

# SCRIBE for GEAR UP

## SCRIBE for GEAR UP is the tool Xcalibur uses for Student Longitudinal Tracking.

SCRIBE for GEAR UP is used to track students in grades 7-12 to meet annual certification requirements and manage your student and teacher data.

### History of Student Tracking

After having helped Government Agencies, non-profit organizations, and Grantees alike consolidate their data to meet annual reporting requirements every year, Xcalibur decided there had to be a better way.

### Why SCRIBE?

Funders, Grantees, Agencies, and Organizations maintain student performance data in a variety of different systems, platforms, documents, and/or spreadsheets. It is painful at best and improbable in most cases to consolidate this information for reporting purposes.

### How does SCRIBE do this?

Easy. We have researched and worked with the education community for more than 10 years on this specific need. During this time we've created a comprehensive framework with the ability to customize components that add value without disrupting the core.

### What is the core?

The core framework of SCRIBE is student information. That information is configurable for demographics, courses, grades, assessments, standardized test results, attendance, disciplinary actions, and participation in after-school, in-school, or out-of-school activities. The principle components that utilize the framework are the Data Import, Data Entry, System Security, and Reports.

### Where is SCRIBE in use today?

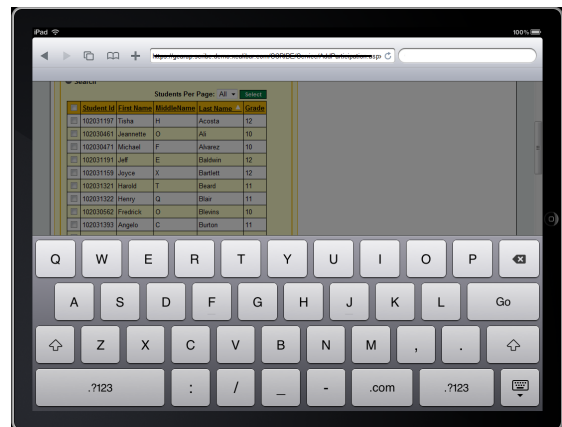
States, School Districts, Schools, Institutions of Higher Education, Community Colleges, Foundations, Associations, and Government agencies are all using SCRIBE to track student performance.

### Data Import

With each implementation of SCRIBE we provide users with a Data Submission Guide to facilitate importing data into SCRIBE from multiple sources. This is important because different sources have different ways of reporting the same information. (Example: For a state grant, there are three districts that report information to the grant. One district is on trimesters while the other two are on quarters. Each district has different grade scales and course numbers. The guide allows each district to report data in the format that comes from their school information systems – SCRIBE imports the data in the exact format and “maps” the data to a common standard. This provides district level users with the ability to view data as they see it, while allowing state level users to view a common core, never “changing” the raw data.)

### Data Entry (Student Services)

The system is an incredibly powerful tool for entering student services participation. Typically, groups will have multiple sources of data for their student service participation and each system is not connected to any other system. Sometimes attendance at events is maintained on a log or sign in sheet that is “input” into a spreadsheet. SCRIBE consolidates the data entry to ONE system with real-time reporting available immediately. (Example: SCRIBE for GEAR UP users can log into the application at events using the Apple iPad. Users use the touch pad to check (sign-in) students for attendance for that activity.)



## System Security

There are various roles and security levels established in SCRIBE. If a user is unable to view student identifying information, they will not be able to see or report on any of that information anywhere within SCRIBE. SCRIBE follows a strict security protocol to protect the integrity of your data and your students. The site is 128-bit SSL encrypted, the data is encrypted at the database level, and the servers are maintained at a reputable Internet Service Provider. SCRIBE maintains this level of security to provide clients with the confidence that their data complies with and meets FERPA standards.

## Reports

SCRIBE is the central repository for all student centric data. SCRIBE is beneficial to funders, grantees, and administrators for creating annual reports on student progress and completion. Also, day-to-day users, service administrators, and program managers generate reports to show progress reports and answer evaluation questions about the students. (Example: Standard Annual Performance Reports can be generated on the data and evaluation reports showing course completion/progress can be run directly from SCRIBE)

Student Demographic Summary							
School Year: 2009 - 2010							
School(s) : Arlington District							
This report displays demographic information about the student. Students reported based on their primary school assignment.							
School Summary							
Number of Schools Served	2						
Average Number of Students per School	133						
Number of Students for School Year							
New Students	88						
Continuing Students	179						
Total Participating Students	267						
Student Distribution by Gender							
Male	131						
Female	135						
Unknown	1						
Total	267						
Student Distribution by Grade and New or Continuing Status							
Grade Level	New Participants	Continuing Participants					
10	0	90					
11	88	0					
12	0	89					
Total	88	179					
Student Distribution by Ethnic Background							
NOTE: There is no total row for this table because a student may be associated with more than one ethnicity.							
Ethnic Background	Count						
American Indian or Alaskan Native	13						
Asian	43						
Black or African American	47						
Hispanic or Latino	50						
Native Hawaiian or other Pacific Islander	3						
Other	0						
White	103						
Other Demographic Information							
Name	Yes	No	Unknown	Total	% Yes		
ESL	58	200	9	267	21.72%		
Reduced-Price Lunch	58	200	9	267	21.72%		
IEP	5	261	1	267	1.87%		
Participating School Summary							
School Name	Grade Level Offered	Grade Levels Served by Program	# of Students	% of Students Eligible for Free-Reduced Price Lunch	City	State	Zip Code
Wakefield High School	9 - 12	9 - 12	131	99.47%	Arlington	VA	22222
Washington-Lee High School	9 - 12	9 - 12	136	75.00%	Arlington	VA	22222



\*Offer valid until August 31, 2010 and covers set up fees for basic set ups that follow the SCRIBE for GEAR UP instructions for data submission.



## ADVANTAGES OF SCRIBE

- iPad and desktop compatible
- Comprehensive service tracking and reporting
- Centralized secure repository for all APR data
- Ability to import data directly into SCRIBE
- Quickly generate all APR reports
- Can be customized to your specific needs
- Support services- Online and onsite training, help desk

Successful Progress - Mathematics					
Displays the breakdown of Mid-Year Grades earned in Mathematics courses in the specified school year. If a Mid-Year Mathematics grade is not available, the student will be listed as unknown. If a Mid-Year grade is available for more than one Mathematics course, the highest grade will be used.					
Grade Level	# Students	# Students Unknown	Below 65%	65% - 80%	Above 80%
7	0	0	0	0	0
8	0	0	0	0	0
9	0	0	0	0	0
10	90	0	0	39	51
11	88	8	0	32	48
12	89	36	0	20	33
Total	267	44	0	91	132

## Additional Benefits of the system

### Tool for Evaluators

SCRIBE provides exports of the data that enable evaluators to provide an apples-to-apples comparison during their evaluation of the data. The data is maintained year after year, and evaluators have the ability to quickly access the data they need with little effort. By organizing the data in a common format evaluators do not spend time importing data from a variety of sources and trying to "organize" the data. SCRIBE easily provides this capability and reports are generated directly from the data in the system. SCRIBE benefits reporting, data collection, and evaluation all at the same time, while keeping the data "real" for the user and the student.

### Time to setup?

After answering a few questions about your specific needs 1) what data you have now and where it is located, 2) what reporting needs you have throughout the year, and 3) the number of locations where users will be using the system, Xcalibur can set you up on SCRIBE to meet your needs within a week.

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