OUMYLEXIA®

Index of PowerUp® Reports

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Contact Support: contact.lexialearning.com

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Getting Started on myLexia.com

myLexia.com is Lexia's administrative and reporting website for educators to use with all of Lexia's student programs.

Logging into myLexia.com

Your school or district's Lexia Administrator should have created your account.

If your district or school accesses myLexia via a Single Sign On portal or dashboard, please reach out to your technology staff for login instructions. Teachers in schools using Clever for SSO will be redirected from the myLexia login to Clever in order to authenticate.



- **1.** Launch a web browser (Chrome is recommended for the best experience; Firefox, Safari, and Edge are also supported).
- 2. Go to www.mylexia.com (bookmark this page for easy access in the future).
- 3. Enter your email address and click Next.

www.mylexia.com Educator Login

- 4. Enter your password and click Sign in.
 - If you have forgotten your password, click the Forgot Password?
 link to reset your password via a secure link that will be emailed to you.
- 5. Click the Log in button.



Changing your myLexia.com Account Settings

Account settings include your username, password, and email notification settings.

- 1. After logging into myLexia.com, hover your mouse over your name in the upper-right hand corner and click **My Profile**.
- 2. Make desired changes:
 - Under Email Notifications, you may opt-in or opt-out of Orientation emails (which are sent
 infrequently after students begin program use) and also change the frequency of Student Progress
 emails (which alert you about new student achievements or students who need instruction in your
 assigned classes).
- 3. To save your changes, click the Save button.

User Roles on myLexia.com

Each educator is assigned a Role that controls what they can view and edit. Your Role was set by your school's Lexia Administrator when your account was created. After logging into myLexia, hover your mouse over your name in the upper-right hand corner and click **My Profile** to view your role.

Role	Description
District Admin	Full access to the information across the district.
School Admin	Full access to the information in their assigned school.
Teacher	Full access to the information in their assigned class(es).

Users at any level can be assigned "read-only" access. Read-only users can view reports and information but not add or edit any student, class, or staff information.

Creating New Classes

You may create as many classes as you need to group students together for easier management and reporting. A student can be in more than one class.

Note: Some schools and districts use automated tools to create and manage classes, students, and staff on myLexia.com. In these cases, the option to edit classes and student information may be unavailable.

- 1. Login to myLexia.com:
 - If you are a teacher who is not assigned to any class, you will see a Create Class button.
 - If you already have a class and want to create a new class, click **Manage** tab. Make sure you are on the Classes list, and click the + button.
- 2. On the Create Class screen, define the class:
 - a. Enter the Class Name and select the Grade (required).
 - b. Click the Add Students button. Select the students you want to add to the class. Make sure you click the Add to Selected Students button so that the students display in the Selected Students list. When you are finished, click the Done button.
 - c. If you don't see all of your students, go to the **Manage** tab > Students list in order to create them.
 - d. Teachers are automatically added as staff to the class. To add more staff, click the Modify Staff button.
- 3. To create the class, click the Save button.

Printing Class Rosters and Login Cards

A class roster is a list of students in a class with the students' usernames and passwords. Login cards display each student's username and password; they can be cut up and distributed to students individually. Login cards are compatible with Avery® 5395 and 8395.

Note: Some schools and districts use Single Sign On (SSO) to allow students to log in with externally-managed credentials. In these cases, the option to print rosters and login cards may be unavailable.

- 1. Login to myLexia.com and click the **Manage** tab. Make sure you are on the Classes list.
- 2. Select the classes:
 - To print rosters, click the Print Rosters button.
 - To print login cards, click the Print Login Cards button.
- 3. The roster or login cards display and you can print.

Adding New Students

Note: The ability to add new students may be turned off for your school or district.

- 1. Login to myLexia.com and click the Manage tab. Make sure you are on the Students list.
- 2. Click the + button.
- 3. On the Create Student screen, add the information about the student:
 - Usernames are not case sensitive and may only contain letters, numbers, underscores, periods, apostrophes, and dashes. Usernames must be unique across your school district.
 - · Passwords must be at least four characters and should be easy for students to remember.
 - You may click the Demographic Data tab to add more information about the student, or the Program tab to specify a reading program assignment or direction language.
- **4.** To create the student, click the Save button.

Note: To add the student to a class, go to the Classes list and create or edit a class to add the student.

Changing Student Information

You can change a student's information, including student name, username, password, grade, student ID numbers, and student demographic data. Please note:

- Some schools use automated tools in order to provision students. For these schools, some student information is centrally managed in another system and thus cannot be edited in myLexia. In these cases, the information will appear grayed out in the Edit Students window.
- The ability to view and edit student ID numbers, student demographic data, and student passwords is controlled by customer-level administrative settings. If you do have the ability to view and edit this information, Lexia recommends asking your Lexia administrator before entering any non-required student information into myLexia.
- 1. Login to myLexia.com and click the Manage tab. Make sure you are on the Students list.
- 2. Find the student you want to edit, and click the pencil icon in the student's row.
- 3. In the Edit Student screen, make any modifications to the student.
- 4. When you are finished, click the Save button.

Turning On Native Language (L1) Support

You can enable language support for a student. The LI support feature allows exposure to a clear English model, supports student choice, and allows for fading support over time. When you enable language support, the student will hear the introduction and directions first in English. Then the student can choose to click the Language Support button to hear an introduction and directions summary in their language.

All students have L1 support turned off by default.

- · Core5 has support for Spanish, Arabic, French, Haitian-Creole, Korean, Mandarin, Portuguese, and Vietnamese.
- · PowerUp has support for Spanish
- 1. Login to myLexia.com and click the Manage tab. Make sure you are on the Students list.
- 2. Find the student you want to edit, and click the pencil icon in the student's row.
- 3. To edit the direction language, click the Program tab. Use the Native Language Support drop-down menu to select.
- 4. When you are finished, click the Save button.

Managing and Resetting Student Assignments

This section describes how to manage student program and level assignments.

Important Note! These instructions for managing student assignments are provided for exception cases only. Students are automatically placed in Lexia the first time they login after completing the Auto Placement activities. Lexia recommends that students be allowed to progress at their own pace.

Warning! Changing or resetting a student's assignment can result in deleted data. Lexia recommends saving or exporting reports before resetting students. Some report data will be temporarily unavailable for a student after an assignment change, including Performance Predictors (which reappear on the first of month after a consecutive month of usage) and Rate/Accuracy indicators (which reappear when the student progresses to the next program level).

Changing Student Program Assignments

You can manually change a student's program assignment before or after the student uses Auto Placement; manual changes include changing a student's level, turning activities on or off, and changing units within an activity.

- 1. Login to myLexia.com and click the **Manage** tab. Make sure you are on the Students list.
- 2. Find the student you want to edit, and click the pencil icon in the student's row.
- 3. Click the Program tab.
- 4. If the student has already started working in Core5 or PowerUp, click the Edit Placement radio button.
 - To change a student's level: In the Select Level drop-down menu, select the level you want to place the student in.
 - · To turn off activities in the current level: Select the current level from the drop-down menu and then click on the

gear icon to open the Advanced Settings. Use the checkboxes to turn an activity off or on. You must have at least one activity selected. After the student has completed the units in the selected activities and proceeds to the next program level, all activities will be enabled in that level.

- In Core5, levels have two halves, or phases, to help pace students through activities.
- To change units in the student's current level: Select the current level from the drop-down menu and then select the gear icon to access the Advanced Settings. Use the Unit drop-down menus to change the student's unit.
- 5. If the student has not started using Core5, make sure the correct program (Core5) is selected. By default, students will be assigned to take Auto Placement (recommended). You can manually assign the student to a program level and make other changes to the student's assignment:
 - To change a student's level: In the Select Level drop-down menu, select the level you want to place the student in.
 - To turn off activities in the current level: Select the level from the drop-down menu and then click on the gear icon
 to access the Advanced Settings. Use the checkboxes to turn an activity off or on. You must have at least one
 activity selected. After the student has completed the units in the selected activities and proceeds to the next
 program level, all activities will be enabled in that level.
 - In Core5, levels have two halves or phases to help pace students through activities.
 - To change units in the student's current level: Select the level from the drop-down menu and then select the gear icon to access the Advanced Settings. Use the Unit drop-down menus to change the student's unit.
- 6. Click the Save button at the bottom of the screen.

Resetting Placement

Warning: This will delete all of the student's data and progress. If you want to keep a record of the student's progress before you reset the student, Lexia recommends printing out student reports or exports. The student will go through Auto Placement the next time that the student logs in.

- 1. Login to myLexia.com and click the Manage tab. Make sure you are on the Students list.
- 2. Find the student you want to edit, and click the pencil icon in the student's row.
- 3. Click the Program tab, and then select the Reset Placement option. Then, click the Save button at the bottom of the screen. If you are switching the student's program, select the other program to place the student in, and then click the Save button at the bottom of the screen.

Changing Programs

If the student has not begun working in Core5 or PowerUp:

- 1. Login to myLexia.com and click the **Manage** tab. Make sure you are on the Students list.
- 2. Find the student you want to edit, and click the pencil icon in the student's row.
- Click the Program tab, then select the desired program (Core5 or PowerUp).
- **4.** In the Select Level drop-down menu, select Auto Placement, or the level you want to place the student in, and then click the Save button at the bottom of the screen.

If the student has begun working in a program, first reset the student's placement before changing the assignment.

Warning: Resetting the student's assignment will delete all of the student's data and progress. If you want to keep a record of the student's progress, Lexia recommends printing out student reports or exports before you reset the student.

- 1. Login to myLexia.com and click the **Manage** tab. Make sure you are on the Students list.
- 2. Find the student you want to edit, and click the pencil icon in the student's row.
- 3. Click the Program tab, and select the Reset Placement option. Click the Save button at the bottom of the screen.
- **4.** Find the student you just edited, and click the pencil icon in the student's row.
- 5. Click the Program tab, and select the desired program (Core5 or PowerUp) if it's not already selected.
- In the Select Level drop-down menu, select Auto Placement (recommended) or another level, if no level is already selected. Click the Save button at the bottom of the screen.

District Reports

PowerUp District Usage Report

The District Usage report allows you to monitor and support student usage of PowerUp by providing school and grade-specific views into the percentages and numbers of students who met their individualized weekly usage targets. Students who meet their usage targets are more likely to make progress in the program and acquire the critical skills they need to make reading gains.

PowerUp District Usage Card

How do I view this report?

This card (shown on right) displays on the PowerUp District Overview.

Who is included in this report?

Students using Lexia PowerUp Literacy. For each week in the report, students are only included if they logged into PowerUp. This number of students displays in parentheses under each date.

When does this report update?

Weekly – every Monday morning with data from the previous week.

What does this report display and how do I use it?

The usage card allows you to quickly see the number and percentage of PowerUp students in the district who have been meeting their recommended usage targets, providing an overview of the health of the program's implementation. The card displays the previous four full weeks (Monday-Sunday). You can roll your cursor over each point on the graph to see the percentage and number of students for that week.



PowerUp District Usage Card

PowerUp District Usage Report (Detail)

How do I view this report?

On the PowerUp District Overview, click the PowerUp District Usage Card.

Who is included in this report?

Students using Lexia PowerUp Literacy. Students are evaluated as "meeting" or "not meeting" usage only if they log in to PowerUp at least once during a week (Monday-Sunday).

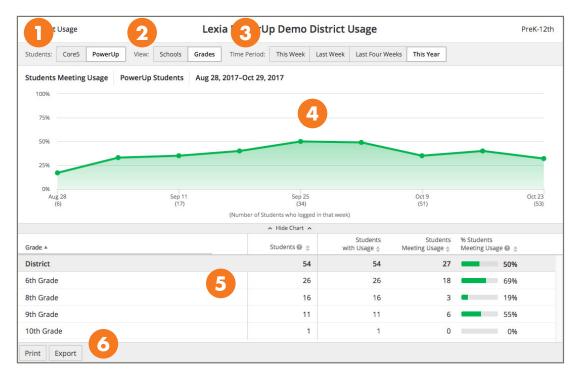
When does this report update?

Weekly – every Monday morning with data from the previous week, except for the "This Week" time period, which updates in real-time (after you refresh the page) after a student logs out.

What does this report display and how do I use it?

Monitoring usage of PowerUp at the district level helps you identify schools and/or grades that need additional support (resources, scheduling, etc) so that students can meet their weekly usage targets. Different time period options allow you to view usage trends ranging from the current week to the current school year.

See the following page for a visual guide to this report.



PowerUp District Usage Report (Detail)

PowerUp District Usage Report (Detail)

- Use the **Students** toggle to view the usage report for students using Lexia Core5 Reading (recommended for students in PreK-5) or Lexia PowerUp Literacy.
- Use the **View** toggle to view usage by school or by grade in the table below the chart (see #5).
- Use the **Time Period** buttons to see usage data for different date ranges:
 - This Week: Displays the average number of minutes per day that PowerUp was used in the district since Monday of the current week. This view is helpful when monitoring at the start of an implementation or the school year. Days with no student usage do not display.
 - Last Week: Displays information about students meeting targets for the previous week (Mon-Sun).
 - Last Four Weeks (default): Displays information about students meeting targets for the previous four full weeks (Mon-Sun).
 - This Year: Displays information about students meeting targets for the current school year.
 (Note: Admins can configure school year dates in the Settings).
- The usage graph displays usage information based on the selected time period (see #3).
- The table displays usage information by school or by grade, depending on the View toggle selection (see #2). The table displays the following columns with data from the selected time period (see #3), which you can sort by clicking the column header:
 - The **Students** column displays the current student enrollment for the district and each school or grade.
 - The Students with Usage column displays the number of students who used Lexia at least once during the selected time period.
 - The Students Meeting Usage column displays the number of students who met their usage targets during the selected time period.
 - The % Students Meeting Usage column displays the percentage of students who met their usage targets during the selected time period. When multiple weeks are displayed, this is the percentage of students who met or exceeded their usage target 50% or more of the weeks.

There is a District aggregate row at the top of the table that remains fixed when the table is sorted.

Use the Print and Export buttons at the bottom of the screen to print or export the report data.

PowerUp District Skill Status Report

The District Skill Status report shows the profile of the reading skill ranges in each strand to help you monitor and inform instruction based on the domain-specific literacy needs of your students. This report also allows you to track and compare skill-based progress at the school level.

PowerUp District Skill Status Card

How do I view this report?

This card (shown on right) displays on the PowerUp District Overview.

Who is included in this report?

The stacked bar chart includes all students in the district with placements in one or more strands of PowerUp. The number of students with a placement in each strand displays under the bar in parentheses. Students are included in the chart regardless of recent usage.

When does this report update?

The card updates in real-time (after you refresh the page), as students work in the program or immediately after logging out.

What does this report display and how do I use it?

The skill status card shows the grade-level equivalents for the skills students are currently working on in each of the three instructional strands of the PowerUp program (Word Study, Grammar, and Comprehension). The chart provides a quick overview of the district's skill profile based on PowerUp performance.

You can roll your cursor over each zone (Foundational, Intermediate, or Advanced) to see the percentage and number of students in the district with placements in that skill range.

Skill Status Students working in each zone of Word Study, Grammar and Comprehension. 4% 13% 30% 30% 94% 70% 57% Word Comp Grammar Study (53)(54)(53)Foundational (K-2) Intermediate (3-5) Advanced (6–8)

PowerUp District Skill Status Card

PowerUp District Skill Status Report (Detail)

How do I view this report?

On the PowerUp District Overview, click the PowerUp District Skill Status Card.

Who is included in this report?

All students in the district with placements in one or more strands of PowerUp.

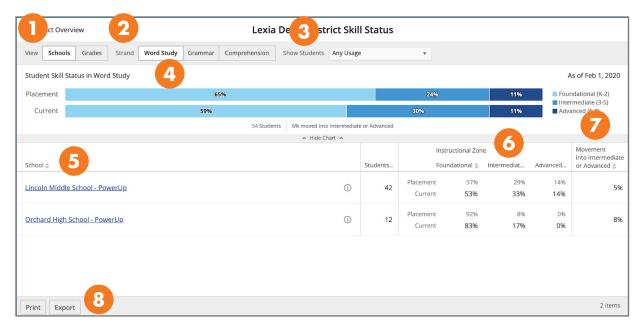
When does this report update?

The card updates in real-time (after you refresh the page), as students work in the program or immediately after logging out.

What does this report display and how do I use it?

This report can be used to help inform instructional or curriculum decisions by looking at the domain-specific literacy needs of your students. When beginning PowerUp, students are placed into different zones that correspond to their grade level ability in each strand. You can also view student progress in PowerUp by comparing where students were placed into PowerUp as compared to where students are currently working. By monitoring the current status of PowerUp students at the district level, you can gain an understanding of the strengths and weaknesses of your non-proficient readers.

See the following page for a visual guide to this report.



PowerUp District Skill Status Report (Detail)

	PowerUp District Skill Status Report (Detail)
1	Use the View toggle to view usage by school or by grade in the table below the chart.
2	Use the Strand toggle to view student status and progress by strand.
3	Use the Show Students menu to filter the report based on recent student usage: • Any Usage: All students with a placement in PowerUp will display, regardless of recent usage. • Usage in the last four full weeks: Only students who have logged into PowerUp in the last four full weeks (not including the current week since Monday) will display. Because this option excludes inactive students, it can be used to evaluate progress.
4	The Skill Status by Strand section displays the percentages of students in each instructional zone, both where students are currently and where they started the program. You can click the "Hide Chart" toggle to hide the chart and gain a better view of the table.
5	Click the School's name to drill into the School Skill Status Report or click the i icon in the school's row to drill into the School Overview.
6	The Instructional Zone section displays the percentage of students in each school who placed into each zone and where they are currently working. • Click the column headings for Foundational, Intermediate, or Advanced to sort the schools by the percentage of students working within each zone.
	When considering progress, you can choose "Usage in the last four full weeks" in the Show Students toggle (see #3) to make sure that inactive students are not affecting the percentages.
	• For a summary of skill progress, use the Movement column (see #7) to more easily see which schools have more progress. When comparing schools, pay attention to the number of students within the school, as schools with fewer or more students may show more or less movement than others.
7	The Movement into Intermediate or Advanced column displays the number of students who have progressed from the Foundational zone to the Intermediate/Advanced zone, or from the Intermediate zone to the Advanced zone. Click the column header to sort the list of schools by the percentage of students who have moved between zones.
8	Use the Print and Export buttons at the bottom of the screen to print or export the report data.

PowerUp District YTD Export

The PowerUp YTD (Year to Date) export includes all students in the district/school who have used PowerUp at least once in the current school year. Archived students are not included. The export contains one row per student. See the table below for details.

Accessing the District/School YTD Export

- 1. Login to myLexia.com. On the Reading tab, navigate to a District or School Overview and click the **District Exports** button or **School Exports** button on the bottom-left hand side of the screen.
- 2. In the Email field, enter your email address where a secure link to the report results will be sent after the export has generated. By default, the email address associated with your myLexia account displays. You can change the email address, but note that the email must be associated with a valid myLexia staff account with permission to view the students included in the export.
- 3. Under Report type, select the **PowerUp Year to Date Export**.
- 4. To request the export, click the Submit button.
- 5. Check your email account for the secure link to access the report results. The sender is: info@lexialearning.com. We recommend logging into myLexia before clicking the link in the email.

Note: If you need multiple exports, please retrieve the results after each export before running a new export. The secure link will take you to the most recent export that you generated.

Important! The export files may contain sensitive student information. Please securely store the export file.

Lexia also offers automated exports via a secure SFTP site. For more information, contact Lexia Customer Support.

	Column Name	Column Description
Α	Customer Name	District or customer name.
В	School Name	The student's assigned school.
С	Classes	A list of classes the student is assigned to, separated by commas.
D	First Name	The student's first name.
E	MI	The student's middle initial.
F	Last Name	The student's last name.
G	Username	The student's username to log into PowerUp.
Н	Grade	The student's current grade.
I	First Use	Date that the student first logged into PowerUp this school year.
J	Last Use	Most recent date that the student logged into PowerUp.
K	Program	The program that the student is currently assigned to (this will be PowerUp for all students).
L	Start Zone WS	In the Word Study strand, the zone that the student started working in at the start of the school year. Possible values: Foundational, Intermediate, Advanced.
М	Start Lexia Level WS	In the Word Study strand, the PowerUp program level that the student started working in at the start of the school year.
N	Current Zone WS	In the Word Study strand, the student's zone at the time of the export.
0	Current Lexia Level WS	In the Word Study strand, the student's PowerUp program level at the time of the export.
Р	Current Percent Level Completed WS	In the Word Study strand, the percentage complete of the student's current PowerUp program level at the time of the export.
Q	Levels Completed WS	In the Word Study strand, the number of levels that the student completed from the start of the school year to the time of the export.

	Column Name	Column Description
R	Activities Completed WS	In the Word Study strand, the number of activities that the student completed from the start of the school year to the time of the export.
S	Units Completed WS	In the Word Study strand, the number of units that the student completed from the start of the school year to the time of the export.
Т	Weekly Average WS	In the Word Study strand, the student's weekly average minutes of usage for the school year.
U	Target Average WS	In the Word Study strand, the student's average weekly usage target for the school year.
V	Target Missed Average WS	In the Word Study strand, for the weeks that the student used the program and missed their target, the average number of minutes the student needed to reach their target.
W	Total Minutes WS	In the Word Study strand, the student's total minutes used for the school year.
Х	Start Zone GR	In the Grammar strand, the zone that the student started working in at the start of the school year.
Υ	Start Lexia Level GR	In the Grammar strand, the PowerUp program level that the student started working in at the start of the school year.
Z	Current Zone GR	In the Grammar strand, the student's zone at the time of the export.
AA	Current Lexia Level GR	In the Grammar strand, the student's PowerUp program level at the time of the export.
AB	Current Percent Level Completed GR	In the Grammar strand, the percentage complete of the student's current PowerUp program level at the time of the export.
AC	Levels Completed GR	In the Grammar strand, the number of levels that the student completed from the start of the school year to the time of the export.
AD	Activities Completed GR	In the Grammar strand, the number of activities that the student completed from the start of the school year to the time of the export.
AE	Units Completed GR	In the Grammar strand, the number of units that the student completed from the start of the school year to the time of the export.
AF	Units Completed GR	In the Grammar strand, the student's weekly average minutes of usage for the school year.
AG	Target Average GR	In the Grammar strand, the student's average weekly usage target for the school year.
АН	Target Missed Average GR	In the Grammar strand, for the weeks that the student used the program and missed their target, the average number of minutes the student needed to reach their target.
Al	Total Minutes GR	In the Grammar strand, the student's total minutes used for the school year.
AJ	Start Zone RC	In the Comprehension strand, the zone that the student started working in at the start of the school year.
AK	Start Lexia Level RC	In the Comprehension strand, the PowerUp program level that the student placed into.
AL	Current Zone RC	In the Comprehension strand, the student's current instructional zone at the time of the export.
AM	Current Lexia Level RC	In the Comprehension strand, the PowerUp program level that the student started working in at the start of the school year.
AN	Current Percent Level Completed RC	In the Comprehension strand, the percent of the current PowerUp program level the student has completed at the time of the export.
AO	Levels Completed RC	In the Comprehension strand, the number of levels that the student completed from the start of the school year to the time of the export.
AP	Activities Completed RC	In the Comprehension strand, the number of activities that the student completed from the start of the school year to the time of the export.
AQ	Units Completed RC	In the Comprehension strand, the number of units that the student completed from the start of the school year to the time of the export.
AR	Weekly Average RC	In the Comprehension strand, the student's weekly average minutes of usage for the school year.
AS	Target Average RC	In the Comprehension strand, the student's average weekly usage target for the school year.
AT	Target Missed Average RC	In the Comprehension strand, for the weeks that the student used the program and missed their target, the average number of minutes the student needed to reach their target.
AU	Total Minutes RC	In the Comprehension strand, the student's total minutes used for the school year.
AV	Weeks of Use	The number of weeks in the current school year that the student used PowerUp.
AW	Weeks Met Usage	The number of weeks in the current school year that the student met their overall usage target.
AX	Percent Weeks Met Usage	The percent weeks in the current school year that the student met their usage target.
	•	

	Column Name	Column Description
AY	Date of Birth*	Student's date of birth.
AZ	Gender*	Student's gender. 0=Male, 1=Female, 2 Non-binary, Other (X)
ВА	Race*	998=American Indian or Alaska Native, 999=Asian, 1000=Black or African American, 1001=Native Hawaiian or Other Pacific Islander, 1002=White, 5000=Other, 5001=Multiracial
ВВ	HispanicLatino*	Student's Ethnicity. 0=Not Hispanic/Latino, 1=Hispanic/Latino
ВС	Meal Status*	Student's eligibility for free and reduced meals. 0=None, 1=Reduced, 2=Free
BD	IDEA*	Student's eligibility for IDEA. 0=Not IDEA, 1=IDEA
BE	ESL ELL*	If the student is ESL/ELL. 0=Not ELL/ESL, 1=ELL/ESL
BF	Title 1*	Student's eligibility for Title 1. 0=Not Title I, 1=Title I
BG	Ref ID	The student's unique identifier in Lexia.
ВН	State ID**	Student's State ID.
BI	SIS ID**	Student's SIS (Student Information System) ID.
BJ	Student Number**	Student's Number.

^{*} Student Demographic Data only displays if the customer setting for student demographic data is enabled.

^{**}Student IDs and Number only displays if the customer settings to show these fields are enabled.

PowerUp Detailed Student Export

The PowerUp Detailed Student Export provides a daily update of a student's work in each activity. The CSV file contains a row for each PowerUp program activity that each student has worked in (both current and historical).

Accessing the Detailed Student Export

- 1. Login to myLexia.com. On the Reading tab, navigate to a District or School Overview and click the District Exports button or School Exports button on the upper-left hand side of the screen.
- 2. In the Email field, enter your email address where a secure link to the report results will be sent after the export has generated. By default, the email address associated with your myLexia account displays. You can change the email address, but note that the email must be associated with a valid myLexia staff account with permission to view the students included in the export.
- 3. Under Report type, select the PowerUp Detailed Student Export.
- 4. To request the export, click the Submit button.
- 5. Check your email account for the secure link to access the report results. The sender is: info@lexialearning.com. We recommend logging into myLexia before clicking the link in the email.

Note: If you need multiple exports, please retrieve the results after each export before running a new export. The secure link will take you to the most recent export that you generated.

Important! The export files may contain sensitive student information. Please securely store the export file.

Lexia also offers automated exports via a secure SFTP site. For more information, contact Lexia Customer Support.

Column	Column Label	Column Description
Α	district id	The district's ID.
В	district name	The district's name.
С	school id	The school's ID (provided by the Lexia system).
D	school name	The school's name.
Е	classes	The class ID (provided by the Lexia system).
F	class names	The class's name.
G	staff	The staff member(s) assigned to the class, in the format LastName_FirstName. Note that if multiple staff are assigned to the class, they are separated by commas. If the student is assigned to multiple classes, the order of the classes and the staff match.
Н	lexia id	The student's Lexia ID.
ı	username	The student's username.
J	fname	The student's first name.
K	Iname	The student's last name.
L	grade label	The students grade.
M	strand	The name of the strand of the activity (Word Study, Grammar, or Comprehension).
N	activity id	The ID that identifies the activity (this is an internal Lexia ID).
0	activity name	The name/short description of the activity.
P	needs instruction	If the student was flagged as needing instruction in the activity (0=No, 1=Yes).
Q	accuracy	The student's accuracy in the activity at the time of export (High, Medium, Low).
R	rate	The student's rate in the activity at the time of export (Fast, Average, Slow).
S	% complete	The percentage of the activity that is complete.

Column	Column Label	Column Description
T	current unit	The number of the unit that the student is currently working on.
U	max unit	The maximum number of units in the activity.
V	status flag complete	0=In Progress; 1=Complete
W	activity start time	The first use of the activity.
X	activity end time	The last use of the activity.
Υ	activity time	The number of minutes that the student spent in the activity.
Z	attempts standard	The number of attempts at Standard (cumulative for activity).
AA	level name	The PowerUp level number within the strand.
AB	zone	The instructional zone that the activity is within the strand (Foundational, Intermediate, or Advanced).
AC	units to target	The number of units the student must complete to reach the end of the strand.
AD	today mins	The minutes the student used the program today (Login/Logout).
AE	today mins strand	The minutes the student used the program in strand today (Time on task).
AF	today units	The units the student finished today across the program.
AG	today unit strand	The units the student finished today in the strand.
AH	week time	The minutes the student used the program this week (since Monday morning - Login/Logout).
Al	week time strand	The minutes the student used the program in strand this week (since Monday morning - Time on task).
AJ	week units	The units in strand the student finished this week (since Monday morning).
AK	week units strand	The units the student finished this week across the program (since Monday morning).
AL	weekly usage target	The student's individualized target weekly usage in strand, based on placement.
AM	meeting program target usage	1=student consistently meeting recommended usage; 0=student not consistently meeting recommended usage
AN	Skill Check	The student's Skill Check score for the activity (available for Skill Check activities only). Displays as a percentage of number of questions answered correctly out of the total number of questions across all sections of the Skill Check (e.g., 92%.)
AO	studentrefid	The student's unique identifier (provided by the district/school).
AP	schoolrefid	The school's unique identifier (provided by the district/school).
AQ	classrefid	The class's unique identifier (provided by the district/school).
AR	date of birth	The student's date of birth.
AS	gender	The student's gender (0=Male, 1=Female, 2=Non-binary or Other).
AT	race	998=American Indian or Alaska Native, 999=Asian, 1000=Black or African American, 1001=Native Hawaiian or Other Pacific Islander, 1002=White, 5000=Other, 5001=Multiracial
AU	hispanic latino	The student's ethnicity (0=Not Hispanic/Latino, 1=Hispanic/Latino).
AV	IDEA	The student's eligibility for IDEA (0=Not IDEA, 1=IDEA).
AW	esl ell	If the student is ESL/ELL (0=Not ELL/ESL, 1=ELL/ESL).
AX	title I	The student's eligibility for Title 1 (0=Not Title I, 1=Title I).
AY	state id	The student's state ID.
AZ	sis id	The student's SIS (Student Information System) ID.
ВА	student number	The student's number.

^{*} Student Demographic Data only displays if the customer setting for student demographic data is enabled.

^{**}Student IDs and Number only displays if the customer settings to show these fields are enabled.

School Reports

PowerUp School Usage Report

The School Usage report allows you to monitor and support student usage of PowerUp by providing class and grade-specific views into the percentages and numbers of students who met their individualized weekly usage targets. Students who meet their usage targets are more likely to make progress in the program and acquire the critical skills they need to make reading gains.

PowerUp School Usage Card

How do I view this report?

This card (shown on right) displays on the PowerUp School Overview.

Who is included in this report?

Students using Lexia PowerUp Literacy. For each week in the report, students are only included if they logged into PowerUp. The number of students who logged in at least once that week displays in parentheses under each date.

When does this report update?

Weekly - every Monday morning with data from the previous week.

What does this report display and how do I use it?

The usage card allows you to quickly see the number and percentage of PowerUp students in the school who have been meeting their recommended usage targets, allowing you to monitor the program's implementation. The card displays the previous four full weeks (Monday-Sunday). You can roll your cursor over each point on the graph to see the percentage and number of students for that week.



PowerUp School Usage Card

PowerUp School Usage Report (Detail)

How do I view this report?

- On the PowerUp School Overview, click the PowerUp School Usage Card.
- On the PowerUp District Usage Report, click the name of a school.

Who is included in this report?

Students using Lexia PowerUp Literacy. Students are evaluated as "meeting" or "not meeting" usage if they login to PowerUp at least once during a week (Monday-Sunday).

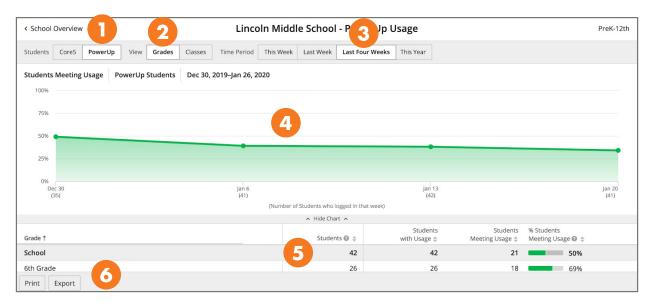
When does this report update?

Weekly – every Monday morning with data from the previous week, except for the "This Week" time period, which updates in real-time (after you refresh the page) after a student logs out.

What does this report display and how do I use it?

Monitoring usage of PowerUp at the school level may help identify classes and/or grades that need additional support (resources, scheduling, etc) so that students can meet their weekly usage targets. Different time period options allow you to view usage trends ranging from the current week to the current school year.

See the following page for a visual guide to this report.



PowerUp School Usage Report (Detail)

PowerUp School Usage Report (Detail) Use the **Students** toggle to view the usage report for students using Lexia Core5 Reading (recommended for students in PreK-5) or Lexia PowerUp Literacy.

- 2 Use the **View** toggle to view usage by grades or by classes in the table below the chart (see #5).
- Use the **Time Period** buttons to see usage data for different date ranges:
 This Week: Displays the average number of minutes per day that PowerUp was used in the school since Monday of the current week. This view is helpful when monitoring at the start of an implementation or the school year. Days with no student usage do not display.
 - Last Week: Displays information about students meeting usage targets for the previous week only (Mon-Sun).
 - Last Four Weeks (default): Displays information about students meeting usage targets for the previous four full weeks (Mon-Sun).
 - This Year: Displays information about students meeting targets for the current school year.
 (Note: Admins can configure school year dates in the Settings).
- The usage graph displays usage information based on the select time period (see #3).
- The usage table displays information by grade or by class, depending on the View toggle selection (see #2). The table displays the following columns with data from the selected time period (see #3), which you can sort by clicking the column header:
 - The Students column displays the current student enrollment for the school and each grade or class.
 - The Students with Usage column displays the number of students who used Lexia at least once during the selected time period.
 - The Students Meeting Usage column displays the number of students who met their usage target during the selected time period.
 - The % Students Meeting Usage column displays the percentage of students who met their usage target during the selected time period. When multiple weeks are displayed, this is the percentage of students who met or exceeded their usage target 50% or more of the weeks.

There is a School aggregate row at the top of the table that remains fixed when the table is sorted.

Use the **Print** and **Export** buttons at the bottom of the screen to print or export the report data.

PowerUp School Skill Status Report

The School Skill Status report shows the profile of the school's reading skill ranges in each instructional strand to help you monitor and inform instruction based on the domain-specific literacy needs of your students. This report also allows you to track and compare skill-based progress at the class level.

PowerUp School Skill Status Card

How do I view this report?

This card (shown on right) displays on the PowerUp School Overview.

Who is included in this report?

The stacked bar chart includes all students in the school with placements in one or more strands of PowerUp. The number of students with a placement in each strand displays under the bar in parentheses. Students are included in the chart regardless of recent usage.

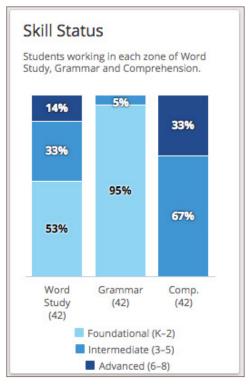
When does this report update?

The card updates in real-time (after you refresh the page), as students work in the program or immediately after logging out.

What does this report display and how do I use it?

The skill status card shows the grade-level equivalents for the skills that students are currently working on in each of the three instructional strands of the PowerUp program (Word Study, Grammar, and Comprehension). The chart provides a quick overview of the school's skill profile based on PowerUp performance.

You can roll your cursor over each zone (Foundational, Intermediate, or Advanced) in order to see the percentage and number of students in the district with placements in that skill range.



PowerUp School Skill Status Card

PowerUp School Skill Status Report (Detail)

How do I view this report?

- · On the PowerUp School Overview, click the PowerUp Class Skill Status Card.
- On the PowerUp District Skill Status Report, click the name of a school.

Who is included in this report?

All students in the school with placements in one or more strands of PowerUp.

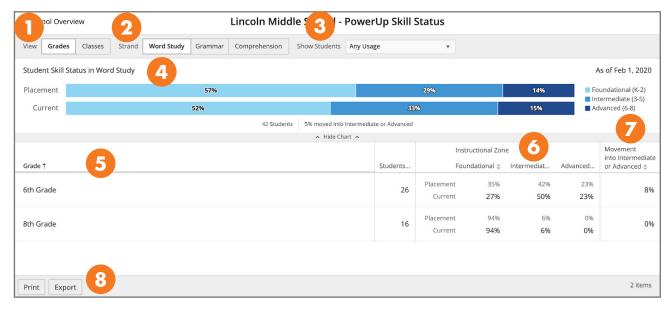
When does this report update?

The card updates in real-time (after you refresh the page), as students work in the program or immediately after logging out.

What does this report display and how do I use it?

This report can be used to help inform instructional or curriculum decisions by looking at the domain-specific literacy needs of your students. When beginning PowerUp, students are places into different zones that correspond to their grade level ability in each strand. You can also view student progress in PowerUp by comparing where students were placed into PowerUp as compared to where students are currently working. By monitoring the current status of PowerUp students at the district level, you can gain an understanding of the strengths and weaknesses of your non-proficient readers.

See the following page for a visual guide to this report.



PowerUp School Skill Status Report (Detail)

	PowerUp School Skill Status Report (Detail)
0	Use the View toggle to view skill status by grade or by class in the table below the chart.
2	Use the Strand toggle to view student status and progress by strand.
3	Use the Show Students menu to filter the report based on recent student usage:
	Any Usage: All students with a placement in PowerUp will display, regardless of recent usage.
	Usage in the last four full weeks: Only students who have logged into PowerUp in the last four full weeks (not including the current week since Monday) will display. Because this option excludes inactive students, it can be used to evaluate progress.
4	The Skill Status in Strand section displays the percentages of students in each instructional zone, both where students are currently and where they started the program. You can click the "Hide Chart" toggle to hide the chart and gain a better view of the table.
5	Click a class's name to drill into the Class Skill Status Report or click the i icon in the class's row to drill into the Class Overview.
6	The Instructional Zone section displays the percentage of students in each grade or class who placed into each zone and where they are currently working.
	Click the column headings for Foundational, Intermediate, or Advanced to sort the grades or classes by the percentage of students working within each zone.
	• When considering progress, you can choose "Usage in the last four full weeks" in the Show Students toggle (see #3) to make sure that inactive students are not affecting the percentages.
	• For a summary of skill progress, use the Movement column (see #7) to more easily see which grades or classes have more progress. When comparing, pay attention to the number of students, as grades or classes with fewer or more students may show more or less movement than others.
7	The Movement into Intermediate or Advanced column displays the number of students who have progressed from the Foundational zone to the Intermediate/Advanced zone, or from the Intermediate zone to the Advanced zone. Click the column header to sort the list of schools by the percentage of students who have moved between zones.
8	Use the Print and Export buttons at the bottom of the screen to print or export the report data.

Class Reports

PowerUp Class Overview

The PowerUp Class Overview provides the key actionable data you need to support your students using PowerUp. From the summary information on the Overview, you can access detailed skills, usage, progress, and performance data.

How do I view this report?

Teachers will see the Class Overview for PowerUp students immediately upon logging into myLexia. Teachers who have access to more than one class will see a drop-down menu underneath the class name to choose another class to view.

Who is included in this report?

The Class Overview for PowerUp students displays information for all students who have started PowerUp.

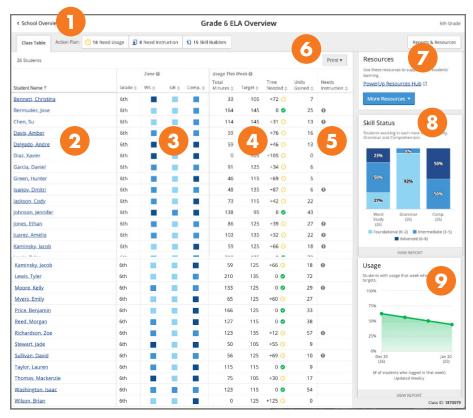
Note that if a class contains students using PowerUp and students using Core5, a toggle displays in the upper-left corner that so you can switch between the overviews for PowerUp and Core5. Students who are placed in PowerUp or Core5 will display only in the appropriate overview. Students who have not yet placed into a program display in both overviews.

When does this report update?

The class overview updates in real-time (after you refresh the page), as students work in the program or immediately after logging out. Note that there may be a delay in updating if a student does not logout properly.

What does this report display and how do I use it?

The Class Overview is organized to allow you to quickly find the actionable data you need to support your students. If you only have five minutes to log into myLexia, use the Action Plan to find out who needs more time, who needs help, and who has offline skill sheets. The Class Overview also provides access to detailed information that you can monitor on a weekly or monthly basis.



PowerUp Class Overview

Class Overview for PowerUp Students



The Action Plan provides you with a quick "to-do" list to support your students. You can quickly answer three key questions:

- Who needs more time? Click the Need Usage tab to see only the students in the class who need more time
 on PowerUp this week to meet their individualized usage target. Students who meet their usage targets are
 more likely to make progress and acquire the critical skills they need to make reading gains. While viewing
 the Need Usage tab, you can click the Usage Details button to view the Class Usage Details report.
- Who needs help? Click the Needs Instruction tab to see students who are flagged as needing instruction based on their accuracy in a particular skill, and may need teacher-led instruction. Lexia Lessons provide targeted, face-to-face instruction in the specific skill that the student is not mastering in the online program. You can sort students in order of priority by clicking the Level column, and group students for small-group instruction by clicking the Lesson Name column. You can track when a lesson has been delivered to a student by using the Status toggle. Note that even after a lesson is marked as delivered, students will remain on the Needs Instruction tab until they progress in the online program.
- Who has offline skill sheets? Click the Skill Builders tab to see students who have recently completed
 a level (for Word Study and Grammar) or activity (for Comprehension), and are ready for independent,
 paper-based practice. Skill Builders remain on the tab for three weeks (but remain on the Student Overview
 for longer, until the student earns another Skill Builder in that strand).
- Click the student's name to drill into the Student Overview.
- The **Zone** columns display the student's current instructional zone in each strand. You can hover your mouse over each box to see the percentage of the zone that the student completed as well as the student's current level and activity. Click the column headers to sort by skill and group students by the zone they are working in, which can help inform instructional groupings for skills in each strand.
- The **Usage This Week** section displays information about the student's usage for the current week (Monday-Sunday). The following columns display:
 - Total Minutes displays the total number of minutes that the student used PowerUp this week (login to logout). This number updates as soon as a student logs out (there will be a delay if the student does not log out of the program properly), after you refresh this page. Note that the time a student spends within a particular strand can be viewed on the Class Usage Details report.
 - · Target displays the student's individualized weekly usage target.
 - **Time Needed** displays the number of minutes the student needs to meet their weekly usage target. Students who have not met their usage target for the week have a clock indicator . Click on the column header to sort by the students who need more usage for the week.
 - **Units Gained** displays the number of units that the student has completed this week. Look for students who have minutes, but no units gained, as these students are logging into the program but not making progress.
- The **Needs Instruction** column displays an icon for students who are flagged as needing instruction based on their accuracy in a particular skill and may need teacher-led instruction. Click the Needs Instruction tab in the Action Plan (#1) to view the targeted lessons for this student.
- Use the **Print** button to print a PDF of the Class Overview, login cards or a class roster with usernames and passwords, and to bulk-print student reports (including the Student Overview and Student Skills).
- The Resources Card provides quick and easy access to the PowerUp Resources Hub, all PowerUp Lessons, and other resources to support student learning.
- The Class Skill Status card shows the profile of the class' reading skill ranges in each PowerUp instructional zone to help you monitor and inform instruction based on the domain-specific literacy needs of your students. For more information about the Skill Status card and report, see the section of this guide.
- The Class Usage card allows you to quickly see how many PowerUp students (number and percentage) in the class have been meeting their recommended usage targets. For more information about the Usage card and report, see the section of this guide.

PowerUp Class Usage Report

The Class Usage report allows you to monitor and support student usage of PowerUp. The report provides detailed information about individual student usage patterns as well as the percentages and numbers of students who met their individualized weekly usage targets. Students who meet their usage targets are more likely to make progress in the program and acquire the critical skills they need to make reading gains.

PowerUp Class Usage Card

How do I view this report?

This card (shown at right) displays on the PowerUp Class Overview on the right-hand side.

Who is included in this report?

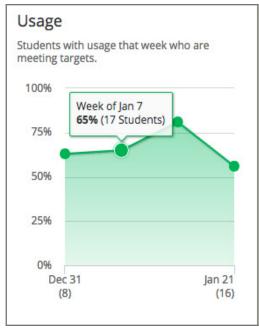
Students using Lexia PowerUp Literacy. For each week in the report, students are only included if they logged into PowerUp. The number of students who logged in at least once that week displays in parentheses under each date.

When does this report update?

Weekly – every Monday morning with data from the previous week.

What does this report display and how do I use it?

The usage card allows you to quickly see the number and percentage of PowerUp students in the class who have been meeting their recommended usage targets. The card displays the previous four full weeks (Monday-Sunday). You can roll your cursor over each point on the graph to see the percentage and number of students for that week.



PowerUp Class Usage Card

PowerUp Class Usage Report (Usage Details and Meeting Usage)

How do I view this report?

- On the PowerUp Class Overview, click the PowerUp Class Usage Card.
- On the PowerUp Class Overview, while viewing the Need Usage tab, click the Usage Details button.

Who is included in this report?

Students using Lexia PowerUp Literacy. A student is evaluated as "meeting" or "not meeting" usage only if they login to PowerUp at least once during a week (Monday-Sunday).

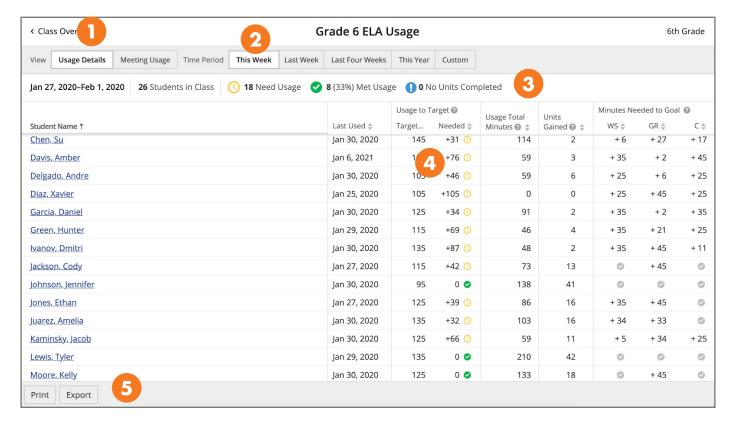
When does this report update?

- · Usage Details for This Week updates in real-time (after you refresh the page) after a student logs out.
- Meeting Usage updates weekly (every Monday morning with data from last week).

What does this report display and how do I use it?

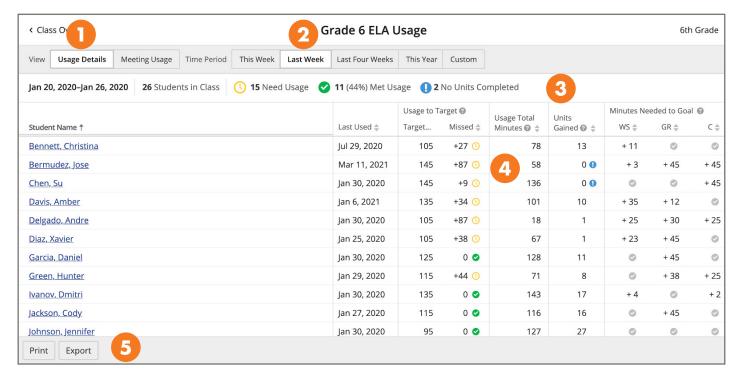
This report displays two views ("Usage Details" and "Meeting Usage") that allow you to monitor whether students have both the quality and quantity of usage they need to make progress in PowerUp. You can use the report to monitor and schedule computer time for the class by seeing which students consistently meet or do not meet their recommended usage. Depending on use patterns, you may need to rearrange how student computer use is scheduled. To increase student usage, you can consider adding alternative times for students who need additional minutes (before/after school programs, home use, or another intervention block).

See the following pages for visual guides to the different views of this report.



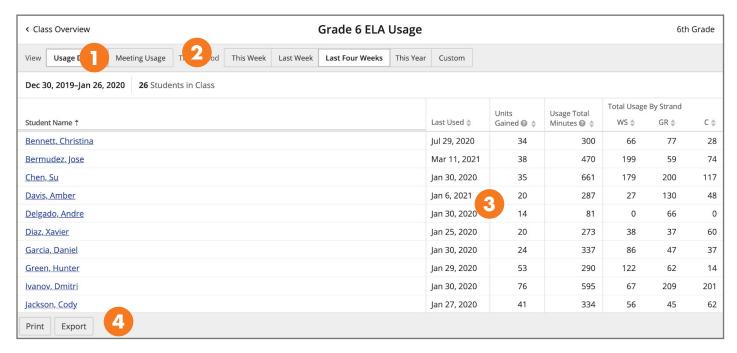
PowerUp Class Usage Details Report (This Week)

PowerUp Class Usage Details Report (This Week) Select Usage Details to view this report. Select This Week to view this report. This Week displays usage information since Monday of the current week. This report updates updates in real-time (after you refresh the page) after a student logs out (note that there will be a delay if the student does not log out properly). For information about the other time periods, see the relevant sections of this guide. Select **This Week** summary row displays counts of students in the class: 3 Need Usage: Students who have not met their usage target for the week so far. Met Usage: Students who have met their usage target. No Units Completed: Students who have logged in but have not completed any units. These students may need to be monitored, as they are spending time in the program but not making progress. The table displays each student's usage information for this week: 4 Click any Student Name to navigate to that student's Overview report. Last Used displays the date that the student last used PowerUp (regardless of time period). Target displays the student's recommended weekly minutes. Needed displays the additional time the student needs to meet their target. • Units Gained displays the number of units that the student completed this week. A blue icon 0 displays if a student has usage minutes, but has not completed any units. These students are logging into the program but not making progress, and may have been struggling in the program or not staying on task. · Minutes Needed to Goal displays the number of minutes that the student needs to reach their goal in each strand. These columns reflect what the student sees on their PowerUp dashboard. 5 Use the **Print** button to view a PDF of the selected time period and **Export** button to export the report data.



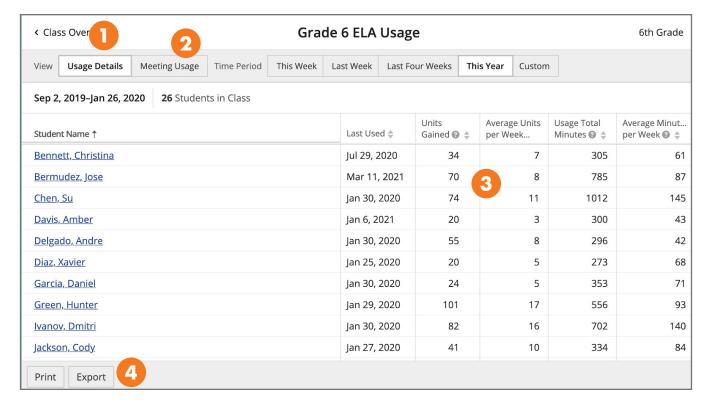
PowerUp Class Usage Details Report (Last Week)

	PowerUp Class Usage Details Report (Last Week)
1	Select Usage Details to view this report.
2	Select Last Week to view this report. Last Week displays usage information from Monday-Sunday for the previous week. For information about the other time periods, see the relevant sections of this guide.
3	The Last Week summary row displays counts of students in the class: • Need Usage: Students who did not met their usage target last week.
	Met Usage: Students who met their usage target last week.
	No Units Completed: Students who logged in last week but have not completed any units. These students may need to be monitored, as they are spending time in the program but not making progress.
4	The table displays each student's usage information for the previous week: • Click any Student Name to navigate to that student's Overview report.
	Last Used displays the date that the student last used PowerUp (regardless of time period).
	Target displays the student's recommended weekly minutes.
	Missed displays the additional time that the student needed to meet their target (if applicable).
	Usage Total Minutes displays the total minutes (login-logout) that the student was logged in last week.
	• Units Gained displays the number of units that the student completed last week. A blue icon ① displays to indicate that a student has usage minutes, but has not completed any units. These students are logging into the program but not making progress, and may have been struggling in the program or not staying on task.
	Minutes Needed to Goal displays the number of minutes that the student needed to reach their goal in each strand. A check mark displays if the student met the strand usage goal.
5	Use the Print button to view a PDF of the selected time period and Export button to export the report data.



PowerUp Class Usage Details Report (Last Four Weeks)

	PowerUp Class Usage Details Report (Last Four Weeks)
1	Select Usage Details to view this report.
2	Select Last Four Weeks to view this report. Last Four Weeks displays usage information for the previous four full weeks, Monday-Sunday. Usage for the current week is not included. For information about the other time periods, see the relevant sections of this guide.
3	The table displays each student's usage information for the previous four full weeks: • Click any Student Name to navigate to that student's Overview report.
	• Last Used displays the date that the student last used PowerUp (regardless of time period).
	Units Gained displays the number of units that the student completed in the last four full weeks.
	• Usage Total Minutes displays the total minutes (login-logout) that the student was logged in during the last four full weeks.
	Total Usage by Strand displays the total number of minutes that a student used each PowerUp strand in the last four full weeks.
4	Use the Print button to view a PDF of the selected time period and Export button to export the report data.



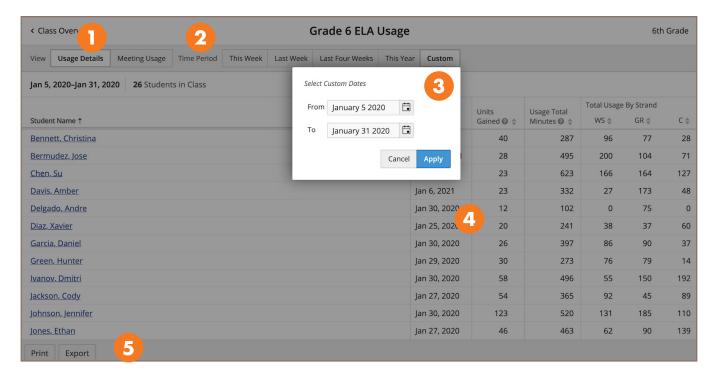
PowerUp Class Usage Details Report (This Year)

PowerUp Class Usage Details Report (This Year)

- Select **Usage Details** to view this report.
- Select **This Year** to view this report. This Year displays usage information for the school year. The school year dates for your school or district can be set by an Admin, and can be viewed on the Resources tab in myLexia. This time period includes usage starting the Monday before the School Year Start Date; if the School Year Start Date is a Monday, then usage is starting on that day. This time period ends the previous Sunday (meaning that usage for this week is not included).

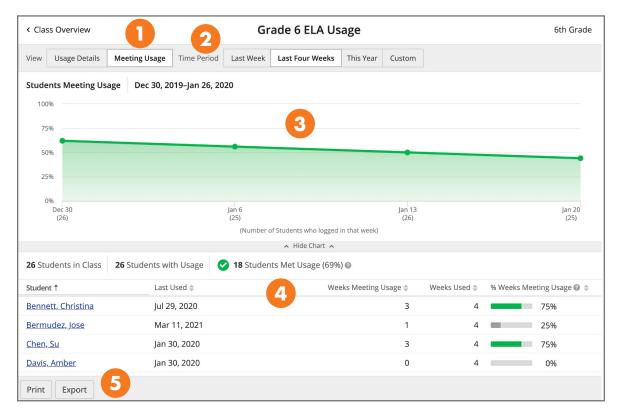
For information about the other time periods, see the relevant sections of this guide.

- The table displays each student's usage information for this year:
 - · Click any Student Name to navigate to that student's Overview report.
 - Last Used displays the date that the student last used PowerUp (regardless of time period).
 - · Units Gained displays the number of units that the student completed this school year.
 - Average Units per Week displays the average units per week that the student used the program (weeks with no usage are not included in the calculation).
 - **Usage Total Minutes** displays the total minutes that the student spent in the program during the school year (login-logout time).
 - Average Minutes per Week displays the average units per week that the student used the program (weeks with no usage are not included in the calculation).
- Use the **Print** button to view a PDF of the selected time period and **Export** button to export the report data.



PowerUp Class Usage Details Report (Custom)

	PowerUp Class Usage Details Report (Custom)
1	Select Usage Details to view this report.
2	Select Custom to view this report. Custom displays usage information for the school year within a custom date range in order to see student usage and units gained for a specific day or range of days. For information about the other time periods, see the relevant sections of this guide.
3	Click the Custom button and enter the To and From dates. To view usage from a single day, use the same date in both fields. Then, click the Apply button.
4	 The table displays each student's usage information for this year: Click any Student Name to navigate to that student's Overview report. Last Used displays the date that the student last used PowerUp (regardless of time period). Units Gained displays the number of units that the student completed this school year. Average Units per Week displays the average units per week that the student used the program (weeks with no usage are not included in the calculation).
	 Usage Total Minutes displays the total minutes that the student spent in the program during the school year (login-logout time). Average Minutes per Week displays the average units per week that the student used the program (weeks with no usage are not included in the calculation).
5	Use the Print button to view a PDF of the selected time period and Export button to export the report data.



PowerUp Class Meeting Usage Report

PowerUp Class Meeting Usage Report

U	Select Meeting Usage to view this report.
2	Use the Time Period buttons to see meeting usage percentages for Last Week, Last Four Weeks, and This Year (the school year). These time periods include full weeks only (Monday-Sunday). Use Custom to see meeting usage percentages for specific day or range of days.
3	The Students Meeting Usage graph shows the percentage of students in the class who met their PowerUp usage targets for that week (full weeks only, starting on Mondays). Note that students are only included in the graph if they used PowerUp at least once that week.
4	The table displays each student in the class (including students with no usage). You can hide and show the graph to get a better view of the usage table by clicking the "Hide Chart" "Show Chart" toggle. The table displays these columns, all of which can be sorted by clicking the column header:
	• Student displays the student name. Click the student's name to navigate to the Student Overview.
	Last Used displays the date that the student last used PowerUp (regardless of time period).
	Weeks Meeting Usage displays the number of weeks that the student met their recommended usage during the selected time period.
	Weeks Used displays the number of weeks the student used the program during the selected time period.
	Weeks Meeting Usage displays the percentage of weeks the student met usage during the selected time period.

Use the **Print** button to view a PDF of the selected time period and **Export** button to export the report data.

PowerUp Class Skill Status Report

The Class Skill Status report shows the profile of the class's reading skill ranges in each instructional strand to help you monitor and inform instruction based on the domain-specific literacy needs of your students.

PowerUp Class Skill Status Card

How do I view this report?

This card (shown right) displays on the PowerUp Class Overview on the right-hand side.

Who is included in this report?

The stacked bar chart includes all students in the class with placements in one or more strands of PowerUp. The number of students with a placement in each strand displays under the bar in parentheses. Students are included in the chart regardless of recent usage.

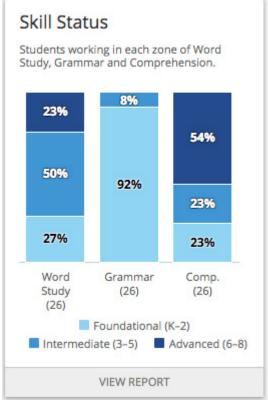
When does this report update?

The card updates in real-time (after you refresh the page), as students work in the program or immediately after logging out.

What does this report display and how do I use it?

The skill status card shows the grade-level equivalents for the skills students are currently working on in each of the three instructional strands of the PowerUp program (Word Study, Grammar, and Comprehension). The chart provides a quick overview of the class's skill profile based on PowerUp performance.

You can roll your cursor over each instructional zone (Foundational, Intermediate, or Advanced) in order to see the percentage and number of students in the class with placements in that skill range.



PowerUp Class Skill Status Card

PowerUp Class Skill Status Report (Detail)

How do I view this report?

- · On the PowerUp Class Overview, click the PowerUp Class Skill Status Card
- On the PowerUp School Skill Status Report, click the name of a class.

Who is included in this report?

The table on the detail report displays all PowerUp students in the class, including students who have not started the program.

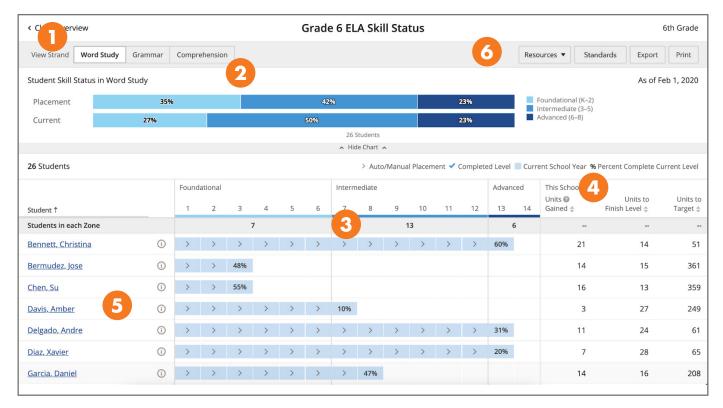
When does this report update?

This report updates in real-time (after you refresh the page), as students work in the program or immediately after logging out. Note that there may be a delay in updating if a student does not log out properly.

What does this report display and how do I use it?

The skill status table allows you to monitor individual student skill performance and progress through each strand, to see what students have accomplished, and how much more they have left. This report can be used a basis to plan instruction or instructional groupings by allowing you to sort and group students by where they are working in the program.

See the following page for a visual guide to this report.



PowerUp Class Skill Status Report (Detail)

Use the View Strand buttons to view student progress and status in each strand. The Student Skill Status by Strand shows the percentage of students working in content across three zones of grade level skills (K-2, 3-5, 6-8) based on where students placed and where they are now in each of the program strands (Word Study, Grammar, Comprehension). The Students in each Zone summary row allows you to view the number of students in your class currently within each grade range. For each student, you can view progress within each strand. A check mark indicates that the student progressed through the level, either through completing the level or through manual placement. Chevron marks (>) indicate that the student bypassed that level, either as

or through manual placement. Chevron marks (>) indicate that the student bypassed that level, either as a result of Auto Placement or being placed manually to start the program. A percentage in the student's row is the percent of the current level that the student has completed.

Progress in the current school year is shaded blue. Note that levels started in a prior school year but continued in the current school year are not shaded blue.

Note that subsequent manual placements above where a student starts PowerUp are not reflected with chevrons in this report, but rather shown as progress.

- By clicking the Units column headers on the table, you can sort the order of students:
 - Sort the **Units Gained** column to see who in the class has made the most progress this school year within that strand. Note that the Units Gained includes any units that the student was manually advanced over or units that the student "Powered Up" over in the Comprehension strand.
 - · Sort the Units to Finish Level column to see who is close to finishing a level and could use encouragement.
 - Sort the Units to Target column to see who is close to finishing that strand. This column also allows you to
 order students by progress and find students who are working in similar material for instructional groupings.
- Click any student's name to drill into their Student Skills Report or click the i icon in the student's row to drill into their Student Overview.
- Use the Resources drop down menu to access Help with this Page, Educator Resources, and Instructional Materials. Use the Standards button to view an overview of student performance on activities associated with grade-level standards.

Use the Print button to generate a PDF for the currently selected strand only.

Use the Export button to generate a spreadsheet export for the currently selected strand only.

4

Student Activity Export

The PowerUp Student Activity Export provides detailed progress information for each student in a class in one view. By sorting and filtering, teachers can group students for targeted instruction based on strengths and weaknesses, and identify skill topics to plan for instruction for groups of any size.

You can see a description of each column included in the Student Activity Export in the table below. For each student in the class, the export displays a row for each PowerUp activity that the student worked in during the current school year. This includes activities that the student is currently working in. Activities in the student's current level that have not been started do not display.

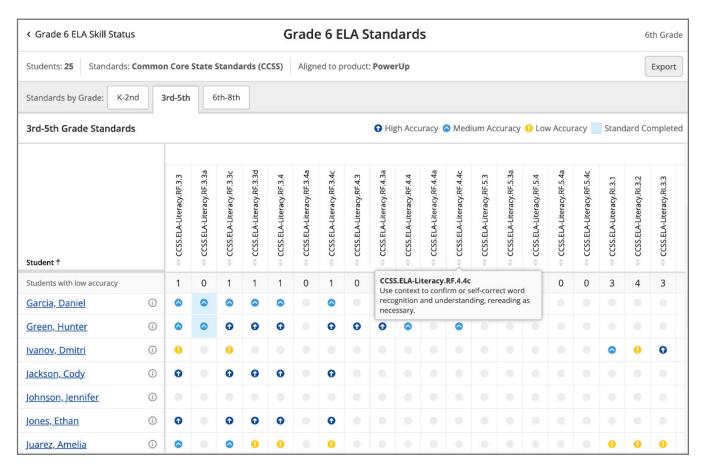
Note: The export only includes students using the PowerUp program.

Accessing the Student Activity Export

- 1. From the Class Overview, click Skill Status on the right side of the screen.
- 2. At the top right side of the Skill Status report, select the Export button and select Student Activity Export from the dropdown.

Column N	lame	Column Description				
Α	School Name	The school that the class is in.				
В	Class	The name of the class.				
С	First Name	The student's first name.				
D	МІ	The student's middle initial.				
Е	Last Name	The student's last name.				
F	Username	The student's username.				
G	Grade	The student's assigned grade.				
Н	Strand	The name of the strand of the activity (Word Study, Grammar, or Comprehension).				
ı	Zone	The instructional zone that the activity is within the strand (Foundational, Intermediate, or Advanced).				
J	Level Name	The Level number and name within the strand.				
K	Activity Name	The name of the PowerUp activity.				
L	Needs Instruction Indicator	1 = the student was flagged for instruction in the activity (they dropped to instruction four or more times on the same error); 0 = the student was not flagged for instruction in the activity.				
М	Activity Accuracy	The student's accuracy category, based on their cumulative accuracy in the Activity. High = cumulative accuracy is at or above 90; Medium = cumulative accuracy is between 75% and 89%; Low = cumulative accuracy is below 75%				
N	Activity Rate	The student's rate category, determined by comparing their time on task to a sample of PowerUp students. Fast = the student's rate is above the 75th percentile; Average = the student's rate is between the 25th and 75th percentile; Slow = the student's rate is below the 25th percentile				
0	Activity Progress	The percentage of the activity that the student has completed.				
Р	Complete	If the student has completed the activity (Yes/No).				
Q	Activity Start Date	The date that the student started the activity.				
R	Activity End Date	The date that the student finished the activity, if applicable				
S	Activity Max Unit	The maximum number of units in the activity.				
Т	Current Unit	The number of the unit that the student is working on. If the student has finished the activity, then the last unit displays.				
U	Certificate Delivered	Number of Certificates awarded for this activity so far.				
V	Skillbuilder Delivered	Number of Skill Builders delivered for this activity so far.				
W	Lessons Delivered	Number of Lexia Lessons delivered for this activity so far.				
X	Skill_Check %	The student's Skill Check score for the activity (available for Skill Check activities only). Displays as a percentage of number of questions answered correctly out of the total number of questions across all sections of the Skill Check (e.g., 92%.)				
Υ	studentrefid	The student's unique identifier (provided by the district/school).				

Class Standards Report



What does this report display?

The PowerUp Class Standards report displays an overview of student performance on activities associated with grade-level standards. PowerUp's content is aligned to grade-level standards.

At the top of the page the Standards by Grade tab shows when students have worked in material associated with a specified grade level. When a grade band is selected, all students in the class will display regardless of whether they have completed activities associated with that set of standards.

The Standard Notation columns display each standard's alphanumeric notation. Rolling over the standard notation will display the written description for each standard.

Each column displays the associated student's status of completion for a particular standard.

- Activities associated with standard not started = White box with a grayed-out icon
- Activities associated with standard in progress = White box with a solid icon
- All activities associated with standard completed = Blue box with solid icon*

*If the blue box includes a grayed-out icon, this indicates that all activities associated with that standard have been manually advanced through or credited for the student.

The Accuracy of performance on activities associated with standards is also represented in the column. If multiple Activities align to a standard, then the Accuracy is the average of those Activities.

The Accuracy categories are based on the student's cumulative accuracy in those Activities.

- High Accuracy = cumulative accuracy is at or above 90%
- Medium Accuracy = cumulative accuracy is between 75% and 89%
- Low Accuracy = cumulative accuracy is below 75%

Rolling over the box associated with each student's performance on a standard provides more detail, showing the percentage of the activities that the student has completed and how many program units are associated with that standard.

The Students with low accuracy row shows the number of students in the class whose performance currently falls below 75% on each standard. Use the column arrows to sort each standard by Accuracy levels.

How do I select a set of Standards for my site?

Site administrators are able to select the set of standards they would like to appear in the Standards Report using the Settings tab under the Site Settings gear. They may choose "none" if they do not wish to include any standards reporting in their site reports. The state standards that are currently available are listed below. Additional state standards may be available in the future. Please note, the Standards Report is not available in the United Kingdom.

Alabama Course of Study: English Language Arts

Arizona English Language Arts Standards

California Common Core State Standards

Colorado Reading, Writing, and Communicating Standards

Common Core State Standards (CCSS)

Florida B.E.S.T. Standards

Georgia Standards of Excellence (GSE)

Illinois Learning Standards for English Language Arts

Louisiana Student Standards for English Language Arts

Maryland College or Career Ready Standards for English Language Arts/Literacy (MCCRS)

Michigan K-12 Standards for English Language Arts

Missouri Learning Standards for English Language Arts

Nevada English Language Arts Standards

New Jersey Student Learning Standards for English Language Arts (NJSLS-ELA)

New York State English Language Arts Learning Standards

North Carolina Standard Course of Study (NCSCOS)

Ohio Learning Standards for English Language Arts

Oklahoma Academic Standards for English Language Arts

Pennsylvania Core English Language Arts

P-12 Utah State Standards of Learning

Texas Essential Knowledge and Skills (TEKS)

South Carolina College- and Career-Ready English Language Arts Standards (SCCCR)

Virginia English Standards of Learning 2025 (SOLs)

Washington State K-12 English Language Arts Learning Standards

When does this report get updated?

The information in this report is updated in real-time (after student logout). Note that Accuracy information is not available if a student's program assignment in the aligned activity has been manually changed. The initials n/a will display as the Accuracy information is not available.

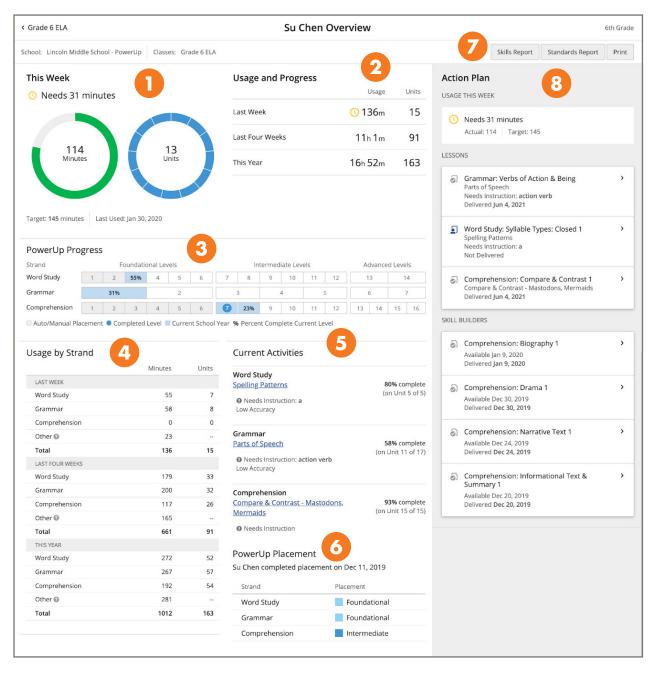
How should I use this report?

This report will help you understand how PowerUp aligns with literacy standards and allows you to monitor your classes' performance and overall progress through K-8 standards. You can use the Medium and High Accuracy performance to identify areas of strength and success. Additionally, you can use the Low Accuracy indicator to see quickly if a student or group might benefit from additional support in particular standards to facilitate their classroom learning and support their performance on state assessments.

Student Reports

PowerUp Student Overview

The Student Overview contains progress, usage, skills, and placement information at the student level, as well as the student action plan that provides you with a quick to-do list to support that student.



PowerUp Student Overview

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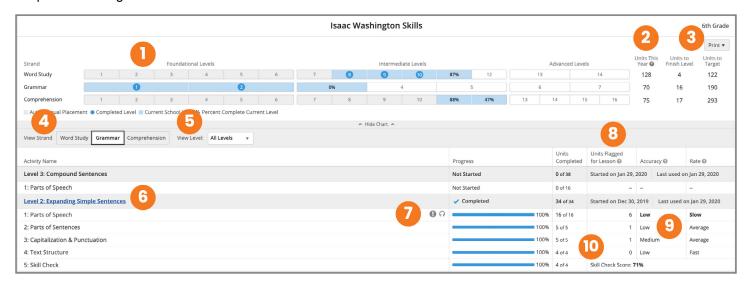
- The **This Week** section displays the student's total minutes and units gained for the current week (Monday-Sunday). Monitor this section to ensure the student is on track to meet their overall weekly usage target. Pay attention to students who have usage minutes but no or few units completed; these students may be having difficulty in the program or not making good use of their online time.
 - This section updates when students log out from the program. Note that there may be a delay in updating if a student does not log out properly.
- The **Usage and Progress** section displays the student's total minutes and units gained for Last Week, Last Four Weeks, and This School Year. For Last Week, a checkmark displays if the student met their overall weekly usage target, and a clock displays if the student did not meet their usage target. Note that the minutes and units for the current week are not included in Last Four Weeks and This School Year.
- The **PowerUp Progress** section displays usage minutes and units completed information by strand for Last Week, Last Four Weeks, and This Year. The "Other" category in each strand includes time spent in Auto Placement, intro videos, the Student Dashboard, and the Your Progress card. Note that the minutes and units for the current week are not included in Last Four Weeks and This Year. Use this section to monitor that the student is working in the appropriate strands and making progress.
- The **Usage by Strand** section displays usage minutes and units completed information by strand for Last Week, Last Four Weeks, and This Year. The "Other" category in each strand includes time spent in Auto Placement, intro videos, the Student Dashboard, and the Your Progress card. Note that the minutes and units for the current week are not included in Last Four Weeks and This Year. Use this section to monitor that the student is working in the appropriate strands and making progress.
- The **Current Activities** section displays, for each strand, the name of the activity that the student is currently working in, as well as the percentage complete of each activity. Activities in which the student currently needs instruction are flagged with an exclamation mark icon. The accuracy indication (High, Medium, Low) displays the student's cumulative accuracy in the activity.
- The **PowerUp Placement** section displays the results of the student's Auto Placement into the PowerUp program. Each strand displays along with the instructional zone that the student was placed into as a result of Auto Placement. Note that any subsequent manual assignment changes are not reflected. This section updates when the student completes PowerUp Auto Placement.
- Use the **Skills Report** button to navigate to the Student's Skills report (see page 29).

 Use the **Standards Report** button to navigate to the Student's Standards report (see page 31).

 Use the **Print** button to generate a PDF of the Student Overview.
- The student **Action Plan** along the right-hand side of the Student Overview displays the actions to support the student's use of PowerUp, including additional computer time, Lexia Lessons for any activities in which the student currently needs instruction, and Lexia Skill Builders for the most recent activities that the student has completed.

PowerUp Student Skills Report

The PowerUp Student Skills Report provides a summary of a student's progress and detailed performance data (including activity-level accuracy and rate) across school years. Use this report to understand how the student performs in specific reading skills.



PowerUp Student Skills Report

PowerUp Student Skills Report				
1	The top section displays a summary view of a student's progress through PowerUp that allows you to track past completion of levels and current status.			
	Each bar segment represents a PowerUp level. A blue circle indicates that the student has completed the level. If a level is gray, this indicates that the student bypassed that level, either as a result of Auto Placement or manual placement. Levels that the student has completed in the current school year are shaded blue.			
2	The Units This Year column displays the number of units the student completed in each strand this school year, including any units that the student was manually advanced over or units that the student "Powered Up" over in the Comprehension strand.			
	The Units to Finish Level column displays the number of units to finish the current level in each strand.			
	The Units to Target column displays the number of units to finish that strand.			
3	Use the Print button to generate a PDF of the Student Skill Report. Note that all strands will display in the PDF; the PDF will take into account the View Level drop-down menu and either print only the current level or all levels.			
4	Use the View Strand buttons in order to view student progress and status in each strand.			
5	Use the View Level menu to view information about the student's current level (default) or all levels.			
6	In the table, the shaded rows display each program level (with the activities in the level underneath). The shaded level row displays the total number of units in the level, the percentage of the level that the student completed, when the student started the level, and when the student completed or last used the level.			

The Needs Instruction Icon displays for students who dropped to Direct Instruction four or more times on the same error in the Word Study and Grammar Strands or scored less than 75% on a check unit during a Comprehension Strand activity. Look for this icon to gain an understanding of the student's historical patterns of needing instruction.

The Listen Mode icon displays to indicate that the student activated Listen Mode at least once in that activity. When the student activates Listen Mode, the student can select any text (including text in artwork) to hear that text read aloud. This feature helps students with low decoding skills.

- Units Flagged As Needs Instruction displays the number of units in which the student dropped to Direct Instruction four or more times based on the same type of error. This column does not apply to Comprehension activities since students are flagged at the Activity level only.
- In the table, each PowerUp activity displays the total number of units in the activity, the percentage of the activity that the student completed, and the student's cumulative accuracy and rate in the activity. Students need to complete at least one unit in the activity in order for accuracy and rate to display.

The Accuracy categories are determined based upon cumulative accuracy within each activity (Total Number of Rounds Correct/Total Number of Rounds):

- · High: cumulative Accuracy at or above 90%
- Medium: cumulative Accuracy between 75% and 89%
- · Low: cumulative Accuracy below 75%

The Rate categories are determined by comparing the student's time on task to a sample of PowerUp students:

- · Fast: student's rate is above the 75th percentile
- · Average: student's accuracy is between the 25th and 75th percentile
- · Slow: student's accuracy is below the 25th percentile

The accuracy and rate indicators can be used to determine if the student is working through the activity in a manner similar to other PowerUp students or whether the student is struggling in terms of accuracy and/or rate. Pay attention to activities in which the student is "Low" in accuracy and/or "Slow" in rate. This is an indicator that, although the student completed the skills, the student may benefit from additional focus in this area.

The Skill Check Score provides additional insight into the student's understanding of skills and can be used to guide teacher support. If the student's Skill Check Score is below 75%, the teacher could deliver the Lexia Lesson related to that skill and/or support student understanding with the related Anchor Chart.

PowerUp Student Detailed Skills Report



PowerUp Student Detailed Skills Report

What does this report display?

The PowerUp Student Detailed Skills Report provides information on the student's work within each activity (including Skill Checks) at the unit level. It displays detailed, diagnostic information about the student's session, including the date the student accessed an activity, the amount of time the student spent in each unit, the specific errors that the student made in the skill, and the number of attempts made at each instructional step.

The **Type of Error** column displays the specific subskill(s) that the student erred on while in the Standard step. The **Step Attempts** column displays the number of total attempts at the Standard and Direct Instruction steps of the unit. Students who complete a unit without dropping to the Direct Instruction step have one step attempt at the Standard step. An orange flag icon in the **Flagged for Lesson** column indicates the unit in which the student dropped to the Direct Instruction step more than once.

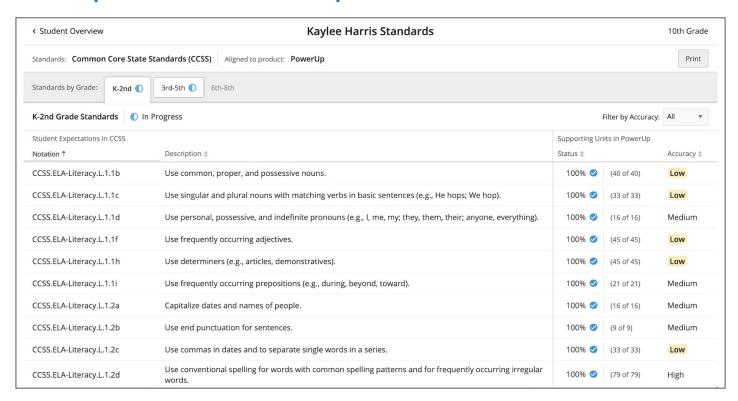
When does this report get updated?

The information in this report is updated in real-time (after student logout).

How should I use this report?

This report provides you with detailed insight into a student's work in any level of PowerUp, and gives you the data to deliver targeted and personalized offline instruction. You can glean additional information about how many times the student has repeated the Standard and Direct Instruction step of a unit. Pay attention to students with patterns of multiple step attempts in an activity. Use the identified subskills to plan offline instruction, and look at the student's history in previous units to determine if this skill has consistently been challenging for the student. This report also shows the student's performance in Skill Check units. While there is no scaffolding or instructional branching in Skill Checks, the type of errors (if any) are displayed along with Skill Check scores for each unit.

PowerUp Student Standards Report



PowerUp Standards Report

What does this report display?

The PowerUp Standards Report displays the K-8 standards that are aligned to PowerUp's online program. The alignment correlates with the grade-level of the Zone (Foundational Content is aligned to K-2; Intermediate content is aligned to 3-5; Advanced content is aligned to 6-8). The units supporting the standards in the report represent activities across all three PowerUp Instructional Strands.

At the top of the page the **Standards by Grade** tab is clickable if the student has worked in material in the Instructional Zone aligned with the standard. When similar or identical standards exist within a grade range, the PowerUp content is aligned to the highest grade in that range. This is why the report has more 2nd, 5th, and 8th grade standards than the other grade levels.

A blue circle with a check mark indicates the student has completed all material aligned with a Zone's standards. A partially filled blue circle indicates that the student is currently working in an activity associated with that standard. If a student has placed out of a Zone or has not begun working in a Zone, the Zone will not be clickable.

The **Notation** and **Description** columns display each standard's alphanumeric notation and a description of that standard.

The **Status** column shows a percentage that represents the number of units the student completed in the activity or activities aligned to a standard, out of the total number of aligned units available in PowerUp (which displays next to the status, e.g., 16 of 32).

The **Accuracy** column displays the student's cumulative accuracy in the standard based on the units they have completed. If multiple activities align to a standard, then the accuracy is the average of those activities.

Accuracy categories are determined by comparing a student's cumulative Accuracy within each activity (total number of rounds answered correctly divided by total number of rounds) to a high-usage normative sample of 6-12 grade students using PowerUp.

- · High: cumulative Accuracy at or above 90%
- Medium: cumulative Accuracy between 75% to 89%
- Low: cumulative Accuracy below 75%

Low Accuracy will be highlighted in yellow.

Use the Filter by Accuracy drop-down menu to filter the report by Accuracy category.

How do I select a set of Standards for my site?

Site administrators are able to select the set of standards they would like to appear in the Standards Report using the Settings tab under the Site Settings gear . They may choose "none" if they do not wish to include any standards reporting in their site reports. Currently these state standards are available: California Common Core State Standards, Colorado Academic Standards for Reading, Writing and Communicating Standards, Common Core State Standards (CCSS), Florida B.E.S.T. Standards, Georgia Standards of Excellence (GSE), Illinois Learning Standards for English Language Arts, New York Next Generation ELA Learning Standards, North Carolina Course of Study, Ohio Learning Standards for English Language Arts, Texas Essential Knowledge and Skills (TEKS), Utah Core Standards for English Language Arts, Virginia English Standards of Learning (SOLs), and Washington State K-12 English Language Arts Learning Standards. Additional state standards may be available in the future. Please note, the Standards Report is not available in the United Kingdom.

When does this report get updated?

The information in this report is updated in real-time (after student logout). Note that Accuracy information is not available if a student's program assignment in the aligned activity has been manually changed. The initials n/a will display as the Accuracy information is not available.

How should I use this report?

This report will help you understand how PowerUp aligns with English Language Arts standards and allows you to monitor an individual student's criterion-referenced accuracy and overall progress through K-5th standards to identify strengths and gaps in a student's skills. You may track student performance in the program against the most discrete level of the academic standard for a clearer picture of a student's completion of their standards-aligned learning targets and the contribution of those target learning progressions to the classroom's learning objectives.

In this way, you may use the Low Accuracy indicator to determine if a student might benefit from additional support in particular standards to facilitate their classroom learning and support their performance on state assessments.