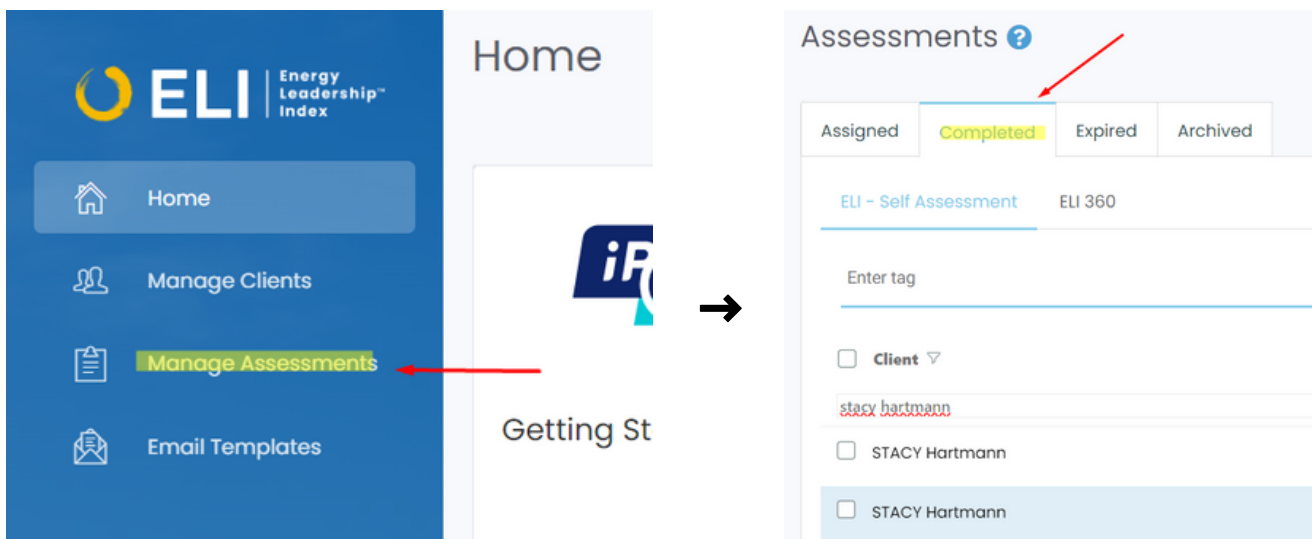


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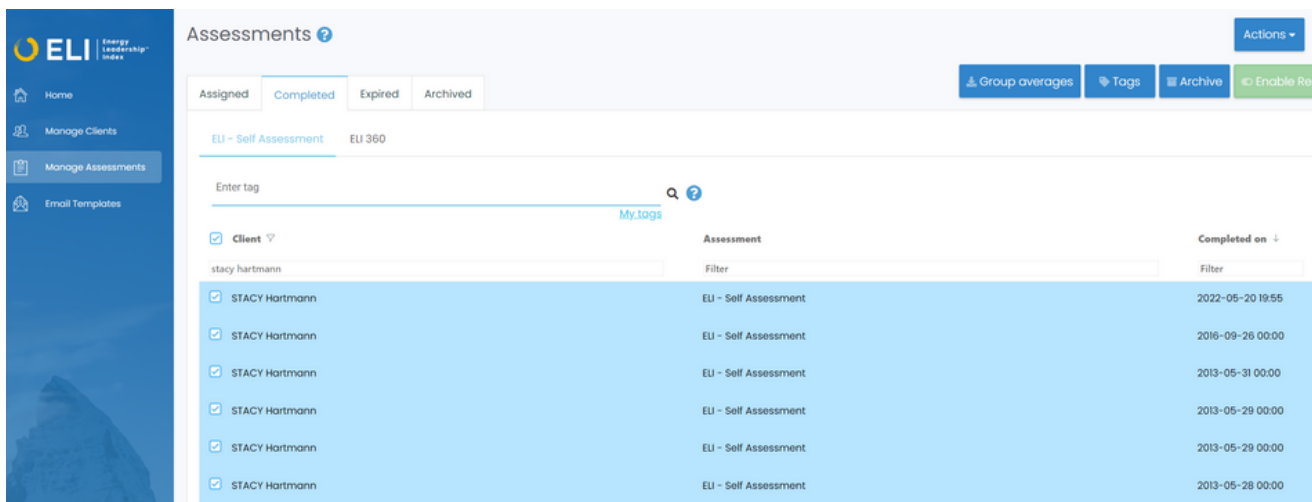
ELI Group Averages Assessment Manager

8 Simple Steps:

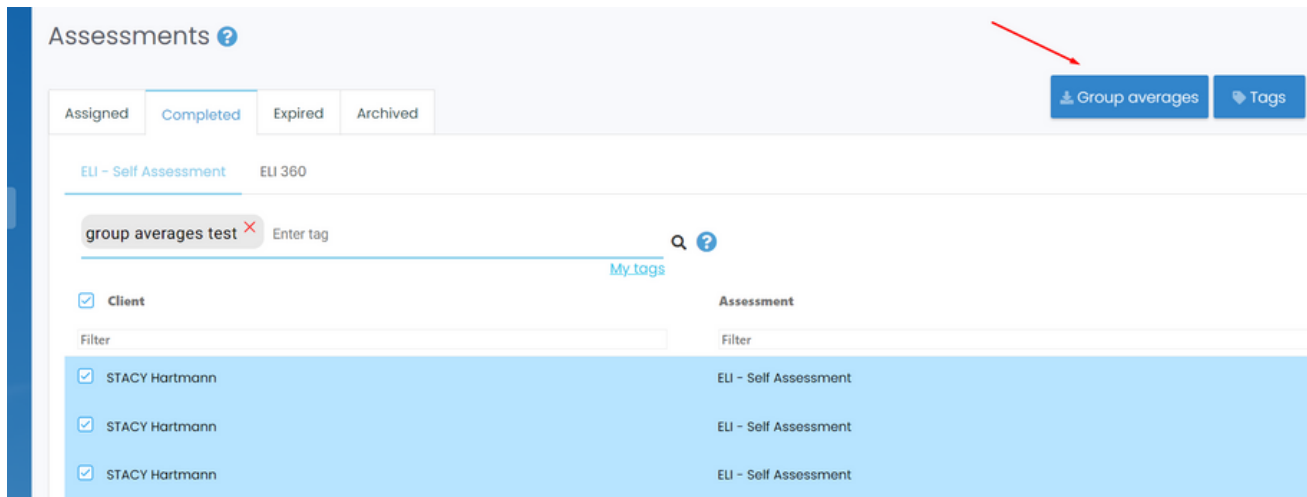
1. Select the "Manage Assessments" option on the side menu.
2. Select the "Completed" tab.



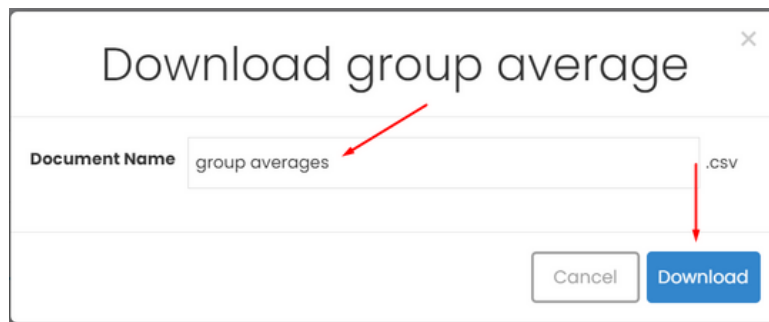
3. Select the assessments you want to include in the Group Averages file.



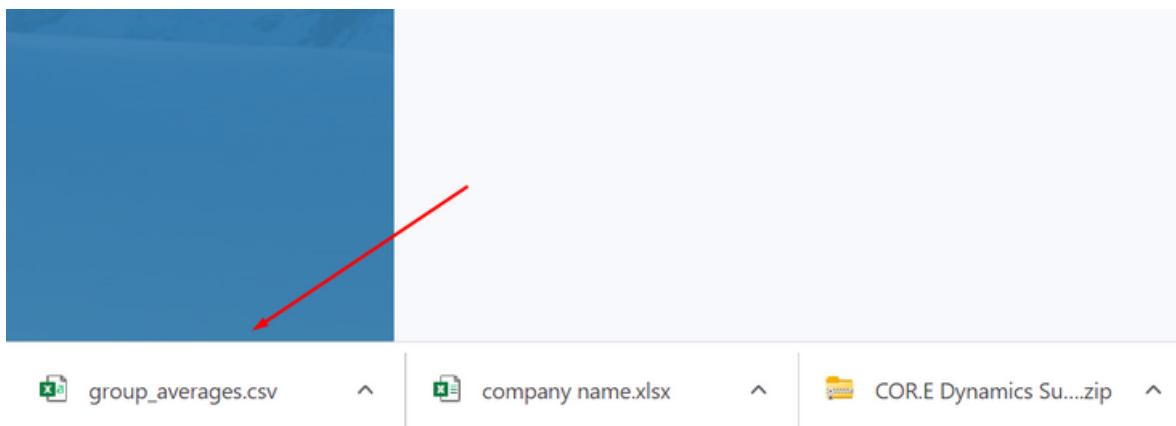
4. Click the “Group Averages” button.



5. Enter a name for the Group Average file and click the “Download” button.



6. The file will be created and saved to the “Downloads” folder. (Note: some browsers may ask the user to select a folder to save the file to.)



7. Important: click the “Enable Editing” button upon opening the group averages file for the first time —this is required for the charts to be correctly displayed.

	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
1															
2		Energetic Profile							Energetic Stress Reaction						
3	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7	
4	13.1	13.1	13.1	16.4	13.1	14.8	16.4	51.4	25.7	5.1	6.4	5.1	2.9		
5	13.1	13.1	13.1	16.4	13.1	14.8	16.4	51.4	25.7	5.1	6.4	5.1	2.9		
6	13.3	13.3	14.2	15.1	13.8	14.2	16.1	51.6	25.8	5.5	5.9	5.3	2.8		
7	12.8	13.3	14.2	15.6	12.8	14.7	16.5	50.7	26.3	5.6	6.2	5.1	2.9		
8															

8. Select the “Charts” tab at the bottom of the Excel sheet to view charts (the download automatically starts with the “Results” tab).

