



## ***Tracking the Progress of Your Eighth Graders 2006 – 2007***

Open Internet Explorer:

1. To open Internet Explorer, go to  →  →
2. Go to the CMAT, Inc. *Introduction to Algebra* website by typing [www.introtoalg.org](http://www.introtoalg.org) in the address section of Internet Explorer.
3. Go to the resource page by clicking on the  tab.
4. Open the Excel Template by clicking on

Retrieve the Data Needed to Complete the Chart:

1. Find your Star 2007 data by going on [www.introtoalg.org](http://www.introtoalg.org). Click again on Teacher Resources and then click on the Star 2007 Data link.
2. Under County, scroll down and click the county of your school.
3. Under District, scroll down and click the district of your school.
4. Under School, scroll down and click the name of your school.
5. Click .

6. Click and hold at the beginning of the word “Grades”, located in the middle of the page.

Scroll down to the end of the table. This should highlight the section.

Release your mouse click.

Press Control-C to copy the information.

7. Go to your Excel Template.

Click on Sheet 2 labeled 2007 at the bottom of the worksheet.

Click on cell A4.

Push Control-V to paste your 2007 Data.

8. Find your Star 2006 data by going on [www.introtoalg.org](http://www.introtoalg.org). Click again on Teacher Resources and then click on the Star 2006 Data link.

9. Under County, scroll down and click the county of your school.

10. Under District, scroll down and click the district of your school.

11. Under School, scroll down and click the name of your school.

12. Click .

13. Click and hold at the beginning of the word “Grades”, located in the middle of the page.

Scroll down to the end of the table. This should highlight the section.

Release your mouse click.

Press Control-C to copy the information.

14. Go to your Excel Template.

Click on Sheet 3 labeled 2006 at the bottom of the worksheet.

Click on cell A4.

Push Control-V to paste your 2006 Data.

Filling in the Template:

1. Go to Sheet 1
2. Click on Cell A1. Type in your school's name.
3. Click on Cell A2. Type in your district's name.
4. Go to Sheet 3, your 2006 data.  
Copy cells G21 – G28 by clicking and holding on G21 and dragging your mouse down to cell G28.  
Release the mouse click and press Control – C to copy these highlighted cells.
5. Go to Sheet 1.  
Paste the information by clicking on Cell B6 on Sheet 1 and pressing Control-V.
6. Go to Sheet 2, your 2007 data.  
Copy cells H32 – HXX (the last cell with significant math data which will differ from school to school) by clicking and holding on H32 and dragging your mouse down to cell HXX.  
Release the mouse click and press Control – C to copy these highlighted cells.
7. Go to Sheet 1.  
Paste the information by clicking on Cell C18 and pressing Control – V.

Your data should appear analyzed in the bar graph on Sheet 1.