ECBG Common Measures Report: myIGDI Review Dashboard Guide

This technical assistance guide contains information that will help you understand the data presented in the new myIGDI Review dashboard of the ECBG Common Measures Report.

The myIGDI Review dashboard provides users with an overview of myIGDI completion for all **eligible children within the selected reporting period**, as well as **active children aged under 6 years who have completed any myIGDI assessments within the reporting period.** The table below shows the seasonal completion schedule, age eligibility, and all sub-assessments required for evaluation for each myIGDI type:

myIGDI Type	Eligibility	Fall Completion (8/15 – 11/14)	Winter Completion (11/15 – 2/14)	Spring Completion (2/15 – 5/14)
myIGDI Early Literacy+	Aged 4 on or before 8/31 of reporting year	-Picture naming -Rhyming -Sound Identification -Which One Doesn't Belong	-Alliteration -Picture naming -Rhyming -Sound Identification -Which One Doesn't Belong	-Alliteration -Picture naming -Rhyming -Sound Identification -Which One Doesn't Belong
myIGDI Numeracy	Aged 3 or 4 on or before 8/31 of reporting year	-1 to 1 Correspondence -Number Naming Fluency -Oral Counting Fluency -Quantity Comparison Fluency	-1 to 1 Correspondence -Number Naming Fluency -Oral Counting Fluency -Quantity Comparison Fluency	-1 to 1 Correspondence -Number Naming Fluency -Oral Counting Fluency -Quantity Comparison Fluency

Basic Navigation: Using Filters

The data displayed in this report can be filtered by Date, Grantee, Organization (for those users with switch access to multiple organizations), Program Affiliation, Child, myIGDI Type, Annual Completion, and Seasonal Completion.

Common Measures	myIGDI Review

ECBG Common Measures Report
myIGDIs Review

Reporting Year	Grantee	Organization	Program Affiliation	Child	myIGDI Type	Annual Completion	Seasonal Complet...
June 1, 2024 – J... ▼	(All) ▼	(All) ▼	(All) ▼	(All) ▼	(All) ▼	Not Yet Comple... ▼	(All)

Data Source

The Common Measures Report is generated from information contained in the Child Profile, and all myIGDI forms that are entered in DAISEY for a given grantee or organization and that fall within the selected reporting year. Both "In Progress" and "Submitted" activity forms are included in this report.

What's displayed on this report:

The myIGDI Review dashboard is divided into two sections:

The myIGDI Seasonal Completion table:

Child Name (DAISEY ID)	Age as of 8/31	myIGDI Type*	Fall Completion (8/15-11/14)	Winter Completion (11/15-2/14)	Spring Completion (2/15-5/14)	Annual Completion
Redacted	4	Numeracy	Complete	Complete	Complete	Complete
Redacted	3	Numeracy	Incomplete	Incomplete	Incomplete	Incomplete
Redacted	4	Literacy+	Complete	Complete	Complete	Complete
Redacted	4	Numeracy	Complete	Complete	Complete	Complete
Redacted	3	Numeracy	Complete	Complete	Complete	Complete
Redacted	3	Numeracy	Complete	Complete	Incomplete	Incomplete

Each row of the myIGDI Seasonal Completion table shows the child name and DAISEY ID, the child's age as of 8/31 of the reporting period, and the completion status, both by season and annually, of each myIGDI type. The seasonal completion status is defined as:
- Complete: All required sub-assessments have been completed within the seasonal completion window
- Incomplete: **Today's date** is after the conclusion of a seasonal/ annual completion window, and not all required sub-assessments were completed within the completion window

- Not Yet Completed: **Today's date** fall's within the current completion window, and not all required sub-assessments have yet been completed
- Not Yet Eligible: **Today's date** is before the start date of a given completion window
- Missing: **Today's date** is after the conclusion of a seasonal completion window and a required sub-assessment was not entered within that season.

The myIGDI Seasonal Completion table can be sorted by any of its columns: Child Name (DAISEY ID), Age, myIGDI Type, etc.

Selecting a row from the myIGDI Seasonal Completion table will load the right section of the dashboard - the Client-level myIGDI Sub-Assessment Completion table:

Child Name (ID):
Redacted

myIGDI Type: Numeracy
Annual Completion Status: Not Yet Completed

myIGDI Season	myIGDI Sub Assessment	Completion Status	Date of Activity
Fall	1 to 1 Correspondence Counting Fluency	Completed on Time	9/19/2024
	Number Naming Fluency	Completed on Time	9/19/2024
	Oral Counting Fluency	Completed on Time	9/19/2024
	Quantity Comparison Fluency	Completed on Time	9/19/2024
Winter	1 to 1 Correspondence Counting Fluency	Not Yet Eligible	Null
	Number Naming	Not Yet Eligible	Null

The Client-level myIGDI Sub-Assessment Completion table provides the full list of each required sub-assessment depending on the myIGDI type selected, its completion status, and if complete, its date of activity. Sub-assessments that have not been completed will show "Null" for the Date of Activity.
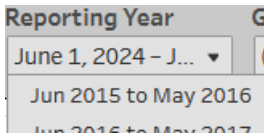
Note: Individual assessment scores or screening results are not included in this report.

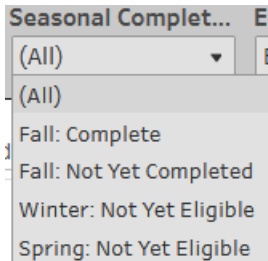## Using the myIGDI Review dashboard to identify and address missing myIGDI data

Age-eligible children missing *any* required sub-assessment throughout the reporting year will not be included in the annual evaluation. This report can help identify cases where you either have not yet completed all of the required sub-assessments for a given myIGDI type in the season you are currently in, and also cases where a sub-assessment was missing for a previous season.

To check your current seasonal completion status, use the following steps:

1. Make sure the current reporting year is selected from the Reporting year filter:

Reporting Year | G
June 1, 2024 – J... ▾ | (

| Jun 2015 to May 2016 |
| ~~Jun 2016 to May 2017~~ |

2. To highlight any children who have not completed all the required sub-assessments in the current season, select the incomplete option for the current season from the Seasonal Completion filter:
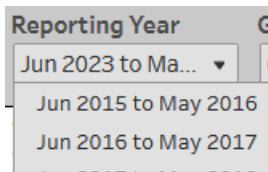

Seasonal Complet... | E
(All) ▾ | E

| (All) |
| Fall: Complete |
| Fall: Not Yet Completed |
| Winter: Not Yet Eligible |
| Spring: Not Yet Eligible |

3. Now your list should show only those children who have not completed all of their required sub-assessments for the current season, and selecting a row from the Seasonal Completion Table will show the breakdown of that child's sub-assessment completion of the given myIGDI type in the Client-level table:
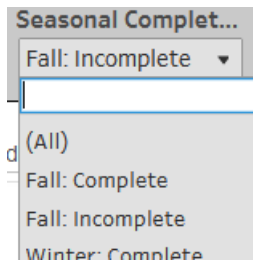
Child Name (ID):
Redacted ██████

myIGDI Type: Literacy+
Annual Completion Status: Not Yet Completed

myIGDI Season	myIGDI Sub Assessment	Completion Status	Date of Activity
Fall	Picture Naming	Not Yet Completed	Null
	Rhyming	Not Yet Completed	Null
	Sound Identification	Not Yet Completed	Null
	Which One Doesn't Belong	Not Yet Completed	Null
Winter	Alliteration	Not Yet Eligible	Null

To check your completion status for previous reporting years or seasons, use the following steps:

1. Select the reporting year you wish to review from the Reporting year filter:

Reporting Year | G
Jun 2023 to Ma... ▾ | (

| Jun 2015 to May 2016 |
| Jun 2016 to May 2017 |

2. To highlight any children who have not completed all the required sub-assessments in a previous season, select the incomplete option for that season from the Seasonal Completion filter:

3. Now your list should show only those children who have not completed all of their required sub-assessments for the current season, and selecting a row from the Seasonal Completion Table will show the breakdown of that child's sub-assessment completion of the given myIGDI type in the Client-level table:

To identify children who have completed some myIGDIs who are not considered age-eligible:

1. Select the desired reporting year from the Reporting year filter:

2. Clicking on the sort icon on the 'Age as of 8/31' column header of the Seasonal Completion Table will sort your table by the child's age as of 8/31 of the selected reporting year:

3. Check the table above for the age-eligibility requirements for each myIGDI type. If your table shows children with completed myIGDIs outside of their eligibility, just note that they will not be factored into your site's evaluation.