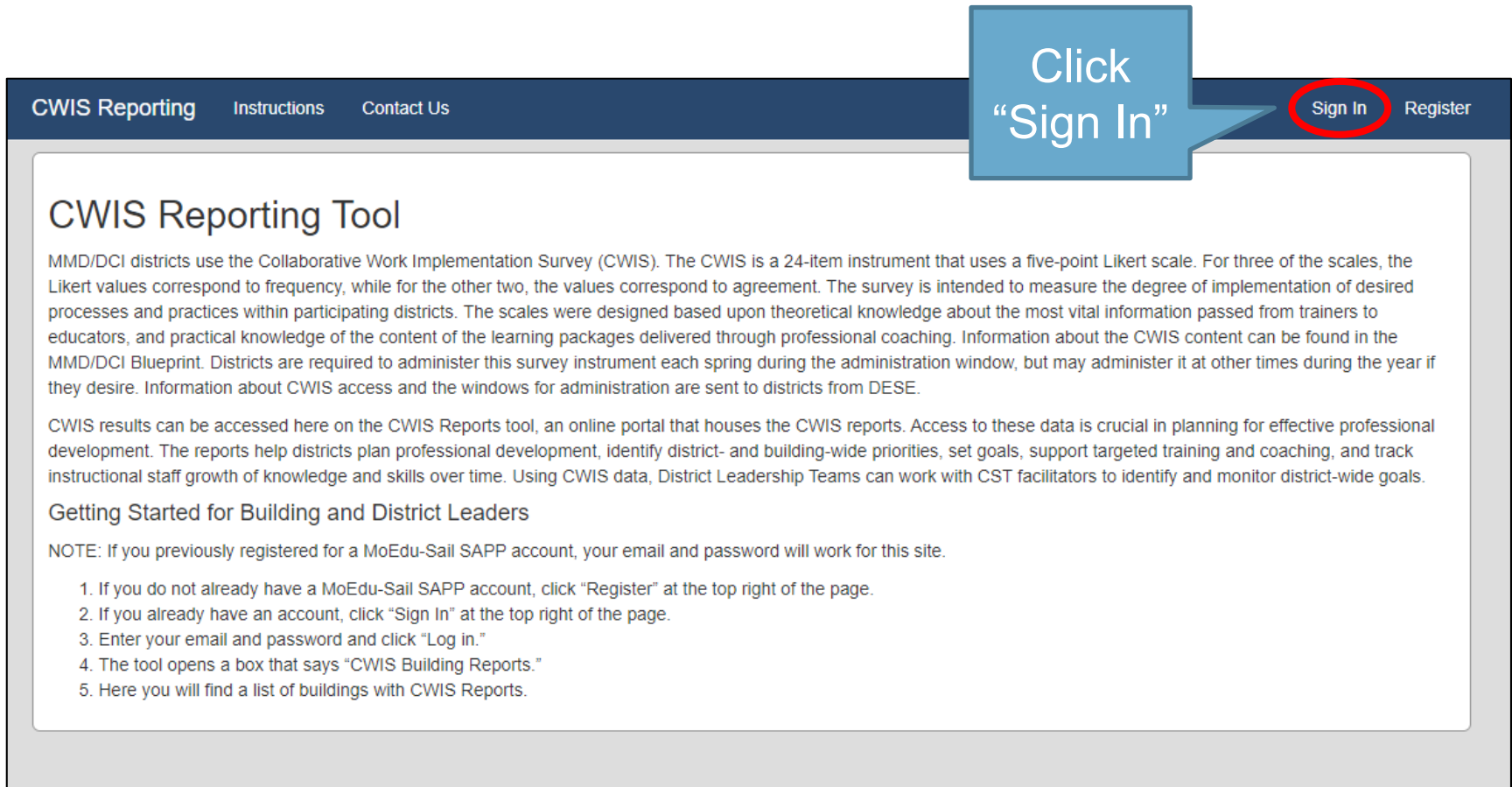


Accessing CWIS Reports for District and Building Leaders

If you previously registered for a MoEdu-Sail SAPP account, use the same email and password for the CWIS Reporting Tool.

<http://cwis.missouripd.org/>



Click
“Sign In”

CWIS Reporting Instructions Contact Us **Sign In** Register

CWIS Reporting Tool

MMD/DCI districts use the Collaborative Work Implementation Survey (CWIS). The CWIS is a 24-item instrument that uses a five-point Likert scale. For three of the scales, the Likert values correspond to frequency, while for the other two, the values correspond to agreement. The survey is intended to measure the degree of implementation of desired processes and practices within participating districts. The scales were designed based upon theoretical knowledge about the most vital information passed from trainers to educators, and practical knowledge of the content of the learning packages delivered through professional coaching. Information about the CWIS content can be found in the MMD/DCI Blueprint. Districts are required to administer this survey instrument each spring during the administration window, but may administer it at other times during the year if they desire. Information about CWIS access and the windows for administration are sent to districts from DESE.

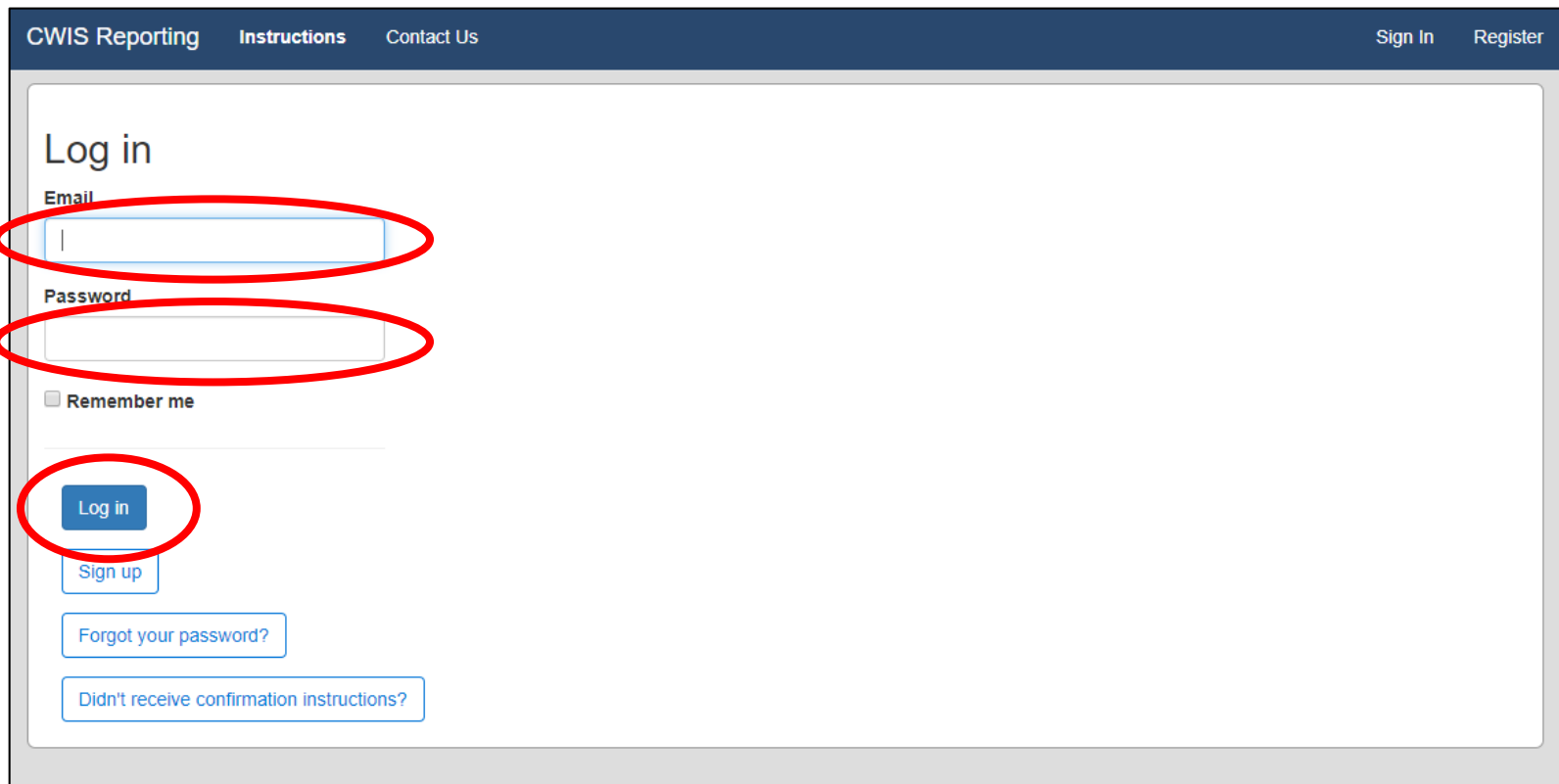
CWIS results can be accessed here on the CWIS Reports tool, an online portal that houses the CWIS reports. Access to these data is crucial in planning for effective professional development. The reports help districts plan professional development, identify district- and building-wide priorities, set goals, support targeted training and coaching, and track instructional staff growth of knowledge and skills over time. Using CWIS data, District Leadership Teams can work with CST facilitators to identify and monitor district-wide goals.

Getting Started for Building and District Leaders

NOTE: If you previously registered for a MoEdu-Sail SAPP account, your email and password will work for this site.

1. If you do not already have a MoEdu-Sail SAPP account, click “Register” at the top right of the page.
2. If you already have an account, click “Sign In” at the top right of the page.
3. Enter your email and password and click “Log in.”
4. The tool opens a box that says “CWIS Building Reports.”
5. Here you will find a list of buildings with CWIS Reports.

Log in with your account email and password; skip to last slide



The screenshot shows a web application interface with a dark blue header. The header contains navigation links: "CWIS Reporting", "Instructions", and "Contact Us" on the left, and "Sign In" and "Register" on the right. The main content area is titled "Log in". It features two input fields: "Email" and "Password", both of which are circled in red. Below the "Password" field is a checkbox labeled "Remember me". At the bottom of the form, there are three buttons: "Log in" (circled in red), "Sign up", and "Forgot your password?". Below the "Forgot your password?" button is a link that says "Didn't receive confirmation instructions?".

If you do NOT have a MoEdu-Sail SAPP account, to register, go to cwis.missouripd.org/users/sign_up

CWIS Reporting Instructions Contact Us Sign In **Register**

Sign up

Full name *

Email *

(Please use your district or work provided email address or Contact Us to setup a custom account.)

Password *(8 characters minimum)

Confirm Password *

Role *

Building Leader

RPDC *

(Select RPDC)

District *

Please select an RPDC

Building *

Please select a District

Sign up

* A confirmation email will be sent to the address you provided and you will be asked to confirm your account to complete your registration. You may also need to check your Spam folder for the confirmation email.

Log in Didn't receive confirmation instructions?

Click
"Register"

Complete registration fields

The screenshot shows a 'Sign up' form within a web application. The form includes the following fields and callouts:

- Full name ***: A text input field with a callout: "Enter your full name".
- Email ***: A text input field with a callout: "Enter your district or work-provided email". Below the field is the text: "(Please use your district or work provided email address or Contact Us to setup a custom account.)".
- Password *(8 characters minimum)**: A text input field with a callout: "Choose a password (8 characters minimum)".
- Confirm Password ***: A text input field.
- Role ***: A dropdown menu with "Building Leader" selected. Callout: "Select 'building or district leader' as your role".
- RPDC ***: A dropdown menu with "(Select RPDC)" selected.
- District ***: A dropdown menu with "Please select an RPDC" selected. Callout: "Select your district".
- Building ***: A dropdown menu with "Please select a District" selected. Callout: "Select your building".
- Sign up**: A blue button with a red circle around it. Callout: "Click 'Sign up'".

At the bottom of the form, there is a note: "A confirmation email will be sent to the address you provided and you will be asked to confirm your account to complete your registration. You may also need to check your Spam folder for the confirmation email." Below the note are two buttons: "Log in" and "Didn't receive confirmation instructions?".

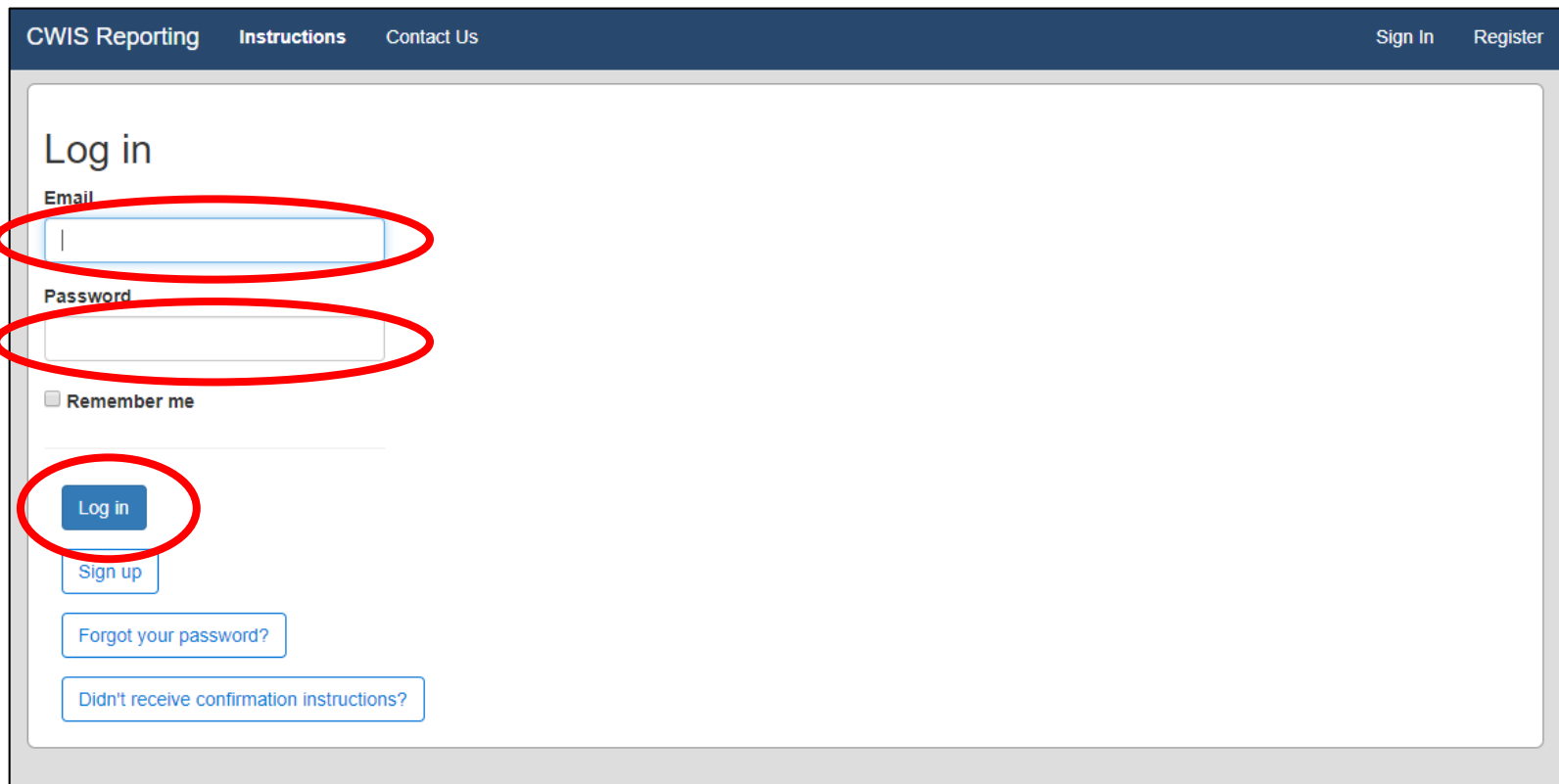
Confirm your email

1. After you register, a message will appear asking you to confirm your account.
2. To confirm your account, check the email you registered with for a message that says “Confirmation instructions.” *
*Be sure to check your spam account.
3. Click “Confirm my account.”
4. When you click, “Confirm my account, you should be directed to the homepage, where a message says “Your email address has been successfully confirmed.”

If you don't receive confirmation instructions, you can use the "Contact Us" link report it

The screenshot shows the CWIS Reporting website interface. The top navigation bar includes 'CWIS Reporting', 'Instructions', and 'Contact Us', with 'Contact Us' circled in red. On the right side of the navigation bar are 'Sign In' and 'Register' links. The main content area features a 'Log in' section with an 'Email' input field, a 'Password' input field, and a 'Remember me' checkbox. Below the login fields are four buttons: 'Log in', 'Sign up', 'Forgot your password?', and 'Didn't receive confirmation instructions?'. A blue callout box with a pointer to the 'Contact Us' link contains the text: 'Use the "Contact Us" link to report any questions or issues you encounter.'

Log in with your account email and password



The screenshot shows a web application interface for logging in. At the top, there is a dark blue navigation bar with links for "CWIS Reporting", "Instructions", and "Contact Us" on the left, and "Sign In" and "Register" on the right. The main content area is titled "Log in" and contains the following elements:

- An "Email" label above a text input field, which is circled in red.
- A "Password" label above a password input field, which is circled in red.
- A "Remember me" checkbox.
- A blue "Log in" button, which is circled in red.
- A "Sign up" button.
- A "Forgot your password?" link.
- A "Didn't receive confirmation instructions?" link.

Click on View CWIS Reports

CWIS Reporting

Instructions

View CWIS Reports

Contact Us

Your Email

Sign Out

Signed in successfully. ✕

CWIS Building Reports

Show entries

Search:

District Name	Building Name	Survey Submissions
Adair Co. R-I (Novinger)	Adair Co. Elem.	0
Adair Co. R-I (Novinger)	Adair Co. High	1
Advance R-VI	Advance High	0
Advance R-VI	Advance Elem.	1
Appleton City R-II	Appleton City High	0
Appleton City R-II	Appleton City Elementary	20

Building leaders will only see their building listed here. Click the link to view the CWIS Report.

District leaders will see all buildings in the district listed here. Click on the building name to view the CWIS Report.

The number of surveys submitted appears here. If there are no survey submissions, a report will not be generated.