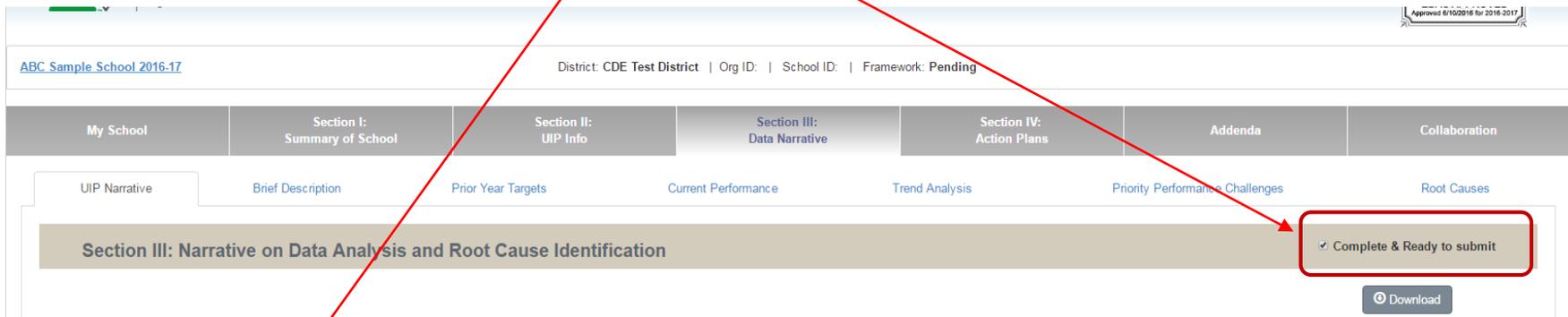




UIP Online System Login: <https://cdeapps.cde.state.co.us/index.html>

- 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 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

Ready for Review

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

UIP Progress

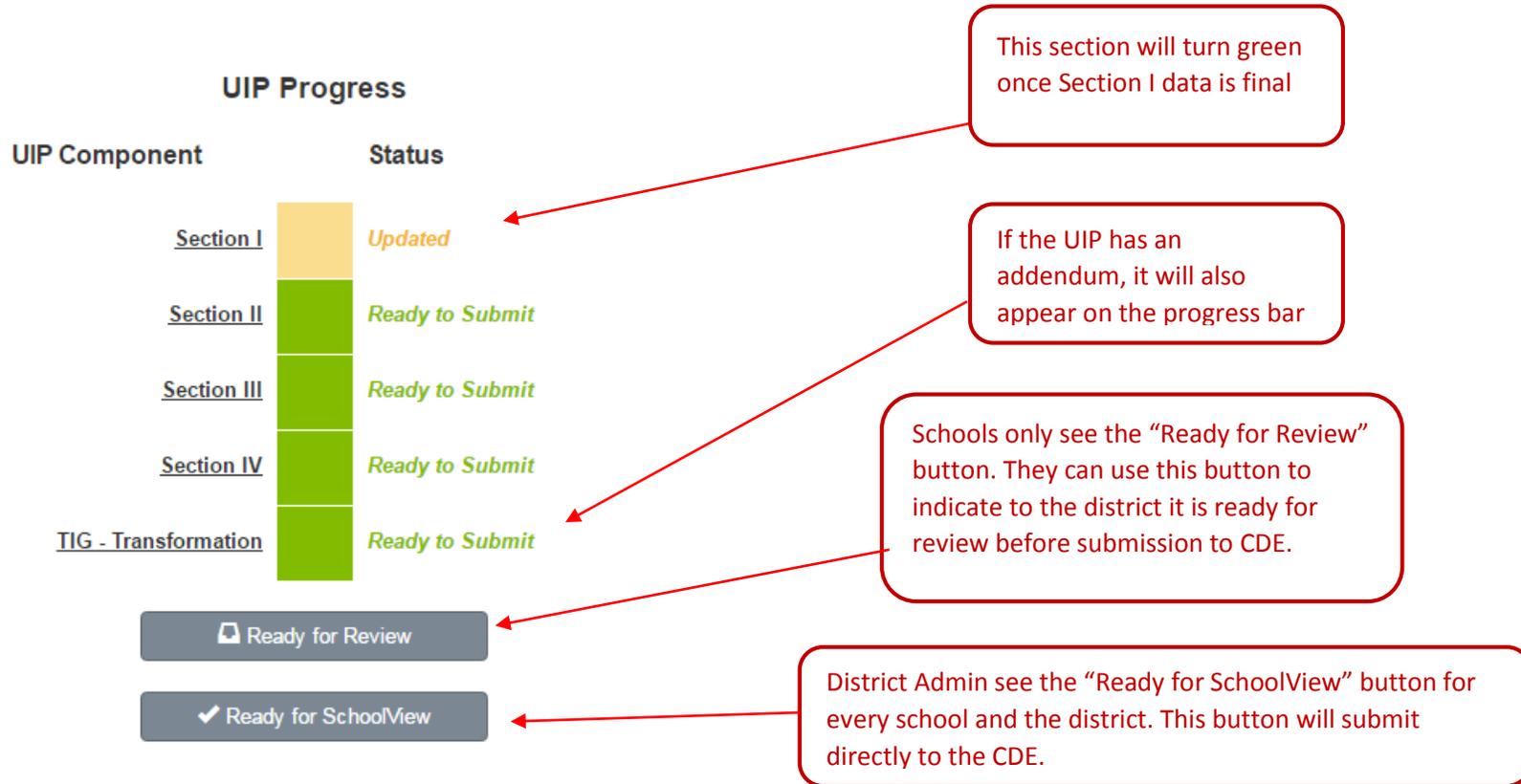
UIP Component	Status
<u>Section I</u>	Updated
<u>Section II</u>	In Progress
<u>Section III</u>	Ready to Submit
<u>Section IV</u>	In Progress

Ready for Review

to

2.

- a. **DISTRICT SUBMISSION:** Once all sections are green, a district administrator can push either “Ready for Review” (for *CDE Review*) or “Ready for SchoolView” (for *April Submission and Public Posting*). That’s it!
- b. **SCHOOL SUBMISSION:** Once all sections are green, school users can push the “Ready for Review” button. Once a school pushes “Ready for Review” the district can review the plan and submit the UIP to CDE for *CDE Review* or *April Submission and Public Posting* (Step 3 & 4).



Successfully Submitted

Once the author pushes either “Ready for Review” or “Ready for SchoolView” (if a District Administrator) 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” or “Ready for SchoolView”.

The screenshot displays the CDE Test School 1 2016-17 UIP interface. At the top, the Colorado Department of Education logo and a 'Mandatory Form # SPS-135 EDAC APPROVED' stamp are visible. The page header includes the school's name, district, and framework. A navigation bar shows sections from 'My School' to 'Collaboration'. The 'UIP Timeline' section features a progress bar with milestones: 'UIP Available' (07/26/16), 'Sec I Populated' (10/14/16), 'Optional Review' (10/17/16), 'Sec I Update' (11/30/16), and 'School/View Submit'. A red box highlights the 'Successfully Submitted!' message on the timeline. Below, the 'UIP Progress' section shows a table of components and their statuses, with a 'Ready for Review' button highlighted. The 'Priority Performance Challenges' section lists three items: 'Low growth across all subjects', 'Persistently low achievement across all subjects', and 'Math Performance'. The 'UIP Detail' section on the right provides metadata for the UIP, including name, record type, school name, city, school code, district name, organization code, recommended year, academic year, EMH code, included EMH for A, UIP status (Submitted for Review), submit to CDE checkbox, is version checkbox, last year's UIP, and CDE Test URL.

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

UIP Detail	Value
UIP Name	CDE Test School 1 2016-17 UIP
Record Type	School UIP 2016 [Change]
School Name	CDE Test School 1
City	
School Code	1234
District Name	CDE Test District
Organization Code	8888
Recommended Year	<input type="checkbox"/>
Academic Year	2016
EMH Code	A
Included EMH for A	E
UIP Status	Submitted for Review
Submit to CDE	<input type="checkbox"/>
Is Version	<input type="checkbox"/>
Last Year's UIP	CDE TEST SCHOOL 1 2015 UIP
CDE Test URL	District Test

To Submit a School to CDE for Review (Priority Improvement and Turnaround Plan Type):

- 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 Review” or “AECs Ready for Review” dropdown. For example, this CDE Test School has selected “Ready for Review”, and now appears in the “Schools Ready for Review” view. The district can now review the UIP, and decide to submit to CDE by double clicking on the UIP Status and changing that status to “Submit to CDE for Review”.

Home Reports Chatter UIP Contacts UIP +

Schools Ready for Review Clone | Create New View

Action	UIP Name ↑	UIP Status	Review Required	Re-Review Required
Edit +	CDE Test School 1 2016-17...	Submitted for Review	<input type="checkbox"/>	<input type="checkbox"/>

To go to the school UIP

Home Reports Chatter UIP Contacts UIP +

Schools Ready for Review Clone | Create New View

Action	UIP Name ↑	UIP Status	Review Required
Edit +	CDE Test School 1 2016-17...	Submitted for Review	<input type="checkbox"/>

Edit UIP Status

UIP Status Submitted for Review

- None--
- In Progress
- Submitted for Review
- Submit to CDE for Review
- Submitted for Re-Review
- Submit to CDE for Re-Review
- Feedback Submitted
- Received by CDE
- Submitted for Posting

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

4. 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 Review” or “AECs Ready for Review” view dropdown. For example, this CDE Test School has selected “Ready for Review”, and now appears in the “Schools Ready for Review” view. The district can now review the UIP, and then submit to the CDE website by selecting the “Submit to SchoolView” button. To view the change, hit ‘refresh’. If the district would like to submit multiple UIPs to CDE at one time, or submits a UIP on accident, contact the UIP office.

The screenshot shows the Colorado Department of Education's SchoolView interface. At the top, there is a navigation bar with 'Home', 'Reports', 'Chatter', 'UIP Contacts', and 'UIP'. Below this is a dropdown menu for 'Schools Ready for Review'. A table lists the following data:

Action	UIP Name ↑	UIP Status	Plan Type	School Code	School Name	Record type	Submit to SchoolView
Edit +	CDE Test School 1 2016-17 UIP	Submitted for Review	Improvement	1234	CDE Test School 1	School UIP 2016	<input type="checkbox"/>

Red callout boxes provide the following instructions:

- 'Check this box to post on SchoolView' points to the checkbox in the 'Submit to SchoolView' column.
- 'Refresh and it will be submitted' points to the refresh icon in the top right of the table.
- 'To go into the UIP to review' points to the link 'CDE Test School 1 2016-17 UIP' in the 'UIP Name' column.

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

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