

# Welcome to the Texas Education Exchange

## *TalentEd Dashboard Districts*

### Introduction

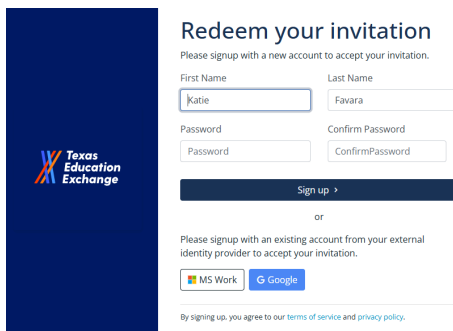
Welcome to the Texas Education Exchange (The Exchange). We have partnered with The Texas Education Agency (TEA) to provide your school system access to the TalentEd Dashboards while ensuring a secure data exchange enabled by the Ed-Fi Data Standard. This guide will walk you through the information, tasks, and activities designed to integrate your district with The Exchange as quickly and smoothly as possible. We are here to ensure you can take advantage of the TalentEd Dashboards.

### What is The Exchange?

The Texas Education Exchange is a statewide data solution hosted by the Region 4 Education Service Center in Houston. The Exchange is built to serve all PreK-12 districts in Texas and unites disparate data sources to give educators the insights they need to improve student outcomes. The Exchange also streamlines state reporting to allow educators to focus on improving their schools. You can find information about our background, community, resources, products, and partners on our [website](#).

### Exchange Account Set-Up

Your district will identify a technical administrator who will interact with The Exchange during the initial onboarding. Once the technical administrator's name, email address, and phone number have been shared with The Exchange, a welcome email will be sent inviting the user to The Exchange platform. The welcome email will come from [no-reply@txedexchange.net](mailto:no-reply@txedexchange.net) and outline the instructions for the technical administrator to create an account. The email is time sensitive, so if the technical administrator does not see it, they should check spam and junk folders. The Technical Administrator will be responsible for adding additional users to the TalentEd Dashboards for the district.



**Redeem your invitation**  
Please signup with a new account to accept your invitation.

First Name:  Last Name:

Password:  Confirm Password:

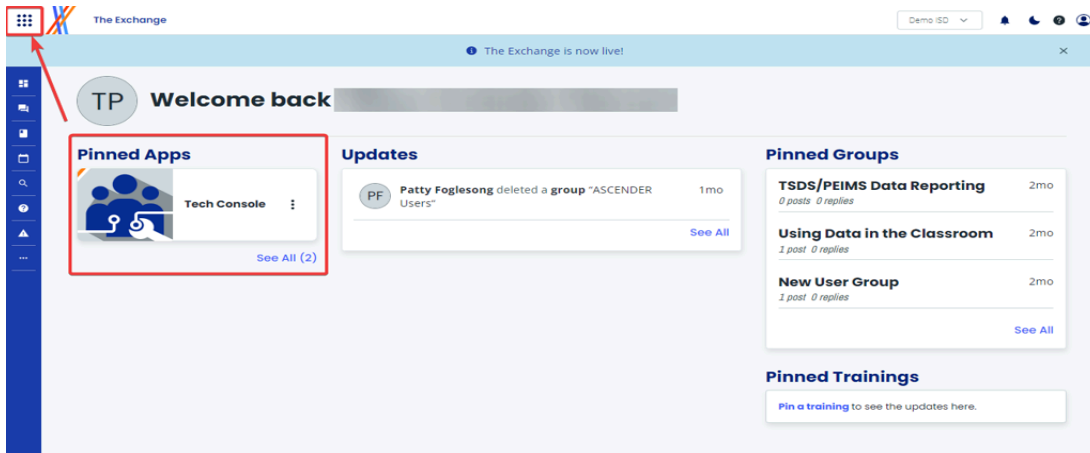
or

Please signup with an existing account from your external identity provider to accept your invitation.

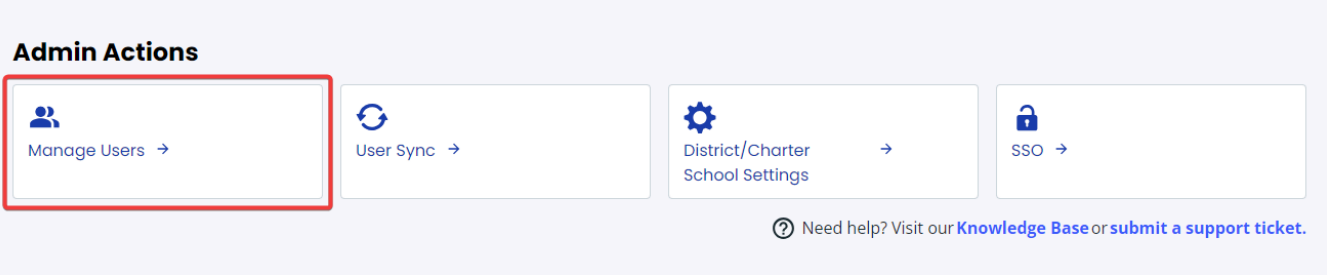
By signing up, you agree to our [terms of service and privacy policy](#).

## Managing Users

Maintaining app and data security is crucial, and effective user management plays a significant role. As the technical administrator you will have the District Admin role, which allows you to grant app and data access to users.



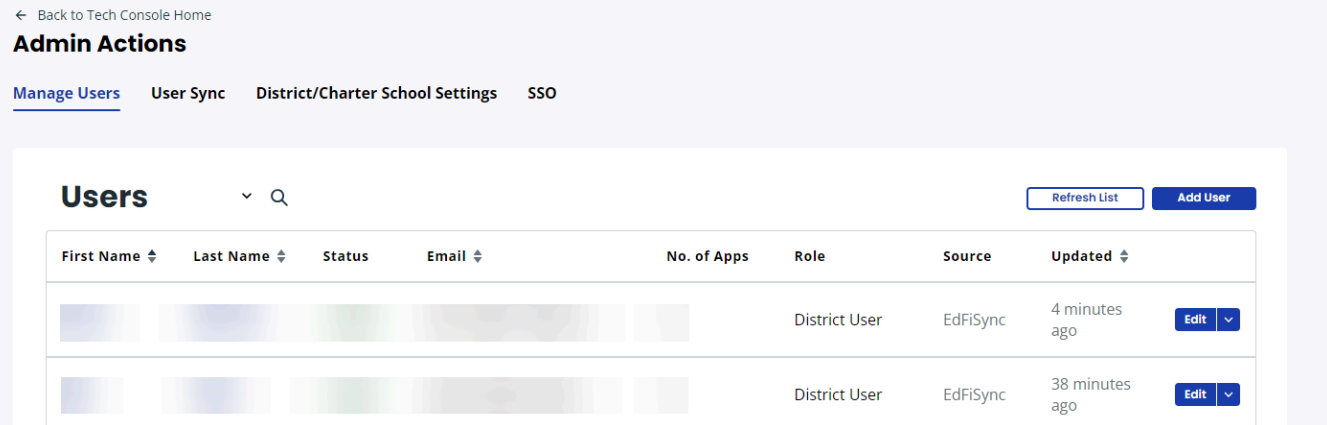
To access the **Manager Users** section, go to the Tech Console's Admin Actions at the top of the page.



**Admin Actions**

- Manage Users →
- User Sync →
- District/Charter School Settings →
- SSO →

Need help? Visit our [Knowledge Base](#) or [submit a support ticket](#).



← Back to Tech Console Home

**Admin Actions**

[Manage Users](#) | [User Sync](#) | [District/Charter School Settings](#) | [SSO](#)

**Users** [Refresh List] [Add User]

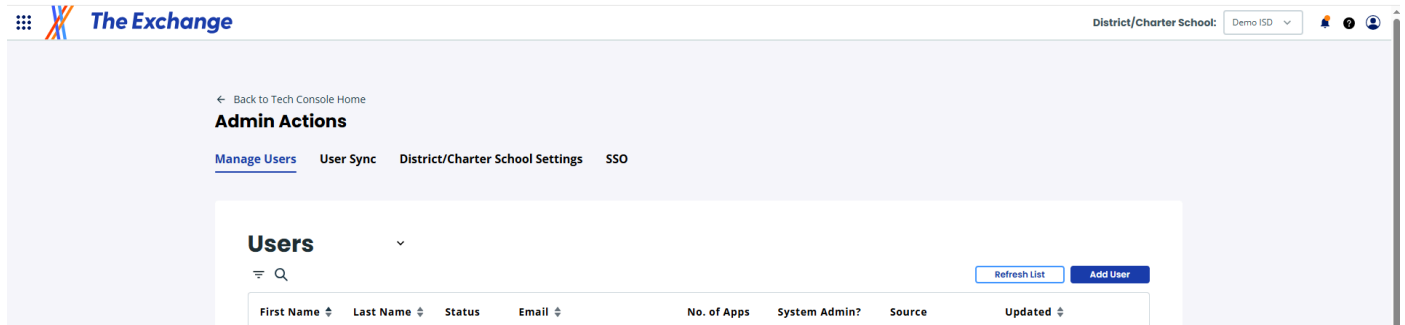
First Name	Last Name	Status	Email	No. of Apps	Role	Source	Updated
[Blurred]	[Blurred]	[Blurred]	[Blurred]	[Blurred]	District User	EdFiSync	4 minutes ago [Edit]
[Blurred]	[Blurred]	[Blurred]	[Blurred]	[Blurred]	District User	EdFiSync	38 minutes ago [Edit]

After clicking on the section, you will get a list of users currently associated with the district or charter school account. This page will display:

- **First Name**
- **Last Name**
- **Status** - This will display if the user is currently active or inactive.
- **Email** - This email is gathered from the ODS and associated with your identity provider.
- **Number Of Apps** - This will display the number of app licenses associated with this user account.
- **Role** - This shows either the District Admin or the District User. The District Admin has access to the Tech Console, and the District User does not.
- **Source** - This will show how users gain access to your The Exchange account. The two options currently are Ed-Fi and Local. Ed-Fi denotes these users came in via the SSO.
- **Updated** - This will show the most recent modification to the specific user.

## Adding Users

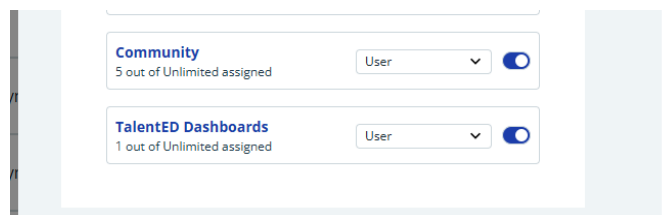
After you click **Add User**, a panel will appear where you have the option to add a completely new user.

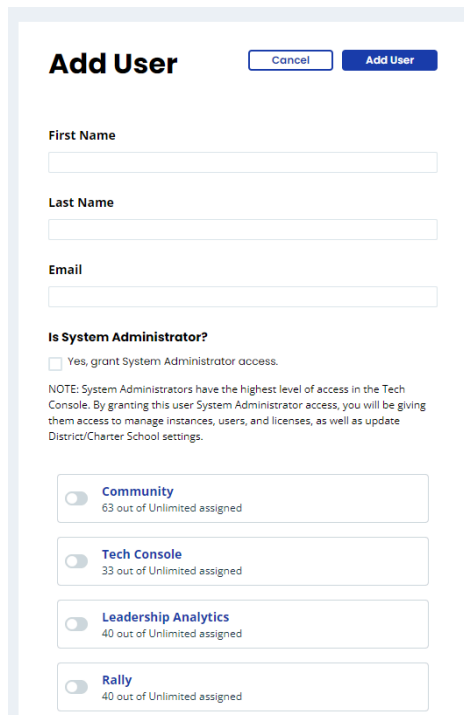


In the Add User panel, you will need to provide the Tech Console with the following details:

- **First Name**
- **Last Name**
- **Emails** - Only add emails associated with your district or charter school's identity provider.
- **Is System Administrator?** - This checkbox grants access to the user to be a system administrator. There should only be one or two administrators per district.
- **Applications / License Types** - The bottom sections allow you to manage users, and their access to specific applications depends on the licenses and the number of licenses added to your district or charter school. This section allows you to grant access to those applications accordingly.

For districts using only the TalentEd Dashboard and not participating as full Exchange members, the only applications that should be activated are **TalentEd** and **Community**.





**Add User**

**First Name**

**Last Name**

**Email**

**Is System Administrator?**  
 Yes, grant System Administrator access.

NOTE: System Administrators have the highest level of access in the Tech Console. By granting this user System Administrator access, you will be giving them access to manage instances, users, and licenses, as well as update District/Charter School settings.

**Community**  
63 out of Unlimited assigned

**Tech Console**  
33 out of Unlimited assigned

**Leadership Analytics**  
40 out of Unlimited assigned

**Rally**  
40 out of Unlimited assigned

Click the 'Add User' button to save.

## Your Future with The Exchange

As an Exchange district, you have access to our full suite of [highly adaptable products](#), from insightful dashboards to rostering services. These tools allow you to utilize current local data in visualizations that can make a difference to your everyday decision making and cut down time making manual entries or pulling data to other documents in order to make comparisons. Our systems also allow you to query your own data in ways that make sense to your district, gain insights on students moving across districts to help them find their place in the classroom faster, and allow teachers and administrators to compare assessments for grade levels, classrooms, or students. To see a demo of The Exchange, please register for one of our demo sessions listed on the [website](#). To get started, your district will need to sign a Data Privacy Agreement (DPA) with The Exchange. Email [Katie Favara](mailto:Katie.Favara) to begin this process.