

Slide 1



**Online Module:
Using ASQ Online Reports to
Analyze Data**

**Presenter: Mary Alice Batts-Hatfield,
ASQ Online Implementation Specialist**



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Welcome to the Using ASQ Online Reports to Analyze Data training module. My name is Mary Alice Batts-Hatfield and I will be the presenter for this 25-minute module.

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Objectives

- Receive a Reports Overview and learn about the different report options
- Learn how to use ASQ Online Reports to make charts and graphs

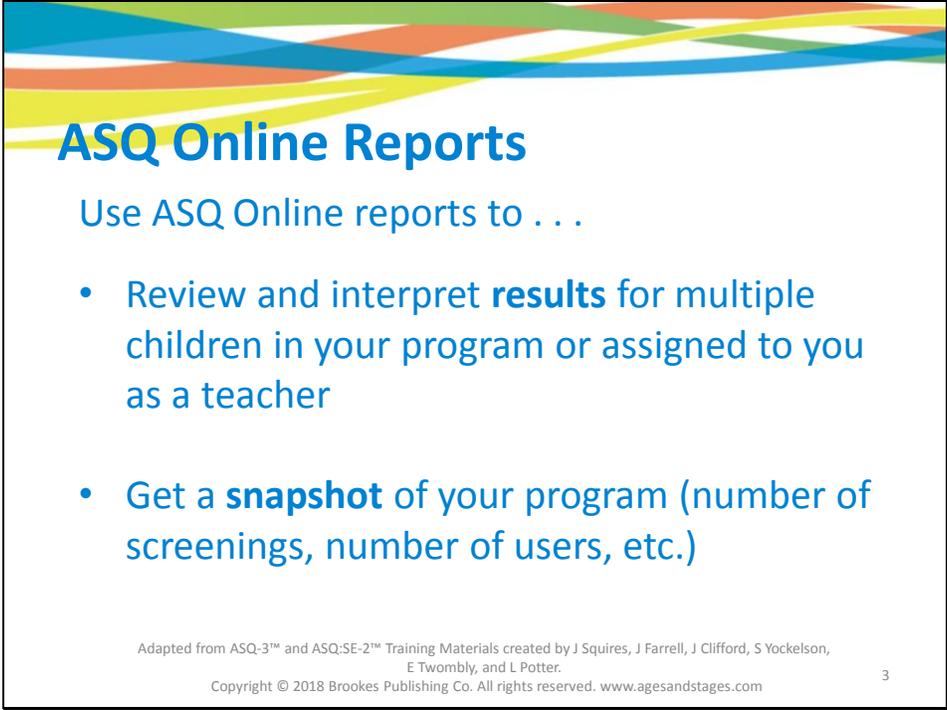
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This online training module is designed to show users how to use ASQ Online reports to analyze and interpret data.

Users will:

- Receive a Reports Overview and learn about the different report options
- Learn how to use ASQ Online Reports to make charts and graphs

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The slide features a decorative header with overlapping wavy lines in shades of blue, green, orange, and yellow. Below the header, the title "ASQ Online Reports" is displayed in a large, bold, blue font. Underneath the title, the text "Use ASQ Online reports to . . ." is followed by a bulleted list of two items. At the bottom of the slide, there is a small line of text providing adaptation information and a copyright notice, along with a small number "3" in the bottom right corner.

ASQ Online Reports

Use ASQ Online reports to . . .

- Review and interpret **results** for multiple children in your program or assigned to you as a teacher
- Get a **snapshot** of your program (number of screenings, number of users, etc.)

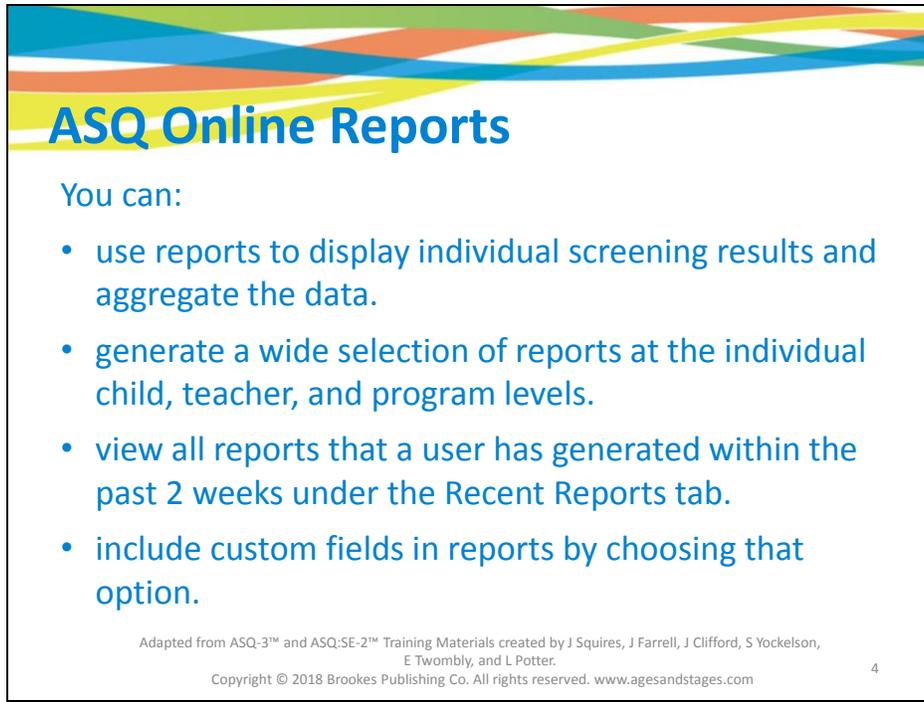
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Use ASQ Online reports to . . .

- Review and interpret **results** for multiple children in your program or assigned to you as a teacher
- Get a **snapshot** of your program (number of screenings, number of users, etc.)

Slide 4

A slide titled "ASQ Online Reports" with a decorative header of overlapping colorful waves in blue, green, orange, and yellow. The main content is a list of capabilities under the heading "You can:". At the bottom, there is a small copyright notice and a page number "4".

ASQ Online Reports

You can:

- use reports to display individual screening results and aggregate the data.
- generate a wide selection of reports at the individual child, teacher, and program levels.
- view all reports that a user has generated within the past 2 weeks under the Recent Reports tab.
- include custom fields in reports by choosing that option.

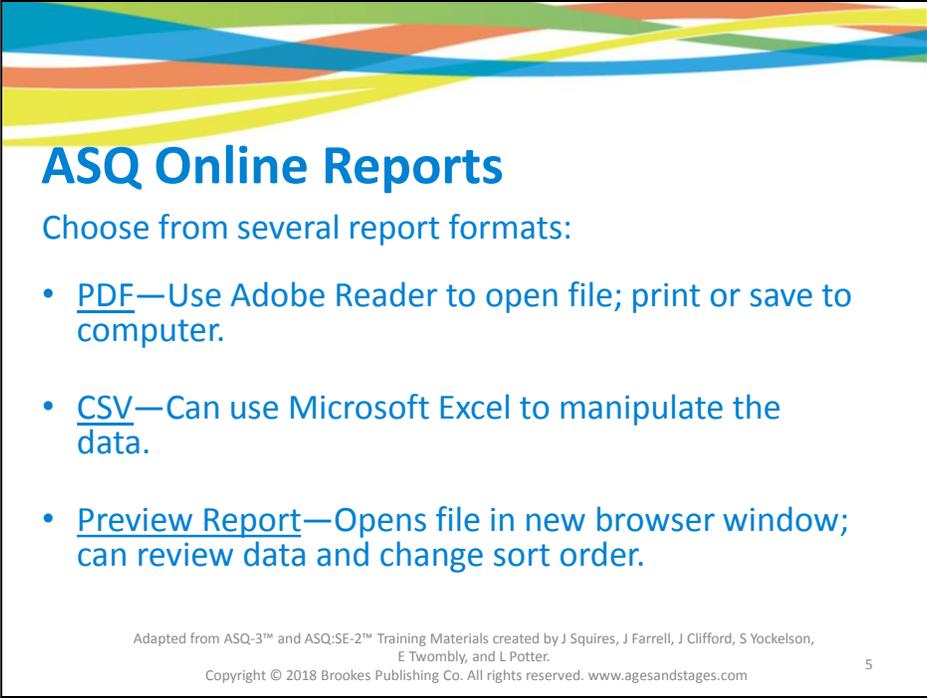
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Next we're going to take a look at some of the things you can do with ASQ Online Reports. You can:

- use reports to display individual screening results and aggregate the data.
- generate a wide selection of reports at the individual child, teacher, and program levels.
- view all reports that a user has generated within the past 2 weeks under the Recent Reports tab.
- include custom fields in reports by choosing that option.

Slide 5

The slide features a decorative header with overlapping wavy lines in shades of blue, green, orange, and yellow. Below the header, the title "ASQ Online Reports" is displayed in a large, bold, blue font. Underneath the title, the text "Choose from several report formats:" is written in a smaller blue font. A bulleted list follows, with each item starting with a blue dot and containing a blue underlined link followed by a description. At the bottom of the slide, there is a small line of text in a very small font, and a small number "5" is located in the bottom right corner of the slide's border.

ASQ Online Reports

Choose from several report formats:

- [PDF](#)—Use Adobe Reader to open file; print or save to computer.
- [CSV](#)—Can use Microsoft Excel to manipulate the data.
- [Preview Report](#)—Opens file in new browser window; can review data and change sort order.

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You can choose from several different report formats:

- **PDF (Portable Document Format)**—You can open a PDF report using Adobe Reader, and you can print or save the report to your computer.
- **CSV (Comma Separated Value)**—This file format allows you to open the report with Microsoft Excel and manipulate the data as needed.
- **Preview Report**—Choosing this option opens the report in a new browser window, where you can quickly review the data and change the sort order as desired.

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ASQ Online Reports

ASQ-3 Screening Scores

Account: Kansas State Department of Education

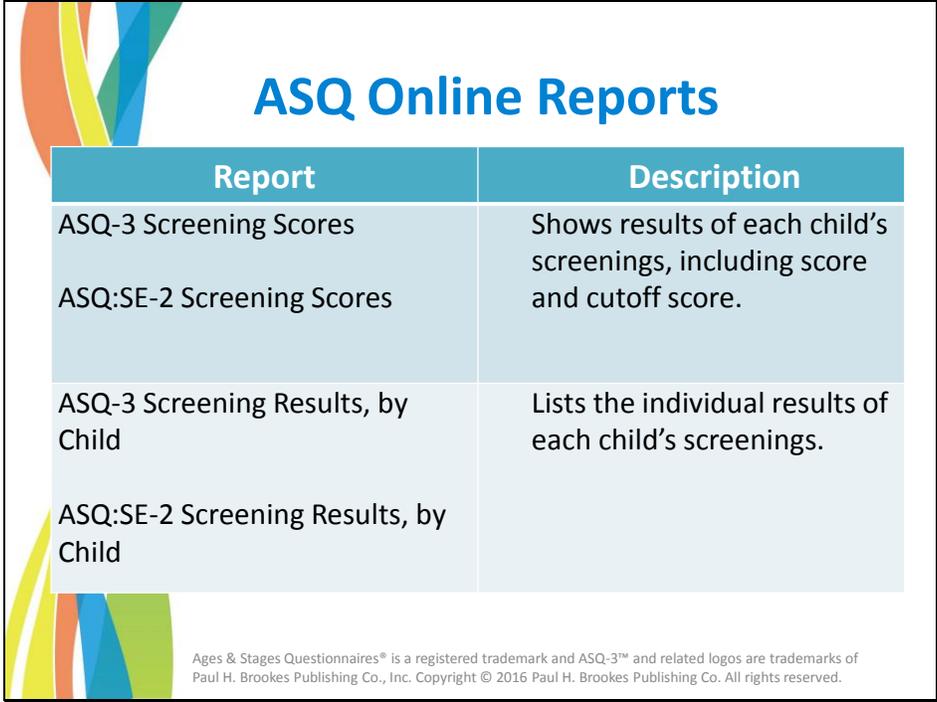
Child Name	Program Name	Provider Name	Child ID	Alt. ID	Child DOB
Belle, M		Administrator, Demo	1858072		2012-01-04
Berry, H		Wilson, Jessica	1587686		2011-06-15
Bieber, J		Wilson, Jessica	1587694		2010-11-15
Brady, Ma		Teacher, Demo	1861041		2012-01-03
Brady, Ma		Teacher, Demo	1861041		2012-01-03
Cash, John		Belle, Monica	1870367		2012-01-11

Quick Tip: When you preview a report, you can sort the contents under each of the column headers.

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When you select the “preview” version of an ASQ Online report, you can sort the contents under each of the column headers.

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The slide features a title 'ASQ Online Reports' in blue text at the top center. Below the title is a table with two columns: 'Report' and 'Description'. The table lists four report types and their corresponding descriptions. At the bottom of the slide, there is a small copyright notice.

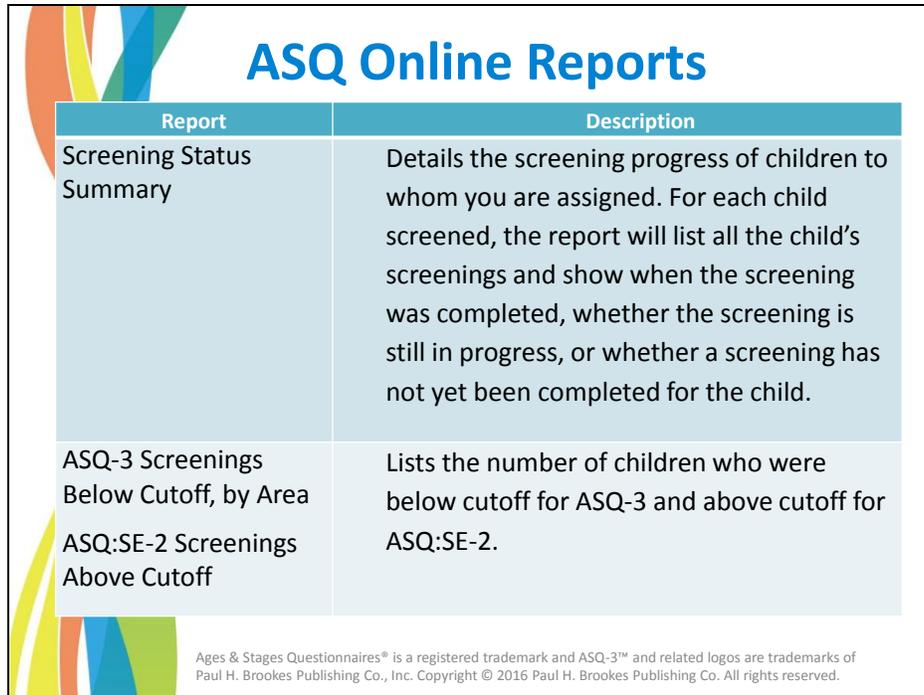
Report	Description
ASQ-3 Screening Scores ASQ:SE-2 Screening Scores	Shows results of each child's screenings, including score and cutoff score.
ASQ-3 Screening Results, by Child ASQ:SE-2 Screening Results, by Child	Lists the individual results of each child's screenings.

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ASQ Online offers a variety of different reports to suit your needs:

- The ASQ-3/ASQ:SE-2 Screening Scores report shows the results of each child's screenings, including score and cutoff score.
- The ASQ-3/ASQ:SE-2 Screening Results, by Child report shows individual results for a child's screenings.

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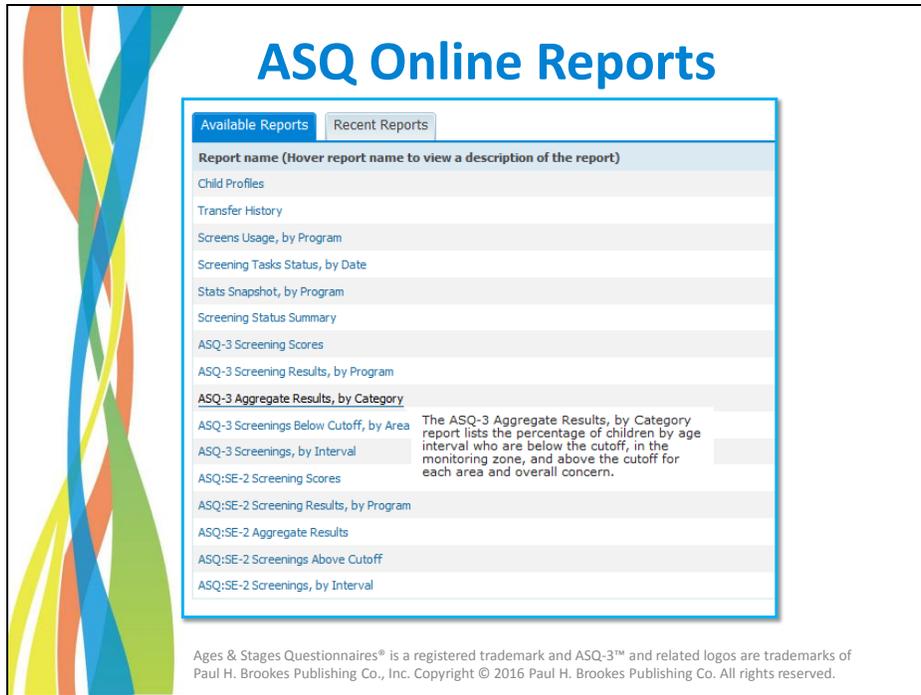
The image shows a slide titled "ASQ Online Reports" with a table. The table has two columns: "Report" and "Description". There are three rows of data. The first row is "Screening Status Summary" with a description of screening progress. The second row is "ASQ-3 Screenings Below Cutoff, by Area" with a description of children below cutoff for ASQ-3. The third row is "ASQ:SE-2 Screenings Above Cutoff" with a description of children above cutoff for ASQ:SE-2. At the bottom of the slide, there is a copyright notice for Paul H. Brookes Publishing Co., Inc. © 2016.

Report	Description
Screening Status Summary	Details the screening progress of children to whom you are assigned. For each child screened, the report will list all the child's screenings and show when the screening was completed, whether the screening is still in progress, or whether a screening has not yet been completed for the child.
ASQ-3 Screenings Below Cutoff, by Area	Lists the number of children who were below cutoff for ASQ-3 and above cutoff for ASQ:SE-2.
ASQ:SE-2 Screenings Above Cutoff	

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- You can use the **Screening Status Summary** report to look at the screening progress of children to whom you are assigned. For each child screened, the report will list all the child's screenings and will show:
 - when the screening was completed
 - whether the screening is still in progress, or
 - whether a screening has not yet been completed for the child.
- The **ASQ-3 Screenings Below Cutoff, by Area** and **ASQ:SE-2 Screenings Above Cutoff** reports list the number of children below cutoff for ASQ-3 and above cutoff for ASQ:SE-2.

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ASQ Online Reports

Available Reports Recent Reports

Report name (Hover report name to view a description of the report)

- Child Profiles
- Transfer History
- Screens Usage, by Program
- Screening Tasks Status, by Date
- Stats Snapshot, by Program
- Screening Status Summary
- ASQ-3 Screening Scores
- ASQ-3 Screening Results, by Program
- ASQ-3 Aggregate Results, by Category**
- ASQ-3 Screenings Below Cutoff, by Area
- ASQ-3 Screenings, by Interval
- ASQ:SE-2 Screening Scores
- ASQ:SE-2 Screening Results, by Program
- ASQ:SE-2 Aggregate Results
- ASQ:SE-2 Screenings Above Cutoff
- ASQ:SE-2 Screenings, by Interval

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On the ASQ Online Reports page, you can hover over the name of a Report to view a short summary of the types of information the report provides.



Remember!!!

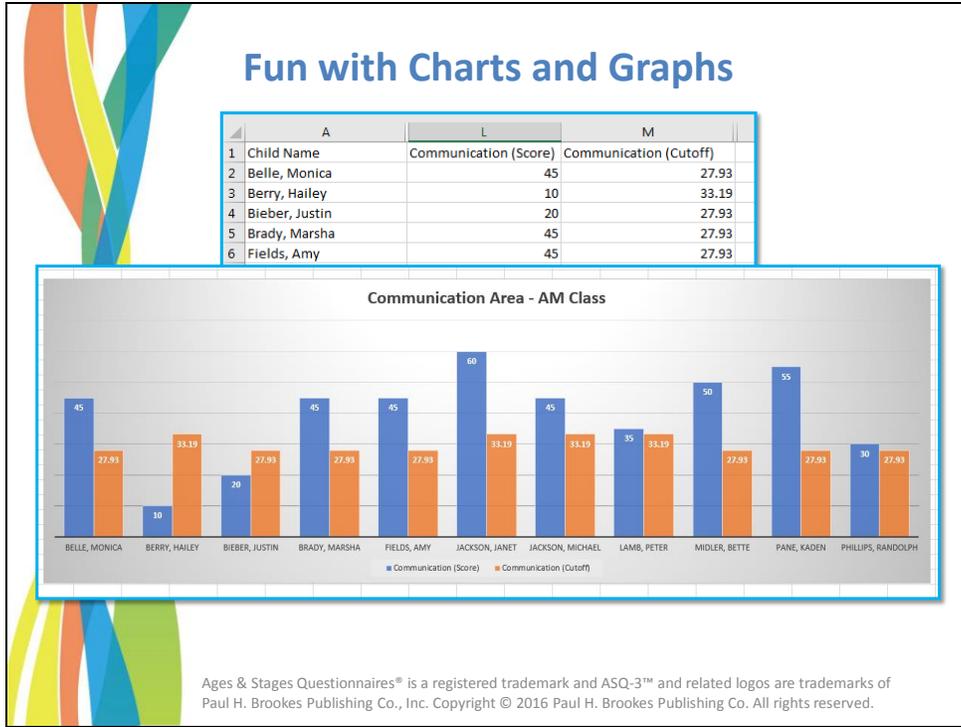
Interpretation	ASQ-3	ASQ:SE-2
Concern: Further assessment with a professional may be needed.	Below Cutoff	Above Cutoff
Monitor: Review behaviors of concern and monitor.	Monitoring	Monitoring
No Concern: Child's development appears to be on schedule.	Above Cutoff	Below Cutoff

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When you review reports, keep in mind that interpreting results for ASQ-3 is different from interpreting results for ASQ:SE-2, because the relationship of scores to the cutoff is different.

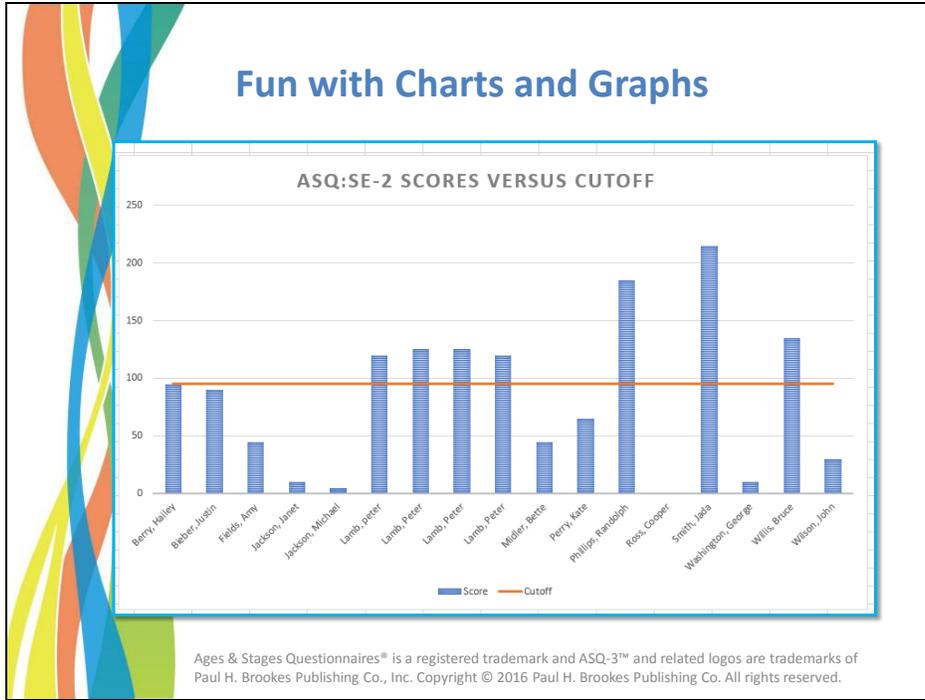
On ASQ-3 scoring BELOW the cutoff indicates a concern, while on ASQ:SE-2 scoring ABOVE the cutoff indicates a concern.

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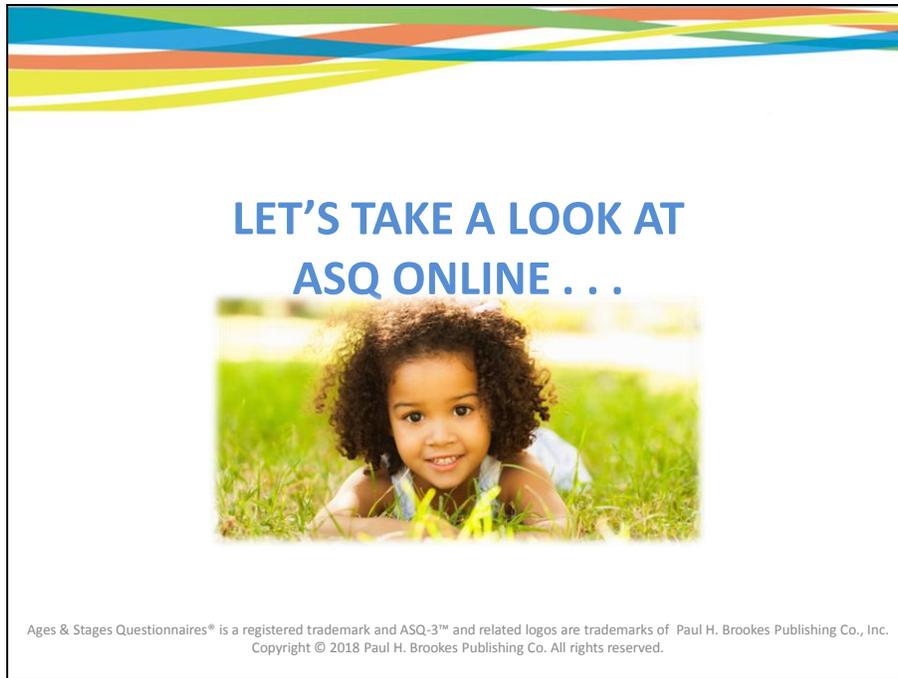
Using the CSV report format, you can also create fun charts and graphs.

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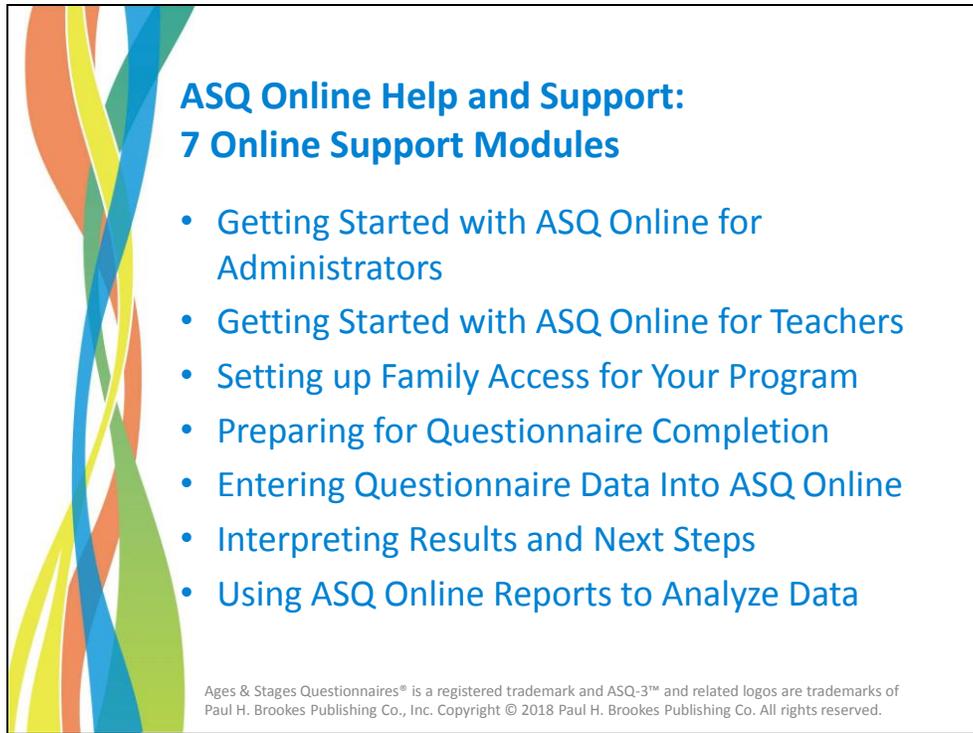


In the next part of this module, we'll show you how you can create visually engaging ways to present your data.

Slide 13



Now, let's take a look at ASQ Online . . .



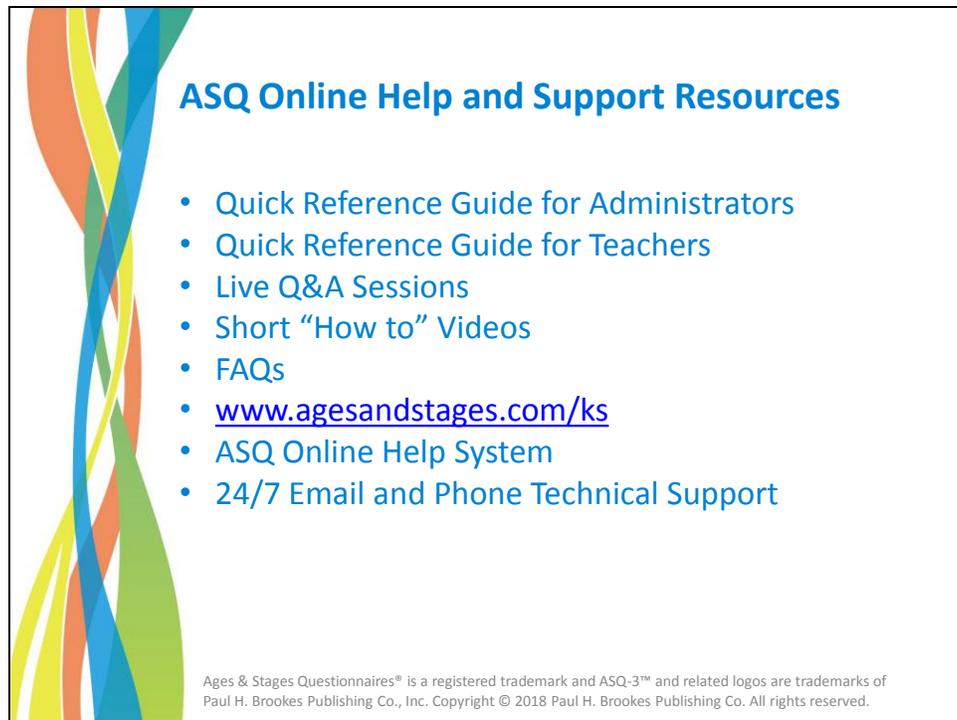
**ASQ Online Help and Support:
7 Online Support Modules**

- Getting Started with ASQ Online for Administrators
- Getting Started with ASQ Online for Teachers
- Setting up Family Access for Your Program
- Preparing for Questionnaire Completion
- Entering Questionnaire Data Into ASQ Online
- Interpreting Results and Next Steps
- Using ASQ Online Reports to Analyze Data

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ASQ Online offers 7 support modules:

- Getting Started with ASQ Online for Administrators
- Getting Started with ASQ Online for Teachers
- Setting up Family Access for Your Program
- Preparing for Questionnaire Completion
- Entering Questionnaire Data into ASQ Online
- Interpreting Results and Next Steps
- Using ASQ Online Reports to Analyze Data

The slide features a decorative graphic on the left side consisting of several overlapping, curved, colorful bands in shades of orange, yellow, green, and blue. The main content is a list of resources under the heading "ASQ Online Help and Support Resources".

ASQ Online Help and Support Resources

- Quick Reference Guide for Administrators
- Quick Reference Guide for Teachers
- Live Q&A Sessions
- Short “How to” Videos
- FAQs
- www.agesandstages.com/ks
- ASQ Online Help System
- 24/7 Email and Phone Technical Support

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Besides the 7 online support modules, you also have access to a wealth of resources and support content, including:

- *Quick Reference Guide for Administrators*: A fully illustrated PDF guide with step-by-step procedures on how to use ASQ Online.
- *Quick Reference Guide for Teachers*: An illustrated PDF guide specifically for teachers.
- Live Q&A webinar sessions where you can get your questions answered by a member of the ASQ Online implementation team
- Short “How to” videos
- FAQs
- A dedicated web portal, www.agesandstages.com/ks, where you can access the Quick Reference Guides, online training modules, videos, FAQs, and other support materials
- The ASQ Online Help system at www.asqonline.com, which contains user manuals, additional FAQs, online tutorials, and support documentation
- Email and phone technical support--24 hours a day, 365 days a year