



Monitoring Progress and Flags in Ruby

- **STEP 1.** Go to the 'Progress and Flags' tab.
- **STEP 2.** Select the assessments you want to monitor using the 'Choose assessments' button. Options include the semester Fan Profile or the Credential.
- **STEP 3.** Review progress data and feedback flags. If desired, you can filter by grade, class or individual student. For schools generating a large number of credentials, you may like to use the 'Export to Excel file' function. The descriptions of each flag is provided at the bottom of the screen.

A screenshot of what this looks like on Ruby:

The screenshot displays the 'Progress and flags' section of the Ruby interface. The left sidebar contains navigation links: Home, Manage schools, Assessment, Progress and flags (selected), Reports, Report data export, and Guidance materials. The main content area is titled 'Progress and flags' and includes a sub-header 'Demonstration School'. Below this, there's a section for 'Summative Fan Profile assessments (current semester)' with a 'Choose assessments' button. A text box provides instructions for using the 'Choose assessments' button and the 'Export to Excel file' function. Below the text box are filters for 'Class' and 'Grade', each with a 'Q. Select' button and a red 'X' button. There are also checkboxes for 'Only display students with a Semester Fan Profile', 'Include students without any data', and 'Show teacher details'. At the bottom right, there are buttons for 'Export to Excel file' and 'Refresh'. The main data table has columns for Surname, First Name, Student ID, Classes, Semester Fan Profile available in Reports, Overall level flags, Acting Ethically (Completed, In progress, Flags), Active Citizenship (Completed, In progress, Flags), and Agency in Learning (Completed, In progress). The table contains four rows of data.

Surname	First Name	Student ID	Classes	Semester Fan Profile available in Reports	Overall level flags	Acting Ethically	Active Citizenship	Agency in Learning					
						Completed	In progress	Flags	Completed	In progress	Flags	Completed	In progress
Burton	Tess	2000	Demo class SSA		ICom							1	
Doe	David	M000001	Year 9F Media 2021 (AP...			1	3					1	
Hopkins	Kirby	179470	Year 8B English 2021		ICom							1	
James	Ben	abc	Foundation (LD)2022, ...			1	IC, IQ		1	IC, IQ		1	