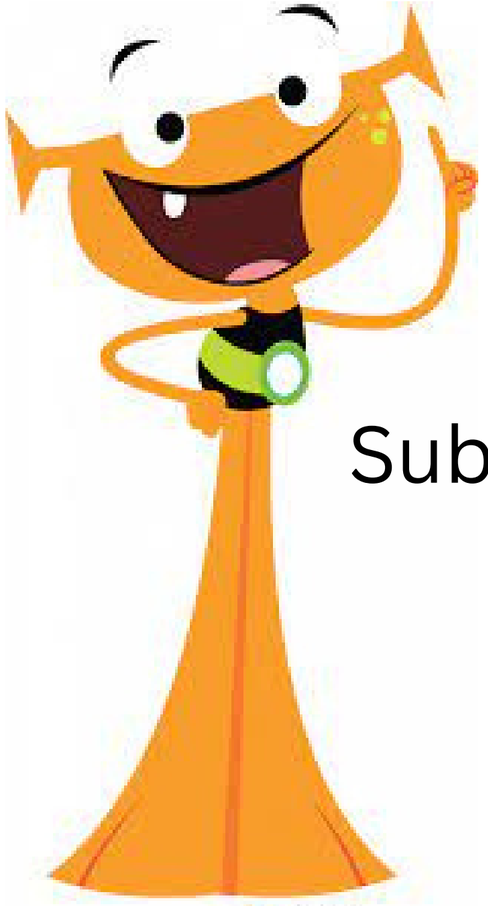
# Personalized Instruction Summary Report



Reading and Math: K-8

# Why use the Personalized Instruction Summary report?



Subject: Reading and Math

Grades: K-8

**Monitor progress in personalized instruction - time on task, lessons passed, and where students need support.**




# Do you have?

1. Scheduled Personalized Instruction time in your classroom (reading and/or math)

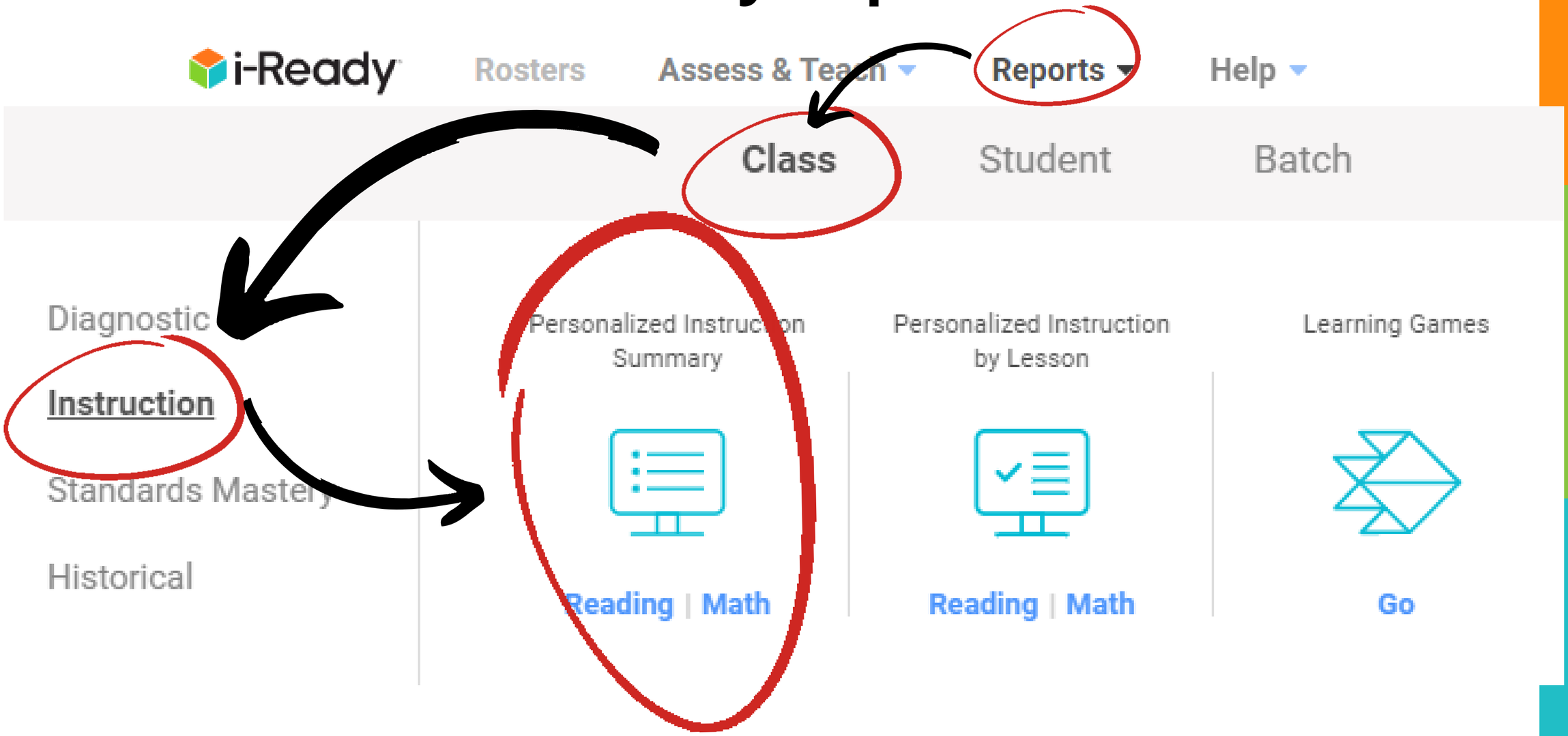
# This report contains:

- # of students in each Lesson Time-on-Task range, with visual emphasis on the recommended range of 30–49 minutes per subject per week
- Lesson Time-on-Task for each student
- Overall % Lessons Passed for each student (including # passed and completed) and a class distribution summary
- Student Lesson Alerts indicating that students need support or have had domains automatically shut off

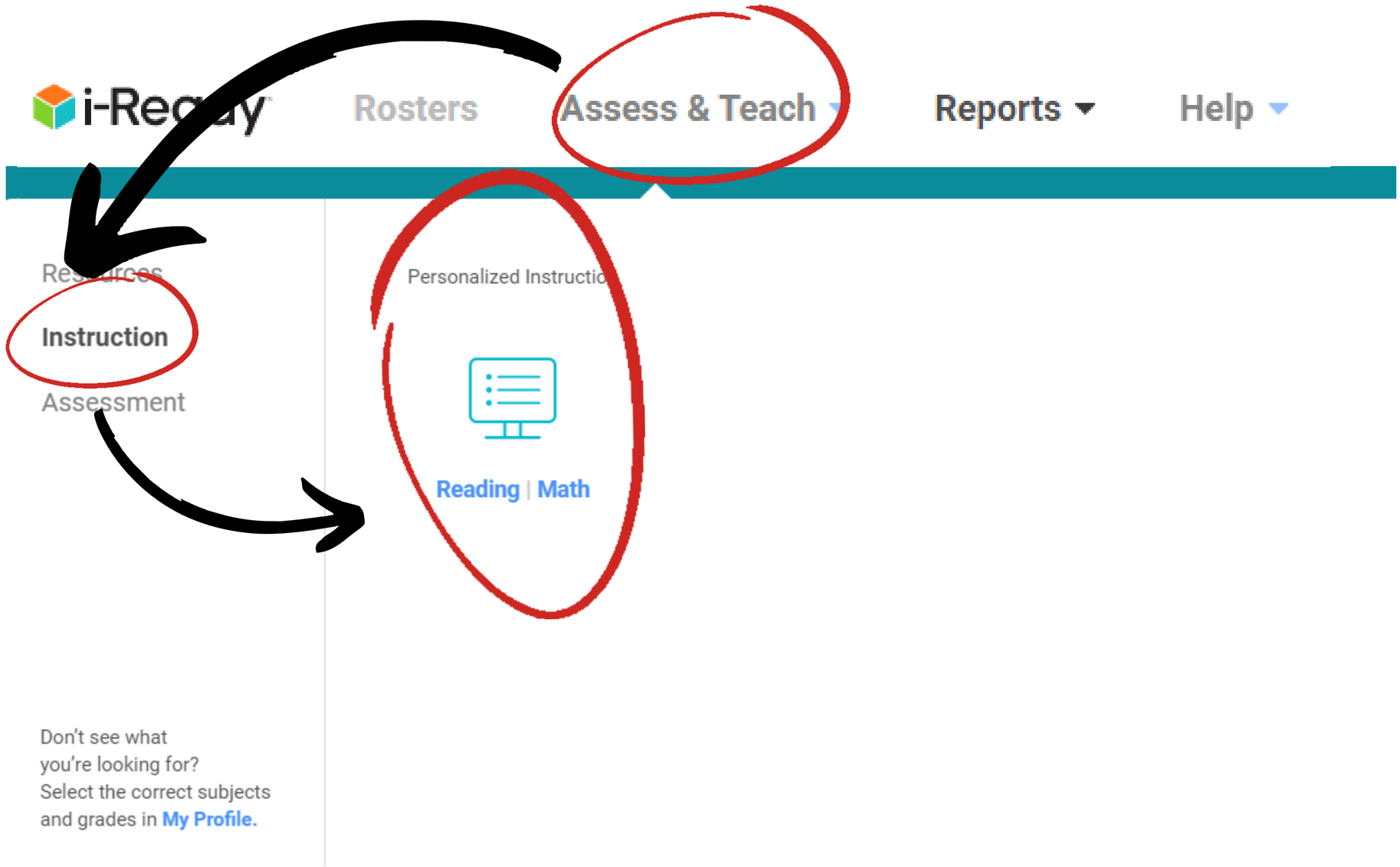


# Personalized Instruction Summary Report

# How to access the Personalized Instruction Summary Report



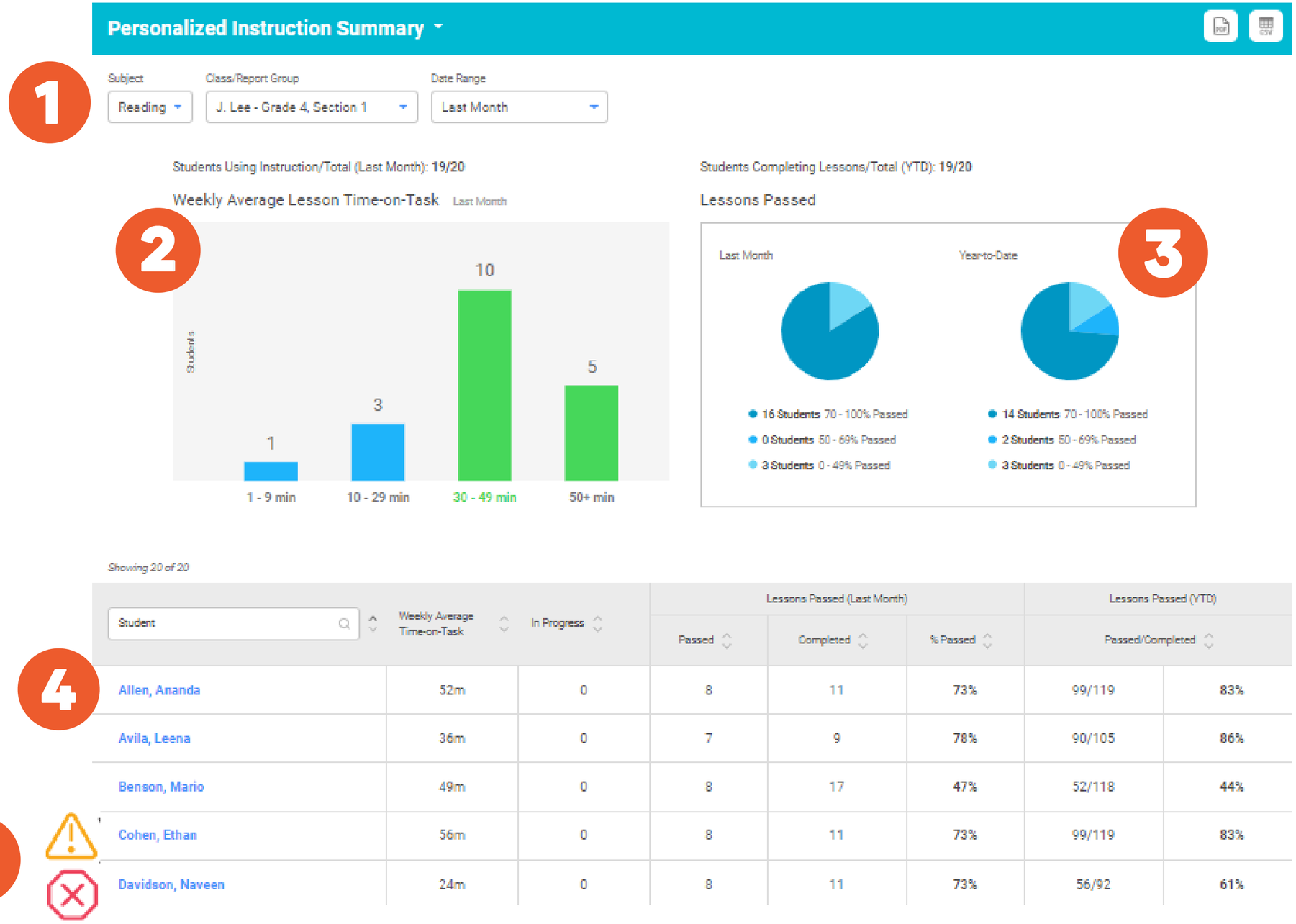
# How to access the Personalized Instruction



# Reference Sheet

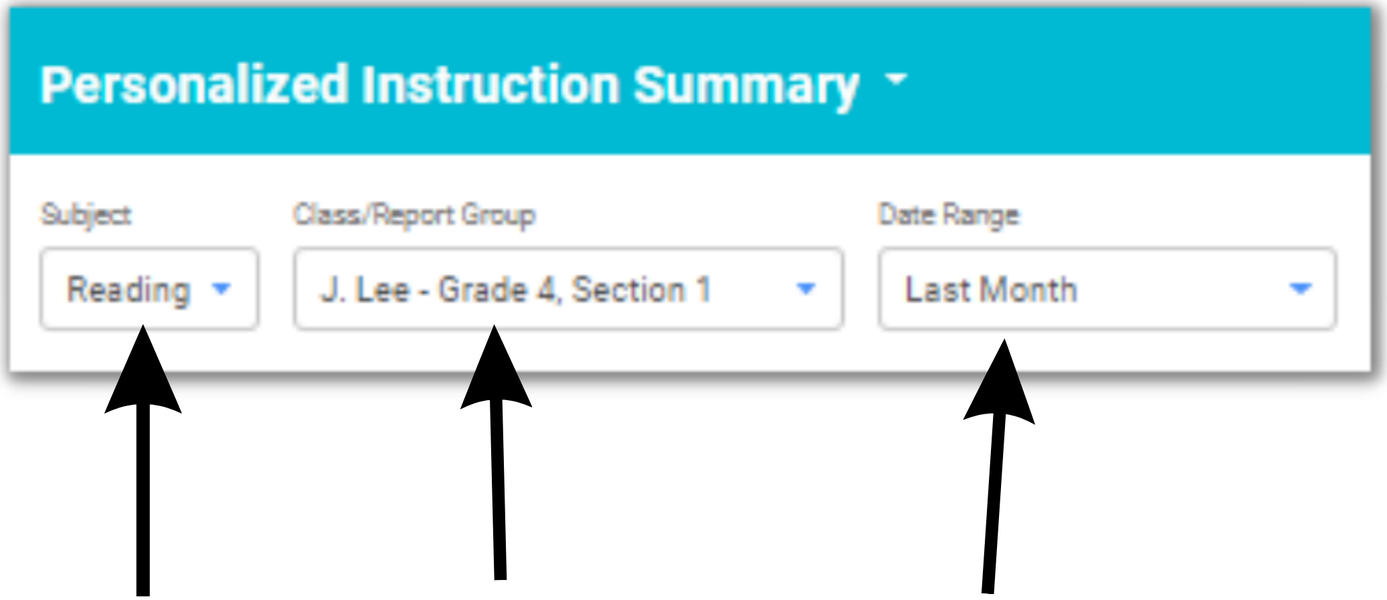
Click on a section name to learn more

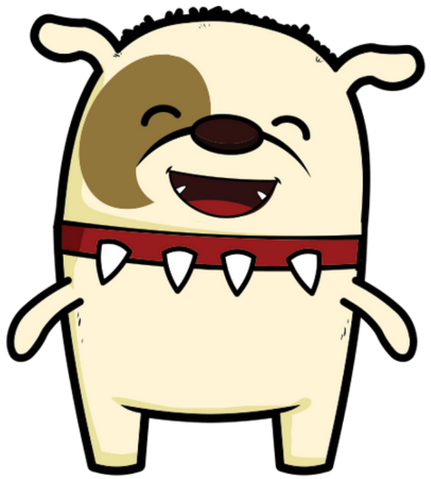
1. Navigation
2. Lesson Time on Task
3. Lessons Passed
4. Individual Student Data
5. Alerts



# Navigation:

Use these dropdowns to navigate to a different Subject and Class/Report Group



Click the character to go back

Use the **Date Range** dropdown to navigate to a different date range.

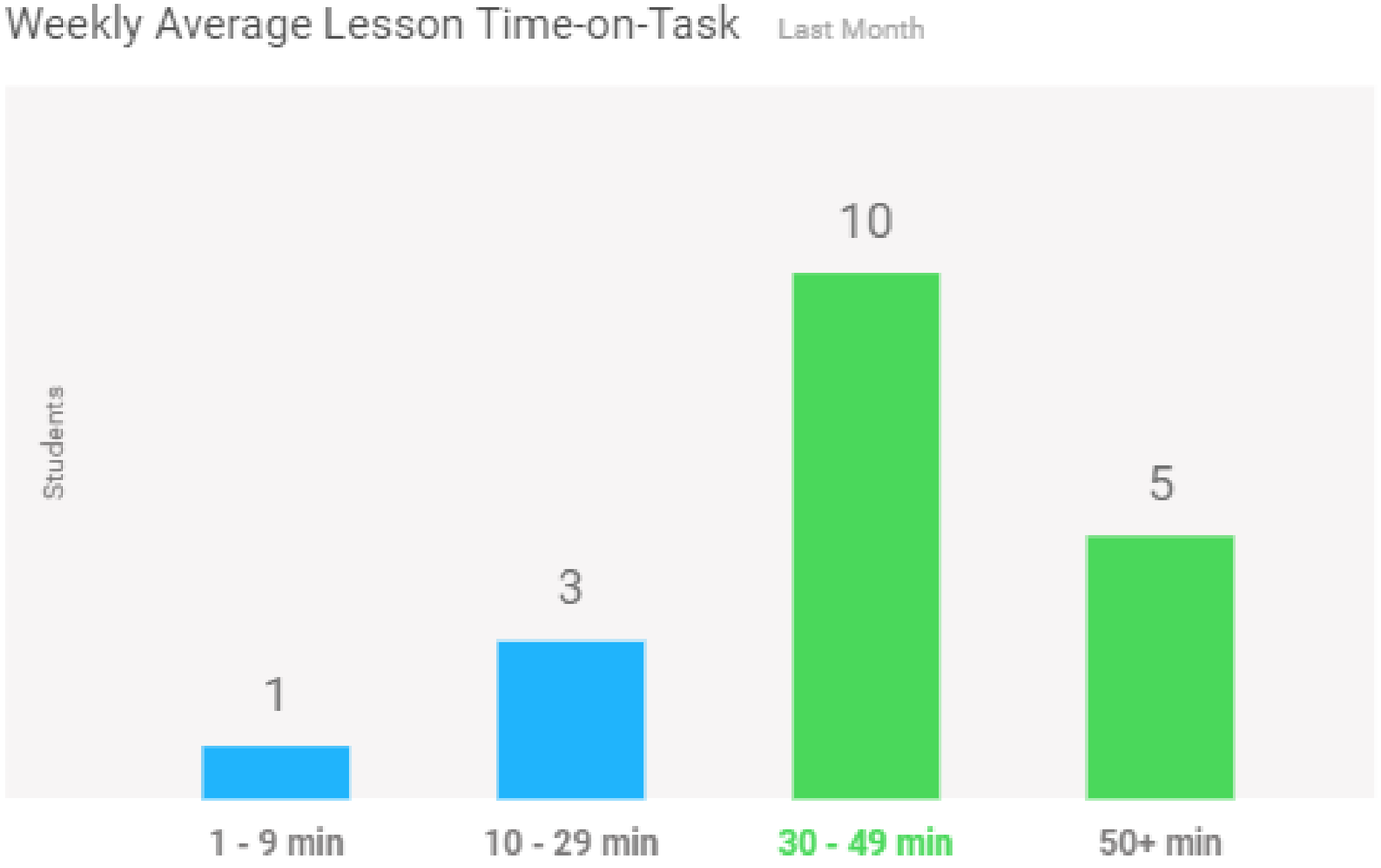
- Current Week: the most recent Monday to present day
- Last Week: the last full week (Monday to Sunday)
- Last Month: the last full calendar month
- Custom: can be set to any prior time range within the current school year

# Lesson Time-On-Task:

A visual representation of the total number of minutes students have spent in online lessons for the selected time range



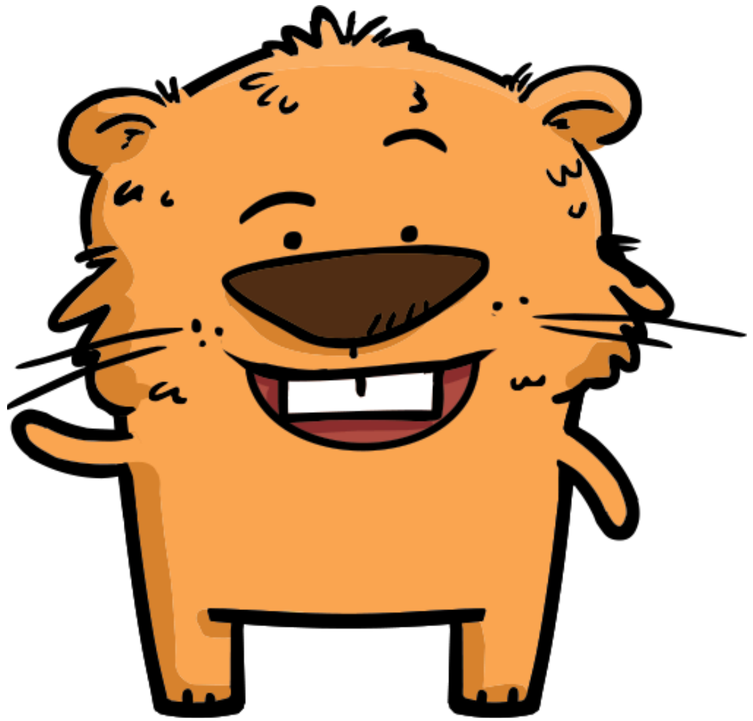
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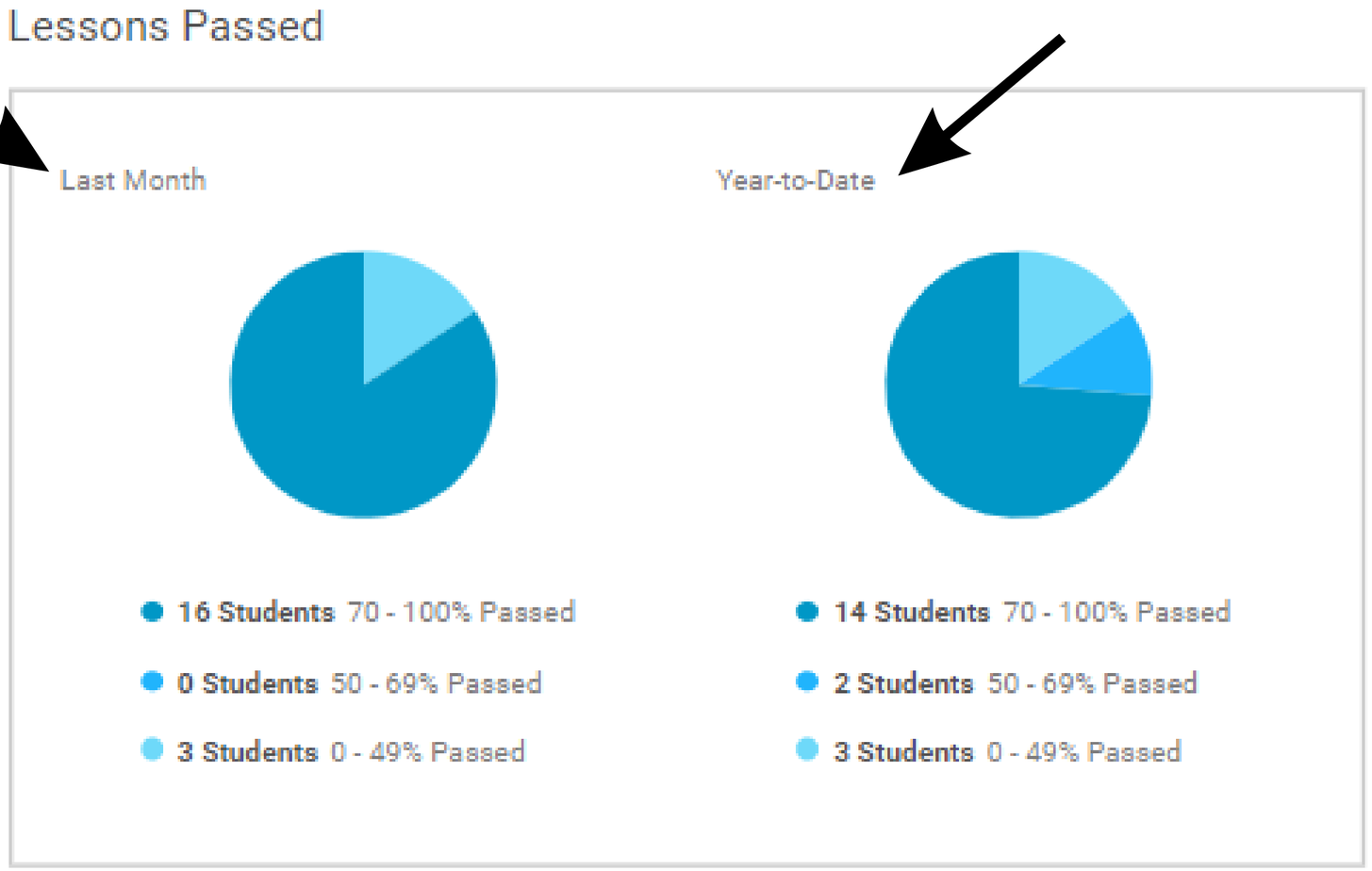

Recommended

# Lessons Passed:

View % Lessons Passed data for the **selected time range** against the **Year to Date** summary.



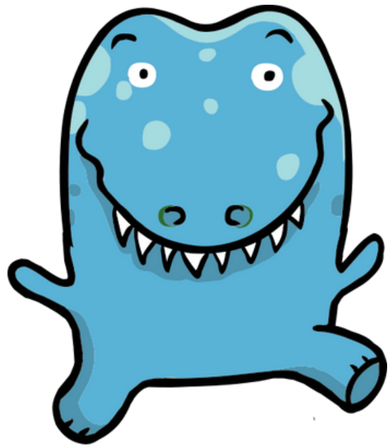
Click the character to go back



# Individual Student Data:

A closer look at each student and their individual progress.

| Student | Weekly Average Time-on-Task | In Progress | Lessons Passed (Last Month) | | | Lessons Passed (YTD) | |
|---|---|---|---|---|---|---|---|
| | | | Passed | Completed | % Passed | Passed/Completed | |
| Allen, Ananda | 52m | 0 | 8 | 11 | **73%** | 99/119 | **83%** |
| Avila, Leena | 36m | 0 | 7 | 9 | **78%** | 90/105 | **86%** |
| Benson, Mario | 49m | 0 | 8 | 17 | **47%** | 52/118 | **44%** |



Click the character to go back

**In Progress:** Total number of lessons each student has started but not completed in the selected time range

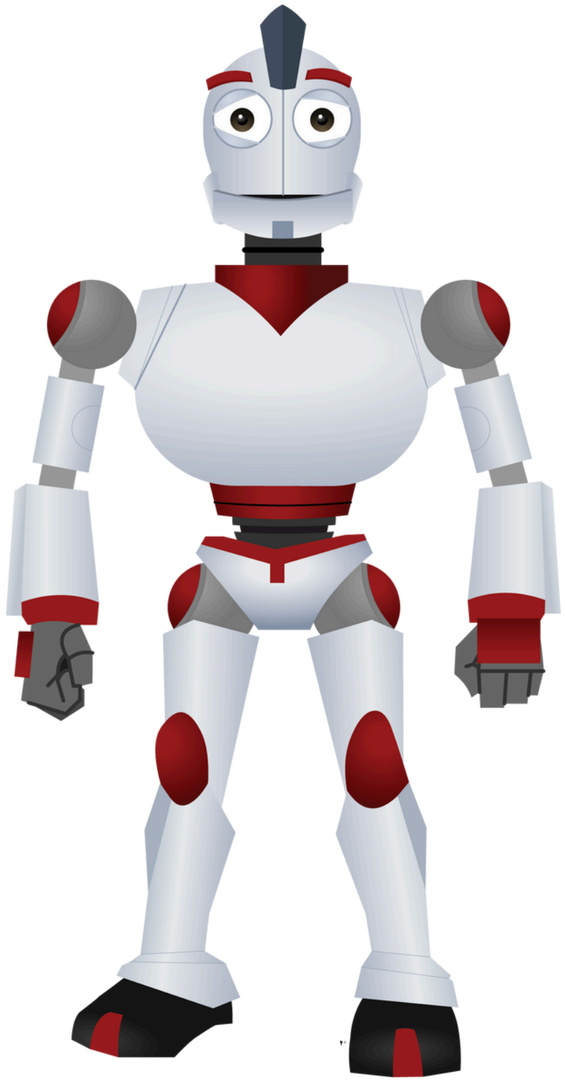
**Passed:** Total number of lessons each student has passed in the selected time range

**Completed:** Total number of lessons completed by each student in the selected time range, including both passed and not passed lessons

**% Passed:** The Percent of Lessons Passed by each student in the selected time range

**Lessons Passed (YTD):** Each student's total number of lessons passed and Percent of Lessons Passed for the year to date

# Alerts:



Click the character to go back

**Students Needing Support Alert**: Signals this student did not pass multiple lessons in a row within the same domain. If the student continues to not pass lessons, each domain in which they need support will be shut off. Click the + icon to see more details. **Note: Alerts only apply to i-Ready assigned lessons.**

**Domain Shutoff Alert**: Indicates that instruction in one (or more) domain has been automatically turned off for the student because they have not passed two lessons in that domain twice. Click the + icon to see more details. **Note: Alerts only apply to i-Ready assigned lessons.** For more details on which lessons a student did not pass, click their name to navigate to their Personalized Instruction Summary (Student) report.



## Gather your materials:

- Decide whether to focus on Reading or Math
- Open up the Personalized Instruction Summary report
- Print or open this Personalized Instruction worksheet to fill out




**Plan for Support:** use your Personalized Instruction Summary report, the following slides, and your Personalized Instruction  worksheet

# Lesson Alerts:

**Domain Shutoff Alerts**

**Students Needing Support Alerts**

**Things to think about**

- **Which students have lesson alerts this week?**
- **In which domains?**
- **What could be causing this?**
  - **Student hasn’t been taught the material yet.**
  - **Student has misconceptions and/or would benefit from additional skills practice.**
  - **Student didn’t understand what to do in the lesson.**

# Time-on-Task:

| Less than 30 minutes | More than 50 minutes |
| --- | --- |
| • Is the amount of Lesson Time-on-Task aligned to instructional priorities and plans?<br>• Which students would benefit from more time in lessons?<br>• Do students have enough access to Personalized Instruction?<br>• Are students being pulled for other forms of instruction or activities?<br>• How are students engaged in online lessons? | • Is the amount of Lesson Time-on-Task aligned to instructional priorities and plans?<br>• Are students using Personalized Instruction in multiple settings (e.g., class, before-/after-school programs, home)?<br>• Would students benefit from more time in other instructional activities? • How are students engaging in online lessons? |

# Percent of Lessons Passed YTD:

| Less than 70% of lessons passed |
| --- |
| • Is this a classwide trend?<br>• Which students have less than 70% of lessons passed for the year?<br>• Are these students engaging with the lessons?<br>• In what domains or skills do these students need additional support?<br>• How can you address domains in which students' Percents of Lessons Passed are low? |

**Take some time to explore and fill out the Google Form**