# How-to Access the CIRCLE Progress Monitoring Parent Reports

# What is the C-PM Parent Report?

CIRCLE Progress Monitoring or C-PM is a validated assessment tool that helps you quickly and reliably assess a child's progress in particular skill areas. C-PM provides you with a comprehensive report for sharing assessment results with parents. You can print the parent report to review during a parent conference or parents can access the results online using a Personalized Identification Number (PIN). Information regarding how to access PIN numbers can be found in the section *How Do I Share the Parent Report Online*, on page 7 of this guide.

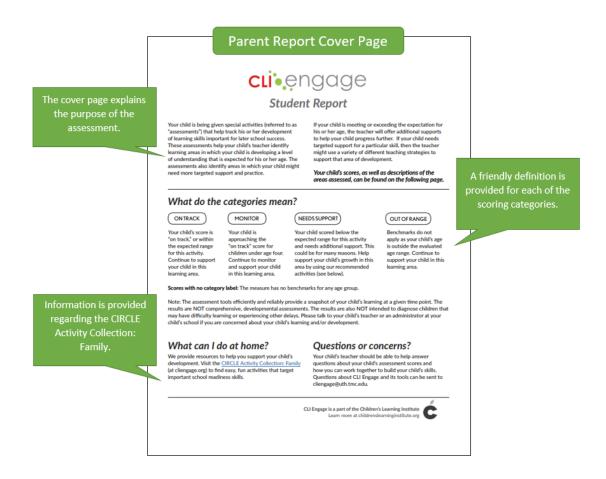
## Why is it Important to Share Assessment Results with Parents?

Parents are a valuable resource for supporting children's knowledge and skills at home. When you share the assessment report with parents, you are helping them understand that they are an important partner in their child's education. The information provided in the report allows parents to gain an understanding of the skills being taught in your classroom and activities that they can do at home to support these skill areas.

# What is Included in the Parent Report?

### **Cover Page**

The first page of the parent report provides parents with a clear understanding of how the assessment helps you identify areas of need so that you can plan targeted support and practice in the classroom. The cover page also provides parents a friendly definition of each of the scoring categories and information about how to find supportive resources on CLI Engage in CIRCLE Activity Collection: Family.



### **Student Report**

The student report includes only the Learning Areas that you choose when you are generating the report. When you get to the report selection screen, you can click on each Learning Area that you assessed or each Learning Area you want to share with the parents. Specific steps regarding generating parent reports can be found in the following section, *How Do I Print the Parent Report?* 

The student report pages are divided into sections according to Learning Areas. Each Learning Area or skill has a brief definition to help parents understand what exactly is being assessed and why this skill is important.

The report includes a score for each Learning Area. Beside the description is the child's score they received along with the Scoring Category (On Track, Monitor, Needs Support, Out of Range). Parents can refer to the cover page to help them understand the category rating their child received for that Learning Area.

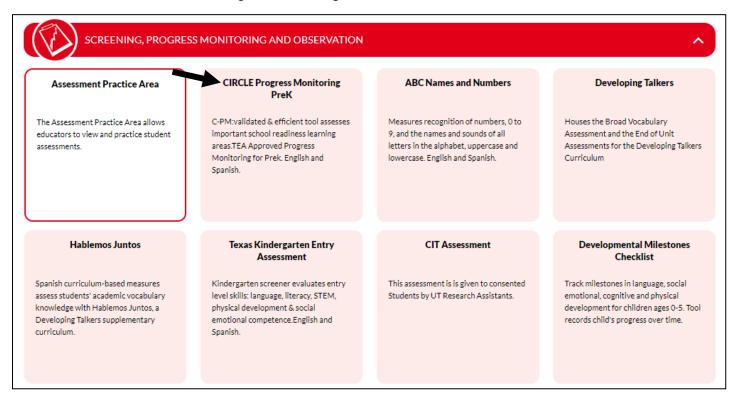
To help parents support each skill area at home, the report provides links to activities from the CIRCLE Activity Collection: Family. For more information, see the *Teacher's Guide to Using the CIRCLE Activity Collection: Family.* 

Student Report CIRCLE Progress Monitoring PreK cli•engage The report is broken rning Areas | Áreas de down by each Wave 1 Wave 2 Wave 3 learning area. It includes a brief definition, the importance of that skill, and an Rot and Tel Say, Tel, Do assessment example. The report provides a is the ability to blend two parts of a word link to activities from The child's score is CIRCLE Activity shown with the Collection: Family. scoring category. Find the Sound Listen to the Soun 20 On Track Shape naming is the ability to connect shape vocabulary seeds (e.g. circle, scuppe) with their visual representation Creating Art with Shapes Shape Matching Reported on Dec 02 2018 at 07:09 PM

# **How Do I Print the Parent Report?**

The following instructions detail the steps to access and print the parent reports for your students.

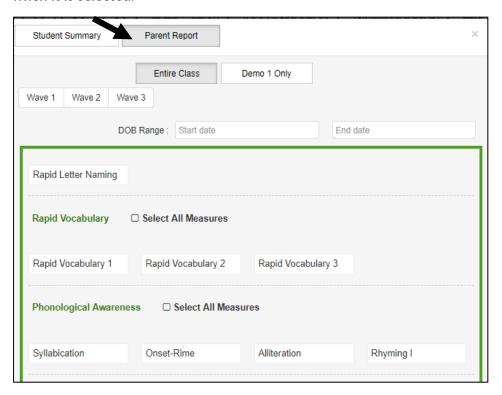
Step 1: On the CLI Engage Dashboard, locate the red banner Screening, Progress Monitoring and Observation. Click on the assessment CIRCLE Progress Monitoring PreK.



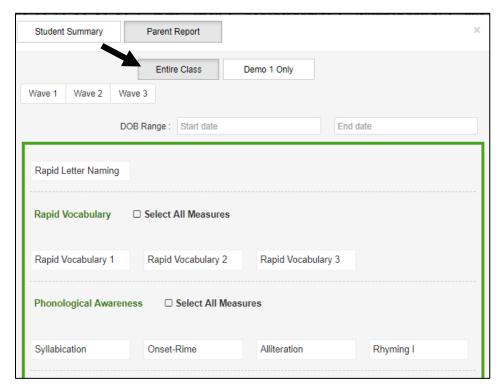
Step 2: Click on your class. On the class view page, click the student reports icon.



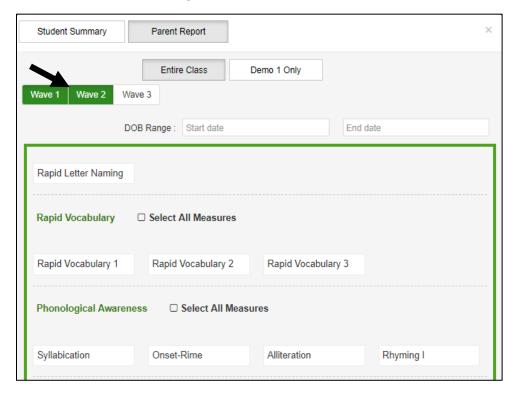
Step 3: When the report selection screen appears, select the *Parent Report* button. The button will turn gray when it is selected.



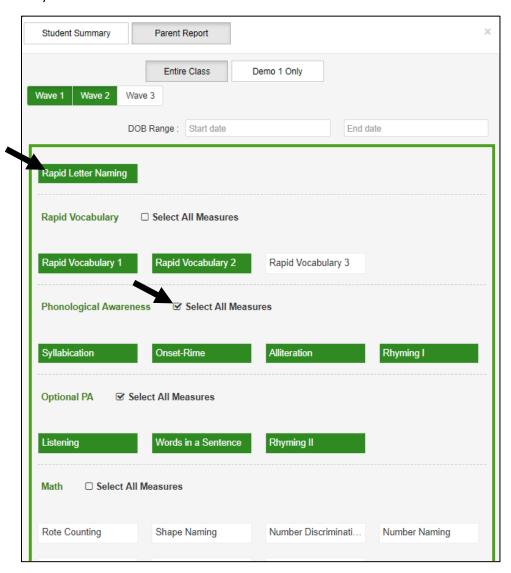
Step 4: You can choose to print a report for only one child, or for the entire class. If you are printing reports for all your children, click the *Entire Class* button. The button will turn gray when it is selected.



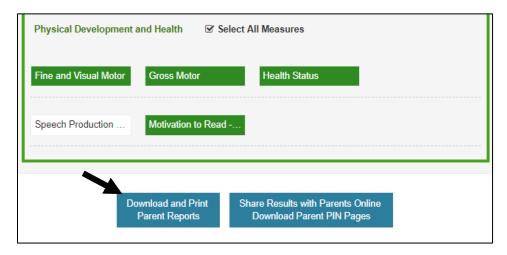
Step 5: Select the wave you would like on the report. You can select multiple waves to appear on the same report. The wave will turn green when it is selected.



Step 6: Select the assessment measures you would like to include in the parent report. We recommend that you only select the measures that you administered to avoid parent confusion. The measures will turn green when they are selected.



Step 7: Click the Download and Print Parent Reports button at the bottom of the Report Selection screen.



# **How Do I Share the Online Parent Report?**

Parents can view assessment results electronically through the CLI Engage website if you provide them with a Personal Identification Number (PIN) number. The PIN number can be found on the PIN page with specific directions on how parents access the assessment results.

### **PIN Page**

The child's name and unique personal identification number is included.

A brief explanation of the purpose for the assessment is provided and the benefits of logging into CLI Engage.

Step-by-step directions are provided to ensure parents successfully find scores and activities.

# cli•engage

Student First Name | Nombre del estudiante: John Student Last Name | Apellido del estudiante: Smith Student Parent Code | Código de padre y estudiante: 66778899 Website | Página de Internet: https://www.cliengage.org

### Is my child ready for school success?

### Log on to find out!

Throughout the school year, students in your child's classroom are being given special activities to help the teacher track their progress. The teacher looks at the results of these activities to determine if students are developing the skills they will need for success in school.

The activities help your child's teacher identify learning areas in which your child is developing a level of understanding that is expected for his or her age. The activities also identify areas in which your child might need more targeted support and practice.

As a parent, you are your child's first teacher—but sometimes it's hard to know where to start. When you log on to CLI Engage to view your child's scores, you'll find a host of resources to help you learn more about how your child is growing and how you can help.

### to view your child's scores and help support their learning:

Step 1: Using a computer or tablet, go to: www.cliengage.org.

Step 2: Click on "Sign Up" located on top right hand corner of the page.

Step 3: Click the button for "Public Access." Step 4: Complete sign-up information indicating you are a parent (you will need to use or create a Google account to use as your user ID for this site).

Step 5: From the Dashboard, click the "My Reports" button, then click "Find Child's Report" button. Step 6: Find your child's information at the top of this page. On the website, add this information exactly as it

Step 7: To view any report, click the green button. To download a report, click the orange button.

Step 8: Go back to the Dashboard to find fun activities that you and your child can do together at home!

### ¿Está mi hijo/a listo para el éxito escolar?

### Ilnicie sesión para saber!

Durante el año escolar, los estudiantes que se encuentran en la clase de su hijo/a se les está dando actividades especiales para ayudarle al maestro/a a monitorear el progreso de los niños. El maestro/a examina los resultados de estas actividades para determinar si los studiantes están desarrollando las habilidades que necesitarán para

de aprendizaje en las cuales su hijo/a está desarrollando un nivel de comprensión que se espera para su edad. Las actividades también identifican áreas en las que su hijo/a podría necesitar más apoyo y estetico.

Como padre, usted es el primer maestro de su hijo/a - pero a vece Como pane, taste o es primer miestro de su nijova — pero a ves es dificil donde empezar. Cuando entre a CLI Engage para a ver los resultados de su hijo/a, usted encontrará recursos para ayudarle a que aprenda más acerca de cómo es que su hijo/a está creciendo y como es que usted puede ayudar.

#### → para ver el puntaje de su hijo/a y ayudar en apoyar el aprendizaje:

Paso 1: Use una computadora o tableta y entre a la página de

Internet www.cliengaga.org
Paso 2: Oprima donde dice "Sign Up" (Iniciar sesión) localizado en
la esquina superior derecha de la página.
Paso 3: Oprima donde dice "Public Access" (Acceso público).

Paso 4: Complete la información de inscripción indicando que usted es un padre (necesitará utilizar o crear una cuenta de Google para utilizar como su identificación de usuario de este sitio).

Paso 5: Desde el panel de control, oprima donde dice "My Reports\* (Mis reportes), y después oprima donde dice "Find

reportes; (vins reportes), y despues opinina doited dice "rind Child's Report" (Encuentre et reporte del inition). Paso 6: Encuentre la información de su hijo/a en la parte superior de la página. En el sitio web, agregue esta información exactamente como aparece arriba.

Paso 7: Para ver cualquier reporte, oprima el botón verde. Para Paso 8: Regrese al panel de control para encontrar actividade divertidas que usted y su hijo/a pueden hacer juntos en casa!

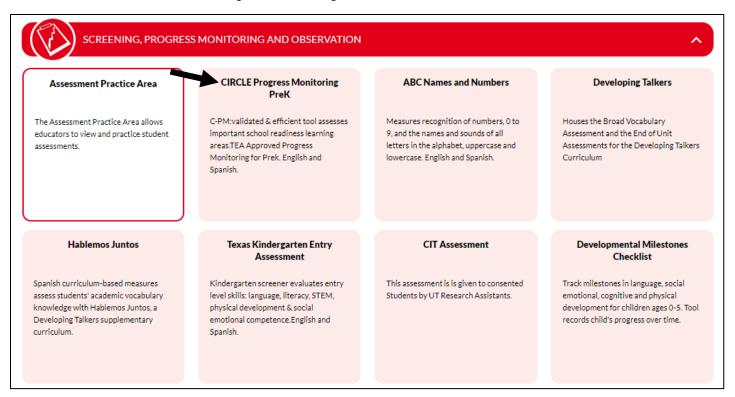
www.cliengage.org

The information is provided in both English and Spanish.

# How Do I Print the PIN Page?

The following instructions detail the steps to access and print the PIN page for your parents.

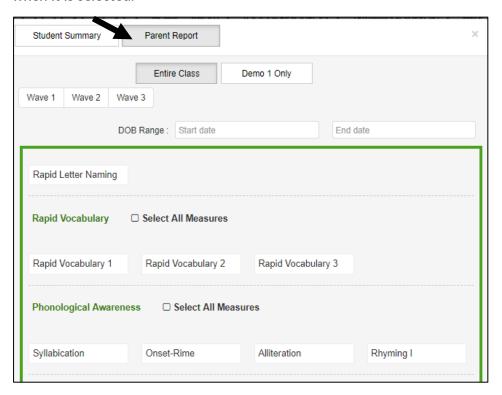
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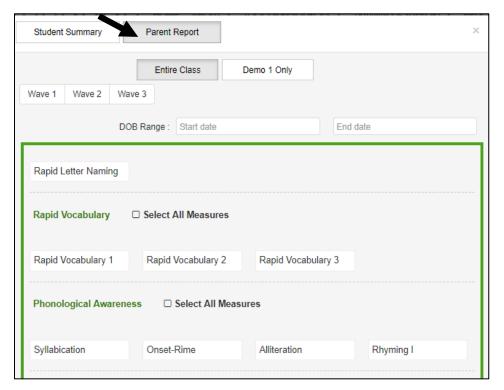
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Step 4: You can choose to print a report for only one child, or for the entire class. If you are printing reports for all your children, click the *Entire Class* button. The button will turn gray when it is selected.



Step 5: Click the Share Results with Parents Online Download Parent PIN Pages button at the bottom of the Report Selection screen. If you selected an individual report, it will be pop up in the web browser. If you selected a report for the entire class, the report will be sent to your email.

