Creating Reports to

- Provide feedback to students and parents
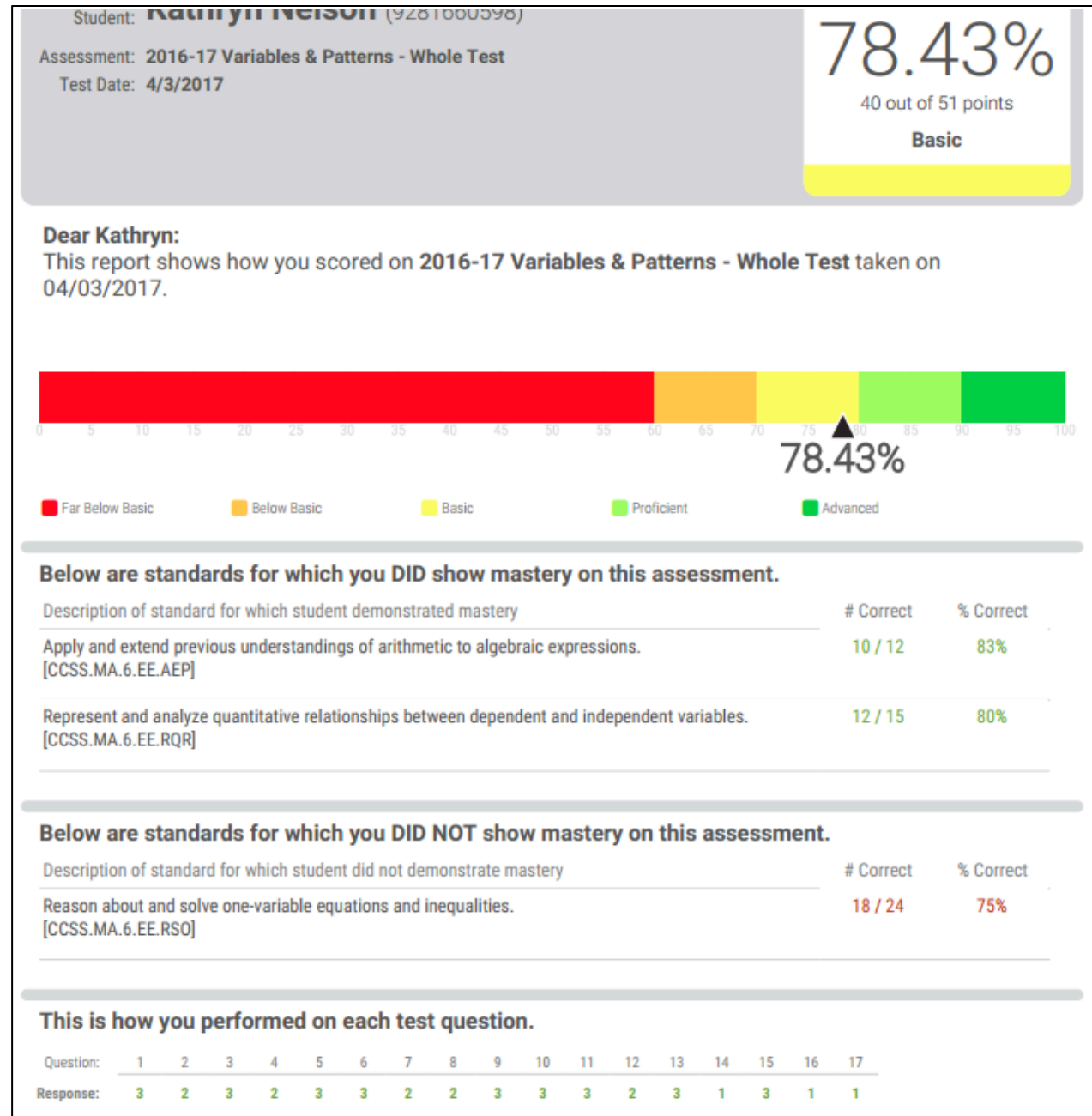- Use with Standards Based Report Cards

The four reports I use most regularly are:

1. Student and Parent Letters
2. Response Frequency
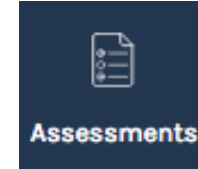3. Peer Comparison
4. Multiple Assessment Performance Report

#1

The **Student and Parent Letter** report looks like this →

It gives an overall percent, but also a separate percent for each standard.

Student: **Kathryn Nelson** (9281660598)
Assessment: **2016-17 Variables & Patterns - Whole Test**
Test Date: **4/3/2017**

78.43%
40 out of 51 points
Basic

Dear Kathryn:
This report shows how you scored on **2016-17 Variables & Patterns - Whole Test** taken on 04/03/2017.

78.43%

| ■ Far Below Basic | ■ Below Basic | ■ Basic | ■ Proficient | ■ Advanced |

Below are standards for which you DID show mastery on this assessment.

Description of standard for which student demonstrated mastery	# Correct	% Correct
Apply and extend previous understandings of arithmetic to algebraic expressions. [CCSS.MA.6.EE.AEP]	10 / 12	83%
Represent and analyze quantitative relationships between dependent and independent variables. [CCSS.MA.6.EE.RQR]	12 / 15	80%

Below are standards for which you DID NOT show mastery on this assessment.

Description of standard for which student did not demonstrate mastery	# Correct	% Correct
Reason about and solve one-variable equations and inequalities. [CCSS.MA.6.EE.RSO]	18 / 24	75%

This is how you performed on each test question.

Question:	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Response:	3	2	3	2	3	3	2	2	3	3	2	3	1	3	1	1

To get to the **Student and Parent Letter:**

1. On the main screen select → Assessments

2. Then choose **View Assessments**.

3. Choose the assessment you want to print reports for.

4. Then, along the top, select **Reports**. You will see this screen.

5. Choose the **Student and Parent Letter** to use for overall results.

atterns - Whole Tes...   Overview   Details   Setup ▾   Administration ▾   Reports   Adv

Assessment Detail > Reports

+ Custom Report

> **Where Do I Start (for Teachers)?**

> **Where Do I Start (for Site Leaders)?**
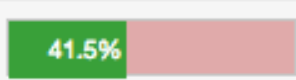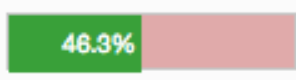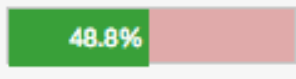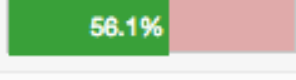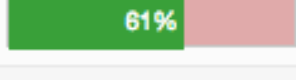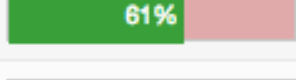
> **Where Do I Start (for District Leaders)?**

⌄ **All Assessment Reports**

Displaying 1 to 23 of 23

ID ⬍	Type ▾	Title
265	Prebu...	Student and Parent Letters ❶
4	Prebuilt	Peer Comparison ❶
6	Prebuilt	Statistics ❶
373	Prebuilt	Response Frequency ❶
197	Prebuilt	Multiple Assessment Performance Report ❶

#2 The **Response Frequency** report looks like this:
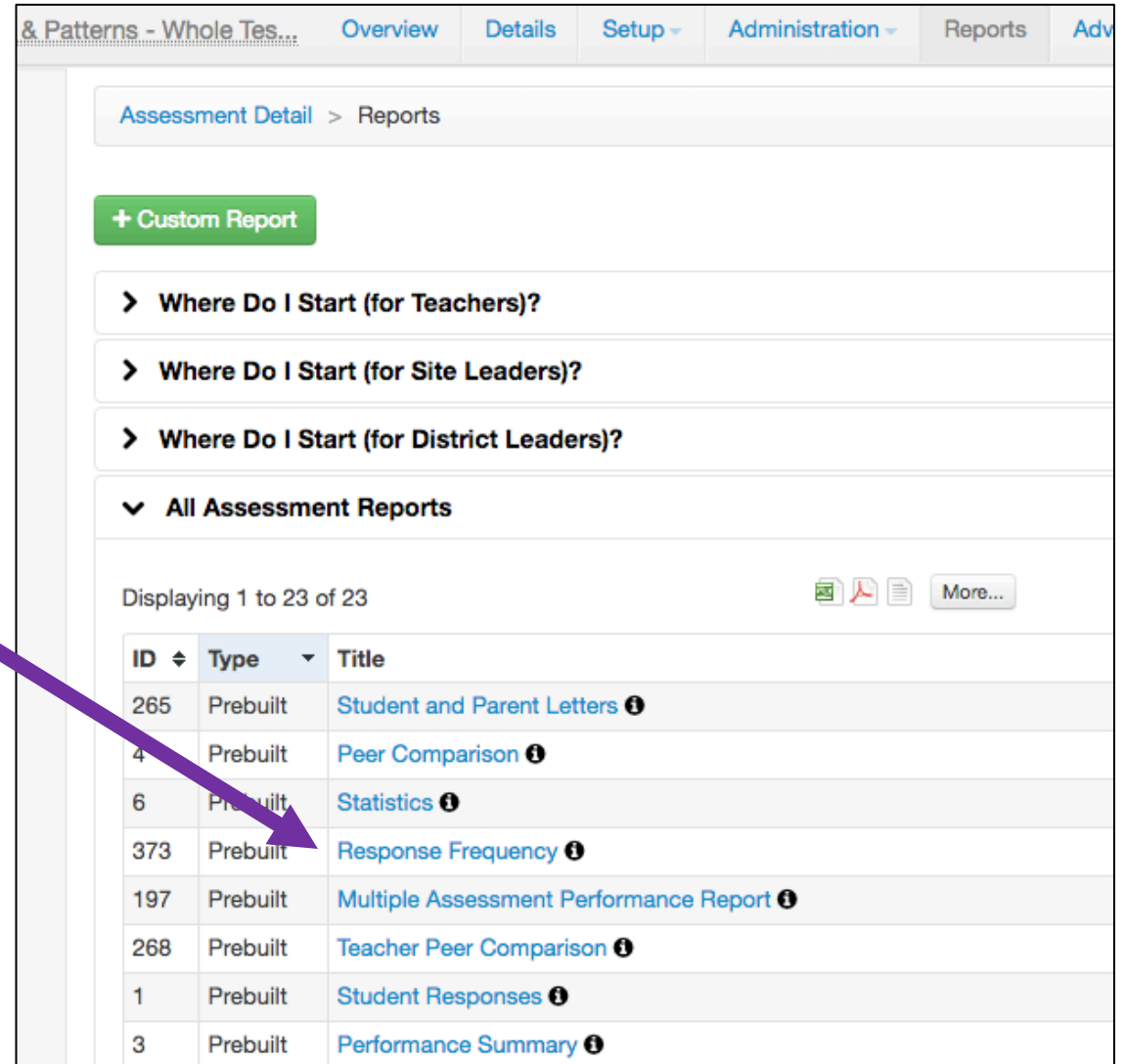
Question	% Points Earned ▲	# Correct	# Incorrect	Points Possible	No Response	A	B	C	D
Q15	41.5%	17	24	1	0	11	**17**	8	5
Q7	46.3%	19	22	1	0	3	7	**19**	12
Q4	48.8%	20	21	1	0	18	2	1	**20**
Q12	56.1%	23	18	1	0	**23**	12	1	5
Q13	56.1%	23	18	1	0	**23**	1	15	2
Q6	61%	25	16	1	0	8	3	4	**25**
Q11	61%	25	16	1	0	5	**25**	10	1
Q3	65.9%	27	14	1	0	0	6	8	**27**

This report shows which of the test questions or standards were <u>most missed</u>.

To get to the **Response Frequency** report:

Once you've selected the assessment you want to print a report for, along the top, click on **Reports**.

Then, choose **Response Frequency** to see which questions were most missed.

#3 The **Peer Comparison** report looks like this:

Standard Performance
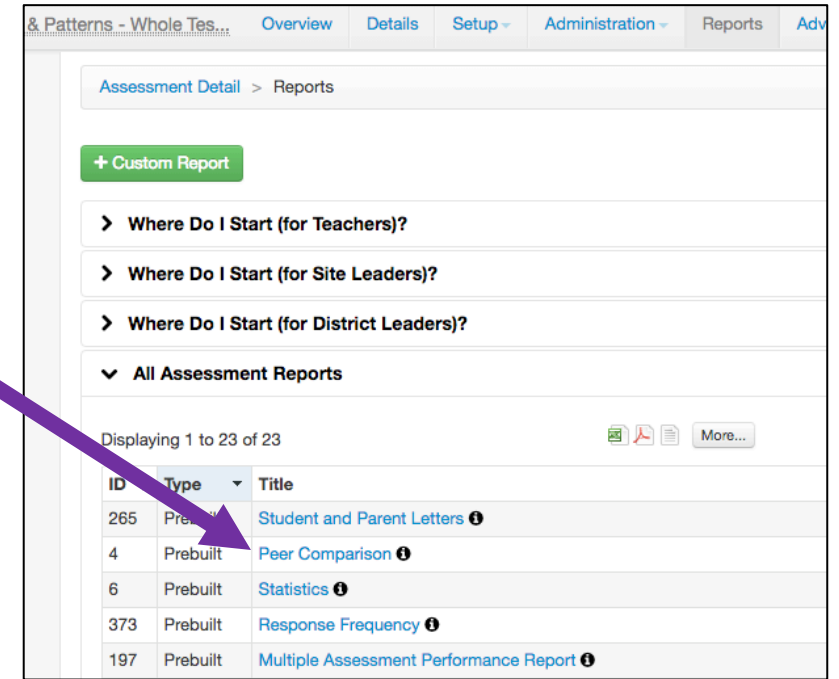
Displaying 1 to 50 of 54   More...

Name	CCSS.MA.6.EE.AEP	CCSS.MA.6.EE.RSO	CCSS.MA.6.EE.RQR
AN)	100.00%	91.67%	100.00%
BA	58.33%	79.17%	100.00%
BC A N. (1)	100.00%	95.83%	100.00%
BL	66.67%	70.83%	86.67%
CA J. (1)	66.67%	95.83%	80.00%
CH (1)	100.00%	100.00%	100.00%
CC . (1)	41.67%	25.00%	60.00%
CC (1)	75.00%	95.83%	100.00%
CC (1)	75.00%	37.50%	46.67%

- This report shows the percent earned for each individual standard assessed.
- I use this report when filling out our standards-based report card.

To get to the **Peer Comparison** report:

1. Once you've selected the assessment, along the top, click on **Reports**.

2. Then, choose **Peer Comparison.**

& Patterns - Whole Tes... Overview Details Setup Administration Reports Adv

Assessment Detail > Reports

+ Custom Report

> Where Do I Start (for Teachers)?
> Where Do I Start (for Site Leaders)?
> Where Do I Start (for District Leaders)?
∨ All Assessment Reports

Displaying 1 to 23 of 23

ID	Type		Title
265	Pre...		Student and Parent Letters ⓘ
4	Prebuilt		Peer Comparison ⓘ
6	Prebuilt		Statistics ⓘ
373	Prebuilt		Response Frequency ⓘ
197	Prebuilt		Multiple Assessment Performance Report ⓘ

Assessment Peer Comparison Report

Enrollment/Roster Date
Control Panel (05-17-2017)

Student Group
All Students

Courses
Filter Courses (Optional)

Teachers
Filter Teachers (Optional)

Classes
× Gietzen, Eileen , Buckley, Robert - 6 HOMEBASE - 1 (303128)   × Buckley, Robert , Gietzen, Eileen

Students
Filter Students (Optional)

Additional Filters

Assessment Year ✱
2016-17

Generate Report By ✱
Student

View in browser

3. Then, select your class(es).

4. Under **Generate Report By**, be sure to select **Student**.

5. Then, click on **View in browser**.

6. Scroll down until you see the heading that says, **<u>Standard Performance</u>**.

Standard Performance			
Displaying 1 to 50 of 54			
Name	**CCSS.MA.6.EE.AEP**	**CCSS.MA.6.EE.RSO**	**CCSS.MA.6.EE.RQR**
AN)	100.00%	91.67%	100.00%
BA	58.33%	79.17%	100.00%
B(A N. (1)	100.00%	95.83%	100.00%
BU	66.67%	70.83%	86.67%
CA J. (1)	66.67%	95.83%	80.00%
CH (1)	100.00%	100.00%	100.00%
C(. (1)	41.67%	25.00%	60.00%
C((1)	75.00%	95.83%	100.00%
C((1)	75.00%	37.50%	46.67%

- You can also open it up in Excel to save it and use it later when working on report cards.

#4 The **Multiple Assessment Performance Report** looks like this:

- Use this report to compare one assessment to another (helpful to show growth from pretest to posttest.)

To get to the **Multiple Assessment Performance Report**:

1. First, choose the assessment that is your pretest.
2. Then, click on **Reports** and choose **Multiple Assessment Performance Report**.

3. Under Assessments, enter the name of your posttest.
4. You can choose **View in browser** or **Download to PDF**

Two other **REPORTS** you might want to use:

- **Student Responses**
  - Use this report to see the *overall percent* each student in your class received.

- **Statistics**
  - This report shows overall statistics (mean, median, etc.)