**TPOT Red Flag Trend Report Documentation**

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|  | | **Pyramid Model Implementation Data System** | | | | | | | |
| TPOT Red Flag Trend Report | | | | | | | | | |
| **First Form Date:** *The date of the first TPOT included in the report.*  **Last Form Date:** *The date of the last TPOT included in the report.* | | | | | | **Number of Forms Included:** *The number of TPOT forms included in this report.* | | | |
| **Percentage of Red Flags Observed** | | | | | | | | | |
| **Count of Red Flags Observed** | | | | | | | | | |
| **Red Flag:** *The red flag description.* | | | | | |  | | | |
| *Layout:* | | | | | | *Example:* | | | |
| *Spring or Fall and then the year.* | | | | | | Spring 2018 | | | |
| *The number of TPOT forms in this time period that have this red flag marked as observed.* | | | | | | 3 | | | |
| **Criteria Used for this Report** | | | | | | | | | |
| *The criteria selected when running this report* | | | | | | | | | |
|  |  | | |  | | | | Page 1 of 1 | |
|  |  | | |  | | | **Generated:** | | *The date and time that the report was generated.* |
|  |  | | |  | | |  | | |
| **Intent:** This report is designed to track changes to the red flags on the TPOT form. This is accomplished by displaying the changes in the percentage of observed red flags and also a count of the TPOT forms where each red flag was observed. Only complete and valid TPOT forms will be included in this report. | | | | | | | | | |
|  |  | | |  | | |  | | |
| **Criteria Name** | | | **Optional?** | | **Description** | | | | |
| Start Date | | | No | | This filters the TPOT forms that are included in the report.    Only TPOT forms that occurred between the start date and the end date will be included in the report. | | | | |
| End Date | | | No | | This filters the TPOT forms that are included in the report.  Only TPOT forms that occurred between the start date and the end date will be included in the report. | | | | |
| Program(s), Hub(s), and Cohort(s) | | | No | | This filters the TPOT forms that are included in the report.  All programs, hubs, and cohorts that are selected will be combined into a distinct list of programs. This is accomplished by determining what programs exist in the selected hubs and cohorts, and then adding that list of programs to the list of specific programs that were selected by the user. After that, any duplicate programs in the combined list are removed. Only TPOT forms that were completed for programs in that de-duplicated list are included.  **NOTE:** Only certain users have access to the hub and cohort criteria. Most users will only have access to the program criteria and only have one option in that program list. | | | | |
| Classroom(s) | | | Yes | | This filters the TPOT forms that are included in the report.  If any classrooms are selected, then only TPOT forms that are for the specified classrooms will be included.  If no classrooms are selected, then this criteria will not exclude any TPOT forms. | | | | |
| Employee(s) | | | Yes | | This criteria is used in conjunction with the Employee Role criteria to filter the TPOT forms included in the report.  For example, if you select multiple employees and the ‘Observer’ Employee Role, then the report will only include TPOT forms that have at least one of the selected employees selected as the observer on the form.  If no employees are selected, then this criteria will not exclude any TPOT forms. | | | | |
| Employee Role | | | Yes | | This criteria is used in conjunction with the Employee(s) criteria to filter the TPOT forms included in the report.  For example, if you select multiple employees and the ‘Lead Teacher’ Employee Role, then the report will only include TPOT forms that have at least one of the selected employees selected as the lead teacher on the form.  If no employees are selected, then this criteria will not exclude any TPOT forms. | | | | |