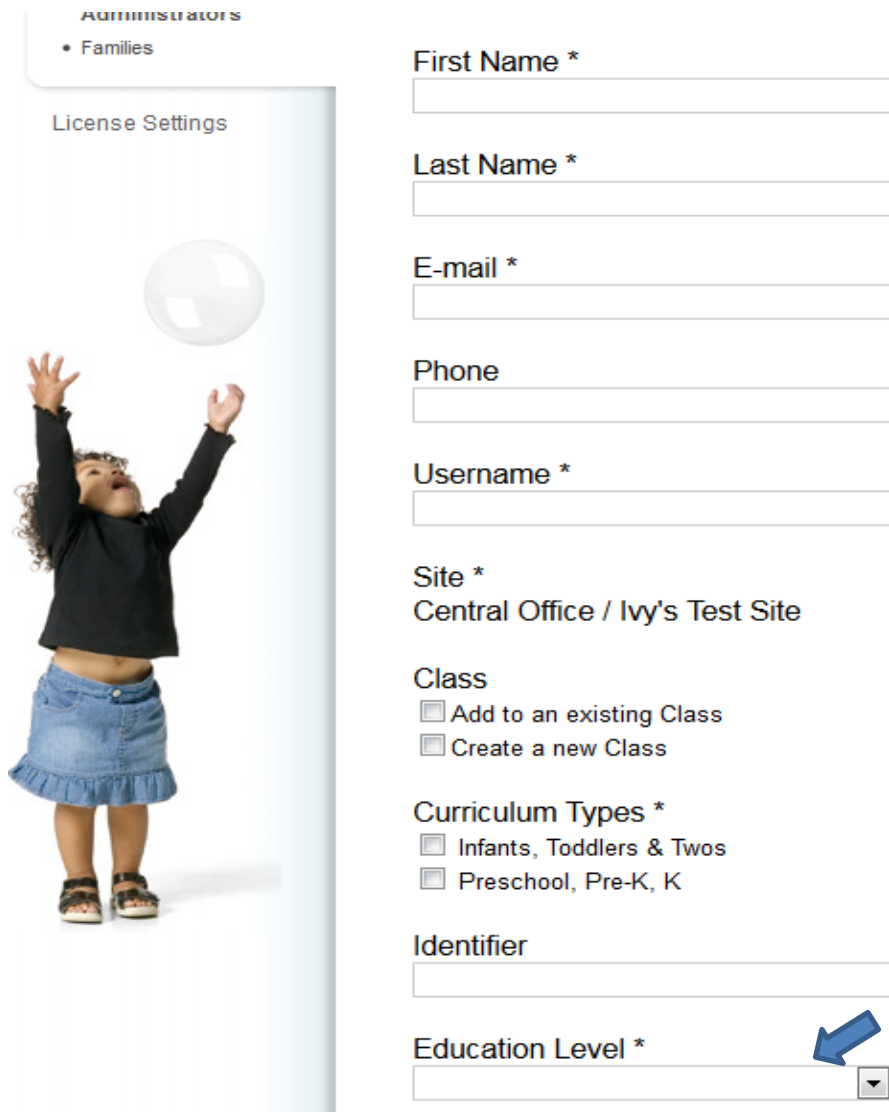


**Teaching Strategies GOLD<sup>®</sup>**  
**Adding Informational Metrics for Performance Profiles**

**NOTE: Edits to any of the informational metrics are best made using Google Chrome as the browser.** If you need assistance with entering the required information, please contact [ivy.starns@la.gov](mailto:ivy.starns@la.gov) or [patsypalmer@la.gov](mailto:patsypalmer@la.gov). For specific questions about the metrics, contact [megan.miron@la.gov](mailto:megan.miron@la.gov).

**Teacher Education Level – Added by Administrators**

- ❖ For **NEW** Teachers: When administrators create a new account for teachers, they will include the Education Level for the teacher's profile
- ❖ For **EXISTING** Teachers: Under the Administration tab, go to Manage Users>Teachers & Administrators>from the dropdown box select: Edit Details>GO



ADMINISTRATORS

- Families

License Settings

First Name \*

Last Name \*

E-mail \*

Phone

Username \*

Site \*

Central Office / Ivy's Test Site

Class

- Add to an existing Class
- Create a new Class

Curriculum Types \*

- Infants, Toddlers & Twos
- Preschool, Pre-K, K

Identifier

Education Level \*

**Curriculum and Ratios:**

❖ **Curriculum and Ratios for INFANT/TODDLER Classes – Added by Administrators :**

1. Under the Administration tab, go to View Classes>Choose a class>GO>Edit Custom Fields box appears
2. Enter curriculum name in box
3. Enter [class ratios](#) (use the link to find the ratios designation-Gold, Silver, Bronze)

❖ **Ratios for PRESCHOOL (3-year-olds) and PREK (4-year-olds) – Added by Administrators :**

1. Under the Administration tab, go to View Classes>Choose a class>Go>Edit Custom Fields box appears
2. Leave curriculum box blank
3. Enter [class ratios](#) (use the link to find the ratios designation-Gold, Silver, Bronze)

**Step 1**

TeachingStrategies<sup>®</sup>  
**GOLD™**  
Dashboard

ADMINISTRATION DOCUMENTATION CHECKPOINT PLANNING COMMUNICATION REPORTS

Louisiana DOE: Pilot Programs / Central Office / Ivy's Test Site / Ivy's Test Site / View Classes

**Classes**

Add New Class

Filter by class:  **GO**

Class	Primary Teacher	Primary Teacher ID	Class Type	Site	Program	Number of Children	
IvinaStarnsina	Ivina Starnsina	1058821	Infants, Toddlers & Twos	Ivy's Test Site	Central Office	0	<b>GO</b>
Ivy's Infants and Toddlers	Ivy Bean	946867	Infants, Toddlers & Twos	Ivy's Test Site	Central Office	0	<b>GO</b>
Ivy's Test Site - ISta	IvySpivy Starns	1058804	Preschool, Pre-K, K	Ivy's Test Site	Central Office	0	<b>GO</b>
Ivy's Test Site - ISta2	IvyTrivy Starns	1058817	Preschool, Pre-K, K	Ivy's Test Site	Central Office	0	<b>GO</b>
Ivy's Test Site - ISta3	Ivina Starnsina	1058821	Infants, Toddlers & Twos	Ivy's Test Site	Central Office	0	<b>GO</b>
Ivy's Test Site - ISta4	IvyThrivy Spivy	1058827	Preschool, Pre-K, K	Ivy's Test Site	Central Office	0	<b>GO</b>
Ivys Test Site - Floodwater1	Ivy Floodwater	1078677	Preschool, Pre-K, K	Ivy's Test Site	Central Office	0	<b>GO</b>
IvyWivy	Ivy Wivy	1121443	Infants, Toddlers & Twos	Ivy's Test Site	Central Office	0	<b>GO</b>

Showing 1 to 8 of 8 entries

First Previous **1** Next Last

## Step 2

Louisiana DOE: Pilot Programs / Central Office / Ivy's Test Site / Ivy Wivy / IvyWivy / View


### IvyWivy — Class Info

GENERAL INFORMATION

Name	IvyWivy
Primary Teacher	Ivy Wivy
Number of Children	0

**Required Custom Fields** ✕

One or more "Custom Fields" are required but are not specified.  
Please correct them by clicking "Edit Custom Fields" button below.



Support

- Deleting a Class
- Deleting a Child
- Navigating the Admin Site

Curriculum used in this Infants.

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❖ Curriculum for PRESCHOOL (3-year-olds) and PREK (4-year-olds) – Added by Teachers :

1. Under the gold tabs, go to Children>Manage Classes
2. Check the option that applies or click the “Other” box and add your curriculum
3. Click “Submit”

Teacher Site for Suzanne Scheel Home | Change Role | Help ? | Logout

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TeachingStrategies®  
**GOLD™**

Dashboard DOCUMENTATION CHECKPOINT PLANNING COMMUNICATION REPORTS CHILDREN

**Bunnies**


Switch Class ▾

**Manage Classes**

Manage Children

Class List

OSEP Exit Request



### Edit Class

[Add a Child to this Class](#)

Use the form below to update a class.  
\* Indicates required field

**Class Name: \***

**Class Type: \***  
Preschool, Pre-K, K

**Associated Ages/Grades: \***


Preschool 3 class/grade (Green)


Pre-K 4 class/grade (Blue)


Kindergarten (Purple)

**Curriculum used in this Class: \***

None

*The Creative Curriculum® for Preschool, Fourth Edition* 

*The Creative Curriculum® for Preschool, Fifth Edition (Five Volumes Only)* 

*The Creative Curriculum® for Preschool (Five Volumes and Daily Resources)* 

Other (please insert the curriculum you are using)

**Assessment Tool: \***  
GOLD

[Submit](#)

Superuser Info

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**Help Section:**  
**Teachers/Children Help Page:**  
**Teach/Children/Edit Class [PIN: 25]**

Support

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[Edit an Existing Class](#)  
[Contact Us](#)

Resources

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[Introduction to GOLD®](#)



## Teacher Certification – Added by Administrators

Under Administration tab, go to Manage Users>Teachers and Administrators>Select a teacher>Select View Details from dropdown box>GO

1. At top of screen, teacher's name will appear
2. Click on name and Edit Custom Fields box will appear
3. Edit Custom Fields and save

The screenshot shows the user management interface for 'Ivy Wiviy'. The page title is 'Louisiana DOE: Pilot Programs / Central Office / Ivy's Test Site / Ivy Wiviy / View'. The main heading is 'Ivy Wiviy — View Teacher/Administrator'. Below this is a 'GENERAL INFORMATION' section with 'Edit' and 'Change Password' buttons. A table displays the user's details:

Name	Ivy Wiviy
Username	IvyWiviy
E-mail	ivy.starns@la.gov

A yellow error message box titled 'Required Custom Fields' is overlaid on the page. It contains the text: 'One or more "Custom Fields" are required but are not specified. Please correct them by clicking "Edit Custom Fields" button below.' A blue arrow points from the error message to the 'Edit Custom Fields' button. Below the error message, a table shows a row for 'ancillary certificate, PreK-3, Birth' with a value of 'Not Specified'. On the right side of the page, there is a 'Support' section with links for 'Adding Adminis...', 'How To Connect Account', and 'Contact'.

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