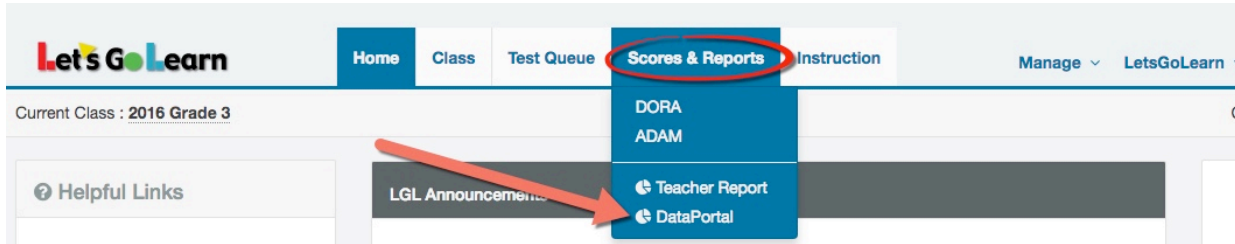


Accessing Edge 3.0 Usage Report via the *LGL Data Portal*

Step One: Log into your Let's Go Learn account. Then go to the <Scores & Reports> tab and select "Data Portal."

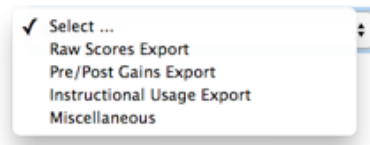


Step Two: Go to the <Teacher> tab and select "Teacher_Exports."

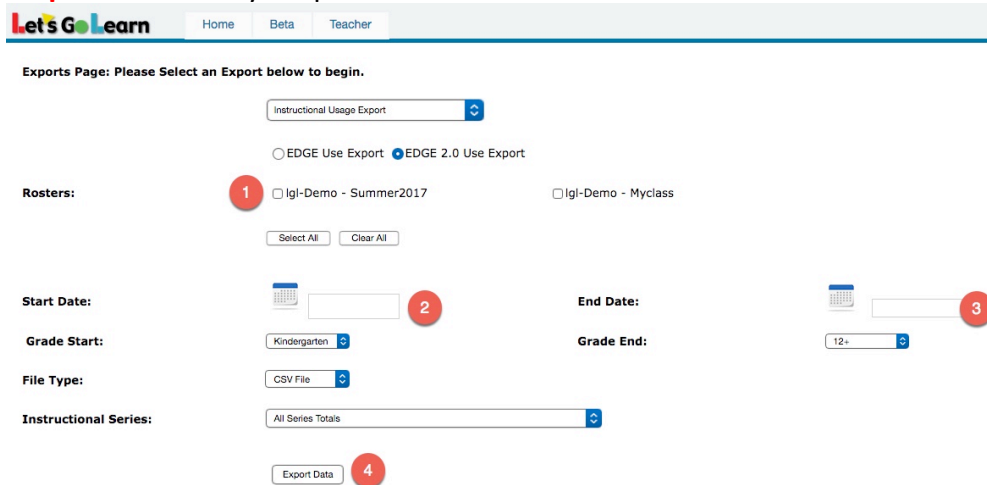


Step Three: Select "Instructional Usage Exports" on the form field shown below.

Exports Page: Please Select an Export below to begin.



Step Four: Select your parameters...



- (1) Choose one or more classes from your list of active classes
- (2) Select a "Start Date" for the instructional usage for which you want to examine
- (3) Select the "End Date" for the instructional usage. **Note the current day's data won't be updated until the late evening. So student's Edge use on the current day appear the next morning.**
- (5) Hit "Export Data" when you are ready.