Reporting: Admin

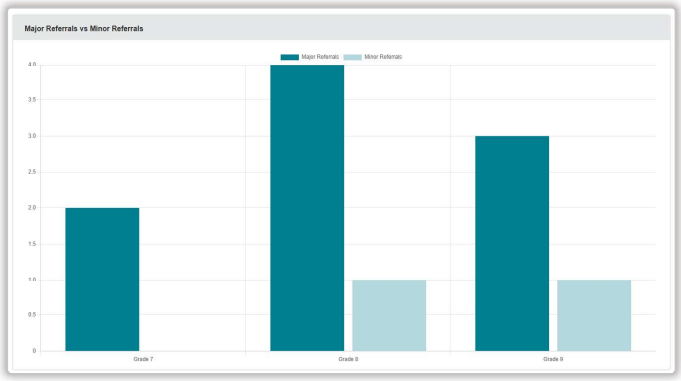
For Admin and those with Reports View permission, the Reports tab includes various dashboards with quick snapshot information as well as other reports that can be filtered to see specific data. Some reports will allow specific data points to be expanded or drilled down for more detail. To view the reports, choose Reports from the left-side Main Menu.

TOP 3 REPORTS WE LOVE:

1 Major vs. Minor Report

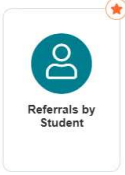
Indicates if behaviors are taken care of in the classroom before they escalate to the office. If you see more minors in relation to majors, PBIS is helping to improve school climate!

HOW TO FIND IT:
Reports tab > Referral Reports > Major vs. Minor

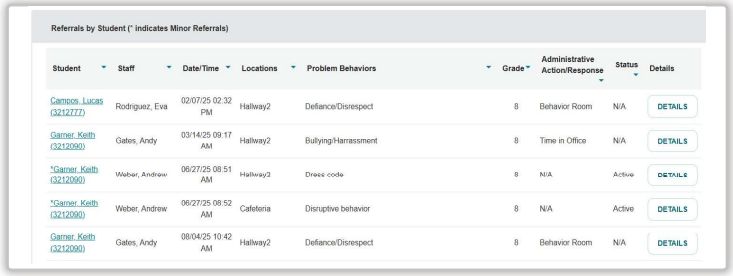


2 Referrals by Student Report

Also known as a High Frequency List (minors); indicates which students need interventions.



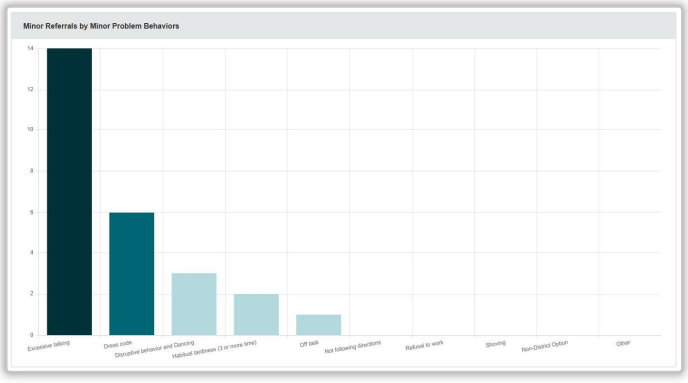
HOW TO FIND IT:
Reports tab > Referral Reports >
Scroll to Bottom > Referrals by Student



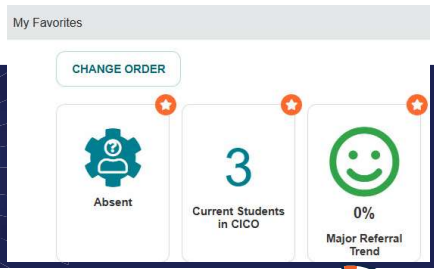
3 Minors by Minor Problem Behavior:

Indicates where the school needs to deliver additional behavior instruction.

HOW TO FIND IT:
Reports tab > Referral Reports > Scroll to Bottom
Minor by Minor Problem Behavior



Favorites Section



My Favorites allows you to mark various reports as favorites!
Select the orange star in the top right corner of the report and the system will save it to your favorites list for quick access.