

Each staff member reported must have 4 evaluation records:

1. STATE code
2. LOCAL code
3. OTHER code
4. COMPOSITE code.

The Reporting Date for all 4 records is **2012-06-03**.

SYSTEM OR LOCATION	EVALUATION TYPE	CRITERIA CODE	CRITERIA RATING POINTS
State (MGP)	STATE	State sub-component score	0-20
Assessment Vendor	LOCAL	Local achievement sub-component	0-20
HR System	OTHER	Other01: Other - Ineffective	0-60
		Other02: Other - Developing	0-60
		Other03: Other - Effective	0-60
		Other04: Other – Highly Effective	0-60
	OVERALL COMPOSITE	OC01: Overall Composite – Ineffective	0-64
		OC02: Overall Composite – Developing	65-74
		OC01: Overall Composite – Effective	75-90
		OC01: Overall Composite – Highly Effective	91-100

- The System or Location column is where the files will come from
- Evaluation Type, Criteria Code and Criteria Rating Points are all fields in Level 0
- This data can either be manually entered directly through Level 0, or exported from your Financial System or your HR system
- If you are importing this data, make sure your HR / Financial System is exporting either the local staff id or Teach ID.

Notes:
