BRIGANCE® Screens III
Online Management System

TOPIC: Entering Data from the Self-help and Social-Emotional Scales

> The reporting you ultimately want to generate with the OMS will determine how and when you enter data from the Self-help and Social-Emotional Scales.

The most frequently used student report is the **Screening Summary Report**. When you enter a child's screening data into the OMS, think about the reporting you ultimately want the Summary Report to generate. If you want to see domain scores for both the Screens III Core Assessments and the Self-help and Social-Emotional Scales (ShSE Scales) in a single Screening Summary Report, you must enter and submit data for *both* on the same screening record.

If data has been entered and submitted from both the **Core Assessments** and the **Self-help & Social-Emotional Scales** under the *same* **Date of Screening**, domain scores for both will be generated on the child's Summary Report.

You can tell if both sets of data are on the same record by looking at a child's Student Profile page.

There are two times that data from the Self-help and Social-Emotional Scales can be entered and submitted:

• **Option A** Enter and submit ShSE Scales data at the same time as Core Assessment data.

• **Option B** Enter and submit ShSE Scales data at a later time (e.g., once the Parent Report has been returned to you).

Here's how to enter data from the Core Assessments *and* the Self-help and Social-Emotional Scales:

1 **Log in to** the OMS.
Forgot your password? Go to the **Forgot Password page**.

2 Select a student from the **Student List** and go to his/her **Student Profile** page.

| My Students | My Account | Group Reports | Resources |

Student List   Add   Export

Filter: Search Name   Apple Valley Elementary ⬍   **Search**

Name▲	ID#▲	Age▲	School/Class▲	Date Last Assessed▲	Actions
Deja Woodard		6-9	Ms. Renee North		
Tyler Bell		6-4	Ms. Renee North		
Jacob Reza		5-7	Mr. Greg Shipley		
Anna Peterson		5-7	Mr. Greg Shipley		

Option A

If you are entering data from both the Core Assessments and the Self-help & Social-Emotional Scales at the same time, here's what you do:

- From the **Student Profile** page, click **Enter New Screening Data**.

| My Students | My Account | Group Reports | Resources |

Jacob Reza — Profile

Student Profile
Student Information
Risk Factors

Screens III Activity   Enter New Screening Data

Date of Screening	Core Assessments	Self-help & Social Emotional Scales	Reports
This child has not been screened. Please enter in new screen using the action button above.			

- Under the **Data Sheet** tab, enter the data from the Core Assessments.
- Then simply click on the **Self-help & Social-Emotional Scales** tab and enter data from the Self-help and Social-Emotional Scales. When you're finished, SUBMIT the data.

| My Students | My Account | Group Reports | Resources |

Enter Screening Data
Jacob Reza

| Data Sheet | Self-help & Social-Emotional Scales |

Five-Year-Old Child/Kindergarten Data Sheet   Screened on August 04, 2017 by Mr. Greg Shipley

TIP If you receive a message after you submit the data, read it carefully. It will tell you if data from the Data Sheet or from the Self-help & Social-Emotional Scales is incomplete.

Option B

Let's say you entered and submitted a child's data for the Core Assessments a few days ago. But, at that time, perhaps you hadn't received the Parent Report or were called away and weren't able to enter the child's Self-help and Social-Emotional data. So now, a few days later, you are back in the system to enter the child's Self-help and Social-Emotional Scales data. Here's what you do:

• When you are ready to enter the Self-help and Social-Emotional Scales data, return to the OMS and select the student. On the child's Student Profile page, click on the **Self-help & Social-Emotional Scales** link that is on the same line as the **Date of Screening** of the Core Assessment screen entered and submitted earlier.

My Students	My Account	Group Reports	Resources

Bilal Mirani — Profile

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	Screens III Activity			⊕ Enter New Screening Data
Student Profile	**Date of Screening**	**Core Assessments**	**Self-help & Social Emotional Scales**	**Reports**
Student Information	8/04/2017	Two-Year-Old Child Data Sheet	Self-help and Social-Emotional Scales (2-Year-Old)	Summary Report
Risk Factors		Examiner: K Burbank	Examiner: K Burbank	
Observations		Status: Submitted	Status: Saved	Parent Report
Additional Assessment				
Student Reports				

• Enter data from the **Self-help & Social-Emotional Scales** and SUBMIT the data.

My Students	My Account	Group Reports	Resources

👥 Enter Screening Data
Bilal Mirani

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Data Sheet	**Self-help & Social-Emotional Scales**

Self-help and Social-Emotional Scales (2-Year-Old)	Screened on August 04, 2017 by K Burbank
Domain **Assessments**	**Score**

TIP If you receive a message after you submit the data, read it carefully. It will tell you if data from the Data Sheet or from the Self-help & Social-Emotional Scales is incomplete.

3 Check the child's **Screening Summary Report** to confirm that *both* sets of data are represented in the same report.

TIP If you enter the Self-help & Social-Emotional Scales data on a *different* Date of Screening from that of the Core Assessments data, the two sets of data will appear on *separate* Screening Summary Reports.