








TS Gold Download Instructions

Step 1: Log into my.teachingstrategies.com

my.teachingstrategies.com

Welcome!
MyTeachingStrategies®

Username
Marie.Pangerl







Password
.....

Log in

[Forgot Password?](#) [Forgot Username?](#)

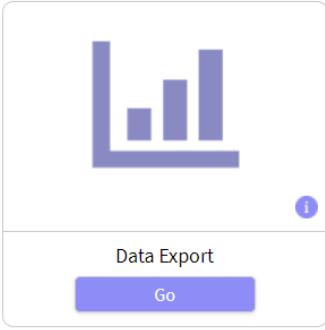
Language/Lengua: English

Step 2: Select "Report" from the top toolbar.

 Library  Teach  Assess  Develop  Report  Family

Welcome, Marie!

Step 3: Generate "Data Export" Report. It's the last one on the page. Select GO.



Step 4: Make your filter selections.

- *Site: should be set to default site.
- *Teachers: leave at all teachers.
- *Checkpoint Period - ie. Winter 2020/2021 or Spring 2020/2021
- *Change "Include Archived Children" to NO
- *Change "Export Fields Stamped for Each CheckPoint Period" to YES
- *Then Select EXPORT along the right hand side of the page.

Data Export

The Data Export Report may generate slowly due to the volume of child records and checkpoint data. Please note that the report's status in the reports queue may remain as In Progress for several hours while the report retrieves the requested data.

Search / Filter your export by:

Organization

Program

Site

Teacher

Class

Checkpoint Period

- Fall 2015/2016
- Winter 2015/2016
- Spring 2015/2016
- Fall 2016/2017
- Winter 2016/2017
- Spring 2016/2017
- Fall 2017/2018
- Winter 2017/2018
- Spring 2017/2018
- Fall 2018/2019
- Winter 2018/2019
- Spring 2018/2019
- Fall 2019/2020
- Winter 2019/2020
- Spring 2019/2020
- Fall 2020/2021
- Winter 2020/2021
- Spring 2020/2021

Include Archived Children

Yes No

Export Fields Stamped For Each Checkpoint Period

Yes No

Report Summary

Organization
Organization N/A

Program
Independent School Dist #748

Site
Default Site

Teacher
All Teachers

Class
All Classes

Checkpoint Period
Winter 2020/2021



Include Archived Children
No

Export Fields Stamped For Each Checkpoint Period
Yes

Step 5: this will then bring you to the Reports Queue page. Wait until the report status says completed. You may then select the “download export file” in the Output column. Drop and drag CSV file to your personal drive. Do not open the CSV file.

Reports Queue

< (1 2 3) >

Title ↕	Generated On ▼	Status ↕	Output
 DataExport	10/30/2020@02:01 PM	Completed	Download Export File 

Step 6: load file to ViewPoints secure SFTP site.