TPAD ONLINE SYSTEM

DASHBOARD FOR DIFFERENT SYSTEM USERS

INTRODUCTION

A **dashboard** is a type of graphical user interface which provides at-a-glance view when one logs into a system.

The TPAD online system has different dashboard appearance for different users i.e. teachers, deputy heads of institutions, head of institutions, curriculum support officers, Sub County Directors and County Directors.

1. Teachers Dashboard

The teacher's dashboard shows the teacher's name, TSC number, institution's level and name, IPPD code of the school and designation of the teacher.

From the dashboard, the teacher can also see his/her **Incomplete Appraisals**, *Complete Appraisals* and *Notifications.* This is accessed by clicking on the respective tabs.

Progress Graphs

The dashboard also displays appraisal progress graphs both termly and annually as shown in the screen shot.

This enables the teacher to monitor his/her termly and annual performance at a glance.
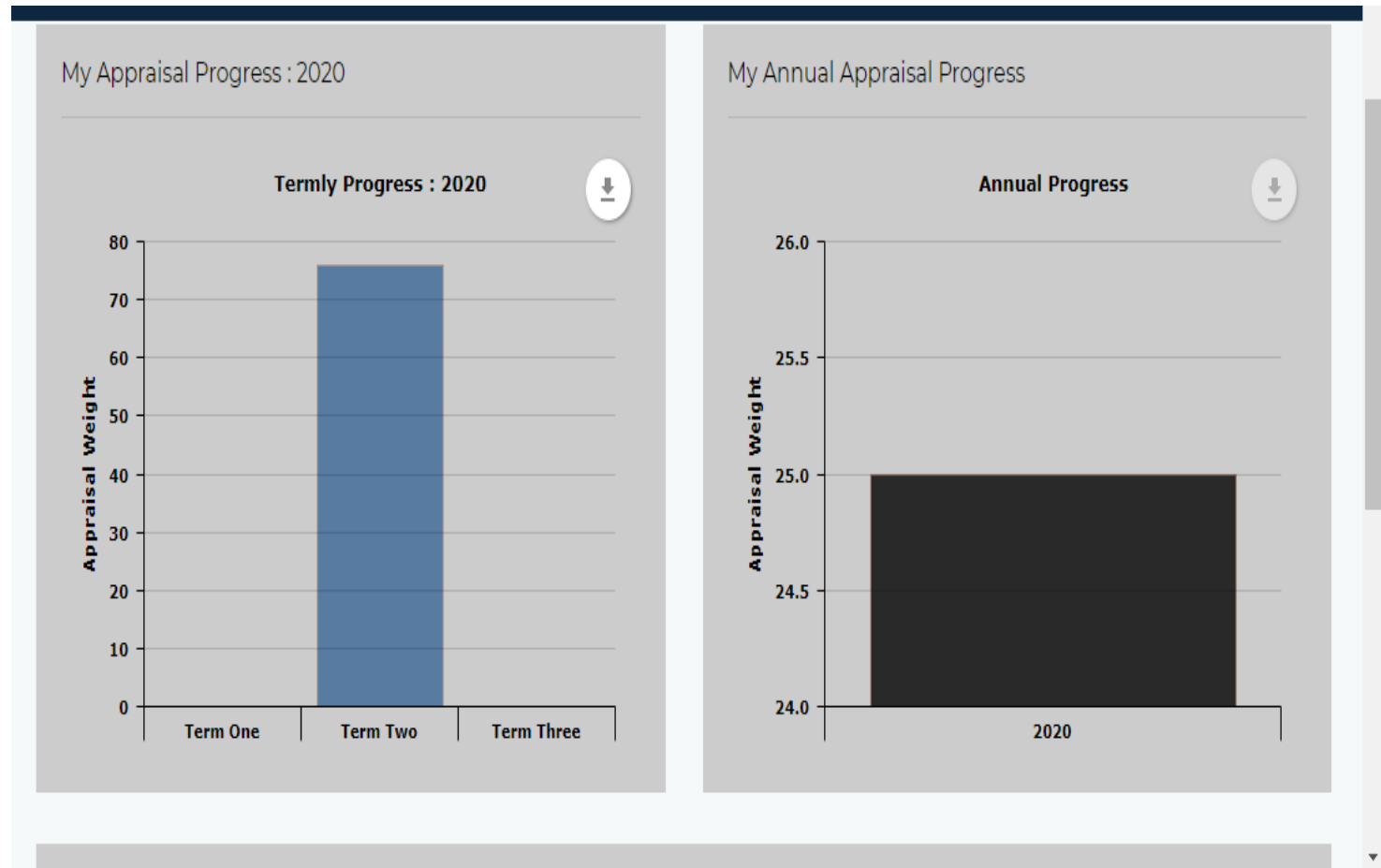
2. Deputy Head Of Institution Dashboard

The DHOI's dashboard shows the deputy's TSC number and designation, Institution name, level and IPPD code.
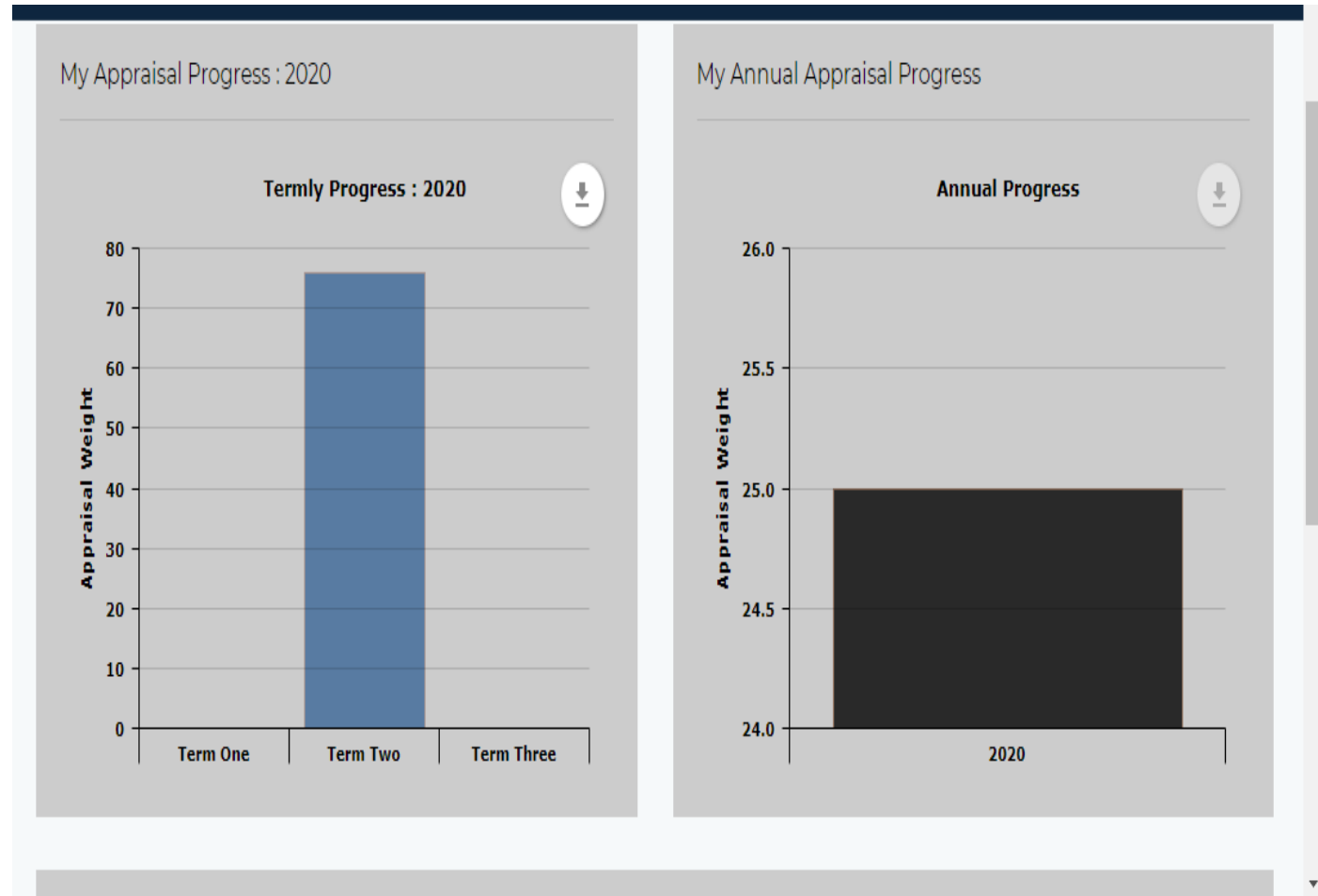
Deputy Head Of Institution Dashboard Cntd.

The DHOI is able to see his/her *Incomplete Appraisals*, *Complete Appraisals* and *Notifications* on the dashboard as shown on the screen shot.
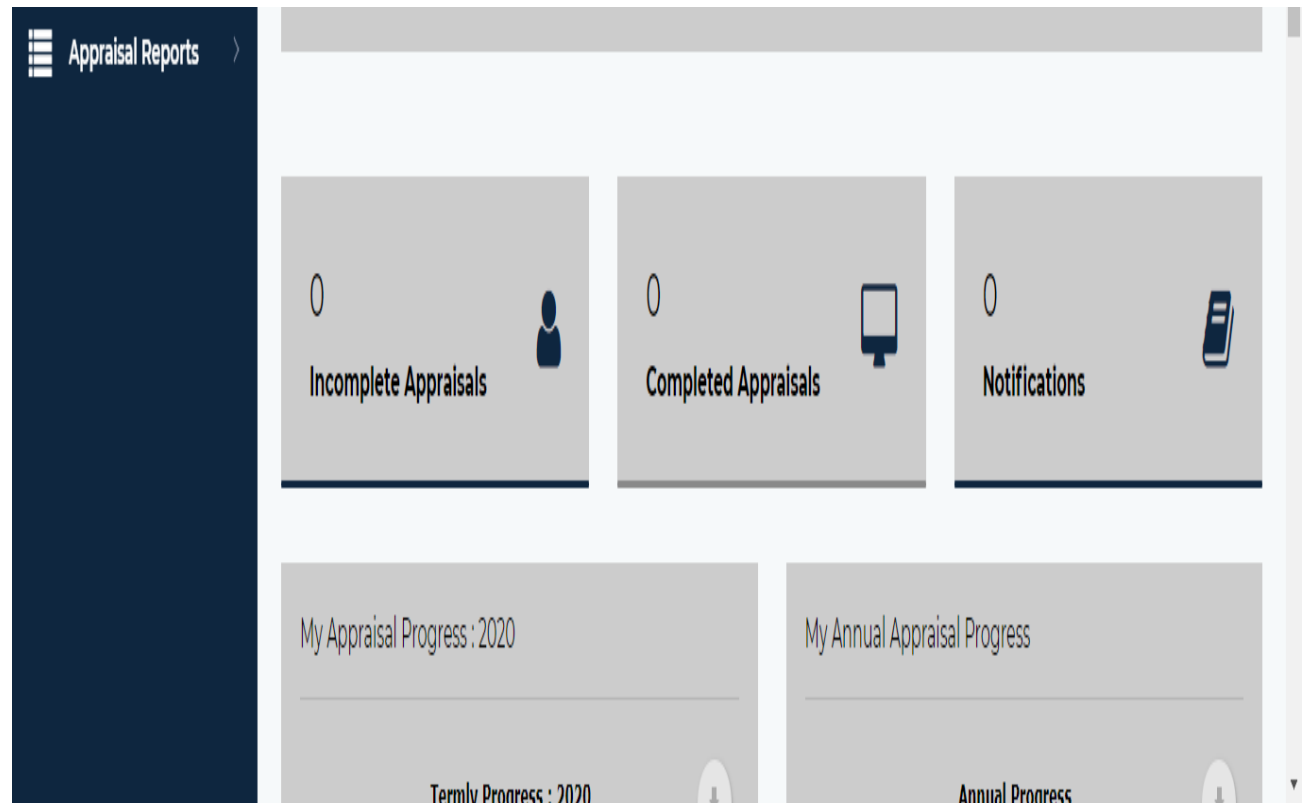
Deputy Head Of Institution Dashboard Cntd...

The DHOI is also to see his/her termly and annual appraisal progress through a graphical presentation as shown in the screen shot.

3. Head Of Institution Dashboard

The HOI dashboard reflects the HOI's name, TSC number, designation, Institution's name, level and IPPD code.

On the dashboard, HOI is able to see his/her **Pending Appraisals**, **Completed Appraisals** and **Notifications** by clicking on the respective tabs shown in the screen shot.

Head Of Institution Dashboard Cntd....

The HOI is able to view his/her appraisal progress on a termly and annual basis through graphical presentation on the dash board as illustrated in the screen shot.
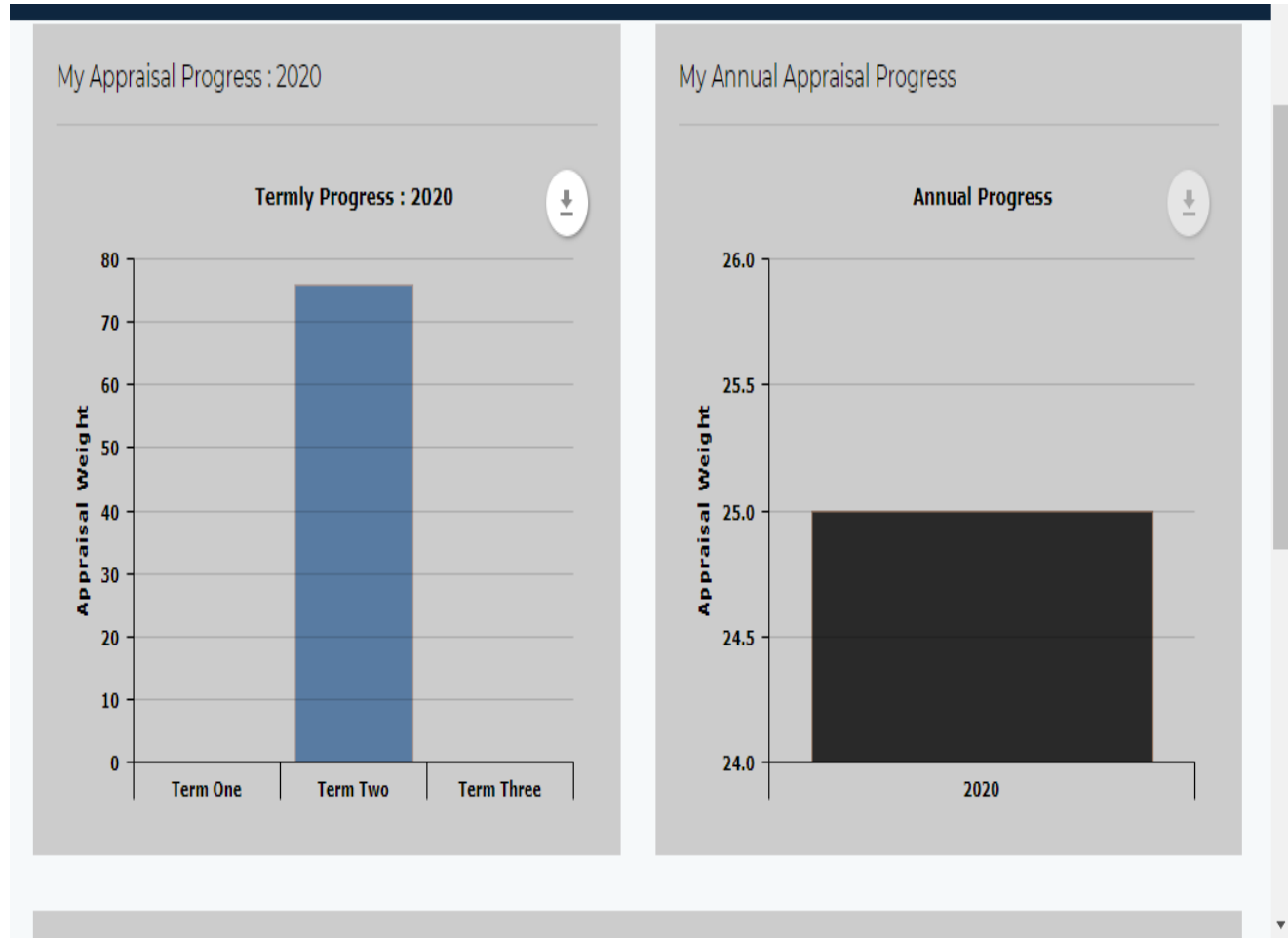
My Appraisals

At the bottom of all dashboards, a teacher is able to start self-assessment by clicking on the **Start Appraisal** tab.

All appraisals filled by all teachers regardless of designation are reflected at the bottom of the dashboard. It shows the year, term, status, completion level, marks earned and date created. It also allows the teacher to view the appraisal.

THE END