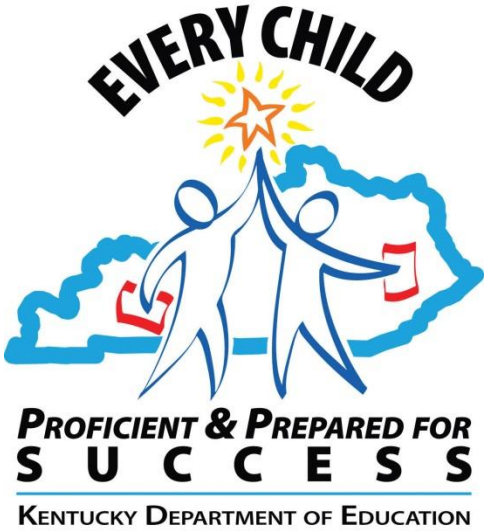


CIITS
School & District Data Reports

Maritta Horne, CIITS Service Manager
Lyndsey Robinson, CIITS Integration Specialist
Nick Gustin, CIITS Technical Analyst
Office of Knowledge, Information and Data Services (KIDS)
Division of Enterprise Data

Acronyms

IC	Infinite Campus
CIITS	Continuous Instructional Improvement Technology System
IMS	Instructional Management System
EDS	Educator Development Suite

IC Data Requirements for CIITS Account Provisioning

- Three data elements are required to be set up in IC for a person's CIITS account to be provisioned and active

1. Valid kyschools.us email address
   - Click path: Census>People>Demographics

2. Active district employment record
   - Click path: Census>People>District Employment

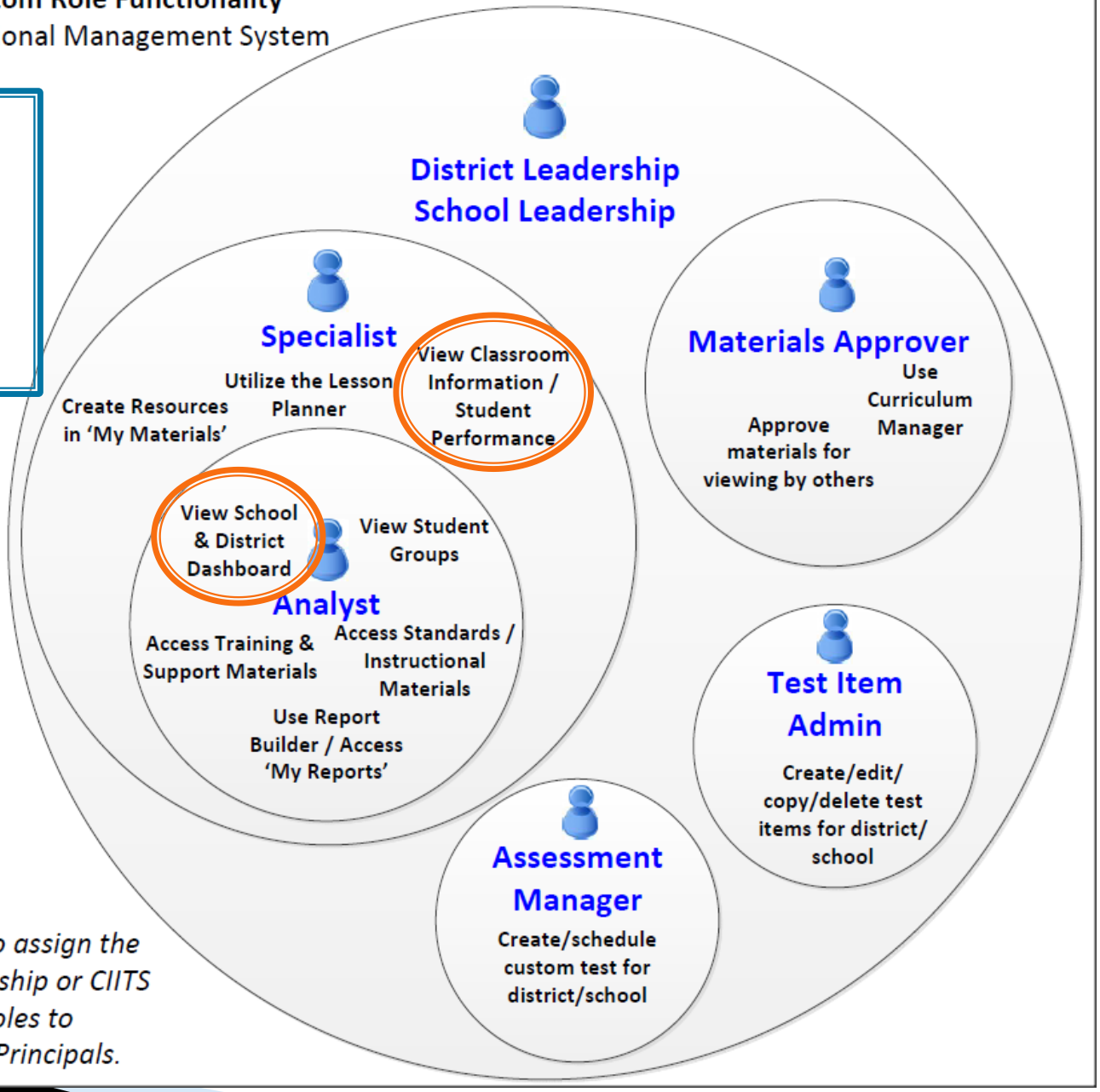
3. Active district assignment record
   - Click path: Census>People>District Assignments

Refer to CIITS Login Support page on the KDE website for user setup and Roles Information

Custom Role Functionality
Instructional Management System

Specialist
- Student Level & Aggregated Data

Analyst
- Aggregated Data



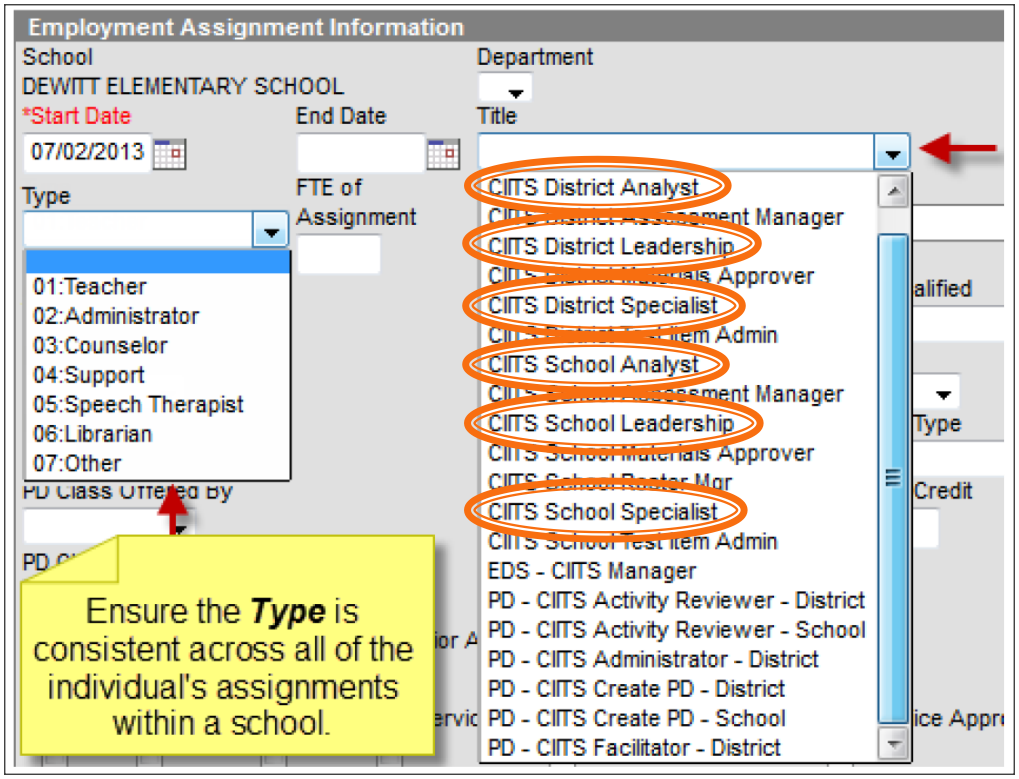
*It is **not** necessary to assign the CIITS District Leadership or CIITS School Leadership roles to Superintendents or Principals.*

CIITS Custom Roles

- Assigned through the Title field when setting up district assignments
- Users may be assigned custom roles

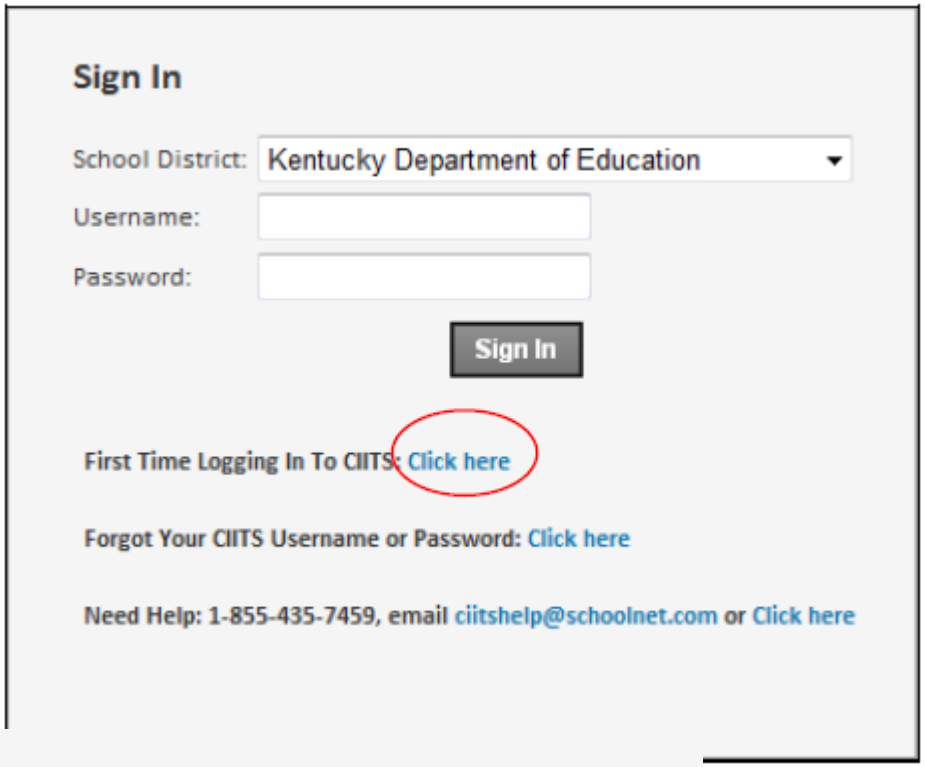
When setting up custom roles on district assignment records:

- Only assign "District" custom roles at the district office
- Only assign "School" custom roles at a school
- If a person is assigned a "District" custom role at the district, then it is unnecessary to assign them that same custom role at each school

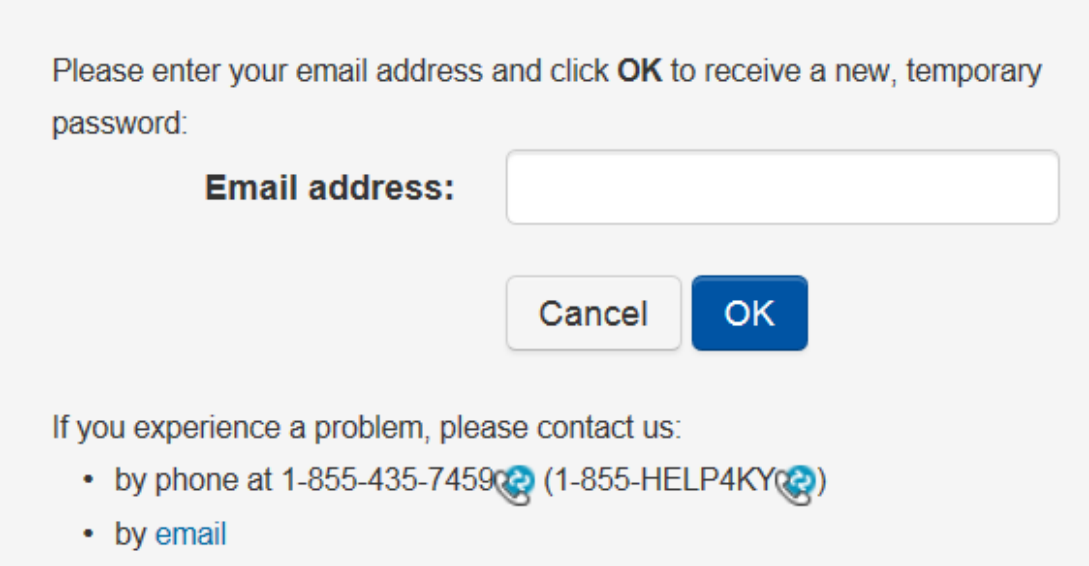


CIITS Login

- How to Log In to CIITS
  - www.ciits.kyschools.us
  - First Time Logging In To CIITS: Click here

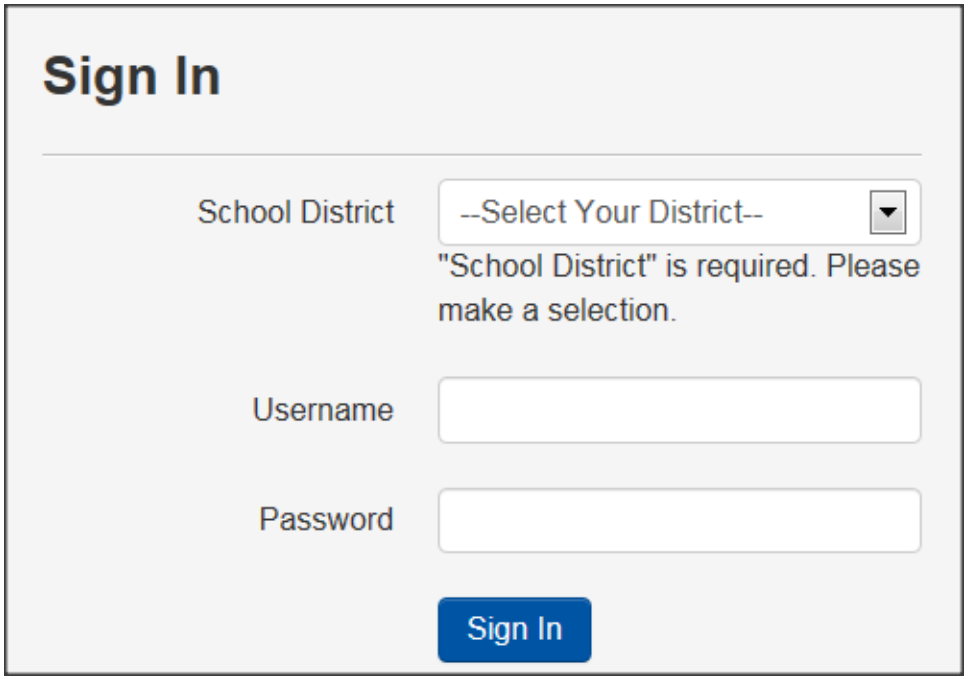


Email Address must Be in IC correctly to receive access to CIITS



CIITS Login

- Temporary Password will be emailed to you
- Go to ciits.kyschools.us:
  - **School District** → chose your district
  - **Username** → kyschools email address
  - **Password** → Temporary Password



- Accept the Acceptable Use Policy
- Change your password

Infinite Campus to CIITS - Weekly Data Refresh Cycle

Will see after 9am Tuesday

Weekly Data Refresh Cycle

Data entered into Infinite Campus by Friday at 5:00PM EST will be loaded to CIITS on the following Monday night and will be available in CIITS on Tuesday morning.

- **Student Data**
  - Demographic data
  - Guardian data
  - Primary enrollment record
  - Course / section data related to primary/secondary enrollment record
  - Grades
  - Program data (SPED, Gifted, Title 1, Migrant, LEP)
  - Behavior data
  - Attendance data
- **Staff Data**
  - Demographic data
  - EPSB license number
  - District / school assignment data
  - Classroom; course/section data (*teachers*)
- **General Data**
  - School calendar days (instructional/holiday)
  - District / school data (name, address, etc.)

CIITS

Infinite Campus to CIITS - Daily Data Refresh Cycle

If changed by 4:30pm it will be there the next day

Daily Data Refresh Cycle

Data entered into Infinite Campus Tue-Fri by 4:30PM EST will be loaded to CIITS that night and will be available in CIITS the next morning.

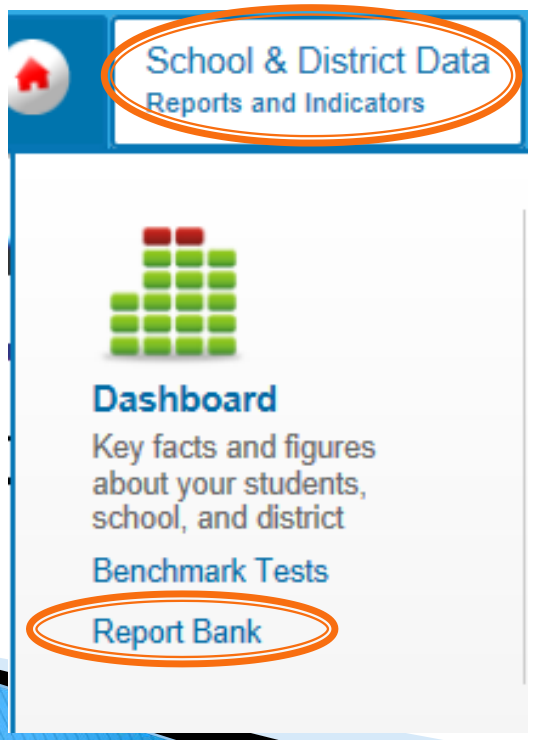
- **Staff Data***
  - Demographic data
  - District / school assignment data

**Includes data for new individuals added to Infinite Campus during that day. CIITS accounts for new staff will be provisioned each night.*

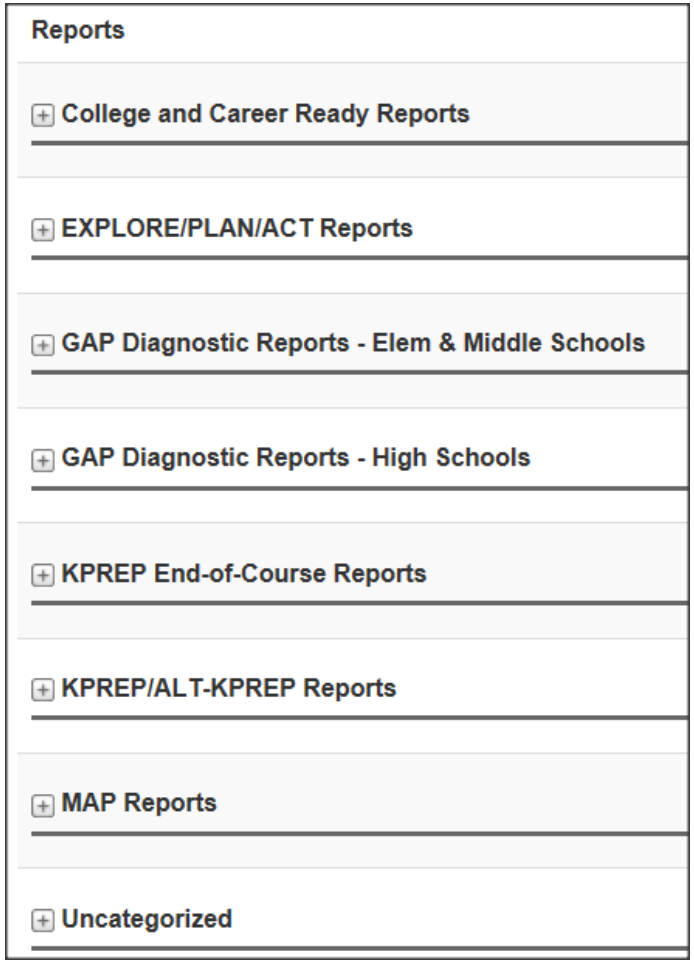
CIITS

CIITS Report Bank

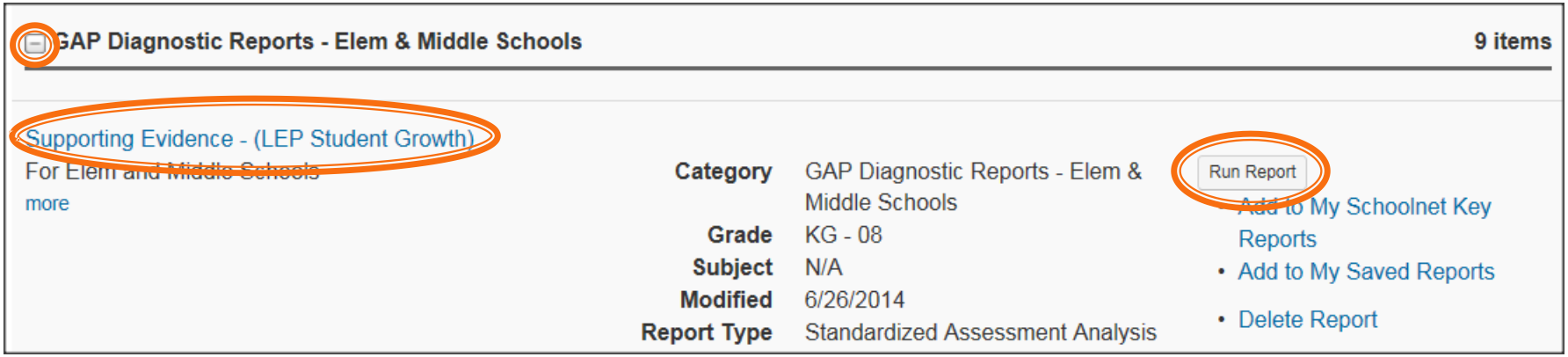
- School and District Leadership, users with the analyst or specialist role, can access the Report Bank



- Available Categories depending on roles and permissions:



CIITS Report Bank



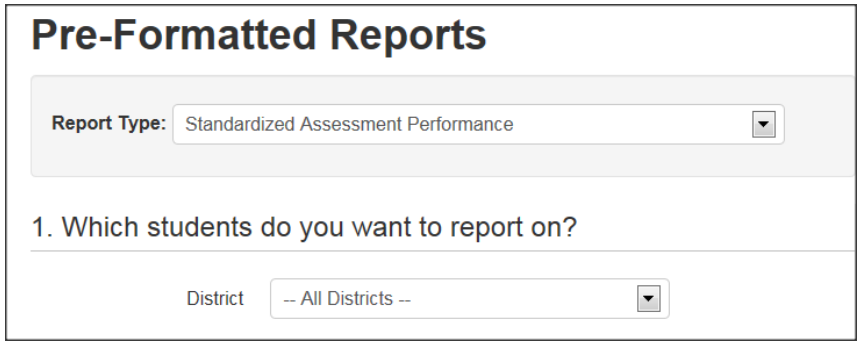
- GAP Diagnostic Reports (Elem & Middle Schools)
  - Supporting Evidence
    - LEP, Race, Special Ed
      - Student Growth, Summary & Detail
- GAP Diagnostic Reports (High Schools)
  - Supporting Evidence
    - Algebra II – Mathematics, Algebra II and English II, English II – English, English II – Reading

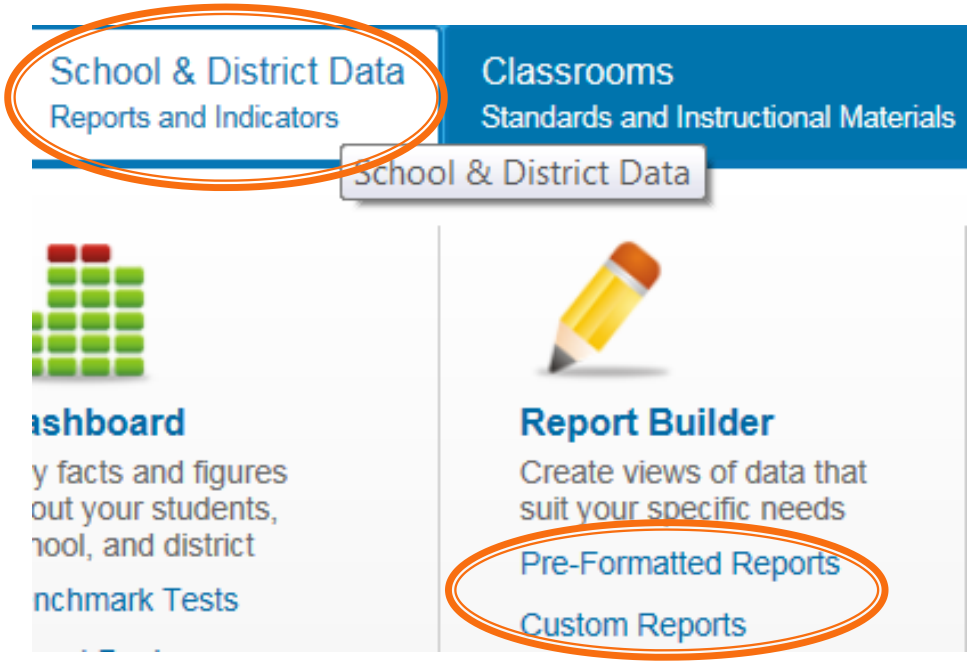
CIITS Pre-Formatted Reports

- School and District Leadership, users with the analyst or specialist role, can access Pre-Formatted & Custom Reports

Pre-Formatted Reports:

- Create Standardized Assessment, Benchmark Test, & Demographic Reports using drop downs

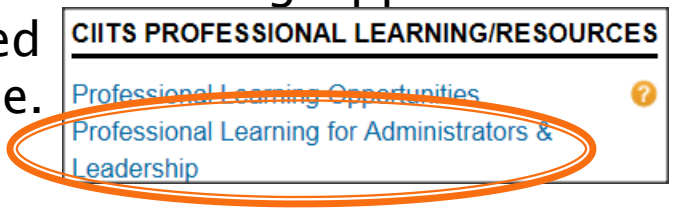




Custom Reports:

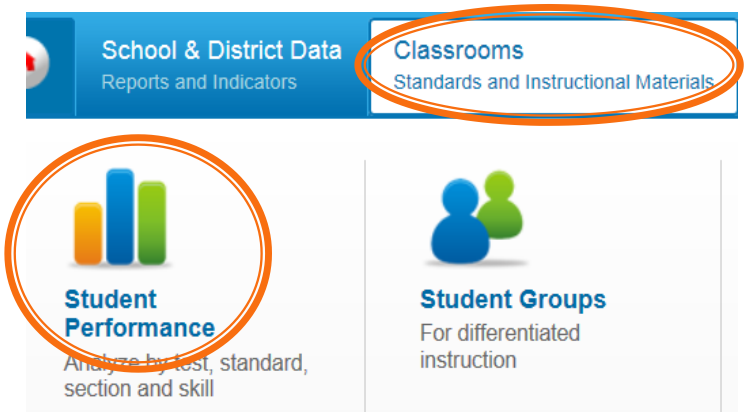
- Create your own reports from scratch

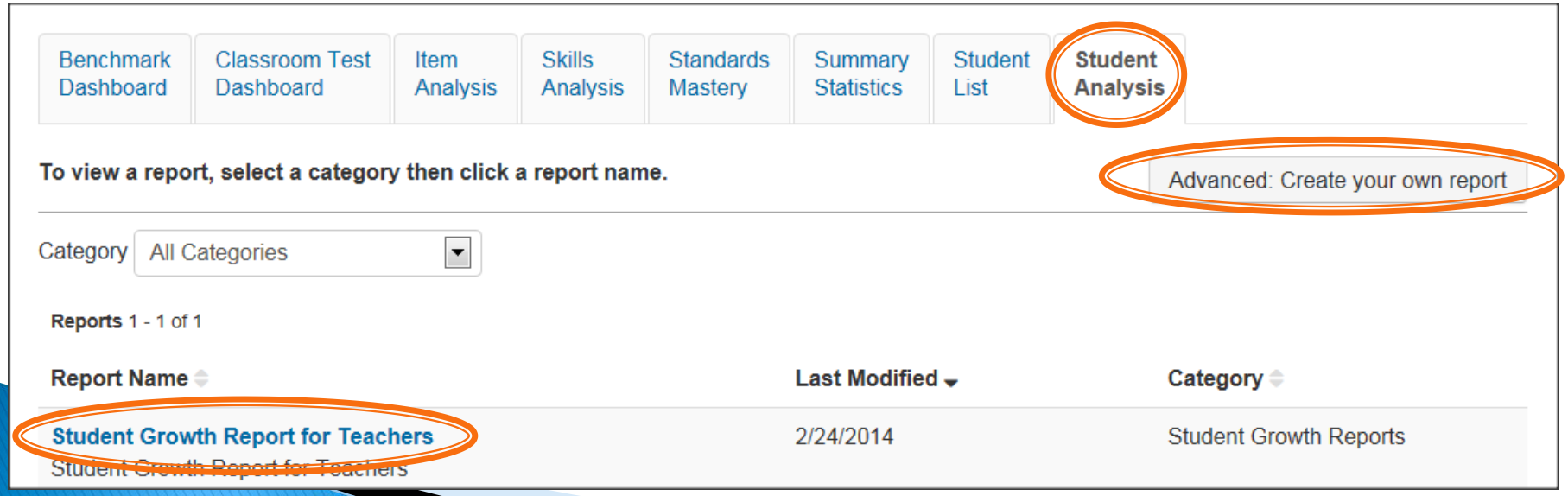
For Quick Reference Cards's click on "Professional Learning Opportunities for Administrators & Leadership" located on the CIITS homepage.



CIITS Student Performance for Teachers

- Teachers can access Student Performance for their students
  - Student Analysis
    - Run and view "Student Growth Report for Teachers" by clicking on the report name
    - Build reports with by clicking "Advanced: Create your own report"

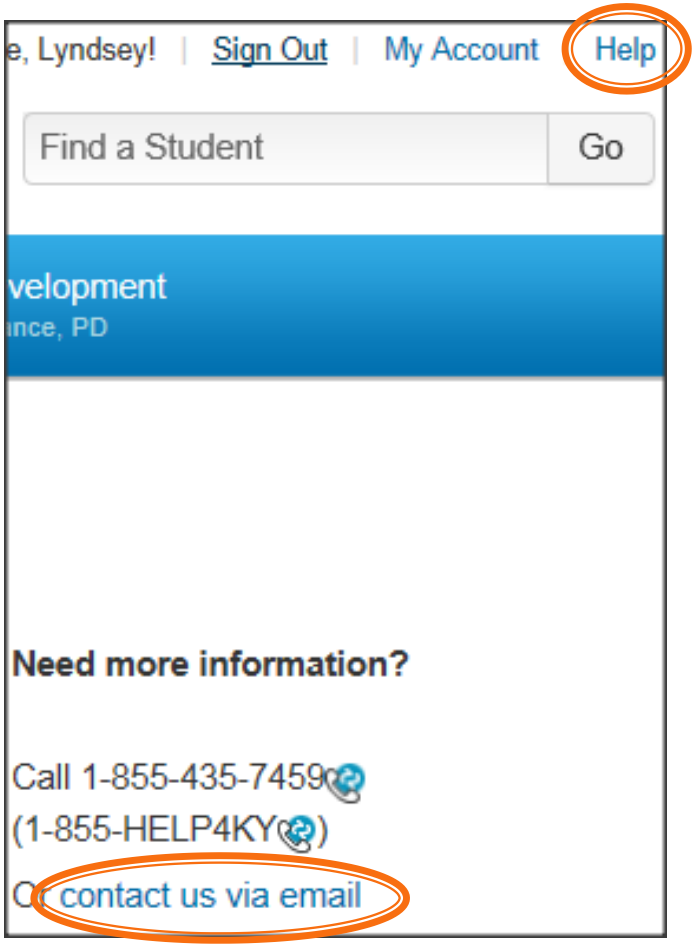




CIITS Issues

- Submit a help desk ticket by clicking **Help** and **Contact us via email**

- Helpdesk email: ciitshelp@schoolnet.com
  - CC – Maritta Horne – maritta.horne@education.ky.gov



Questions?

- KDE contacts
  - Maritta Horne, CIITS IMS Service Manager
    maritta.horne@education.ky.gov
  - Nick Gustin, CIITS Technical Analyst
    nick.gustin@education.ky.gov
  - Lyndsey Robinson, CIITS Integration Specialist
    lyndsey.robinson@education.ky.gov