

<u>Withdrawal Dashboard</u>

District-Level User View

 Log into the SLDS Administrator Dashboard. Hover over the Historical Dashboard tab and select Enrollment. (Districts can view school-specific dashboard by selecting a school from the drop-down).

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 Scroll beyond the two Enrollment charts to the four Withdrawal charts. The first two compare records by School Type and Trend. The last two compare Dropout reasons (orange) versus Non-Dropout reasons (blue).



3. Click More Detailed Data in the upper right corner of the Withdrawal charts section to view data by sub-group.



 Click the (chart) view to see a comparison of withdrawals by school type (ES vs. MS vs HS). Click the (table) view to see data in a drilldown table format. The * indicates dropout categories.





5. In table view, click the + Plus Sign(s) to expand the data by school type. Click the hyperlinked school name and repeat Steps 3, 4 and 5. Data for the school is displayed. The school specific table view displays the data as # of withdrawals. Click the # link to generate a report of student names. Click the student name to display the Student Profile Page.



Note: Use **School Year** dropdown with **View Report** button to see additional years of data.