



Ellevation Documentation

Writing Samples Upload Procedure

Step 1

After logging in to Ellevation, please click on the "Student List".

The screenshot shows the Ellevation dashboard. At the top, there is a navigation bar with 'Student List', 'Monitoring', and 'Instruction' links. A red arrow points to the 'Student List' link, with the text 'Click Student List' written in red. Below the navigation bar, there is a 'My Dashboard' section with four cards: 'EL Students' (32), 'Monitored Students' (1), 'Entered EL/District within Last 90 days' (with a table), and 'Native Languages'.

Step 2

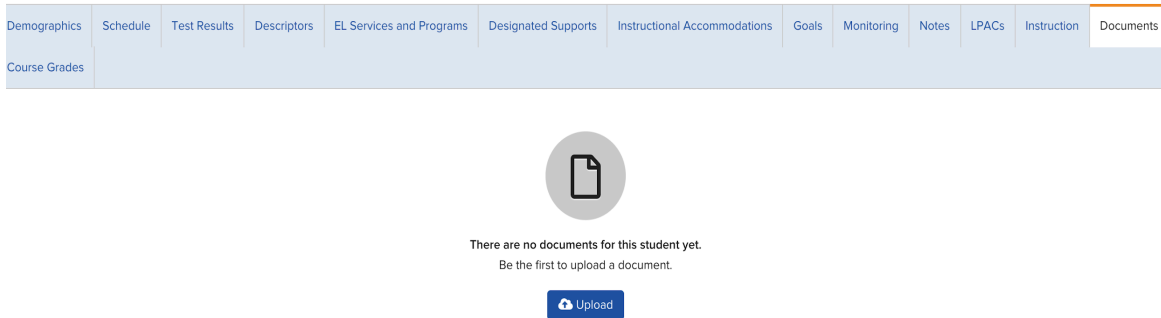
Click next to the student you want to access.

The screenshot shows the 'Student List' page. At the top, there is a navigation bar with 'Student List', 'Monitoring', and 'Instruction' links. Below the navigation bar, there is a 'Views' section with 'Filters', 'Fields', 'Chart', 'Save As', and 'Clear All' options. A table of students is displayed with columns: Student Name, Student #, School, Grade Level, EL Status, and Composite Level. A red arrow points to the 'Student' link next to 'Chavez, Cesar' in the 'Student Name' column, with the text 'Hover cursor over the name of the student and click on Student' written in red.

Student Name	Student #	School	Grade Level	EL Status	Composite Level
<input type="checkbox"/> Chavez, Cesar	Student #	Garcia Middle	7	ELL	2 - Intermediate TELPAS: 3/1/2020
<input type="checkbox"/> Kahlo, Frida		Garcia Middle	7	ELL	4 - Advanced High TELPAS: 3/1/2020
<input type="checkbox"/> Jobs, Steve		Garcia Middle	7	ELL	3 - Advanced TELPAS: 3/1/2020
<input type="checkbox"/> Lovelace, Ada		Garcia Middle	7	ELL	3 - Advanced TELPAS: 3/1/2020
<input type="checkbox"/> Einstein, Albert		Garcia Middle	7	ELL	3 - Advanced TELPAS: 3/1/2020
<input type="checkbox"/> Rivera, Diego		Garcia Middle	7	Exited-Monitored	4 - Advanced High TELPAS: 3/1/2019

Step 3

Please click on the Documents tab, and Click on the blue “Upload” button.

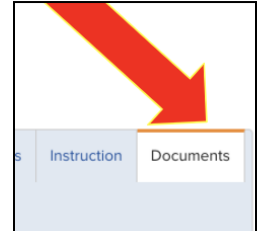


Demographics Schedule Test Results Descriptors EL Services and Programs Designated Supports Instructional Accommodations Goals Monitoring Notes LPACs Instruction Documents

Course Grades

There are no documents for this student yet.
Be the first to upload a document.

Upload



Step 4

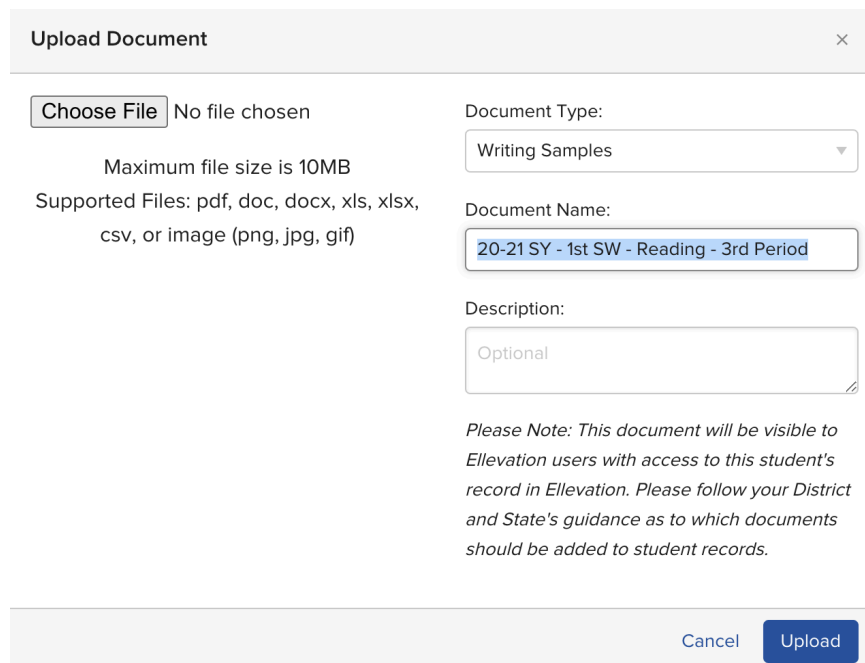
A. Type the document name

To name your document please adhere to the following guidelines:

20-21 SY - Six Weeks - Subject - Period

20-21 SY - 1st SW - Reading - 3rd Period

B. Click “Choose File” and select file from your computer.



Upload Document

Choose File No file chosen

Maximum file size is 10MB
Supported Files: pdf, doc, docx, xls, xlsx, csv, or image (png, jpg, gif)

Document Type:
Writing Samples

Document Name:
20-21 SY - 1st SW - Reading - 3rd Period

Description:
Optional

Please Note: This document will be visible to Ellevation users with access to this student's record in Ellevation. Please follow your District and State's guidance as to which documents should be added to student records.

Cancel Upload

← Click upload.

Verify

Date of Birth: 2/8/2007 (Age: 13 years, 7 months)

[View Course Grades](#)3