Users:

The screenshot shows the GKIDS dashboard interface. On the left is a main menu with sections: Classroom, Academic Progressions, Non-Academic Progressions, Readiness Check, and My Account. The main content area is titled 'Dashboard' and displays data for 'Academic Progressions' across various subjects (ELA, Math, Science, Social Studies) and standards. A 'Home' button is in the top right, and a close (X) button is in the top right corner of the dashboard panel.

1. The main menu is located on the left side of the screen. The menu is stationary and is always visible and accessible.
2. The menu contains five separate sections: Classroom, Academic Progressions, Non-Academic Progressions, Readiness Check, and My Account.
3. The home screen contains a Dashboard allowing users quick access to data. Click the **Home** button or the **GKIDS** tree to return to the Dashboard.
4. The platform opens to one panel called the Dashboard. Additional panels will open to the right.
5. To close a panel, click the X located in the top right corner. Panels will automatically collapse or expand.

TIP: You may click on the main menu without first closing panels.

Three Clicks or Less

Work left to right in the platform. Most actions require three clicks or less.

Example: Marking Phonemic Awareness Levels

Example: View Progression Analysis Report in the Phonemic Awareness progression

1. Click on the menu option from the main menu on the left.
2. On Panel 1, click the option you want to view.
3. On Panel 2, the information you have chosen will be displayed. From here you can click on any underlined text, number, or percentage in the platform. This will allow you to drill down to additional information.

Report Navigation

The screenshot shows a web interface for a 'Progression Overview Report'. At the top, there is a header with a logo and the title 'Progression Overview Report'. Below the header, there are four tabs: 'ELA', 'MATH', 'SCIENCE', and 'SS'. A red arrow labeled '1' points to these tabs. To the right of the tabs is a blue button labeled 'Open in separate tab', with a red arrow labeled '2' pointing to it. Below the tabs, there are two dropdown menus: 'All Progressions' and 'Not Yet Assessed', with a red arrow labeled '3' pointing to them. The main content area is a table with two sections: 'Phonemic Awareness' and 'Phonics'. Each section contains a list of student names, such as 'Sample Student489', 'Sample Student491', etc. A red arrow labeled '4' points to the first student name in the 'Phonemic Awareness' section.

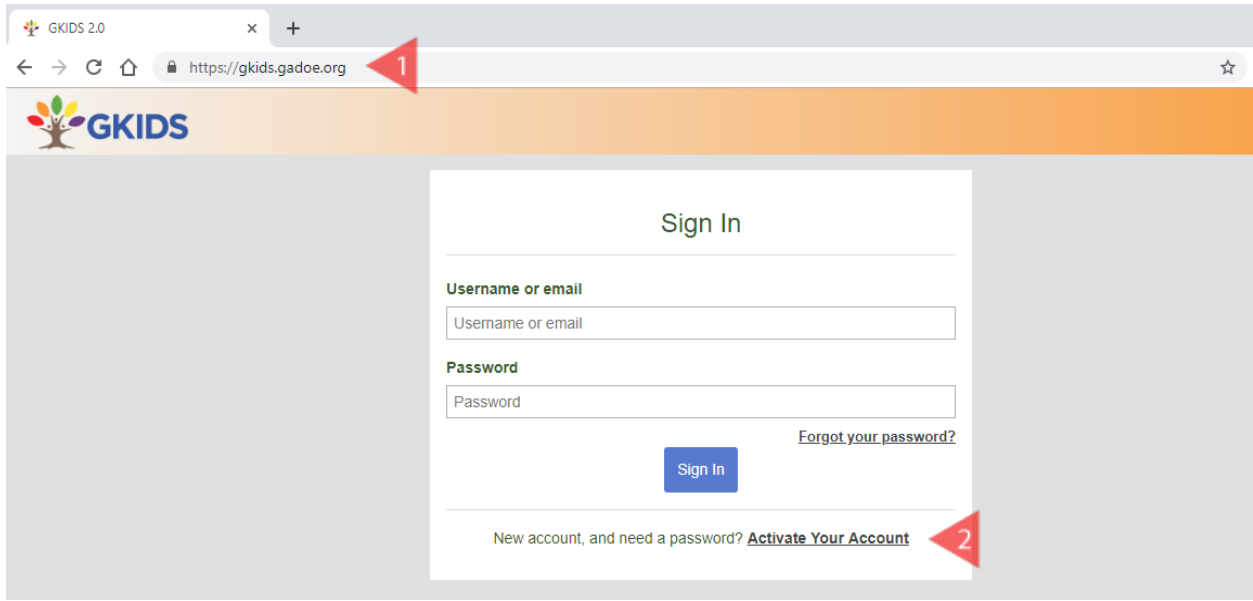
1. Use the buttons or tabs located at the top of each report to move to different domains.
2. The **Open in separate tab** button allows a larger view of any report. Use your computer's browser to print reports.
3. Dropdown menus allow you to easily sort and filter data.
4. Click on any underlined text, number, or percentage in the platform. This will allow you to drill down to additional information.



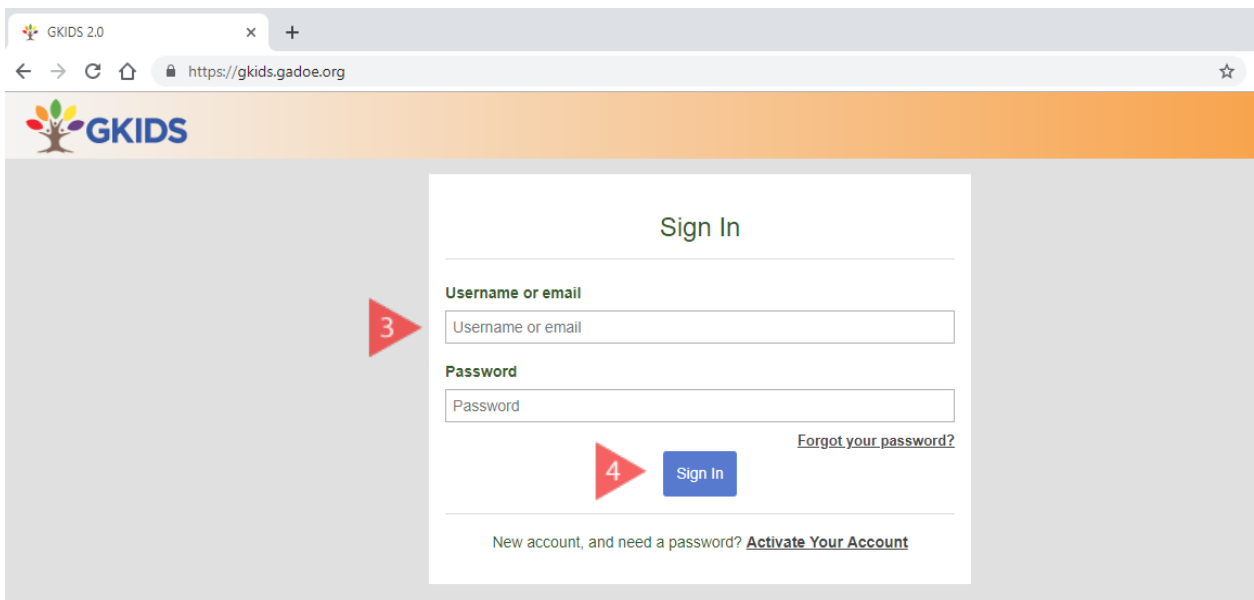
Teachers

GKIDS Teacher: Initial Set-up

Accessing the Platform:



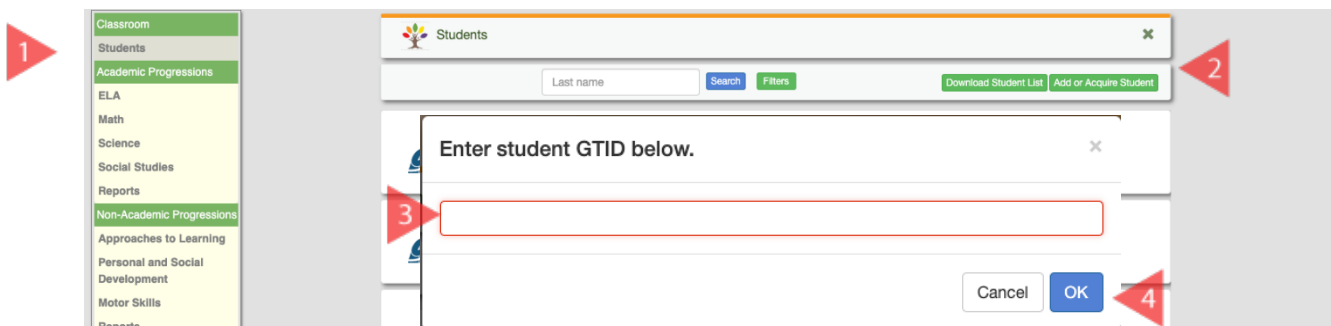
1. Sign in to GKIDS by going to: <https://gkids.gadoe.org>.
2. First-time users will click on the **Activate Your Account** link. This will send a time-sensitive link to your school email address allowing you to set your secure password. *If the time expires on the link, return to <https://gkids.gadoe.org> and repeat the step.*



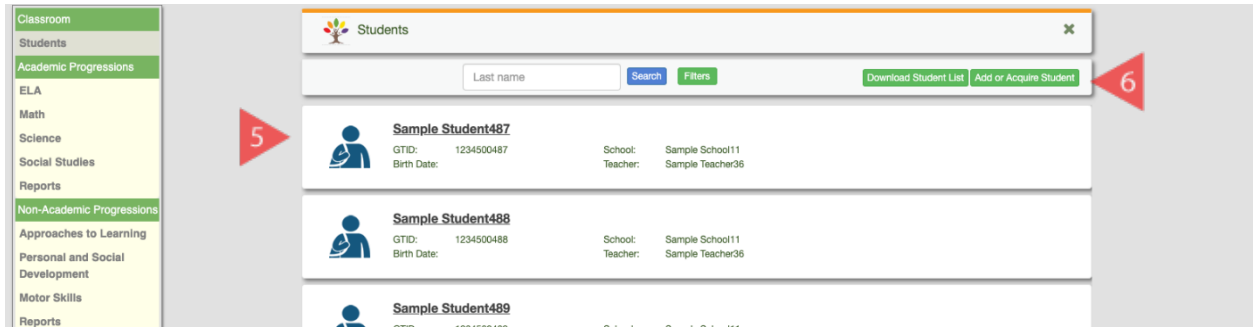
To log in after activating your account:

3. Enter your username, which is your school email address, and then personally set a secure password.
4. Click the **Sign In** button.

Adding Students:



1. Click on **Students** from the left menu.
2. Click on the **Add or Acquire Student** button.
3. Enter the student's GTID.
4. Click the **OK** button.



5. The student's detail card will now appear.
6. To add the next student, click the **Add or Acquire Student** button.

Repeat these steps until all students are entered into the platform.

GKIDS Teacher: Welcome to GKIDS Home Page/Dashboard

The Teacher dashboard provides easy access to **Academic Progressions, Non-Academic Progressions, and Readiness Check data.**

The screenshot shows the GKIDS Teacher Dashboard interface. On the left is a navigation sidebar with categories like Classroom, Students, Academic Progressions, and Non-Academic Progressions. The main dashboard area has a top banner with a 'Home' button (callout 1) and a user profile 'Sample Teacher36'. Below the banner are three buttons: 'Academic Progressions' (callout 2), 'Non-Academic Progressions', and 'Readiness Check'. A dropdown menu (callout 3) is set to 'All Students', and a 'Show Percents' button (callout 4) is visible. The main content is a table of student performance data.

ELA	NYA	NYD	PC	BE	EM	DV	DM	EX	% Demonstrating or Exceeding
Phonemic Awareness	9			1		1		3	21%
Phonics	12	1	--		1				
High-Frequency Words	13		--					1	7%
Comprehension	13		1						
Conventions of Writing	13							1	7%
Spelling	13		--		1				
Communication of Ideas	12				1			1	7%

1. Click on the **Home** button located in the top right banner to return to the Dashboard.
2. Select the desired button to view data: **Academic Progressions, Non-Academic Progressions, or Readiness Check.**
3. Use the dropdown menu to select and view data by support.
4. Click on the **Show Percents** button to view data by percentage versus numbers.

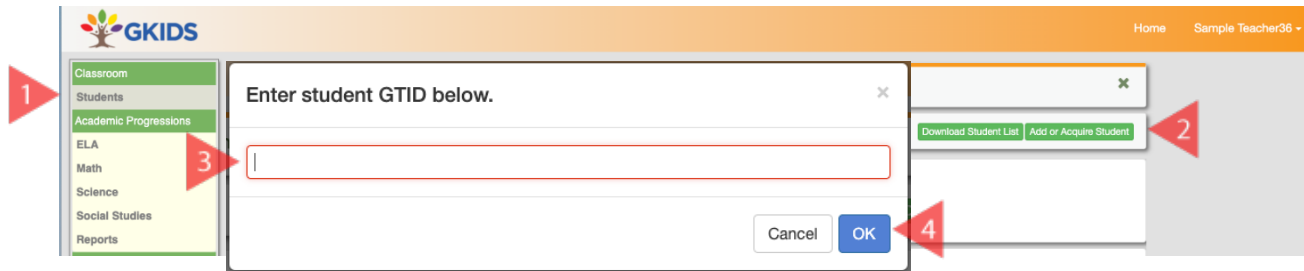
TIP: Use the table below for a quick column reference.

NYA	Not Yet Assessed
NYD	Not Yet Demonstrated
PC	Precursor
BE	Beginning
EM	Emerging
DV	Developing
DM	Demonstrating
EX	Exceeding

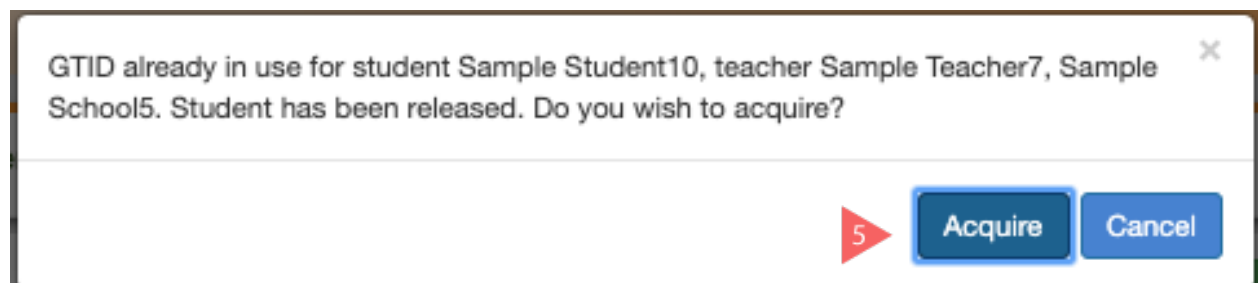
GKIDS Teacher: Acquire and Release Students

Acquire Students:

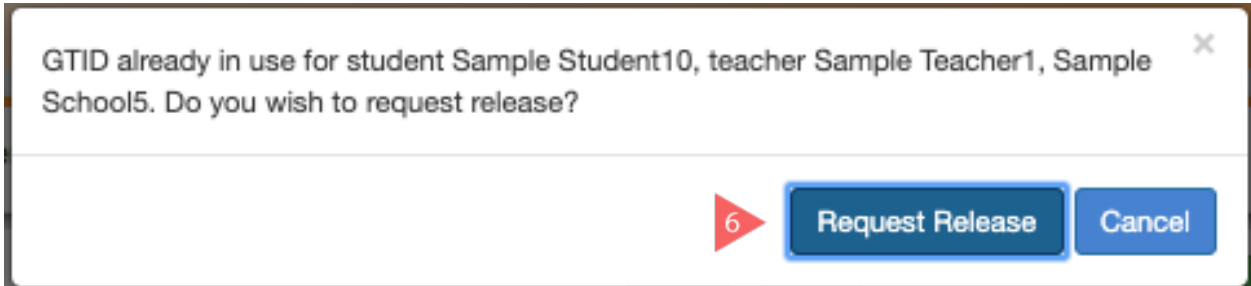
This will add students to your class list.



1. Click on **Students** from the left menu.
2. Click on the **Add or Acquire Student** button.
3. Enter the student's GTID.
4. Click the **OK** button.



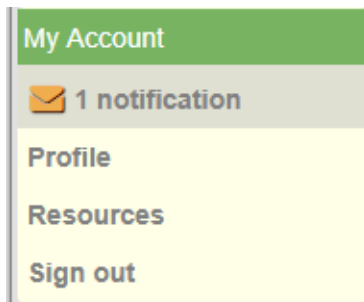
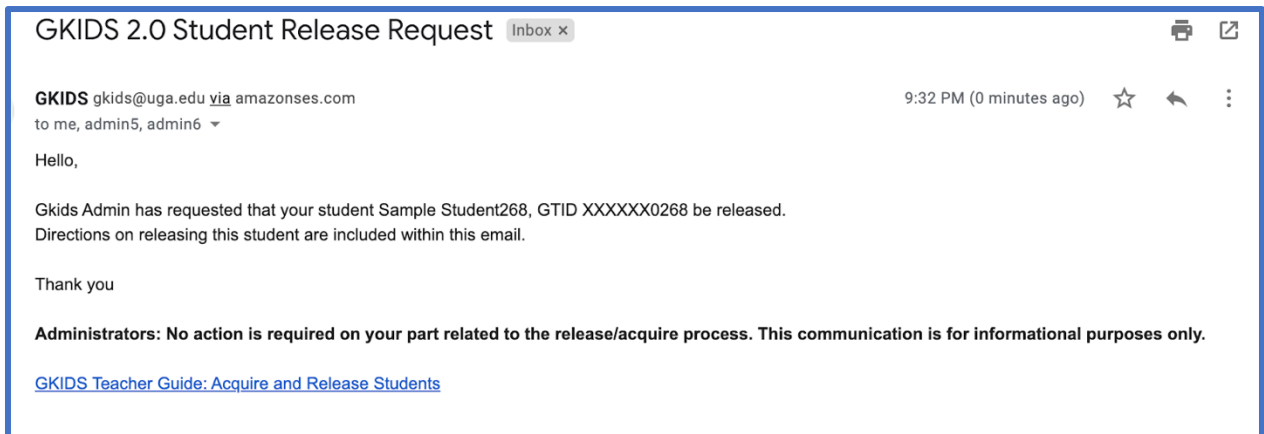
5. If the student is available, click the **Acquire** button to add the student to your account.



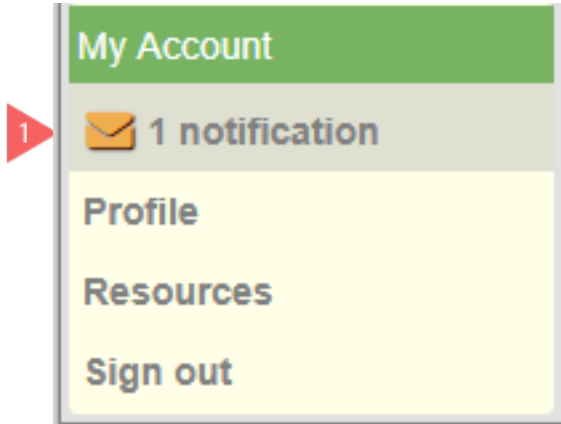
6. If the student is currently enrolled in a different class, click the **Request Release** button. This will send the student’s former teacher a request via email and within the platform asking to release that student from the former class.

Teachers will be notified of release requests in two places—via email and within the platform.

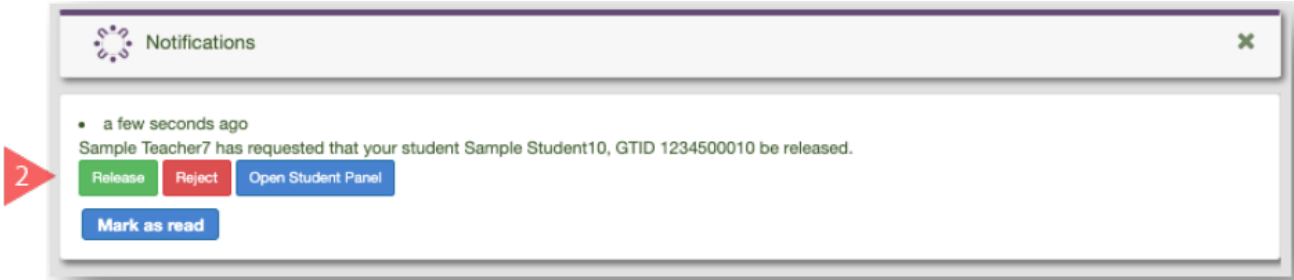
- a. An email will be sent to the former teacher requesting the release of the student. This email will also be sent to any school administrator who has an account associated with the school of record.
- b. Release requests will also appear in the left menu under My Account, Notifications.



Release Request:



1. Release requests will appear in the bottom left-hand menu, My Account, Notifications. Click on **Notifications** from the left menu.



2. To release a student through a notification, click the green **Release** button. The student will be released from your class.

Release Students:

If a student withdraws from your class, you will need to release the student from your account.

The screenshot displays a web application interface for managing students. On the left is a navigation menu with categories like Classroom, Academic Progressions, and Non-Academic. The 'Students' option is highlighted. The main area is divided into two panes. The left pane shows a search bar with the number '1234500012' and buttons for 'Search' and 'Filters'. Below this is a student profile card for 'Sample Student12' with a red arrow pointing to the name, labeled '2'. The right pane shows the detailed student record for 'Sample Student12', with a red arrow pointing to a 'Release Student' button, labeled '3'. The student record includes fields for Name, GTID, Birth Date, Gender, Race, Primary Disability, EL Status, and Other, each with a dropdown menu or input field.

1. Select **Students** from the left menu.
2. Click on the desired student's name.
3. Click the red **Release Student** button.

GKIDS Teacher: Readiness Check ~ Mark Student Levels

Mark Student Levels by Class

1. Click on one of the **Readiness Check Domains** from the left menu (Foundations of School Success, ELA, Math).
2. Click the underlined skill for the skill you want to view.
3. The selected skill will appear in the right panel above the student list.
4. Click the desired performance level to the right of each student. NOTE: Not all performance levels are available for every skill.

NYA	Not Yet Assessed
NYD	Not Yet Demonstrated
EM	Emerging
DV	Developing
DM	Demonstrating
EX	Exceeding

TIP: Click on the underlined level at the top of the column to set all students to that level.

5. Click to filter by All Students, Not Demonstrating or Exceeding, or Demonstrating or Exceeding.
6. Once student performance levels have been marked, a bar graph will display the percentage of students demonstrating or exceeding each skill.

Mark Individual Student Levels

The screenshot shows the 'Students' interface with the following components and steps:

- Step 1:** Click on **Students** from the left menu.
- Step 2:** Click on the desired student's name (e.g., **Sample Student487**) in the central list.
- Step 3:** Scroll down on the right panel to the **Readiness Check** card.
- Step 4:** Click on one of the Readiness Check domain tabs (**Foundations**, **ELA**, **MATH**).
- Step 5:** Use the filter located to the right of each skill to quickly mark or view a performance level.
- Step 6:** Click on the underlined skill to access the skill and performance levels as well.
- Step 7:** Click the **Student Report** button to print individual student reports.

1. Click on **Students** from the left menu.
2. Click on the desired student's name.
3. Scroll down on the right panel to the Readiness Check card.
4. Click on one of the Readiness Check domain tabs (Foundations, ELA, Math).
5. Use the filter located to the right of each skill to quickly mark or view a performance level.
6. Click on the underlined skill to access the skill and performance levels as well.
7. Click the Student Report button to print individual student reports.

GKIDS Teacher: Readiness Check ~ Overview Report

This report provides a list of students at each level for each area of the Readiness Check. Educators can use this information to determine small groups and reteaching opportunities. The report can also serve as a quick review for displaying all students showing mastery.

The screenshot shows the GKIDS Teacher interface. On the left is a navigation menu with categories like Classroom, Students, Academic Progressions, and Readiness Check. Under Readiness Check, 'Reports' is highlighted with a red arrow labeled '1'. The main content area displays a 'Reports' section with a search bar and a refresh button. Below this is a list of report options: Readiness Check Overview Report (highlighted with a red arrow labeled '2'), Readiness Check Analysis Report, Domain Summary Report, Print Student Reports, and Summary Report. Each report has a brief description of its content.

1. Click on **Reports** in the Readiness Check section of the left menu.
2. Click on **Readiness Check Overview Report**.

The screenshot shows a web application window titled "Readiness Check Overview Report". At the top, there are three tabs: "Foundations", "ELA", and "MATH". A blue button labeled "Open in separate tab" is located to the right of these tabs. Below the tabs, there are two dropdown menus: the first is set to "All Skills" and the second is set to "Not Yet Assessed". The main content area displays a blue heading: "Makes statements and appropriately answers questions about how objects/materials can be used to solve problems." Below this heading is a list of student names, each on a separate line: "Sample Student488", "Sample Student489", "Sample Student490", "Sample Student491", "Sample Student492", "Sample Student493", "Sample Student494", "Sample Student495", "Sample Student496", "Sample Student497", "Sample Student498", "Sample Student499", and "Sample Student500".

3. Click on one of the Readiness Check Domains tabs (Foundations, ELA, Math).
4. Click the **Open in separate tab** button for a larger view of the report. Use your computer's browser to print this view of the report.
5. Each blue heading displays a skill from the selected domain.
6. Use the dropdown menu to filter students by skill.
7. Use the dropdown menu to filter students by performance level.
8. Students' names displayed under each skill correspond with the performance level selected from the dropdown menu.

GKIDS Teacher: Readiness Check ~ Analysis Report

This report provides the total count of students at each level for each skill. Educators can use this information to identify the biggest gaps in student achievement.

The screenshot shows the GKIDS Teacher interface. On the left is a navigation menu with categories: Classroom, Students, Academic Progressions (ELA, Math, Science, Social Studies, Reports), Non-Academic Progressions (Approaches to Learning, Personal and Social Development, Motor Skills, Reports), and Readiness Check (End after 11/28/2022, Foundations of School Success, ELA, Math, Reports, My Account, No notifications). A red arrow with the number '1' points to the 'Reports' link under the Readiness Check section. The main content area is titled 'Reports' and contains a list of report options: 'Readiness Check Overview Report', 'Readiness Check Analysis Report' (highlighted with a red arrow and the number '2'), 'Domain Summary Report', 'Print Student Reports', and 'Summary Report'. Each report option includes a brief description of its content.

1. Click on **Reports** in the Readiness Check section of the left menu.
2. Click on the **Readiness Check Analysis Report**.

Readiness Check Analysis Report

Foundations ELA MATH Open in separate tab

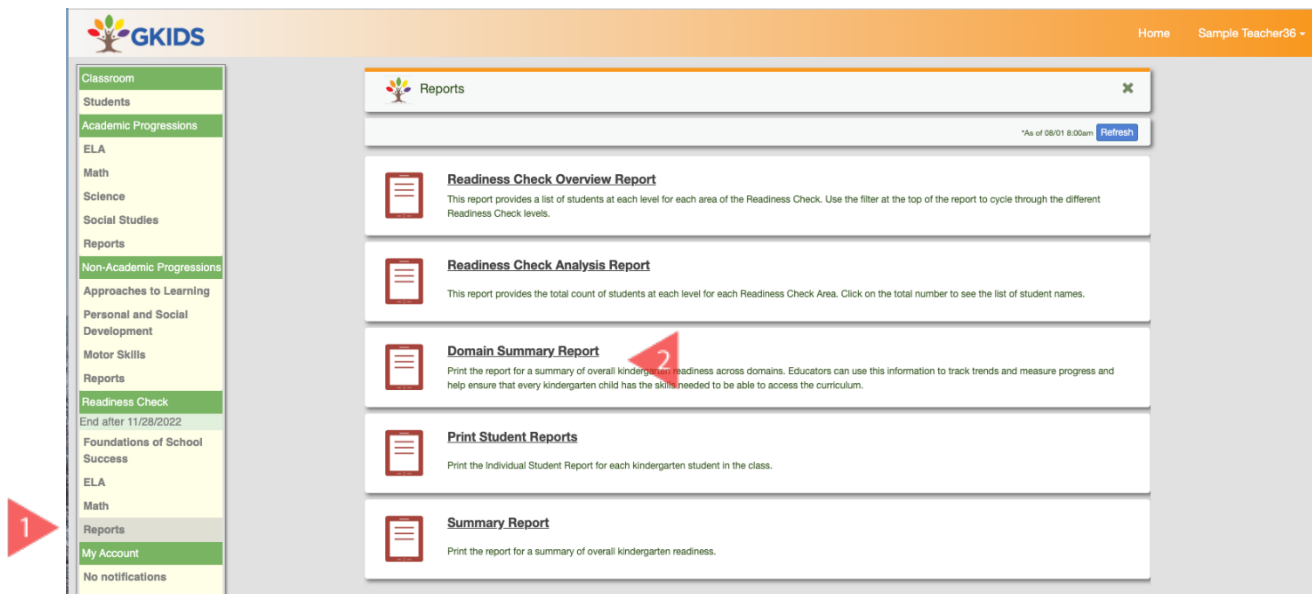
Makes statements and appropriately answers q...	Total	Percentage	% of students at this level
NYA	<u>13</u>	<u>93%</u>	
Not Yet Demonstrated			
Emerging	<u>1</u>	<u>7%</u>	
Developing			
Demonstrating			

Engages in independent activities and continue...	Total	Percentage	% of students at this level
NYA	<u>13</u>	<u>93%</u>	
Not Yet Demonstrated			
Emerging	<u>1</u>	<u>7%</u>	
Developing			
Demonstrating			

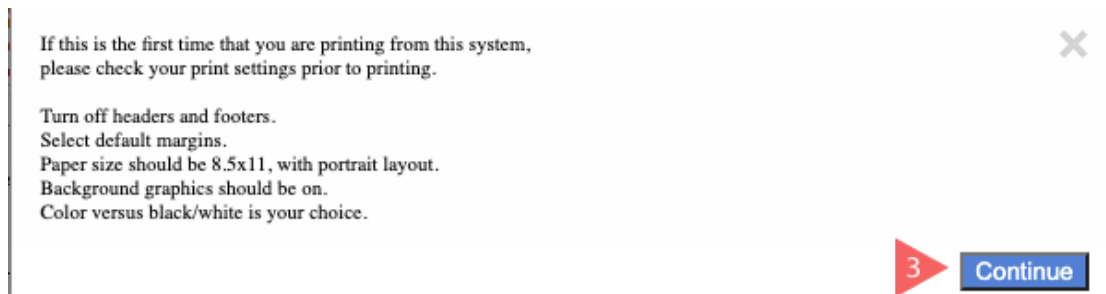
- Click on one of the Readiness Check Domains tabs (Foundations, ELA, Math).
- Click the **Open in separate tab** button for a larger view of the report. Use your computer's browser to print this view of the report.
- Each blue heading displays a skill from the selected domain.
- The first column displays the performance levels for each skill.
- The second column displays the number of students for each performance level of the skill. Click on the underlined number in this column to see students represented by this number.
- The third column displays the percentage of students for each performance level of the skill. Click on the underlined number in this column to see students represented by this percentage.
- The fourth column displays a bar graph representing the percentage of students at each performance level of the skill.

GKIDS Teacher: Readiness Check ~ Domain Summary Report

This report provides a summary of overall kindergarten readiness across domains. Educators can use this information to track trends, measure progress, and help ensure that every kindergarten child has the skills needed to be able to access the curriculum.



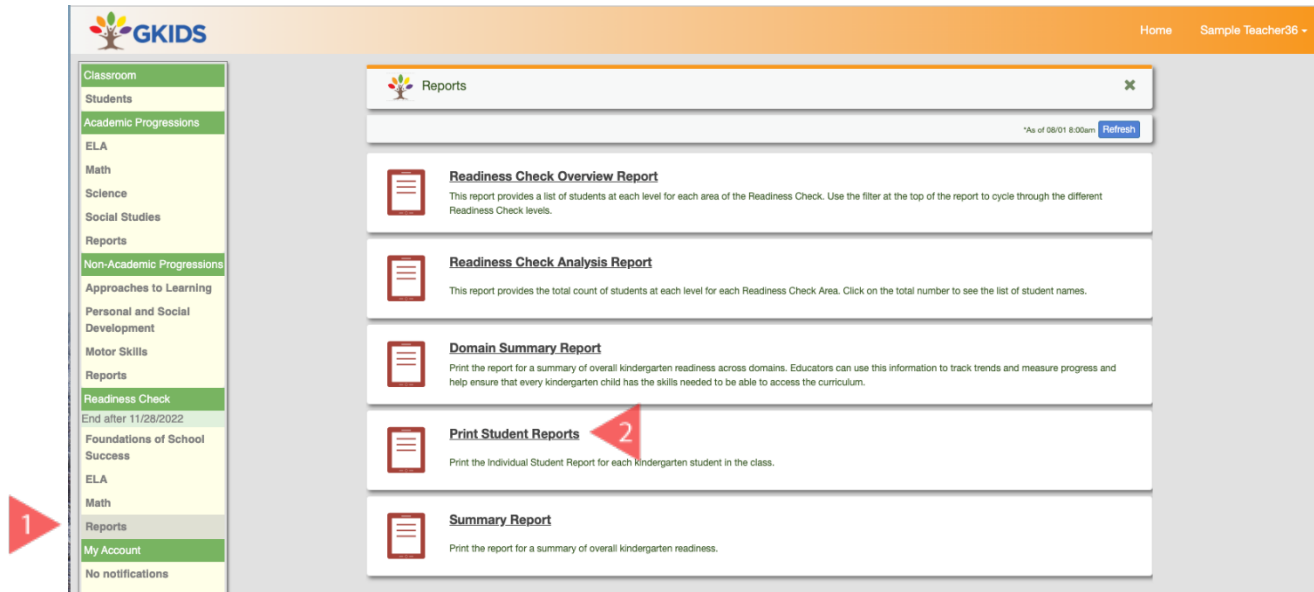
1. Click on **Reports** in the Readiness Check section of the left menu.
2. Click on **Domain Summary Report**.



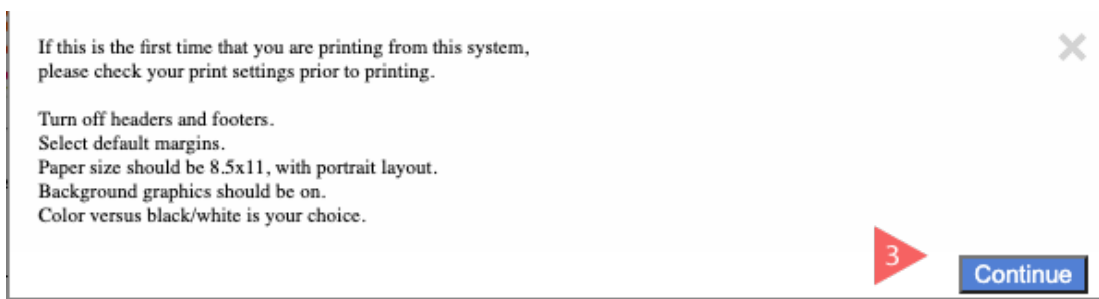
3. Check your printer's settings to ensure this report prints correctly. Click **Continue**.

GKIDS Teacher: Readiness Check ~ Print Student Reports

Print the Individual Student Report for each student in the class. The information from this report can be used by educators during conferences, IEP meetings, and with EIP/EL teachers.



1. Click on **Reports** in the Readiness Check section of the left menu.
2. Click on **Print Student Reports**.



3. Check your printer's settings to ensure this report prints correctly. Click **Continue**.

GKIDS Teacher: Academic Progressions ~ Mark Student Levels

Mark Student Levels by Class

The screenshot shows the GKIDS Teacher interface. On the left is a navigation menu with 'Academic Progressions' selected. The main area is divided into two panels. The left panel shows 'Academic Progressions > ELA' with three progressions: 'Phonemic Awareness' (21% Demonstrating or Exceeding), 'Phonics', and 'High-Frequency Words' (7% Demonstrating or Exceeding). The right panel shows 'Academic Progressions > ELA > Phonemic Awareness' with a student list and a performance grid. The grid has columns for performance levels: NYA, NYD, PC, BE, EM, DV, DM, and EX. Red arrows 1-6 point to the menu, the progression name, the student list, a performance level in the grid, the progression name in the right panel, and a performance level in the grid.

1. Click on one of the **Academic Progressions** from the left menu (ELA, Math, Science, and Social Studies).
2. Click the underlined area for the progression you want to view.
3. The selected progression will appear in the right panel above the student list.
4. Click the desired performance level to the right of each student.

NYA	Not Yet Assessed
NYD	Not Yet Demonstrated
PC	Precursor
BE	Beginning
EM	Emerging
DV	Developing
DM	Demonstrating
EX	Exceeding

TIP: Click on the underlined level at the top of the column to mark all students with that level.

5. Click to filter for students for each progression: All Students, Not Demonstrating or Exceeding, or Demonstrating or Exceeding.
6. Once student performance levels have been marked, a bar graph will display the percentage of students demonstrating or exceeding within each progression.

Mark Student Levels by Individual Student

The screenshot displays the 'Students' management interface. The left sidebar contains a navigation menu with 'Students' selected. The main content area is split into two panes. The top pane shows a list of students, each with a profile icon, name, GTID, birth date, school, and teacher. The bottom pane shows the detailed profile for 'Sample Student487', including personal information (Name, GTID, Birth Date, Gender, Race, Primary Disability, EL Status, Other) and academic progressions. The academic progressions section has tabs for ELA, MATH, SCIENCE, and SS. A dropdown menu is shown next to a progression item, indicating a performance level.

1. Click on **Students** from the left menu.
2. Click on the desired student's name.
3. Scroll down on the right panel to the Academic Progressions card.
4. Click on one of the Academic Progressions domain tabs (ELA, Math, Science, SS).
5. Use the dropdown box located to the right of each progression to quickly mark or view a performance level.

NOTE: The dropdown menu does not allow you to mark tasks, upload evidence, or add comments.

The screenshot displays the Georgia Department of Education's Student Progression System. On the left is a navigation sidebar with categories like Classroom, Academic Progressions, and Non-Academic Progressions. The main area is split into two panes. The left pane, titled 'Students', contains a table of student records:

Name	GTID	Birth Date	School	Teacher
Sample Student487	1234500487		Sample School11	Sample Teacher36
Sample Student488	1234500488		Sample School11	Sample Teacher36
Sample Student489	1234500489		Sample School11	Sample Teacher36
Sample Student490	1234500490		Sample School11	Sample Teacher36
Sample Student491	1234500491		Sample School11	Sample Teacher36
Sample Student492	1234500492		Sample School11	Sample Teacher36
Sample Student493	1234500493		Sample School11	Sample Teacher36

The right pane, titled 'Student - Sample Student487', shows a detailed profile. It includes a 'Release Student' button at the top right. Below is a form for personal information: Name (Sample MI Student487), GTID (1234500487), Birth Date (Optional), Gender (Select gender), Race (Select All That Apply), Primary Disability (Select One if Applicable), EL Status (Select One if Applicable), and Other (Select All That Apply). The 'Academic Progressions' section has tabs for ELA, MATH, SCIENCE, and SS, with a 'Student Report' button. The ELA tab is selected, showing a description: 'A kindergarten student will understand the relationship between letters and sounds and recognize high-frequency words with speed and accuracy.' Below this are three sections: 'Phonemic Awareness' (Developing), 'Phonics' (Emerging), and 'High-Frequency Words' (Demonstrating). Each section lists learning targets.

6. Click on the underlined progression to access the learning targets.
7. Click the **Student Report** button to print individual student reports.

When you select an underlined progression (step 6 on the previous page), the following learning targets are displayed.

8. To edit or mark performance levels, click on the radio button.
9. To mark learning targets, click on the check box.
10. To upload evidence, click on the **Upload Evidence** button and attach evidence. Evidence may consist of a photo, video, scanned document, audio clip, or other work samples.
11. Enter comments by typing directly in the comments text box aligned to the learning target.
12. To indicate comprehensive support, click on the dropdown menu under the progression level or the learning target. The progression level and the learning target function separately. If you select comprehensive support at the target level, it will not reflect within the progression level. If users want to indicate that comprehensive support was utilized at the progression level, the user will need to select Comprehensive Support at the progression level as well.

Academic Progressions > ELA > Phonemic Awareness

Sample Student487

A kindergarten student will understand the relationship between letters and sounds and recognize high-frequency words with speed and accuracy.

Phonemic Awareness

NYD
 Precursor
 Beginning
 Emerging
 Developing
 Demonstrating
 Exceeding

Support Level
No Additional Support

Learning Targets

Student blends and segments syllables in spoken words.
Upload Evidence
No Additional Support
Enter comments text here

Student blends onsets and rimes of single-syllable spoken words.
Upload Evidence
No Additional Support
Enter comments text here

Student isolates medial sounds in spoken words.
Upload Evidence
No Additional Support
Enter comments text here

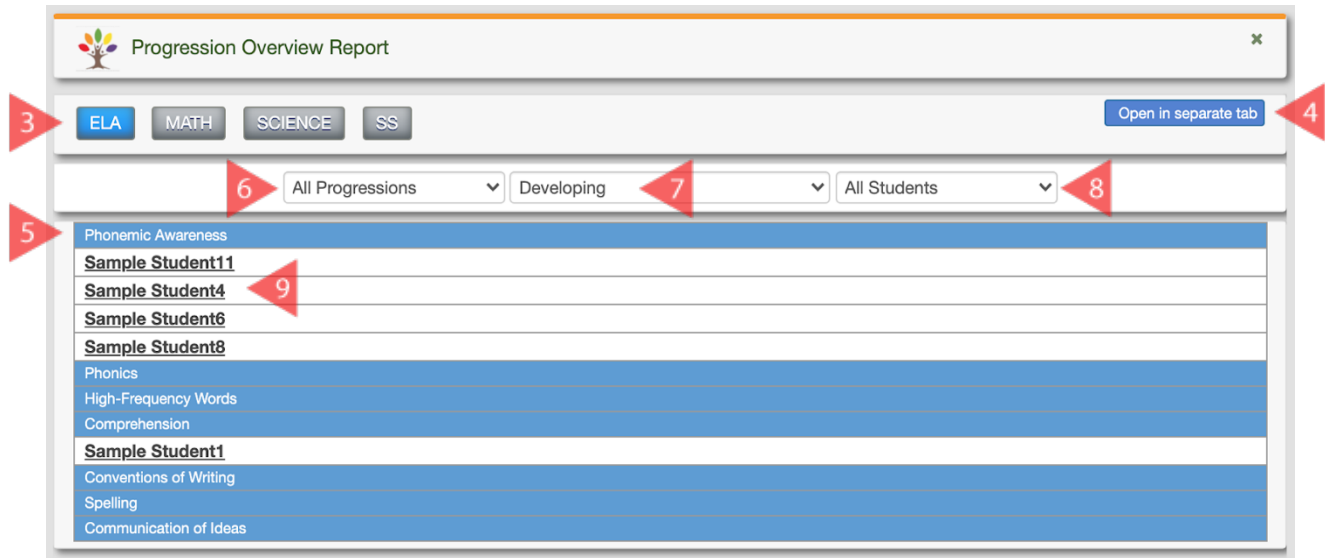
Log

GKIDS Teacher: Academic Progressions ~ Progression Overview Report

This report provides a list of students at each level for each progression. Educators can use this information to determine small groups and reteaching opportunities. The report can also serve as a quick review for displaying all students showing mastery.

The screenshot displays the GKIDS Teacher interface. On the left is a navigation menu with categories: Classroom, Students, Academic Progressions (highlighted), ELA, Math, Science, Social Studies, Reports (highlighted with a red arrow labeled '1'), Non-Academic Progressions, Approaches to Learning, Personal and Social Development, Motor Skills, Reports, Readiness Check, End after 11/28/2022, Foundations of School Success, ELA, Math, Reports, My Account, No notifications, Profile, Resources, and Sign out. The main content area is titled 'Reports' and contains a list of report options: Progression Overview Report (highlighted with a red arrow labeled '2'), Progression Analysis Report, Progression Progress Report, Print Student Reports, Summary Report, Print Learning Target Checklist, and Print Learning Target Report. Each report option includes a brief description of its function.

1. Click on **Reports** in the Academic Progressions section of the left menu.
2. Click on the **Progression Overview Report**.



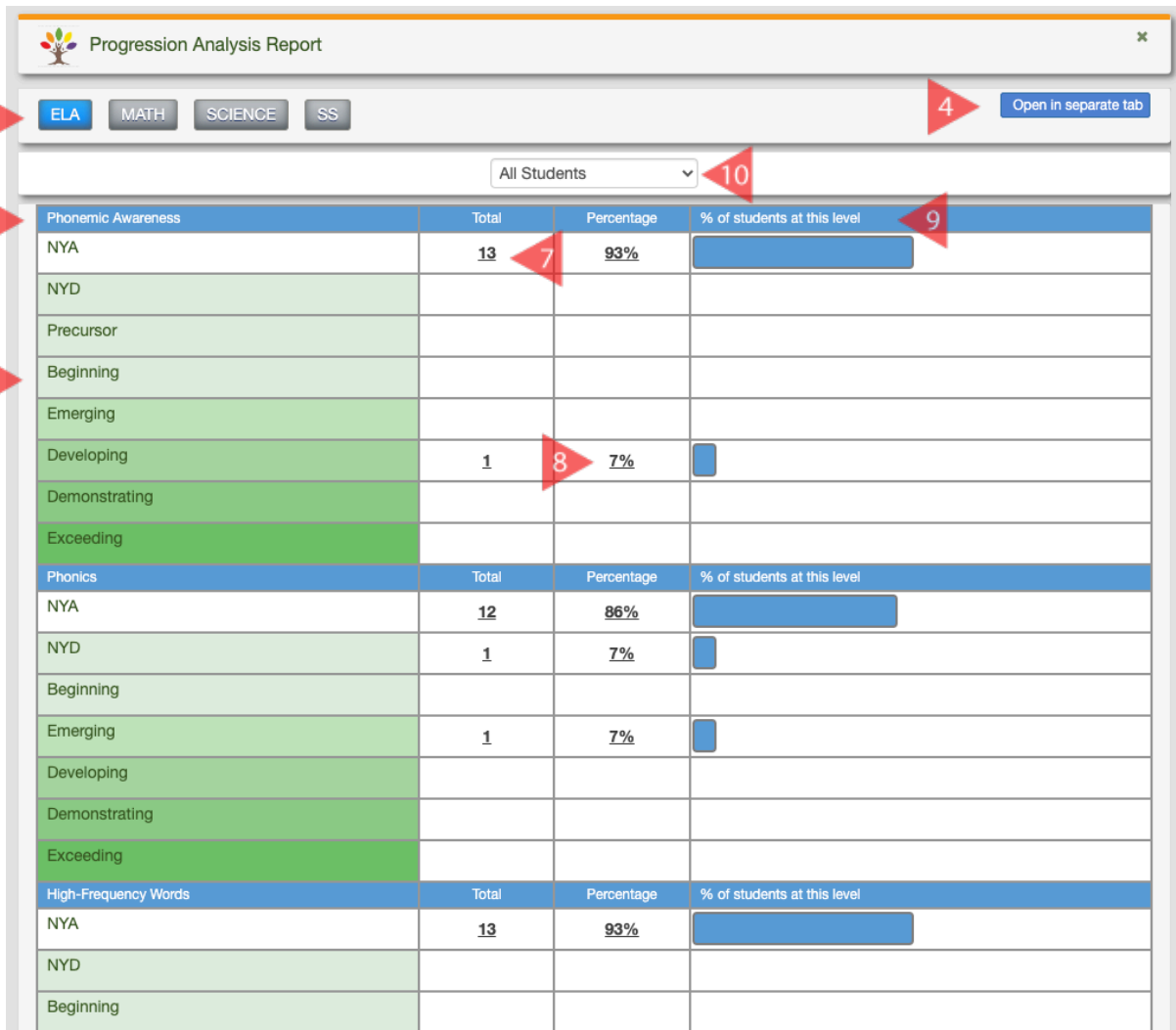
3. Click on one of the Academic Progressions Domains tabs (ELA, Math, Science, SS).
4. Click the **Open in separate tab** button for a larger view of the report. Use your computer's browser to print this view of the report.
5. Each blue heading displays a progression from the selected academic domain.
6. Use the dropdown menu to filter students by progression.
7. Use the dropdown menu to filter students by performance level.
8. Use the dropdown menu to filter students by support.
9. Students' names displayed under each progression correspond with the performance level selected from the dropdown menu.

GKIDS Teacher: Academic Progressions ~ Progression Analysis Report

This report provides the total count of students at each level for each progression. Educators can use this information to identify the biggest gaps in student achievement.

The screenshot shows the GKIDS Teacher interface. On the left is a navigation menu with categories: Classroom, Students, Academic Progressions (highlighted), Non-Academic Progressions, Approaches to Learning, Personal and Social Development, Motor Skills, Reports, Readiness Check, Foundations of School Success, ELA, Math, My Account, No notifications, Profile, Resources, and Sign out. A red arrow labeled '1' points to the 'Reports' item in the Academic Progressions section. The main content area is titled 'Reports' and contains a list of report options, each with a document icon and a brief description. A red arrow labeled '2' points to the 'Progression Analysis Report' option. The reports listed are: Progression Overview Report, Progression Analysis Report, Progression Progress Report, Print Student Reports, Summary Report, Print Learning Target Checklist, and Print Learning Target Report. The top right of the interface shows 'Home' and 'Sample Teacher36'.

1. Click on **Reports** in the Academic Progressions section of the left menu.
2. Click on the **Progression Analysis Report**.



3. Click on one of the Academic Progressions Domains tabs (ELA, Math, Science, SS).
4. Click the **Open in separate tab** button for a larger view of the report. Use your computer's browser to print this view of the report.
5. Each blue heading displays a progression from the selected academic domain.
6. The first column displays the performance levels for each progression.
7. The second column displays the number of students at each performance level of the progression. Click on the underlined number in this column to see students represented by this number.
8. The third column displays the percentage of students for each performance level of the progression. Click on the underlined number in this column to see students represented by this percentage.
9. The fourth column displays a bar graph representing the percentage of students at each performance level of the progression.
10. The dropdown will allow the user to sort by **All Students**, students needing **No Additional Support**, and students needing **Comprehensive Support**.

GKIDS Teacher: Academic Progressions ~ Progression Progress Report

This report allows the user to view student levels and progressions for selected dates. Educators can use this information during conferences and meetings.

The screenshot displays the GKIDS Teacher interface. On the left is a navigation menu with categories: Classroom, Students, Academic Progressions (highlighted), Non-Academic Progressions, Approaches to Learning, Personal and Social Development, Motor Skills, Reports (highlighted with a red arrow labeled '1'), Readiness Check, Foundations of School Success, ELA, Math, Reports, My Account, No notifications, Profile, Resources, and Sign out. The main content area is titled 'Reports' and contains a list of report options: Progression Overview Report, Progression Analysis Report, Progression Progress Report (highlighted with a red arrow labeled '2'), Print Student Reports, Summary Report, Print Learning Target Checklist, and Print Learning Target Report. A 'Refresh' button is visible at the top right of the Reports section.

1. Click on **Reports** in the Academic Progressions section of the left menu.
2. Click on the **Progression Progress Report**.

Progression Progress Report

3 ELA MATH SCIENCE SS 4 Open in separate tab

5 All Students Monthly 6 Show Percents

A kindergarten student will understand the relationship between letters and sounds and recognize high-frequency words with speed and accuracy.

Phonemic Awareness

	NYA	NYD	PC	BE	EM	DV	DM	EX	% Demonstrating or Exceeding
04/2019	10			1				3	21%
03/2019	10		1					3	21%
02/2019	11		1					2	14%
01/2019	11		1					2	14%
12/2018	11		1					2	14%
11/2018	11		1					2	14%
10/2018	13		1						
09/2018	14								
08/2018	14								

8 9

3. Click on one of the Academic Progressions' Domains tabs (ELA, Math, Science, SS).
4. Click the **Open in a separate tab** for a larger view of the report. Use your computer's browser to print this view of the report.
5. Use the filter to select All Students or individual students.
6. Use the filter to select monthly, weekly, custom dates, or date ranges.
 - a. Monthly will display the date by a month.
 - b. Weekly will display data by week.
 - c. Custom dates will allow you to generate a report based on a specific selected date.
 - d. The date range will allow you to generate a report based on a specific start and end date.
7. The top blue row displays the Big Idea for each domain. The second blue row displays the progression.
8. The first column of the report displays the date the data is reflected.
9. The remaining columns show the number of students in each performance level and the overall percentage of Demonstrating or Exceeding.

GKIDS Teacher: Academic Progressions ~ Print Student Reports

Print the Individual Student Report for each student in the class. The information from this report can be used by educators during conferences and meetings.

The screenshot shows the GKIDS Teacher interface. On the left is a navigation menu with categories: Classroom, Students, Academic Progressions (highlighted), ELA, Math, Science, Social Studies, Reports (highlighted with a red arrow labeled '1'), Non-Academic Progressions, Approaches to Learning, Personal and Social Development, Motor Skills, Reports, Readiness Check, End after 11/28/2022, Foundations of School Success, ELA, Math, Reports, My Account, No notifications, Profile, Resources, and Sign out. The main content area is titled 'Reports' and contains a list of report options: Progression Overview Report, Progression Analysis Report, Progression Progress Report, Print Student Reports (highlighted with a red arrow labeled '2'), Summary Report, Print Learning Target Checklist, and Print Learning Target Report. A 'Refresh' button is visible at the top right of the Reports section.

1. Click on **Reports** in the Academic Progressions section of the left menu.
2. Click on **Print Student Reports**.

The screenshot shows a dialog box with the following text: "If this is the first time that you are printing from this system, please check your print settings prior to printing." Below this, there are four bullet points: "Turn off headers and footers.", "Select default margins.", "Paper size should be 8.5x11, with portrait layout.", and "Background graphics should be on." At the bottom right, there is a red arrow labeled '3' pointing to a blue 'Continue' button.

3. Check your printer's settings to ensure this report prints correctly. Click **Continue**.

NOTE: The data for the Academic and Non-Academic Progressions are combined in one student report

GKIDS Teacher: Academic Progressions ~ Summary Report

This report provides a summary of overall kindergarten progression. Educators can use this information with TKES.

The screenshot shows the GKIDS Teacher interface. On the left is a navigation menu with categories: Classroom, Academic Progressions, Reports, Non-Academic Progressions, Readiness Check, My Account, and Resources. A red arrow labeled '1' points to the 'Reports' option in the Academic Progressions section. The main content area displays a 'Reports' window with a search bar and a list of report options. A red arrow labeled '2' points to the 'Summary Report' option, which is described as: 'Print the report for a summary of overall kindergarten progression.'

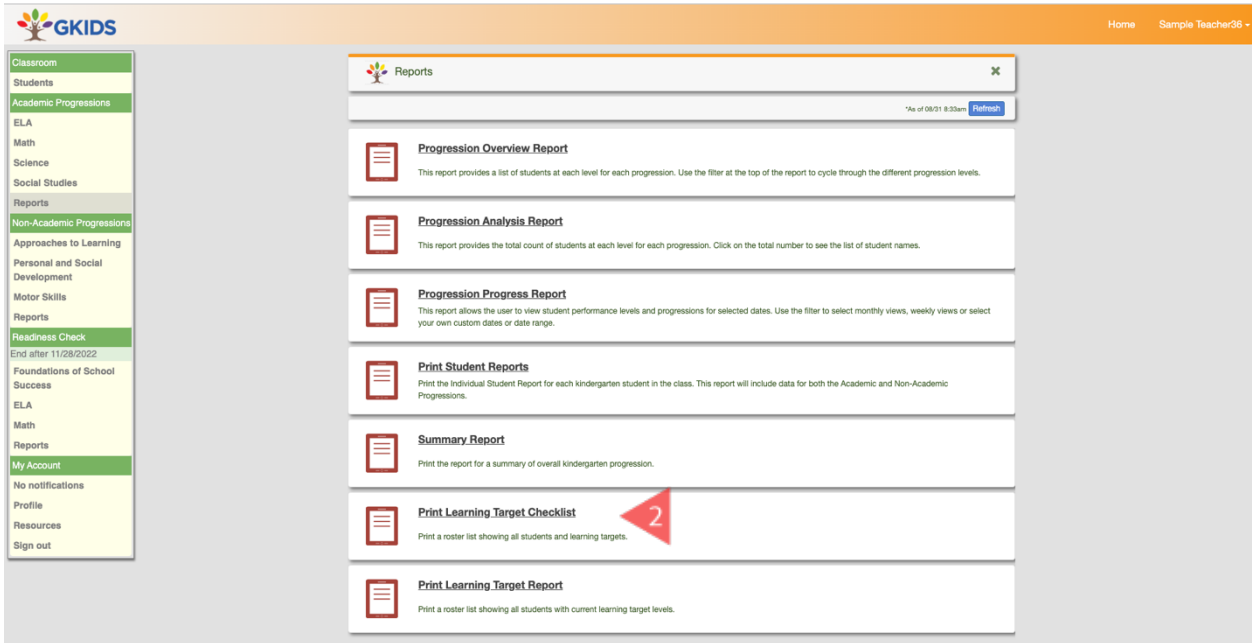
1. Click on **Reports** in the Academic Progressions section of the left menu.
2. Click on **Summary Report**.

A print settings dialog box is shown with the following text: 'If this is the first time that you are printing from this system, please check your print settings prior to printing.' Below this, it lists instructions: 'Turn off headers and footers.', 'Select default margins.', 'Paper size should be 8.5x11, with portrait layout.', 'Background graphics should be on.', and 'Color versus black/white is your choice.' At the bottom right, there is a red arrow labeled '3' and a blue 'Continue' button.

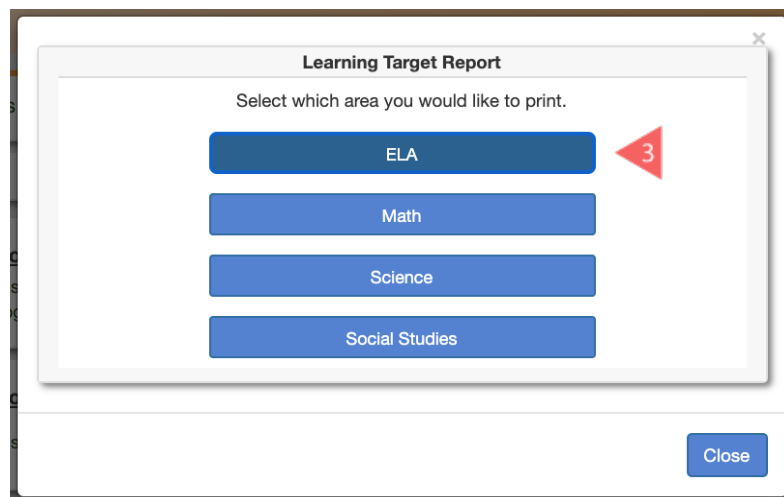
3. Check your printer's settings to ensure this report prints correctly. Click **Continue**.

GKIDS Teacher: Academic Progressions ~ Learning Target Checklist

These checklists may be used to assist with data collection within the classroom by providing teachers with a quick way to note student progress within the learning targets for each progression.



1. Click on **Reports** in the Academic Progressions section of the left menu.
2. Click on **Print Learning Target Checklist**.



3. Click on the subject area you want to print.

Sample2 Teacher Learning Target Checklist: Phonemic Awareness 06/23/2020
 Big Idea: A kindergarten student will understand the relationship between letters and sounds and recognize high-frequency words with speed and accuracy.

	Precursor	Beginning	Emerging	Developing	Demonst...	Exceeding
Student Name	RC-1, p10 listens and differentiates between phonemic sounds that are the same and different	PA-1, p13 identifies rhyme	PA-2 A, p15 produces rhyme	PA-2 B, p15 counts and pronounces syllables in spoken words	PA-3, p18 isolates initial sounds in spoken words	PA-4 A, p20 segments onsets and rimes of single-syllable spoken words
Student1, Sample						
Student10, Sample						
Student11, Sample						
Student12, Sample						
Student2, Sample						
Student3, Sample						
Student4, Sample						
Student5, Sample						
Student6, Sample						
Student7, Sample						
Student8, Sample						
Student9, Sample						

PA-6, p25 blends and pronounces phonemes in three-phoneme spoken words
 PA-7 A, p27 adds individual sounds in simple, one-syllable words to make new words
 PA-7 B, p27 substitutes individual sounds in simple, one-syllable words to make new words

If this is the first time that you are printing from this system, please check your print settings prior to printing.
 Turn off headers and footers.
 Select default margins.
 Paper size should be 8.5x11, with portrait layout.
 Background graphics should be on.
 Color versus black/white is your choice.

4 Continue

4. Check your printer's settings to ensure this checklist prints correctly. Click **Continue**.

Sample2 Teacher Learning Target Checklist: Phonemic Awareness 06/23/2020
 Big Idea: A kindergarten student will understand the relationship between letters and sounds and recognize high-frequency words with speed and accuracy.

	Precursor	Beginning	Emerging	Developing	Demonst...	Exceeding
Student Name	RC-1, p10 listens and differentiates between phonemic sounds that are the same and different	PA-1, p13 identifies rhyme	PA-2 A, p15 produces rhyme	PA-2 B, p15 counts and pronounces syllables in spoken words	PA-3, p18 isolates initial sounds in spoken words	PA-4 A, p20 segments onsets and rimes of single-syllable spoken words
Student1, Sample						
Student10, Sample						
Student11, Sample						
Student12, Sample						
Student2, Sample						
Student3, Sample						
Student4, Sample						
Student5, Sample						
Student6, Sample						
Student7, Sample						
Student8, Sample						
Student9, Sample						

PA-5 A, p22 blends and pronounces phonemes in spoken words
 PA-5 B, p22 blends onsets and rimes of single-syllable spoken words
 PA-5 C, p22 isolates medial sounds in spoken words
 PA-6, p25 blends and pronounces phonemes in three-phoneme spoken words
 PA-7 A, p27 adds individual sounds in simple, one-syllable words to make new words
 PA-7 B, p27 substitutes individual sounds in simple, one-syllable words to make new words

Print 4 sheets of paper

Destination HP OfficeJet 6950

Pages All

Copies 1

Layout Landscape

Color Color

More settings

5

Sample2 Teacher Learning Target Checklist: Phonics 06/23/2020
 Big Idea: A kindergarten student will understand the relationship between letters and sounds and recognize high-frequency words with speed and accuracy.

	Beginning	Emerging	Developing	Demonstrating	Exceeding
Student Name	RC-2 RC-3, p31 independently recognizes sound correspondences for lowercase letters of the alphabet	PHO-1, p34 independently recognizes sound correspondences for each consonant	PHO-1, p34 produces short vowel sounds	PHO-2, p35 produces long vowel sounds	PHO-3, p36 isolates and pronounces each sound of CVC printed words
Student1, Sample					

PHO-4, p38 decodes final-e words within teams within texts
 PHO-4, p38 decodes consonant digraphs within texts

Cancel Print

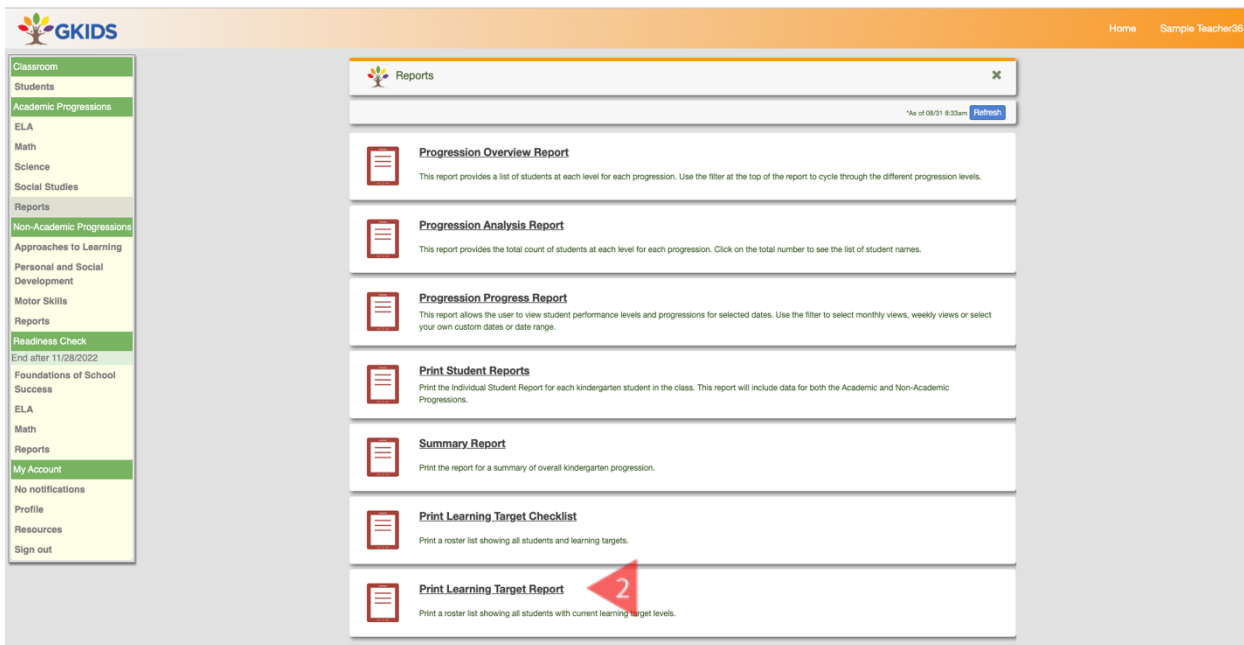
6

5. Users have the option to print all checklists at one time or a specific page(s).

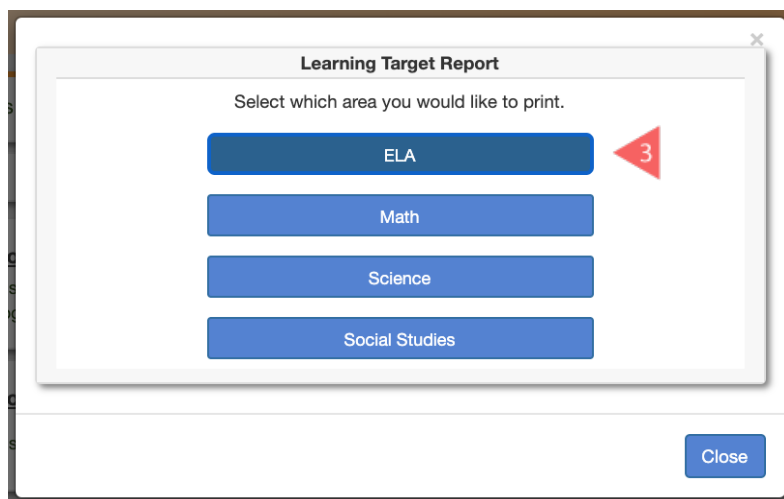
6. Click **Print**.

GKIDS Teacher: Academic Progressions ~ Learning Target Report

These reports provide teachers with a class list, by progression, of student progress within the learning targets for each progression.



1. Click on **Reports** in the Academic Progressions section of the left menu.
2. Click on **Print Learning Target Report**.



3. Click on the subject area you want to print.

If this is the first time that you are printing from this system, please check your print settings prior to printing.

Turn off headers and footers.
 Select default margins.
 Paper size should be 8.5x11, with portrait layout.
 Background graphics should be on.
 Color versus black/white is your choice.

4 **Continue**

4. Check your printer's settings to ensure this checklist prints correctly. Click **Continue**.

Sample2 Teacher Learning Target Report: Phonemic Awareness 06/04/2020

Big Idea: A kindergarten student will understand the relationship between letters and sounds and recognize high-frequency words with speed and accuracy.

	Precursor	Beginning	Emerging	Developing	Demons...	Exceeding
Student Name	RC-1. pXXX isolates and differentiates between phonemic sounds that are the same and different.	PA-1. pXXX identifies rhyme	PA-2. A. pXXX produces rhyme	PA-2. B. pXXX counts and pronounces syllables in spoken words	PA-3. pXXX isolates initial sounds in spoken words	PA-4. A. pXXX segments words into single-syllable spoken words.
Student1, Sample						
Student10, Sample	✓	✓	✓	✓	✓	✓
Student11, Sample	✓	✓	✓	✓	✓	✓
Student12, Sample				✓		
Student2, Sample	✓	✓				
Student3, Sample	✓	✓	✓	✓	✓	✓
Student4, Sample	✓	✓	✓	✓	✓	✓
Student5, Sample	✓	✓	✓	✓	✓	✓
Student6, Sample	✓	✓	✓	✓	✓	✓
Student7, Sample	✓	✓	✓	✓	✓	✓
Student8, Sample	✓	✓	✓	✓	✓	✓
Student9, Sample	✓	✓	✓	✓	✓	✓

Print 4 sheets of paper

Destination HP OfficeJet 6950

Pages **5** All Custom

Copies 1

Layout Landscape

More settings

Sample2 Teacher Learning Target Report: Phonics 06/04/2020

Big Idea: A kindergarten student will understand the relationship between letters and sounds and recognize high-frequency words with speed and accuracy.

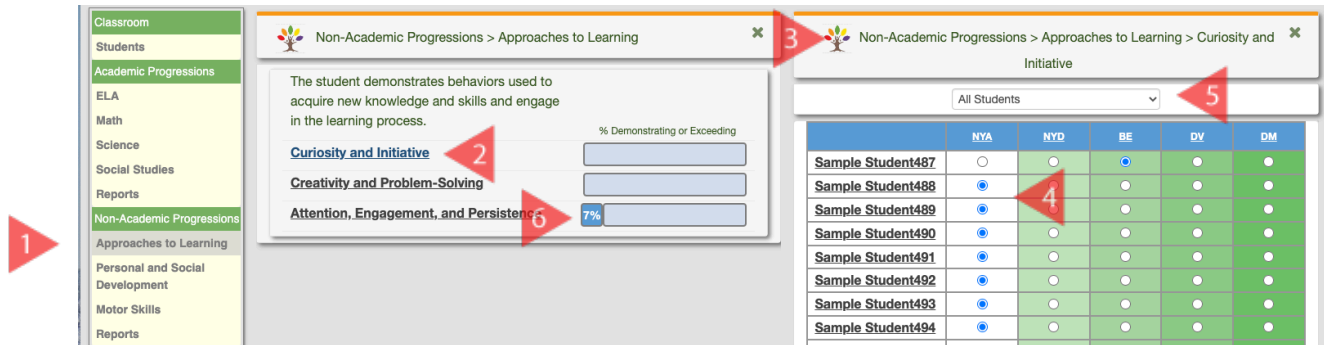
	Beginning	Emerging	Developing	Demonstrating	Exceeding	
Student Name	PHO-1. pXXX independently recognizes and names upper- and lowercase letters of the alphabet.	PHO-1. pXXX independently sound correspondences for each consonant	PHO-1. pXXX produces short vowel sounds	PHO-2. pXXX produces long vowel sounds	PHO-3. pXXX isolates and pronounces each sound of CVC printed words	PHO-4. pXXX decodes simple and common vowel teams within texts
Student1, Sample	✓					
Student10, Sample						
Student11, Sample						

Cancel **Print** **6**

- 5. Users have the option to print all reports at one time or on a specific page(s).
- 6. Click **Print**.

GKIDS Teacher: Non-Academic Progressions ~ Mark Student Levels

Mark Student Levels by Class



1. Click on one of the **Non-Academic Progressions** from the left menu (Approaches to Learning, Personal and Social Development, Motor Skills).
2. Click the underlined area for the progression you want to view.
3. The selected progression will appear in the right panel above the student list.
4. Click the desired performance level to the right of each student.

NYA	Not Yet Assessed
NYD	Not Yet Demonstrated
BE	Beginning
DV	Developing
DM	Demonstrating

TIP: Click on the underlined level at the top of the column to set all students to that level.

5. Filter to sort students for each area: All Students, Not Demonstrating or Exceeding, or Demonstrating or Exceeding.
6. Once student levels have been marked, a bar graph will display the percentage of students demonstrating or exceeding within each progression.

Mark Individual Student Levels

The screenshot shows the 'Students' management interface. On the left, a sidebar menu contains 'Classroom', 'Students', 'Academic Progressions', 'Non-Academic Progressions', and 'My Account'. The central panel displays a list of students with columns for name, GTID, Birth Date, School, and Teacher. The right panel provides a detailed view for 'Sample Student487', including personal information, academic progressions, and non-academic progressions across Learning, Development, and Motor domains. Each domain has a dropdown menu to select a performance level (e.g., Beginning, Developing, Demonstrating).

1. Click on **Students** from the left menu.
2. Click on the desired student's name.
3. Scroll down on the right panel to the Non-Academic Progressions card.
4. Click on one of the Non-Academic Progressions domain tabs (Learning, Development, Motor).
5. Use the dropdown box located to the right of each progression to quickly mark or view a performance level. NOTE: the dropdown menu does not allow you to mark tasks, upload evidence, or add comments.

Classroom

Students

Academic Progressions

ELA

Math

Science

Social Studies

Reports

Non-Academic Progressions

Approaches to Learning

Personal and Social Development

Motor Skills

Reports

Readiness Check

End after 11/28/2022

Foundations of School Success

ELA

Math

Reports

My Account

No notifications

Profile

Resources

Sign out

Students

Last name

Name	GTID	Birth Date	School	Teacher
<u>Sample Student487</u>	1234500487		Sample School11	Sample Teacher36
<u>Sample Student488</u>	1234500488		Sample School11	Sample Teacher36
<u>Sample Student489</u>	1234500489		Sample School11	Sample Teacher36
<u>Sample Student490</u>	1234500490		Sample School11	Sample Teacher36
<u>Sample Student491</u>	1234500491		Sample School11	Sample Teacher36
<u>Sample Student492</u>	1234500492		Sample School11	Sample Teacher36
<u>Sample Student493</u>	1234500493		Sample School11	Sample Teacher36
<u>Sample Student494</u>	1234500494		Sample School11	Sample Teacher36
<u>Sample Student495</u>	1234500495		Sample School11	Sample Teacher36

Student - Sample Student487

Name:

GTID:

Birth Date (mm/dd/yyyy):

Gender:

Race:

Primary Disability:

EL Status:

Other:

Academic Progressions

Non-Academic Progressions

Learning

The student demonstrates behaviors used to acquire new knowledge and skills and engage in the learning process.

Curiosity and Initiative

Learning Target 1

Learning Target 2

Learning Target 3

Creativity and Problem-Solving

Learning Target 1

Learning Target 2

Learning Target 3

Attention, Engagement, and Persistence

Learning Target 1

Learning Target 2

Learning Target 3

Learning Target 4

6. Click on the underlined progression to access the learning targets.
7. Click the **Student Report** button to print individual student reports.

When you select an underlined progression (step 6 on the previous page), the following learning targets are displayed.

8. To edit or mark performance levels, click on the radio button.
9. To mark learning targets, click on the check box.
10. To upload evidence, click on the **Upload Evidence** button and attach evidence. Evidence may consist of a photo, video, scanned document, audio clip, or other work samples.
11. Enter comments by typing directly in the comments text box aligned to the learning target.

Academic Progressions > Approaches to Learning > Curiosity and Initiative

Sample Student487

The student demonstrates behaviors used to acquire new knowledge and skills and engage in the learning process.

Curiosity and Initiative

NYD

Beginning

Developing

Demonstrating

Learning Targets

Asks Questions
The student rarely asks questions to understand tasks or activities.

Upload Evidence

Enter comments text here

Self-selects activities and topics
The student rarely initiates engagement in an activity without the explicit guidance of an adult or more capable peer and does not display variability in activities in which he engages.

Upload Evidence

Enter comments text here

Seeks help when needed
When she struggles, the student does not seek help from an adult or a more capable peer.

Upload Evidence

Enter comments text here

GKIDS Teacher: Non-Academic Progressions ~ Overview Report

This report provides a list of students at each level for each progression. Educators can use this information to determine small groups and reteaching opportunities. The report can also serve as a quick review for displaying all students showing mastery.

The screenshot displays the GKIDS Teacher interface. On the left is a navigation menu with categories: Classroom, Students, Academic Progressions (ELA, Math, Science, Social Studies, Reports), Non-Academic Progressions (Approaches to Learning, Personal and Social Development, Motor Skills, Reports), Readiness Check (End after 11/26/2022), Foundations of School Success (ELA, Math, Reports), My Account, No notifications, Profile, Resources, and Sign out. A red triangle with the number '1' points to the 'Reports' link under the 'Non-Academic Progressions' section. The main content area shows a 'Reports' window with a list of report options. A red triangle with the number '2' points to the 'Non-Academic Overview Report' option. The reports listed are: Non-Academic Overview Report, Non-Academic Analysis Report, Non-Academic Progress Report, Print Student Reports, Summary Report, Print Learning Target Checklist, and Print Learning Target Report. Each report has a brief description of its function.

1. Click on **Reports** in the Non-Academic Progressions section of the left menu.
2. Click on the **Non-Academic Overview Report**.

3. Click on one of the Non-Academic Progressions Domains tabs (Learning, Development, Motor).
4. Click the **Open in separate tab** for a larger view of the report. Use your computer's browser to print this view of the report.
5. Each blue heading displays a progression from the selected non-academic domain.
6. Use the dropdown menu to filter students by progression.
7. Use the dropdown menu to filter students by performance level.
8. Students' names displayed under each progression correspond with the performance level selected from the dropdown menu.

GKIDS Teacher: Non-Academic Progressions ~ Analysis Report

This report provides the total count of students at each level for each progression. Educators can use this information to identify the biggest gaps in student achievement.

The screenshot displays the GKIDS Teacher interface. On the left is a navigation menu with categories: Classroom, Students, Academic Progressions, Non-Academic Progressions, Approaches to Learning, Personal and Social Development, Motor Skills, Readiness Check, Foundations of School Success, My Account, No notifications, Profile, Resources, and Sign out. A red arrow labeled '1' points to the 'Reports' link under the 'Non-Academic Progressions' section. The main content area is titled 'Reports' and contains a list of report options, each with a document icon and a brief description. A red arrow labeled '2' points to the 'Non-Academic Analysis Report' option. The reports listed are: Non-Academic Overview Report, Non-Academic Analysis Report, Non-Academic Progress Report, Print Student Reports, Summary Report, Print Learning Target Checklist, and Print Learning Target Report. The interface also shows a 'Refresh' button and a timestamp '*As of 08/01 8:00am'.

1. Click on **Reports** in the Academic Progressions section of the left menu.
2. Click on the **Non-Academic Analysis Report**.

Non-Academic Analysis Report

Learning Development Motor Open in separate tab

Curiosity and Initiative	Total	Percentage	% of students at this level
NYA	<u>13</u>	<u>93%</u>	
NYD			
Beginning	<u>1</u>	<u>7%</u>	
Developing			
Demonstrating			

3. Click on one of the Non-Academic Progressions Domains tabs (Learning, Development, Motor).
4. Click the **Open in separate tab** button for a larger view of the report. Use your computer's browser to print this view of the report.
5. Each blue heading displays a progression from the selected non-academic domain.
6. The first column displays the performance levels for each progression.
7. The second column displays the number of students at each performance level of the progression. Click on the underlined number in this column to see students represented by this number.
8. The third column displays the percentage of students for each performance level of the progression. Click on the underlined number in this column to see students represented by this percentage.
9. The fourth column displays a bar graph representing the percentage of students at each performance level of the progression.

GKIDS Teacher: Non-Academic Progressions ~ Progress Report

This report allows the user to view student levels and progressions for selected dates.

The screenshot displays the GKIDS Teacher interface. On the left is a navigation menu with categories: Classroom, Students, Academic Progressions (ELA, Math, Science, Social Studies, Reports), Non-Academic Progressions (Approaches to Learning, Personal and Social Development, Motor Skills, Reports), Readiness Check (End after 11/28/2022), Foundations of School Success (ELA, Math, Reports), My Account, No notifications, Profile, Resources, and Sign out. A red arrow labeled '1' points to the 'Reports' link in the Non-Academic Progressions section. The main content area shows a 'Reports' panel with a list of report options: Non-Academic Overview Report, Non-Academic Analysis Report, Non-Academic Progress Report (highlighted with a red arrow labeled '2'), Print Student Reports, Summary Report, Print Learning Target Checklist, and Print Learning Target Report. Each report option includes a brief description of its function.

1. Click on **Reports** in the Non-Academic Progressions section of the left menu.
2. Click on the **Non-Academic Progress Report**.

Non-Academic Progress Report

Learning Development Motor

All Students Monthly Show Percents

A kindergarten student will understand the relationship between letters and sounds and recognize high-frequency words with speed and accuracy.

	Phonemic Awareness								
	NYA	NYD	PC	BE	EM	DV	DM	EX	% Demonstrating or Exceeding
04/2019	10			1				3	21%
03/2019	10		1					3	21%
02/2019	11		1					2	14%
01/2019	11		1					2	14%
12/2018	11		1					2	14%
11/2018	11		1					2	14%
10/2018	13		1						
09/2018	14								
08/2018	14								

Phonics

- Click on one of the Non-Academic Progressions' Domains tabs (Learning, Development, Motor).
- Click the **Open in separate tab** for a larger view of the report. Use your computer's browser to print this view of the report.
- Use the filter to select All Students or individual students.
- Use the filter to select monthly, weekly, custom dates, or date ranges.
 - Monthly will display the date by a month.
 - Weekly will display data by week.
 - Custom dates will allow you to generate a report based on a specific selected date.
 - The date range will allow you to generate a report based on a specific start and end date.
- The top blue row displays the Big Idea for each domain. The second blue row displays the progression.
- The first column of the report displays the date the data is reflected.
- The remaining columns show the number of students in each performance level and the overall percentage of Demonstrating or Exceeding.

GKIDS Teacher: Non-Academic Progressions ~ Print Student Reports

Print the Individual Student Report for each student in the class. The information from this report can be used by educators during conferences and meetings..

The screenshot shows the GKIDS Teacher interface. On the left is a navigation menu with categories: Classroom, Students, Academic Progressions (ELA, Math, Science, Social Studies, Reports), Non-Academic Progressions (Approaches to Learning, Personal and Social Development, Motor Skills, Reports), Readiness Check, Foundations of School Success (ELA, Math, Reports), My Account, No notifications, Profile, Resources, and Sign out. A red arrow labeled '1' points to the 'Reports' link under 'Non-Academic Progressions'. The main content area is titled 'Reports' and lists several report options: Non-Academic Overview Report, Non-Academic Analysis Report, Non-Academic Progress Report, Print Student Reports (highlighted with a red arrow labeled '2'), Summary Report, Print Learning Target Checklist, and Print Learning Target Report. A 'Refresh' button is visible at the top right of the Reports section.

1. Click on **Reports** in the Non-Academic Progressions section of the left menu.
2. Click on **Print Student Reports**.

The dialog box contains the following text: "If this is the first time that you are printing from this system, please check your print settings prior to printing." Below this, it lists instructions: "Turn off headers and footers.", "Select default margins.", "Paper size should be 8.5x11, with portrait layout.", "Background graphics should be on.", and "Color versus black/white is your choice." At the bottom right, there is a red arrow labeled '3' pointing to a blue 'Continue' button.

3. Check your printer's settings to ensure this report prints correctly. Click **Continue**.

NOTE: The data for the Academic and Non-Academic Progressions are combined in one student report.

GKIDS Teacher: Non-Academic Progressions ~ Summary Report

This report provides a summary of overall kindergarten progression. Educators can use this information with TKES.

The screenshot shows the GKIDS Teacher interface. On the left is a navigation menu with categories: Classroom, Students, Academic Progressions (ELA, Math, Science, Social Studies), Reports, Non-Academic Progressions, Approaches to Learning, Personal and Social Development, Motor Skills, Reports, Readiness Check, Foundations of School Success (ELA, Math), Reports, My Account, No notifications, Profile, Resources, and Sign out. A red arrow labeled '1' points to the 'Reports' option under 'Non-Academic Progressions'. The main content area is titled 'Reports' and contains a list of report options: Non-Academic Overview Report, Non-Academic Analysis Report, Non-Academic Progress Report, Print Student Reports, Summary Report (highlighted with a red arrow labeled '2'), Print Learning Target Checklist, and Print Learning Target Report. A 'Refresh' button is visible at the top right of the Reports section.

1. Click on **Reports** in the Non-Academic Progressions section of the left menu.
2. Click on **Summary Report**.

If this is the first time that you are printing from this system, please check your print settings prior to printing.

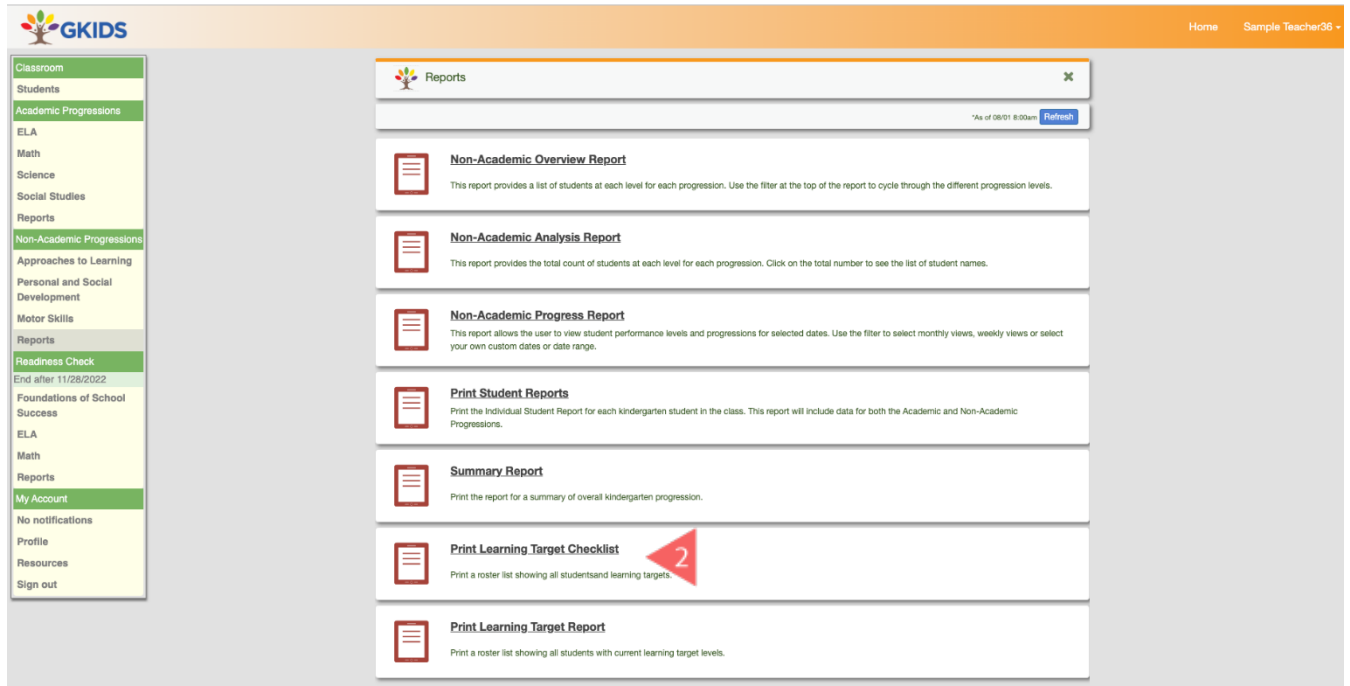
Turn off headers and footers.
Select default margins.
Paper size should be 8.5x11, with portrait layout.
Background graphics should be on.
Color versus black/white is your choice.

3 Continue

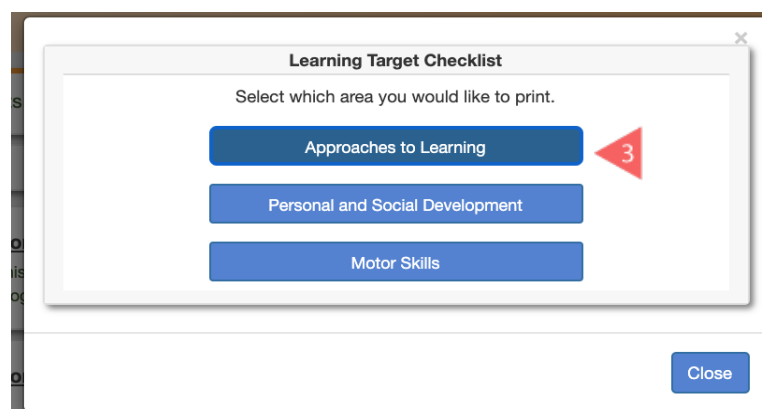
3. Check your printer's settings to ensure this report prints correctly. Click **Continue**.

GKIDS Teacher: Non-Academic Progressions ~ Learning Target Checklist

These checklists may be used to assist with data collection within the classroom by providing teachers with a quick way to note student progress within the learning targets for each progression.



1. Click on **Reports** in the Non-Academic Progressions section of the left menu.
2. Click on **Print Learning Target Checklist**.



3. Click on the subject area you want to print.

If this is the first time that you are printing from this system, please check your print settings prior to printing.

Turn off headers and footers.
 Select default margins.
 Paper size should be 8.5x11, with portrait layout.
 Background graphics should be on.
 Color versus black/white is your choice.

4 Continue

4. Check your printer's settings to ensure this checklist prints correctly. Click **Continue**.

Sample2 Teacher Learning Target Checklist: Curiosity and Initiative 06/04/2020

Big Idea: A kindergarten student will demonstrate behaviors used to acquire new knowledge and skills and engage in the learning process.

Student Name	rarely asks questions to understand task or activities	Beginning		Developing		Demonstrating	
		rarely initiates engagement in activities without guidance; does not display variability in activities	does not seek help from an adult or more capable peer	sometimes asks questions that support the need to complete a task	can self-select some activities and tends to focus mostly on repeating the same activities over time	is working toward positively seeking help, but does not focus and fails to communicate with those who can support him	frequently asks questions that further progress in completing an activity
Student1, Sample							
Student10, Sample							
Student11, Sample							
Student12, Sample							
Student2, Sample							
Student3, Sample							
Student4, Sample							
Student5, Sample							
Student6, Sample							
Student7, Sample							
Student8, Sample							
Student9, Sample							

Print 2 sheets of paper

Destination HP OfficeJet 6950

Pages 5 All Custom

Copies 1

Layout Landscape

More settings v

Sample2 Teacher Learning Target Checklist: Creativity and Problem-Solving 06/04/2020

Big Idea: A kindergarten student will demonstrate behaviors used to acquire new knowledge and skills and engage in the learning process.

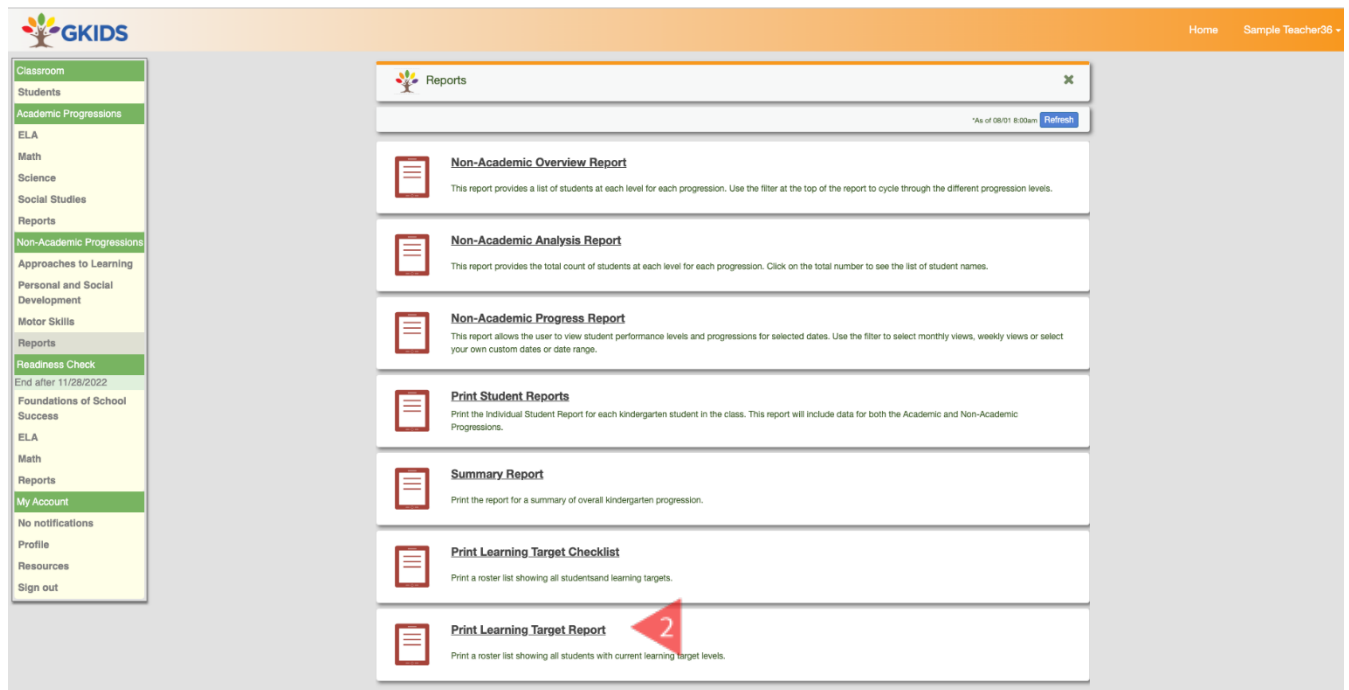
Student Name	rarely uses materials to create or makes the same project again and again	Beginning		Developing		Demonstrating	
		frequently copies that which others do or a teacher-made model; may demonstrate independent work when asked to tell a story	frequently responds to suggestions in a way that has only been demonstrated previously...	varies between copying a teacher's product; more often, chooses to copy rather than create an...	makes a consistent effort at imaginative activities but completing the task may be too caught up in the...	attempts a number of ways to solve a problem but does not communicate with teacher or a more capable peer to tell how to solve...	can model a teacher-created project and create a product that demonstrates concern for the proper...
Student1, Sample							
Student10, Sample							
Student11, Sample							

Cancel Print 6

5. Users have the option to print all checklists at one time or a specific page(s).
 6. Click **Print**.

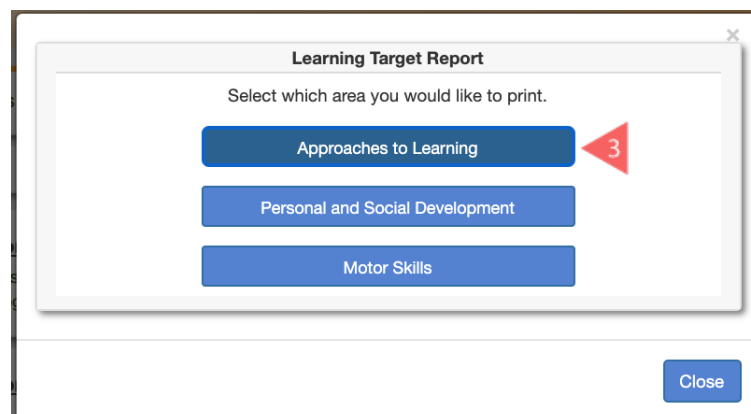
GKIDS Teacher: Non-Academic Progressions ~ Learning Target Report

These reports provide teachers a class list, by progression, of student progress within the learning targets for each progression.



The screenshot shows the GKIDS Teacher interface. On the left is a navigation menu with categories: Classroom, Students, Academic Progressions (subdivided into ELA, Math, Science, Social Studies, Reports, Non-Academic Progressions, Approaches to Learning, Personal and Social Development, Motor Skills), Readiness Check, Foundations of School Success (subdivided into ELA, Math, Reports), and My Account. A red arrow labeled '1' points to the 'Reports' link under 'Non-Academic Progressions'. The main content area is titled 'Reports' and contains a list of report options: Non-Academic Overview Report, Non-Academic Analysis Report, Non-Academic Progress Report, Print Student Reports, Summary Report, Print Learning Target Checklist, and Print Learning Target Report. A red arrow labeled '2' points to the 'Print Learning Target Report' option.

1. Click on **Reports** in the Non-Academic Progressions section of the left menu.
2. Click on **Print Learning Target Report**.



The screenshot shows a dialog box titled 'Learning Target Report'. It contains the text 'Select which area you would like to print.' and three blue buttons: 'Approaches to Learning', 'Personal and Social Development', and 'Motor Skills'. A red arrow labeled '3' points to the 'Approaches to Learning' button. A 'Close' button is located at the bottom right of the dialog box.

3. Click on the subject area you want to print.

If this is the first time that you are printing from this system, please check your print settings prior to printing.

Turn off headers and footers.
 Select default margins.
 Paper size should be 8.5x11, with portrait layout.
 Background graphics should be on.
 Color versus black/white is your choice.

4 Continue

4. Check your printer's settings to ensure this checklist prints correctly. Click **Continue**.

Sample2 Teacher Learning Target Report: Curiosity and Initiative 06/04/2020

Big Idea: A kindergarten student will demonstrate behaviors used to acquire new knowledge and skills and engage in the learning process.

Student Name	Beginning	Developing	Demonstrating
Student1, Sample	rarely asks questions to understand tasks or activities	can self-select some activities and tends to focus mostly on repeating the same behaviors over time	self-selects activities with little adult support and demonstrates variability in topics in which to engage for engagement.
Student10, Sample			
Student11, Sample			
Student12, Sample			
Student2, Sample			
Student3, Sample			
Student4, Sample			
Student5, Sample			
Student6, Sample			
Student7, Sample			
Student8, Sample			
Student9, Sample			

Print 2 sheets of paper

Destination HP OfficeJet 6950

Pages 5 All Custom

Copies 1

Layout Landscape

More settings v

Cancel Print 6

Sample2 Teacher Learning Target Report: Creativity and Problem-Solving 06/04/2020

Big Idea: A kindergarten student will demonstrate behaviors used to acquire new knowledge and skills and engage in the learning process.

Student Name	Beginning	Developing	Demonstrating
Student1, Sample	rarely uses materials to create and reuse the same project again and again	attempts a number of ways to solve a problem but does not seek help from the teacher or a more capable peer to tell how to solve...	attempts many ways to solve a problem and rarely demonstrates visible ways to describe the ways in...
Student10, Sample			
Student11, Sample			

- 5. Users have the option to print all checklists at one time or a specific page(s).
- 6. Click **Print**.



School Administrators

GKIDS School Administrator: Welcome to GKIDS Home Page/Dashboard

The School Administrator's dashboard provides easy access to **Academic Progressions, Non-Academic Progressions, and Readiness Check data.**

The screenshot shows the GKIDS dashboard interface. On the left is a navigation menu with categories like School, Teachers, Students, Academic Progressions, and Non-Academic Progressions. The main area displays a 'Dashboard' window with tabs for 'Academic Progressions', 'Non-Academic Progressions', and 'Readiness Check'. Below the tabs are dropdown menus for 'All Teachers' and 'All Students'. A table displays data for various ELA skills, including Phonemic Awareness, Phonics, High-Frequency Words, Comprehension, Conventions of Writing, Spelling, and Communication of Ideas. The table includes columns for different skill levels (NYA, NYD, PC, BE, EM, DV, DM, EC) and a column for '% Demonstrating or Exceeding'. A 'Show Percents' button is located in the top right of the dashboard window.

ELA	NYA	NYD	PC	BE	EM	DV	DM	EC	% Demonstrating or Exceeding
Phonemic Awareness	137		1	1		1	1	3	2%
Phonics	141	1	--		1				1%
High-Frequency Words	142	--		1		1			1%
Comprehension	142		1					1	1%
Conventions of Writing	142			1				1	1%
Spelling	142	--			1	1			
Communication of Ideas	141					1		2	1%

1. Click on the **Home** button located in the top right banner to return to the Dashboard.
2. Select the desired button to view data: **Academic Progressions, Non-Academic Progressions, or Readiness Check.**
3. Use the dropdown menu to select and view data from an individual teacher.
4. Use the dropdown menu to select and view data by support.
5. Click on the **Show Percents** button to view data by percentage versus numbers.
6. Click on an underlined number or percentage to view the students represented by data.

TIP: Click on any underlined number or text in the platform to drill down to more data.

GKIDS School Administrator: Add or Disable a Teacher Account

To **add** a teacher:

The screenshot shows the GKIDS School Administrator interface. On the left is a navigation menu with 'School' highlighted. The main content area shows details for 'Sample School11' and a list of 'Teachers (10)'. A red arrow labeled '1' points to the 'School' menu item. Another red arrow labeled '2' points to the 'Add Teacher' button in the 'Teachers (10)' section.

1. Click on **School** from the left menu.
2. Click the **Add Teacher** button.

The 'Add Teacher' dialog box is shown. It has three input fields: 'First Name', 'Last Name', and 'Email'. Red arrows labeled '3', '4', and '5' point to these fields and the 'Add' button respectively.

First Name	Last Name
<input type="text" value="First Name"/>	<input type="text" value="Last Name"/>

Email

3. Enter the teacher's First Name and Last Name.
4. Enter the teacher's system/school email address.
5. Click the **Add** button.

To **disable** a teacher's account:

The screenshot displays a web application interface with a left-hand navigation menu and two main content panes. A red triangle with the number '1' points to the 'School' option in the menu. The 'School' pane shows details for 'Sample School11' and a list of users. A red triangle with the number '2' points to the name 'Sample Teacher36' in the 'Teachers' list. The 'Teacher' pane shows details for 'Sample Teacher36', including name, email, and a 'Disable' button. A red triangle with the number '3' points to this button. Below the details is a list of students. A red triangle with the number '4' points to the 'Release' button next to 'Sample Student487'.

1. Click on **School** from the left menu.
2. Click on the underlined name of the teacher.
3. Click the **Disable** button. Teachers with a disabled account will not be able to login or access their GKIDS account.
4. If a teacher has left your school, remember to release the students from the teacher's account. Click on the **Release** button to the right of each student's name. After releasing students from a teacher's account, students may be acquired by a new teacher.

GKIDS School Administrator: Acquire and Release Students

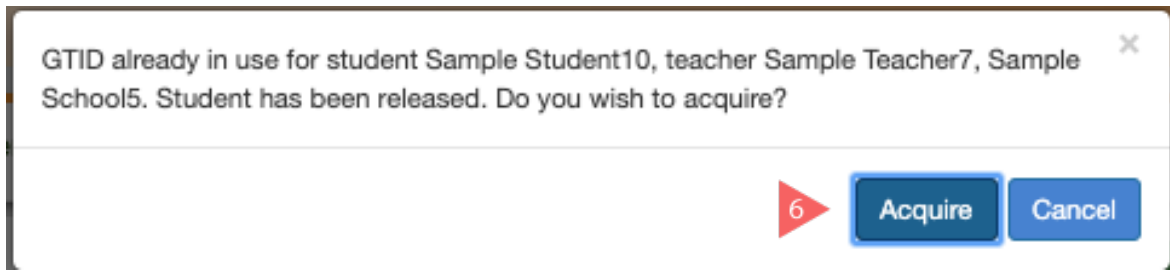
To **acquire** students:

The screenshot shows the GKIDS School Administrator interface. On the left is a navigation menu with 'Teachers' highlighted. The main area is divided into two panes. The left pane, titled 'Teachers', contains a search bar and a list of teachers: Sample Teacher36, Sample Teacher40, Sample Teacher32, and Sample Teacher31. The right pane, titled 'Teacher', shows details for 'Sample Teacher36', including their name, email, and a 'Disable' button. Below this is a table of students assigned to this teacher, with columns for student name, ID, and a 'Release' button for each. Red callout boxes with numbers 1 through 5 point to specific UI elements: 1 points to the 'Teachers' menu item, 2 points to the underlined name 'Sample Teacher36', 3 points to the 'Add or Acquire Student' button, 4 points to the input field in the dialog box, and 5 points to the 'OK' button.

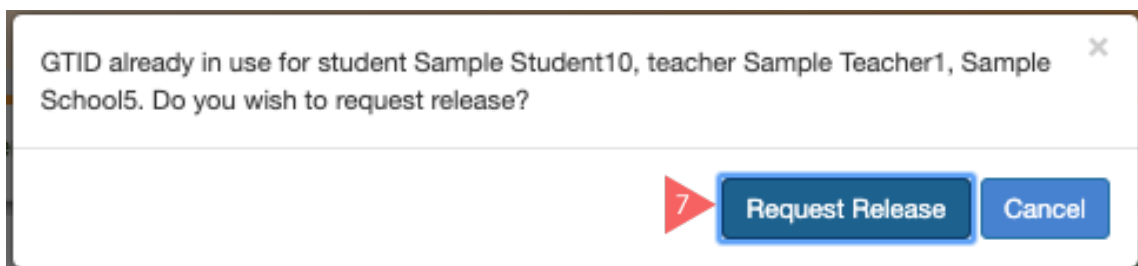
1. Click on **Teachers** from the left menu.
2. Click on the teacher's underlined name.
3. Click on the **Add or Acquire Student** button.

The dialog box is titled 'Enter student GTID below.' and contains a single text input field. Below the input field are two buttons: 'Cancel' and 'OK'. Red callout boxes with numbers 4 and 5 point to the input field and the 'OK' button, respectively.

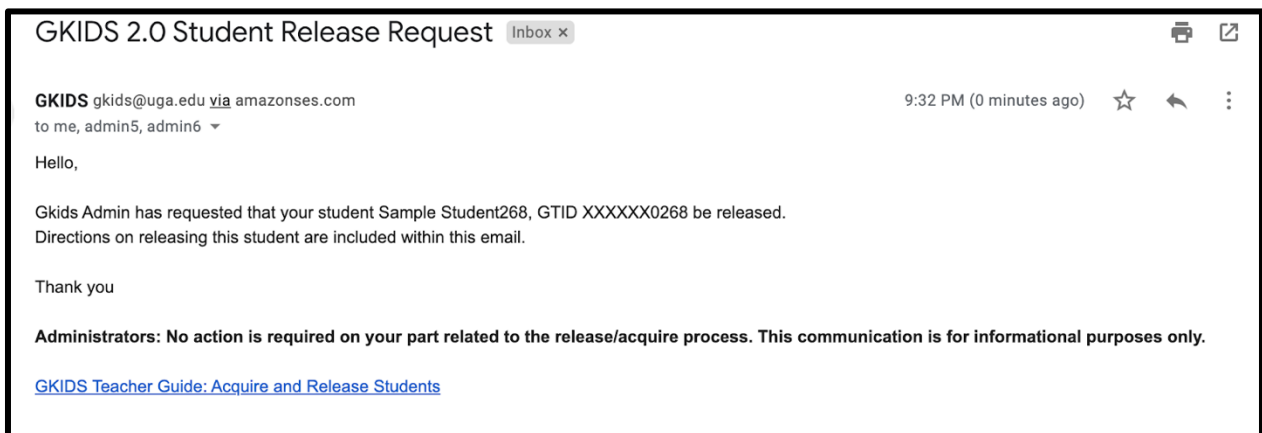
4. Enter the student's GTID.
5. Click the OK button.



6. If the student is available, click the Acquire button to add the student to the teacher’s account.



7. **SCHOOL ADMINISTRATOR:** If this student is currently enrolled in a class with a different teacher *at your school*, release the student from the prior teacher’s class before adding the student to the new teacher’s class. If this student has *transferred from a different school or system*, click the **Request Release** button.
 - a. An email will be sent to the former teacher requesting the release of the student. This email will also be sent to any school administrator who has an account associated with the school of record.



To release students:

If a student withdraws from a teacher's class, release the student from the class.

The screenshot shows the following data in the 'Teacher' panel:

Name	Email
Sample Teacher36	teacher36@sample.com
Sample Teacher40	teacher40@sample.com
Sample Teacher32	teacher32@sample.com
Sample Teacher31	teacher31@sample.com

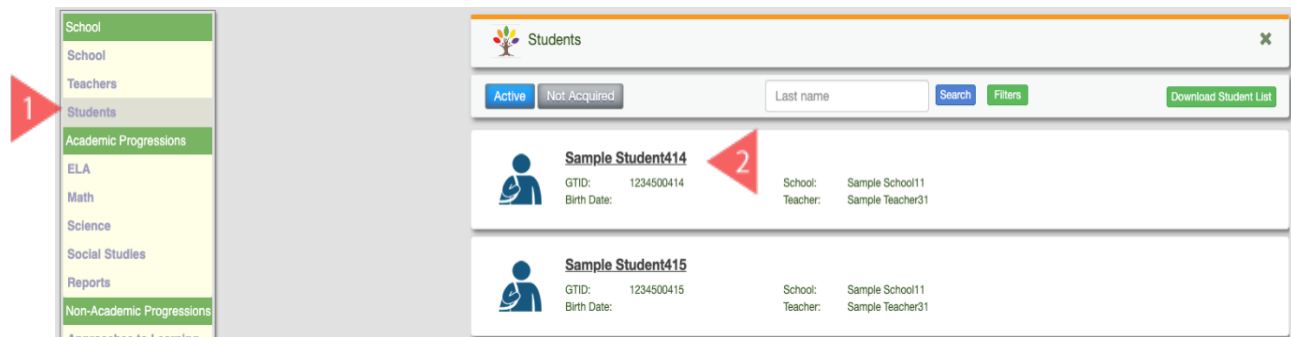
The 'Students (14)' list for Sample Teacher36 is as follows:

Student Name	ID	Action
Sample Student487	1234500487	Release
Sample Student488	1234500488	Release
Sample Student489	1234500489	Release
Sample Student490	1234500490	Release
Sample Student491	1234500491	Release
Sample Student492	1234500492	Release
Sample Student493	1234500493	Release
Sample Student494	1234500494	Release
Sample Student495	1234500495	Release

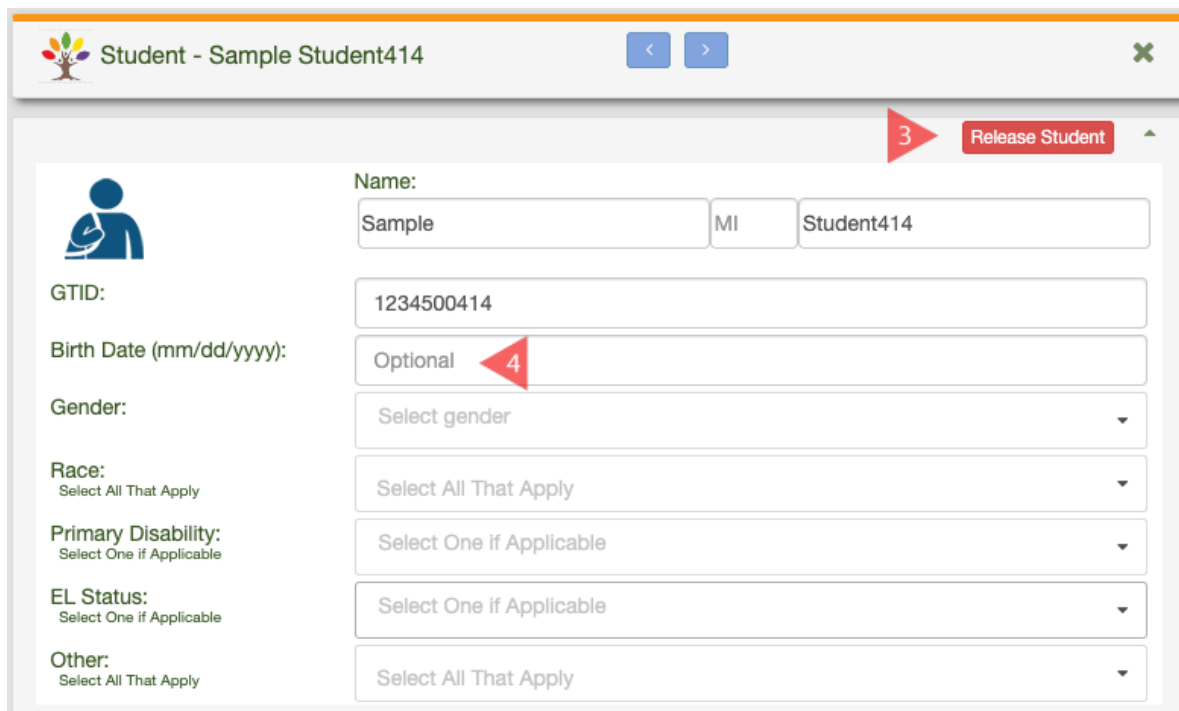
1. Click on **Teachers** from the left menu.
2. Click on the teacher's underlined name.
3. Click the **Release** button to the right of the student's name.

GKIDS School Administrator: Accessing a Student Account

School administrators and teachers have access to individual student accounts. Accessing a student account allows the user to acquire or release the student, view, or edit student details, view student data, and print student reports.



1. Click on **Students** from the left menu.
2. Click on the student's underlined name.



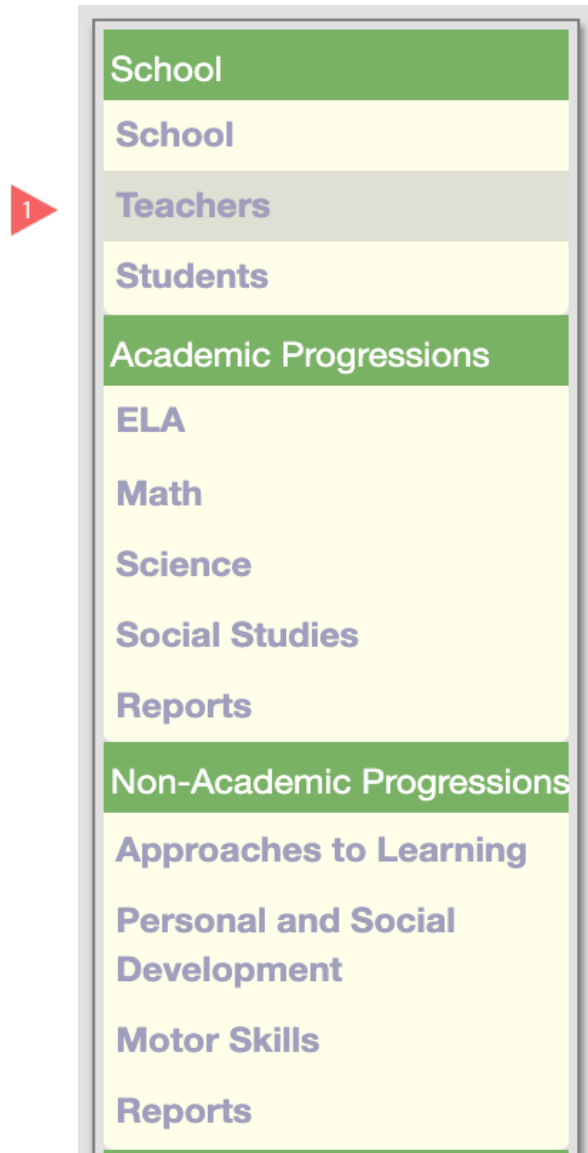
3. Click the **Release Student** button to release the student from a current class.
4. Click in any of the demographic text boxes to add or edit student details.

The screenshot displays two main sections: **Academic Progressions** and **Non-Academic Progressions**. Each section has a 'Student Report' button and a set of tabs for domain selection. The Academic Progressions section includes three progressions: Phonemic Awareness, Phonics, and High-Frequency Words; Comprehension; and Conventions of Writing, Spelling, and Communication of Ideas. The Non-Academic Progressions section includes three progressions: Curiosity and Initiative, Creativity and Problem-Solving, and Attention, Engagement, and Persistence. A vertical scroll bar on the right side of the interface is highlighted with a red arrow and the number 5. Numbered callouts (7, 6, 8, 9, 10) point to various UI elements: 7 points to the domain tabs, 6 to the Student Report button, 8 to a progression name, 9 to a dropdown menu, and 10 to a collapse/expand triangle.

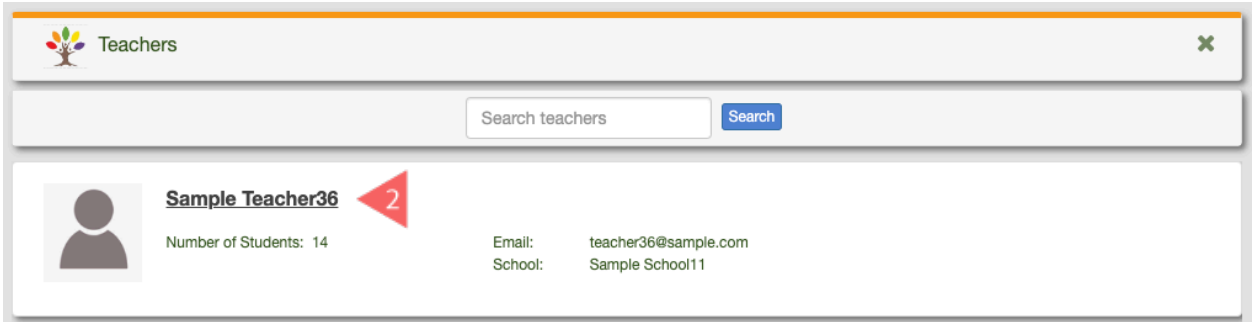
5. Scroll down the panel to view Academic Progressions, Non-Academic Progressions, and Readiness Check details.
6. Click the **Student Report** button to print an individual student report for each section.
7. Use the tabs in each section to select the desired domain.
8. Click on an underlined progression or skill to drill down to view or edit performance levels, learning targets, and supports (ELA and MA only) as well as add comments when applicable.
9. Click on the dropdown menu to the right of each progression or skill to select or edit a performance area.
10. Collapse or expand section details, as needed, by clicking on the triangle located in the top right corner of each section.

GKIDS School Administrator: Accessing Reports ~ Teacher View

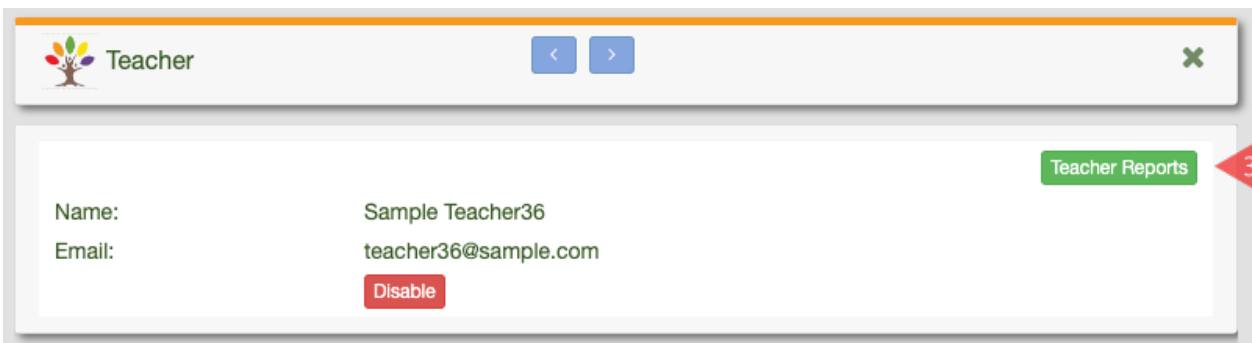
School administrators can print the Individual Student Report for each student in the school. Only school-level administrators have the ability to access a teacher's report view.



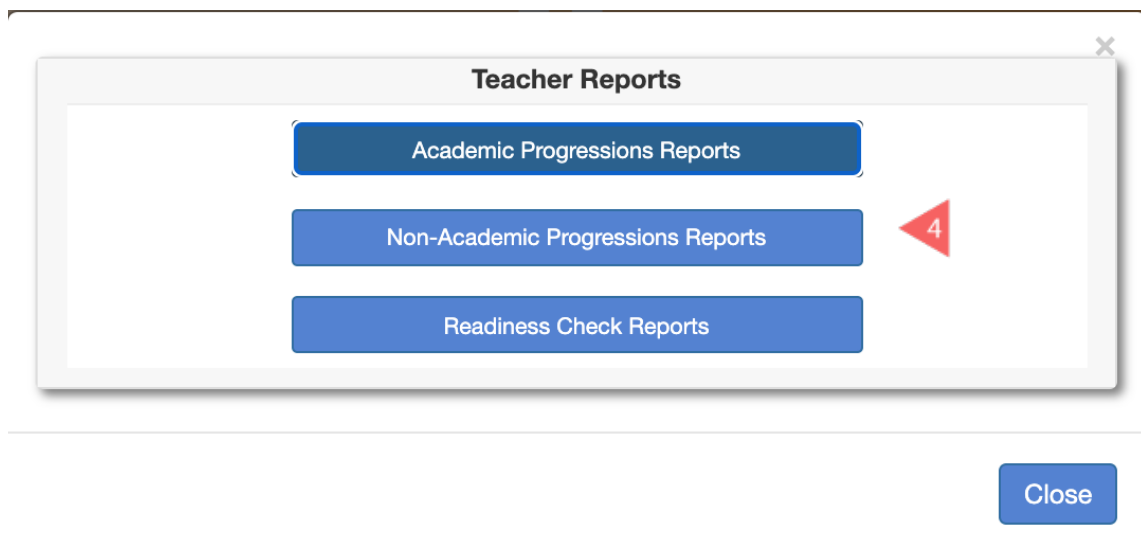
1. Click on **Teachers** under School to access the list of teachers at your school.



2. Select a teacher's name to indicate the teacher's reports you want to access.










3. Click on **Teacher Reports**.



4. Select the type of report you want to view and/or print by selecting one of the three options.

Reports ✕

*As of 06/16 1:13pm [Refresh](#) 5

-  **Progression Overview Report**
This report provides a list of students at each level for each progression. Use the filter at the top of the report to cycle through the different progression levels.
-  **Progression Analysis Report**
This report provides the total count of students at each level for each progression. Click on the total number to see the list of student names.
-  **Progression Progress Report**
This report allows the user to view student performance levels and progressions for selected dates. Use the filter to select monthly views, weekly views or select your own custom dates or date range.
-  **Print Student Reports**
Print the Individual Student Report for each kindergarten student in the class. This report will include data for both the Academic and Non-Academic Progressions.
-  **Summary Report**
This report provides a summary of overall kindergarten progression.
-  **Print Learning Target Checklist**
Print a roster list showing all students and learning targets.
-  **Print Learning Target Report**
Print a roster list showing all students with current learning target levels.

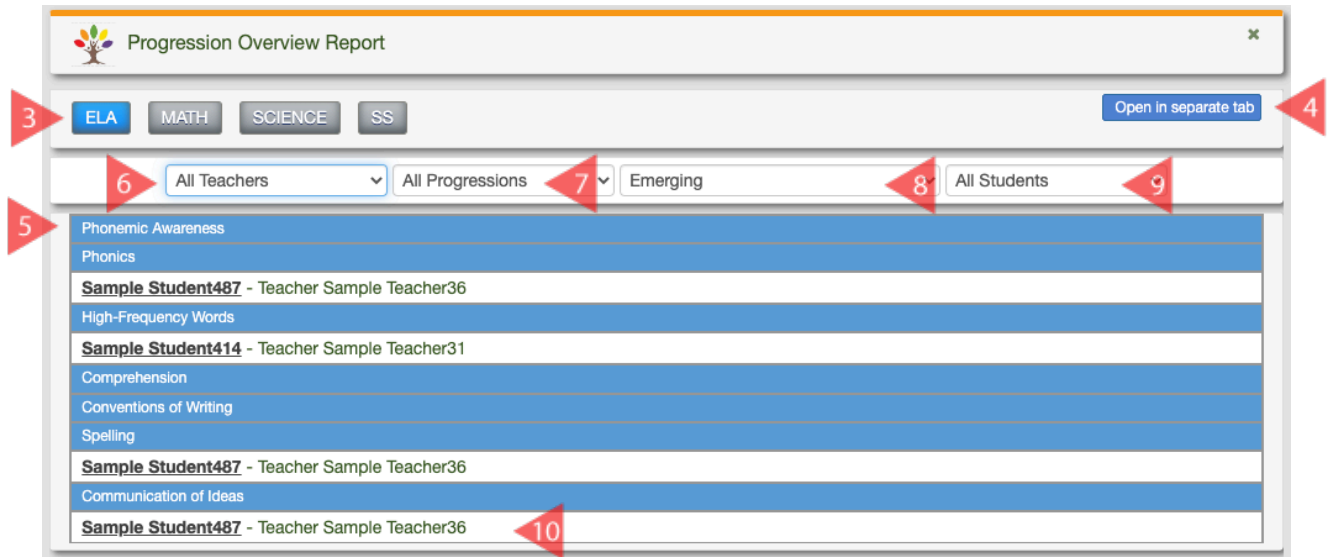
5. Make sure to click the **Refresh** button to ensure the data you are accessing is current.

GKIDS School Administrator: Progression Overview Report

The Progression Overview Report is available in three areas: Academic and Non-Academic Progressions, and Readiness Check. This report provides a list of students at each level for each progression. Educators can use this information to determine small groups and reteaching opportunities. The report can also serve as a quick review for displaying all students showing mastery. Use the filter buttons at the top of the report to filter by the teacher, progressions/skills, academic supports, and performance levels.

The screenshot displays the GKIDS School Administrator interface. On the left is a vertical navigation menu with categories: School, Teachers, Students, Academic Progressions, Non-Academic Progressions, and Readiness Check. Red arrows labeled '1' point to the 'Reports' link under Academic Progressions, 'Reports' under Non-Academic Progressions, and 'Reports' under Readiness Check. The main content area shows a 'Reports' dashboard with a list of report options: Progression Overview Report (highlighted with a red arrow labeled '2'), Progression Analysis Report, Progression Progress Report, Print Student Reports, and Summary Report. Each report includes a brief description of its function.

1. Click on **Reports** in the desired section of the left menu. (Academic Progressions, Non-Academic Progressions, or Readiness Check)
2. Click on the **Progression Overview Report** for that section.



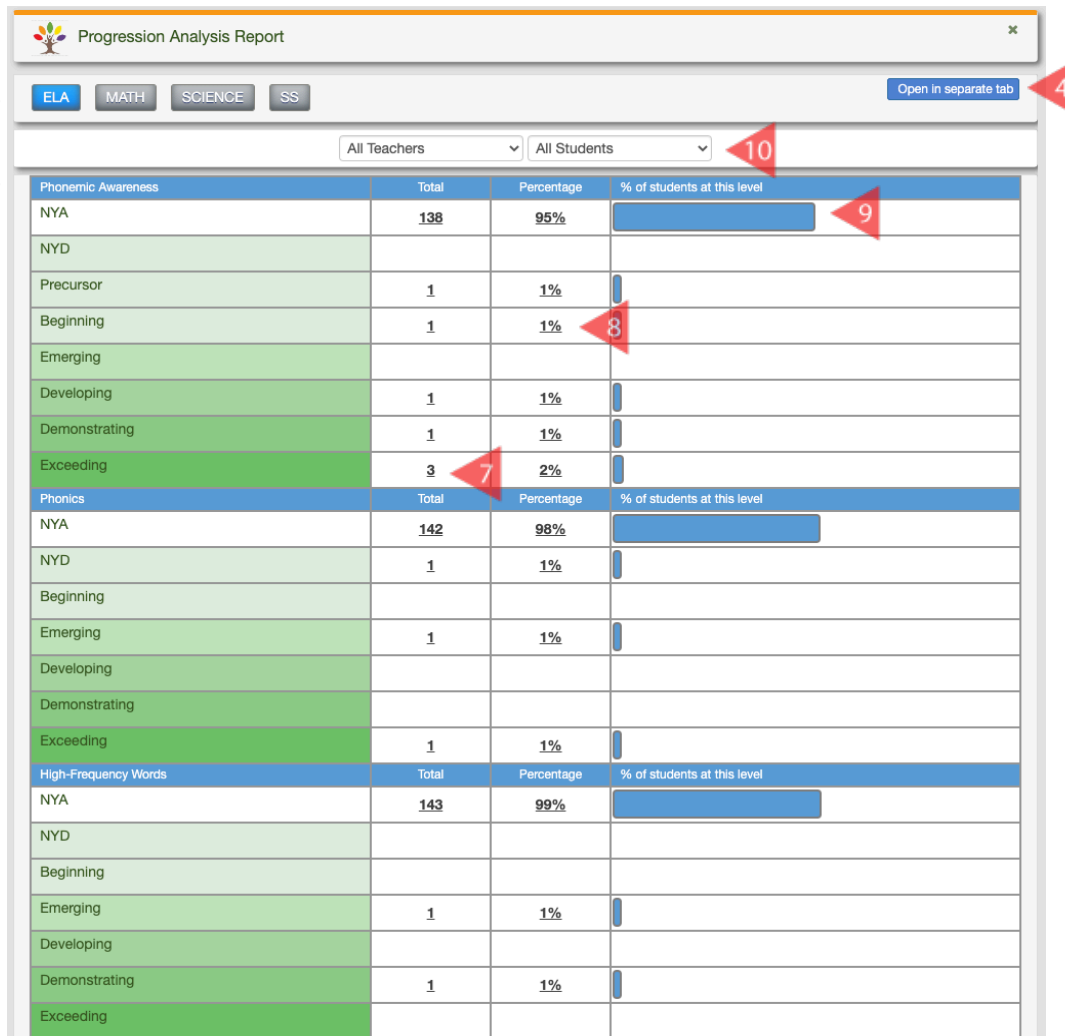
3. Click on one of the Academic Progressions Domains tabs (ELA, Math, Science, SS).
4. Click the **Open in separate tab** button for a larger view of the report. Use your computer's browser to print this view of the report.
5. Each blue heading displays a progression from the selected academic domain.
6. Use the dropdown menu to filter by the teacher.
7. Use the dropdown menu to filter by progression.
8. Use the dropdown menu to filter by performance level.
9. Use the dropdown menu to filter by support.
10. Students' names displayed under each progression correspond with the performance level selected from the dropdown menu.

GKIDS School Administrator: Progression Analysis Report

The Progression Analysis Report is available for each section: Academic and Non-Academic Progressions, and Readiness Check. This report provides the total count of students at each level. Educators can use this information to identify the biggest gaps in student achievement. Click on the total number to see the list of student names.

The screenshot displays the GKIDS School Administrator interface. On the left is a vertical navigation menu with categories: School, Teachers, Students, Academic Progressions (sub-items: ELA, Math, Science, Social Studies), Non-Academic Progressions (sub-items: Approaches to Learning, Personal and Social Development, Motor Skills), Readiness Check (sub-item: End after 11/28/2022), Foundations of School Success (sub-items: ELA, Math), and My Account (sub-items: No notifications, Profile, Resources, Sign out). Three red arrows labeled '1' point to the 'Reports' link in the Academic Progressions, Non-Academic Progressions, and Readiness Check sections. The main content area is titled 'Reports' and contains five report options, each with a document icon and a description. A red arrow labeled '2' points to the 'Progression Analysis Report' option. The reports listed are: Progression Overview Report, Progression Analysis Report, Progression Progress Report, Print Student Reports, and Summary Report.

1. Click on **Reports** in the desired section of the left menu (Academic or Non-Academic Progressions and Readiness Check).
2. Click on the **Progression Analysis Report**.



3. Click on one of the Domains tabs.
4. Click the **Open in separate tab** button for a larger view of the report. Use your computer's browser to print this view of the report.
5. Each blue heading displays a progression from the selected domain.
6. The first column displays the performance levels for each progression.
7. The second column displays the number of students for each performance level of the progression. Click on the underlined number in this column to see students represented by this number.
8. The third column displays the percentage of students for each performance level of the progression. Click on the underlined number in this column to see students represented by this percentage.
9. The fourth column displays a bar graph representing the percentage of students at each performance level of the progression.
10. The dropdown will allow the user to sort by **Teacher** and then by **All Students**, students needing **No Additional Support**, and students needing **Comprehensive Support**.

GKIDS School Administrator: Progression Progress Report

This report allows the user to view student levels and progressions for selected dates. Educators can use this information during conferences and meetings..

The screenshot displays the 'Reports' section of the GKIDS School Administrator interface. On the left, a vertical navigation menu lists various categories: School, Teachers, Students, Academic Progressions (with sub-items ELA, Math, Science, Social Studies), Reports (highlighted with a red arrow and the number '1'), Non-Academic Progressions (with sub-items Approaches to Learning, Personal and Social Development, Motor Skills), Readiness Check, End after 11/28/2022, Foundations of School Success (with sub-items ELA, Math), and Reports. The main content area, titled 'Reports', shows a list of report options: Progression Overview Report, Progression Analysis Report, Progression Progress Report (highlighted with a red arrow and the number '2'), Print Student Reports, and Summary Report. Each report entry includes a brief description of its function.

1. Click on **Reports** in the Academic or Non-Academic Progressions section of the left menu.
2. Click on the **Progression Progress Report**.

Progression Progress Report

3 ELA MATH SCIENCE SS 4 Open in separate tab

5 Date Range 08/01/2022 to 09/19/2022 Show Percents

6 A kindergarten student will understand the relationship between letters and sounds and recognize high-frequency words with speed and accuracy.

8

	Phonemic Awareness								
	NYA	NYD	PC	BE	EM	DV	DM	EX	% Demonstrating or Exceeding
08/31/2022	141		1			1	1		1%
08/30/2022	142		1				1		1%
08/29/2022	145								
08/26/2022	145								
08/25/2022	145								
08/24/2022	145								
08/23/2022	145								

7

3. Click on one of the Progression Domains tabs (ELA, Math, Science, or SS).
4. Click the **Open in separate tab** for a larger view of the report. Use your computer's browser to print this view of the report.
5. Use the filter to select monthly, weekly, custom dates, or date ranges.
 - a. Monthly will display the date by a month.
 - b. Weekly will display data by week.
 - c. Custom dates will allow you to generate a report based on a specific selected date.
 - d. The date range will allow you to generate a report based on a specific start and end date.
6. The top blue row displays the Big Idea for each domain. The second blue row displays the progression.
7. The first column of the report displays the date the data is reflected.
8. The remaining columns show the number of students in each performance level and the overall percentage of Demonstrating or Exceeding.

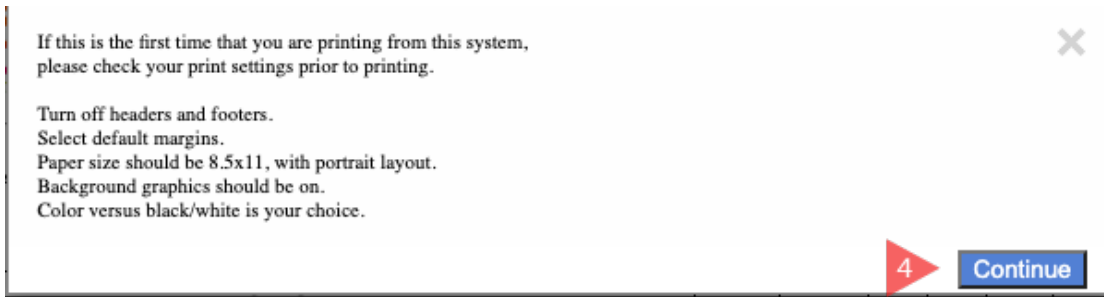
GKIDS School Administrator: Print Student Reports

Print the Individual Student Report for each student in the school. Educators can use this information during conferences and meetings.. Only teachers have the ability to print reports by class.

The screenshot displays the GKIDS School Administrator interface. On the left is a navigation sidebar with a tree structure. Under 'Academic Progressions', the 'Reports' link is highlighted with a red arrow and the number '1'. Under 'Readiness Check', the 'Reports' link is also highlighted with a red arrow and the number '2'. The main content area shows a 'Reports' window with a close button (X) in the top right corner. The window contains five report options, each with a red arrow and the number '3' pointing to the 'Print Student Reports' link:

- Readiness Check Overview Report**: This report provides a list of students at each level for each area of the Readiness Check. Use the filter at the top of the report to cycle through the different Readiness Check levels.
- Readiness Check Analysis Report**: This report provides the total count of students at each level for each Readiness Check Area. Click on the total number to see the list of student names.
- Domain Summary Report**: This report provides a summary of overall kindergarten readiness across domains. Educators can use this information to track trends and measure progress and help ensure that every child in Georgia has the skills needed to be able to access the kindergarten curriculum. Click [here](#) to run the Domain Summary Report for all classes in the school.
- Print Student Reports**: Print the Individual Student Report for each student in the school.
- Summary Report**: This report provides a summary of overall kindergarten readiness. Educators can use this information to track trends and measure progress and help ensure that every child in Georgia has the skills needed to be able to access the kindergarten curriculum. Click [here](#) to run the Summary Report for all classes in the school.

1. Click on **Reports** under Academic Progressions *OR* Non-Academic Progressions to access this report.
 - a. The data for the Academic and Non-Academic Progressions is combined in one student report.
2. Click on **Reports** under Readiness Check to access individual student reports for Readiness Check.
3. Click on **Print Student Reports**.



4. Check your printer's settings to ensure this report prints correctly. Click **Continue**.

GKIDS School Administrator: Summary Report

This report provides a summary of overall kindergarten progression. Educators can use this information with TKES.

The screenshot shows the GKIDS School Administrator interface. On the left is a navigation menu with categories like School, Academic Progressions, and Non-Academic Progressions. The 'Reports' option is highlighted with a red arrow and the number '1'. The main content area displays a 'Reports' section with a search bar and a 'Refresh' button. Below this are five report options: Progression Overview Report, Progression Analysis Report, Progression Progress Report, Print Student Reports, and Summary Report. A red arrow and the number '2' point to the 'Summary Report' option. The Summary Report description includes a link to 'here' to run the report for all classes.

1. Click on **Reports** in the left menu.
2. Click on **Summary Report**. There is an additional option under Summary Report that allows the user to also print a report by class.

The screenshot shows a printer settings dialog box with a close button (X) in the top right corner. The text inside the dialog reads: "If this is the first time that you are printing from this system, please check your print settings prior to printing." Below this, there are four bullet points: "Turn off headers and footers.", "Select default margins.", "Paper size should be 8.5x11, with portrait layout.", and "Background graphics should be on." At the bottom right, there is a red arrow with the number '3' and a blue button labeled "Continue".

3. Check your printer's settings to ensure this report prints correctly. Click **Continue**.

GKIDS School Administrator: Readiness Check ~ Domain Summary Report

This report provides a summary of overall kindergarten readiness across domains. Educators can use this information to track trends, measure progress and help ensure that every child in Georgia has the skills needed to be able to access the kindergarten curriculum.

The screenshot shows the GKIDS School Administrator interface. On the left is a navigation menu with categories: School, Teachers, Students, Academic Progressions (ELA, Math, Science, Social Studies, Reports), Non-Academic Progressions (Approaches to Learning, Personal and Social Development, Motor Skills, Reports), and Readiness Check (End after 11/28/2022, Foundations of School Success, ELA, Math, Reports). A red triangle with the number '1' points to the 'Reports' link in the Readiness Check section. The main content area is titled 'Reports' and contains a list of report options: 'Readiness Check Overview Report', 'Readiness Check Analysis Report', 'Domain Summary Report', 'Print Student Reports', and 'Summary Report'. A red triangle with the number '2' points to the 'Domain Summary Report' link, and a red triangle with the number '3' points to the 'here' link in its description.

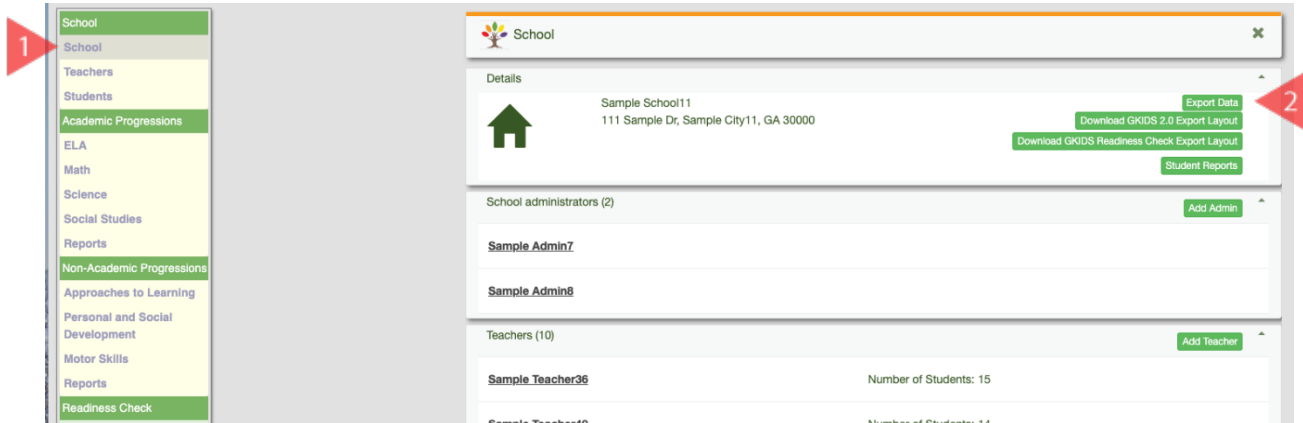
1. Click on **Reports** in the Readiness Check section of the left menu.
2. Click on **Domain Summary Report** to run the system report.
3. Click on the **here** link to run the report for all classes in the school.

The screenshot shows a print settings dialog box with a close button (X) in the top right corner. The text inside the dialog reads: "If this is the first time that you are printing from this system, please check your print settings prior to printing." Below this, there are four bullet points: "Turn off headers and footers.", "Select default margins.", "Paper size should be 8.5x11, with portrait layout.", and "Background graphics should be on." At the bottom right, there is a red triangle with the number '4' and a blue button labeled "Continue".

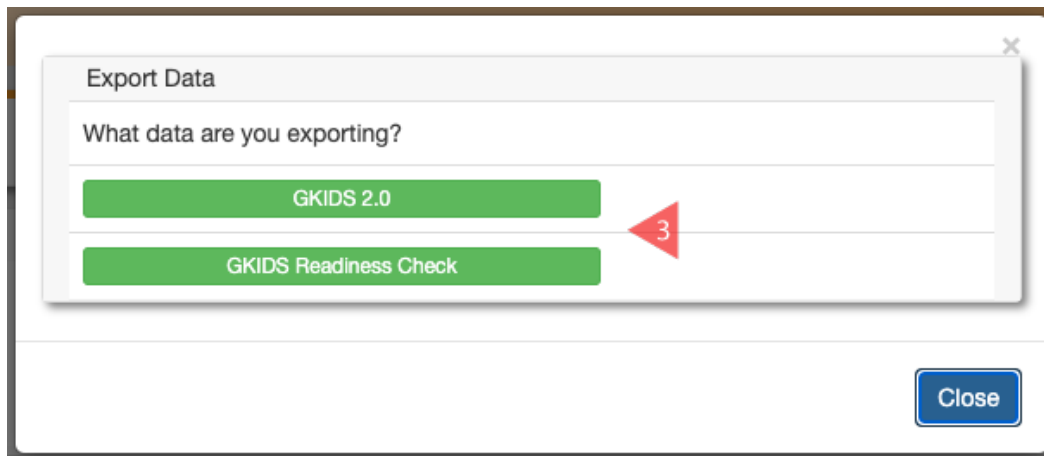
4. Check your printer's settings to ensure this report prints correctly. Click **Continue**.

GKIDS School Administrator: Data File Download

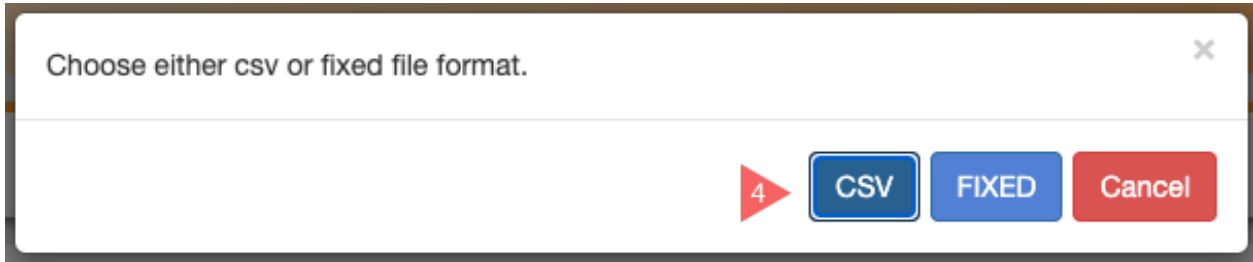
School administrators have the ability to download data files within the platform.



1. Click **School** in the left toolbar.
2. Click **Export Data** to access a data file. You can also click on one of the other buttons to get the data file layout associated with GKIDS Readiness Check and/or GKIDS 2.0.



3. A window will open allowing a selection between GKIDS 2.0 data and GKIDS Readiness Check data. Click on the file you want to download.



4. Select **CSV** or **FIXED**. A window will open allowing you to rename and save the file to a designated location. Click Save to prompt the file to generate and download. This may take a few minutes depending on the amount of data within your system file. Your computer/browser may suggest a file name, which you may change as you save the file.



System Administrators

GKIDS System Administrator: Welcome to GKIDS Home Page/Dashboard

The System Administrator's dashboard provides easy access to Academic Progressions, Non-Academic Progressions, and Readiness Check data.

The screenshot shows the GKIDS System Administrator Dashboard. The interface includes a top navigation bar with a 'Home' button (callout 1) and a user profile 'Sample Admin23'. A left sidebar contains a menu with categories like System, Academic Progressions, Non-Academic Progressions, and Readiness Check. The main content area features a 'Dashboard' window with three tabs: 'Academic Progressions' (callout 2), 'Non-Academic Progressions', and 'Readiness Check'. Below the tabs are two dropdown menus for selecting 'All Schools' (callout 3) and 'All Students' (callout 4), and a 'Show Percents' button (callout 5). The dashboard displays three data tables: ELA, Math, and Science, each with columns for performance levels (NTA, NYD, PC, BE, EM, DV, DM, EX) and a '% Demonstrating or Exceeding' column.

Subject	Item	NTA	NYD	PC	BE	EM	DV	DM	EX	% Demonstrating or Exceeding
ELA	Phonemic Awareness	625	2	40	7	4	6	6	34	6%
	Phonics	641	2	--	4	1	1	43	6%	
	High-Frequency Words	646	--	38	3	2	3	32	5%	
	Comprehension	645	27	3	2	1	2	44	6%	
	Conventions of Writing	656	--	25	3	1	1	3	36	5%
	Spelling	663	1	--	1	1	1	28	2	4%
	Communication of Ideas	638	36	--	3	1	1	1	46	6%
Math	Counting and Cardinality	721	1	2	1	1	1	1	1	0%
	Count Sequences	717	1	5	1	1	1	1	1	0%
	Written Numerals & Comparison of Quantities	722	1	1	1	1	1	1	1	0%
	Addition & Subtraction	723	1	1	1	1	1	1	1	0%
	Patterns & Passage of Time	722	1	1	1	1	1	1	1	0%
	Comparison & Classification of Objects	722	1	1	1	1	1	1	1	0%
	Shapes & Positional Language	721	1	1	1	1	1	1	1	0%
Science	Physical Attributes	659	35	1	2	1	1	1	26	4%
	Motion	650	33	1	1	2	1	38	5%	
	Life Science	652	30	2	2	1	1	38	5%	

1. Click on the **Home** button located in the top right banner to return to the Dashboard.
2. Select the desired button to view data: **Academic Progressions, Non-Academic Progressions, or Readiness Check**.
3. Use the dropdown menu to select and view data by school and by the teacher.
4. Use the dropdown menu to select and view data by support.
5. Click on the **Show Percents** button to view data by percentage versus numbers.

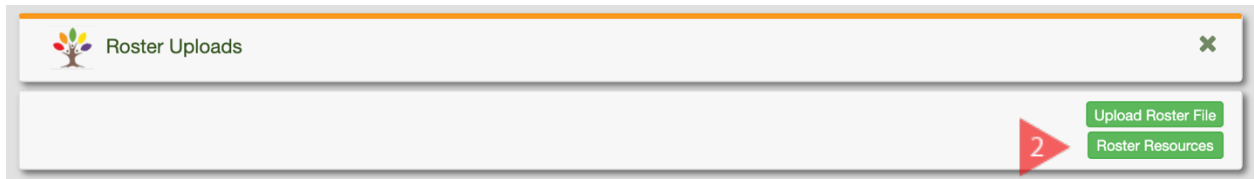
GKIDS System Administrator: Upload Roster File

System administrators can upload a roster file of the kindergarten students in the district. A roster upload option is available that creates teacher accounts automatically and populates the teacher's roster automatically with their students in the roster file. This rostering option features a simplified file layout with the information necessary to load records and roster students to teachers in one step.

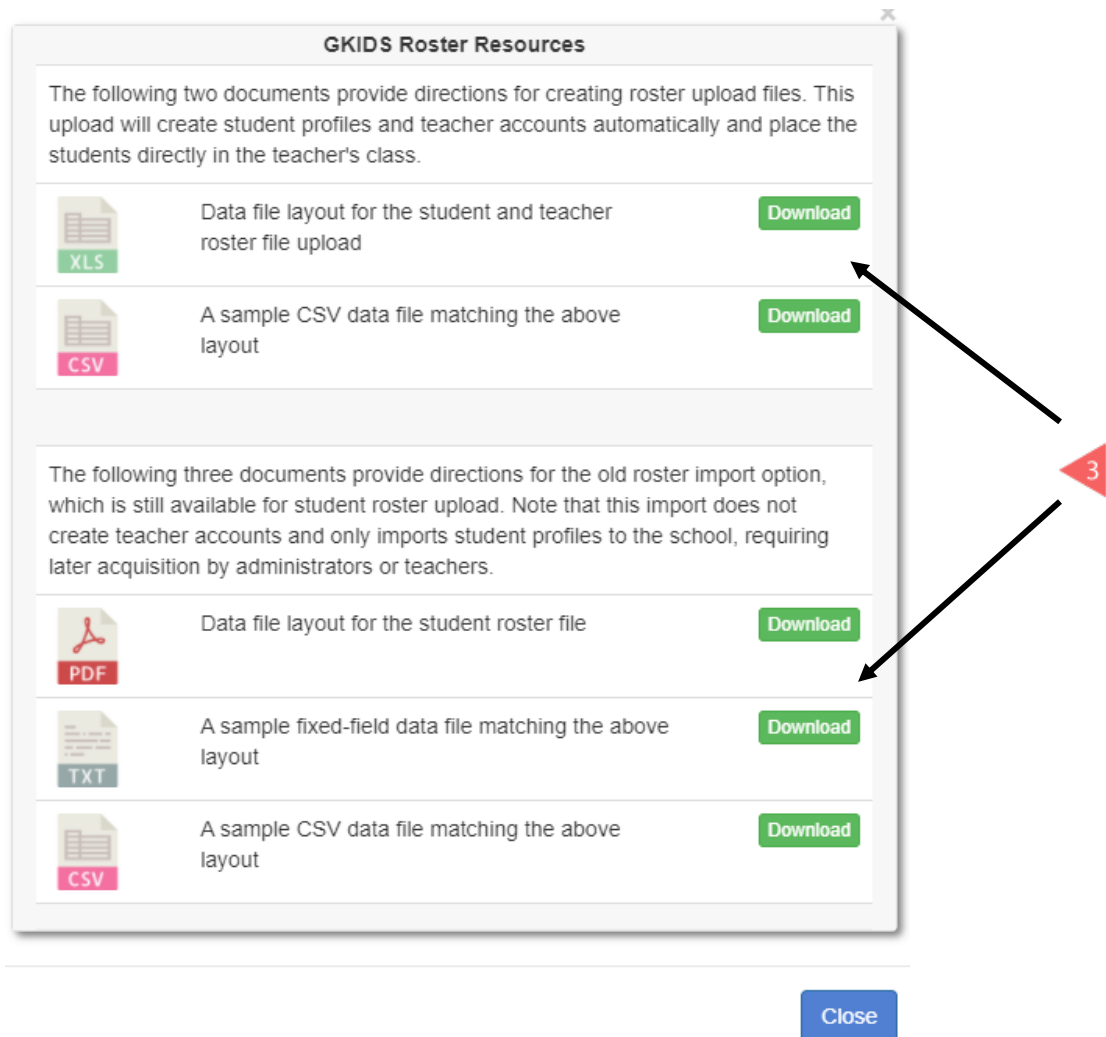
The roster file option from previous years is still available should you prefer. You will select your preferred roster layout and roster file type in step 3 below.



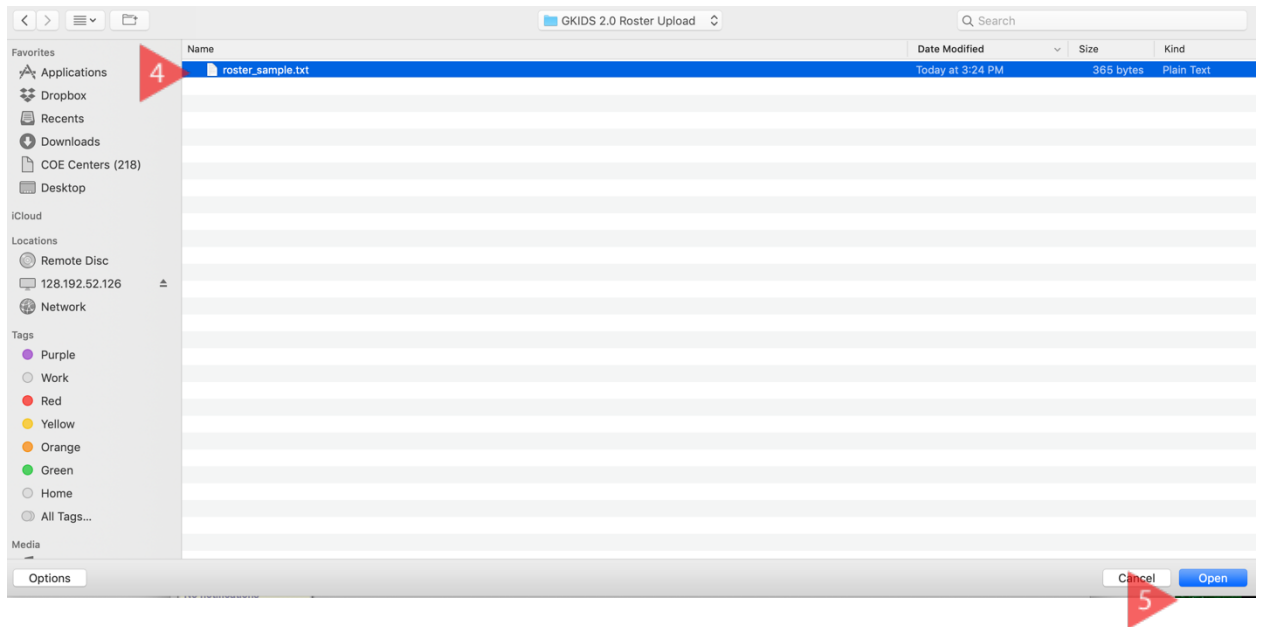
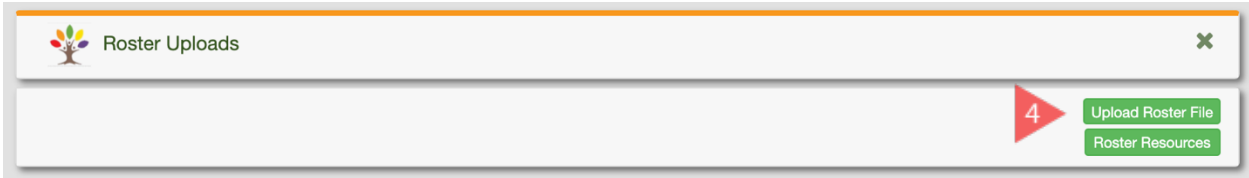
1. Click **Roster Uploads** in the left toolbar.



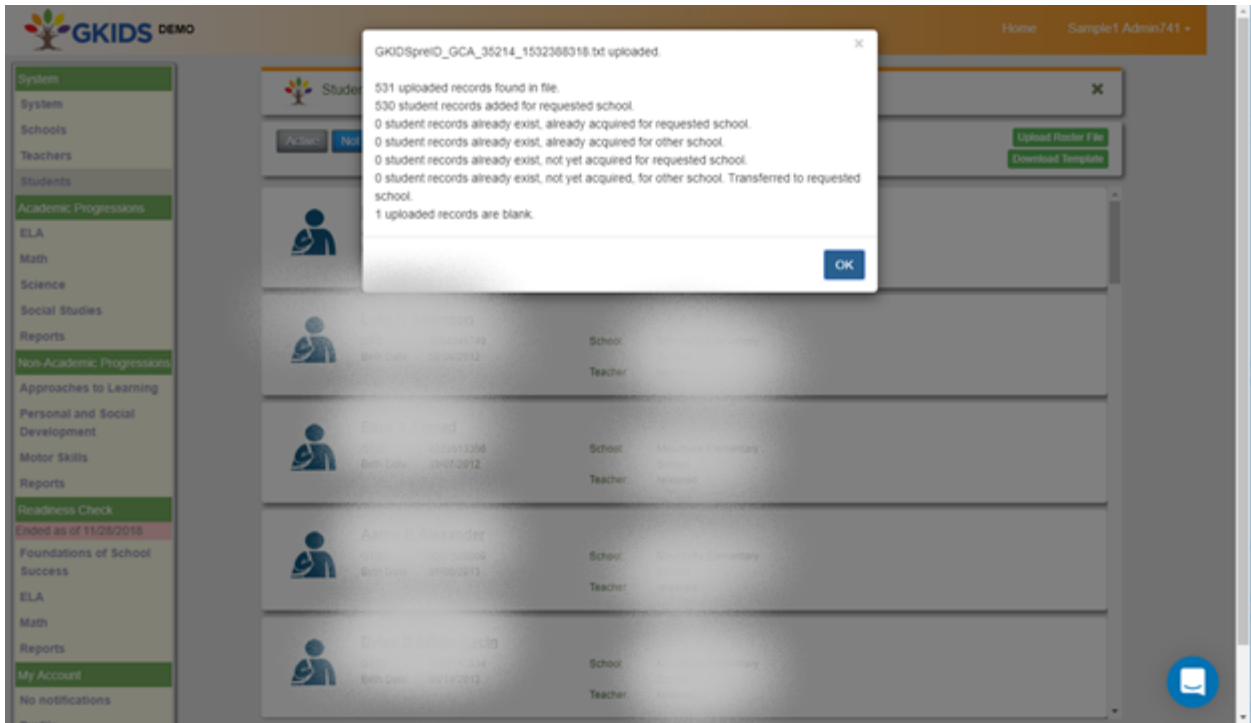
2. Click **Roster Resources**.



3. A window will open allowing a selection of file types and layouts. Click **Download** next to the roster file layout and/or file layout you want to access. The upper part of the window has a layout and sample for the new roster upload option that allows for creating teacher accounts and auto-populating the student roster for the teacher. The lower part of the window contains the layout and sample files for the old roster option. Download the files that match the method you wish to use.



4. Click **Upload Roster File** once you have created the master file (matching the layout you chose in step 3 above) for the upcoming school year. Select your saved file.
5. Click **Open**. This image may vary based on your operating system.



The screen above shows the results of a successful import. Note students loaded are now showing in the student list in the background. If you opted for the roster layout and data file that allows for auto-population, you will see that the students are already populated to the teacher given in that roster file as well. If you used the old roster layout and data file, then you or your school administrators and/or teachers must proceed to the next steps of acquiring the students to the teacher rosters.

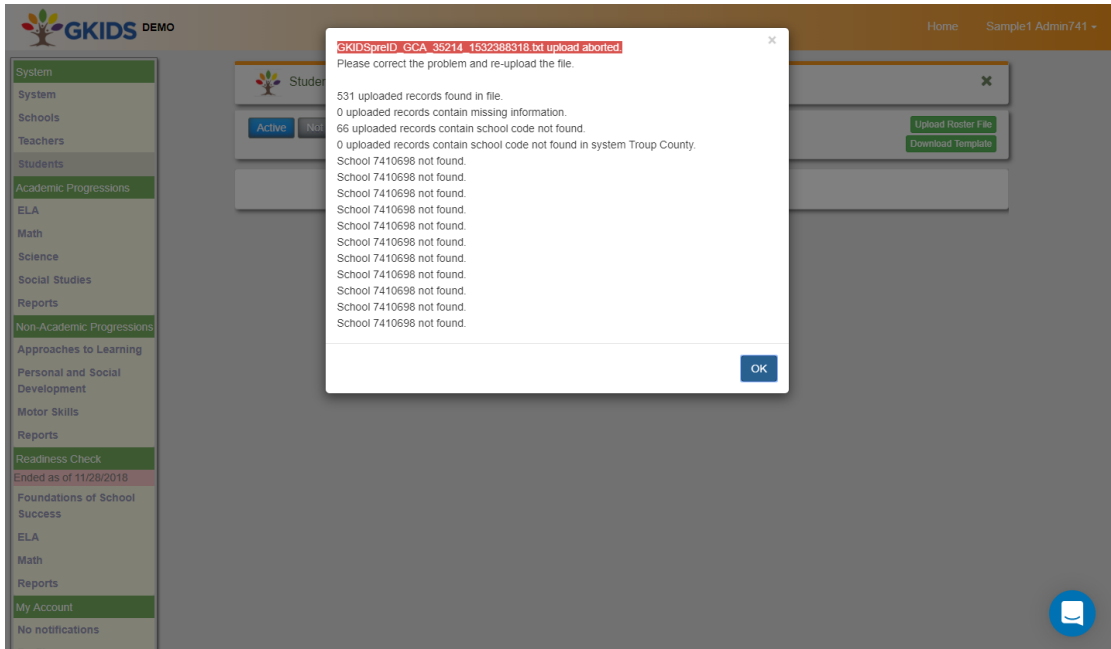
Also, note that the roster upload above will only process new students (GTIDs) that are not currently in the GKIDS database. If you upload a file containing previously rostered students, students that exist in other districts that have moved, or students that have been manually entered by a teacher or administrator, those students will not get reimported or modified.

Common Upload Errors

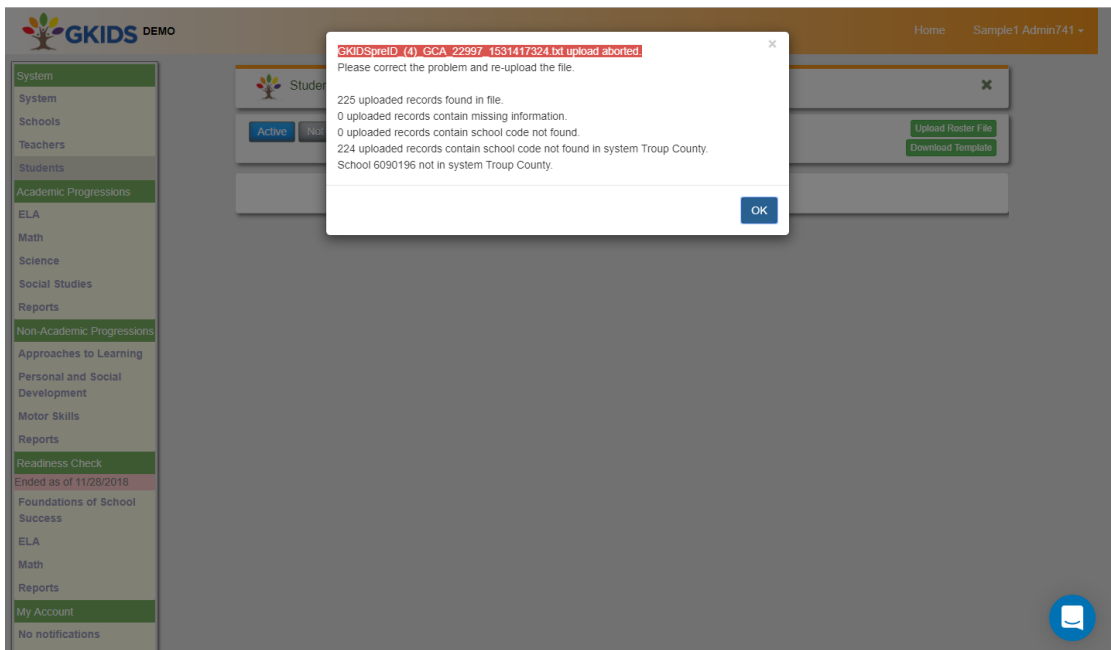
The roster upload process will not load any students if:

- File is empty
- Any record has a missing GTID
- Any record has a missing student last name
- Any record has a missing system code
- Any record has a missing school code
- Any record has a school code not found for the indicated system code
- Any record has a system code not matching the system code of the logged in user.

- Any record does not conform to the roster file layout (number of fields, order of the fields, filler fields). This applies to a CSV file as well.
- The CSV file contains double-quote marks in any field.

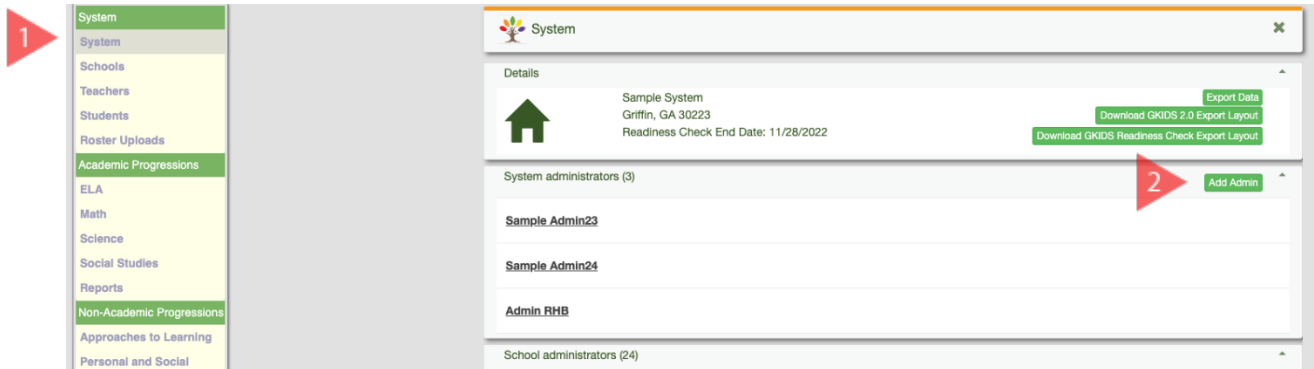


The error above indicates one of the school codes in the file is not found in the system's school list.



The above error indicates that the schools have been located, but not in the system matching the logged-in user.

GKIDS System Administrator: Add a System Administrator



1. Click on **System** from the left menu.
2. Click the **Add Admin** button.

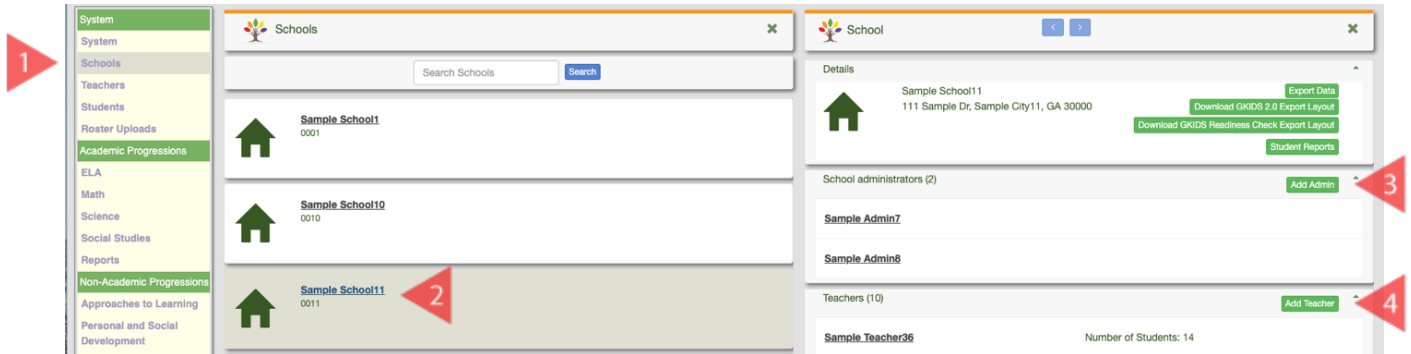
NOTE: System Administrators will have access to district-wide data.

A screenshot of the 'Add Administrator' dialog box. It contains three input fields: 'First Name', 'Last Name', and 'Email'. A red arrow with the number '3' points to the 'First Name' field, and another red arrow with the number '4' points to the 'Email' field. At the bottom right of the dialog, there are two buttons: a green 'Add' button and a red 'Cancel' button. A red arrow with the number '5' points to the 'Add' button.

3. Enter the Administrator's First and Last Name.
4. Enter the Administrator's system/school email address.
5. Click the **Add** button.

The system administrator may now activate their GKIDS account.

GKIDS System Administrator: Add a School Administrator or Teacher to a School



1. Click on **Schools** from the left menu.
2. Click on the underlined title of the desired school.
3. To add a School Administrator, click the **Add Admin** button.
4. To add a Teacher, click the **Add Teacher** button.

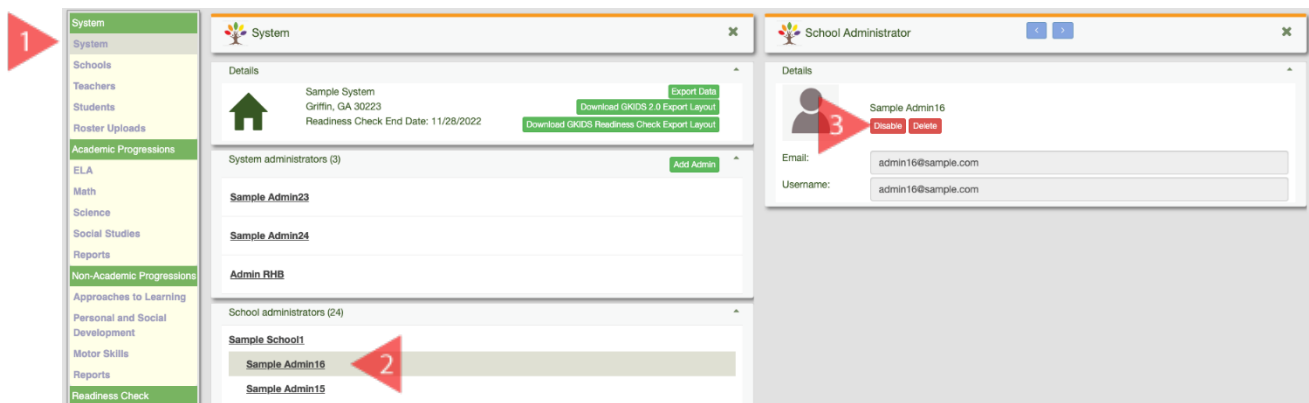
The screenshot shows a dialog box titled 'Add Administrator'. It contains three input fields: 'First Name', 'Last Name', and 'Email'. A red arrow labeled '5' points to the 'First Name' field, and another red arrow labeled '6' points to the 'Email' field. At the bottom right, there are two buttons: 'Add' (green) and 'Cancel' (red). A red arrow labeled '7' points to the 'Add' button.

5. Enter the new user's First and Last Name.
6. Enter the new user's system/school email address.
7. Click the **Add** button.

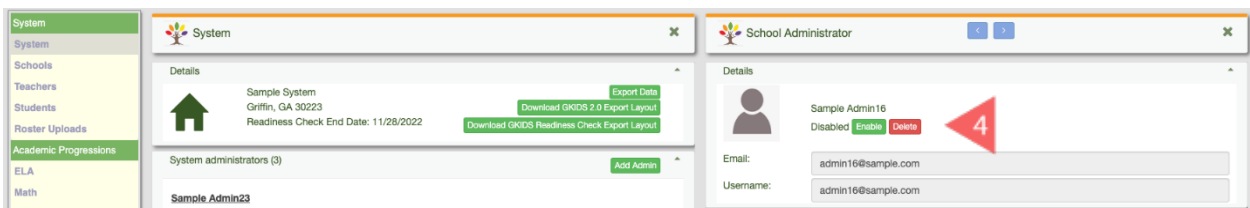
The administrator or teacher for this school may now activate their GKIDS account.

GKIDS System Administrator: Disable an Administrator Account

If an Administrator leaves a school or district, the administrator's GKIDS account can be disabled. A System Administrator can disable System or School Administrator accounts. Once the account is disabled, the Administrator no longer has access to this account. Disabled accounts can easily be enabled again.



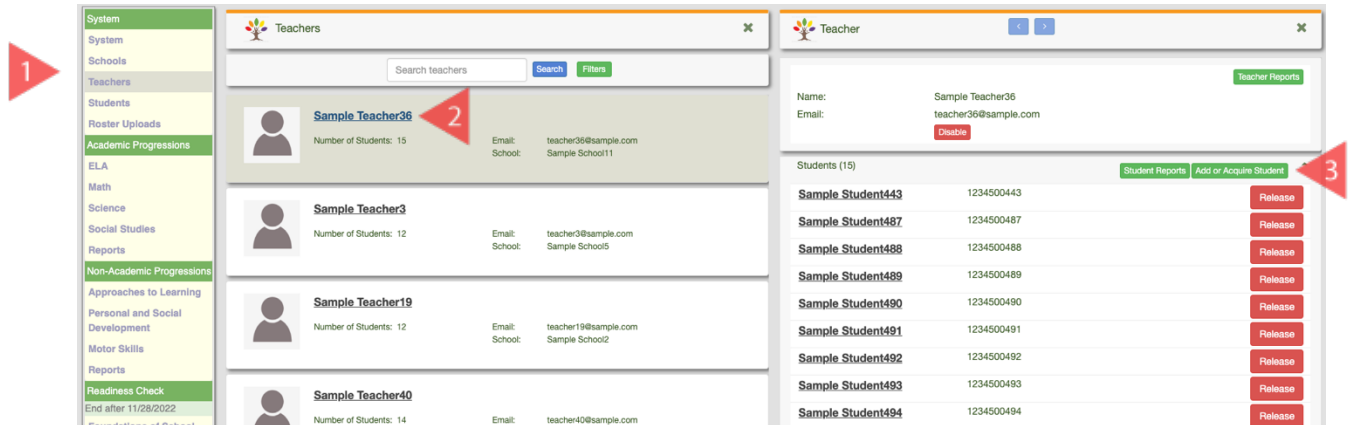
1. Click on **System** from the left menu.
2. Click on the name of the desired Administrator.
3. Click the **Disable** button.



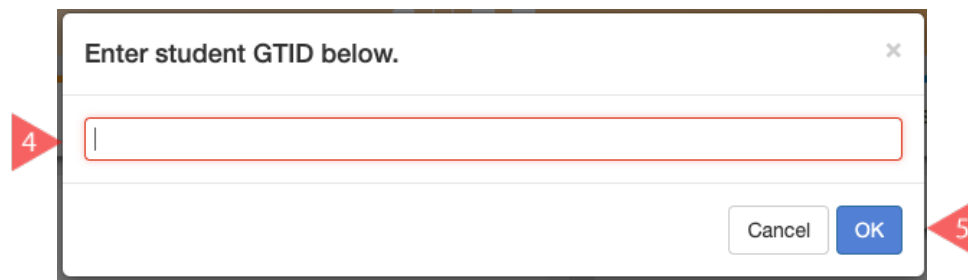
4. Click the **Enable** button to allow the Administrator access to a disabled account.

GKIDS System Administrator: Acquire and Release Students

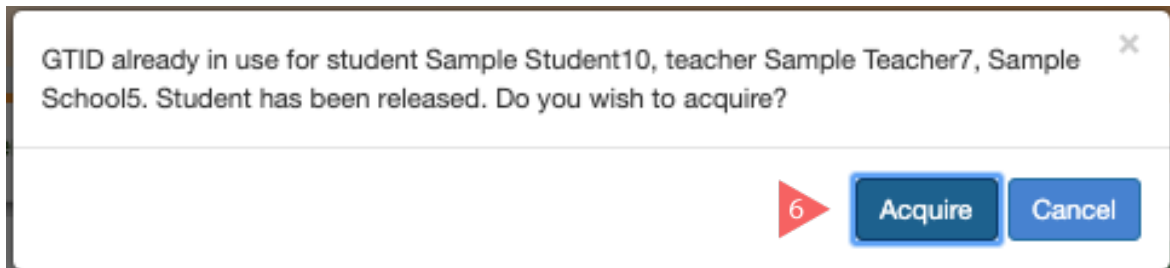
To **acquire** students:



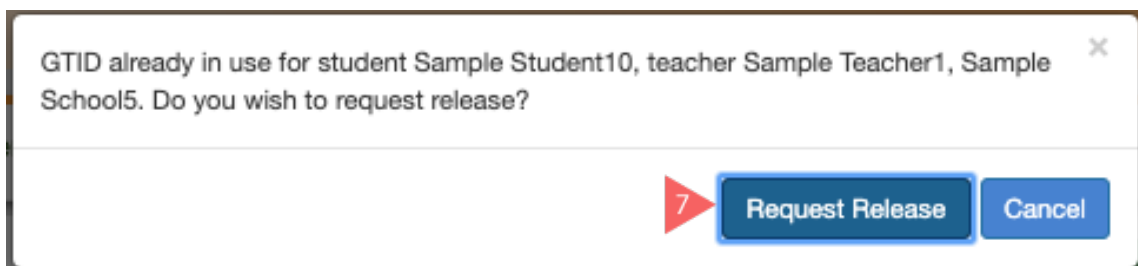
1. Click on **Teachers** from the left menu.
2. Click on the teacher's underlined name.
3. Click on the **Add or Acquire Student** button.



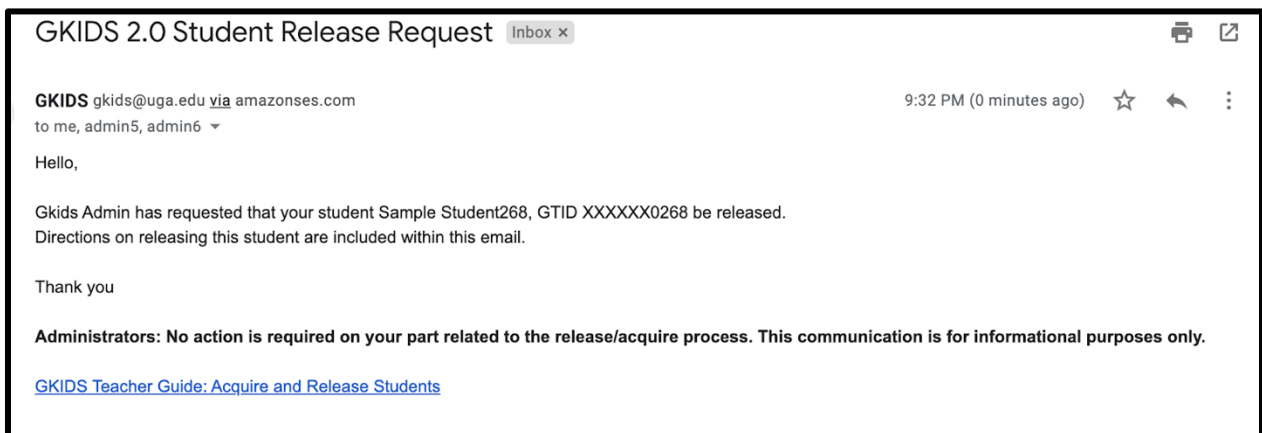
4. Enter the student's GTID.
5. Click the OK button.



6. If the student is available, click the Acquire button to add the student to the teacher’s account.



7. **SCHOOL ADMINISTRATOR:** If this student is currently enrolled in a class with a different teacher *at your school*, release the student from the prior teacher’s class before adding the student to the new teacher’s class. If this student has *transferred from a different school or system*, click the **Request Release** button.
 - a. An email will be sent to the former teacher requesting the release of the student. This email will also be sent to any school administrator who has an account associated with the school of record.



To release students:

If a student withdraws from a teacher's class, release the student from the class.

The screenshot shows the following interface elements:

- Left Menu:** A vertical navigation menu with categories like System, Schools, Teachers, Students, Roster Uploads, Academic Progressions, ELA, Math, Science, Social Studies, Reports, Non-Academic Progressions, Approaches to Learning, Personal and Social Development, Motor Skills, Readiness Check, and End after 11/28/2022.
- Teachers List:** A table listing teachers with columns for Name, Number of Students, Email, and School. The first entry, 'Sample Teacher36', is underlined and has a red arrow pointing to it.
- Teacher Detail View:** A detailed view for 'Sample Teacher36' showing Name, Email, and a 'Disable' button. Below this is a table of students with columns for Name, ID, and a 'Release' button. A red arrow points to the 'Release' button for 'Sample_Student488'.

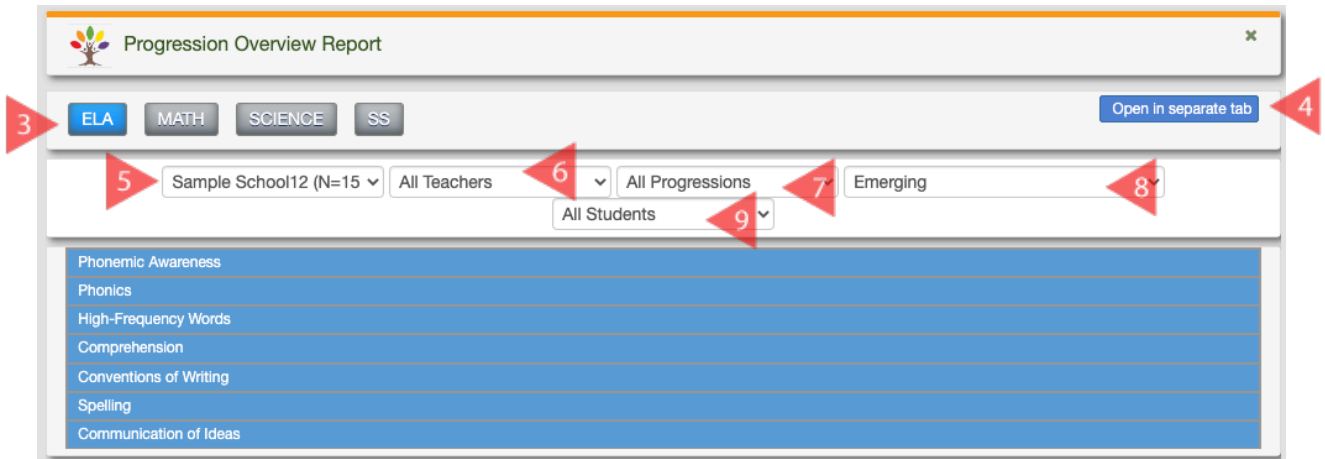
1. Click on **Teachers** from the left menu.
2. Click on the teacher's underlined name.
3. Click the **Release** button to the right of the student's name.

GKIDS System Administrator: Progression Overview Report

The Progression Overview Report is available in three areas: Academic and Non-Academic Progressions, and Readiness Check. This report provides a list of students at each level for each progression. Educators can use this information to determine small groups and reteaching opportunities. The report can also serve as a quick review for displaying all students showing mastery. Use the filter buttons at the top of the report to filter by school, teacher, progressions/skills, performance levels, academic supports, and performance levels.

The screenshot displays the GKIDS System Administrator interface. On the left is a vertical navigation menu with categories: System, Academic Progressions, Non-Academic Progressions, and Readiness Check. A red arrow labeled '1' points to the 'Reports' link under 'Academic Progressions'. The main content area shows a 'Reports' window with a list of report options. A red arrow labeled '2' points to the 'Progression Overview Report' link. The 'Progression Overview Report' description states: 'This report provides a list of students at each level for each progression. Use the filter at the top of the report to cycle through the different progression levels.'

1. Click on **Reports** in the desired section of the left menu (Academic Progressions, Non-Academic Progressions, or Readiness Check).
2. Click on the **Progression Overview Report** for that section.



3. Click on one of the Academic Progressions Domains tabs (ELA, Math, Science, SS).
4. Click the **Open in separate tab** button for a larger view of the report. Use your computer's browser to print this view of the report.
5. Use the dropdown menu to filter by the school.
6. Use the dropdown menu to filter by the teacher.
7. Use the dropdown menu to filter by progression.
8. Use the dropdown menu to filter by performance level.
9. Use the dropdown menu to filter by support.

Students' names displayed under each progression correspond with the performance level selected from the dropdown menu.

GKIDS System Administrator: Progression Analysis Report

The Progression Analysis Report is available for each section: Academic and Non-Academic Progressions, and Readiness Check. This report provides the total count of students at each level. Educators can use this information to identify the biggest gaps in student achievement. Click on the total number to see the list of student names.

The screenshot displays the 'Reports' section of the GKIDS System Administrator interface. On the left, a navigation menu lists various system components, with 'Reports' highlighted under both 'Academic Progressions' and 'Readiness Check' sections, marked with red triangles and the number '1'. The main content area shows a list of reports:

- Progression Overview Report**: This report provides a list of students at each level for each progression. Use the filter at the top of the report to cycle through the different progression levels.
- Progression Analysis Report**: This report provides the total count of students at each level for each progression. Click on the total number to see the list of student names. (Marked with a red triangle and the number '2')
- Progression Progress Report**: This report allows the user to view student performance levels and progressions for selected dates. Use the filter to select monthly views, weekly views or select your own custom dates or date range.
- Summary Report**: Print the report for a summary of overall kindergarten progression. Click [here](#) to run the Summary Report for all schools in the system. Click [here](#) to run the Summary Report for all classes in the system.

1. Click on **Reports** in the desired section of the left menu (Academic or Non-Academic Progressions and Readiness Check).
2. Click on the **Progression Analysis Report**.

Progression Analysis Report

3 ELA MATH SCIENCE SS 4 Open in separate tab

All Schools All Students 10

Phonemic Awareness	Total	Percentage	% of students at this level
NYA	625	86%	
NYD	2	0%	
Precursor	40	6%	
Beginning	7	1%	
Emerging	4	1%	
Developing	6	1%	
Demonstrating	6	1%	
Exceeding	34	5%	

Phonics	Total	Percentage	% of students at this level
NYA	641	89%	
NYD	2	0%	
Beginning			
Emerging	4	1%	
Developing			
Demonstrating	1	0%	
Exceeding	43	6%	

3. Click on one of the Domains tabs (ELA, Math, Science, SS).
4. Click the **Open in separate tab** button for a larger view of the report. Use your computer's browser to print this view of the report.
5. Each blue heading displays a progression from the selected domain.
6. The first column displays the performance levels for each progression.
7. The second column displays the number of students for each performance level of the progression. Click on the underlined number in this column to see students represented by this number.
8. The third column displays the percentage of students for each performance level of the progression. Click on the underlined number in this column to see students represented by this percentage.
9. The fourth column displays a bar graph representing the percentage of students at each performance level of the progression.
10. The dropdown will allow the user to sort by **School**, by **Teacher**, and then by **All Students**, students needing **No Additional Support**, and students needing **Comprehensive Support**.

GKIDS System Administrator: Progression Progress Report

This report allows the user to view student levels and progressions for selected dates. Educators can use this information during conferences and meetings..

The screenshot displays the GKIDS System Administrator interface. On the left is a navigation menu with categories: System, Schools, Teachers, Students, Roster Uploads, Academic Progressions, ELA, Math, Science, Social Studies, Reports (highlighted with a red arrow and the number 1), Non-Academic Progressions, Approaches to Learning, Personal and Social Development, Motor Skills, Reports (highlighted with a red arrow and the number 1), Readiness Check, End after 11/28/2022, Foundations of School Success, ELA, Math, and Reports. The main content area is titled 'Reports' and contains four report options, each with a document icon and a description:

- Progression Overview Report**: This report provides a list of students at each level for each progression. Use the filter at the top of the report to cycle through the different progression levels.
- Progression Analysis Report**: This report provides the total count of students at each level for each progression. Click on the total number to see the list of student names.
- Progression Progress Report** (highlighted with a red arrow and the number 2): This report allows the user to view student performance levels and progressions for selected dates. Use the filter to select monthly views, weekly views or select your own custom dates or date range.
- Summary Report**: Print the report for a summary of overall kindergarten progression. Click [here](#) to run the Summary Report for all schools in the system. Click [here](#) to run the Summary Report for all classes in the system.

1. Click on **Reports** in the Academic or Non-Academic Progressions section of the left menu.
2. Click on the **Progression Progress Report**.

Progression Progress Report

3 ELA MATH SCIENCE SS 4 Open in separate tab

5 Date Range 08/01/2022 to 09/19/2022 Show Percents

6 A kindergarten student will understand the relationship between letters and sounds and recognize high-frequency words with speed and accuracy. Phonemic Awareness

	NYA	NYD	PC	BE	EM	DV	DM	EX	% Demonstrating or Exceeding
08/31/2022	141		1			1	1		1%
08/30/2022	142		1				1		1%
08/29/2022	145								
08/26/2022	145								
08/25/2022	145								
08/24/2022	145								
08/23/2022	145								

7 8

3. Click on one of the Progression Domains tabs (ELA, Math, Science, SS).
4. Click the **Open in separate tab** for a larger view of the report. Use your computer's browser to print this view of the report.
5. Use the filter to select monthly, weekly, custom dates, or date ranges.
 - a. Monthly will display the date by a month.
 - b. Weekly will display data by week.
 - c. Custom dates will allow you to generate a report based on a specific selected date.
 - d. The date range will allow you to generate a report based on a specific start and end date.
6. The top blue row displays the Big Idea for each domain. The second blue row displays the progression.
7. The first column of the report displays the date the data is reflected.
8. The remaining columns show the number of students in each performance level and the overall percentage of Demonstrating or Exceeding.

GKIDS System Administrator: Summary Report

This report provides a summary of overall kindergarten progression. Educators can use this information with TKES.

The screenshot shows the GKIDS System Administrator interface. On the left is a navigation menu with categories like System, Schools, Teachers, Students, Roster Uploads, Academic Progressions, ELA, Math, Science, Social Studies, Reports, Non-Academic Progressions, Approaches to Learning, Personal and Social Development, Motor Skills, Readiness Check, Foundations of School Success, and ELA, Math, Reports. The 'Reports' item is highlighted with a red arrow and the number '1'. The main content area is titled 'Reports' and contains four report cards: 'Progression Overview Report', 'Progression Analysis Report', 'Progression Progress Report', and 'Summary Report'. The 'Summary Report' card is highlighted with a red arrow and the number '2'. The 'Summary Report' card text reads: 'Print the report for a summary of overall kindergarten progression. Click [here](#) to run the Summary Report for all schools in the system. Click [here](#) to run the Summary Report for all classes in the system.'

1. Click on **Reports** in the left menu.
2. Click on **Summary Report**. There are two additional options under Summary Report that allows the user to also print a report for all schools in the system or all classes in the system.

The screenshot shows a printer settings dialog box with the following text: 'If this is the first time that you are printing from this system, please check your print settings prior to printing. Turn off headers and footers. Select default margins. Paper size should be 8.5x11, with portrait layout. Background graphics should be on. Color versus black/white is your choice.' A red arrow with the number '3' points to a blue 'Continue' button.

3. Check your printer's settings to ensure this report prints correctly. Click **Continue**.

GKIDS System Administrator: Readiness Check ~ Domain Summary Report

This report provides a summary of overall kindergarten readiness across domains. Educators can use this information to track trends, measure progress and help ensure that every child in Georgia has the skills needed to be able to access the kindergarten curriculum.

The screenshot shows the GKIDS System Administrator interface. On the left is a navigation menu with categories like System, Schools, Teachers, Students, Roster Uploads, Academic Progressions, Non-Academic Progressions, Approaches to Learning, Personal and Social Development, Motor Skills, and Readiness Check. The 'Readiness Check' section is expanded, and 'Reports' is highlighted with a red arrow labeled '1'. The main content area displays a 'Reports' section with a list of reports. The 'Domain Summary Report' is selected, and its description includes two 'here' links, each marked with a red arrow labeled '2' and '4' respectively. A red arrow labeled '3' points to the first 'here' link.

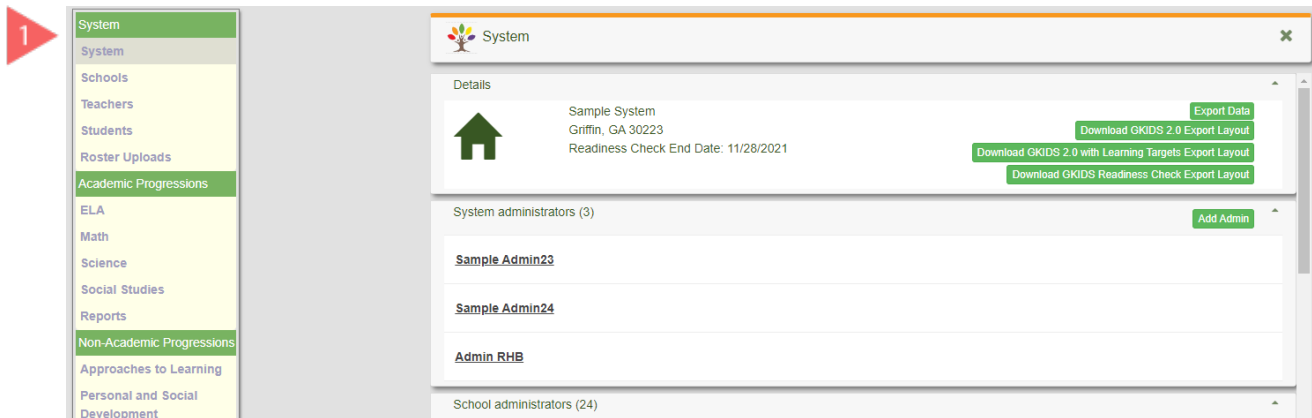
1. Click on **Reports** in the Readiness Check section of the left menu.
2. Click on **Domain Summary Report** to run the system report.
3. Click on the **here** link to run the report for all schools in the system.
4. Click on the **here** link to run the report for all classes in the system.

The screenshot shows a printer settings dialog box. The text reads: "If this is the first time that you are printing from this system, please check your print settings prior to printing. Turn off headers and footers. Select default margins. Paper size should be 8.5x11, with portrait layout. Background graphics should be on. Color versus black/white is your choice." A red arrow labeled '5' points to a "Continue" button.

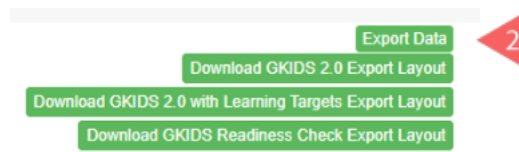
5. Check your printer's settings to ensure this report prints correctly. Click **Continue**.

GKIDS System Administrator: Data File Downloads

System administrators have the ability to download data files within the platform.

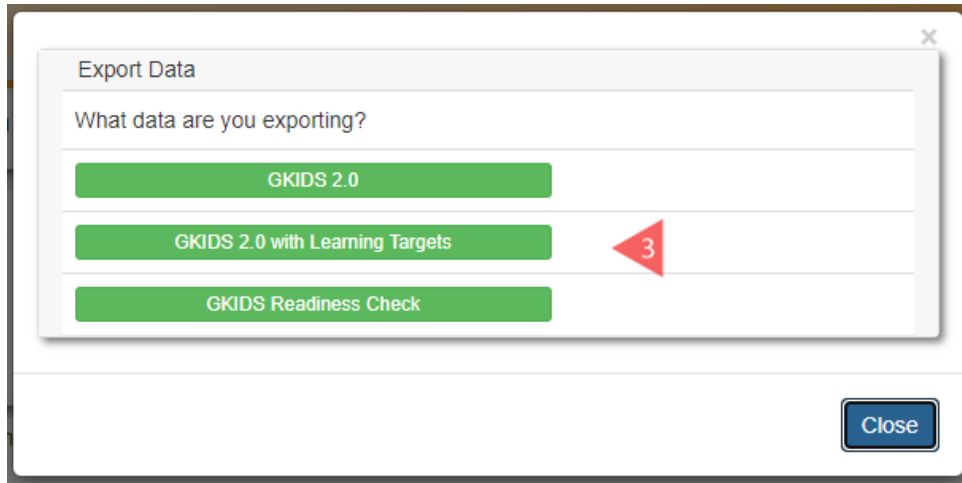


1. Click **System** in the left toolbar.

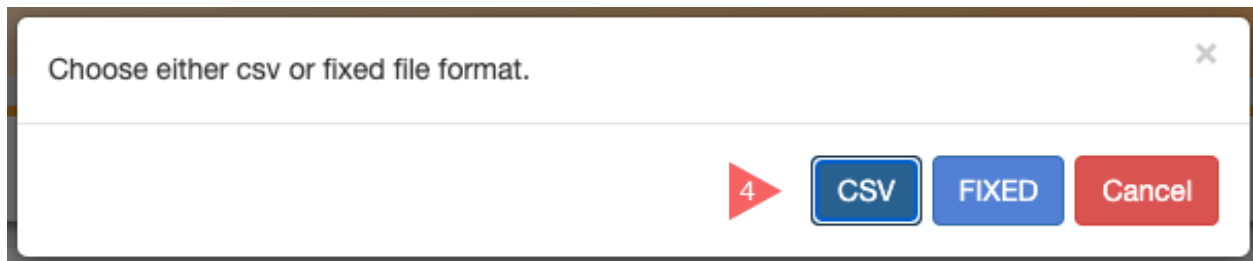


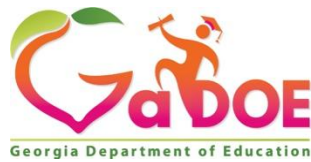
2. Click **Export Data** to access the data file options. You can also click on one of the other buttons to access the **GKIDS Readiness Check Export Layout**, the original **GKIDS 2.0 Export Layout**, and/or the new **GKIDS 2.0 with Learning Target Export Layout**.

3. A pop-up window will open allowing a selection between GKIDS 2.0 data, GKIDS 2.0 with Learning Targets data and GKIDS Readiness Check data. Click on the **GKIDS 2.0** button if you want the standard GKIDS 2.0 data extract *without* Learning Target data. Click the new **GKIDS 2.0 with Learning Targets** button to get the data extract with Learning Target data.



4. Select **CSV** or **FIXED**. A window will open allowing you to rename and save the file to a designated location. Click **Save** to prompt the file to generate and download. This may take a few minutes depending on the amount of data within your system file. Your computer/browser may suggest a file name, which you may change as you save the file.





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