

# STATE ASSESSMENT









click-n-go





## Search

- Create custom search queries and export data to .csv file and/or generate reports using Search tab in **Instructional Reports**




### SELECT SEARCH CRITERIA:

-  Location,  Administration,  Student,  Demographics and/or  Content area(s)
  - \* Less Criteria = More Students in results
-  – Search
-  – Join multiple subjects using or/and
-  – Reset search

### VIEWING AND EXPORTING SEARCHES:

- List, Grid or History view
  - \* List – Streamlined view
  - \* Grid – Sort headers and export to .csv
  - \* History – print historical assessment data
-  Drill-down to student details
-  Export data
- Go to Instructional Reports > Search tab; select desired test and generate selected reports

## Dashboard

- Academic Performance
  - \* Select dashboard criteria
  - \*  – View reports
  - \*  – Print
  - \*  – Reset search

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## Reports

### SELECT ASSESSMENT CRITERIA

- STAAR – Instructional, Demographic, Trend, Comparison, Student or Interim
- TELPAS – Instructional, Demographic, Trend or Summary

### SELECT REPORT CRITERIA

- Select tab (District, Campus, Teacher, Class, Student, Search or Groups)
  - \* Reports with student names are not available under the District or Campus tabs
- Select information from District/Campus, Source, Test, Demographics, Teacher, Class, Student
- Check  report(s)
- Select  to modify report details

### REPORT VOCABULARY

Look carefully at your **report titles!**

- **Reporting Category/TEKS/SE** – determines how broad your reporting data will be
- **Comparison** – compares campus/district/region/state > performance - includes percentages
- **Trend** – includes 3 years of data
- **Growth** – Compares *current* to *previous* year
- **Demographic** – Compares performance by demographic groups. Remember to select your Demographics from the left side of the page or your report will be empty!
- **Tutorial** – Includes student names divided into groups
- **Student** – Any report with 'Student' in the name will list individual students (only available on the Teacher/Class/Student level reports)