

# Using the Post-Secondary Workforce Readiness (PWR) Workbook

## Step 1 – Log in to Tableau



Username

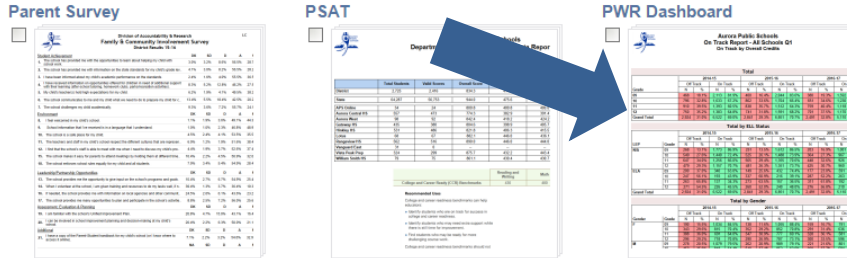
Password

**Sign In →**

1. Log in to Tableau  
<https://tableau.aps.k12.co.us>

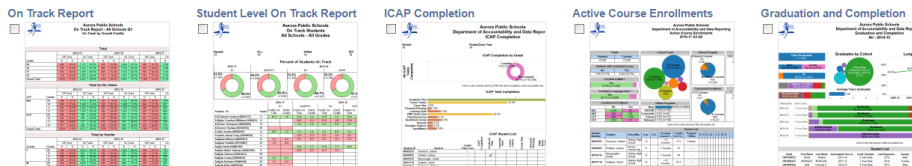
2. Enter your Network Username and Password. **(Note: This is the user name and password you use to login to the network or your APS computer.)**

## Step 2 – Select the PWR Report Workbook



1. From the Home Screen select the PWR Workbook

## Step 3 – Using the PWR Dashboards



The PWR workbook provides a compilation of dashboards which allow analysis in the following areas:

- On Track and Off Track
  - Longitudinal by building
  - Longitudinal by student
- ICAP Completion
- Active Course Enrollments
- Graduation and Completion data

## Step 3 – Using the On Track Report

**Aurora Public Schools**  
**On Track Report - All Schools Q1**  
 On Track by Overall Credits

Comparison for: 2016-17 Term: Q1 School Name: All Schools Grade: All Grades On Track Rules: Overall Credits

Grade	Total											
	2014-15				2015-16				2016-17			
	Off Track		On Track		Off Track		On Track		Off Track		On Track	
N	%	N	%	N	%	N	%	N	%	N	%	
10	796	32.8%	1,633	67.2%	862	33.6%	1,704	66.4%	651	34.6%	1,230	65.4%
11	910	39.5%	1,393	60.5%	838	35.7%	1,512	64.3%	759	40.4%	1,118	59.6%
12	750	35.2%	1,383	64.8%	741	31.8%	1,591	68.2%	701	37.5%	1,170	62.5%
09	468	18.1%	2,113	81.9%	400	16.4%	2,044	83.6%	380	19.3%	1,592	80.7%
<b>Grand Total</b>	<b>2,924</b>	<b>31.0%</b>	<b>6,522</b>	<b>69.0%</b>	<b>2,841</b>	<b>29.3%</b>	<b>6,851</b>	<b>70.7%</b>	<b>2,491</b>	<b>32.8%</b>	<b>5,110</b>	<b>67.2%</b>

The On Track Report provides a 3 year longitudinal (year over year) comparison of students who are on track and off track. Students are accounted for simply by where they received grades for that term. Additional disaggregations are provided for the following student groups:

- ELL Status
- Gender
- Minority

Filters include:

- Year to provide comparison for
- Term
- School Name
- Grade
- On Track Rules (Overall credits or Overall and Core credits)

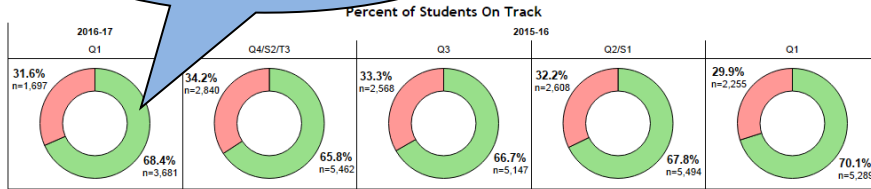
## Step 4 – Using the Student Level On Track Report



### Aurora Public Schools On Track Students All Grades

Most Recent Term: 2016-17  
 Grade: All Grades  
 Gender: (All)  
 IEP: (All)

Click on a category in pie chart to filter the student list for that group



Student - ID	2016-17			2016-16			2016-16			2016-16				
	Q1	Q4/S2/T3	Q3	Q2/S1	Q1	Q4/S2/T3	Q3	Q2/S1	Q1	Q4/S2/T3	Q3	Q2/S1	Q1	
Gr.	Credits Cnt Total	Deficit Credits	Credits Cnt Total	Deficit Credits	Credits Cnt Total	Deficit Credits	Credits Cnt Total	Deficit Credits	Credits Cnt Total	Deficit Credits	Credits Cnt Total	Deficit Credits	Credits Cnt Total	Deficit Credits
11	15.1	1.8	13.5	1.5	11.8	1.3	10.0	1.0	8.3	0.8				
12			16.5	-0.5	15.0	-0.8	13.8	-0.8	12.5	-0.8				
10			7.0	1.0	5.3	0.8	3.5	0.5	1.8	0.3				
09														
10	8.8	1.3	7.0	1.0	5.3	0.8	3.5	0.5	1.8	0.3				
11			6.8	-5.3	5.3	-5.3	3.5	-5.5	1.8	-5.8				
10	7.0	-0.5	5.5	-0.5	4.3	-0.3	2.8	-0.3	1.3	-0.3				
09	1.0	-0.5												

Student Names Masked

The Student Level On Track Report provides longitudinal analysis of students who are on track and off track – both summary level data and student level data is provided.

Filters include:

- The most recent term to display
- Past terms to display (up to 16 terms)
- School Name
- Grade
- Gender
- ELL
- Gifted
- IEP

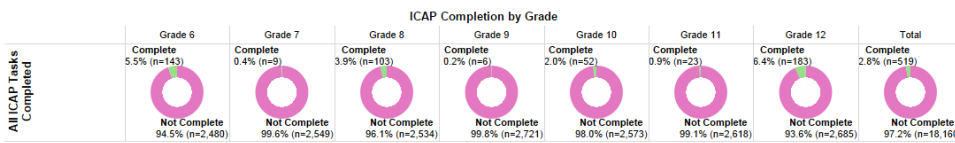
Note: To export the student list click into the student list, then use the export icon at the top of the page and export a crosstab.

## Step 5 – Using the ICAP Completion Report

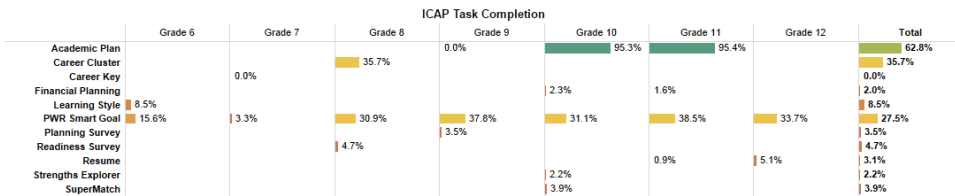


### Aurora Public Schools Department of Accountability and Data Reporting ICAP Completion

School: (All) Grade/Class Year: (All) Learning Community: All



Click on the chart(s) above to filter the task completion chart and student list.



Student ID	Student	Grade/Class Year	ICAP Completed	Academic Plan	Learning Style	Career Cluster	Career Key	Financial Planning	PWR Smart Goal	Planning Survey	Readiness Survey	Resume	Strengths Explorer	SuperMatch
		Grade 10												
		Grade 12												
		Grade 11		✓										
		Grade 12												
		Grade 12												
		Grade 12												

Note: Data is only intermittently updated.

The ICAP Completion Report provides analysis of students who have completed their ICAP tasks and have completed the ICAP overall.

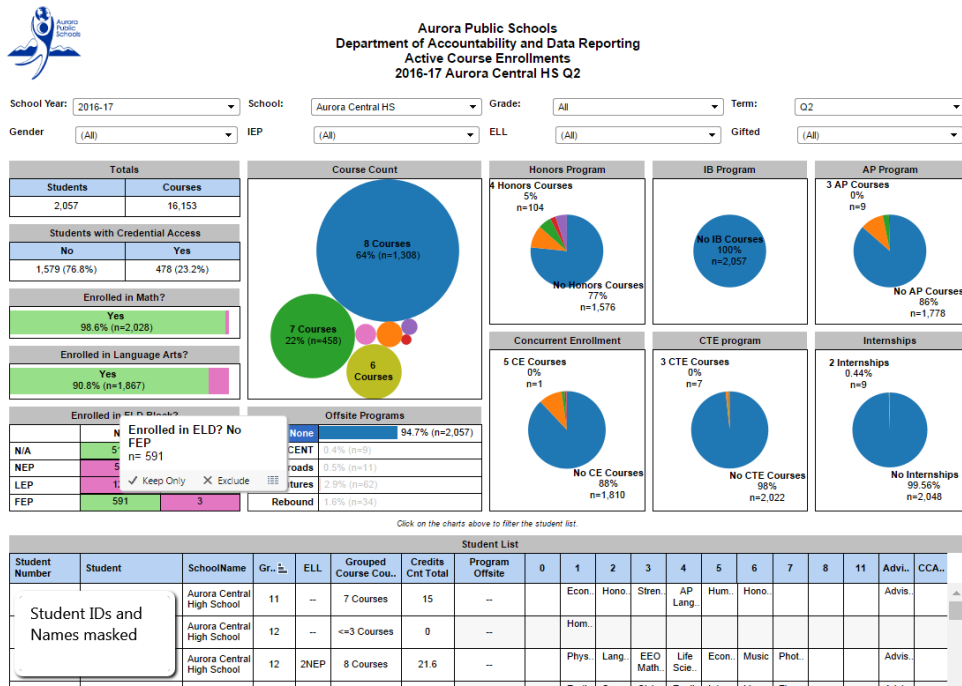
Students who have completed a task have a green check next to their name.

Filters include:

- School
- Grade/Class Year
- Learning Community

Note: To export the student list click into the student list, then use the download icon at the top of the page and download a crosstab.

## Step 4 – Using the Active Course Enrollments Report



The Active Course Enrollments Report provides analysis of how students in grades 9-12 are enrolled in courses. This includes 13 summary charts and a student list.

The student list shows students and their current course enrollments by period.

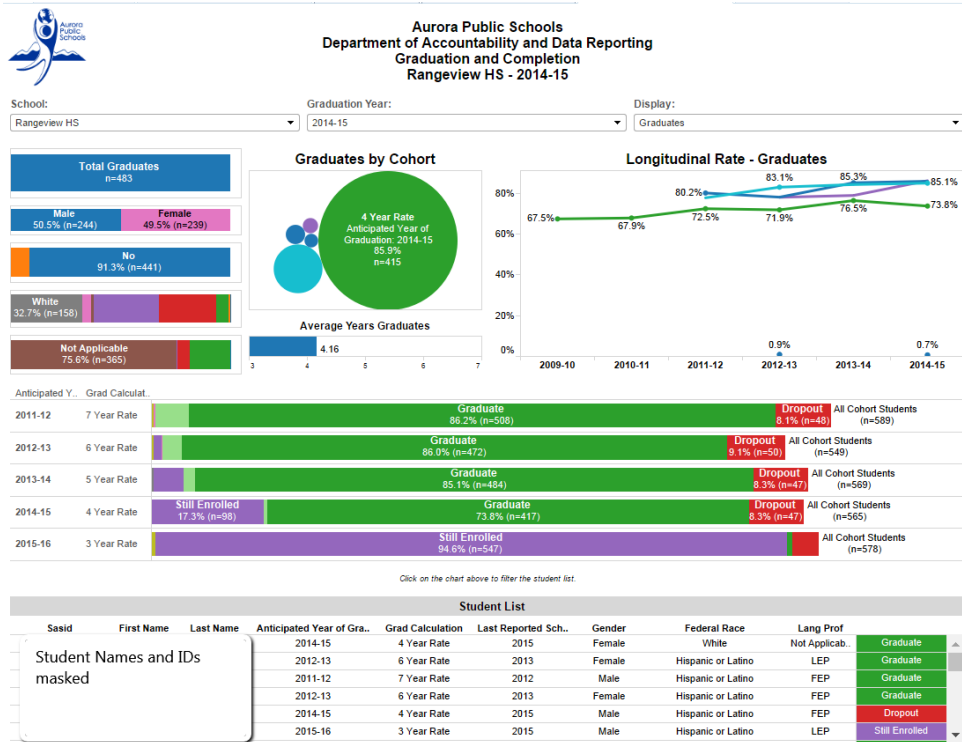
Questions that can be answered by this dashboard include the number of current students who are accessing credential programs (e.g., AP, IB, Concurrent Enrollment, Internships). How many courses students are enrolled into?

Filters include:

- School Year
- School
- Grade
- Term
- Gender
- ELL
- IEP
- Gifted

Note: All charts are action filters and can be used to filter the other charts and the student list.

## Step 4 – Using the Graduation and Completion dashboard



The Graduation and Completion dashboard provides analysis of graduation and completion data using official (finalized) data from the state. The dashboard provides both summary charts and a student list.

The student list shows students and their final end status.

Filters include:

- School
- Graduation Year
- Display