

DataCentral How-To Screen Shots

Creating Custom Salary Reports



Figure 1. Accessing salary reports from the Home page for the superintendent, teacher, district personnel, and stipend surveys.

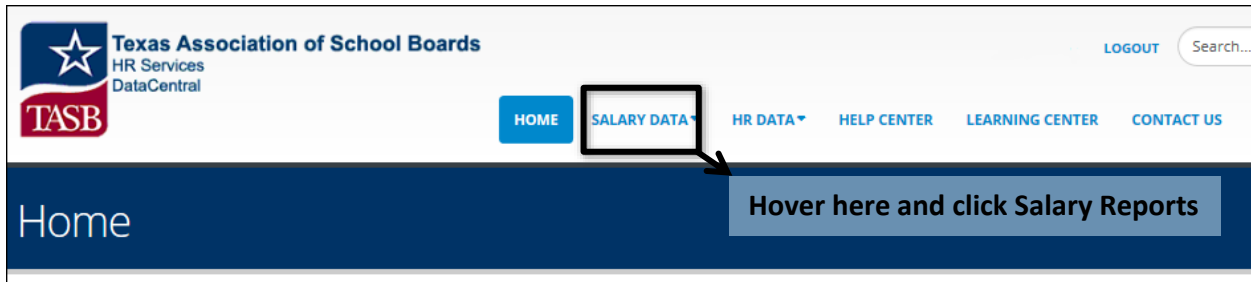


Figure 2. Creating your custom salary report.

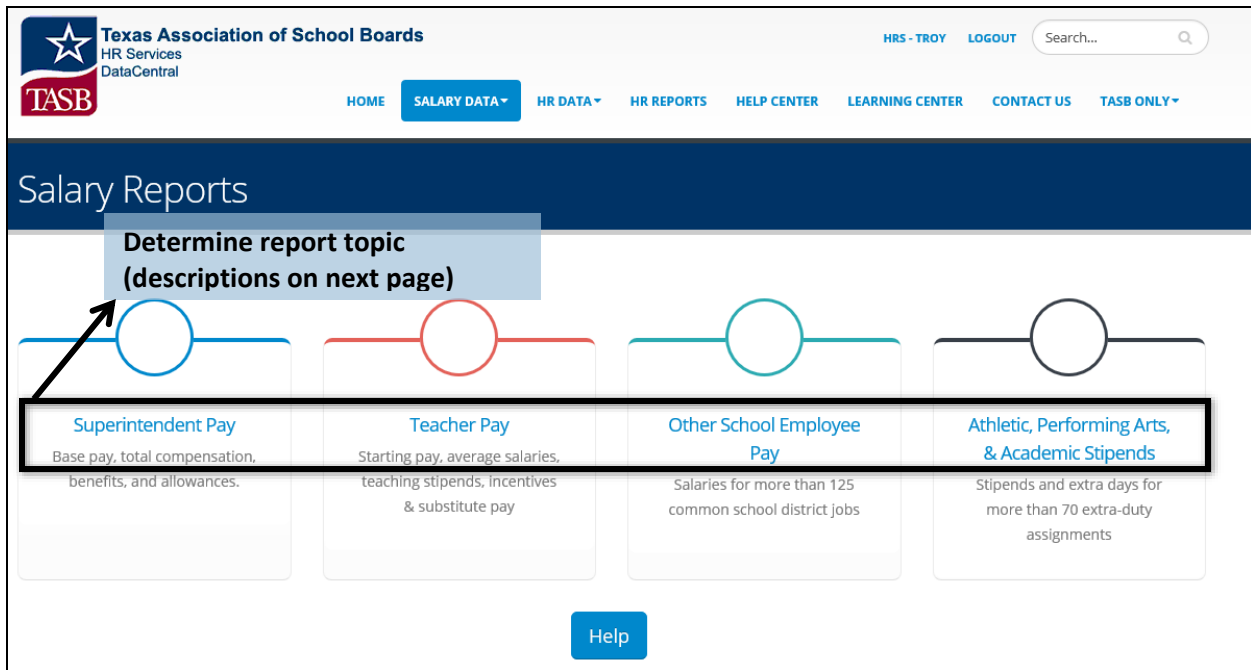




Figure 3. Types of salary reports, and characteristics of each.

| | | |
|---|---|---|
| Athletic, Performing Arts, & Academic Stipends | <i>Summary</i> | Provides one row <u>per stipend</u> . Compares your district to the summary of stipends and number of extra days across comparison districts. Also lists all districts used in comparisons. |
| | <i>Comparison (Athletic, Academic, Performing Arts)</i> | Provides one row <u>per district</u> . Compares your district's enrollment, UIL class, stipend, and extra days to those of each comparison district. Each stipend is on a separate page (PDF) or tab (Excel). |
| Other School Employee Pay | <i>Summary</i> | Provides one row <u>per position</u> . Shows the summary of staff count, duty days, pay ranges, and average pay by percentile across comparison districts. Also lists all districts used in comparisons. |
| | <i>Comparison</i> | Provides one row <u>per district</u> . Compares your district's staff count, days, range, and average to those of each comparison district. Each job is on a separate page (PDF) or tab (Excel). |
| Superintendent | <i>Salary</i> | Compares your superintendent's experience, salary, and retired or interim status to those of each comparison district. |
| | <i>Total Compensation</i> | Compares the total value of your superintendent's allowances, insurance, retirement, and salary to those of each comparison district. |
| | <i>Benefits</i> | Compares your superintendent's allowances, insurance, and supplemental retirement to those of each comparison district. |
| Teacher | <i>Comparison</i> | Compares your district's enrollment, teacher count, benchmark salaries, and average salaries to those of each comparison district. |
| | <i>Stipend and Incentives</i> | Compares your district's stipends for degree, teaching field, or other incentives to those of each comparison district. |
| | <i>Substitute Daily Rates</i> | Compares your district's short-term and long-term substitute rates to those of each comparison district. |

Figure 4. District selection (1).

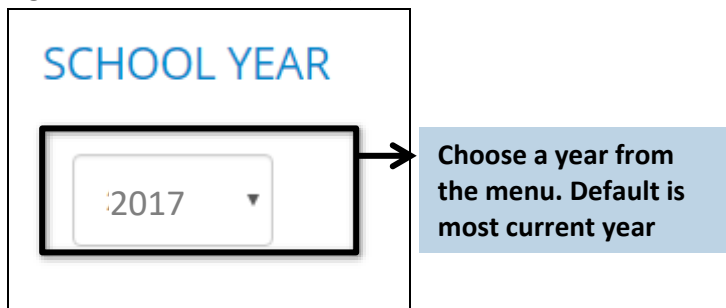


Figure 5. District selection (2).

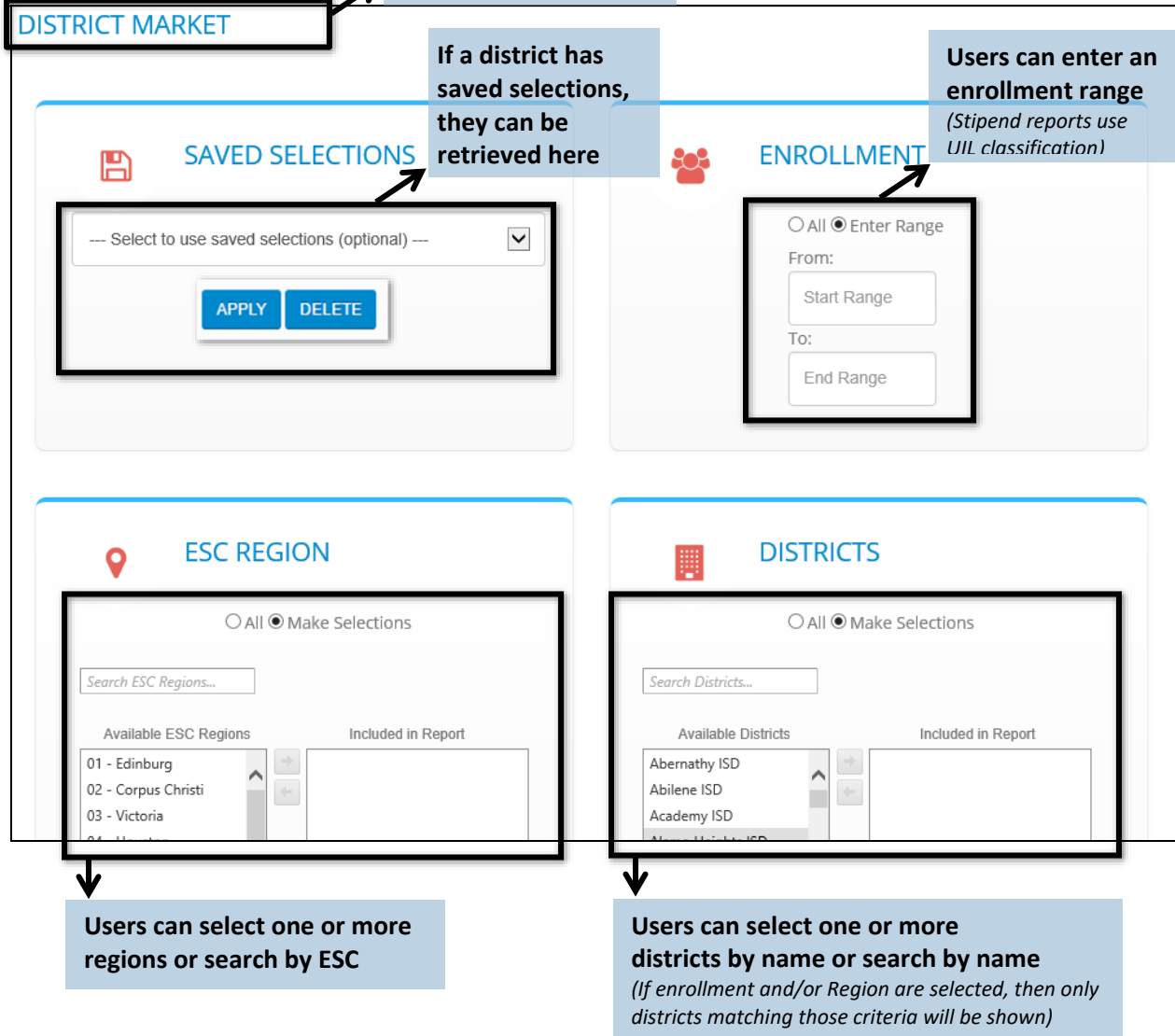
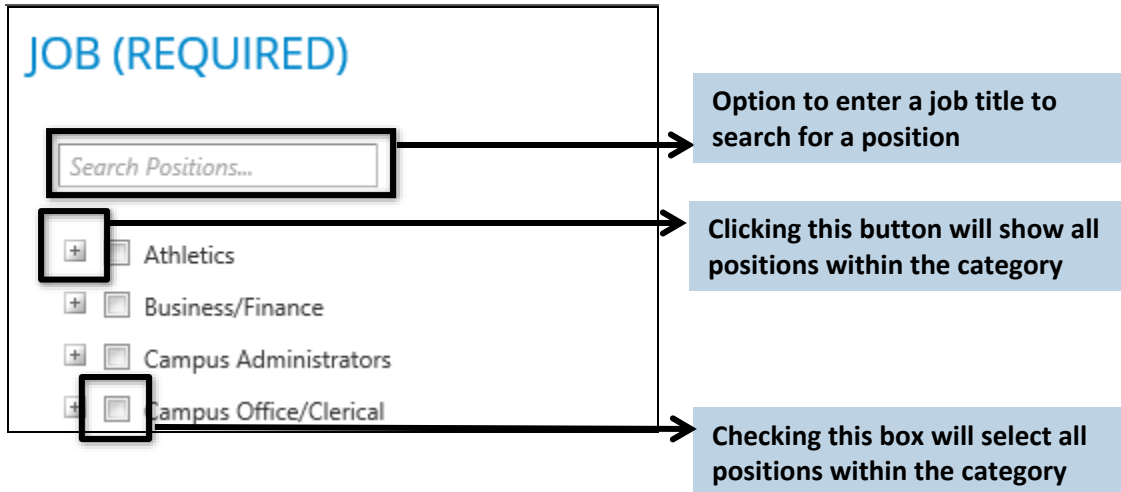


Figure 6. Position selection (1).

Only the Other School Employee Report and the Stipend Report have a section for Position Selection.



JOB (REQUIRED)

Search Positions...

- Athletics
- Business/Finance
- Campus Administrators
- Campus Office/Clerical

Option to enter a job title to search for a position

Clicking this button will show all positions within the category

Checking this box will select all positions within the category

Figure 7. Position Selection (2).



JOB (REQUIRED)

Search Positions...

- Athletics
 - Assistant Director - Athletics
 - Athletic Trainer
 - Head Football Coach
 - Director of Athletics (Non-Coaching)
 - Director of Athletics/Head Football Coach

Click the box next to a job title to select it

Figure 8. Position Selection (3).

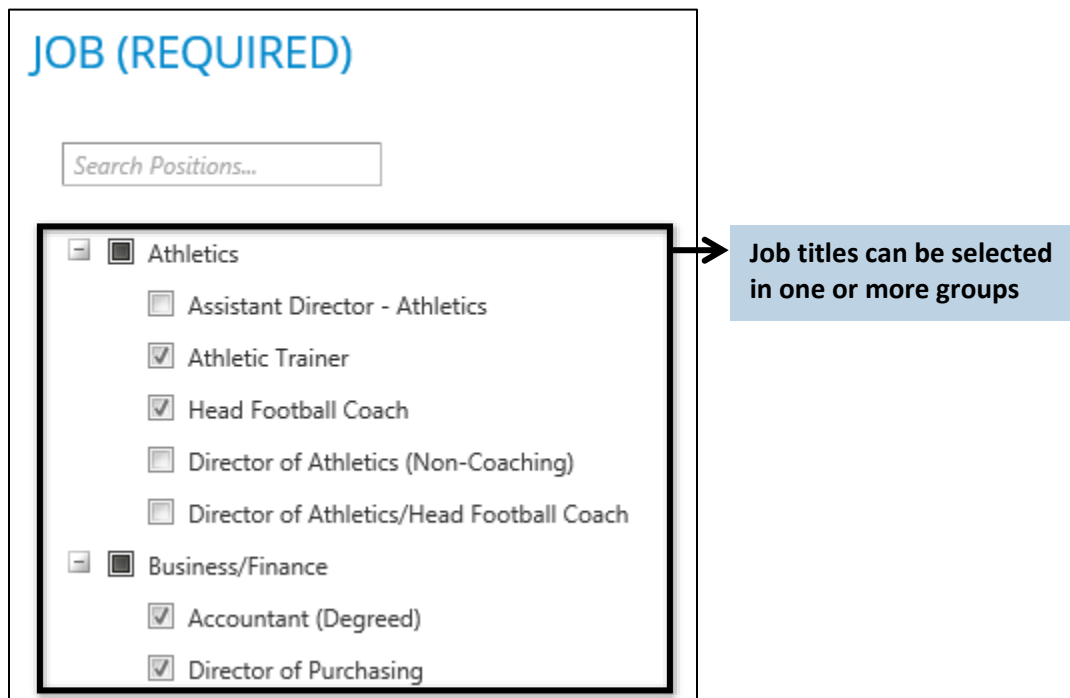
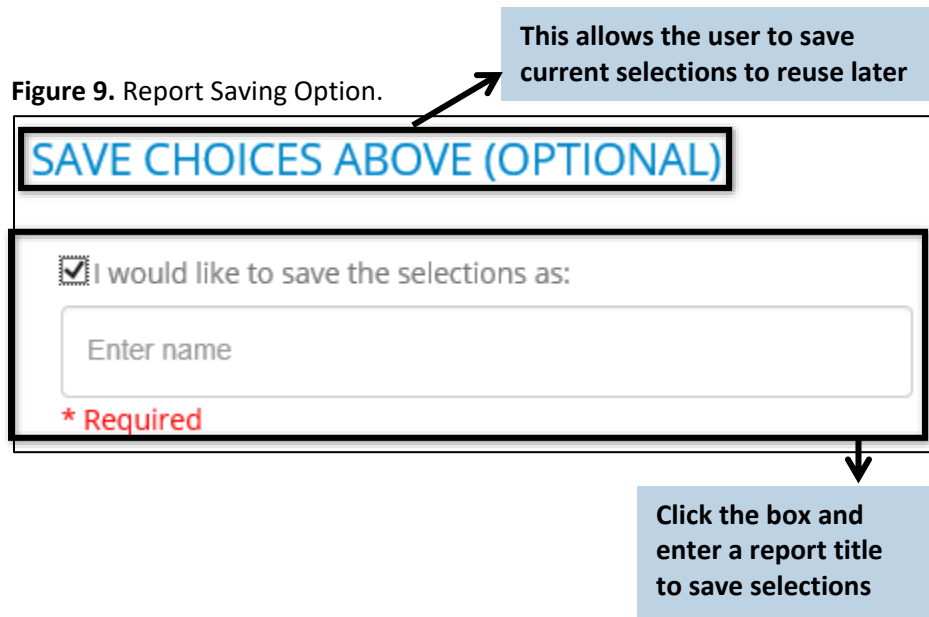


Figure 9. Report Saving Option.



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Figure 10. Create a report from selections.

