

# CIM: ACCESSING STANDARDIZED ASSESSMENT RESULTS

## Quick Start Guide

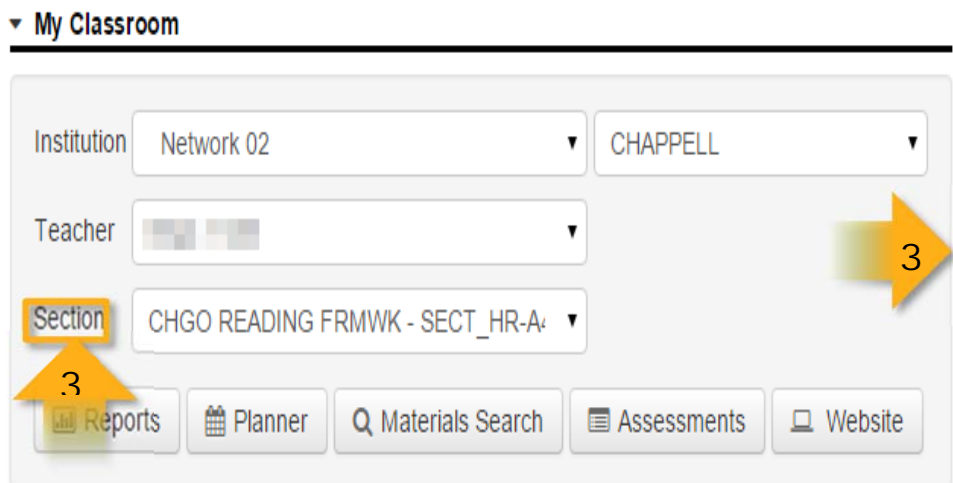
This Quick Start Guide will help you access Standardized Test Results for groups of students.

### Access Scheduled Result

- From the  page, scroll down to **My Classroom**.

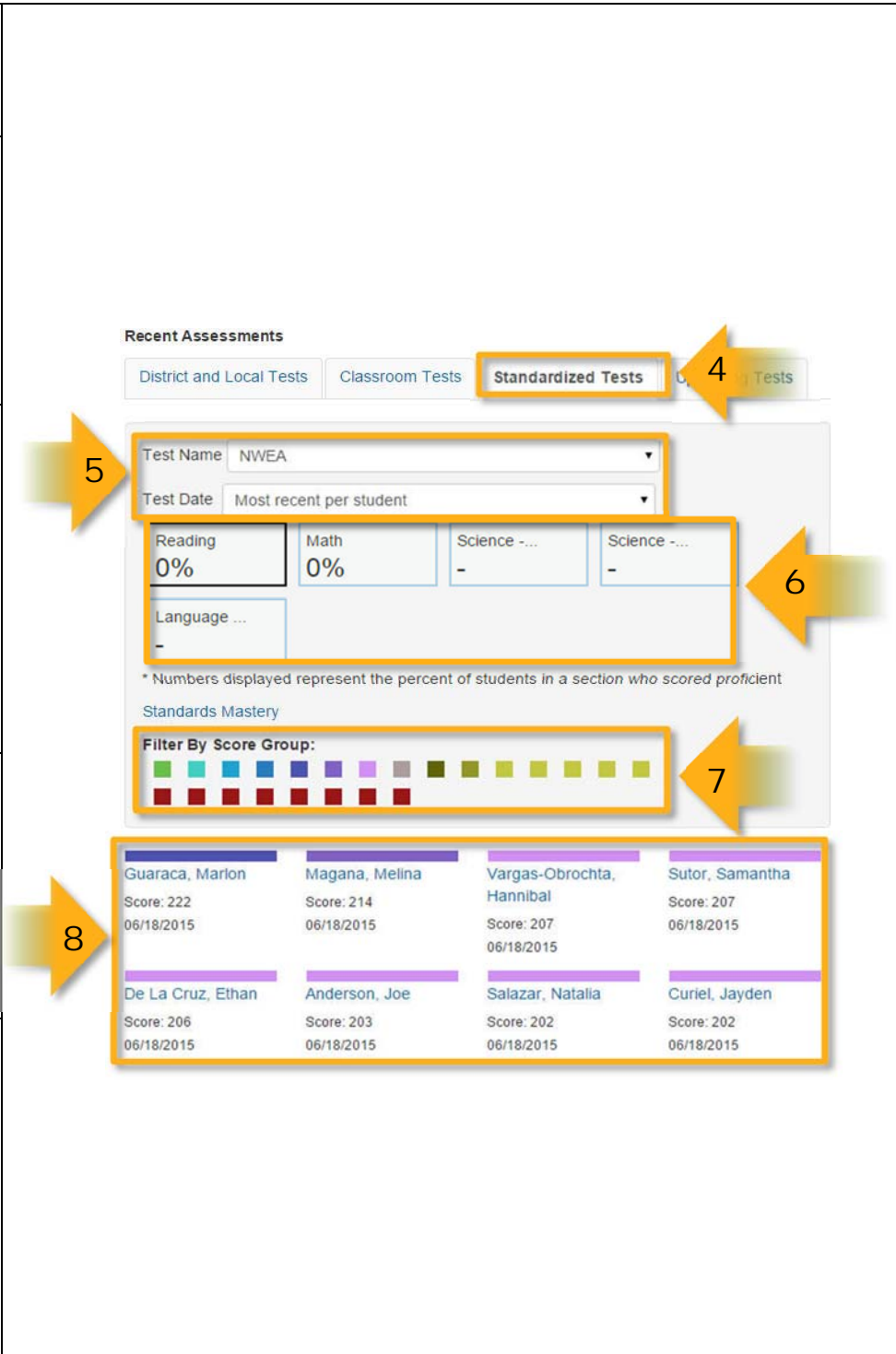


- Select the desired class from the **Section** dropdown.



- Scroll down to the **Recent Assessments** section.

4. Click the **Standardized Tests** tab.
5. Click the **Test Name** drop-down to view details on another Standardized Test or change the **Test Date** for the selected test.
6. CIM displays the percentage of students in the selected class that are proficient in each part of the selected Standardized Test.
7. Click on each color square underneath **Filter By Score Group** to displays results by score group.
8. View each student's Standardized Test score or access a student's profile by clicking on a student's name.



**Recent Assessments**

District and Local Tests | Classroom Tests | **Standardized Tests** | Tests

Test Name: NWEA  
Test Date: Most recent per student

Reading 0%	Math 0%	Science - ... -	Science - ... -
Language ... -			

\* Numbers displayed represent the percent of students in a section who scored proficient

Standards Mastery

**Filter By Score Group:**

Guaraca, Marlon Score: 222 06/18/2015	Magana, Melina Score: 214 06/18/2015	Vargas-Obrochta, Hannibal Score: 207 06/18/2015	Sutor, Samantha Score: 207 06/18/2015
De La Cruz, Ethan Score: 206 06/18/2015	Anderson, Joe Score: 203 06/18/2015	Salazar, Natalia Score: 202 06/18/2015	Curriel, Jayden Score: 202 06/18/2015

### Standards Mastery Report

9. Click on the **Standards Mastery** link.

#### Recent Assessments

[District and Local Tests](#)
[Classroom Tests](#)
[Standardized Tests](#)
[Upcoming Tests](#)

Test Name:

Test Date:

Reading: 0%    Math: 0%    Science -...: -    Science -...: -

Language ...: -

\* Numbers displayed represent the percent of students in a section who scored proficient

**Standards Mastery** ← 9

10. You will be automatically be directed to the **Standards Mastery** Tab.

11. You have the option to switch to a different **Standardized Test**, **Test Level** and **Test Date**.

12. This page gives a distribution of students by score group. Click a number to see the student names associated with the score group.

13. Standards are listed under **Test Section**. If there are sub-sections with score group reports, click on a section to access them.

[Benchmark Dashboard](#)
[Classroom Test Dashboard](#)
[Item Analysis](#)
[Skills Analysis](#)
[Standards Mastery](#) ← 10
 [Student List](#)
[Student Analysis](#)

Test Type:  Benchmark Test     Classroom Test     Trends     Standardized Test

View by:

Test Name:  ← 11  
 Test Level:   
 Test Date:

[Currently Enrolled Students](#)    [All Students](#)

Tools	Test Section	261-270	251-260	241-250	231-240	221-230	211-220	201-210	191-200	181-190	171-180	161-170	151-160	141-150
	Reading			1	1	3	3	1						
	Math			2	2	1	3	2						
	Science - General Science													
	Science - Concepts and Processes													
	Language Usage													

← 12

← 13

Results for Standardized Assessments from prior school years are accessible to users from the **School & District Data** page.

### Create a Report

1. Hover over **School & District Data**.

2. Click on **Report Builder**.

3. Click on **Standardized Test Performance** to start the report builder.



### Report Builder

#### Build a Pre-Formatted Report

Click a report link to run one of the below reports.

#### Formative (Benchmark and Interim) Reports

- ▶ Benchmark Performance by Subject
- ▶ Benchmark Test Item Analysis
- ▶ Benchmark Test - Standards Analysis by Section
- ▶ Benchmark Test - Score Group Analysis
- ▶ Benchmark Test - Standards Analysis by School Enrollment

#### Standardized Test Reports

- ▶ Standardized Test Performance

#### Demographic Reports

- ▶ Demographic Overview

#### Build a Custom Report

Create your own report by selecting student report criteria.

- ▶ Start by building a Student Set
- ▶ Build a custom report with all students

#### Course / Section Lists

Find courses and sections and run reports on the students enrolled in them.

#### Define Student Set

Create Student Sets to use in Custom Reports, combine with Saved Report, or for use batch printing Student Profiles.

4. Select the desired filters for the report. Only the **Test Name** field is required.

Field	Input
Region	CPS Network
School type	Elementary or High School
School	School Name
Grade Level	Specific grade level
Select Test Information	
Test Year	School Year
Test Name	Standardized Test Administration
Test Level	Grade Level of Retest
Test Instance	Window Start Date and Grade Level
Subject/Section	Subject section (e.g. Math) within a test
Student Enrollment	
Current Enrollment	Include all currently enrolled students
Total Enrollment	Include all students ever enrolled during the selected School Year
Range	Include all students enrolled during a specified start and end date (to select just one day, use the same start and end date)
Display options	
Chart Style	Display report data in a table or a graph format.
Field	Input
Paging	Divide report into multiple views (i.e., Region, Student Enrollment School, or Student Enrollment Grade level). Select the check box to activate this option.

5. Click **Run Report**. The report results display.

6. Other viewing options include:
- In the Graph view, click a section of the bar graph to display the percentage.
  - In the Table or Graph view, click a value in a table or graph to display the relevant students in an Analysis Spreadsheet.

### Pre-Formatted Reports

7. Click **Save Report** from the top of the screen to save your pre-formatted report.

8. **Saved Reports** can be located under School & District Data.

**Note:** Additional reports concerning Standardized Assessment Results may be created by School; Network; and /or Central staff and published to the Home page in the **Report Bank**. Should that occur, notification will be sent out to users by the report creator.

Key Reports (0)	My Reports (10)	Most Frequent (8)
<a href="#">2014-2015SY CPS Benchmark Test Totals by Network/School</a>		
<a href="#">ES Fitness Assessment 2014-2015</a>		
<a href="#">ES Fitness Assessment Report</a>		
<a href="#">Most Recent ISAT Results</a>		
<a href="#">NWEA</a>		
<a href="#">Sample Report</a>		
<a href="#">SY 14-15 HS EOY Completion Report</a>		
<a href="#">SY2016 REACH BOY Completion Report</a>		
<a href="#">SY2016 REACH BOY Completion Report</a>		
<a href="#">SYSY14-15 Elementary EOY Completion Report</a>		