

DRDP Online 2025 Tip Sheet

Generating Child Progress Reports in DRDP Online

The Child Progress Report displays a child's progress over time using domain-specific scale scores. Ratings are grouped by domain and include one or multiple rating periods in the same year.

1. Viewing the Child Progress Report

1. Log in to DRDP Online.org with your username and password to get started.
2. In the menu on the left, choose **Reports**. (Several types of report options are in the dropdown.) Choose **2025 Child Progress Report** (*Figure 1-1*).



Figure 1-1: 2025 Child Progress Report

3. At the top of the page, several filters require information. The red asterisk * indicates which fields are required. The State and Agency fields will automatically populate. Select the Rating Period, Site, and Classroom. Selecting an Age Group is optional.
4. Select **Show Report** to view it online or **Download Report** to view or save it as a PDF (*Figure 1-2 below*).

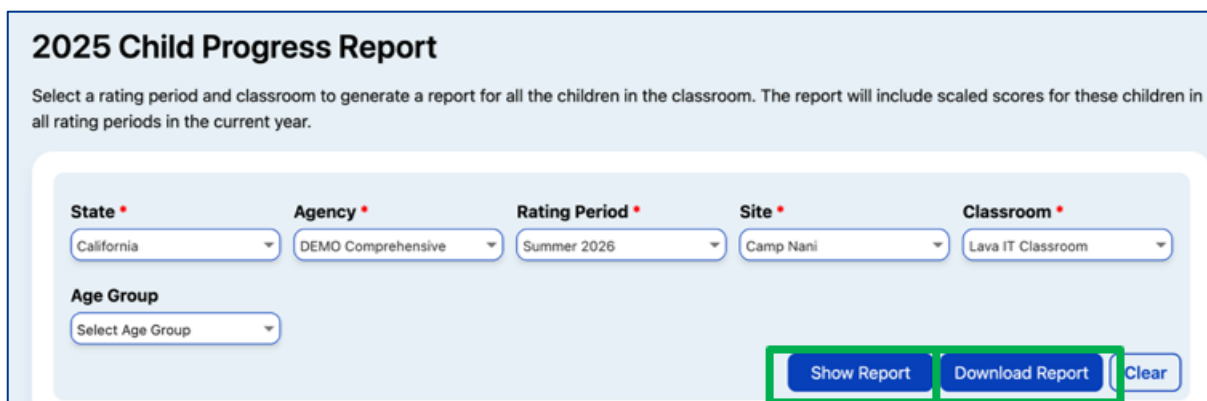
A screenshot of the '2025 Child Progress Report' generation form. At the top, it says '2025 Child Progress Report' and provides instructions: 'Select a rating period and classroom to generate a report for all the children in the classroom. The report will include scaled scores for these children in all rating periods in the current year.' Below this are several dropdown menus for filtering: 'State *' (California), 'Agency *' (DEMO Comprehensive), 'Rating Period *' (Summer 2026), 'Site *' (Camp Nani), and 'Classroom *' (Lava IT Classroom). There is also an 'Age Group' dropdown with 'Select Age Group' chosen. At the bottom right, there are three buttons: 'Show Report' and 'Download Report' (both highlighted with green boxes) and a 'Clear' button.

Figure 1-2: Show or Download the 2025 Child Progress Report

2. Domains and Developmental Levels

Only children with completed ratings will be included in the results.

1. The color bars are under each domain, and they show the developmental level labels from Responding Earlier on the left to Integrating Later on the right (*Figure 2-1*).

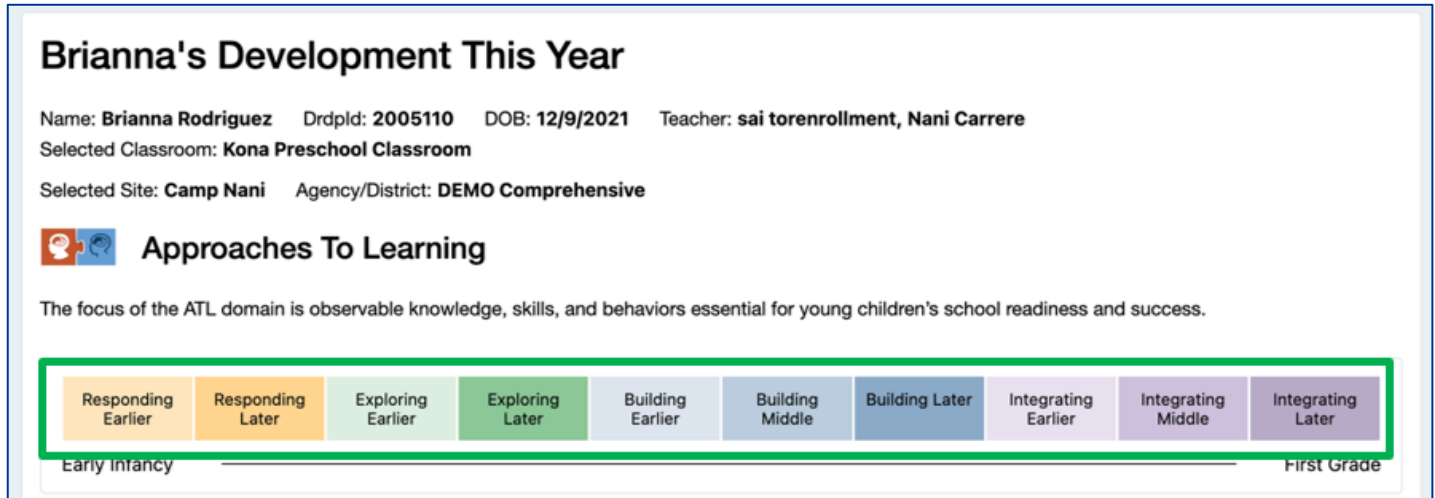


Figure 2-1: Developmental Levels

2. The black vertical line in each rating period shows the rating level. The horizontal line indicates the level of precision. (*Figure 2.2*).

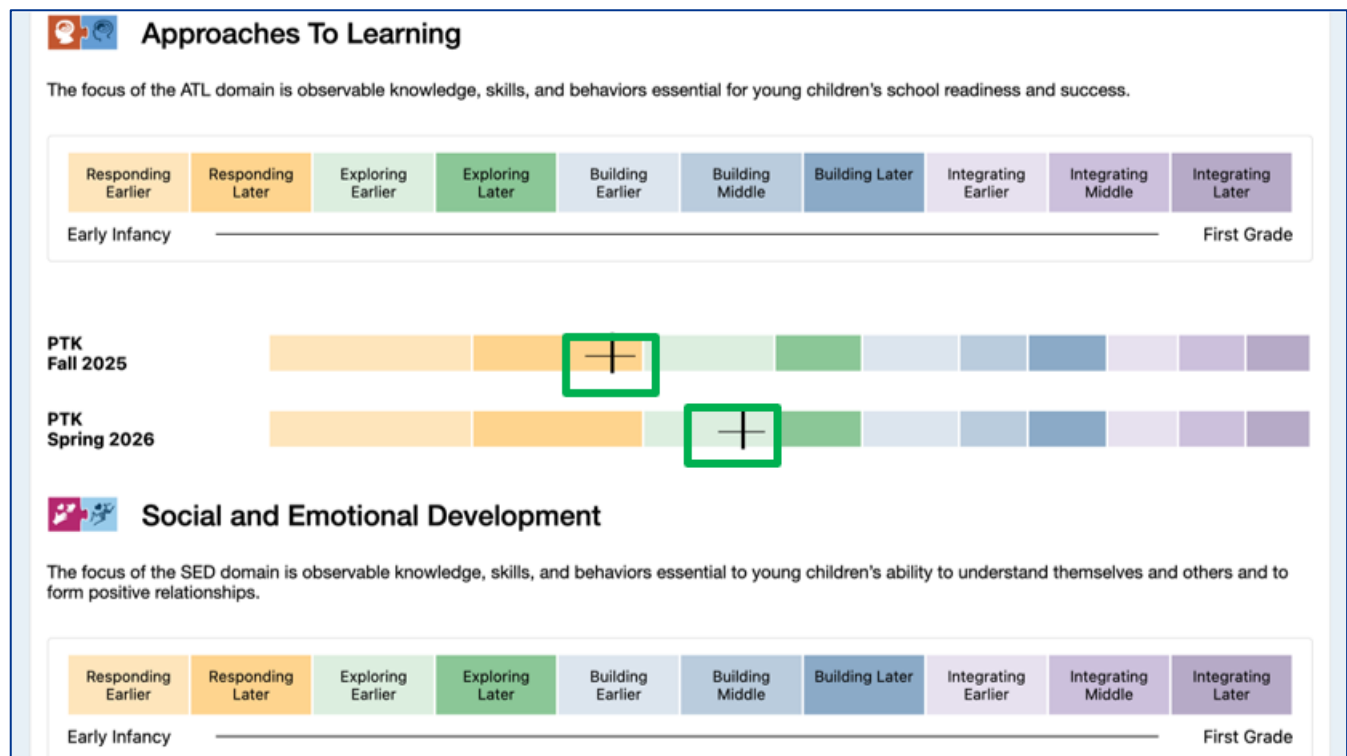


Figure 2-2: Rating Levels

- When choosing **Download Report**, select which children's reports to download using the checkboxes next to the children's names (*Figure 2.3*).

Viewing Students in Lava IT Classroom

Select All

Select	First Name	Last Name	Age Group	Class	Rating Period	Classroom Start Date	Classroom End Date	Days Enrolled
☒	Eric	Overholt	Infant Toddler	Lava IT Classroom	Summer 2026	06/01/26		30

10 1 - 1 of 1 < >

Cancel Select

Figure 2.3: Viewing Students to Download Window

- After selecting the child or children you would like to have reports for, choose the blue **Select** button at the bottom right of the list of children (*Figure 2.3*).

The Child Progress Report can be pulled for any or all children in the classroom.
Reports can be pulled in English or Spanish.

Helpful Resources for DRDP Online

- For assistance, please contact 1-800-770-6339 or email DRDPOnline@wested.org.
- To access additional instructions, tip sheets, and video tutorials for DRDP Online, visit the [Desired Results for Children and Families/DRDP Online Resources webpage](#).
- Register for a one-hour [DRDP Online webinar](#) and earn professional development hours.
- Sign up for the [DRDP Online Update](#) weekly email bulletin.
- Subscribe to the [WestEd DRDP Resources](#) YouTube channel.