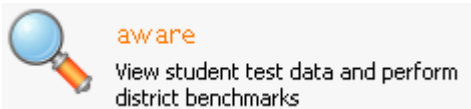


## **Eduphoria! Aware Student RtI Form Basics for Teachers, Counselors and Administrators**

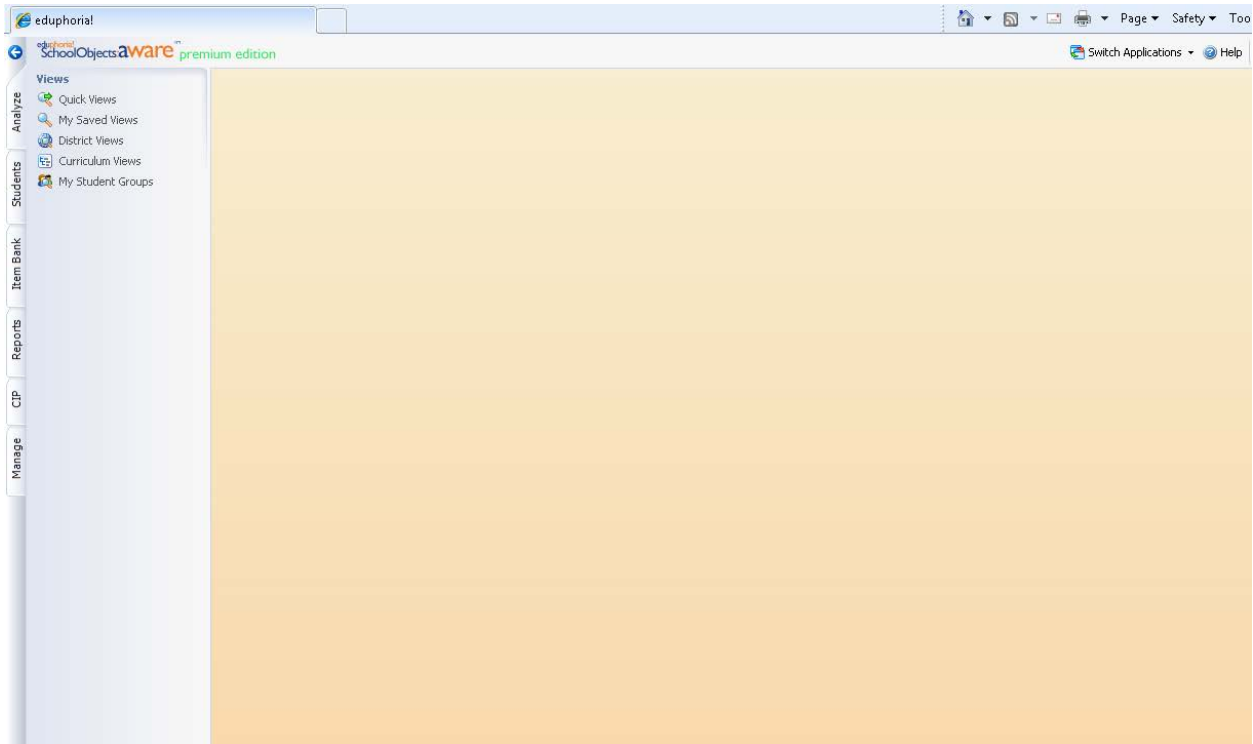
Welcome to the world of Eduphoria! Aware assessment and reporting. This is an initial guide designed to help you navigate the basic structure of the 'Aware' environment. Further follow-up trainings will occur throughout the 2012-2013 school year.

### ***Finding Student Information***

Log into Eduphoria! as you would for PDAS. When you log in, you should notice a new icon called 'Aware' (See Below). If you do not see this icon or need account support, call Karen Walleck in the R&A Department at Extension 0137 or e-mail Karen Walleck or Brian Moore.



Once you click on the 'Aware' icon, a new screen will appear that will look similar to this:



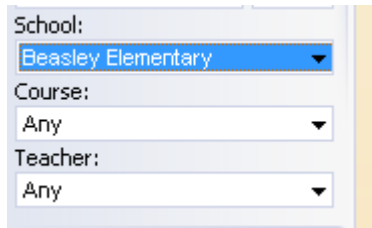
From the menu located on the left side of the webpage, you should click on the 'Students' tab, as shown below:

The screenshot shows the 'SchoolObjectsaware premium edition' interface. On the left sidebar, the 'Students' tab is selected. The main content area is divided into two sections: 'General' and 'Advanced'. The 'General' section includes a text input for 'Name or ID', a dropdown for 'Grade' (set to 'Any'), and a dropdown for 'School' (set to 'Any'). The 'Advanced' section includes dropdowns for 'Gender' (set to 'Any') and 'Ethnicity' (set to 'Any'), a dropdown for 'Student Program' (set to 'Any'), a checkbox for 'Include Un-enrolled Students' (unchecked), and a dropdown for 'Forms' (set to 'Any'). At the bottom of the search filters, there is a 'Search' button with a magnifying glass icon.

From this tab, you can view test or documentation information searching by Name, Local ID, Grade, Campus, Student Program or Form.

**Please Note: Unless granted additional user rights through their principal, Teachers can only search by Name, ID, and Grade. Only those fields will appear.**

If a Campus is selected, advanced search features include Course and Teacher as shown below:




School:  
Beasley Elementary

Course:  
Any

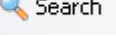
Teacher:  
Any

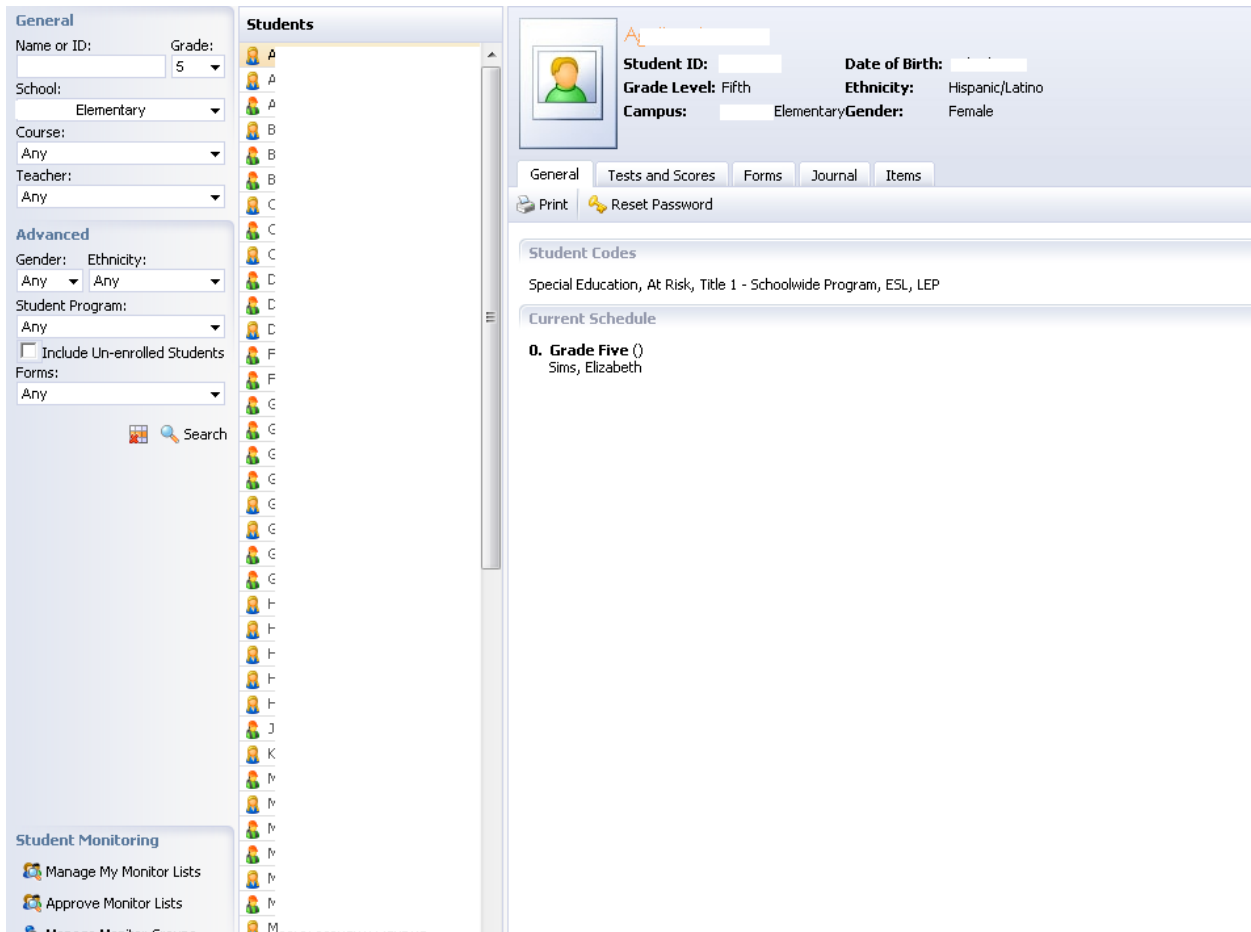
Once selections are made, click on the Search button (shown below) to find the student:



Or, click the clear button  to clear selections and start over.

### The Student Information Screen

Once the  button has been used, a roster of students matching the search will appear. From this list, select the student you want and click on their name as shown below and their data screen will appear:

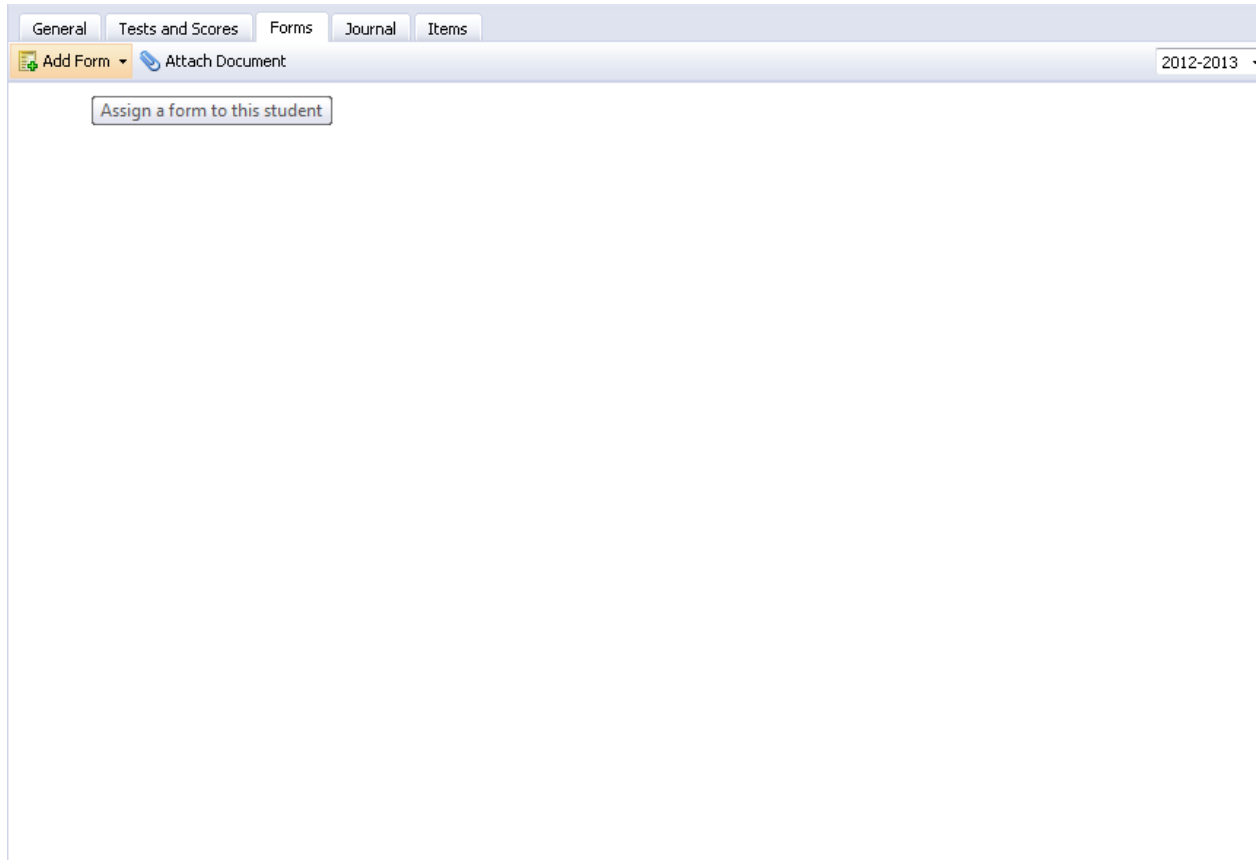



The screenshot displays the Student Information Screen with the following components:

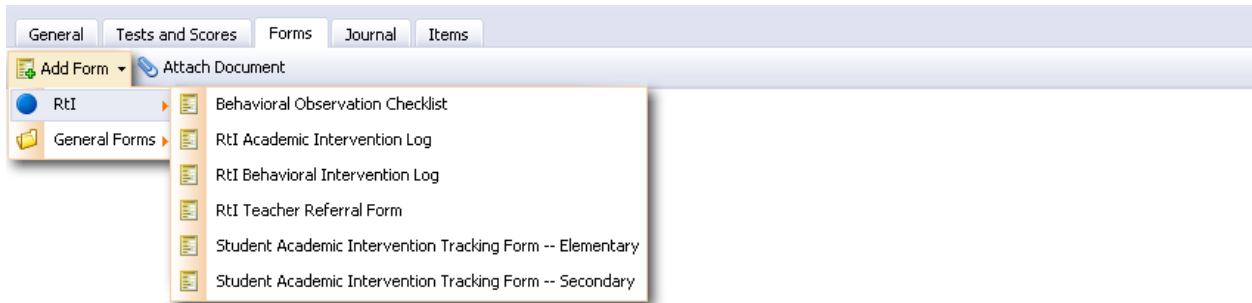
- Search Filters (Left Panel):**
  - General:** Name or ID, Grade (5), School (Elementary), Course (Any), Teacher (Any).
  - Advanced:** Gender (Any), Ethnicity (Any), Student Program (Any),  Include Un-enrolled Students, Forms (Any).
  - Search:** Search button.
  - Student Monitoring:** Manage My Monitor Lists, Approve Monitor Lists, Manage Monitor Groups.
- Students Roster (Center):** A vertical list of student icons labeled with letters A through M.
- Student Profile (Right Panel):**
  - General:** Student ID, Date of Birth, Grade Level (Fifth), Ethnicity (Hispanic/Latino), Campus (Elementary), Gender (Female).
  - Navigation:** General, Tests and Scores, Forms, Journal, Items.
  - Actions:** Print, Reset Password.
  - Student Codes:** Special Education, At Risk, Title 1 - Schoolwide Program, ESL, LEP.
  - Current Schedule:** 0. Grade Five (Sims, Elizabeth).

Notice most program codes, schedule information, ID information, etc. has been imported for you from Discovery.

From here, you will click on the Forms tab as shown below:



Then click the  button to see the menu of student forms available for the Response to Intervention (RtI) process. The following menu will appear:



### ***Instructional Notes:***

For the RtI Process, it is suggested that the forms are used as thus:

Tier I Students:

- RtI Academic Intervention Log
- RtI Behavioral Intervention Log

Tier II Students:

- Student Academic Intervention Tracking Form – Elementary or Secondary
- Behavioral Observation Checklist

Tier III Students:

- Both of the above listed behavioral forms
- Both of the above listed academic forms

In order to call a PST meeting, the teacher referral form can be completed in Eduphoria and printed.



For the specific LCISD RtI procedures, please refer to the RtI Practitioner's Guide located at:

<https://secure.lcisd.org/LamarNet/CurriculumInstruction/>

After choosing the form, the document will attach to the student's record for the current school year as shown below:

Add Form Attach Document 2012-2013

RTI

 **RtI Academic Intervention Log**  
Assigned By: Moore, Brian On: 8/23/2012  View

The student's information will be prepopulated by the system, and the form will be ready to use at this time. The Academic intervention log form looks like this:

Save Mark as Updated Archive Refresh Data View All Forms

## Academic Intervention Log

**Student Information**







Student ID:		Grade Level:	Fifth	School:	
Date of Birth:		Ethnicity:	Hispanic/Latino	Gender:	Male
Programs:	At Risk, Title 1 - Schoolwide Program, ESL, LEP				

[Refresh](#)

Please list the skills not being mastered from the student data screen.

Please list the First Intervention attempted below \*

There are several selections in which to maintain the form:

-  Save Saves the most current copy of the form in the student's record.
-  Mark as Updated Marks the form as being updated by the most recent user.
-  This allows the form to be converted into a PDF and printed to take to Problem Solving Team meetings.
-  Archive This allows the student record to be archived so that it is no longer accessible to unauthorized staff.
-  Allows a form to be erased if it is accidentally assigned to a student.
-  Refresh Data This allows field data such as student assessment scores and teacher information to be refreshed after it has been changed.