



## OVERVIEW OF THE COMMISSION'S ACCREDITATION DATA DASHBOARD

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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. The Accreditation Data Dashboard (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 is 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 the Accreditation Data Dashboard.

### WHERE TO ACCESS THE ACCREDITATION DATA DASHBOARD

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The Accreditation Data Dashboard is accessible on the Commission’s [ADS](#) website. The [ADS](#) is a publicly secured website that requires an email and password login. Follow the steps below to access the ADD.



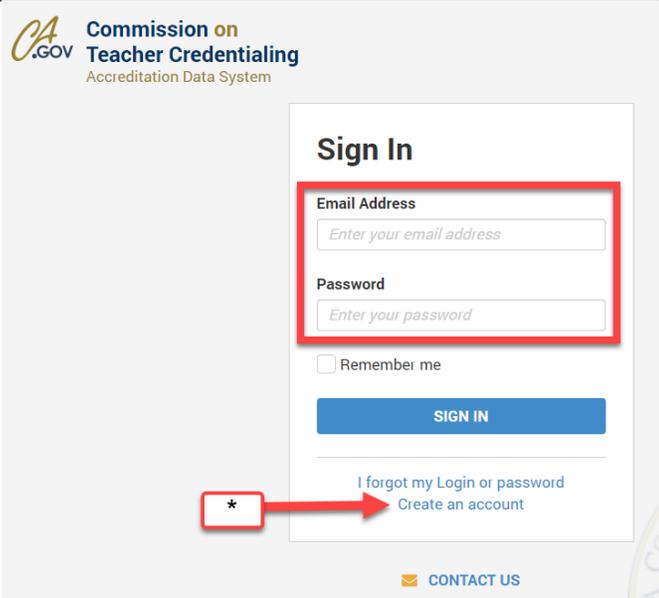
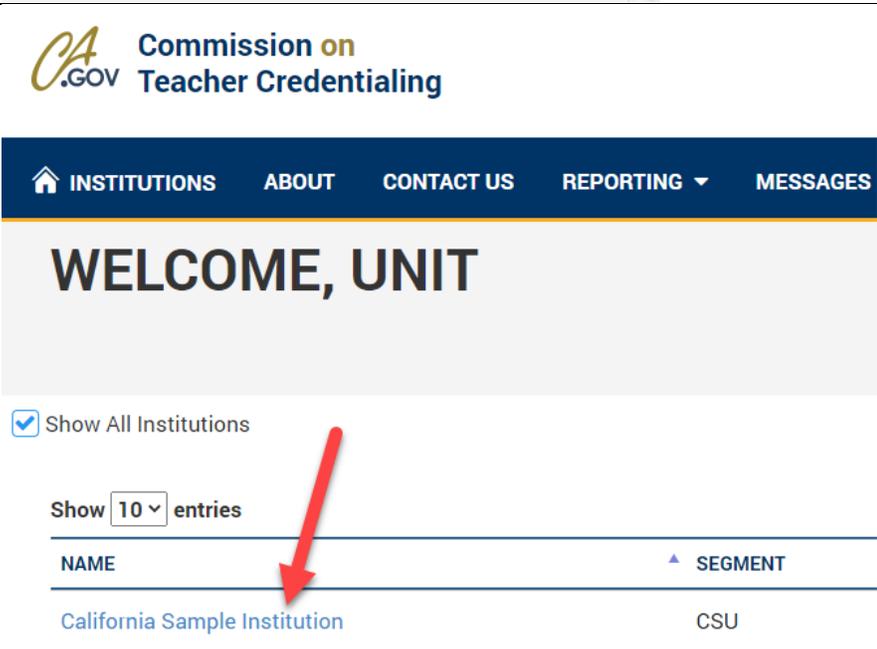
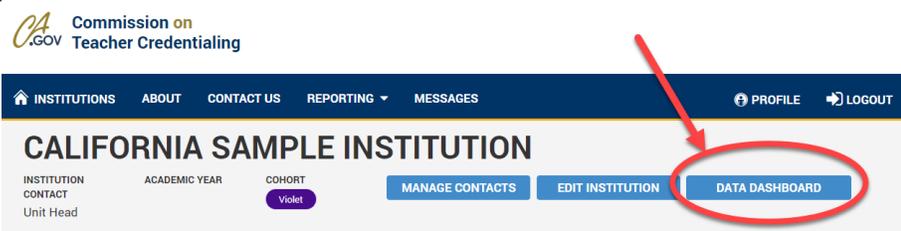
## STEPS AND SCREENSHOTS

Step	Screenshot
<p>1. On the <a href="#">Commission's home page</a>, click the "Program Sponsor" link.</p>	 <p>The screenshot shows the homepage of the Commission on Teacher Credentialing. The navigation menu includes 'Home', 'Credential Information', 'Program Sponsors', and 'Employers'. The 'Program Sponsors' link is highlighted with a red box and a red arrow. Below the navigation menu, there are two main sections: 'Search for an Educator' (with an image of a laptop and magnifying glass) and 'Online Services for Agencies' (with an image of a brick wall with the word 'SCHOOL' in large letters).</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 menu is now 'Program Sponsors' and 'Employers'. The 'Program Sponsors' section is active, showing a ribbon menu with links: 'Preconditions and Standards', 'Accreditation', and 'Forms'. The 'Accreditation' link is highlighted with a red box and a red arrow. Below the ribbon menu, there are three columns of links: 'Accreditation Technical Assistance', 'Program Sponsor Fees', and 'Grant Funded Programs'.</p>



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<p>3. On the <b>Accreditation</b> page, click the link, “Accreditation Data System (ADS)” in the Accreditation Data Dashboards section.</p>	<p><b>Accreditation</b></p> <p>Home   Program Sponsors   Accreditation</p> <hr/> <h3>Accreditation and Cohort Information</h3> <p>The Commission is currently in the process of strengthening and streamlining the accreditation system. As a result of this effort, cohort maps are being revised. If you have questions regarding accreditation activities for your institution, please contact <a href="mailto:Accreditation@ctc.ca.gov">Accreditation@ctc.ca.gov</a> and your inquiry will be directed to the appropriate consultant to assist you.</p> <p><b>Accreditation Email Account</b></p> <p>There are specialized email accounts for institutions to submit documentation and questions related to the Commission's accreditation system.</p> <p><i>Please note:</i></p> <ul style="list-style-type: none"><li>For additional information on the Accreditation activity schedule for your cohort, refer to the <a href="#">Accreditation Schedule and Activities</a> webpage.</li></ul> <hr/> <h3>Accreditation Data Dashboards</h3> <p>The Commission's set of Accreditation Data Dashboards (ADD) is a tool for Commission-approved institutions and accreditation review teams to analyze institution and program-level data through the use of data visualizations. The ADD provides data transparency, specifically to highlight and identify potential areas of improvements in order for review teams to make informed accreditation decisions regarding Commission-approved institutions and their preparation program(s).</p> <p>The types of data and information available in the ADD include:</p> <ul style="list-style-type: none"><li>Accreditation status, location, and contact information</li><li>Educator preparation programs and/or subject matter preparation programs offered</li><li>Annual data submitted by the institution through the Accreditation Data System (ADS)</li><li>Annual Report Card (Title II) data</li><li>Pass rates for assessments (i.e., RICA, TPA)</li><li>Program completer, master teacher and employer survey results</li><li>Five-year trend of credential data</li></ul> <p>The ADD is accessible via the <a href="#">Accreditation Data System (ADS)</a>. For more information, review the <a href="#">Overview of the Accreditation Data Dashboards</a>.</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>CA.GOV Commission on Teacher Credentialing Accreditation Data System</p> <h3>Sign In</h3> <p>Email Address Enter your email address</p> <p>Password Enter your password</p> <p><input type="checkbox"/> Remember me</p> <p>SIGN IN</p> <p>I forgot my Login or password Create an account</p> <p>CONTACT US</p>				
<p>5. On the <b>Welcome</b> page, click the institution link.</p>	 <p>CA.GOV Commission on Teacher Credentialing</p> <p>INSTITUTIONS ABOUT CONTACT US REPORTING MESSAGES</p> <h2>WELCOME, UNIT</h2> <p><input checked="" type="checkbox"/> Show All Institutions</p> <p>Show 10 entries</p> <table border="1"><thead><tr><th>NAME</th><th>SEGMENT</th></tr></thead><tbody><tr><td>California Sample Institution</td><td>CSU</td></tr></tbody></table>	NAME	SEGMENT	California Sample Institution	CSU
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<p>6. Next, click the "Data Dashboard" button.</p>	 <p>CA.GOV Commission on Teacher Credentialing</p> <p>INSTITUTIONS ABOUT CONTACT US REPORTING MESSAGES PROFILE LOGOUT</p> <h3>CALIFORNIA SAMPLE INSTITUTION</h3> <p>INSTITUTION CONTACT ACADEMIC YEAR COHORT Unit Head Violet</p> <p>MANAGE CONTACTS EDIT INSTITUTION DATA DASHBOARD</p>				



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<p>7. You will be navigated to the <b>Data Dashboard</b> page.</p> <p>*Do not click the internet browser back or forward buttons at any time while accessing the ADD.</p> <p>**Additional detailed user guides are available above the institution's name.</p>	<p>Part I: Overview of the Accreditation Data Dashboards   Part II: Accreditation Data Dashboards User Guide   Keyboard Access for Dashboards</p> <p style="text-align: center;"><b>California Sample Institution</b></p> <p>This page provides a central location of where institution information and data can be accessed via the Accreditation Data Dashboard (ADD). The accreditation system is implemented to collect and provide reliable candidate and program data from a variety of sources that can be used to efficiently conduct a comprehensive institution and program review by identifying poorly performing programs and those with exemplary practices and outcomes. Additional information such as an institution's contact, annual data reports and accreditation links to activity documents are collected and provided by the institution.</p> <p>Click a tab below to navigate to a section.</p> <p> <span>Overview</span> <span>Institution</span> <span>Programs</span> <span>Annual Data &amp; Analysis</span> <span>Annual Report Card</span> <span>Surveys</span> <span>Credentials</span> </p> <p><b>Descriptions of the dashboard sections are provided below. Navigate to specific sections by clicking the tabs above.</b></p> <p><b>Sections:</b>  <b>About Institution</b>  This section provides information about the institution's accreditation information, location, and contacts. The institution's accreditation activity link to its submission documents can be found in this section.</p> <p><b>Approved Programs</b>  This section provides a list of the institution's Commission-approved educator preparation programs and subject matter preparation programs.</p> <p><b>Annual Data &amp; Analysis</b>  This section provides data on the institution's admission standards, program requirements, enrolled candidates and program completer data by program level, pathway and delivery method for active and inactive educator preparation programs during the reporting year.</p> <p><b>Annual Report Card</b>  Also known as Title II, this section provides data annually reported by the institution about its initial teacher preparation programs. Section 205 of Title II of the Higher Education Opportunity Act is a federal mandate that calls for program accountability that prepare teachers. Data on state assessments, standards for teacher certification and licensure, and the performance of teacher preparation programs are collected and submitted to the U.S. Department of Education annually in October.</p> <p><b>Surveys</b>  This section provides institution and state-level survey results for 9 surveys that are administered by the Commission. The surveys are listed below:</p> <ol style="list-style-type: none"> <li>1) Preliminary Multiple Subject</li> <li>2) Preliminary Single Subject</li> <li>3) Preliminary Education Specialist</li> <li>4) Preliminary Administrative Services</li> <li>5) Teacher Induction</li> <li>6) Clear Administrative Services</li> <li>7) Other Educator</li> <li>8) Mentor Teacher</li> </ol> <table border="1"> <caption>7 Year Accreditation Activities</caption> <thead> <tr> <th>Accreditation Year</th> <th>Cycle</th> <th>Activity</th> <th></th> </tr> </thead> <tbody> <tr> <td>2024-25</td> <td>-</td> <td>Technical Assistance</td> <td>▶</td> </tr> <tr> <td>2025-26</td> <td>Year 6</td> <td>Annual Data Submission, Site Visit</td> <td>◀</td> </tr> <tr> <td>2026-27</td> <td>Year 7</td> <td>Annual Data Submission, Follow-up</td> <td>◀</td> </tr> <tr> <td>2027-28</td> <td>Year 1</td> <td>Annual Data Submission, Preconditions Review</td> <td>◀</td> </tr> </tbody> </table>	Accreditation Year	Cycle	Activity		2024-25	-	Technical Assistance	▶	2025-26	Year 6	Annual Data Submission, Site Visit	◀	2026-27	Year 7	Annual Data Submission, Follow-up	◀	2027-28	Year 1	Annual Data Submission, Preconditions Review	◀
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<p>10. The institution's accreditation cycle is also provided.</p> <p>*Please note that clicking the table does not perform any action.</p>	<p>Part I: Overview of the Accreditation Data Dashboards   Part II: Accreditation Data Dashboards User Guide   Keyboard Access for Dashboards</p> <p style="text-align: center;"><b>California Sample Institution</b></p> <p>This page provides a central location of where institution information and data can be accessed via the Accreditation Data Dashboard (ADD). The accreditation system is implemented to collect and provide reliable candidate and program data from a variety of sources that can be used to efficiently conduct a comprehensive institution and program review by identifying poorly performing programs and those with exemplary practices and outcomes. Additional information such as an institution's contact, annual data reports and accreditation links to activity documents are collected and provided by the institution.</p> <p>Click a tab below to navigate to a section.</p> <div style="border: 1px solid red; padding: 5px; margin: 10px 0;"> <p>Overview Institution Programs Annual Data &amp; Analysis Annual Report Card Surveys Credentials</p> </div> <p>Descriptions of the dashboard sections are provided below. Navigate to specific sections by clicking the tabs above.</p> <p><b>Sections:</b>  <b>About Institution</b>  This section provides information about the institution's accreditation information, location, and contacts. The institution's accreditation activity link to its submission documents can be found in this section.</p> <p><b>Approved Programs</b>  This section provides a list of the institution's Commission-approved educator preparation programs and subject matter preparation programs.</p> <p><b>Annual Data &amp; Analysis</b>  This section provides data on the institution's admission standards, program requirements, enrolled candidates and program completer data by program level, pathway and delivery method for active and inactive educator preparation programs during the reporting year.</p> <p><b>Annual Report Card</b>  Also known as Title II, this section provides data annually reported by the institution about its initial teacher preparation programs. Section 205 of Title II of the Higher Education Opportunity Act is a federal mandate that calls for program accountability that prepare teachers. Data on state assessments, standards for teacher certification and licensure, and the performance of teacher preparation programs are collected and submitted to the U.S. Department of Education annually in October.</p> <p><b>Surveys</b>  This section provides institution and state-level survey results for 9 surveys that are administered by the Commission. The surveys are listed below.</p> <ol style="list-style-type: none"> <li>1) Preliminary Multiple Subject</li> <li>2) Preliminary Single Subject</li> <li>3) Preliminary Education Specialist</li> <li>4) Preliminary Administrative Services</li> <li>5) Teacher Induction</li> <li>6) Clear Administrative Services</li> <li>7) Other Educator</li> <li>8) Mentor Teacher</li> </ol> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3">7 Year Accreditation Activities</th> </tr> <tr> <td colspan="3">Cohort: Green Cohort Consultants: Consultant A</td> </tr> <tr> <th>Accreditation Year</th> <th>Cycle</th> <th>Activity</th> </tr> </thead> <tbody> <tr> <td>2024-25</td> <td>-</td> <td>Technical Assistance</td> </tr> <tr> <td>2025-26</td> <td>Year 6</td> <td>Annual Data Submission, Site Visit</td> </tr> <tr> <td>2026-27</td> <td>Year 7</td> <td>Annual Data Submission, Follow-up</td> </tr> <tr> <td>2027-28</td> <td>Year 1</td> <td>Annual Data Submission, Preconditions Review</td> </tr> </tbody> </table>	7 Year Accreditation Activities			Cohort: Green Cohort Consultants: Consultant A			Accreditation Year	Cycle	Activity	2024-25	-	Technical Assistance	2025-26	Year 6	Annual Data Submission, Site Visit	2026-27	Year 7	Annual Data Submission, Follow-up	2027-28	Year 1	Annual Data Submission, Preconditions Review
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