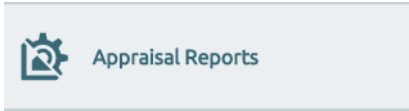
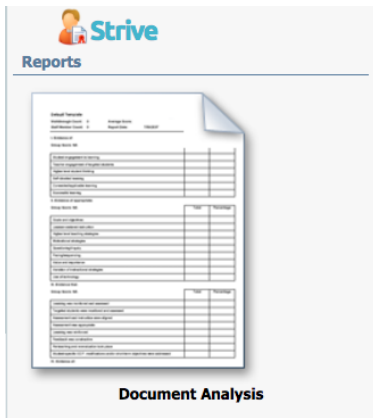


Creating a Document Analysis Report in Eduphoria Strive

1. Login to eduphoria and click on the Strive icon
2. On the far left click the *Appraisal Reports* icon



3. Click on the *Document Analysis* report



4. Under *Evaluation Document* click **Document**. Inside the box, scroll down to T-TESS Summative

Document Analysis

Select a document and optional filter criteria below.

Print ▾

<ul style="list-style-type: none"> <input type="checkbox"/> Evaluation Document Click <input checked="" type="checkbox"/> Document ← <input type="checkbox"/> Filter Items <input type="checkbox"/> School <input type="checkbox"/> Staff <input type="checkbox"/> Appraiser Type <input type="checkbox"/> District Groups <input type="checkbox"/> Appraisal Dates <input type="checkbox"/> Questions 	<ul style="list-style-type: none"> <input type="checkbox"/> SPED-Speech Language Pathologist Assistant <input type="checkbox"/> SPED-Support Teacher <input type="checkbox"/> SPED-Transition Lead Teacher <input type="checkbox"/> SPED-Vocational Adjustment Coordinator <input type="checkbox"/> Transitional Education Program Teacher <input type="checkbox"/> YCLC Adult Basic Education Instructor <input type="checkbox"/> YCLC Performance Appraisal Summative Documents <input type="checkbox"/> T-PESS Final Assessment <input checked="" type="checkbox"/> T-TESS Summative ← Choose <input type="checkbox"/> T-TESS Summative - Entire Process <div style="text-align: center; color: red; font-size: 2em;">↓</div> <p style="text-align: center; color: red;">Scroll down</p>
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- (Skip this step if you want a report for the entire campus) Next, click **Staff**.
Inside the box scroll down

Document Analysis

Select a document and optional filter criteria below.

Print

The screenshot shows the 'Filter Items' sidebar on the left with 'Staff' selected. A red arrow points to the 'Staff' option with the label 'Click'. The main area is titled 'Teacher Search' and contains a search box with the placeholder text 'Enter an Email Address or Name'. A red arrow points down from the search box with the label 'Scroll down'. There is a 'Clear Search' button at the bottom right.

- Under *District Position* select *Teacher*, then continue scrolling

Document Analysis

Select a document and optional filter criteria below.

Print

The screenshot shows the 'District Position' section with 'Teacher' selected. A red arrow points to the 'Teacher' checkbox with the label 'Select'. A red arrow points down from the 'District Position' section with the label 'Continue scrolling'. The sidebar on the left shows 'Staff' selected.

- Under *Grade Levels Taught* select the grade level(s) you want to see

Document Analysis

Select a document and optional filter criteria below.

Print

The screenshot shows the 'Grade Levels Taught' section with 'Ninth' selected. A red arrow points to the 'Ninth' checkbox with the label 'Select'. A red arrow points down from the 'Grade Levels Taught' section with the label 'Continue Scrolling'. The sidebar on the left shows 'Staff' selected.



- 8. If you are looking at information from a secondary campus you can also choose the Subject taught and then click *Appraiser Type*

Document Analysis

Select a document and optional filter criteria below.

Print ▾

The screenshot shows a web interface for document analysis. On the left, there is a sidebar with filter items: Evaluation Document, Document, Filter Items, School, Staff, Appraiser Type (highlighted with a red arrow), District Groups, Appraisal Dates, and Questions. The main panel is titled 'Subjects Taught' and contains a list of subjects with checkboxes: English Language Arts, Mathematics (checked with a red arrow), Reading, Science, History, Writing, Special Education, Foreign Language, Elective, and Physical Education.

- 9. After clicking on *Appraiser Type*, under *Select an appraiser type* choose 1 – T-TESS Teacher

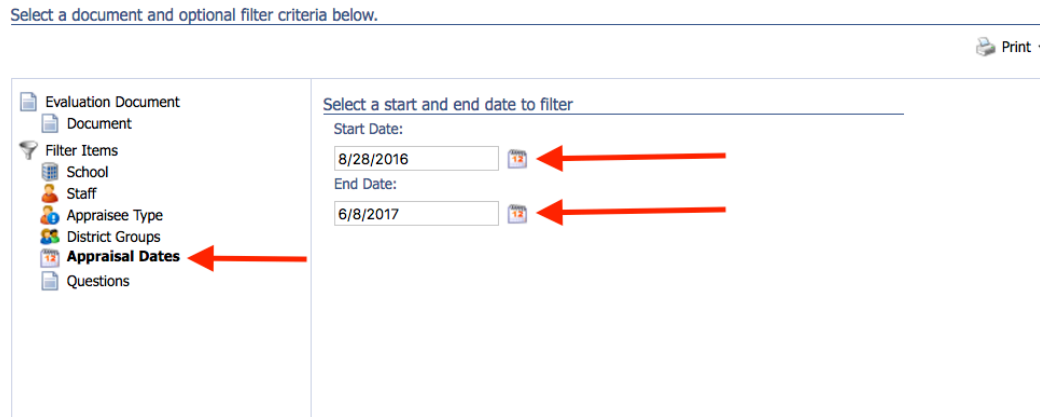
Document Analysis

Select a document and optional filter criteria below.

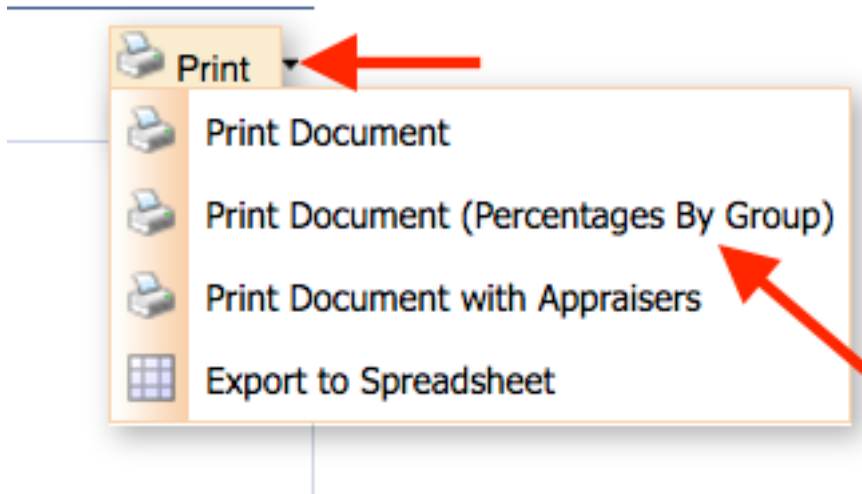
The screenshot shows the same web interface as above. In the sidebar, 'Appraiser Type' is highlighted with a red arrow. The main panel is titled 'Select an appraiser type' and contains a list of appraisal types with checkboxes: 1 - T-TESS Teacher (checked with a red arrow), 2 - Alternative Appraisal, 3 - T-PESS Principal, and T-TESS Teacher (Waiver).

10. Finally click on *Appraisal Dates*. Choose the date range you wish to see. In this example, we chose all of last school year

Document Analysis



11. In the upper right corner click *Print* and pull down to *Print Document (Percentages By Group)*



12. The system will create a pdf document for you to save to your computer

If you have any questions please contact Dr. Blanca Lopez, ext. 4054, blopez@yisd.net or Shelley Smallwood. Ext. 40683, ssmallwood@yisd.net