

Locating the Equitable Access Analysis Tool

The Equitable Access Analysis Tool can be accessed in two ways, through the Secure Data Center via the Reports Portal application in the [OH|ID Web Portal](#) and the One Needs Assessment. This document provides the step-by-step instructions for both pathways.

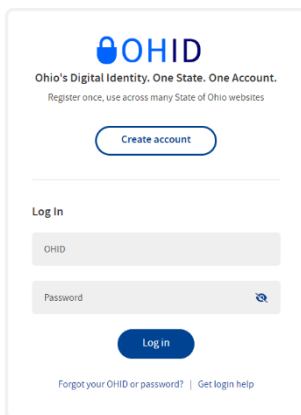
Secure Data Center

Users must hold one of the following roles in OEDS to access the tool:

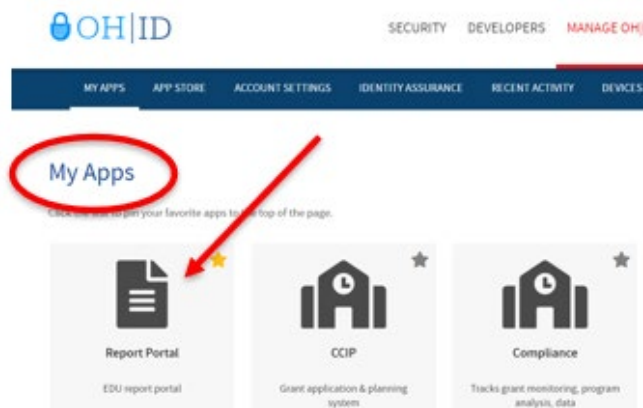
- Superintendent
- Superintendent Designee
- Secure Data Center – Standard Level Access
- Secure Data Center – Student Level Access

Individuals will need to contact their district or school’s OEDS administrator if they do not have the identified role to access the tool.

1. Login to your OH|ID account.



2. Go to **My Apps** and open the **Reports Portal** application.



3. Select the **Secure Data Center** tile.

Ohio Department of Education Report Portal

Welcome to the new Ohio Department of Education Report Portal! ODE produces many reports providing information on a variety of topics. ODE is in the early stages of transitioning to a new reporting platform, and the Reports Portal currently contains reports for the following topics:

Select a report from the menu to run it. To help you zero in on the specific information you are looking for or to simply explore the data, most reports are interactive via dropdown lists, radio buttons, or check boxes.

The screenshot shows the main menu of the Ohio Department of Education Report Portal. It features five report categories, each with an icon and a brief description:

- Public Data**: Reports for public districts and schools using academic, attendance, enrollment and financial data.
- Secure Data Center**: Reports available to Districts and other LEAs depicting local report card measures. (This tile is circled in red.)
- Finance**: Reports about School Foundation Payments and Five Year Forecast.
- Nonpublic Data**: Reports for nonpublic schools and homeschool students using academic, enrollment and scholarship data.
- Teacher Reports**: Reports about Principals, Teachers and Other Staff.

4. Select the **Teacher and Staff** tile.

Ohio Department of Education Report Portal

Secure Data Center

The screenshot shows the 'Secure Data Center' menu with four report tiles:

- Career and Technical Education**: Reports about Career Tech Education data.
- Teacher and Staff**: Reports about Principals, Teachers and Other Staff. (This tile is circled in red.)
- Enrollment**: Reports about Student Enrollment.
- Test Results**: Reports about Ohio's State Tests.

5. Select the **Equitable Access Analysis Tool** tile.

Ohio Department of Education Report Portal

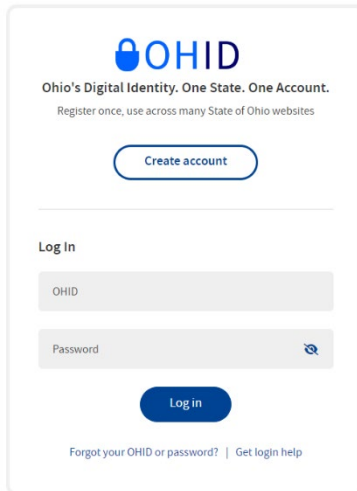
Secure Data Center / Teacher and Staff

The screenshot shows the 'Secure Data Center / Teacher and Staff' menu with six report tiles:

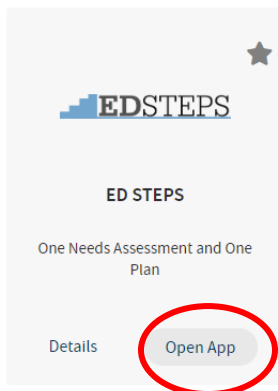
- District Principal Report**: Principal detail report by district.
- School Teacher Report**: Teacher detail report by school.
- School Principal Report**: Principal detail report by school.
- Educators in Your District**: Educators in Your District that aligns with Report Card measure.
- District Teacher Report**: Teacher detail report by district.
- Equitable Access Analysis Tool**: Reports about equitable access according to economic disadvantage and minority status. (This tile is circled in red.)

One Needs Assessment

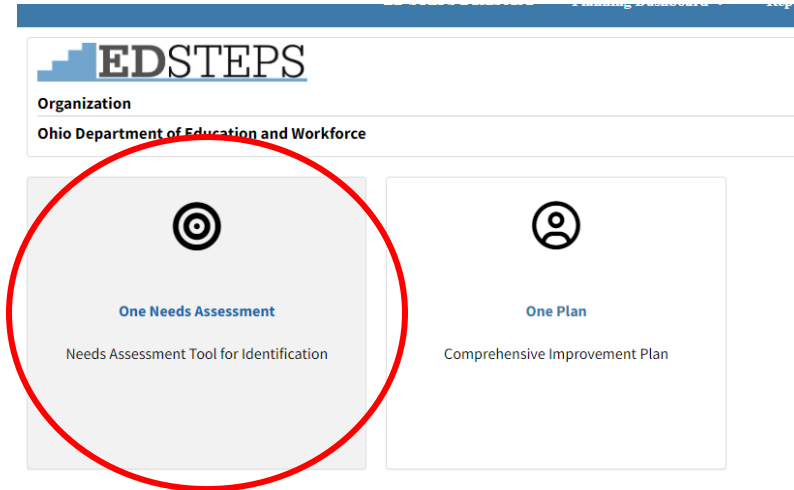
1. Login to your OH|ID account.



2. Go to **My Apps** and open the **EDSTEPS** application.



3. Select the **One Needs Assessment** tile.



4. Once in the One Needs Assessment program, hover over the **Report** dropdown menu and select **Equitable Access Analysis Tool**.

