

PSESD Early Learning Center Directors PLC—January 22, 2015

Creating a Snapshot Report to view your program GOLD data by Site and Area: *Mathematics*

NOTE: For the purposes of today's discussion, we will look specifically at the Mathematics Area at the Objective/Dimension levels

- 1) Log into www.teachingstrategies.com for your Head Start, ECEAP, and/or Early Head Start program (you may have different usernames and passwords for the two different accounts: Head Start/EHS or ECEAP)
- 2) Click on the **GOLD** icon on the upper left side of your screen
- 3) Click on the **REPORTS** tab
- 4) Select the **Snapshot** report
- 5) Click the + next to **Standards and Measures** to expand
 - 6) Click the + next to **GOLD Areas, Objectives, and Dimensions** to expand
 - 7) Click the + next to **GOLD Areas of Development and Learning** to expand
 - 8) Click "**Uncheck All**" and then select "**Mathematics**"
- 9) Keep the default settings for **Children and Demographics** (no action required)
- 10) Click the + next to **Checkpoint Period** to expand
 - 11) Select "**Fall 2014-15**" from the drop-down menu
 - 12) Click to select "Only Finalized Checkpoint Levels"
- 11) Click the + next to **Format** to expand
 - 12) Under "Overview", select "**Profile of Children Included in the Report**"
 - 13) Uncheck both options for "**Appendix**"
- 14) Click the + next to **Charts and Graphs** to expand
 - 15) Click the + next to "**Summary by Color Band**", "**Summary by Child**", and "**Summary by Class**" and deselect all options (if selected as default)
 - 16) Click the + next to "**Snapshot by Dimension**" and select (check the box)
- 17) Click **VIEW AS PDF** and then **PRINT**