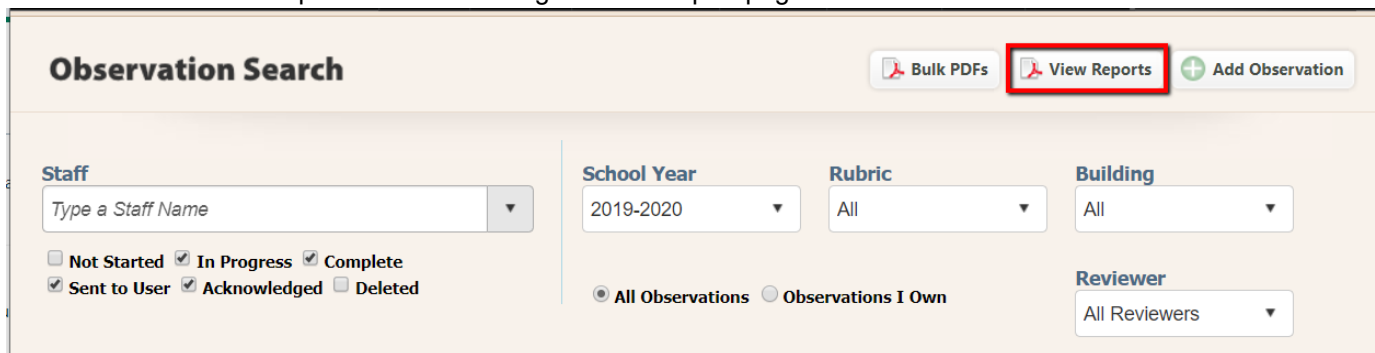# Observation Reports

Modified on: Mon, 16 Mar, 2020 at 2:56 PM
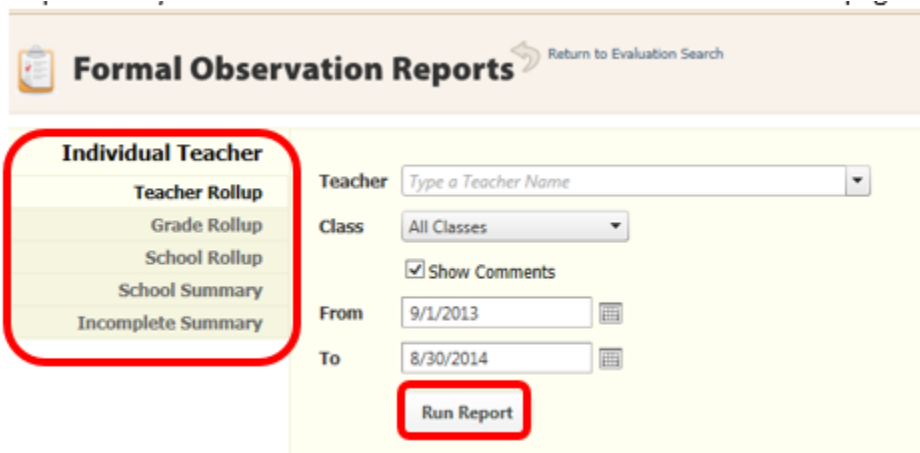
This is a quick guide with screen shots to demonstrate how to access the Observation Reports and examples of the reports that are available.

Accessing the Reports

1. Go to the Observation Search page by clicking on the "APPR" dropdown menu from the black menu bar. From the dropdown list, select "Observation Search".

2. Click on the "View Reports" button to navigate to the report page.

3. Choose the report that you would like to view from the list on the left side of the page.

4. Select the appropriate teacher, class and the date range options for the report.

5. Click the 'Run Report' button. The report will then open in PDF form for easy viewing or printing.

Report Descriptions

Individual Teacher Report:

This report can be run for any teacher in the system and can be run for a particular class or all classes for the teacher selected. The report will show all components of the formal observations by date, selected in the date range, and can be run to include comments or exclude them depending on if the "Show Comments" box was selected

Betty Rose Formal Observation Review
All Classes

Indicators / Reviewer	Oct - 23 District Admin	Oct - 31 District Admin
Element I	3.6/4	3/4
Element I.1	3.5/4	3/4
Describes developmental characteristics of students	H	E
Creates developmentally appropriate lessons	E	E
Element I.2	4/4	N/A
Using strategies to support learning and language acquisition	H	
Uses current research	H	
Element I.3	3/4	N/A
Meets diverse learning needs of each student	E	
Plans for student strengths, interests, and experiences	E	
Element I.4	4/4	N/A
Communicates with parents, guardians, and/or caregivers	H	
Element I.5	4/4	N/A
Incorporates the knowledge of school community and environmental factors	H	
Incorporates multiple perspectives	H	
Element I.6	3/4	N/A
Understands technological literacy	E	
Element III	N/A	N/A
Element III.1	N/A	N/A
Aligns instruction to standards		
Uses research-based instruction		
Engages students		

Teacher Rollup Report:

This report can be run for any teacher in the system and can be run for a particular class or all classes for the teacher selected. This report shows all the formal observations for the date range selected combined together. The results are reported in both ratio and percent form.

Rose, Betty Formal Observation Rollup

From: 9/1/2012 To: 8/30/2013

Indicators		
Element I	**3.83/4**	
Element I.1	**3.25/4**	
Describes developmental characteristics of students	3.5/4 - 87.50%	87.50%
Creates developmentally appropriate lessons	3/4 - 75.00%	75.00%
Element I.2	**4/4**	
Using strategies to support learning and language acquisition	4/4 - 100.00%	100.00%
Uses current research	4/4 - 100.00%	100.00%
Element I.3	**3/4**	
Meets diverse learning needs of each student	3/4 - 75.00%	75.00%
Plans for student strengths, interests, and experiences	3/4 - 75.00%	75.00%
Element I.4	**4/4**	
Communicates with parents, guardians, and/or caregivers	4/4 - 100.00%	100.00%
Element I.5	**4/4**	
Incorporates the knowledge of school community and environmental factors	4/4 - 100.00%	100.00%
Incorporates multiple perspectives	4/4 - 100.00%	100.00%
Element I.6	**3/4**	
Understands technological literacy	3/4 - 75.00%	75.00%

Grade Rollup Report:

This report can be run for any grade in the district. This report shows all the formal observations for the date range selected combined together. The results are reported in both ratio and percent form.

Grade 4 Formal Observation Rollup

From: 9/1/2012 To: 8/30/2013

Indicators		
Element I	3/4	
Element I.1	3.5/4	
Describes developmental characteristics of students	3.5/4 - 87.50%	87.50%
Creates developmentally appropriate lessons	3.5/4 - 87.50%	87.50%
Element I.2	3/4	
Using strategies to support learning and language acquisition	3/4 - 75.00%	75.00%
Uses current research	3/4 - 75.00%	75.00%
Element I.3	4/4	
Meets diverse learning needs of each student	4/4 - 100.00%	100.00%
Plans for student strengths, interests, and experiences	4/4 - 100.00%	100.00%
Element I.4	3/4	
Communicates with parents, guardians, and/or caregivers	3/4 - 75.00%	75.00%

School Rollup Report:

This report can be run for any school in the district. This report shows all the formal observations for the date range selected combined together. The results are reported in both ratio and percent form.

Tall Oaks Elementary Formal Observation Rollup

From: 9/1/2012 To: 8/30/2013

Indicators		
Element I	3.45/4	
Element I.1	3.5/4	
Describes developmental characteristics of students	3.67/4 - 91.67%	91.67%
Creates developmentally appropriate lessons	3.33/4 - 83.33%	83.33%
Element I.2	3.5/4	
Using strategies to support learning and language acquisition	3.5/4 - 87.50%	87.50%
Uses current research	3.5/4 - 87.50%	87.50%
Element I.3	3.5/4	
Meets diverse learning needs of each student	3.5/4 - 87.50%	87.50%
Plans for student strengths, interests, and experiences	3.5/4 - 87.50%	87.50%
Element I.4	3.5/4	
Communicates with parents, guardians, and/or caregivers	3.5/4 - 87.50%	87.50%

School Summary Report:

This report can be run for a school or all schools in the district. The report displays the number of walkthroughs, formal observations, and the end of year evaluations by teacher for the selected school or schools

All Schools Summary Report

User	School Name	Walkthroughs	Observations	End of Year
Teacher 23	Long Hill Middle/High School	1	0	0
Teacher 31	Long Hill Middle/High School	0	2	1
Harold Appel	Long Hill Middle/High School	12	1	0
Fred Burns	Long Hill Middle/High School	7	0	0
Robert Hagan	Long Hill Middle/High School	1	0	0
Teacher 31	Tall Oaks Elementary	1	0	0
Harold Appel	Tall Oaks Elementary	1	0	0
Fred Burns	Tall Oaks Elementary	1	0	0
Robert Hagan	Tall Oaks Elementary	2	1	0
Betty Rose	Tall Oaks Elementary	4	2	0

Incomplete Summary Report:

This report can be run per building for each one in the district. The report displays the number of current walkthroughs, formal observations, and/or end of year evaluations by teacher in the selected school per your choice by selecting the check boxes. If a zero is present, the staff member is missing that type of evaluation.

School Year	2019-2020 ▼	Walkthrough Type	Formal Observation ▼

Individual Teacher	School Select a School ▼
Teacher Rollup	
Grade Rollup	☑ Missing Walkthroughs
School Rollup	☑ Missing Formal Observations
School Summary	☑ Missing End of Year
Incomplete Summary	**Run Report**

⬛⬛⬛⬛ Memorial HS Incomplete Report

Right Reason Technologies

User	Walkthroughs	Formal Observations	End of Year
Michael ⬛⬛⬛	0	2	0
John ⬛⬛⬛	0	1	0
Robert ⬛⬛⬛	0	3	0
Christina ⬛⬛⬛	0	2	0
Tonya ⬛⬛	0	2	0