**DIRECTIONS TO ACCESS**

**ADVANCED SURVEY RESPONSE COUNT**

• Log on to AndvancED: <http://www.advanc-ed.org/login> and go to your school’s ASSIST account.

•  Click on "**Reports"** tab.  Then Click on the "**Survey"** tab.

•  Click on **"Survey Response Count Summary"**

•  Select the survey (Stakeholder, Staff, or Student and year (2015 -

 2016) from the pull down menus.

•  Click on Stakeholder (Parent), Staff or Student Survey 2016

 (Activated 2/8/2016)

•  Click on the blue "View Report" Button.

• This report gives you the **total number** of responses to each

 question.

•  This number can be used to calculate the percentage of your

 response rate.

**Please call 754-321-3850 if you need any help.:)**