



Forum Guide to Building a Culture of Quality Data

http://nces.ed.gov/forum/pub_2005801.asp



Quality data, like quality students, come from schools. While it is undeniably harder to teach a student than it is to collect statistics, there are procedures that can help us achieve our goals in both cases. Recently, there has been a growing awareness that effective teaching, efficient schools, and quality data are linked. The quality of information used to develop an instructional plan, run a school, plan a budget, or place a student in a class depends upon the school data clerk, teacher, counselor, and/or school secretary who enter data into a computer. With that in mind, the focus of this guide is on data entry — getting things right at the source.

The *Forum Guide to Building a Culture of Quality Data* recommends a practical process for developing a “Culture of Quality Data” within schools and school districts. It accomplishes this by providing one-page “Tip Sheets” that describe the roles of the various individuals and groups involved in developing a culture of quality data. These tip sheets have been developed for principals, teachers, office staff, school board members, superintendents, data stewards/coordinators, and technology support personnel. They are intended to be used in professional development meetings and as a way of reminding personnel of “best practices” with regard to quality data.

This publication is available electronically at http://nces.ed.gov/forum/pub_2005801.asp. Instructions for ordering print copies are also available on the National Forum on Education Statistics website.

The *Forum Guide to Building a Culture of Quality Data* is the product of the National Forum on Education Statistics. The project was sponsored by the National Center for Education Statistics (NCES), U.S. Department of Education, under the auspices of the National Cooperative Education Statistics System. For more information about the National Forum on Education Statistics, visit <http://nces.ed.gov/forum>.