

Sharing Your Renaissance Data

The document below describes the process for sharing data with a vendor or State Department of Education.

How can I share Renaissance Application Data with a Vendor or State Department of Education?

The process to share your Renaissance application data with a government entity or company of your choice requires a few simple steps and you can get started right away.

Step 1: Enter State IDs in Renaissance

A critical component of sharing data from one application to another is to ensure students are accurately matched between systems. Many government entities and vendors require shared identifiers (district, school, teacher and students) to be available in their system and in Renaissance. We recommend adding accurate state IDs within Renaissance, **prior to sharing data**, to make this process as simple as possible.

- Determine which fields are required by contacting the government entity or company
- Confirm the required fields are populated in Renaissance. If they are not populated:
 - Manually enter the required IDs into Renaissance (see step-by-step instructions)
 - OR**
 - If your district uses the Custom Data Integration (CDI) Service, contact your Renaissance Data Integration Specialist. They can help automate the transfer of local and state teacher/student IDs into Renaissance from your Student Information System (SIS).

Step 2: Deploy the Data Sharing Feature on Renaissance

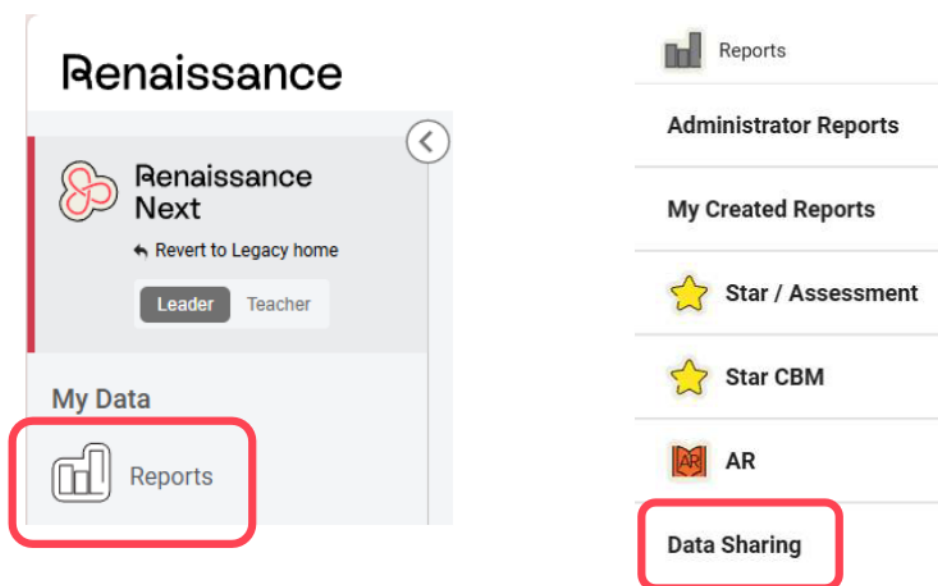
A District Administrator will need to [submit the request](#) and provide the name of the government entity or company with whom they would like to share their Renaissance application data.

An example email: John Hopkins District would like to share their Renaissance data with a specific state Department of Education (DOE) or company name.

A Customer Support Representative will verify the government entity or company is one we have set up the process to share data with and will enable the data sharing feature on the Renaissance Home page within one business day of receiving the request.

Step 3: Enable the Data Sharing Feature on Renaissance

Data will be shared for all schools on the site, so a district administrator (in Renaissance) will need to log in to Renaissance and enable the data sharing feature. This can be found under the **Reports** area.



- Read the security notice.

IMPORTANT SECURITY NOTICE!

Enabling the data sharing features below will result in the transfer of personally identifiable information to the recipients you select. This information may be considered educational records and be subject to education and privacy laws in the jurisdiction(s) in which you operate. Before enabling these features you must have authority to do so from your organization, ensure that such data sharing is in compliance with all applicable laws, regulations, and your organization's policies. Renaissance Learning disclaims any responsibility for any information disclosure you authorize when enabling the data sharing features. Additionally, although Renaissance Learning takes commercially reasonable steps to ensure that exported data is accurate, Renaissance Learning does not warrant that exported data is complete or accurate and assumes no responsibility for how exported data is used outside of Renaissance Learning software. You are responsible for verifying that exported data is accurate and appropriate for your use.

Name

Title

Email

- Enter your name, title, email, and click **Enable**.
 - Once enabled, this data share will remain in place. If you wish to stop sharing your data, you can choose to **Disable** the feature at any time.

- Once the data share is enabled, you will be taken to the Data Sharing Dashboard.

Data Sharing Dashboard

[View authorization](#)

Select the check box for the products you wish to share for the appropriate recipient. When finished, click the save button at the bottom of the screen.

Vendor Name

- ☐ All Accelerated Reader Data
- ☐ All Star Reading Data
- ☐ All Star Math Data
- ☐ Student Information System (SIS) and Enrollment Data
- ☐ All Star Early Literacy Data
- ☐ All Star Custom Data
- ☐ All Freckle Data
- ☐ All Lalilo Data
- ☐ All Star SAEBRS Data
- ☐ All Star Evaluaciones Data
- ☐ All CBM Data

- The third-party data sharing vendor(s) that you requested will be listed on this screen. Verify the correct vendor(s) are listed and select the appropriate (product) boxes for the data you wish to share. Select **Save** at the bottom of the page.
- Once saved, your selections will be updated and the data you selected will be automatically shared with the vendor.
- You may select additional products for data sharing at any time during the school year through the Data Sharing Dashboard.

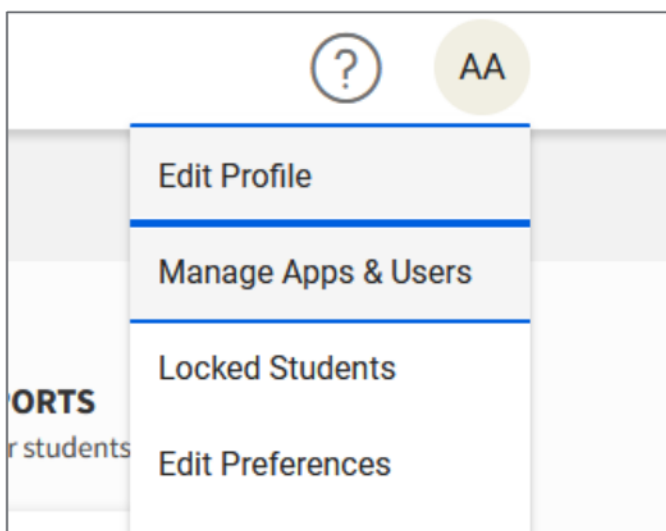
This feature will remain enabled, and you will not have to update your selections each year. It is still considered good practice for you to log in and verify your selections, but these will not be cleared from year to year. If you wish to stop the data transfer, you must disable the data sharing feature in Renaissance or make the changes you would like on the Data Sharing Dashboard and save those changes. To disable the data share, you can either uncheck all of the products selected, or on the authorization page, enter your name, email, and title and select disable. The data sharing tile (and vendor) will remain on your site, but this will stop data from being sent.

Manually Entering State IDs in Renaissance

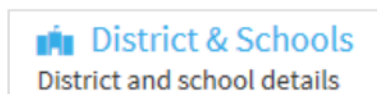
If you need assistance, you may want to reach out to your state department of education or district office to provide you with your State IDs (to ensure accuracy, it's best to get this information directly).

District IDs

1. From the main screen when you are logged on as a District Administrator, select *Manage Apps & Users*.



2. On the *Manage Apps & Users* screen, select *District & Schools*.



3. On the *District & Schools* page, select the *District Details* tab; enter the State Number value (if you need assistance determining your state ID information, you may want to reach out to your state department of education).

A form field with the label 'State Number' in blue text. To the right of the label is a rectangular input box with a thin border.

4. Select *Save* at the bottom of the page.

School State IDs

Important Note for CDI Customers: Please contact your Data Integration Specialist before updating school state IDs in Renaissance.

1. On the *District & Schools* page, select the *Schools* tab.
2. Select a specific school.

3. Enter the state number value.

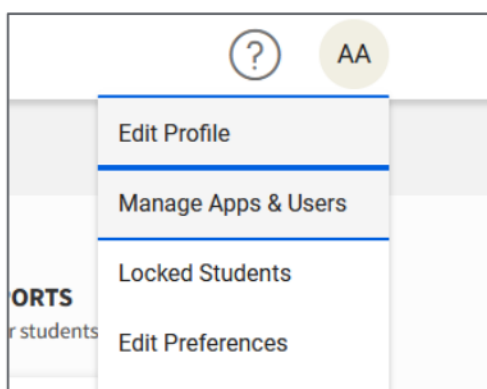
State Number	
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4. Select Save at the bottom of the page.

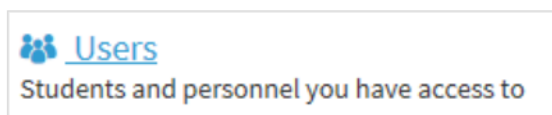
Student State IDs

Important Note for CDI Customers: Please contact your Data Integration Specialist before updating student or teacher state IDs in Renaissance.

1. From the main screen when you are logged on as a District Administrator, select Manage Apps & Users.



2. Select Users.



3. Search for the student you want to add a student state ID to. Once you find the student, select their name. Click on the Details tab. Scroll to the bottom and add or update the State Student ID.

Unique ID	
State Student ID	

4. Select Save at the bottom of the page.

If you have a large number of students that need their student state IDs entered, you can also [import a file](#) to update these accounts.