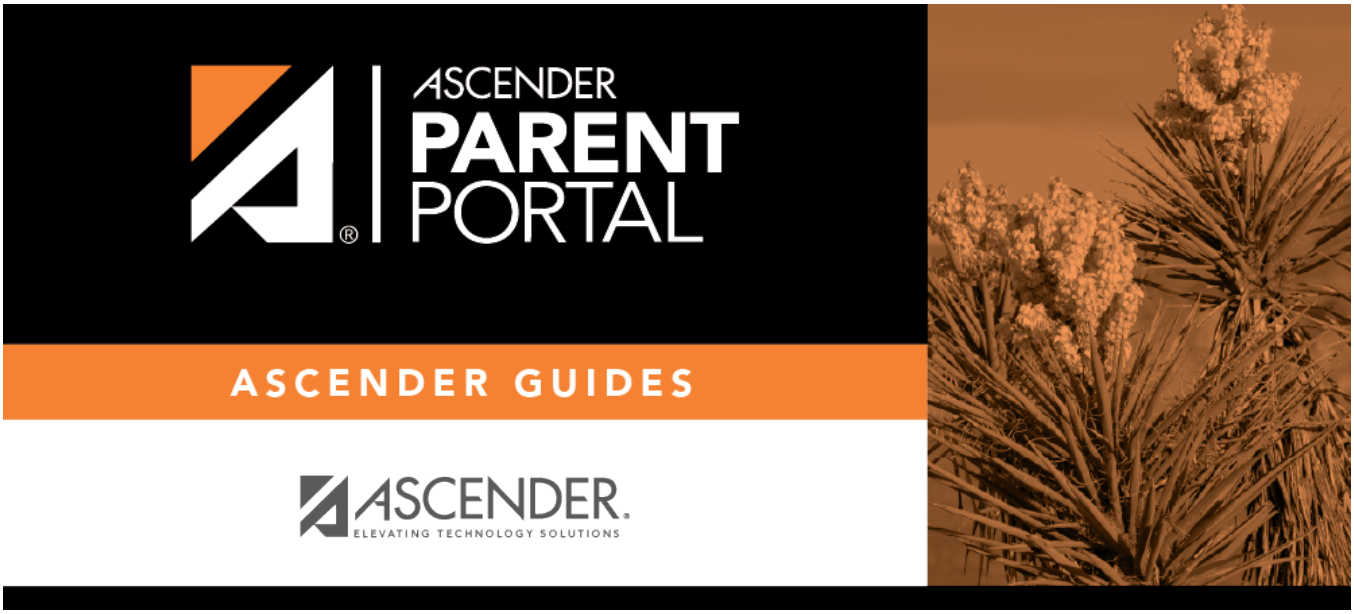



# Admin - Form Usage - Usage Statistics

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# Admin - Form Usage - Usage Statistics

***ASCENDER ParentPortal Admin > Form Management > Form Usage > Usage Statistics***

This page is only available to users who log on to ASCENDER ParentPortal with a district- or campus-level security administrator user name.

Information about form usage across the district or campus, or for a specific parent/guardian, is displayed. Archived forms are not included in these counts.

The search fields allow you to retrieve a specific user and delete his data for a specific form or all forms. This data may need to be cleared if it was inadvertently accepted or if the parent needs to review the data again before accepting or changing it.

- For district-level administrative users, statistics for the entire district are displayed by default. To see statistics for one campus, select the campus in the **Select a campus** field. Or, you can search for a parent/guardian in the district by the parent/guardian's user name or email address to see usage data for any forms he has accepted.

- For campus-level administrative users, campus-wide statistics are displayed for the campus to which you have access. Or, you can search for a parent/guardian at the campus by the parent/guardian's user name or email address to see usage data for any forms he has accepted.

The following information is displayed:

| **Total number of students in the district or campus** |
|---|
| This is the number students who have demographic and enrollment records in the district or campus and also have a student portal ID assigned. Note that the count only includes campuses that have txGradebook options set up, and each student is only counted one time, even if multiple enrollment records exist. |
| **Students registered in ParentPortal (i.e. student has at least one associated guardian)** |
| This is the number of enrolled students who have at least one guardian associated in ParentPortal. |
| **Students not registered in ParentPortal (i.e. student has at least one associated guardian)** |
| This is the number of enrolled students who have no guardian associated in v. This is calculated as the **Total number of students in the district or campus** minus **Students registered in ParentPortal**. |
| **Students with online registration activity** |
| This is the number of students who have current-year acceptance records. |
| **Students with no online registration activity** |
| This is the number of students who have current-year records in the online registration forms table. This is calculated as **Students registered in ParentPortal** minus **Students with online registration activity**. |
| **Students with changes to registration data** |
| This is the number of students who have current-year records in the online registration forms table with a flag indicating that changes have been made to their registration data (online or paper). |

| |
|---|
| **Total number of students in the district or campus** |
| **Students with no changes to registration data** |
| This is the number of students who have current-year records in the online registration forms table with no flag indicating that changes have been made to their registration data. This is calculated as **Students with online registration activity** minus **Students with changes to registration data**. |
| **Students with accepted changes** |
| This is the number of students who have current-year records in the online registration forms table with a flag indicating that changes have been made to their registration data, and that the changes have been accepted by the campus staff. |
| **Students with pending changes** |
| This is the number of students with changes that have not yet been approved by campus staff. |

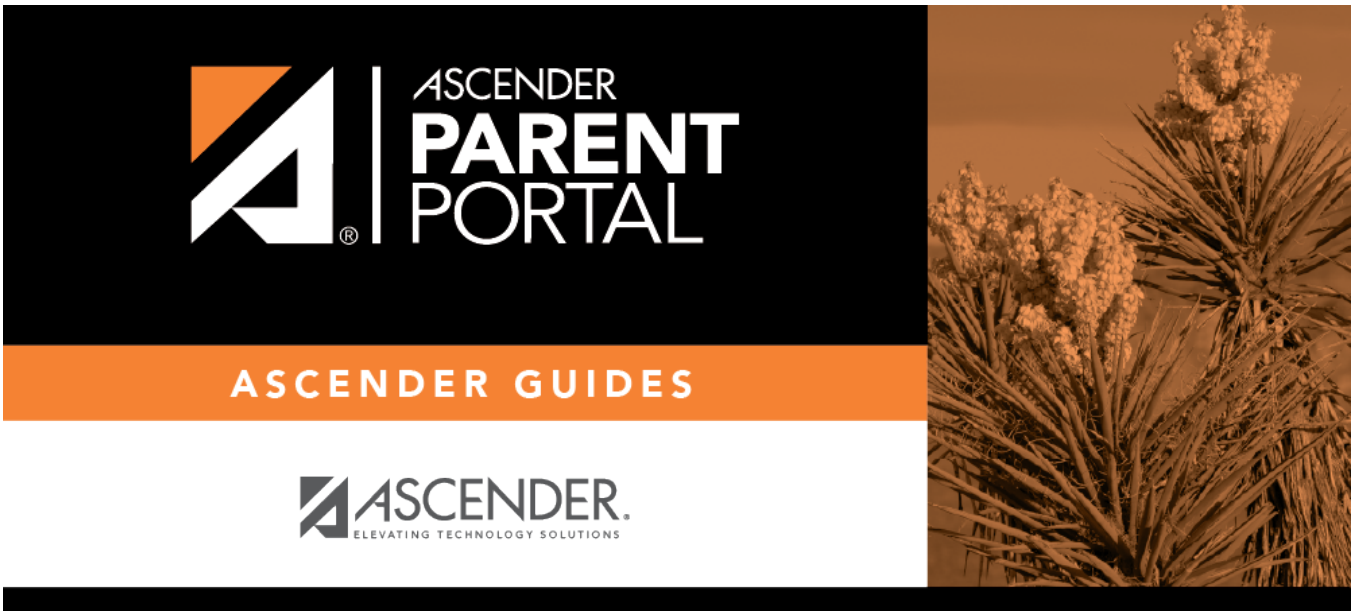
❑ To see form data for a specific parent, use the fields below the statistical data:

| | |
|---|---|
| **User Email** | Type a parent's user name or email address. Or, leave both fields blank to retrieve all forms for all students at the district or campus. |

❑ Click **Search**.

A grid displays all forms for all students associated with that parent/guardian.

Note that the **Acct Type** column displays 0 if the user has made changes to the form data, or displays 1 if the parent has accepted data in the form without making changes.


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