New Features

Reviewing Forms

The Forms to Complete section of a school's or district's dashboard houses forms that can be filled out by the school or district and submitted to the state department. Most of these forms can also be made "reviewable." What does that mean? That means a state can designate a coach, the district, state staff, or an external partner to review forms and provide feedback before a school or district submits to the state. Each form can be customized with sections of information accessible by the school or district and other sections that can be filled out by the reviewer. As each piece is filled out independently, the other "party" has view only access to all information except those designated for their access level. Reviewers are not able to change answers on a form for a school or district. The reviewer functionality is a simple, one-button transaction which will move the form from a school or district dashboard to a reviewer's page and back again. Once the reviewer determines the form is ready for final submission, the school or district is alerted and the form is electronically submitted.





Frequently Asked Questions

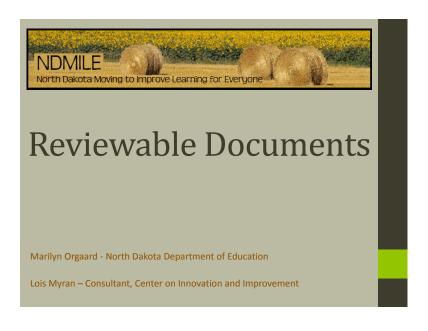
1. How are forms made reviewable?

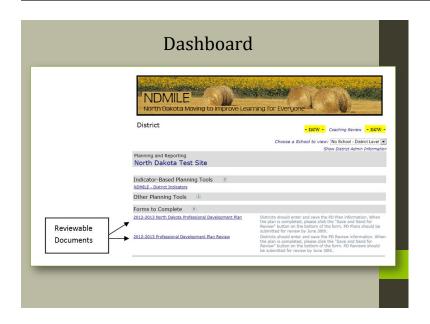
CII staff will work with the state to create a reviewable form that meets its needs. Both new and existing forms can be made reviewable without schools or districts losing current information.

2. How are reviewers set up?

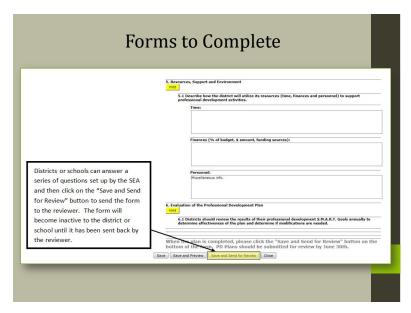
After the state decides who will review each form for each school and/or district, CII will create logins and passwords if needed for the appropriate access level. If a current coach or state administrator will be reviewing forms, they will not need a new login. Forms for review can be accessed with their current login and password.

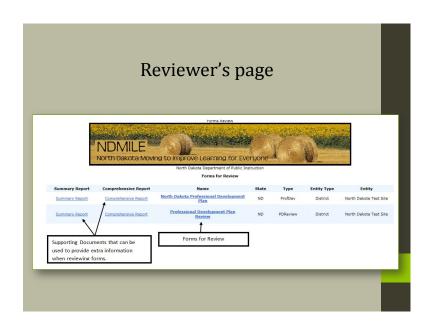
Reviewer Functionality Presentations Marilyn Orgaard/North Dakota & Lois Myran/CII





Indistar® Summit 2012—Biloxi, MS







Sandra Poolaw/Bureau of Indian Education

