Excluding Students from a Student Learning Objective

Once a Student Learning Objective (SLO) has a **Status** of **Scored**, before you report and finalize it, you can exclude students whose scores should not be included in the rating calculation for the objective (e.g., students who have withdrawn or have not met attendance requirements). This ensures that the teacher effectiveness rating calculation is valid.

Note: Students can be excluded from an SLO only by users who have been assigned the DataMap - Objective Admin *role in StudentInformation.*
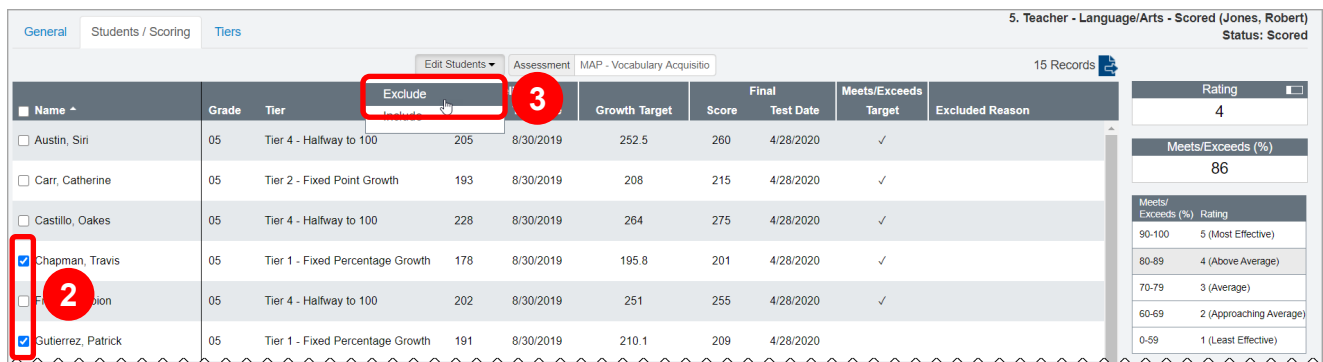
Navigation: DataMap > Student Objectives

1 On the **Student Objectives** screen, in the row of the scored objective from which you want to exclude one or more students, hover your cursor until icons display beside the objective name. Then, click 🖉.

Name		Process Status ▾	Owner	Subject Area	Rating	Student Count	Excluded Count
5. Teacher - Language/Arts - Scored	🖉 **1**	Scored	Jones, Robert	Reading	4	15	1
5. Teacher - Language/Arts - Scored		Scored	Williams, Patricia	Reading	4	15	1
5. Teacher - Language/Arts - Scored		Scored	Brown, Linda	Reading	4	15	1

The **Edit Student Objective** screen **General** tab displays.

2 On the **Edit Student Objective** screen **Students / Scoring** tab, select the checkbox beside the name of each student you want to exclude from the objective.

3 In the **Edit Students** drop-down list, select **Exclude**.

*Note: The **Edit Students** drop-down list displays only after you select the checkbox beside at least one student's name.*

| | General | Students / Scoring | Tiers | | | | | | | | | | 5. Teacher - Language/Arts - Scored (Jones, Robert) Status: Scored |

| | | | | | Edit Students ▾ | Assessment | MAP - Vocabulary Acquisitio | | | | 15 Records |

| | **Exclude** **3** | | | Final | Meets/Exceeds | | | Rating **4** |

■ Name ▲	Grade	Tier		Growth Target	Score	Test Date	Target	Excluded Reason	Meets/Exceeds (%) 86
☐ Austin, Siri	05	Tier 4 - Halfway to 100	205	8/30/2019	252.5	260	4/28/2020	✓	
☐ Carr, Catherine	05	Tier 2 - Fixed Point Growth	193	8/30/2019	208	215	4/28/2020	✓	
☐ Castillo, Oakes	05	Tier 4 - Halfway to 100	228	8/30/2019	264	275	4/28/2020	✓	
☑ Chapman, Travis	05	Tier 1 - Fixed Percentage Growth	178	8/30/2019	195.8	201	4/28/2020	✓	
☐ F...ion **2**	05	Tier 4 - Halfway to 100	202	8/30/2019	251	255	4/28/2020	✓	
☑ Gutierrez, Patrick	05	Tier 1 - Fixed Percentage Growth	191	8/30/2019	210.1	209	4/28/2020		

Meets/Exceeds (%) / Rating:

Meets/ Exceeds (%)	Rating
90-100	5 (Most Effective)
80-89	4 (Above Average)
70-79	3 (Average)
60-69	2 (Approaching Average)
0-59	1 (Least Effective)

see reverse side for more information

4 On the **Exclude Students** window that opens, enter the reason for excluding the selected student(s).

5 Click **Save**.

On the **Edit Student Objective** screen **Students / Scoring** tab, in the grid, excluded students are grayed out, the reason for exclusion displays in the **Excluded Reason** column for each student, and the **Rating** adjusts by calculating the teacher's effectiveness based on the remaining students' scores.

*Note: If all students are excluded from an objective, you cannot change its **Status** from **Scored** to **Reported**.*

*Note: To reinclude a student in the objective, select the checkbox beside the student's name, and then select **Include** from the **Edit Students** drop-down list. On the **Include Students** window that opens, click **Save**.*