**C-SARA**
*A Data Collection and Analysis Process*

Educational Service Unit 6

**C = Collect**

- What is our purpose?
- What do we want to know?
- What decisions will be made based on the data we receive?
- What are the actual outcomes specifically measured?

**S = Sort**

- What do we have?
  - Who?
  - What?
  - When?
  - Where?
  - How?
- What do we still need?

**A = Analyze**

- Aggregate information collected
- What factual statements can we make from our data?
R = Report

- How will we tell others?
- Who needs to know?
- When/how will we inform various audiences?
- What formats best depict our information?
  - graphs, rubrics, spreadsheets, narratives)
- What shall we include?
  - School
  - Building
  - Classroom
  - Teacher
  - Content area
  - Grade level
  - Date

A = Act Upon the Data

- Based upon this data, what will we do?
- What resources are necessary?
  - Time/schedule
  - Personnel
  - Finances
  - Materials