

TIP SHEET: HOW TO ENTER RATINGS



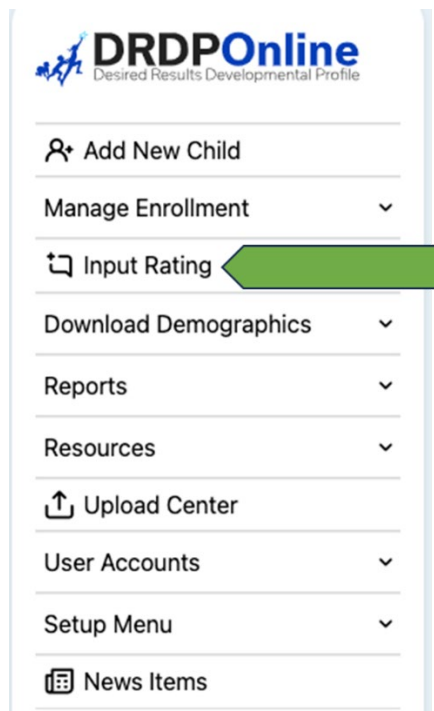
How to Enter Ratings

Introduction

Users with the Teacher or Teacher of Record role may enter ratings for children enrolled in classes they are assigned to. In addition, users with the Teacher of Record role may lock ratings.

Ratings

1. Once you are logged into DRDP Online, select the **Input Rating** option from the left menu.



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2. From the Input Rating screen, select the appropriate filters for rating period, site, classroom, and age group/instrument to which you would like to add a rating.

Input Ratings

Always refer to the DRDP when rating the measures.

State * California Agency * WestEdTest 3-Comprehen... Rating Period * Fall 2023 Site * River Classroom * Diamond-PS

Age Group/Instrument * Preschool

Search Clear

3. The next screen will provide a list of children. The list of children includes the child's name, child's ID, developmental domains, number of measures per domain, assessment date, lock date, rating completion by percentage, locking status, teacher, and site.

Select the blue list icon under the Ratings column for the child you would like to complete ratings for.

Any child with a zero (0) for their first number has not had any measures rated (as highlighted in the screenshot below). Children may have different requirements regarding the number of measures required in a particular domain. For example, children with an IEP in a preschool class using the DRDP Preschool Essential View will automatically be assigned the fundamental view.

Ratings	Child Name ↑	Child ID ↑	ATL-REG	SED	LLD	ELD	COG	PD-HLTH	HSS	VPA	Assessment Date ↑	Lock Date ↑	Rating Completion	Locking Status
	Ronnie D	1756407	0/7	0/5	0/10	0/4	0/11	0/10	0/5	0/4	08/01/23		0/56 (0%)	
	Bobby B	1756408	0/7	0/5	0/10	0/4	0/11	0/10	0/5	0/4			0/56 (0%)	
	Ricky B	1756409	0/7	0/5	0/10	N/A	0/11	0/10	0/5	0/4			0/52 (0%)	
	Maya B	1756410	0/7	0/5	0/10	0/4	0/11	0/10	0/5	0/4			0/56 (0%)	

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4. The Rating Record page will populate. The child's name, class, teacher, age group, instrument, enrollment date, assessment date, and lock date will be at the top.

There are two ways to enter ratings from the rating record page:

- i. Stay on the Rating Record page.
- ii. Select the Go to Input Ratings option (in the top right corner).

When you stay on the Rating Record page, the measures will show below with two rectangles beneath each measure. Choose your measure and select the rectangle labeled **Select Rating**.

Rating Record

[Go to Input Ratings](#)

Child: **Bobby B**

District/Agency: **WestEdTest 3-Comprehensive**

Enrollment Date: **July 25, 2023**

Class: **Diamond-PS**

School or Site: **River**

Assessment Date:

Teacher: **Tamarra Osborne**

Age Group: **Preschool Comprehensive**

Lock Date:

Instrument: **Rating View**

Save

Previous

Next

Print

Lock

ATL-REG - Approaches to Learning-Self-Regulation

0/7

ATL-REG1 : Attention Maintenance*

None Selected

Select Rating

ATL-REG2 : Self-Comforting*

None Selected

Select Rating

ATL-REG3 : Imitation*

None Selected

Select Rating

ATL-REG4 : Curiosity and Initiative in Learning

None Selected

Select Rating

ATL-REG5 : Self-Control of Feelings and Behavior

None Selected

Select Rating

ATL-REG6 : Engagement and Persistence

None Selected

Select Rating

ATL-REG7 : Shared Use of Space and Materials

None Selected

Select Rating

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5. After the Select Rating option has been chosen, the developmental levels and descriptors will show for the selected measure.

SED4: Relationships and Social Interactions with Peers

Child becomes increasingly competent and cooperative in interactions with peers and develops friendships with several peers

Cancel Save Rating

Rating Sheet Photos 0 Video 0 Audio 0 Notes 0

Responding Earlier	Responding Later	Exploring Earlier	Exploring Later	Building Earlier	Building Middle	Building Later
Shows awareness of other people, including children	Shows interest in other children	Plays alongside other children, rarely interacting with them	Interacts in simple ways with familiar peers as they play side by side	Participates in brief episodes of cooperative play with one or two peers, especially those with whom child regularly plays	Participates in extended episodes of cooperative play (including pretend play with one or two friends)	Initiates sustained episodes of cooperative play (including pretend play), particularly with friends
Possible Examples >	Possible Examples >	Possible Examples >	Possible Examples >	Possible Examples >	Possible Examples >	Possible Examples >

Examples can be expanded by selecting **Possible Examples**. If the Teacher has added any documentation (pictures, videos, audio, notes) and assigned it to that measure, it can be viewed from this page. Based on collected documentation, Teachers will select the highest level mastered and save the rating.

SED4: Relationships and Social Interactions with Peers

Child becomes increasingly competent and cooperative in interactions with peers and develops friendships with several peers

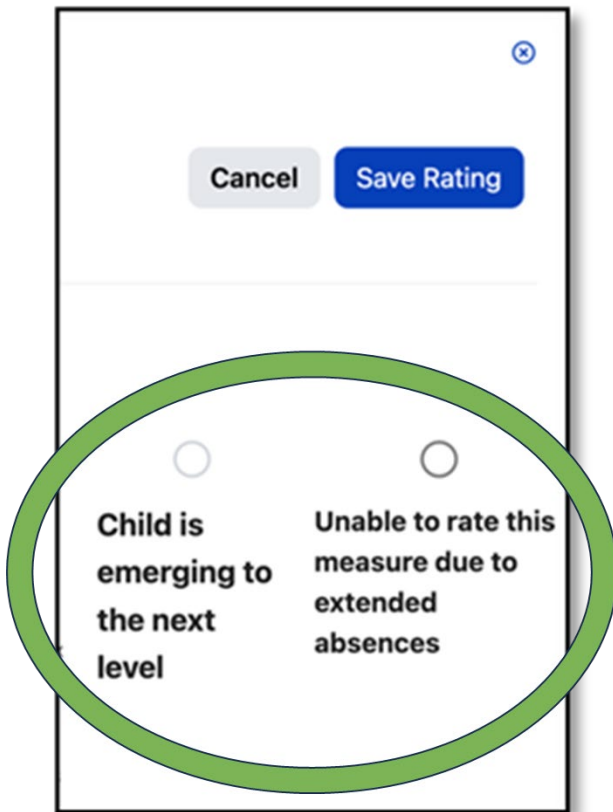
Cancel Save Rating

Earlier	Later	Earlier	Later	Earlier	Middle	Later
Shows awareness of other people, including children	Shows interest in other children	Plays alongside other children, rarely interacting with them	Interacts in simple ways with familiar peers as they play side by side	Participates in brief episodes of cooperative play with one or two peers, especially those with whom child regularly plays	Participates in extended episodes of cooperative play (including pretend play with one or two friends)	Initiates sustained episodes of cooperative play (including pretend play), particularly with friends
Possible Examples >	Possible Examples >	Possible Examples >	Possible Examples >	Possible Examples >	Possible Examples >	Possible Examples >

• Takes a few turns trying on hats with a peer in the dramatic

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Additional rating options (emerging to the next level and unable to rate this measure due to extended absences) can be found by scrolling to the right.



Note:

- a) The emerging checkbox will be disabled if the last level for that measure has been rated.
- b) A rating can be erased by selecting the unable to rate option twice.

Once you have completed all the domains required, you do not need to return to the previous page to move to the next child: select **Save Rating**.

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6. When final ratings have been saved, the rectangle will highlight **Final Rating** in dark blue. If the measure has a preliminary rating that requires review, it will highlight **Review Pre-Rating** in lighter blue. The top right corner of each domain will note how many measures are finalized.

SED - Social and Emotional Development 3/5

SED1 : Identity of Self in Relation to Others	SED2 : Social and Emotional Understanding	SED3 : Relationships and Social Interactions with Familiar Adults
<div>Exploring Later</div> <div>Review Pre-Rating</div>	<div>Exploring Later</div> <div>Final Rating</div>	<div>Exploring Later</div> <div>Final Rating</div>
SED4 : Relationships and Social Interactions with Peers	SED5 : Symbolic and Sociodramatic Play	
<div>None Selected</div> <div>Select Rating</div>	<div>Building Earlier</div> <div>Final Rating</div>	

7. Once all measures have a final rating, the Teacher of Record will be able to lock the rating record by scrolling back up to the top of the Rating Record page and selecting the **Lock** option.

Note: Until a record is locked, it will not be available in reporting.

Rating Record

[Go to Input Ratings](#)

Child:	Bobby B	District/Agency:	WestEdTest 3-Comprehensive	Enrollment Date:	July 25, 2023
Class:	Diamond-PS	School or Site:	River	Assessment Date:	
Teacher:	Tamarra Osborne	Age Group:	Preschool Comprehensive	Lock Date:	
		Instrument:	Rating View		

Save

Previous

Next

Print

Lock

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8. When Teachers select the **Go to Input Ratings** option in the top right corner of the Rating Record page, a different rating view will populate.

Rating Record

[Go to Input Ratings](#)

Child: **Bobby B**

District/Agency: **WestEdTest 3-Comprehensive**

Enrollment Date: **July 25, 2023**

Class: **Diamond-PS**

School or Site: **River**

Assessment Date:

Teacher: **Tamarra Osborne**

Age Group: **Preschool Comprehensive**

Lock Date:

Instrument: **Rating View**

Save

Previous

Next

Print

Lock

The Input Ratings page allows Teachers to select the highest level mastered for all measures on one page.

Note: Ratings entered on either page will populate to the other.

Input Ratings

[Go to Rating Record](#)

Child: **Bobby B**

District/Agency: **WestEdTest 3-Comprehensive**

Enrollment Date: **July 25, 2023**

Class: **Diamond-PS**

School or Site: **River**

Assessment Date:

Teacher: **Tamarra Osborne**

Age Group: **Preschool Comprehensive**

Lock Date:

Instrument: **Rating View**

Save

Previous

Next

Print

Lock

ATL-REG - Approaches to Learning-Self-Regulation

Measure	Not Yet	Responding Earlier	Responding Later	Exploring Earlier	Exploring Middle	Exploring Later	Building Earlier	Building Middle	Building Later	Integrating Earlier
ATL-REG1 Attention Maintenance*		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input checked="" type="radio"/>	<input type="radio"/>			
ATL-REG2 Self-Comforting*		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input checked="" type="radio"/>	<input type="radio"/>			
ATL-REG3 Imitation*		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>			
ATL-REG4 Curiosity and Initiative in Learning		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ATL-REG5 Self-Control of Feelings and Behavior		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>