



WISEGuide

WISEdata Reference Guide for Administrators

Summary

This guide provides a reference tool for WISEdata, a web-based portal and application programming interface (API) which receives student data from your local school information system(s) or SIS, performs data validation, and provides feedback through error messaging and visual metrics. WISEdata is the primary student data collection mechanism for state and federal reporting requirements of the School Performance Report (SPR) and ESSA.

PURPOSE: What Does WISEdata Do?

- Provides access to the data submission process
- Provides opportunity for school and district staff immediate verification of data
- Supports resource allocation to ensure complete, accurate, and timely data submission
- Encourages review by a broad range of staff including principals and directors of curriculum and special education
- Provides a secure platform to collect student data

USING WISEdata: How Does WISEdata Help Administrators?

WISEdata is a multi-vendor, open data collection system that allows school districts, charter schools, and private schools participating in a parental Choice program to submit data to the Department of Public Instruction (DPI) from the SIS vendor of their choice.

Once data is entered into your local SIS, your system will push the information to WISEdata for DPI data quality review and reporting. The metrics displayed in WISEdash and in accountability report cards originate from the data you input to your SIS, which is then transmitted to DPI. Examples of these metrics include enrollment, attendance, dropout, and graduation rates. The WISEdata Portal is for your school's use in evaluating your data and the validation messages that may require attention and/or action on your

part. You will need to log in to the WISEdata Portal to review your data and check for inaccuracies that need correcting.

ADMINISTRATOR TASKS: What Do Administrators Need to Do?

Fall

- As the District Security Administrator make sure your staff has the access they need to work on state reporting. DPI recommends that directors, principals and state reporting staff have access to both WISEdata Portal and WISEdash for Districts.
- Log in to WISEdata to review your data and check for inaccuracies that need correcting.
- Understand the [WISEdata Snapshot Acknowledgment](#) process and review email confirmations have been received for all snapshots.
- Review submission of Third Friday of September Enrollment and October 1 Child Counts.
- Review SIS/SPED vendor WISEdata submission reports/logs to verify what you are sending to WISEdata is getting to the state (i.e. not erroring before it gets to WISEdata). Contact your SIS vendor to start and WI DPI will assist as needed.
- Perform data quality review within WISEdata Portal and WISEdash Advanced Analysis Snapshots.

Winter/Spring

- Review on-going submission of attendance, discipline, and coursework information.
- Perform data quality review within WISEdata Portal and WISEdash Advanced Analysis Snapshots.

Summer

- Review submission of high school completion and exiting or transfer information.
- Perform data quality review within WISEdata Portal and WISEdash Advanced Analysis Snapshots.
- Gather WISEid's for new and transfer students.



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