Assessment Reporting System (ARS)

User Guide
July 2010
To log on to the system, go to the District Connection Home Page at [http://home.asdk12.org](http://home.asdk12.org).

Once you have logged in, you will be taken to the secure Intranet. In the upper right hand corner you will see all of Your Applications listed under Secure Applications. Click on “Assessment Database.”

Questions or Support: Contact Erica Baird with Assessment & Evaluation at 742-4216.
Assessment Dashboard

The Assessment Database link will take you to the Assessment Dashboard. The dashboard contains two different parts: The Assessment Reporting System (ARS) side and the Classroom Assessments side. The A&E Department manages the ARS contents and Math Recommendations/OH.

ARS allows teachers to look up their class(es) and allows administrators to look up their school’s assessment results for the ELPA, HSGQE, SBA and TerraNova.

You may see different options to choose from depending on your role with the district.

To view your class’ assessment results, click on “View Scores” under “Class Level” in the “Assessment Reporting System (ARS)” box.

Assessment Reporting System (ARS)

Need Help?

ARS User Guide
ARS GLE/Item Bank User Guide
Assessment & Evaluation
Erica Baird (907) 742-4216

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Manage School Level Access

Classroom Assessments

Accuplacer
Accuplacer Search
Jan Thompson (907) 742-4190

DRA
Enter/View Assessment Data
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DRA Score Entry User Guide
Reading Teachers (907) 742-4879

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Reference Guides & Academic Support
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Everyday Math Data Entry (User Guide)
Math Program (907) 724-4840

Math Recommendations / OH

Incoming Grade Placement Guides
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School Reports/Building-Level Edits (User Guide)
Recommendation Changes Report (User Guide)
Erica Baird (907) 742-4216

Science

Easy Reference Guides K-5
GLEs by Lesson
Judy Onslow (907) 742-4860

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Class Level, View Scores

As a classroom teacher, the first thing you will see is a menu with classes from the Current School Year, and Previous Years.

Select the class you want to see testing information for by clicking on the class name. (If you are an elementary school teacher, you may have the option of selecting a homeroom, or P.O. Middle and high school teachers will have a list of the classes you are teaching.)

Once you choose a class, it will take you to a page that has a drop-down menu allowing you to change the school year. Under this you will see a list of tests to choose from. This list can contain SBA, TerraNova, ELPA, and HSGQE, depending on what is applicable to your students. Click the test name you wish to view assessment results for.
After you have selected the test and class you wish to view you will be taken directly to your class list and scores for your students. The Class List screen has three main sections: Test Legend, Information and the class list.

The first section includes the color coded Test Legend showing proficiency levels for all sections of the chosen test.

The second section, Information, allows the user to change the current information selected for their class. You can change your test selection, choose/change a strand or standard within the selected test, view your students’ score history and hide or show NCLB and Non-Standard Testing columns on the screen. If you are a secondary teacher, you will also see drop down menus to change the class or grade level you are currently viewing. This section also provides you with a list of available teacher resources, GLE item bank and the HSGQE Performance Standards item bank.

The third section gives the user a list of all the students in his/her class and the color-coded test scores. Other student information is provided on the class list as well, such as Test Grade, Current Grade, Ethnicity, Gender, Limited English Proficiency (LEP), Special Education (SpED) and Economically Disadvantaged Status (EDS). Whether or not a student took the Alternate Assessment, Modified HSGQE, Non-Standard HSGQE, tested with Accommodations or if the student is currently on a 504 is identified by an "x" in the appropriate column.
Questions or Support: Contact Erica Baird with Assessment & Evaluation at 742-4216.

Class Level, View Scores Continued...

To view grade level expectations (GLEs) go to the drop down menu labeled “GLE/Item Bank” in the Information Section. To select a grade and subject to view, click the arrow to the right of the drop down menu. This will give you a list of reading, writing or math for grades K-10. Science is also available for grades 3-11. Click on the desired grade and subject. This will bring you to a list of strands, standards and GLEs.

Each strand section is color coded to easily identify which GLEs belong with which standards and strands. In the column labeled “Standards Reference” you will notice the GLE numbering system. If one of the GLE numbers is underlined, this means that there are sample items available that are aligned to that GLE. To access the items, simply click on the underlined number. This will take you directly to the items. If the GLE number is not underlined, this means that at this time there are no items available for that specific GLE.

For math, grades K-6, there are also Everyday Math GLE Reference Guides linked to each math strand. To view one of the guides, simply click on the strand name in the “Math Strand” column you wish to view and the reference guide will appear on your screen.

**Example GLE:**

GLE: [5] MEA-4 (L) Measuring temperature or weight using appropriate tools (M2.2.1 & M2.2.3)

**State Items:**

1. Using a Fahrenheit / Celsius thermometer, measure the temperature of:
   a. an 8 ounce glass of cold water with 1 ice cube added
   b. an 8 ounce cup of very warm water from the tap
Class Level, View Scores Continued…

One of the very useful features of ARS is its **sorting capability**. This feature allows the user to sort the class list by any one of the column subjects. In order to do this, simply click on the underlined title above the column you wish to sort.

Often teachers like to sort their class list by proficiency level for reading, writing or math. To sort by reading you would click on the underlined title “Reading Scale Scores.” You will see your class list sorted by proficiency levels in reading from far below proficient at the top to advanced at the bottom. To reverse the order, click on the title again.

For the HSGQE and SBA you can pull up your class list by their **strand or standard scores**. If you go back up to the Information section you will see a drop down menu labeled “Choose Standard,” for the HSGQE or “Choose Strand” for the SBA. Once you have clicked on the drop down menu you will see a list of all the strands for the test you are viewing. You also have the option to view all strands for reading, writing, math or science at once. Select the option you would like to view scores for by clicking on the name of the strand. This will automatically list all of your students with their strand scores instead of their scale scores. To the right of the strand score you will also see the cut score for proficiency and the difference score. To sort your class list by their strand score, click on “Student Score.”

For the SBA you can also view your class list by looking at their **score history**. If you click on the “Score History” drop down menu, you will have the option to view either overall scores or strand scores. Once you have made a selection you will be able to view their history of scores by the subject or strand that you selected. You will see scores beginning with 2005-2006 and ending with their most current.
If you are interested in looking at one student more closely, you can get to his/her individual **student test history** by clicking on the blue underlined ASD ID number located in the far left column.

Once you have done this you will be taken to a new screen. At the top of the screen you will see all of the student’s information. Below the student information section you will see a list of assessments. This is the student’s test history. The ‘State Assessment’ section lists any Benchmark, SBA and/or HSGQE assessments the student has taken and the scores earned. Below you will see ELPA and/or TerraNova results listed (if applicable) along with any other assessment scores such as the Developmental Reading Assessment and/or Orleans-Hanna. If the student you are viewing has a Math Recommendation history, then this will be listed. This is also where you will find EXPLORE, PLAN, and ACT scores if the student has them.

The test history (like the class list) provides reading, writing, math and science scale scores color coded by proficiency level. In this screen you may also sort by any one of the columns by clicking on the title (i.e. Test Date).

Under the column “School” you will notice a three digit numerical code. If you are unsure of what school code belongs with which school name you can hold your cursor over the number and you will see a “pop-up” of the school name.
Class Level, View Scores Continued…

When viewing a student’s test history you can also get to the strand or standard level. In order to do this you need to click on one of the reading, writing, or math scale scores for the Benchmark, HSGQE or SBA. Science will also be an option for grades 4, 8 and 10.

After you click on a scale score you will get a list of the student’s scores in each one of the reading, writing, or math strand/standards for the selected scale score. Again, you can sort by any one of the columns by clicking on the title. In this list you will see the Strand, Performance Standard, GLE(s), student score, cut score, difference score, proficiency and percent of test emphasis.
When you are in the student’s test history you also have the option of viewing the student’s transcript history. A student will only have a transcript if they are in grades 7 through 12. To get to the student’s transcript you need to go back up to the Student Information box. In the lower right hand corner you will see “Transcript:” with a link next to it labeled “View History,” click on this.

This will take you directly to the student’s transcript history. The transcript is broken down by school year starting with the earliest year transcript information was available for this student to the most current year at the bottom. Each school year is also broken down by quarter/semester. This allows the user to quickly identify what grade the student received for each class during which quarter/semester. If you scroll all the way to the bottom of the screen you will see a GPA and credit total are also available.

To view/print the individual student test history pages for each student in your class, simply go back to the class list and click the “View Class Test History” button. This will automatically generate a list of all your students’ test history pages with page breaks in between each student. By default, the strand scores are pre-selected to be listed on the test history. If you do not want to view one or all of the strand scores, simply uncheck the subject area you do not want view.
Reports, Student Search

All building principals and high school counselors have building wide access through an option titled “Reports, Student Search” on the Assessment Dashboard. This level of access allows the user to view all of the student assessment results at his or her school. Another option is to search for a particular group of students. To do this you will need to click on “Student Search” under Reports. This will automatically bring you to the search screen.

The search screen allows the user to create his or her own search. The only option that must be selected in order to continue on with a search is the “Choose Test” option at the very top. After you have selected a test you have the option to create your own criteria for the search.

One option that has been extremely helpful to counselors for early placement is the “Feeder Student” option. This gives the user a list of all the incoming 7th graders or 9th graders (depending upon school level) and their assessment results for the selected test. To choose this option you need to click the check box next to the name and then scroll all the way to the bottom and click “Search.”

Other selection options include grade, teacher, counselor, NCLB group, ethnicity, gender, subject, migrant eligibility and proficiency level.

If you are looking for a specific student you can enter the ASD ID number, or the first or last name at the bottom of the search screen. If you are not sure what a student’s name is, you can type in the first few letters of the student’s name. After you click “Search” at the bottom of the screen a list will appear with all the students who meet the selection criteria. This list will operate in the same way as “Class Level, View Scores.”
Reports, Standard Reports

Any employee who has been given building wide access will also have a link titled **Standard Reports** under the Reports section on the Assessment Dashboard. By clicking on this link you will get a list of reports for your school as well as some district level reports. These reports include **Historical SBA Comparison charts** by subject and strand level, **AYP Growth and Status reports**, and a breakdown of the reports in the Profile of Performance for your school.

There are three different options for viewing your list of reports. You can view by **document name**, by **school year** or **all documents** by clicking on the corresponding circles. To open a report, click on the link provided (either the Reported Years or the Document Name depending on how you are viewing your list).

![Assessment Dashboard](image)

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**Assessment & Evaluation**

- [Erica Baird](#)
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</tr>
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