

# Uploading the Early Warning System Infinite Campus District Edition Users

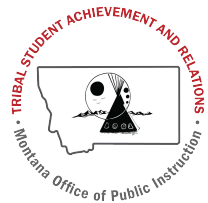
Select

*Index*

*MT State Reporting*

*MT EWS*

The screenshot shows the Infinite Campus web application interface. The browser address bar displays 'mtdecloud3.infinitecampus.org/campus/main.xml'. The page header includes the Infinite Campus logo and navigation options like 'All Calendars'. A left sidebar menu lists various tools such as 'Medicaid', 'Program Admin', 'Ad Hoc Reporting', 'User Communication', 'Assessment', 'System Administration', 'FRAM', 'Messenger', 'Surveys', 'MT State Reporting', 'MT Data Upload', 'MT Extracts', 'TEAMS Extract', 'MT Transcript Extract', 'MT Count Date Attendance', 'MT EOY Attendance Totals', and 'MT EWS'. The main content area is titled 'District Announcements' and contains sections for 'School Announcements' and 'Process Alerts'. The 'Process Alerts' section includes a 'Date Range' selector, a 'Display' dropdown set to 'All Processes', and a 'Find Messages' button. Below this is a table with columns for 'Process' and 'Name'. The table lists several alerts, each with a status icon (red exclamation mark), a 'Filter Designer' link, and a detailed message description such as 'The State of MT has just updated filter: EOYAT Days Enrolled or Days Present > 180 2020-21\* to version 4'.



Format for data = CSV

Indicate Current Semester

Choose School

Select *Generate Extract*

The screenshot shows the Infinite Campus web application interface. At the top left is the Infinite Campus logo. A navigation menu on the left includes 'Index', 'Search', and a list of tools such as 'Medicaid', 'Program Admin', 'Ad Hoc Reporting', 'User Communication', 'Assessment', 'System Administration', 'FRAM', 'Messenger', 'Surveys', 'MT State Reporting' (with sub-items like 'MT Data Upload', 'MT Extracts', 'TEAMS Extract', 'MT Transcript Extract', 'MT Count Date Attendance', 'MT EOY Attendance Totals'), 'MT EWS', and 'Federal Reporting'. The main content area is titled 'Montana Early Warning System Extract'. It contains a descriptive paragraph, instructions on how to generate a report, and an 'Extract Options' section. The options include: '\*Format' set to 'CSV', '\*Current Semester' set to '01', and 'Ad Hoc' set to a dropdown. There are two buttons: 'Generate Extract' and 'Submit to Batch'. A section titled '\*Select Calendar(s)' asks 'Which calendar(s) would you like to include in the report?' with radio buttons for 'active year', 'list by school', and 'list by year'. Below this is a scrollable list of selected calendars for the 20-21 school year: '20-21 Barbara Gilligan 7-8', '20-21 Barbara Gilligan School', and '20-21 Brockton High School'. The top right corner of the interface shows 'All Calendars' with a dropdown arrow.

# Sample Data Report After Download

- Ensure all columns have data (K-8 will not have Credits/year)
- Students with missing data must be corrected before updating
- After corrections, rerun report before submission
- Save file as an Excel Workbook

StateID	AttRate	PrevTermF's	PrevTermA's	BehaveEvent120days	OOSuspensionEvents3yrs	Creditsyear	OnTrack	60dayabsences	90dayabsences
	0.7622	0	0	0	0		Y	8.56086	8.56086
	0.50305	1	0	0	0		Y	17.89016	17.89016
	0.99085			0	0		Y	0.32926	0.32926
	0.76931	0	0	0	0		Y	8.30478	8.30478
	0.80488	0	0	0	0		Y	7.02429	7.02429
	0.53964	0	0	0	0		Y	16.57303	16.57303
	0.96646	0	0	0	0		Y	1.20729	1.20729
	0.89329	0	0	0	1		Y	3.84142	3.84142
	0.875	0	0	0	0		Y	4.49989	4.49989
	0.9939	0	0	0	0		Y	0.21951	0.21951
	0.71647	0	0	0	0		Y	10.20719	10.20719
	0.64939	0	0	0	0		Y	12.62183	12.62183
	0.69208	0	0	0	0		Y	11.08523	11.08523
	0.55285	0	2	0	3		Y	16.09746	16.09746
	0.58232	0	1	0	0		Y	15.0365	15.0365
	0.7622	0	0	0	5		Y	8.56085	8.56085
	0.56504	0	1	0	1		Y	15.65843	15.65843
	0.55183			0	0		Y	16.13399	16.13399

# Log into OPI GEMS Site to Begin Upload

The screenshot shows a web browser window displaying the GEMS website. The browser's address bar shows 'Home' and the page title is 'GEMS'. The website header includes a 'LOGIN' button and a search bar. The main content area features the GEMS logo, the text 'Growth & Enhancement of Montana Students (GEMS)', and a description: 'GEMS provides access to data collected from Montana's educational community to help inform the OPI, schools, educators, and the community about the success of Montana's schools.' Below this is a 'NAVIGATION GUIDE FOR NEW GEMS' button. The 'Montana Education Facts' section displays three statistics: 'Public Schools Districts: 402\*', 'Enrolled Students: 149,181\*', and 'Statewide Graduation Rate: 85.89%\*'. A note states '\*Figures represent 2019-2020 data.' The 'Explore Data' section has three buttons: 'STUDENT', 'SCHOOL & DISTRICT DATA', and 'FINANCE'. The browser's taskbar at the bottom shows various application icons and the system tray with the date and temperature (98°F).

Home

ADMIN Citrix Imported From IE Your Benefits At Wo... Mail - McGee, Dan... Downloads Heart Butte Schools...

LOGIN

Search...


**gems**  
Growth and Enhancement  
of Montana Students


**Growth & Enhancement  
of Montana Students (GEMS)**


*GEMS provides access to data collected from  
Montana's educational community to help inform the  
OPI, schools, educators, and the community about the  
success of Montana's schools.*

NAVIGATION GUIDE FOR NEW GEMS

**Montana Education Facts**

 **Public Schools Districts: 402\***

 **Enrolled Students: 149,181\***

 **Statewide Graduation Rate:  
85.89%\***

\*Figures represent 2019-2020 data.

**Explore Data**

STUDENT SCHOOL & DISTRICT DATA FINANCE

98°F

To Upload the  
EWS Report in  
GEMS Select the  
*Upload A File &  
View Reports*

ing System (EWS)

-system-ews

Imported From IE Your Benefits At Wo... Mail - McGee, Dan... Downloads Heart Butte Schools...

Welcome Dan! LOGOUT

Search...

**ems**  
Growth and Enhancement  
Montana Students

### What is the Montana Early Warning System?

An Early Warning System (EWS) is a system that uses live student level data to determine the chance of a student dropping out in grades 3-12, as well as reasons why the student is at risk. This system is free to any Montana school and may be used at any time during the school year.

The EWS is only available in the secure version of GEMS. Login to file and view reports or request access to GEMS if you do not have a secure account.

Stacy Greenhalgh, 406-444-1610, with any questions.

REQUEST ACCESS TO GEMS

UPLOAD A FILE & VIEW REPORTS

GO TO SCHOOL/DISTRICT DATA

GO TO STUDENT DATA

Districts discuss the benefits of implementing an early warning system

98°F 2:12 7/2/2

Select

*Choose File* to add your EWS file.

Select

*Submit*

- **\*\*If file doesn't upload, cut and past your EWS file to the Early Warning System Template and choose this file to resubmit.**



Welcome Dan!

LOGOUT

Search...

Here are two documents to help you use EWS:

1. The [Early Warning System Manual](#) explains in detail how to use the EWS, including specifics on the data file needed, the EWS reports, and what to do with the EWS results after you have them.
2. The [Early Warning System Indicators Template](#) is an excel document that shows the file format needed to place student level data to correctly upload into the Early Warning System.

Once you understand how the process works, you can upload your files on this page.

EWS Indicators Upload

EWS Intervention Upload

Upload EWS Indicators

Choose File No file chosen

upload

Upload EWS Interventions

Choose File No file chosen

upload

EWS School Dashboard

EWS Student Summary Report

EWS Student Level Report

State/District/School

Select

Submit

# Sample School Summary Report

- Students are considered Low Risk if their risk percentage is below 15%
- Students are considered at risk if they have between a 15 - 40% risk of dropping out.
- Students with a greater than 40% risk of dropping out are considered Extreme Risk

