

Employer Standards for Careers Education

Progression dashboard user guide

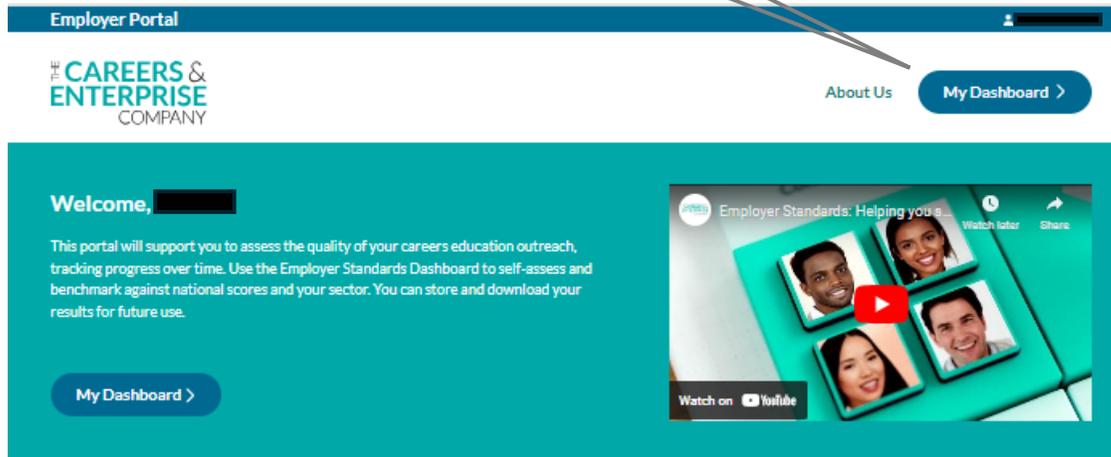
(This guidance is for a user in an organisation which has completed a second or subsequent self-assessment and wants to see how they are progressing against each Standard over time, in different visual ways.)



Accessing the progression dashboard

1. When you log into the portal, click here.

2. You'll be taken to a page like this.



Welcome to your Employer Standards Dashboard

Instantly access [your results](#), [compare yourself to others](#) and receive a [recommendation report](#) with links to useful resources.

View latest results
Submitted 24th April 2024

See latest results >

Re-test
363 days until
annual re-test

Start a new self-assessment >

Copy and update last self-assessment >

We provide an easy to use online tool, that allows employers to identify, compare and improve engagement and performance against the [9 Employer Standards](#)



GREEN LIMITED

<input type="checkbox"/>	Self - Assessment completed April 2024	★★☆☆ 44%	★★☆☆ 25%	★★☆☆ 51%	View results
<input type="checkbox"/>	Self - Assessment completed March 2024	★★☆☆ 57%	★★☆☆ 20%	★★☆☆ 50%	View results
<input type="checkbox"/>	Self - Assessment completed November 2023	★★☆☆ 43%	★★☆☆ 40%	★★☆☆ 60%	View results
<input type="checkbox"/>	Self - Assessment completed October 2023	★★☆☆ 50%	★★☆☆ 64%	★★☆☆ 43%	View results

Progression comparison – data choices

Select the boxes against the dates you want to include i.e. which self-assessments do you want to compare?

(You may only have two for now, so select both. In time you may have more and you can choose to select any two or more. This could be the two more recent, the first and last, or any combination that gives you the insight you would find useful.)

Once you're happy with your choices, click on 'compare progress'. (Don't worry you can always go back and change your selections).

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Compare Progress >

Progression dashboard – view 1

Click here to view or change which self-assessments you are comparing

You can **download** this chart, with all 9 Standards, as an **image file**.

The most **recent** date you've selected to compare will show in **colour** (usually your most recent self-assessment).

The **earlier** date you've selected to compare (if you have multiple earlier self-assessments and have selected them in the previous screen, you will have more than one **grey** bar for each Standard

Compare your progress

These results give you an overview of how you have performed against each of the nine individual Standards and national averages. Use this to celebrate your successes and notice where you may have room to grow.

Score key: ☆☆☆ Aspiring (0-49%) ☆☆☆ Achieving (50-89%) ☆☆☆ Exceeding (90-100%)

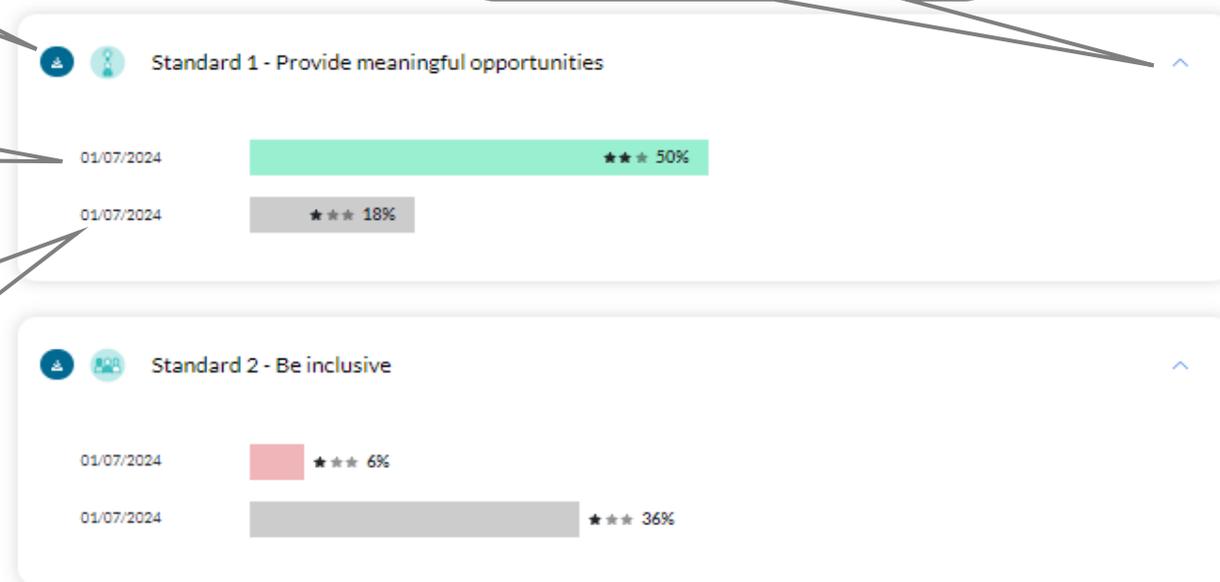
 **Compare your self-assessments**

Click here to view or change which self-assessments you are comparing

Click on the arrow to expand/collapse each Standard

My Dashboard >

Your scores by standard



Progression dashboard – view 2

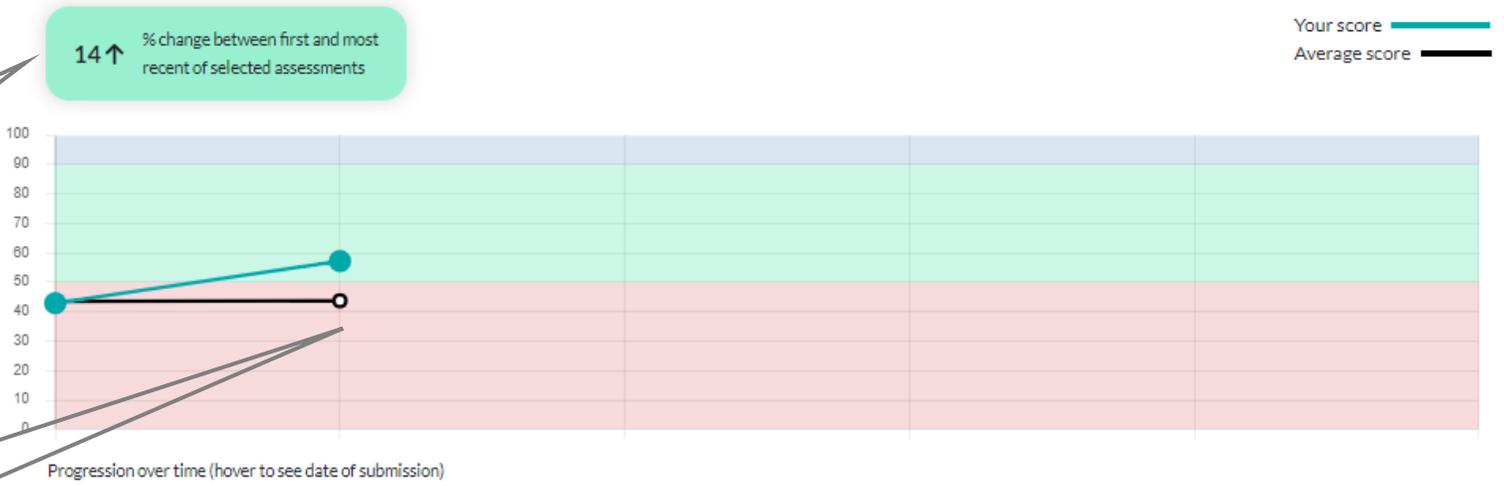
Scroll down to see this second view, which shows progress in a line graph, with each dot representing a self-assessment.

This box shows the % change between first and most recent of selected assessments

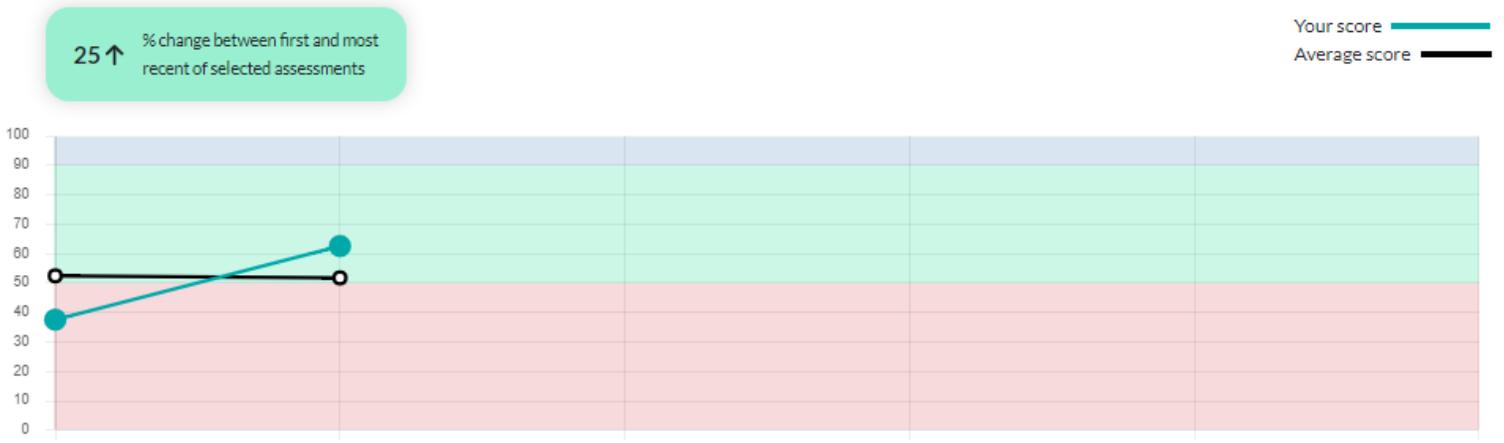
Hover over each dot to see the date of self-assessment. The black line is the national average for your size of employer and the teal line is your score/s.

Progression over time by standard

Standard 1 - Provide meaningful opportunities



Standard 2 - Be inclusive



Addendum: for multi-site users

If you've been approved for access to self-assessments from other sites/departments in your organisation, **you will only be to compare progression between one 'entity' at a time.** E.g. organisation progression OR site progress OR dept progress, not organisation progress vs site progress.

e.g. you can only select boxes in one grouping, here or both

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Sites or Departments

Way out west

<input checked="" type="checkbox"/>	Self - Assessment completed April 2024	★★★★ 51%	★★★★ 38%	★★★★ 54%	View results
<input checked="" type="checkbox"/>	Self - Assessment completed March 2024	★★★★ 46%	★★★★ 34%	★★★★ 43%	View results

Compare Progress >

Need help? Something to share?

For questions or feedback, contact
employerstandards@careersandenterprise.co.uk