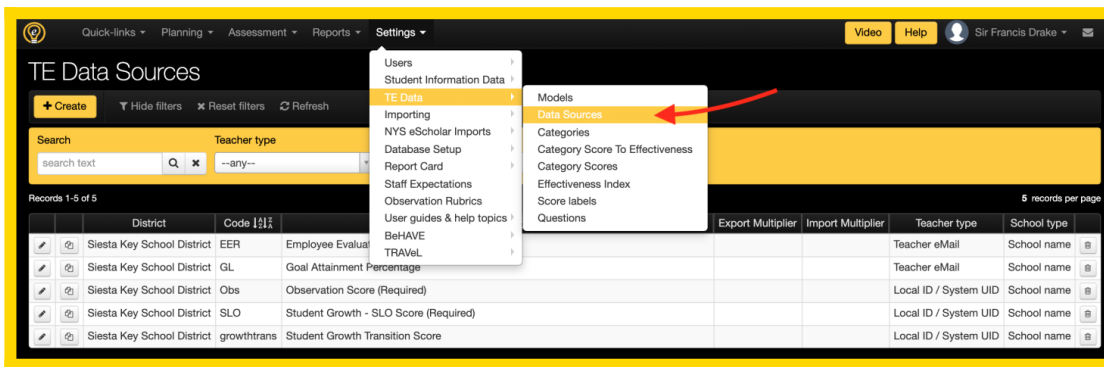


# TE Data ==> Data Sources

Data Sources are containers for yearly data for any non-student users. Data can arrive to any data source from different locations throughout the system. Most frequently, data sources are configured to hold the overall student learning objective score as well as the overall observation/evaluation score. For data included within data sources to be presented to the end-user, a model must be configured to organize how this data will be shown. Data can arrive to each data source for each respective user by sending the scores from the SLO or Observations modules, but data can also be imported using the TE Ratings import tool.

All of the available data sources will be listed in the Data Sources page located within the TE Data menu within the Setting pull-down on the top navigation bar. Typically, only District Admin user types will have access to this.



On this screen, all of the available data sources for staff members will be listed.

District	Code	Name	Export Multiplier	Import Multiplier	Teacher type	School type
Siesta Key School District	EER	Employee Evaluation Rating			Teacher eMail	School name
Siesta Key School District	GL	Goal Attainment Percentage			Teacher eMail	School name
Siesta Key School District	Obs	Observation Score (Required)			Local ID / System UID	School name
Siesta Key School District	SLO	Student Growth - SLO Score (Required)			Local ID / System UID	School name
Siesta Key School District	growthtrans	Student Growth Transition Score			Local ID / System UID	School name

- **Code:** The code is the value that can be used for imported data into each data source using the TE Ratings Import tool. Each data source can contain one value per year per staff member, so some district will import some values that do not originate from the eDoctrina application. The code is also what displays on the column header in the SLO Summary Sheet.
- **Name:** The name is the how the Data Source will appear throughout the system. For a data source to be able to be pulled into a report, it must be linked to a Category that is configured within a TE Model.
- **Export Multiplier:** There are a number of exported reports that can be generated through the eDoctrina application. The export multiplier will take the value that is in the data source and multiply this by the entered export multiplier to produce a different scaled value on the resulting report.
- **Import Multiplier:** There are some instances where imported data needs to be scaled up or down. The import multiplier will take the values that are being sent to each data source and multiply them by the entered value to produce a different scaled value within the data source.
- **Teacher Type:** The teacher type indication marks what identifier can be used to import values into the data source using the TE Ratings Import tool. The available selections are 'Local ID / System UID', 'State ID' and 'Teacher eMail'.

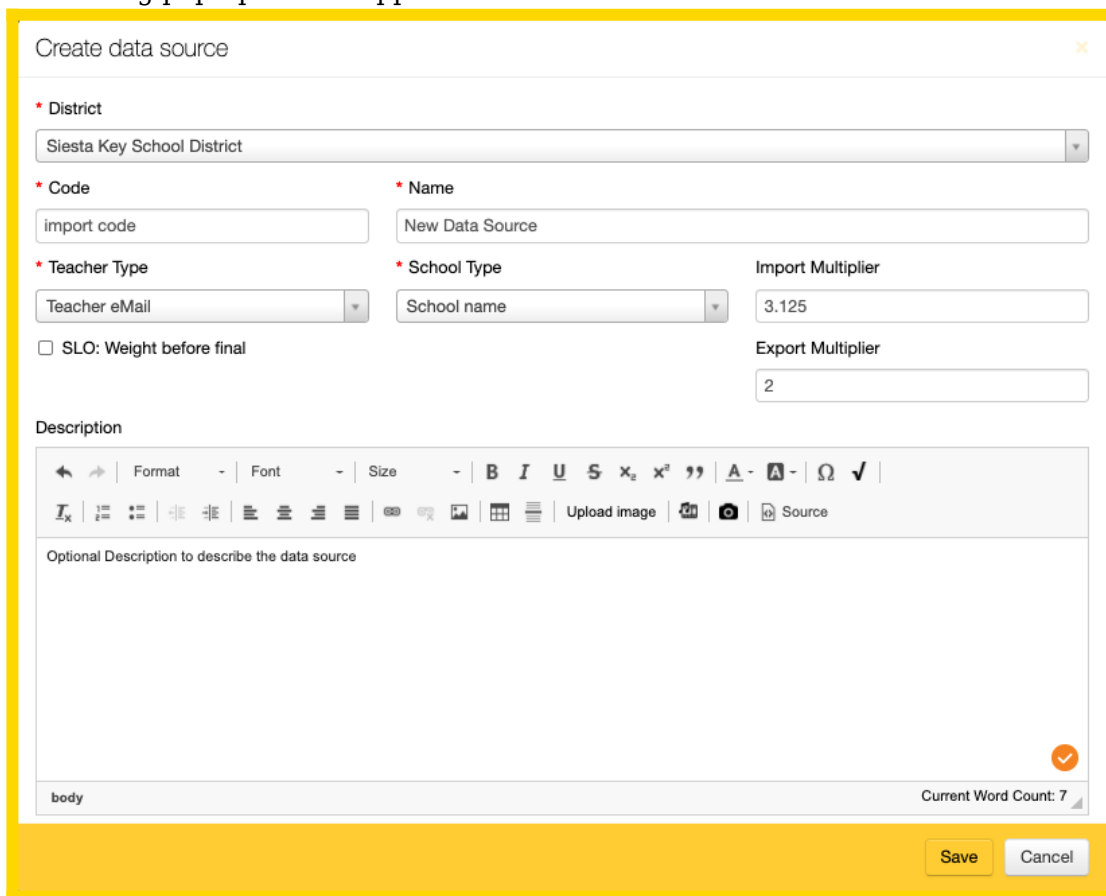
- **School Type:** The School type is selected to determine how the school should be displayed on the resulting reports that use this data source. The current options are 'School Code' and 'School Name'

## Creating a new Data Source

There are many reasons to create a new data source as there may be a new report that you are looking to create or you are looking to pull in some data from other resources. Data sources are yearly data placeholders for staff members.

Click the **+ Create** button to create a new data source.

A resulting pop-up should appear where all the information about the data source can be entered.



The screenshot shows a 'Create data source' pop-up window with the following fields and options:

- District:** A dropdown menu with 'Siesta Key School District' selected.
- Code:** A text input field containing 'import code'.
- Name:** A text input field containing 'New Data Source'.
- Teacher Type:** A dropdown menu with 'Teacher eMail' selected.
- School Type:** A dropdown menu with 'School name' selected.
- Import Multiplier:** A text input field containing '3.125'.
- Export Multiplier:** A text input field containing '2'.
- SLO: Weight before final
- Description:** A rich text editor with a toolbar (bold, italic, underline, strikethrough, subscript, superscript, quote, link, unlink, source) and a text area containing 'Optional Description to describe the data source'. The word count is 7.

At the bottom right, there are 'Save' and 'Cancel' buttons.

You will only be able to create data sources for the Districts that you are linked to.

A description field is available to explain the data source, but is not currently used anywhere else in the system.