**Educator Access to Previous Year’s Data**

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**About**

Educators can access their previous year’s data directly from their EPSS dashboard.

**Steps for accessing previous year’s data**

1. Log into your EPSS Dashboard.

2. On the left, use the expand (+) button to open your “Evaluation Summary.”
3. Click on “Evaluation Summary.”

4. Choose the year you want to access. Use the expand (+) and collapse (-) buttons to the right to open and close pages.

5. Choose the component you want to access. Use the expand (+) and collapse (-) buttons to the left to open and close pages.
6. Click on the form you would like to access. All forms can also be printed.

Need help? Have questions?
Submit a help desk ticket at https://support.ride.ri.gov.