LOCATING STUDENT HEALTHY FITNESS SCORES & RATINGS IN CIM

The Office of Student Health and Wellness (OSHW) has created a CPS specific data tool in CIM that will be available to PE teachers. CIM allows PE teachers the ability to report student level fitness testing data. Documentation and an FAQ are located in the CPS Knowledge Center.

After the Fitness Testing Window closes, CIM will collect the data that was entered by each PE Teacher for the most recent Fitness Assessment. After each student score is calculated, the CIM Team will load the Healthy Fitness Scores and Ratings back into CIM. This document will assist you in locating the Healthy Fitness Score Rating in CIM.

**Step 1**: PE Teacher Only A) Hover over School & District Data. B) Click on Report Bank.

**Step 2**: Locate the Fitness Assessment category. Click on the + to view reports.

**Step 3**: Click Run Report next to the title of the report you desire. 
*Note: Make sure you remember which testing window you entered your students’ scores into. If you select the wrong testing window, you will not be able to see any data.* Each title will be categorized by the testing Window. Ex: BOY ES Fitness Assessment Results; BOY HS Fitness Assessment Results.

**Step 4**: The report will display each student in your class, along with their Healthy Fitness Zone and test scores. 
*Note: The report can be exported to an Excel Spreadsheet.*
CIM: **Find Fitness Assessment Report**

Dashboard

**KPI Dashboard**  **Benchmark Tests**  **Report Bank**

**Reports**

**Fitness Assessment**

**BOY ES Fitness Assessment Results**

Click Export to Excel to generate the data into an Excel Spreadsheet.