

# Navigate the Self-Assessment Overview Dashboard

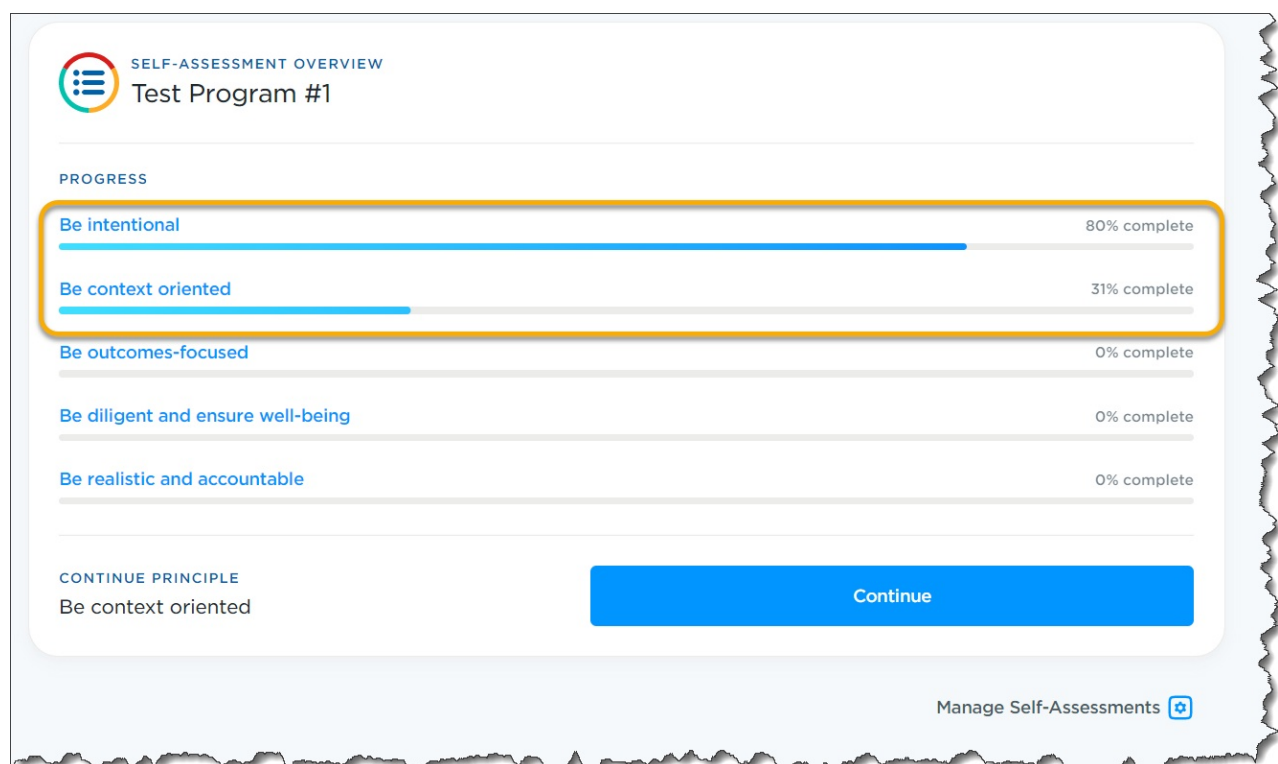
The [Self-Assessment Overview Dashboard](#) allows you to manage the following elements of the programs assessment:

- [View Program Assessment Progress](#)
- [Add & Delete Additional Programs](#)
- [Toggle Between Programs](#)
- [Change the Principle Self-Assessment Language](#)
- [Begin a Program Assessment](#)

## View Program Assessment Progress

**1.0** This dashboard displays the progress and completion status for each section of the Principles Framework.

**1.1** A blue progress bar as well as a percentage is used to display the progress for each principle.

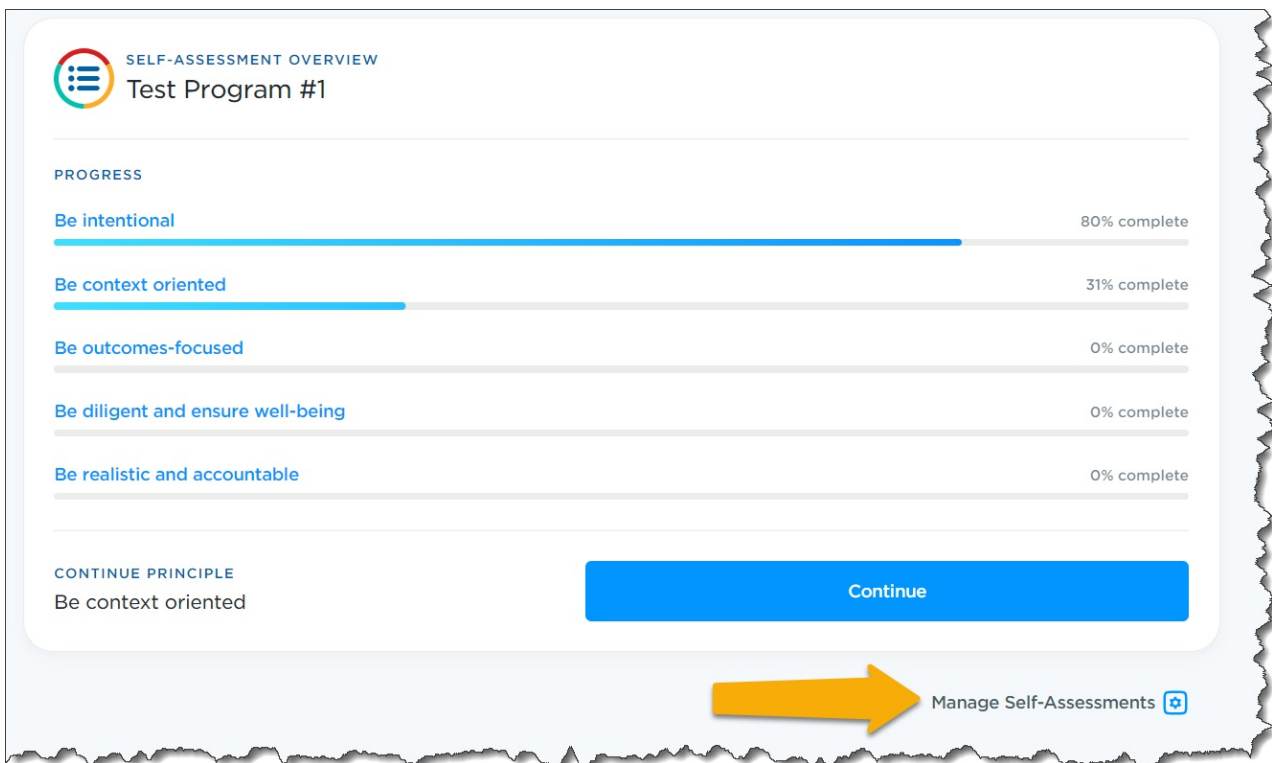


**1.2** If you have multiple program assessments in progress and you wish to see them all at a glance, click

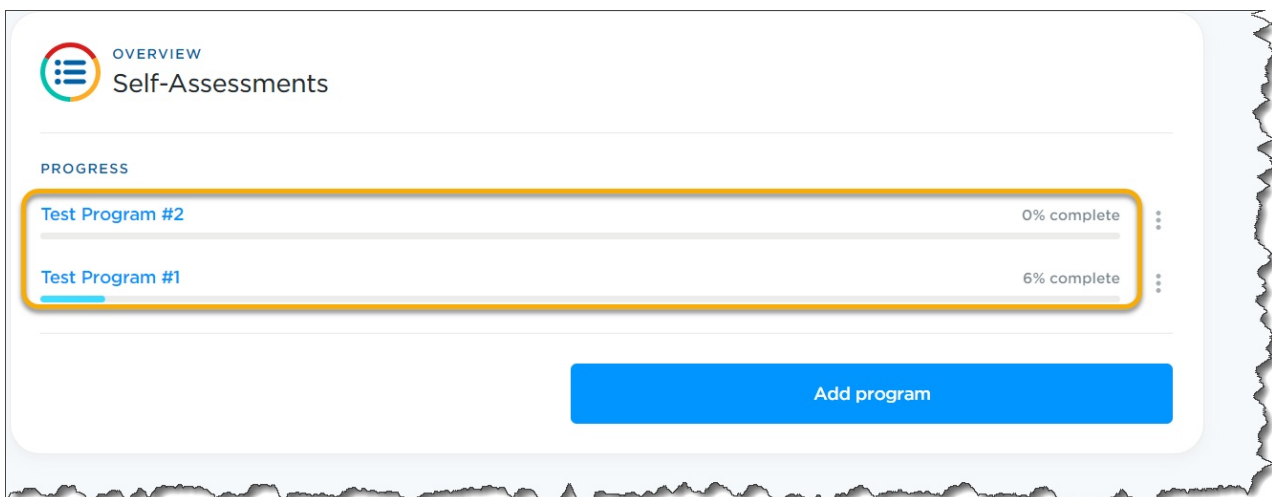
Manage Program Assessments



at the bottom right-hand side of the dashboard.



**1.3** The following page displays the overall completion status of all your program assessments.



## Add and Delete Additional Programs

### Add

If you have multiple programs to assess, it is possible to add another program from the [Assessment Overview Dashboard](#).

**2.0** Click **Manage Program Assessments** ⚙️ at the bottom right-hand side of the dashboard.



## SELF-ASSESSMENT OVERVIEW

### Test Program #1

#### PROGRESS

Be intentional 80% complete

Be context oriented 31% complete

Be outcomes-focused 0% complete

Be diligent and ensure well-being 0% complete

Be realistic and accountable 0% complete

CONTINUE PRINCIPLE

Be context oriented

Continue



Manage Self-Assessments

2.1 On the following page, click

Add program



## OVERVIEW

### Self-Assessments

#### PROGRESS

Test Program #1 6% complete ...



Add program

## Add a new program

Begin by entering the name of the program for which you'd like to perform the self-assessment.

Program name

Test Program #2

Continue

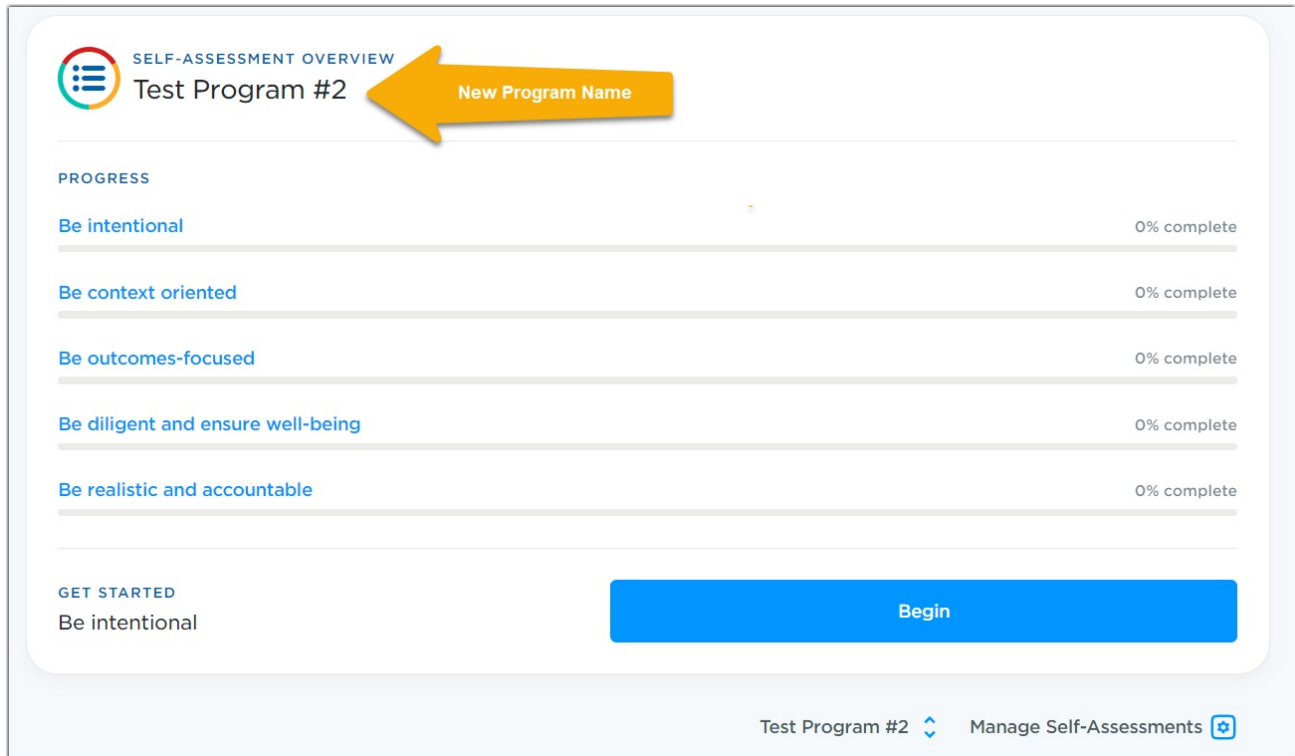
2.2 You will be brought back to the program submission page.

2.3 Enter your new Program Name.

## 2.4 Click

Continue

2.5 After submitting this additional program, you will be brought back to the [Self-Assessment Overview Dashboard](#) page but this time the newly submitted program overview is displayed.



SELF-ASSESSMENT OVERVIEW

Test Program #2

PROGRESS

- Be intentional 0% complete
- Be context oriented 0% complete
- Be outcomes-focused 0% complete
- Be diligent and ensure well-being 0% complete
- Be realistic and accountable 0% complete

GET STARTED

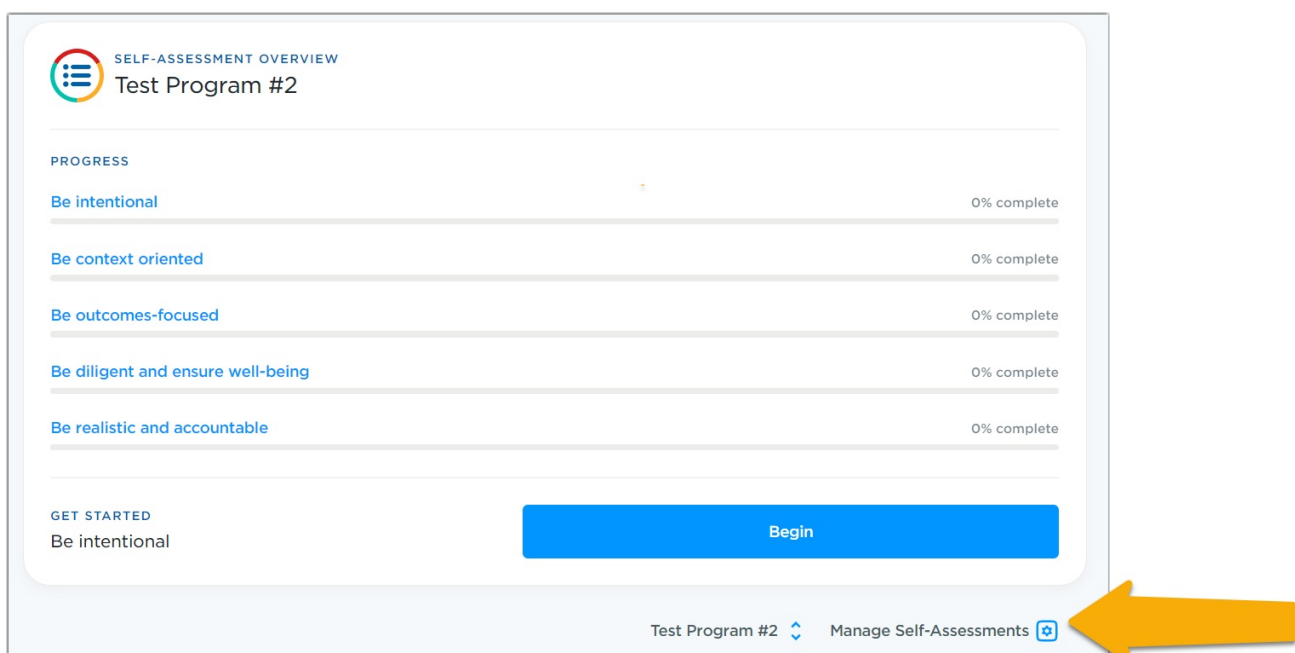
Be intentional

Begin

Test Program #2 Manage Self-Assessments

## Delete

2.6 To delete a program from the self-assessment tool, click [Manage Program Assessments](#) at the bottom right-hand side of the dashboard.



SELF-ASSESSMENT OVERVIEW

Test Program #2

PROGRESS

- Be intentional 0% complete
- Be context oriented 0% complete
- Be outcomes-focused 0% complete
- Be diligent and ensure well-being 0% complete
- Be realistic and accountable 0% complete

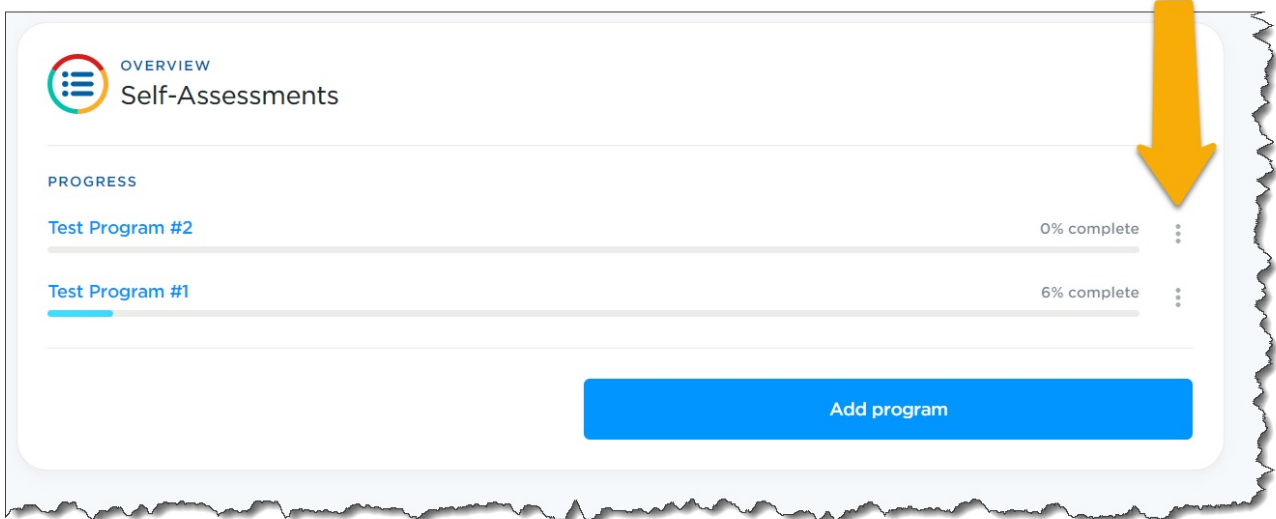
GET STARTED

Be intentional

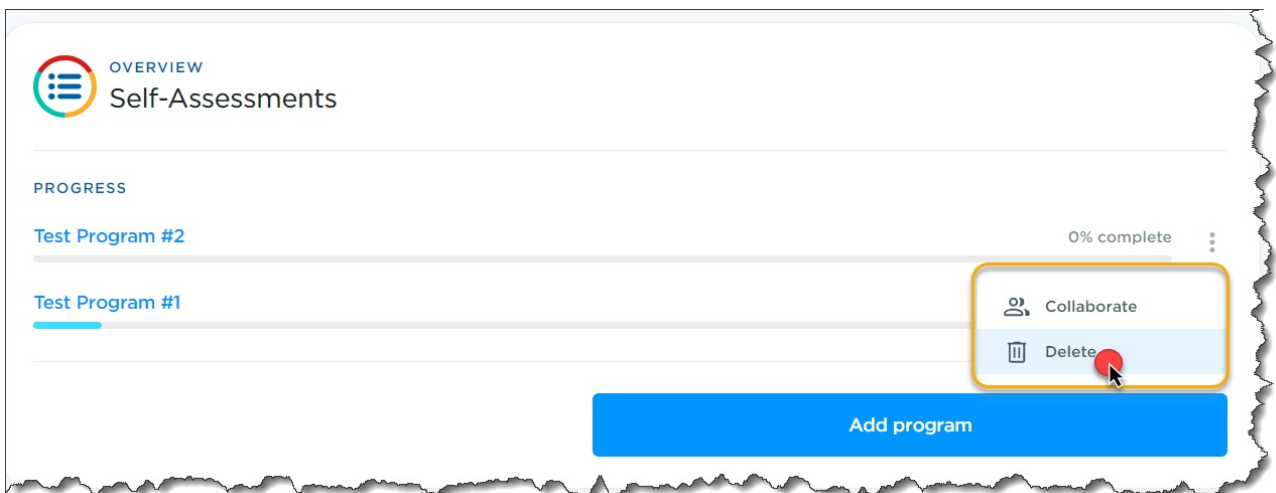
Begin


Test Program #2 Manage Self-Assessments

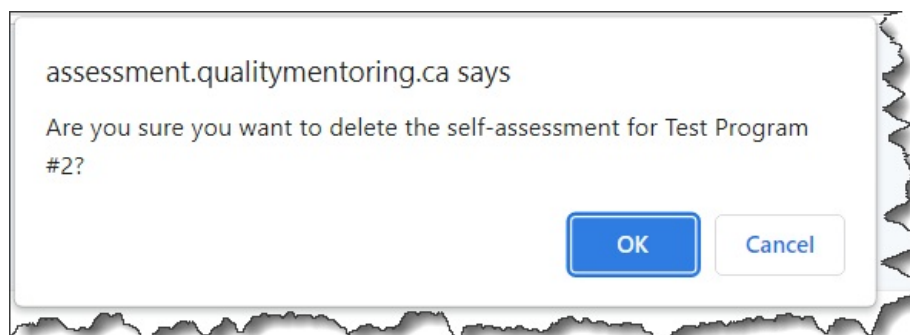
2.7 Click the  icon beside the program you wish to delete.



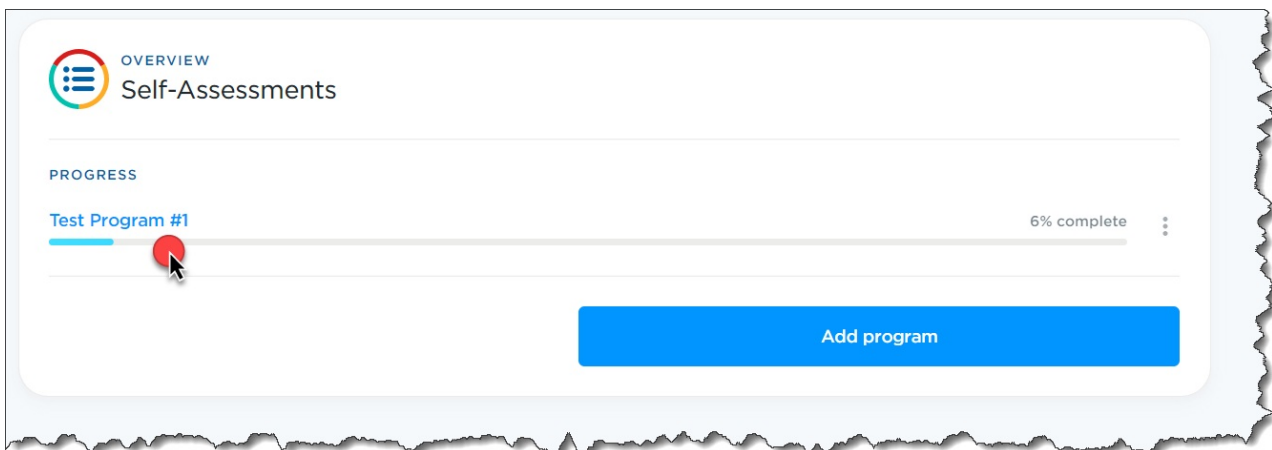
2.8 The options will expand, click  Delete



2.9 You will be asked to confirm the deletion, click 



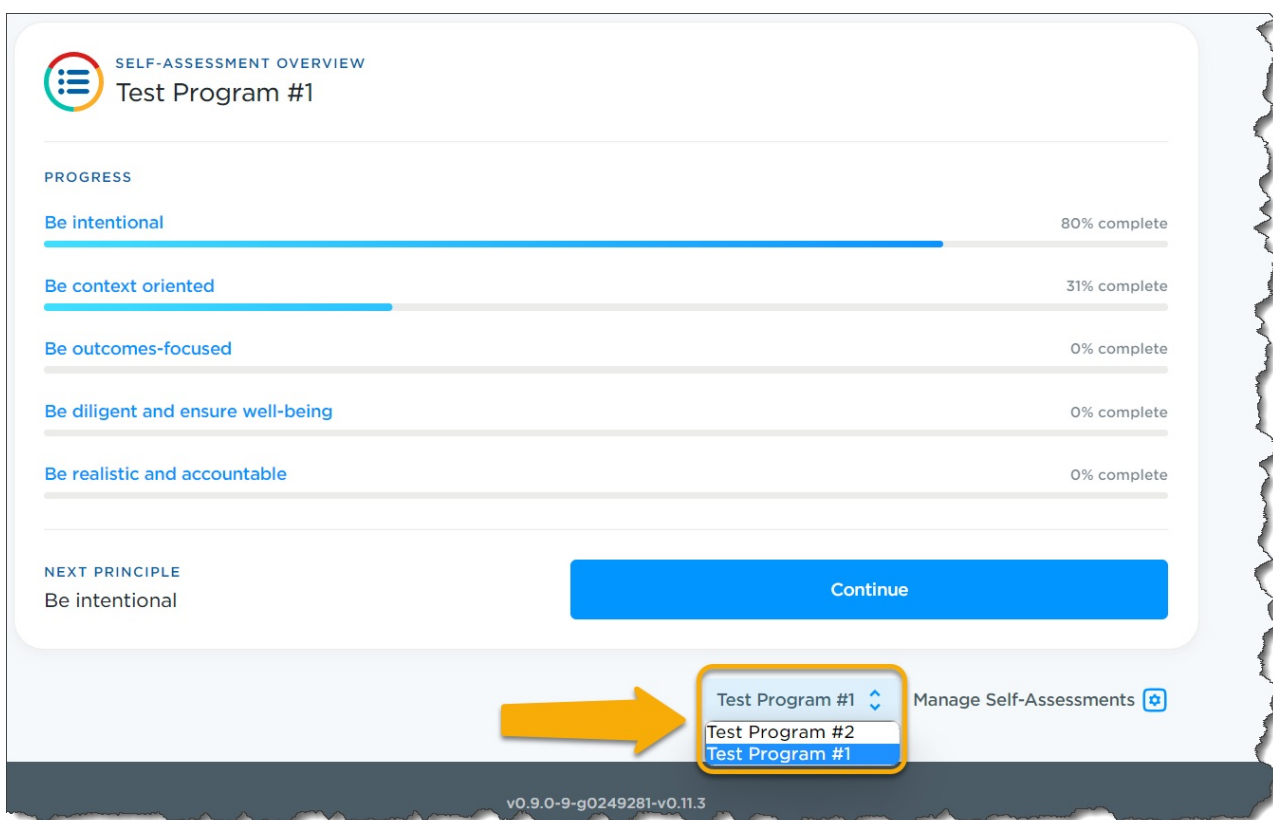
2.9.1 The program is now gone from this page. Click the program name to return to their [Self-Assessment Overview](#).



## Toggle Between Programs

**3.0** If you have multiple programs and wish to toggle between, click the program name drop-down menu at the bottom of the [Assessment Overview Dashboard](#).

**3.1** Select the program to view to proceed with the view change.



## Change the Principles Self-Assessment Language


**4.0** The self-assessment is available in both English and French. To change the displayed language, click the language icon  in the top right-hand corner.



## Begin a Program Assessment

**5.0** To get started with a program assessment, make sure the correct program is listed at the top of the page and click

Begin

SELF-ASSESSMENT OVERVIEW

Test Program #1

PROGRESS

Be intentional	0% complete
Be context oriented	0% complete
Be outcomes-focused	0% complete
Be diligent and ensure well-being	0% complete
Be realistic and accountable	0% complete

GET STARTED

Be intentional

Begin

NEXT

🔗Revision #38

★Created Tue, Nov 29, 2022 11:01 PM by Michèle Mantero

✎Updated Wed, Jan 18, 2023 10:40 PM by Michèle Mantero