Checkpoints

Within the Assess area, the Checkpoint By Child and Checkpoint By Class areas give you access to the tools you need to enter your assessment decisions at the end of each checkpoint period. This is where you will enter your final decisions about levels, as distinguished from the preliminary levels you selected in the ADD DOCUMENTATION area.

How do you approach your checkpoint decisions? Do you prefer to evaluate all data for one child at a time, or do you prefer to think about an entire area, like Cognitive, for the whole class? *MyTeachingStrategies®* is designed to support whichever way you like to work.

Entering checkpoint levels

There are two ways to enter your checkpoint information: Checkpoint By Child and Checkpoint By Class. Checkpoint by Child allows you to add checkpoint levels one child at a time, while Checkpoint By Class allows you to enter checkpoint levels for an entire class. No matter which option you choose you'll need to select the objectives/dimensions you would like to set levels for on the Objectives/Dimensions screen.

English language acquisition objectives and Spanish language and literacy objectives appear only if you have identified children to be assessed on them.
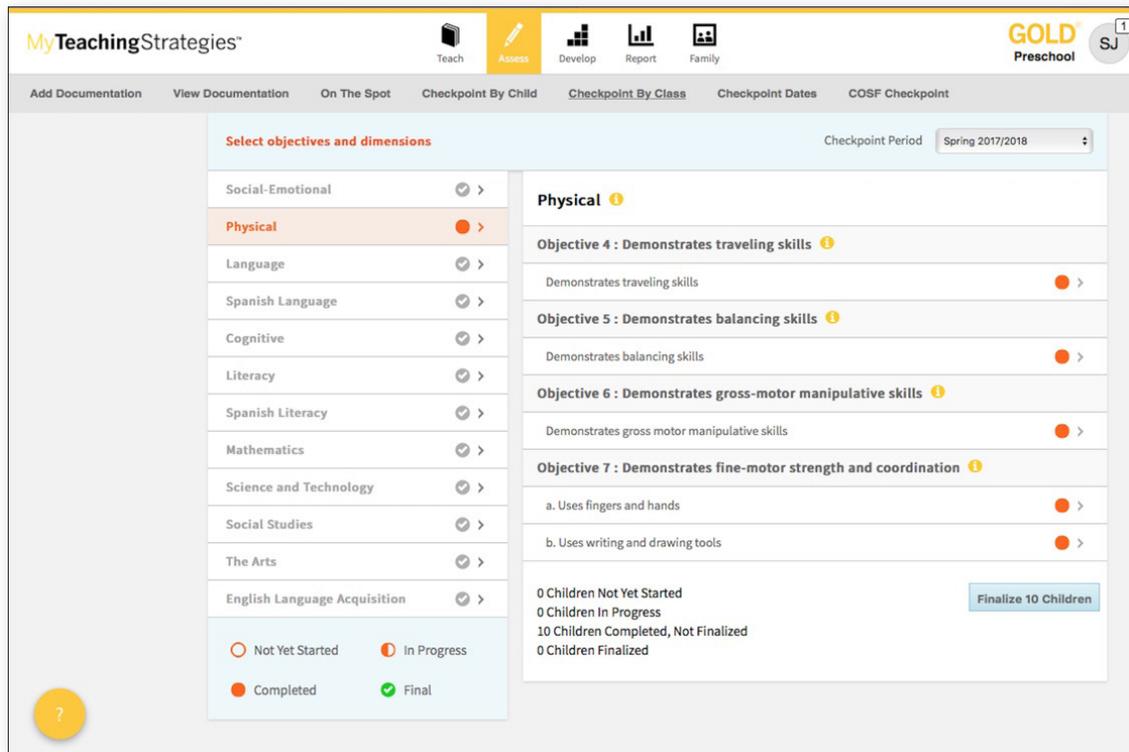
The circles to the right of each objective show your progress. The active area will show the circles in color. Other inactive areas are seen in gray.
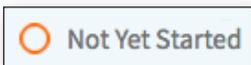
Not Yet Started
An empty circle indicates the area is not yet started.
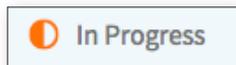
In Progress
A half-filled orange circle indicates the area is in progress.

Completed
A filled-in orange circle indicates that you have completed assigning all checkpoint levels for the area.

Final
A green circle with a checkmark indicates that you have finalized checkpoint levels for this area.

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Once you've chosen an objective/dimension, you'll be led to the progression screen. This is where you will make your assessment decisions for each objective/dimension for each child. Remember, the colored bands on each progression show age or class/grade ranges for widely held developmental and learning expectations.

Select SHOW PREVIOUS CHECKPOINT to see the checkpoint level(s) previously assigned for this objective/dimension.

If entering levels through Checkpoint By Child, you'll see only one child's name here. If entering levels through Checkpoint By Class, you'll see your full class list here.

Use the arrows or the progression slider to scroll left or right along the progression.

If you don't see documentation that you entered, be sure to verify that you are in the correct checkpoint period.

Select SHOW or HIDE COLORED BANDS and/or SHOW or HIDE EXAMPLES to customize your view.

Toggle between PROGRESSION VIEW and LEVEL VIEW to view an individual level only.

To assign a level, select the circle under the appropriate level. The selected level will now be green with a checkmark.

Preliminary levels entered while adding documentation will appear as a folder for the corresponding child at the level where the preliminary level was made. The number in the folder reflects the number of preliminary levels made at that level for that child. Select this folder to view the documentation associated with these preliminary levels.

A folder will appear to the right of a child's name when there is at least one available piece of documentation for that child. The number in the folder reflects the number of documentation tagged to this objective/dimension for that child, with or without preliminary levels. Select this folder to view all documentation associated with the objective/dimension you are viewing for that child.

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Documentation with preliminary levels will display a colored band icon with the selected level. Documentation without preliminary levels will display "Preliminary level not yet assigned."

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Add Documentation

Show Previous Checkpoint

Hide Colored Ba

Show Examples

Documentation: Jonathan Hurst

20a. Counts

September, 27 2016

Preliminary Level: 5

2017

Save & Close

September, 16 2016

Jonathan counted bottle caps and put them with numerals. After the video clip ended, he had many bottle caps spread randomly around the graph (not in columns). I asked him, "What happened here?" Jonathan replied, "But I don't know how."

The next day, Jonathan verbally counted to 8; recognized the numerals 1, 2, and 3; and counted bottle caps correctly up to 6 by moving the caps as he touched them (not on the graph).

Preliminary Level: 2

Close

| Verbally counts (not always in the correct order) | | Verbally counts to 10; counts up to five objects accurately, using one number name for each object | | Verbally counts to 20; counts 10–20 objects accurately; knows the last number states how many in all; tells what number (1–10) comes next in order by counting |

Bella Fernandez

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In Checkpoint by Class, for objectives/dimensions where children's skills, knowledge, and abilities are not yet expected in the widely held expectations according to the class' color band, a selection option will be available in the "Not Yet" level.

Select this option to auto-populate "Not Yet" for each child. Once selected, you can select different levels for specific children who may be demonstrating skills, knowledge, and abilities at a level other than "Not Yet."

When you are finished, select NEXT to continue to the next objective/dimension. Alternatively, you can click the SAVE AND CLOSE button to save your entry and return to your initial checkpoint screen.

Science and Technology, Social Studies, and the Arts

Objectives for science and technology, social studies, and the arts may appear in a checklist format. *MyTeachingStrategies®* does not define progressions in these areas. If you are going to rate children's knowledge, skills, and abilities in these areas, base your decisions on the expectations identified by your program.

Finalizing Checkpoint Data

Teachers can now finalize an area in Checkpoint By Class for one child, or multiple children, before all children have completed or finalized checkpoint levels.

To finalize an area for one child or multiple children with completed checkpoints, navigate to the ASSESS area. Select CHECKPOINT BY CLASS in the sub-navigation. Select an area of development on the left side of the screen. If there is at least one child with completed checkpoint levels, you will see a button that says, "Finalize 1 Child" or "Finalize # Children". This button indicates how many children's checkpoint levels can be finalized for that area.

Select the FINALIZE 1 CHILD or FINALIZE # CHILDREN button to finalize checkpoint levels for all eligible children in that area. A list will appear showing the names of the children whose checkpoint levels will be finalized. Select FINALIZE to confirm. All eligible children's checkpoint levels are now finalized for that area.

In *MyTeachingStrategies®* the terms "unfinalized" and "finalized" refer to the checkpoint process. The term "Preliminary Level" refers to individual pieces of documentation. The preliminary level you select for one piece of documentation relates to your assessment of a particular child, but *MyTeachingStrategies®* will not preselect a checkpoint level for you. To complete an area, you must select a level for every objective/dimension and selet Finalize.

Viewing Checkpoint Dates

To see your checkpoint due dates, select CHECKPOINT DATES from the sub-navigation.

Use the drop-down menu to adjust the year viewed.

| Add Documentation | View Documentation | On The Spot | Checkpoint By Child | Checkpoint By Class | KEA Survey | Checkpoint Dates |

Year   2016/2017 ▾

View Checkpoint Dates

Below are the checkpoint dates for your organization. Use the filter above to change Year

2016/2017

Period	Start Date	Checkpoint Due Date
Fall	07/15/2016	10/29/2016
Winter	10/30/2016	02/14/2017
Spring	02/15/2017	05/31/2017
Summer	06/01/2017	08/14/2017