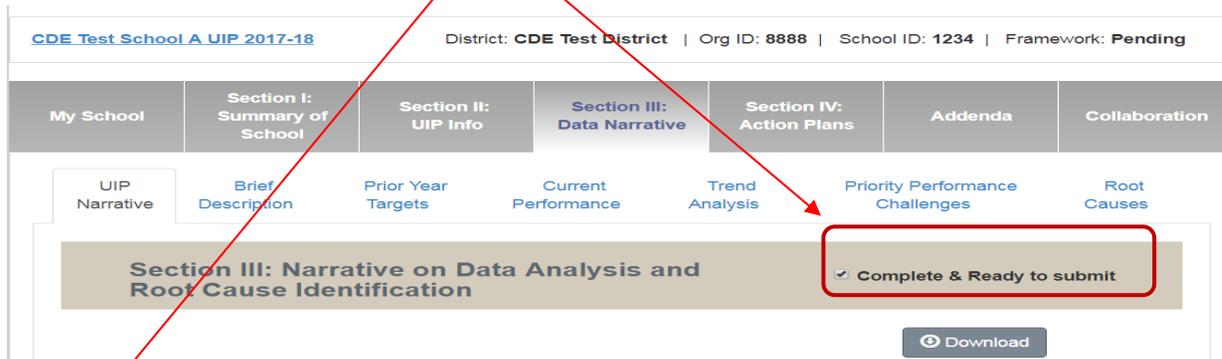




UIP Online System Login: <https://cdeapps.cde.state.co.us/index.html>

UIPs are Publically Posted on SchoolView: <http://www.cde.state.co.us/schoolview/performance>

- As the school or district completes their UIP, the 'UIP Progress' bar indicates the author's progress through each section. To turn a section green, the author will mark each checkbox "Complete & Ready to Submit".



UIP Progress

UIP Progress

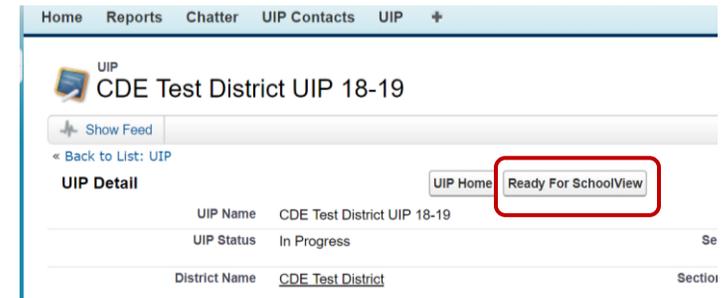
UIP Component	Status
<u>Section I</u>	Updated
<u>Section II</u>	In Progress
<u>Section III</u>	In Progress
<u>Section IV</u>	In Progress

Once all checkboxes are marked "Complete & Ready Submit" the section will turn green.

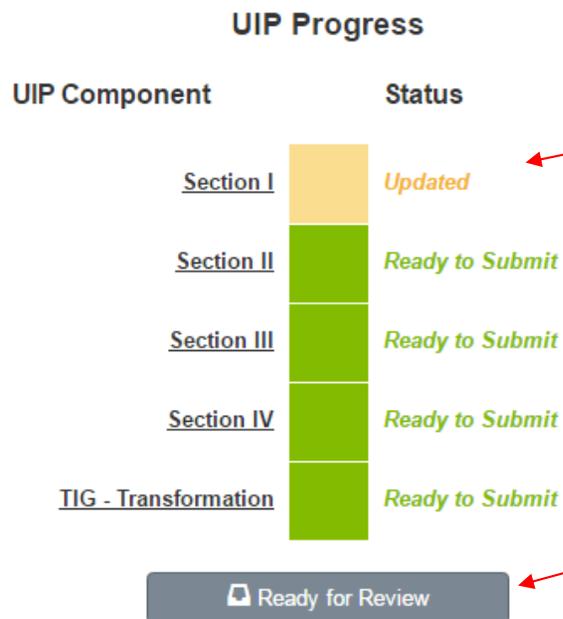
UIP Component	Status
<u>Section I</u>	Updated
<u>Section II</u>	In Progress
<u>Section III</u>	Ready to Submit
<u>Section IV</u>	In Progress



DISTRICT SUBMISSION: Once section I is marked as “updated” and all other sections are green, the UIP is ready to be submitted. The district then hits the “Ready for SchoolView” button on the district overview page.



SCHOOL SUBMISSION: Once all sections are green, school users push the “Ready for Review” button. This will change the UIP status to “Submitted to District for Review.” Once a school pushes “Ready for Review” the district can review the plan and submit the UIP using the “Ready for SchoolView” button on the district overview page or “Schools Ready for District Approval” dropdown.



This section will display “Updated” once Section I data is final

If the UIP has an addendum, it will also appear on the progress bar

Districts use the “Ready for Review” button to submit the UIP to CDE for *January Review*. Schools use this button to indicate that the UIP is ready for review by the district. Once the district has reviewed, they can submit to CDE for *January Review* or *Public Posting on SchoolView* in the overview page.

Successfully Submitted

Once the author pushes “Ready for Review” and the UIP is complete, the page will display “Successfully Submitted!” There is no limit on how often a school or district can hit “Ready for Review.”

Colorado Department of Education

abc test district 2017-18 | District: CDE Test District | Org ID: 0000 | Framework: Pending

UIP Timeline

Date	06/01/17	09/15/17	10/16/17
Progress	✓	✓	
Milestone	UIP Available	Sec I Populated	Optional Review

Alert: Images can be uploaded using the Insert Image - Web Address tab and linking to a web hosted image (e.g., Google, Imgur). Email uiphelp@cde.state.co.us for more information.

UIP Progress

UIP Component	Status
Section I	Updated
Section II	Ready to Submit
Section III	Ready to Submit
Section IV	Ready to Submit

Priority Performance Challenges

- [Challenge]
- [Challenge]
- [Challenge]

UIP Detail

UIP Name	CDE Test School A UIP 2017-18
UIP Status	Ready for District Review
District Name	CDE Test District
Organization Code	8888
School Name	CDE Test School 1
School Code	1234
Last Modified By	Test User56DA, 3/27/2018 2:44 PM
Record Type	School UIP 2017 [Change]
UIP Annual CDE Plan	2017_School_Template

To submit a school or district for public posting on SchoolView (all schools and districts):

2. Once the school (traditional or AEC) has completed the UIP and clicked “Ready for Review”, the school will appear in either the “Schools Ready for District Approval” or “AECs Ready for District Approval” UIP tab dropdown. The district can now review the UIP, then submit publically to SchoolView by checking the box next to the school name, then clicking the “Ready for School View” button at the top of the screen. District UIPs will appear in the “District Dashboard” view dropdown, and can be submitted the same way. To view the change, hit ‘refresh’. Every time the UIP is updated, hit “Ready for SchoolView” again to publically post. If the district submits a UIP on accident, contact the UIP office.

The screenshot shows the SchoolView interface. At the top, there is a header with the Colorado Department of Education logo and a search bar. Below the header, there is a navigation menu with 'Home', 'Reports', 'Chatter', and 'UIP'. The main content area shows a dropdown menu for 'Schools Ready for District Approval' with options for 'Ready For School View' and 'Ready For District Approval'. Below this, there is a table with columns for 'Action', 'UIP Name', 'UIP Status', 'District Name', 'Plan Type', and 'School Code'. A red box highlights the 'Ready For School View' button and the 'Ready For SchoolView' button in the 'UIP Detail' section.

Action	UIP Name	UIP Status	District Name	Plan Type	School Code	Sch
Edit	CDE Test School A...	Ready for District...	CDE Test District	Pending	1234	CD

UIP Detail

UIP Name	CDE Test District UIP 18-19
UIP Status	In Progress
District Name	CDE Test District
Organization Code	
School Name	
School Code	
Last Modified By	Test User48 4/2/2016 11:27 AM

There are two buttons to publically post to SchoolView

Submitted UIP Status will display “Submitted for Posting”

The screenshot shows the Colorado Department of Education website. At the top left is the logo with 'CO' and 'CDE' and the text 'COLORADO Department of Education'. To the right is a search bar with 'Search...' and a 'Search' button. Below this is a navigation menu with 'Home', 'Reports', 'Chatter', 'UIP Contacts', 'UIP', and a plus sign. The main content area has a sub-header 'UIP CDE Test District UIP 18-19' with a 'Show Feed' button. Below that is a link '<< Back to List: UIP'. There are two buttons: 'UIP Home' and 'Ready For SchoolView'. A table displays the following information:

UIP Name	CDE Test District UIP 18-19	
UIP Status	Submitted for Posting	Sec
District Name	<u>CDE Test District</u>	Section

If you have any questions, please contact the UIP Team:

(administrative, system, navigation questions)

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