

ERIDE Program

For

LEP Census

2008-2009

Quarterly Deadlines:
October, December, and June

(Check with your district data manager for due date)

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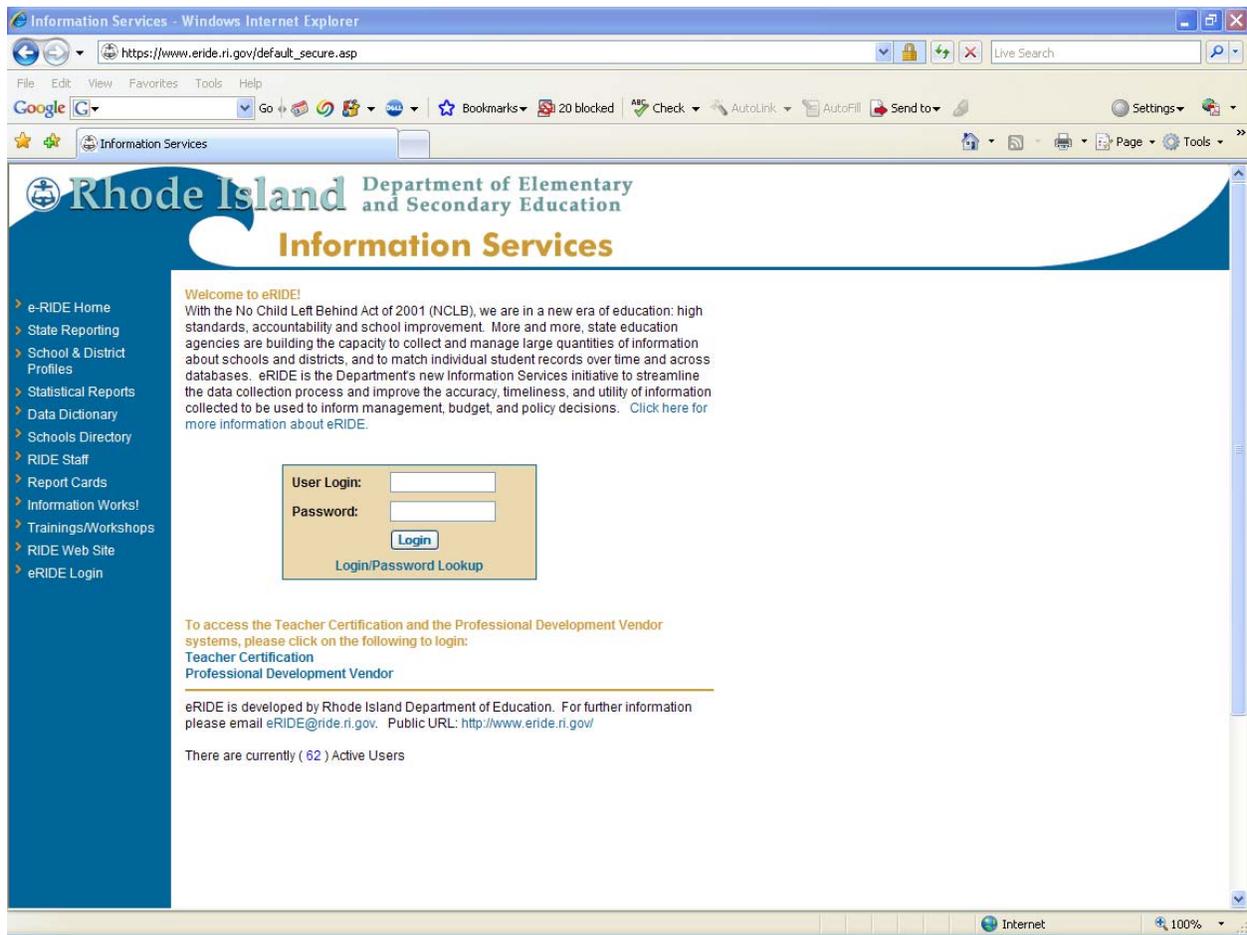
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eRIDE Home Page



About eRIDE

This is the eRIDE home page. eRIDE is the RI Department of Education's latest initiative to streamline data collection and information management. It provides a secured portal for each district and school to submit or upload data through a single pipeline. eRIDE serves as a statewide comprehensive data system that tracks individual student records from the state test results and program participation over time and across databases. When fully implemented, every educator will have access to an interactive database that offers supportive analytical tools to guide meaningful change in instructional practices. The goal is to streamline the data collection process and improve the accuracy, timeliness, and utility of information collected.

On the left side there are 12 links that allow you to access: statistical and data reports, data and school directories, Information Works and trainings and workshops.

eRIDE provides the following information service modules:

1. **A Record Identifier Module:** eRIDE assigns and ensures a unique statewide identifier to each school, each teacher and each student. The Department has already developed a unique statewide student identifier system, and plans to have it implemented and integrated into the State testing and the data collection process in 2003-04 school year.

2. **A Data Collection Module:** eRIDE enables the district and schools to submit or upload data through a single Web-based system. Key student level data which will be collected through eRIDE include: enrollment, graduation and dropout data, and program participation and services received (special education, English Language Learners, Voted, free and reduced lunch program).
3. **A Data Warehousing Module:** eRIDE also processes and warehouses the data for reporting and analysis.
4. **A Data Reporting Module:** Powered by the Data Warehouse, data will be reported in Schools and Districts Profiles, Statistical Summary Reports and Information Works!. Online analytical tools will also be developed to enable educators to analyze the data and to make informed decisions for school improvement.
5. **A Data Dictionary Module:** Also available on eRIDE will be a fully searchable data dictionary that provides the definition and values for each data element and its entity, and by federal, state or program mandates.

To Access eRIDE

The Web address to access eRIDE is <http://www.eride.ri.gov>. We highly recommend that you use Internet Explorer 6.0 or later.

eRIDE User Login

An eRIDE user login and password is required to access various data applications.

If you do not have an eRIDE user account you need to contact your district data manager.

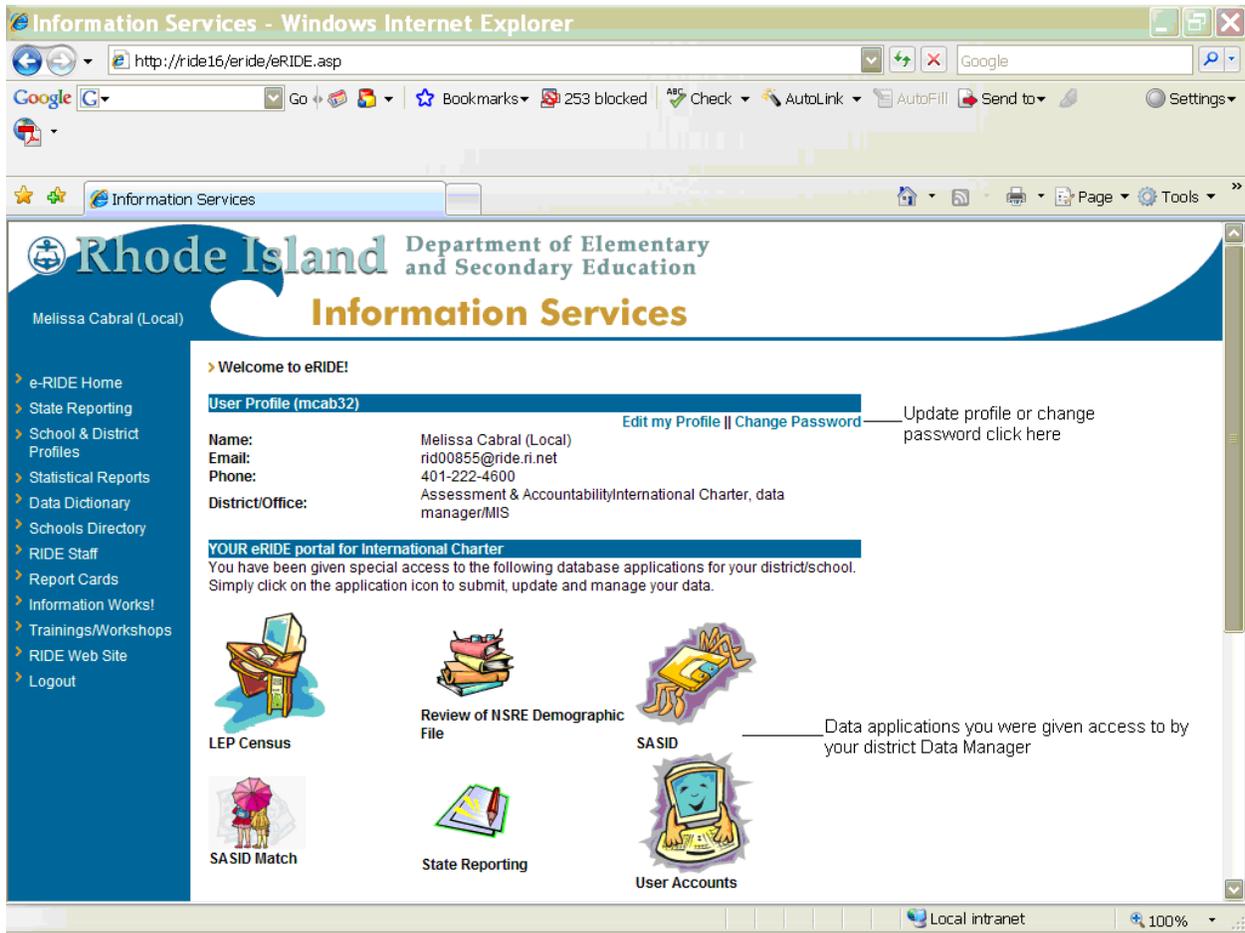
Once your eRIDE user login account has been established and activated, an eRIDE portal is automatically created. A variety of data applications may then be delivered to your portal. Only eRIDE administrators or the LEA data managers are authorized to deliver data applications.

When you log into eRIDE for the first time, you will be prompted to update your user profile. Click on the **'update'** button to save any changes.

User Login and Password Lookup

If you forget your login and password click on **'login/password lookup'**. You will then need to enter your first and last name as well as your email address before clicking on **'submit'**. (Please be sure to use the email address that was used to activate your eRIDE account). Minutes later you will receive an email from eRIDE providing you with your login and password. If you do not receive an email then that means you did not enter your email address correctly.

eRIDE Portal



Once you log in you will notice your name on the top left corner.

Under **User Profile** you can edit your profile or change your password by clicking on the links. (Remember to click **'update'** to save the changes you have made). **See page 4-5**

Below your eRIDE portal you will find the applications that you have been given access to by your district data manager.

To access any of the applications, simply click on the application icon you wish to open. In this case it would be the LEP Census.

Update Profile

User Update - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Mail Print Print Preview Print and Go

Address <https://www.eride.ri.gov/users/userUpdate.asp> Go

Search Web Upgrade Now! Mail My Yahoo! Answers HotJobs Music

Rhode Island Department of Elementary and Secondary Education

Melissa Cabral

Information Services

> [Go Back](#) > **Update Profile**

Please verify and make necessary changes. Include one or more email addresses in the 'CC Email' box if you would like your eRide messages automatically CCed to.

Click the **Update** button to save the changes. * indicates a required field.

Username/Login: mrcab00
First Name*: <input type="text" value="Melissa"/>
Last Name*: <input type="text" value="Cabral"/>
Email: <input type="text" value="melissa.cabral@ride.ri.gov"/>
CC Email: <input type="text"/> <small>(Separate multiple addresses with a semi-colon.)</small>
Phone*: <input type="text" value="222-8491"/>
Extension: <input type="text"/>
Fax Number: <input type="text" value="222-6667"/>
Address: <input type="text" value="255 Westminster St."/>
City: <input type="text" value="Providence"/> Zip: <input type="text" value="02903"/>
Hide Login/Password: <input checked="" type="checkbox"/> Yes (Login/Password will not be displayed to eRide User Administrators if checked)
Data Access Needs: <input type="text"/>

Any field name followed by a red * is a required field.
example: First Name* is required

Be sure that your email address is correct.

Done Internet

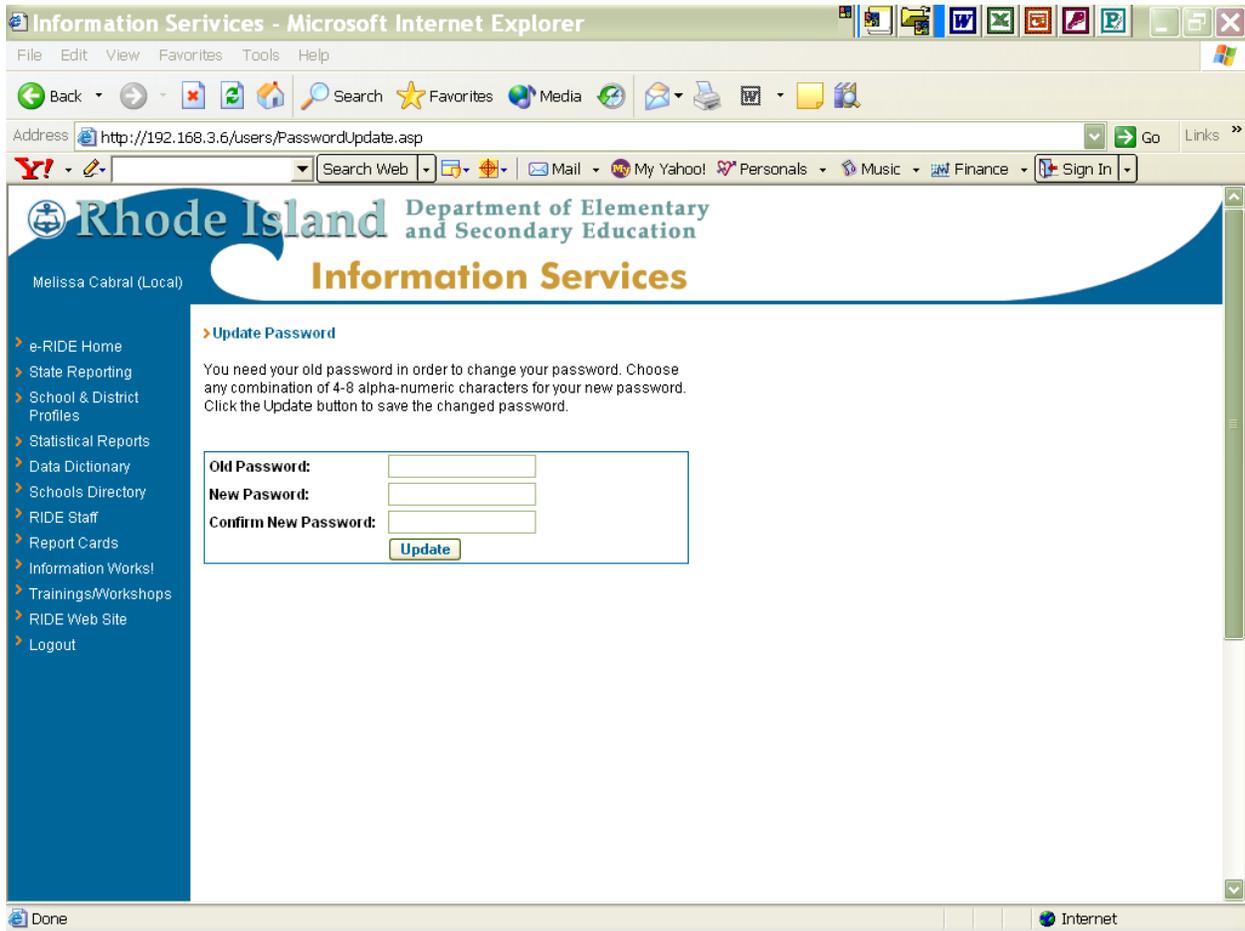
To update your profile, click on the **'Edit my Profile'** link on the eRIDE home page.

This is the page where you will verify your information and make any necessary changes. The fields with a red * are required. If you wish to have the emails that are sent to you copied to another person, you need to add their email(s) in the CC Email field. If you are entering more than one email you will need to separate them by using a semi-colon. Example:

Donald.duck@disney.net; goofy@disney.net

Click **'Update'** to save your changes.

Update Password



To update your password click on the **'Change my Password'** link on the eRIDE home page.

You will need to know your old password in order to change it. To initiate the process enter your old and new password, and then confirm the new password (it must be any combination of 4-8 alphanumeric characters). Once you are done be sure to click **'update'** to save your new password.

LEP Census Main Page

Information Services - Windows Internet Explorer
 http://192.168.3.60/lep/lep.asp?cfy=2008-09&pfy=2007-08&tblCode=4004

File Edit View Favorites Tools Help
 Google Go [Icons] Bookmarks 20 blocked Check Look for Map AutoFill Send to Settings

Information Services

Rhode Island Department of Elementary and Secondary Education
 Information Services
 Melissa Cabral

> eRIDE > LEP Census for Rhode Island Department of Elementary and Secondary Education (2008-09) Logout

Update active status as of (date): 6/29/2008 Update

Find student(s) by name: [] Find (see bottom for instructions)

users guide || forms || set up language table || set up teacher table || set up country table || student listings

SchCode	School Name	Total in Census	# Active	# Monitored	Last Updated	Date Signed Off
00	Rhode Island	27999	7475	2062	7/1/2008	
01	Barrington	68	39	5	6/19/2008	signoff
01103	Primrose Hill School	4	2		6/16/2008	signoff
01104	Nayatt School	7	5		6/16/2008	signoff
01105	Hampden Meadows School	16	6	3	6/16/2008	signoff
01106	Barrington High School	11	6		6/16/2008	signoff
01108	Barrington Middle School	13	7	2	6/16/2008	signoff
01109	Sowams Elementary School	17	13		6/19/2008	signoff
03	Burrillville	18	5		5/21/2008	signoff
03104	Burrillville Middle School	1			7/1/2002	signoff
03105	Steere Farm Elementary School	3	1		1/24/2008	signoff
03107	William L. Callahan School	4			6/12/2007	signoff
03108	Austin T. Levy School	6	4		5/21/2008	signoff
03109	Burrillville High School	4			6/12/2007	signoff
04	Central Falls	3177	728	221	7/1/2008	signoff
04101	Ella Risk School	385	115	26	7/1/2008	signoff
04104	Capt. G. Harold Hunt School	92	40		6/24/2008	signoff
04105	Margaret I. Robertson School	178	28	11	6/24/2008	signoff
04106	Veterans Memorial Elementary	380	143	40	7/1/2008	signoff

This is the main page of the LEP Census application.

The first thing you need to do is **set up the language table** by clicking on the link above school name. To modify this table see **page 8**.

The next link is **set up teacher table**. To modify this table see **page 9**.

The newest link is **set up country table**, which will be used to indicate the student's birth place. To modify this table see **page 10**.

The last link is **student listings**. This link will bring you to different reports that are available to you once you have active or monitored students in your census. See **page 11**

Below the six links you will see a listing of all of the schools in your district, which is categorized by: total in census, number of active students, and number of monitored students by school and district.

To get an up to date count of active and monitored students you will need to change the date in the box next to **Update active status as of (date)**. (This date never changes unless you go in and change it yourself).

To locate a student in your census you will need to type the student's last name and/or part of student's first name, and then click **'Find'**.

Naming Format for Locating the SASID:

(Example): 'Michael Bates'

Acceptable:

- Bates
- bates, m
- bates, mic

Unacceptable

- michael bates
- bates,
- bates,m
- bates,mic

To Search By Student Name:

- From the main page of the LEP Census you will need to enter the student's full or partial name in the **'Find student(s) by name'** box. If more than one match is found then you will need to verify the student's record by other key demographics, such as date of birth. If you do not get any matches, be sure that you have spelled the name correctly, or use other possible spellings. (Example: Sousa or Souza). If you are not successful in searching by name, you should try searching by school.

To Search By School:

- If you are not successful searching by a student's name, then you can search by school. You should search the school that the student last attended first and if there is no record, then search all other schools. If the student does not appear on any of the school lists, then you will need to add a student record. **See page 12** to add a student.

To Add a Student Record:

- Click on the school that the student is currently enrolled in. Then click **'Add Student'**. This will bring you to the State SASID System where you can search for a student by their district, or statewide by name. Enter the student(s) name that you want to search for and if more than one match is found you will need to verify the student's record by other key demographics, (e.g., D.O.B). Find the student that you are looking for and click **'get record'**. It will ask you if you really want to get the record, click OK. Find the student's name and update the student demographic information. You should then add the service record. (Remember to always click **'Submit'** to save changes). If you are unable to locate the student because he/she may be new to the state or never was in school, then you need to request a SASID. **See pages 12-15**

Language Table

language table - Windows Internet Explorer
https://www.eride.ri.gov/lep/setupLanguageTbl.asp

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Information Services
Melissa Cabral (Local)

> Go Back

Select a language ...

unhide

List of languages in district

Albanian	hide
Arabic	hide
Chinese	hide
Croatian	hide
Ewe	hide
French	hide
Khmer	hide
Kru	hide
Lao	hide
Other languages	hide
Polish	hide
Portuguese	hide
Pushto	hide
Spanish	hide
Tagalog	hide
Urdu	hide
Vietnamese	hide
Wolof	hide

Hide Language
-Click hide to the right of the language name.

Add Language
-Click on the select a language box select the language you want and click the add button.

See a List of Hidden Languages
-Click unhide under "Select a language"

The languages that are listed are the languages that you have access to when updating a students' record.

Internet 100%

To add to your list of languages you will need to click **'set up language table'**, which is on your census main page.

To see the list of all languages, click on the drop down box, where it says **select a language**. To add a language, click on the language to be added and then click on **add**. The languages that you see listed are the ones that you will have access to when you are in a student's record.

To remove a language from the list, click on **hide** to the right of the language.

Teacher Table

Update teacher

Enter teacher's name here and check the if active box so that there is a green checkmark then click on the update button. This will activate the teacher.

Melissa Cabral	<input type="checkbox"/>	<input type="button" value="update"/>
----------------	--------------------------	---------------------------------------

List of teachers in district	Active Status	
Melissa Cabral	N	<input type="button" value="update"/>
mickey mouse	Y	<input type="button" value="update"/>

Click on update next to the teacher's name to bring the name to the top box then uncheck the if active box then click on the update button on the top row. This will inactivate the teacher.

Add a teacher

Enter the teacher's name here and click on add to activate the teacher

Enter teacher's full name here	<input checked="" type="checkbox"/>	<input type="button" value="add"/>
--------------------------------	-------------------------------------	------------------------------------

List of teachers in district	Active Status	
Melissa Cabral	Y	<input type="button" value="update"/>
mickey mouse	N	<input type="button" value="update"/>
Patrick Smith	Y	<input type="button" value="update"/>

Once you activate a teacher their name will appear in the list of teachers in district with a Y in the active status column.

Contact: RI Department of Education, Office of Assessment, 255 Westminster Street, Providence, RI 02903-3400. Maria F. LIndia 222-8494, maria.lindia@ride.ri.gov; Melissa Cabral 222-8491, melissa.cabral@ride.ri.gov.

To enter or delete a teacher's name, click on the link **'Set Up Teacher Table'** from the census main page.

To Activate a Teacher:

Type the teacher's name then click **'add'**. This will add the teacher to the table, so that you can assign the teacher to his or her students. If a teacher is inactive and you wish to activate them you need to click **'update'** next to their name to bring it to the top box. Then click the box next to **check if active** and click the **add** button. The names that are listed with a Y in the active status column are the names that you will be able to access when you are in a student's record to assign a teacher.

To Deactivate a Teacher:

If a teacher is no longer in your district, click **'update'** next to the teacher's name. This will bring the name to the box on top; you need to click on the green check (✓) to make the teacher inactive.

Country Table

country table - Windows Internet Explorer
http://192.168.3.60/lep/setupcountryTbl.asp

File Edit View Favorites Tools Help
Google
Go 30 blocked Check Look for Map AutoFill Send to Settings

country table

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Go Back

Select a country ...
unhide Add

List of Country of Birth in district

Armenia	hide
Bolivia	hide
Brazil	hide
Cambodia	hide
Canada	hide
Cape Verde	hide
China	hide
Colombia	hide
Dominican Republic	hide
Ecuador	hide
Egypt	hide
El Salvador	hide
Ghana	hide
Guatemala	hide
Haiti	hide
Honduras	hide
India	hide
Israel	hide
Korea (South)	hide
Liberia	hide
Mexico	hide
Myanmar	hide
Nigeria	hide
Philippines	hide

Internet 100%

Add Country
-Click on the select a country drop down box and select the country you wish to add to the list then click the add button

See hidden Countries
-Click unhide under the select a country drop down box.

Hide Country
-click hide to the right of the country

To add to your list of Countries you will need to click **‘set up country table’**, which is on the LEP census main page.

To see the list of all countries, click on the drop down box, where it says **select a country**. To add a country to the list, click on the country to be added and then click the **add** button. The Countries that you see listed are the ones that you will have access to when you are in a student’s record.

To remove a country from the list, click on **hide** to the right of the country.

Student Listings

Information Services - Windows Internet Explorer

http://ride16/eride/lep/studentListing1.asp

Google

Information Services

Rhode Island Department of Elementary and Secondary Education

Melissa Cabral (Local)

Information Services

>Go Back > International Charter > Customized student listings

	Active Students (As of date: 5/11/2006)	Monitored Students	Exited Students
demographics	click to view/download	click to view/download	not available
ACCESS Score, Proficiency Level	click to view/download	click to view/download	not available
DOB, Grade, Entry Date, Start Year	click to view/download	click to view/download	not available
IEP, VocEd, Title 1, Immigrant, Migrant Statuses	click to view/download	click to view/download	not available
Services Received	click to view/download	not available	not available

Contact: RI Department of Education, Office of Assessment, 255 Westminster Street, Providence, RI 02903-3400. Maria F. LIndia 222-8494, maria.lindia@ride.ri.gov; Melissa Cabral 222-8491, melissa.cabral@ride.ri.gov.

Local intranet 100%

To access the reports, you need to click on the ‘**Student Listings**’ link from the census main page.

To View or Download a Report:

To view or download a report as of the date that you entered on the main page of the LEP Census you need to click the ‘**view/download**’ link for active or monitored students. As you are viewing the reports, you may notice something is highlighted in **red**; that means there is a possible error. Please correct any records that are highlighted in red.

See pages 17-21

List of Students in School

Information Services - Windows Internet Explorer

https://www.eride.ri.gov/lep/studentListing.asp?schCode=01108

Information Services

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Melissa Cabral
Information Services

> Go Back > Barrington Middle School (06-08) Name of school

As of date: 6/29/2007 This is the date that you entered on the main page [add a student](#)

SASID	Dist	Student Name	Gender	DOB	Grade	Race	Active	Monitored
1000049547	Barr.		F	7/4/1991	09	Asian		
1000049958	Barr.		F	8/31/1993	08	White		
1000034310	Barr.		M	7/7/1991	09	White		
1000085643	Barr.		F	3/18/1993	08	White		Y
1000051055	Barr.		M	7/8/1993	09	Black		Y
1000224704	Barr.		M	5/23/1994	08	White	Y	
1000050792	Barr.		F	6/14/1993	09	White		
1000240469	Barr.		M	6/16/1993	09	White	Y	
1000049854	Barr.		F	7/25/1993	09	Asian		

total # of students in Census: 9, of which, 2 are active as of 6/29/2007.

Contact: RI Department of Education, Office of Assessment, 255 Westminster Street, Providence, RI 02903-3400. Maria F. LIndia 222-8494, maria.lindia@ride.ri.gov, Melissa Cabral 222-8491, melissa.cabral@ride.ri.gov.

Once you have clicked on a school name it will bring you to a list of students that received services in that school. This list includes active students, monitored students, and students who received services at some point over the years. If you click on a student SASID or name, it will bring you to the student's record where you can update the demographic or services information (see pg. 13). **Do Not** add a student to a school until you have exhausted your search by student name or school by school. If there is a student listed that should be in another school you will need to click on the student name to pull up the record and update the school (**Do NOT add Another Record**).

To Add a Student:

To add a student to your census you must first be in the school that the student is currently receiving LEP services in and then click on **'add a student'** above the monitored status column (this is only done after you have searched for student by name or by school). This brings you to the SASID Search Engine. Enter the student's name and search district or statewide. When you locate the student, click on **'get record'** to add that student's name, SASID, gender, race, grade, and date of birth to the LEP census. Once you have added the student to the census you need to update the record.

To search for a student see page 6-7.

To update records see page 13-15.

Student Record

Information Services - Windows Internet Explorer

https://www.eride.ri.gov/lep/studentinfo.asp?studentID=23298

Information Services

Rhode Island Department of Elementary and Secondary Education

Theresa Monacelli

Information Services

Go Back Alfred Lima, Sr. Elementary Annex Student demographic section

SASID	Gender	Race	Grade	DOB	IEP	vocEd	Title1
1000213567	M	Hispanic	02	2/16/2000	No	No	Yes

update student record — Click here to update the students demographic information

Language	Start Year	Entering Proficiency Level (W-APT)	Current Proficiency Level**
Spanish	8/30/2005	Beginner (old)	Entering (2006)

Access Score	Level	Immigrant	Birth Place	Entry Date into US
3.10	Developing (2006)	No	USA	2/16/2000

W-APT Assmt Date	Listening Score	Speaking Score	Reading Score	Writing Score	Resident District
					Prov.

last updated on 3/28/2006 7:04:19 AM TMON28 — This tells you the last time the demographic information was updated and by whom

Student services section

Model	Start Date	Hrs/Day	Days/Wk	Wks/Mon	End Date	Reason	Teacher	action
BILINGUAL	8/29/2006	5.5	5	4	6/30/2007	School Year Ended	WALKER JENNIFER	update delete
BILINGUAL	8/30/2005	5.5	5	4	6/30/2006	School Year Ended	VELASQUEZ ANA	update delete

initiate new record — Click here to create a new service record

update delete — Click here to update or delete a service record

last updated on 9/19/2006 8:42:10 AM by tmon28 — This is the last time any changes were made to the services

The top panel is the student's demographic information and the bottom panel is the student's services and monitoring information.

If you are updating school-by-school, then you will need to click on the appropriate school to give you a list of students who are currently receiving services and students who once received services in that school. Click on the student's name to bring up the student record to make changes. If the student you are looking for is not there, then you need to search by name. Make sure that the student is not listed in another school, because it will create a duplicate record. If the student is not in any of the schools listed, then click on **'Add Student'** in the school that the student is receiving services in. This will bring you to the search engine that allows you to search within your district or statewide. Add a Student page 12, Search Engine page 16.

To Update Student Demographic Information:

To make changes to the student's demographic information, click on **'update student record'** next to the student's name on the top panel. (All fields are required except for the W-APT data.)

The start year, which should never change, is the date that the student first started to receive LEP services in the state. For new students, the start year in the demographic section and the start date for the first service record should be the same.

The student's **entering proficiency level** should never change, because it provides the student's level upon entering the program. The **current proficiency level** is what changes based on the student's class performance.

Entry date to the U.S. is the month, day and year that the student entered the United States. (For students who were born in the United States their entry date is their date of birth.)

W-APT stands for the WIDA-ACCESS Placement Test. This assessment tool, known as the "screener", is used by educators to measure the English language proficiency of students who have recently arrived in the U.S. or in a particular district. It can help to determine whether or not a child is in need of English language instructional services, and if so, at what level.

W-APT Assessment Date – The date that the student was given the placement test.
(mm/dd/yyyy)

Listening, Speaking, Reading and Writing Score – The scores are 1-6

- 1- Entering
- 2- Beginning
- 3- Developing
- 4- Expanding
- 5- Bridging
- 6- Reaching/Attained

To make changes to an existing service record click on '**update**' under action to the service that you would like to make changes to.

To Add or Update Service Information:

To add another service record you will need to click on '**initiate new service record**' and enter all information. Then click on '**submit**'.

- Model: ESL, Bilingual, Monitor1, or Monitor2, Eligible but not enrolled
- Start Date: The first time within the current school year that the student started to receive services or be monitored.
- Hrs./day: 0.1-5.5
- Days/wk: 1-5
- Wks/Mon: 1-4
- End Date: The date that the student stopped receiving services within that current school year.
- Reason: The reason that a student exited the program
- Teacher: The teacher who services the student

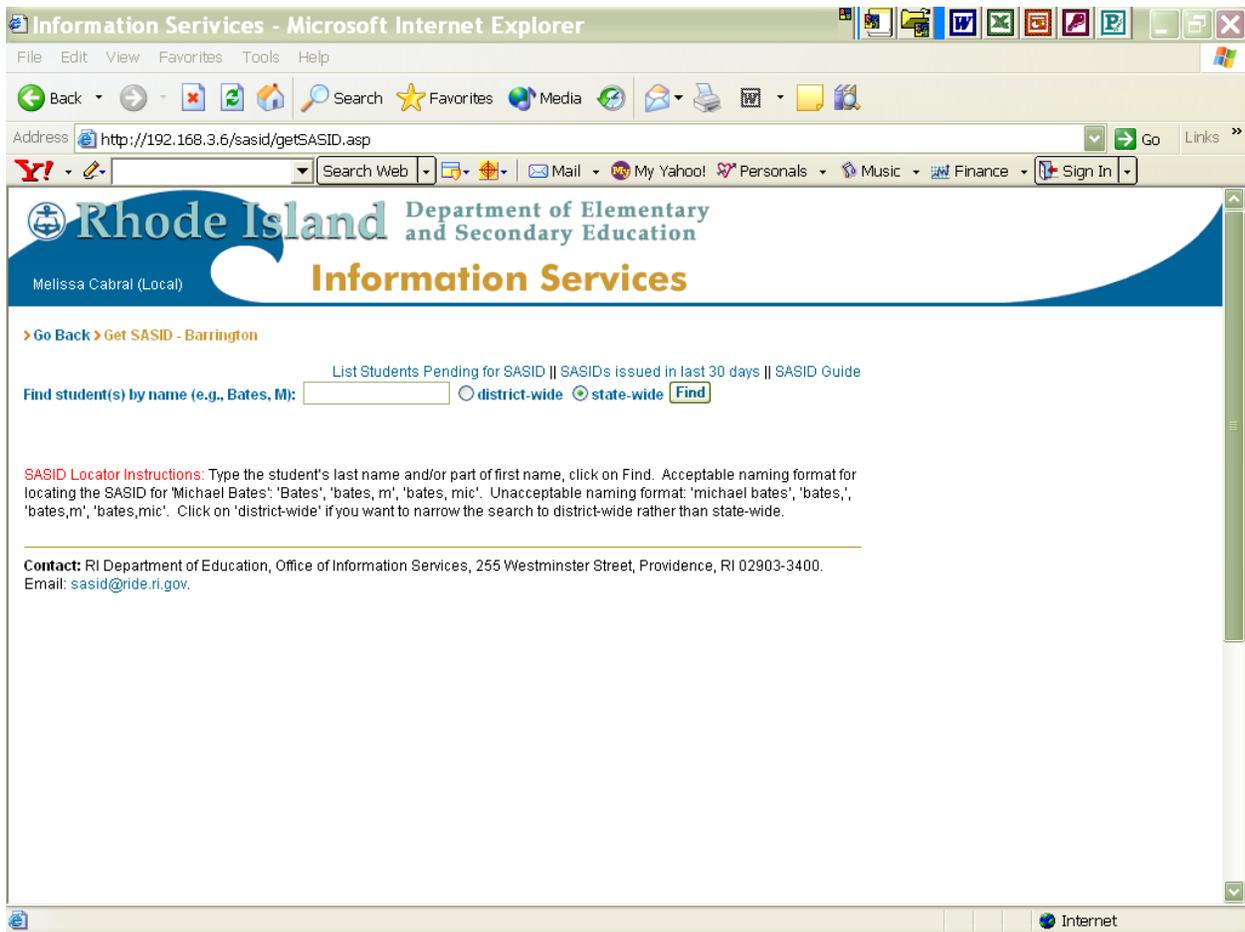
Monitored Students are entered in the Service & Monitoring panel. You will need to initiate a new record and select 'Monitor1' for students who are in their first year of monitoring or 'Monitor2' for students that are in their second year of monitoring. The start date is the day that the student became a monitor year 1 or 2 student, the hours/day, days/week, weeks/month are all 0 (zeros), and the end date depends on each individual student. If a student completes one year of monitoring and the following year is brought back into the program and then mainstreamed again he/she will be considered a monitor year 1 again.

Eligible But Not Enrolled Students are entered in the Service & Monitoring panel within the model field. You will need to initiate a new service record and select 'Eligible But Not Enrolled' for students who are identified as LEP and whose parents opt-out their child from the language instructional program at the time of enrollment. The start date is the date that the parent waives services for their child; the hrs/day, days/wk and wks/mon are all zeros; the end date will be the same as the start date and the exit reason is removed at parent's request.

** Please note that NCLB Title I, Sec. III (b) (7) requires an annual assessment of English language proficiency of all students with limited English proficiency in the schools served by the state, whether or not they are receiving services under Title III of NCLB.

Please Do Not Delete Any Student Record Or Service Record Until You Call Melissa Cabral at 222-8491.

Search Engine



To Locate a SASID:

Use this search engine to find a student within your district or statewide. Type the student's last name and/or first name then click **'find'**. The search engine is set to search statewide; if you want to narrow your search click on **'district wide'**. If more than one match is found, verify by other key demographics, e.g., D.O.B. See page 6-7.

If you did not locate a SASID for a student:

1. Find out from your district data manager if they want you to go through the process of requesting a SASID (move to step 2 if yes) or if they want you to give them the student information some other way (email).
2. Click on **'Request for a SASID'** at the bottom of the list. You will need to enter the student's demographic information and click **'submit'**. (All fields are required.) This will put the student's demographic information in the system so that the district data manager can assign a SASID to the student(s) to create a student record.

Through this search engine you can see a list of students pending for a SASID, if there are any, by clicking on the **'List Students Pending for SASID'** link. If the student that you are looking for is listed, then you will need to let your district data base manager know so that they can assign a SASID. Page 6-7 explains how to get here.

Demographics Report

Information Services - Windows Internet Explorer

http://ride16/eride/lep/studentListing1.asp?rptType=active0

Information Services

Rhode Island Department of Elementary and Secondary Education

Melissa Cabral (Local)

Information Services

Go Back > International Charter > Customized student listings

	Active Students (As of date: 5/11/2006)	Monitored Students	Exited Students
demographics	click to view/download	click to view/download	not available
ACCESS Score, Proficiency Level	click to view/download	click to view/download	not available
DOB, Grade, Entry Date, Start Year	click to view/download	click to view/download	not available
IEP, VocEd, Title 1, Immigrant, Migrant Statuses	click to view/download	click to view/download	not available
Services Received	click to view/download	not available	not available

download listing

SASID	LASID	Student Name	School Name	Gender	DOB	Grade	Race	Language
1000037672	533		International	M	5/5/1997	04	Hispanic	Spanish
1000038132	507		International	M	2/5/1998	03	Hispanic	Spanish
1000170753	594		International	F	1/19/1999	02	Hispanic	Spanish
1000202226	809		International	M	4/6/1999	02	Black	Cape Verdean
1000204423	631		International	F	7/20/1999	02	Hispanic	Spanish
1000221018	950		International	F	7/17/2000	01	Hispanic	Spanish
1000037877	472		International	F	4/8/1998	03	Hispanic	Spanish
1000037819	474		International	M	9/3/1998	03	Hispanic	Spanish
1000221019	931		International	F	1/8/2000	01	Hispanic	Spanish
1000038595	219		International	M	5/5/1997	04	Hispanic	Spanish
1000038441	159		International	F	12/12/1995	06	Hispanic	Spanish
1000038543	109		International	M	9/16/1995	06	Hispanic	Spanish

Local intranet 100%

This is the demographics report. It lists the student's SASID, name, school name, gender, D.O.B, grade, race and language. By clicking on the download listings above the table it will open an excel spreadsheet with the data in this report so that you can modify or add columns for your own records and reporting. You must first save it to your computer as an excel document. Any additions or changes made on the excel sheet will not change any data on eRIDE.

Remember anything in **RED** means possible incorrect data.
Please Review!

When you are in any of these reports there is a link right above the table that reads '**Download Listing**'. Click on that link and the report will be copied into an excel spreadsheet that you can modify once you save it to your computer. To save the excel file do the following:

1. Click on File
2. Save As
3. Choose the folder that you want to save the file in
4. Name the file
5. Save as type needs to be changed to Microsoft Excel
6. Click on Save

ACCESS for ELLs Score and Proficiency Level Report

Information Services - Windows Internet Explorer

http://ride16/eride/lep/studentListing1.asp?rptType=active1

Rhode Island Department of Elementary and Secondary Education
Information Services
Melissa Cabral (Local)

> Go Back > International Charter > Customized student listings

	Active Students (As of date: 5/11/2006)	Monitored Students	Exited Students
demographics	click to view/download	click to view/download	not available
ACCESS Score, Proficiency Level	click to view/download	click to view/download	not available
DOB, Grade, Entry Date, Start Year	click to view/download	click to view/download	not available
IEP, VocEd, Title 1, Immigrant, Migrant Statuses	click to view/download	click to view/download	not available
Services Received	click to view/download	not available	not available

[download listing](#)

SASID	LASID	Student Name	Start Year	Access Score	Access Level	entering Level	Current Level
1000037672	533		9/2/2003	3.40	Developing (2006)	Beginner (old)	Developing (2006)
1000038132	507		9/2/2003			Beginner (old)	Developing (2006)
1000170753	594		9/1/2004	2.30	Beginning (2006)	Beginner (old)	Developing (2006)
1000202226	809		8/31/2005	2.90	Beginning (2006)	Beginner (old)	Beginning (2006)
1000204423	631		9/1/2004	2.20	Beginning (2006)	Beginner (old)	Beginning (2005)
1000221018	950		8/31/2005	1.90	Entering (2006)	Beginner (old)	Beginning (2005)
1000037877	472		9/2/2003	4.40	Expanding (2006)	Beginner (old)	Expanding (2006)

Local intranet 100%

This is the ACCESS for ELLs Score and Proficiency Level Report. This report will give you the student's SASID, LASID, name, start year, ACCESS for ELLs score and level (along with their Entering and Current Proficiency Level). You can download this list to an excel spreadsheet by clicking on the download listings link above the table. Any changes made to the excel spreadsheet will not change anything on eRIDE.

Remember anything in **RED** means possible incorrect data.
Please Review!

D.O.B, Grade, Entry Date and Start Year Report

Information Services - Windows Internet Explorer

http://ride16/eride/lep/studentListing1.asp?rptType=active2

Google

Information Services

Rhode Island Department of Elementary and Secondary Education

Melissa Cabral (Local)

Information Services

> Go Back > International Charter > Customized student listings

	Active Students (As of date: 5/11/2006)	Monitored Students	Exited Students
demographics	click to view/download	click to view/download	not available
ACCESS Score, Proficiency Level	click to view/download	click to view/download	not available
DOB, Grade, Entry Date, Start Year	click to view/download	click to view/download	not available
IEP, VocEd, Title 1, Immigrant, Migrant Statuses	click to view/download	click to view/download	not available
Services Received	click to view/download	not available	not available

download listing

SASID	LASID	Student Name	DOB	Grade	US Entry Date	Start Year
1000037672	533		5/5/1997	04	4/19/2000	9/2/2003
1000038132	507		2/5/1998	03	3/1/2001	9/2/2003
1000170753	594		1/19/1999	02	1/19/1999	9/1/2004
1000202226	809		4/6/1999	02	8/26/2000	8/31/2005
1000204423	631		7/20/1999	02	9/1/2004	9/1/2004
1000221018	950		7/17/2000	01	9/28/2001	8/31/2005
1000037877	472		4/8/1998	03	11/16/1999	9/2/2003
1000037819	474		9/3/1998	03	9/3/1998	9/2/2003
1000221019	931		1/8/2000	01	1/8/2000	8/31/2005
1000038595	219		5/5/1997	04	5/5/1997	9/3/2002
1000038441	159		12/12/1995	06	12/12/1995	9/4/2001
1000038543	109		9/16/1995	06	9/16/1995	9/4/2001
1000037522	520		2/14/1996	05	3/25/1999	9/2/2003

Local intranet 100%

This report will give you the student's name, D.O.B., grade, US entry date, and start year. This report can be downloaded to an excel spreadsheet; changes will not alter anything on eRIDE.

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IEP, Voc Ed., Title I, Immigrant and Migrant Report

The screenshot shows a web browser window titled "Information Services - Windows Internet Explorer". The address bar shows the URL: <http://ride16/eride/lep/studentListing1.asp?rptType=active3>. The page header includes the Rhode Island Department of Elementary and Secondary Education logo and the text "Information Services". Below the header, there is a breadcrumb trail: "Go Back > International Charter > Customized student listings".

The main content area contains two tables. The first table is a summary table with the following data:

	Active Students (As of date: 5/11/2005)	Monitored Students	Exited Students
demographics	click to view/download	click to view/download	not available
ACCESS Score, Proficiency Level	click to view/download	click to view/download	not available
DOB, Grade, Entry Date, Start Year	click to view/download	click to view/download	not available
IEP, VocEd, Title 1, Immigrant, Migrant Statuses	click to view/download	click to view/download	not available
Services Received	click to view/download	not available	not available

Below the summary table is a "download listing" link and a detailed student listing table:

SASID	LASID	Student Name	IEP	Title1	VocEd	Immigrant	Migrant
1000037672	533		No	No	No	Yes	No
1000038085	532		No	No	No	No	No
1000038132	507		No	Yes	No	Yes	No
1000037523	523		No	No	No	No	No
1000170753	594		No	No	No	No	No
1000204423	631		No	Yes	No	No	No
1000037877	472		No	Yes	No	No	No
1000037819	474		No	Yes	No	No	No
1000038595	219		No	Yes	No	No	No
1000038441	159		Yes	No	No	No	No
1000038543	109		Yes	No	No	No	No
1000037522	520		No	Yes	No	No	No
1000038183	460		No	No	No	No	No

This shows the IEP, VocEd, Title I, Immigrant, and Migrant Status. Downloading the report to an excel spreadsheet can be done by clicking on the download listing above the table. Changes made to the excel spreadsheet do not affect the information on eRIDE.

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Please Review!

Student Services Report

Information Services - Windows Internet Explorer

http://ride16/eride/lep/studentListing1.asp?rptType=active4

Google

Information Services

Rhode Island Department of Elementary and Secondary Education

Melissa Cabral (Local)

Information Services

> Go Back > International Charter > Customized student listings

	Active Students (As of date: 5/11/2005)	Monitored Students	Exited Students
demographics	click to view/download	click to view/download	not available
ACCESS Score, Proficiency Level	click to view/download	click to view/download	not available
DOB, Grade, Entry Date, Start Year	click to view/download	click to view/download	not available
IEP, VocEd, Title 1, Immigrant, Migrant Statuses	click to view/download	click to view/download	not available
Services Received	click to view/download	not available	not available

download listing

SASID	LASID	Student Name	Teacher Name	Model	Start Date	HDW	FTE
1000037672	533		James Raisch	BILINGUAL	9/1/2004	3/5/4	0.55
1000038085	532		Martha Zufiga	BILINGUAL	9/1/2004	3/5/4	0.55
1000038132	507		Constance Walinski	BILINGUAL	9/1/2004	3/5/4	0.55
1000037523	523		Kim Leimer	BILINGUAL	9/1/2004	3/5/4	0.55
1000170753	594		Mary-Ann Rinaldi	BILINGUAL	9/1/2004	3/5/4	0.55
1000204423	631		Mary-Ann Rinaldi	BILINGUAL	9/1/2004	3/5/4	0.55
1000037877	472		Matilde Relvas	BILINGUAL	9/1/2004	3/5/4	0.55
1000037819	474		Constance Walinski	BILINGUAL	9/1/2004	3/5/4	0.55
1000038595	219		James Raisch	BILINGUAL	9/1/2004	3/5/4	0.55
1000038441	159		Kim Leimer	BILINGUAL	9/1/2004	3/5/4	0.55
1000038543	109		Kim Leimer	BILINGUAL	9/1/2004	3/5/4	0.55
1000037522	520		Emily Lee	BILINGUAL	9/1/2004	3/5/4	0.55
1000038183	460		Matilde Relvas	BILINGUAL	9/1/2004	3/5/4	0.55

Local intranet 100%

This is the Services Received Report that calculates the services received to give you the total amount of money that you will be receiving for each student as of the date it was entered in the main page of the census.

Remember anything in **RED** means possible incorrect data.
Please Review!

Summary Report

Upload October Membership Data - Windows Internet Explorer

http://ride16/eride/lep/sumReport1.asp?schoCode=53

Upload October Membership Data

Go Back > ()

as of date: 5/11/2005 [download report](#)

	PK	PF	KG	KF	01	02	03	04	05	06	07	08	09	10	11	12	Total
Gender																	
F	0	0	0	0	0	14	15	18	8	10	6	0	0	0	0	0	71
M	0	0	0	0	0	14	13	13	13	13	3	0	0	0	0	0	69
Race/ethnicity																	
Asian	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	2
Black	0	0	0	0	0	6	2	7	3	3	1	0	0	0	0	0	22
Hispanic	0	0	0	0	0	20	22	21	16	19	6	0	0	0	0	0	104
White	0	0	0	0	0	2	3	2	2	1	2	0	0	0	0	0	12
Immigrant Status																	
No	0	0	0	0	0	28	25	25	19	22	9	0	0	0	0	0	128
Yes	0	0	0	0	0	0	3	6	2	1	0	0	0	0	0	0	12
Native Language																	
Cape Verdean	0	0	0	0	0	4	2	5	3	3	0	0	0	0	0	0	17
Chinese	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	2
English, Creolized	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	2
French	0	0	0	0	0	1	0	1	1	0	0	0	0	0	0	0	3
Mandinka	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
Portuguese	0	0	0	0	0	2	1	2	1	0	1	0	0	0	0	0	7
Russian	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	2
Spanish	0	0	0	0	0	19	23	21	16	20	7	0	0	0	0	0	106
Special Ed Status																	
No	0	0	0	0	0	27	25	29	18	17	9	0	0	0	0	0	125
Yes	0	0	0	0	0	1	3	2	3	6	0	0	0	0	0	0	15
Program Model																	
BILINGUAL	0	0	0	0	0	28	28	31	21	23	9	0	0	0	0	0	140
Current Proficiency Level																	

Done Local intranet 100%

To get to the summary report click on the number of active students on the main page. You will need to get the Director/Coordinator's signature as well as the superintendent's. Once everyone has signed the summary sheet you will need to click **'sign off'** on the main page, and fax the summary report to Melissa Cabral at 401-222-3605 (Please be sure that the report is signed before faxing).

Things to Remember

- ❑ You should never make changes to the previous school year. If you notice a mistake that was made in the previous year(s) that you would like to change, please contact Melissa Cabral at 222-8491.
- ❑ Always be aware of the ‘**as of date**’ that you are using.
- ❑ The school year starts in September and **ends** on **June 30th**, regardless of your district’s last day of school.
- ❑ Be sure that the Current Proficiency Level is correct and is based on the student’s class performance and **NOT** on the ACCESS Test.
- ❑ The **Start Year** does not change, because that is the month, day, and year that the student first started to receive services in the state.
- ❑ After you update student records you need to click the **update** button on the main page to reflect all the changes made.
- ❑ Students cannot receive services before entering this country. Double-check the **Start Year** and the **Entry Date** to the U.S.
- ❑ Students cannot be Active and Monitored at the same time
- ❑ You should only enter information within the current school year. Do **NOT** enter information for the upcoming school year.
- ❑ The Current Proficiency Level and the ACCESS Level are not always the same. Do not copy the Current Level into the ACCESS Level.