



## OVERVIEW OF THE ACCREDITATION DATA DASHBOARDS

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### INTRODUCTION

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The Commission on Teacher Credentialing (Commission) has developed a set of data dashboards to provide graphical displays of information related to Commission-approved institutions. The term “data dashboard” is defined as a group of interactive data visualizations displayed as tables and figures. This set of Accreditation Data Dashboards (ADD) can be used by accreditation teams and approved institutions as an additional tool to analyze institution and program information prior to and during accreditation reviews. Data include each institution’s historical list of approved programs, annual data submitted via the Accreditation Data System (ADS), program completion survey results and Annual Report Card (Title II) for teacher preparation programs.

It is important to note that the ADD are best viewed on a computer monitor with screen resolution higher than 1024x764 and item size at 100%. Any screen resolution smaller than 1024x764 or zoomed out features may not properly display the tables and figures. It is not recommended to view the ADD on a tablet or phone.

This document is targeted to individuals affiliated with a Commission-approved institution. It will provide steps in where to access the set of Accreditation Data Dashboards.



### WHERE TO ACCESS THE ACCREDITATION DATA DASHBOARDS

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The set of Accreditation Data Dashboards is accessible on the Commission’s ADS website. The ADS is a secured website that requires an email and password login. Follow the steps below to access the ADD.




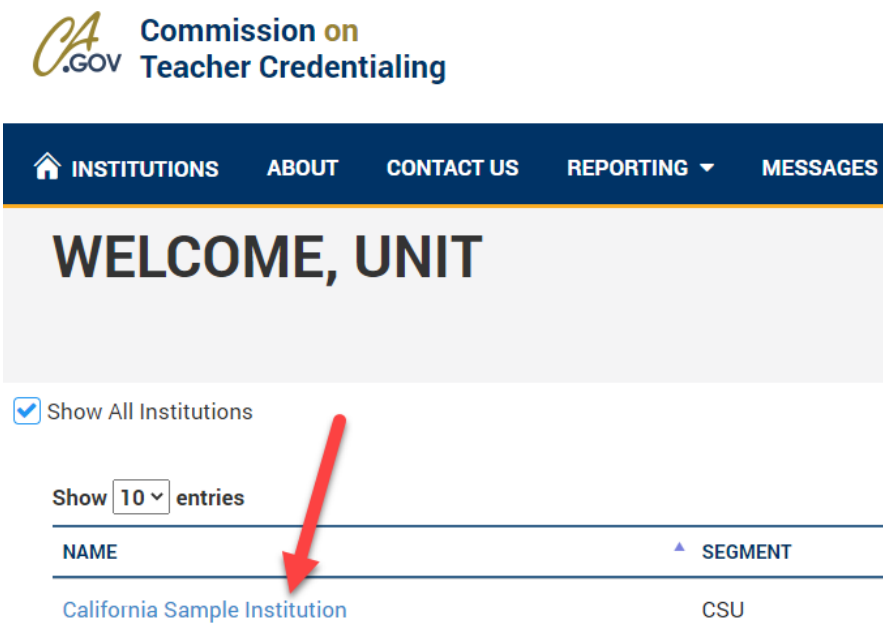

## STEPS AND SCREENSHOTS

Step	Screenshot
<p>1. On the <a href="#">Commission's home page</a>, click the "Program Sponsor" link.</p>	 <p>The screenshot shows the top of the website with the logo 'CA .GOV Commission on Teacher Credentialing'. Below the logo is a dark blue navigation bar with links for 'Home', 'Credential Information', 'Program Sponsors', and 'Employers'. The 'Program Sponsors' link is highlighted with a red box and a red arrow. Below the navigation bar are two main content areas: 'Search for an Educator' with a laptop and magnifying glass image, and 'Online Services for Agencies' with a 'SCHOOL' sign on a brick wall image.</p>
<p>2. Click the highlighted "Accreditation" link that is displayed in the ribbon menu.</p>	 <p>The screenshot shows the 'Program Sponsors' page. The navigation bar now has 'Program Sponsors' selected. Below the navigation bar is a ribbon menu with several links: 'Preconditions and Standards', 'Accreditation', and 'Forms'. The 'Accreditation' link is highlighted with a red box and a red arrow. Below the ribbon menu are three more links: 'Accreditation Technical Assistance', 'Program Sponsor Fees', and 'Grant Funded Programs'.</p>



Step	Screenshot
<p>3. On the <b>Accreditation</b> page, click the link, “Accreditation Data System (ADS)” in the Accreditation Data Dashboards section.</p>	<p>The screenshot shows the 'Accreditation' page with a blue header. Below the header is a breadcrumb trail: Home &gt; Program Sponsors &gt; Accreditation. The main content area is titled 'Accreditation and Cohort Information' and contains text about strengthening the accreditation system. Below this is the 'Accreditation Email Account' section, followed by a 'Please note:' section with a bullet point linking to the 'Accreditation Schedule and Activities' webpage. The 'Accreditation Data Dashboards' section is highlighted with a red arrow. It contains text about the ADD tool and a list of data types available, including accreditation status, educator preparation programs, ADS data, Annual Report Card data, pass rates, and program completion results. The page concludes with a link to the 'Accreditation Data System (ADS)' and an overview of the dashboards.</p>



Step	Screenshot
<p>4. On the <b>ADS</b> page, log into the secured website using your email and password.</p> <p>* If you do not have an account, create an account by clicking the <b>Create an account</b> link. Then follow the steps to complete the setup.</p>	
<p>5. On the <b>Welcome</b> page, click the institution link.</p>	
<p>6. Next, click the "Data Dashboard" button.</p>	



Step	Screenshot
<p>7. You will be navigated to the <b>Data Dashboard</b> page.</p> <p>*The ADD may have a spinning circle indicating that it is loading. It may take a few seconds for the dashboard to load the first time.</p> <p>*Do not click the internet browser back or forward buttons at any time while accessing the ADD.</p>	
<p>8. Review the dashboard section descriptions provided in the <b>Overview</b> dashboard page.</p>	



Step	Screenshot																		
<p>9. Click the icons on the ADD to navigate to different sections.</p> <p>*These icons will be available on all dashboard pages.</p>																			
<p>10. The institution's accreditation cycle is also provided.</p> <p>*Please note that clicking the table does not perform any action.</p>	<table border="1"> <thead> <tr> <th>Year</th> <th>Cycle</th> <th>Activity</th> </tr> </thead> <tbody> <tr> <td>2020-21</td> <td>Year 7</td> <td>Annual Data Submission, Follow-up</td> </tr> <tr> <td>2021-22</td> <td>Year 1</td> <td>Annual Data Submission, Prerequisites Review</td> </tr> <tr> <td>2022-23</td> <td>Year 2</td> <td>Annual Data Submission</td> </tr> <tr> <td>2023-24</td> <td>Year 3</td> <td>Annual Data Submission</td> </tr> <tr> <td>2024-25</td> <td>Year 4</td> <td>Annual Data Submission, Prerequisites Review</td> </tr> </tbody> </table>	Year	Cycle	Activity	2020-21	Year 7	Annual Data Submission, Follow-up	2021-22	Year 1	Annual Data Submission, Prerequisites Review	2022-23	Year 2	Annual Data Submission	2023-24	Year 3	Annual Data Submission	2024-25	Year 4	Annual Data Submission, Prerequisites Review
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<p>11. Additional resources are available in this section. Click a link to visit a specific webpage.</p>	<p><b>Additional Resources:</b></p> <ul style="list-style-type: none"> <li><a href="#">Accreditation Framework</a></li> <li><a href="#">Accreditation Handbook</a></li> <li><a href="#">Accreditation Reports</a></li> <li><a href="#">Data Glossary</a></li> <li><a href="#">Program Standards</a></li> </ul>																		