

District SAPP Instructions

To register, go to sapp.missouripd.org

Self Assessment Instructions Contact Us
Sign In **Register**

The SAPP Tool

The Self-Assessment Practice Profile (SAPP) is a tool designed to help educators self-check implementation levels of newly learned skills and knowledge. Educators use the SAPP tool to produce results indicating their implementation levels. Building and district leaders use those results to build reports, providing a picture of implementation levels. Reports should be used for collective planning among all levels of educators. MMD educators are encouraged to use the SAPP at least twice per year. However, it can be used more frequently as a coaching or reflective tool as needed.

For each MMD practice, there is a Dashboard, Self-Assessment Questionnaire and Practice Profile. These are aligned to the professional development materials provided on www.moedu-sail.org.


Getting Started for Teachers

1. Create a user log-in by registering.
2. If you already have a log-in, you can enter your information and use the tool.
3. The tool opens to the Dashboard.
4. Click on the "plus" button next to the name of the practice to complete a SAPP questionnaire.
5. Name your results in the box at the top of the page.
6. Click "Share with Building Leader" if you want your results to be eligible for building reports.
7. Click "Save Self Assessment" at the bottom of the page. This action will take you to your results: shaded practice profile.
8. Click back to return to the Dashboard.
9. In the "Your Assessments" box at the bottom of the page, you will see your saved results.

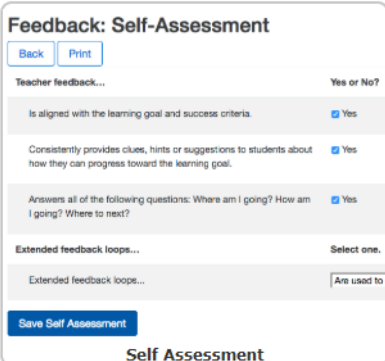
Getting Started for Building Leaders

1. Create a user log-in by registering.
2. If you already have a log-in, you can enter your information and use the tool.
3. Click on the Leader link on the top navigation bar.
4. At the bottom of the page, click "Create Report."
5. Name the report, or it will default to "Building Report as of Year-Month-Day."
6. Select the teachers you want included in the building report for each practice. (Be sure the teachers in your building are sharing their report by clicking the "Share Self-Assessment" button located at the top of the teacher Data Dashboard.)
7. Click "Create Building Report."
8. The report shows the number of teachers in each proficiency category for the essential functions.
9. At the bottom of the report, you can see each individual teachers' practice profile. Click on a teacher's name (e.g. "John Smith Collaborative Teams Practice Profile") to see that practice profile.
10. Click back to go back to the Leader page.


Click
"Register"



Data Dashboard



Self Assessment



Practice Profile

Complete registration fields

The image shows a registration form titled "Sign up" within a navigation bar that includes "Self Assessment", "Instructions", "Contact Us", "Sign In", and "Register". The form fields are as follows:

- Full name ***: A text input field with the placeholder "Full name". A callout bubble points to it with the text "Enter your full name".
- Email ***: A text input field with the placeholder "districtemailaccount@email.com". A callout bubble points to it with the text "Enter your district or work-provided email". Below the field is the instruction: "(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. A callout bubble points to it with the text "Choose a password (8 characters minimum)".
- Confirm Password ***: A text input field.
- Role ***: A dropdown menu with "District Leader" selected. A callout bubble points to it with the text "Select 'district leader' as your role".
- RPDC ***: A dropdown menu with "(Select RPDC)" selected.
- District ***: A dropdown menu with "Please select an RPDC" selected.
- Sign up**: A blue button at the bottom of the form, circled in red. A callout bubble points to it with the text "Click '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.

Confirm your email

The SAPP Tool

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For each MMD profile, you will be assigned to a building. These buildings are aligned to the SAPP.

Getting Started

1. Create a user account.
2. If you already have an account, click on the "Log in" button.
3. The tools of the SAPP are located in the "Tools" menu.
4. Click on the "Tools" menu.
5. Name your building.
6. Click "Share" to share your building information.
7. Click "Save" to save your building information.
8. Click back to the "Tools" menu.
9. In the "Tools" menu, click on "Self-Assessment".

Getting Started

1. Create a user account.
2. If you already have an account, click on the "Log in" button.
3. Click on the "Tools" menu.
4. At the bottom of the report, you can see each individual teacher's practice profile. Click on a teacher's name (e.g. "John Smith Collaborative Teams Practice Profile") to see that practice profile.
5. Select the "Tools" menu.
6. Select the "Self-Assessment" option.
7. Click "Create Building Report."
8. The report shows the number of teachers in each proficiency category for the essential functions.
9. At the bottom of the report, you can see each individual teacher's practice profile. Click on a teacher's name (e.g. "John Smith Collaborative Teams Practice Profile") to see that practice profile.
10. Click back to go back to the Leader page.

After you register, you will get a message asking you to confirm your account.

Confirmation instructions - Message (HTML)

SAPP=sapp.missouripd.org@mg.missouripd.org on behalf of SAPP@sapp.missouripd.org

Confirmation instructions

To: Sarah Marten

Welcome sarah.marten@moedu-sail.org!

You can confirm your account email through the link below:

[Confirm my account](#)

To confirm your account, check your email for a message that says "Confirmation instructions." Click "Confirm my account"

Your email address has been successfully confirmed.

Log in

Email

Password

Remember me

Log in

Sign up

Forgot your password?

Didn't receive confirmation instructions?

When you click, "Confirm my account, you should see a screen with a message that says "Your email address has been successfully confirmed"

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

You can use the "Contact Us" link to report any questions or issues you encounter

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In MMD practice, there is a Dashboard, Self-Assessment Questionnaire and Practice Profile. These are designed to the professional development materials provided on www.moedu-sail.org.

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MMD Practice | My Practice | My Assessments

Collaborative Teams	Collaborative Teams	Collaborative Teams	Collaborative Teams	Collaborative Teams
Essays	Practice	Practice	Practice	Practice
Collaboratively develop common purposes and goals for improved student success within a culture that embraces continuous school improvement.				
Effectively implement group processes (agendas, roles, challenges, and decisions, norms, logistics, consensus, time, decision-making skills, protocols).				
Intentionally collaborate about the most effective practices within the building, including assessment and credits.				

[View Self Assessment](#)
[View My Report](#)
[View About CT](#)

Data Dashboard

Feedback: Self-Assessment

[Back](#) [Print](#)

Teacher feedback... Yes or No?

Is aligned with the learning goal and success criteria. Yes

Consistently provides clues, hints or suggestions to students about how they can progress toward the learning goal. Yes

Answers all of the following questions: Where am I going? How am I going? Where to next? Yes

Extended feedback loops... Select one.

Extended feedback loops...

[Save Self Assessment](#)

Self Assessment

Feedback: Practice Profile

View of Collaborative Teams Practice Profile

Proficiency provided to the implementation of each essential function. Assessment of the teacher and the quality of instruction.

Essential Function	Essential Function Description	Proficiency	Essays to Practice	Practice Profile
1. Establish a culture of learning that is focused on student success and growth.	Establish a culture of learning that is focused on student success and growth. This includes creating a safe and supportive environment for all students, setting high expectations for all students, and providing ongoing feedback and support to all students.	Not Met	1 Essay to Practice	View the teacher's profile.
2. Establish a culture of learning that is focused on student success and growth.	Establish a culture of learning that is focused on student success and growth. This includes creating a safe and supportive environment for all students, setting high expectations for all students, and providing ongoing feedback and support to all students.	Not Met	1 Essay to Practice	View the teacher's profile.

Practice Profile

To access your account, click “Sign In”

<http://sapp.missouripd.org/instructions>

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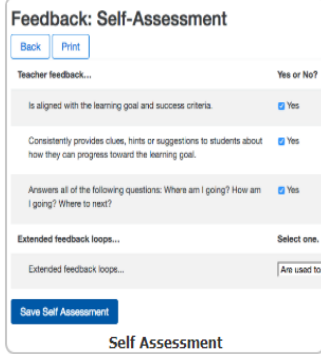
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Data Dashboard

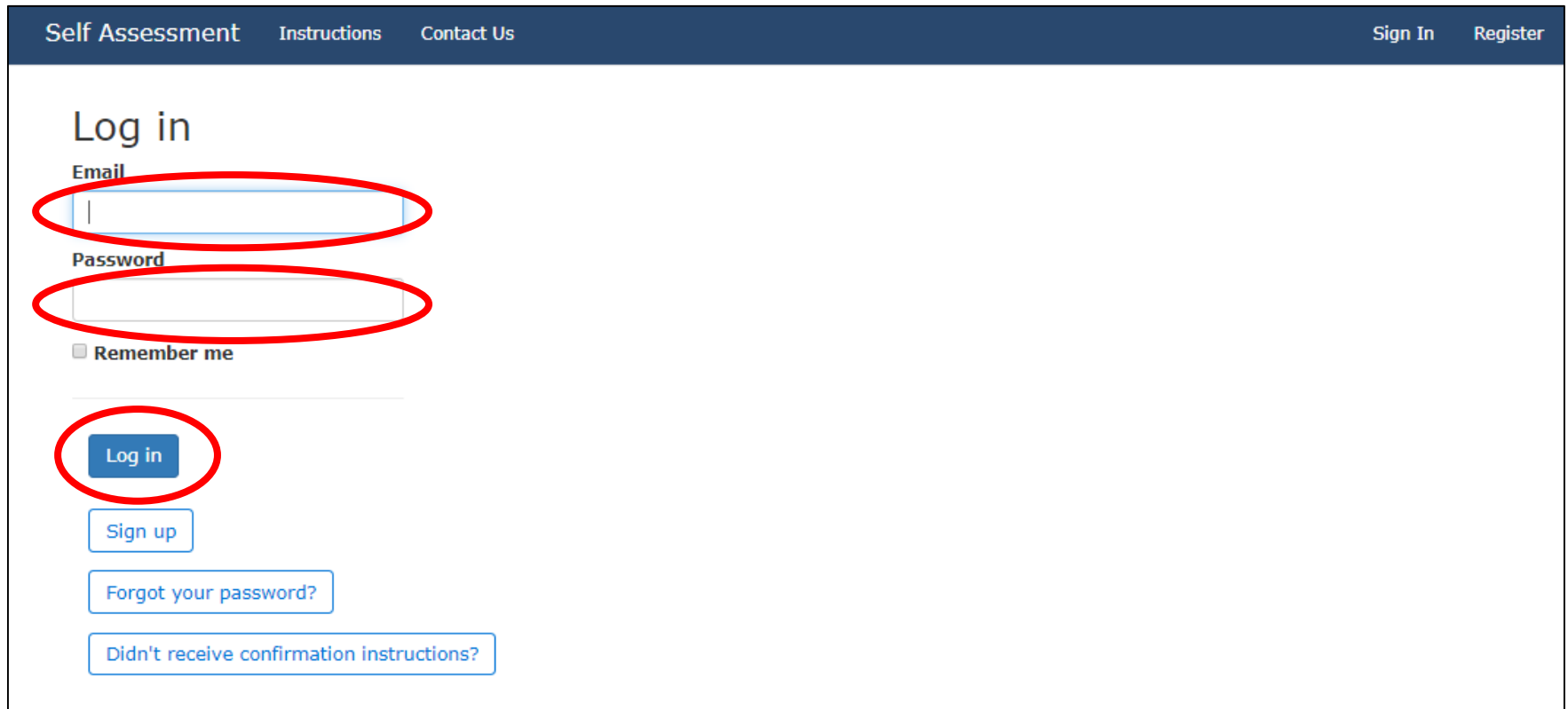


Self Assessment



Practice Profile

Log in with your account email and password



The screenshot shows a web application interface with a dark blue header. The header contains navigation links: "Self Assessment", "Instructions", and "Contact Us" on the left, and "Sign In" and "Register" on the right. The main content area is white and titled "Log in". Below the title are two input fields: "Email" and "Password". Both fields are highlighted with red circles. Below the "Password" field is a checkbox labeled "Remember me". Below the "Remember me" checkbox is a blue "Log in" button, also highlighted with a red circle. Below the "Log in" button are three links: "Sign up", "Forgot your password?", and "Didn't receive confirmation instructions?".

Self Assessment Instructions Contact Us Sign In Register

Log in

Email

Password

Remember me

Log in

Sign up

Forgot your password?

Didn't receive confirmation instructions?

View building reports

Signed in successfully. ✕

Test District

Make sure your district appears here

Reports:

Show entries

Search:

Report Name	Date Created	District	Building	People	Shared
Building Report as of 09/13/2017	Sep 13, 2017	Test District	Test School	1	Shared
Building Report as of 11/21/2017	Nov 21, 2017	Malden R-I	Malden High	3	Shared
Building Report as of 2018-08-09	Aug 09, 2018	Test District	Test School	10	Shared
Building Report as of 2018-08-10	Aug 10, 2018	Test District	Test School	0	Shared
Fall	Sep 28, 2017	Test District	Test School	8	Shared
Report 9/8 Elementary	Sep 08, 2017	Willow Springs R-IV	Willow Springs Elem.	14	Shared
Report 9/8 High	Sep 08, 2017	Willow Springs R-IV	Willow Springs High	13	Shared
Report 9/8 Middle	Sep 08, 2017	Willow Springs R-IV	Willow Springs Middle	24	Shared
Social Studies	Oct 10, 2017	Test District	Test School	4	Shared
Test for ARM and Jason	Nov 21, 2017	Malden R-I	Malden High	2	Shared

Showing 1 to 10 of 10 entries

Previous **1** Next

Click on the building report you want to view

Building reports are only visible if Building Leaders share the report by clicking on the "Share Building Report" button in the building leader's account