

# Data Collection Tool

## Completion Directions

### Important Notes:

- Each district with qualifying students will receive a custom Data Collection Tool spreadsheet via a secure link at the end of May. If the link needs to be shared with a different recipient, please email Jennifer.Duffy@epslearning.com
- Student names will be pre-populated by the EPS team
- Districts do not need to determine whether students qualify – this has already been done for you.
- Qualifying students are those who:
  - Completed Beginning and End-of-Year assessments, AND
  - Used the platform an average of 20-30 minutes per week

### Student Reporting Criteria:

From the pre-populated list, please provide percentile data only for students in the following categories or subgroups. *If a student is not in any of the groups below, you can leave the row blank.*

- Are in third grade
- Are Non-Proficient (scored below benchmark on the BOY or MOY FAST assessment, or another district-selected assessment.)
- English Learner
- Receives Free or Reduced-Price Lunch
- Students with an Individualized Education Plan (IEP).

### Step by Step Directions:

Completed by EPS Learning Iowa Team			Completed by District				Completed by District					
Student Name (optional)	Student ID (Used in Reading Assistant)	Grade Level	Student Subgroups EL	FRL	IEPs	Assessment Tool	BOY Percentile	EOY Percentile	Automatic calculation for growth	Additional notes (optional)		
Ava Martinez	4839205	K			x	FAST C...	14	20	6			
Noah Thompson	7613459	2	x			FAST C...	31	35	3			
Liam O'Connor	2901746	1				FAST C...			0			
Sophia Nguyen	8452031	3				FAST C...	56		2			
Jackson Reed	5178294	4		x		FAST C...			6			
Maya Patel	9346852	5		x	x	FAST C...	19	19	0			
Ethan Brooks	6027158	4				FAST C...	84	85	1			
Isabella Lopez	1784936	3				FAST C...	33	34	1			
Caleb Johnson	7560284	3			x	FAST C...			0			
Zoe Kim	3198475	2				FAST C...			2			
Henry Walker	8802641	1	x			FAST C...	26	28	2			
Olivia Chen	4957310	1		x		FAST C...	44	44	0			
Miles Carter	2639857	3		x		FAST C...	17	23	6			
Natalie Rivera	7246019	2			x	FAST C...	28	36	8			
Benjamin Foster	9581423	4				FAST C...	35	35	0			

- 1 Select the "How To- FASTbridge Reporting" to review how to locate student percentile scores.
- 2 Click the "Collection Sheet" tab to view student names and begin data entry.
- 3 Columns A-C will be completed for you by the EPS team
- 4 In columns D-F, if student is included in one of the identified subgroups, please mark an "x" in the appropriate column
- 5 In Column G, use the dropdown tool to select the state-approved assessment your district uses.
- 6 Enter the student's percentile score on the assessment in column H and I.

### For Questions, Contact:

customersuccess@epslearning.com