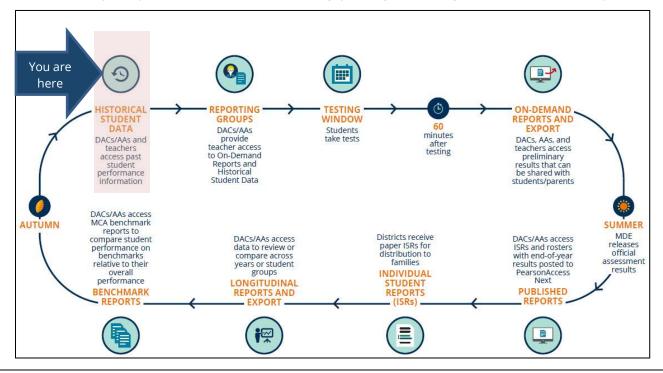


Historical Student Data User Guide

This guide provides instructions on viewing historical student data in PearsonAccess Next.

Note for 2019-20: Due to COVID-19, a limited number of completed tests with valid scores for individual students are available in Historical Student Data for 2020.

Note: The individual student information available in the secure PearsonAccess Next system is private student data. Ensure student data privacy is maintained when accessing, printing, or sharing information from the system.



Overview

Access to Historical Student Data provides users two ways to view previous assessment history for an individual student based on the student's status:

1) Currently enrolled in the user's district.

2) Previously tested in the user's district.

Both paths include the following data:

- Test administration and year
- Where the student tested
- Grade
- Subject
- Scale score
- Achievement level

Additional test and performance details are available once an individual assessment record is selected.



Overview (continued)

Where and when Historical Student Data for an individual student is accessed in PearsonAccess Next depends on whether the student is currently enrolled in your district or has previously tested in your district. Data is available in both locations for students who are currently enrolled *and* previously tested in your district.

	Student Currently Enrolled in Your District	Student Previously Tested in Your District
Location in PearsonAccess Next	Setup > Students	Reports > Historical Student Data
When Data is Available in PearsonAccess Next	October – June	All year* *Results from the most recent test administration are available in late summer.
Steps to Navigate to Other Location in PearsonAccess Next	To jump to <i>Reports</i> > <i>Historical Student</i> <i>Data</i> (to view data for students who have previously tested in your district): from the Students page, select the Select Tasks dropdown menu and then select Go To Historical Student Data .	To jump to <i>Setup</i> > <i>Students</i> (to view data for students who are currently enrolled in your district): from the Historical Student Data page, select the Select Tasks dropdown menu and then select Go To Students .

Historical Student Data is currently available for the following test administrations:

- MCA 2011-present*
- MTAS 2011–present*
- MCA Modified 2011-2014
- OLPA 2014-2017

*Results from the most recent test administration will be available in late summer.

Access by User Role

Users with the District Assessment Administrator (DAC) or Assessment Administrator (AA) role in PearsonAccess Next have access to historical student data. If teachers (i.e., users with the Test Monitor/Data Entry or MTAS Score Entry user role) need access to historical student data, the DAC or AA must first assign reporting groups to these users in order for them to access historical student data; see table below.

Instructions for creating reporting groups in PearsonAccess Next are available in the <u>Reporting Groups User Guide</u> (PearsonAccess Next > Reporting Resources > Additional Reporting Resources).

Report Access by User Role

User Role	Historical Student Data is available
District Assessment Coordinator (DAC)	Yes
Assessment Administrator (AA)	Yes
Test Monitor/Data Entry	Yes, if assigned to a Reporting Group
MTAS Score Entry	Yes, if assigned to a Reporting Group

View Historical Student Data – Currently Enrolled Students

Follow these steps to view historical student data for students currently enrolled in your district.

1. From the Home page, under **Setup**, select **Students**.

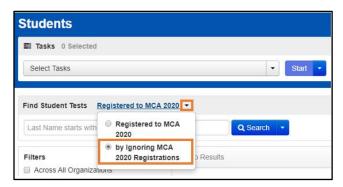
2. To the right of **Find Student Tests**, select "by Ignoring MCA 2020 Registrations" and then select **Search**. This ensures all enrolled students are included in the search.

 Search for a student by MARSS/SSID or use the filters to search by First Name, Last Name or Date of Birth, and then select **Search**.
 Students are listed by last name, first name, and then

MARSS/SSID.

- Select the box(es) to the left of the individual student(s). Note: Selecting the box next to Last Name selects all students in the list.
- 5. Select the dropdown menu to the right of the **Start** button and select **View Historical Student Data**.
- 6. The student(s) selected are displayed on the panel on the left. If you selected multiple students, confirm that the students for whom you want to view historical student data are selected (highlighted in blue).





Tasks 0 Selected				🔳 Students 🗧
Select Tasks	Manage			
Find Student Tests by Ignoring MCA 2020	Registi	ations 🝷		
Control		Q Sea	arch 🔹	
Filters Clear Hide	6 F	lesults		
Across All Organizations				
		Last Name*	First Name*	MARSS/SSID*
MARSS/SSID				MARSSISSIO
MARSS/SSID Starts with		Control	Rorgana	
Starts with	8 8			555500000040 🕄
Starts with Local Use Data		Control	Rorgana	555500000040 (5555000020195 (
Starts with Local Use Data Starts with		Control Control	Rorgana TenB	5555000000040 € 5555000020195 € 5555000030195 € 55555000040195 €
Local Use Data		Control Control Control	Rorgana TenB TenC	5555000000040 € 55555000020195 € 55555000030195 €

Students		
Tasks 0 Selected		🗐 Studen
Select Tasks 🔹	Start 💌	Manage
	All Tasks	
Find Student Tests by Ignoring MCA 2020 Registrations 👻	View Enro	oliment Data
Last Name starts with Q Search	Student E	ligibility Data
	View Histo	orical Student Data

PearsonAccess ^{next}		Minn
Tasks for Students		
View Historical Student Data		
STUDENTS	ASSESSMENTS	
CONTROL, RORGANA (5555000000040)	Control, Rorga	na (5555000000040)
CONTROL, TENB (5555000020195) CONTROL, TENC (5555000030195)	Administration	Organization Name
	MCA 2019	CFL ELEMENTARY 101 (5555-09-101)



Note: All user roles have access to some information for students within their organization on the Students page. If a teacher selects a student(s) who is not in their assigned reporting group(s), they will receive an error message when attempting to view Historical Student Data. For more information on creating reporting groups refer the <u>Reporting Groups User Guide</u> (PearsonAccess Next > Reporting Resources > Additional Reporting Resources).

 To see additional test and performance details for a specific assessment, under the Administration column, select the arrow to the left of the administration (e.g., MCA 2020).

Tests are ordered by most recent administration then by test date in descending order.

Tip: To quickly jump to historical student data for students who have previously tested in your district, select the **Select Tasks** dropdown menu and then select **Go To Historical Student Data**. This will navigate you to Historical Student Data located under *Reports > Historical Student Data*.

ASSESSMENTS

A This task is only allowed for students in your group(s)

Administration	Organizatio	n Name	Subject	Grade	Score	Achievemen	t Level
MCA 2020	CFL ELEME	NTARY 101 (5555-09-101)	Reading	03	399	Exceeds Star	idards
Test Details District CFL CONTROL D (5555-09-000) Learning Locato R316		Percentile Rank 99 Lexile 1155L	Perforn Literature Informatie Text	-	nd Scale Sco	9 9 9 9	Performance Above Expectations Above Expectations
MCA 2019	CFL ELEME	NTARY 101 (5555-09-101)	Math	03	NC	Not Complete	d
MCA 2018	CFL ELEME	NTARY 101 (5555-09-101)	Reading	03	397	Exceeds Star	idards
MCA 2018	CFL ELEME	NTARY 101 (5555-09-101)	Math	03	(34)	Partially Meel	s Standards

Students		
Select Tasks		• Start •
 View Enrollment Data Student Eligibility Data Student Eligibility Data 	ACA 2018	Registrations -
 View Student Tests View Historical Student Data 		Q Search 👻
Go To Historical Student Data	ar Hide	No Results



View Historical Student Data – Previously Tested Students

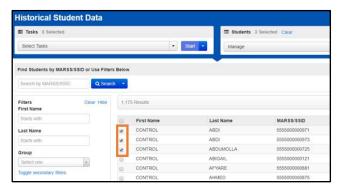
Follow these steps to view historical student data for all students who have previously tested in your district.

- 1. From the Home page, under **Reports**, select **Historical Student Data**.
- 2. Search for a student by MARSS/SSID or use the filters to search by First Name, Last Name or Date of Birth, and then select **Search**.
 - Students listed are ordered by last name, first name then MARSS/SSID.
 - If a student is not appearing for a user, verify with the DAC or AA that both the student and user have been added to the same reporting group.
- 3. Select the box(es) to the left of the individual student(s).

Note: Selecting the box next to **First Name** selects all students in the list.

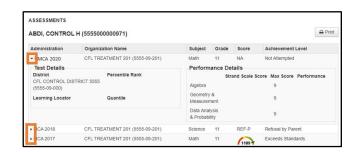
- 4. Select the dropdown menu to the right of the **Start** button and select **View Historical Student Data**.
- 5. The student(s) selected are displayed on the panel on the left. If you selected multiple students, confirm that the students for whom you want to view historical student data are selected (highlighted in blue).
- To see additional test details and performance details about a specific assessment, under the Administration column, select the arrow to the left of the administration (e.g., MCA 2020). Tests are ordered by most recent administration then by test date in descending order.













Tip: To quickly jump to historical student data for students who are currently enrolled in your district, select the **Select Tasks** dropdown menu and then select **Go To Students**. This will navigate you to *Setup* > *Students*.

Historical Student D	ata		
Tasks 0 Selected			
Select Tasks		•	Start 💌
View Historical Student Data			
Go To Students	Jse Filters Below		

Download and Print Historical Student Data

There are two options to download and print historical student data.

- A **Student History Report** contains all available assessments for a single student, including overall test and performance details.
- New for 2019-20: A Historical Student Data Summary List includes all assessments for all students displayed on the page.
- 1. To download a **Student History Report** as a PDF, select the student displayed in the panel on the left, then select **Print** and **Student History Report**.

Note: The PDF report will download to your computer. Print or save the PDF using your browser's print function.

Additional pages include the test and

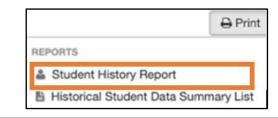
performance details for each test in

chronological order starting with the most recent

•

test.

• The multi-page **Student History Report** PDF includes an overview of each available test result on the first page.



STUDENTS	ASSESSMENTS					
ABDI, CONTROL H (55555000000971)	ABDI, CONTRO	L H (555500000971)				🔒 Prir
ABDI, CONTROL N	Administration	Organization Name	Subject	Grade	Score	AEPORTS
(5555000000973)	• MCA 2020	CFL TREATMENT 201 (5555-09-201)	Math	11	NA	Student History Heport B Historical Student Data Summary II
ABDUMOLLA, CONTROL I (5555000000725)	• MCA 2018	CFL TREATMENT 201 (5555-09-201)	Science	11	REF-P	(
(555500000725)	• MCA 2017	CFL TREATMENT 201 (5555-09-201)	Math	11	1189	Exceeds Standards
	• OLPA 2016-2017	CFL TREATMENT 201 (5555-09-201)	Math	11	1102	Does Not Meet Standards
	+ OLPA 2015-2016	CFL TREATMENT 201 (5555-09-201)	Math	11	(1102)	Does Not Meet Standards

Longitudin	al Reports				Student History
ABDI, CONTR	OL H (555500000	971)			
Administration	Organization Name	Subject	Grade	Score	Achievement Level
MCA 2019	CFL TREATMENT 201 (5555-09-201)	Math	11	NA	Not Attempted
MCA 2018	CFL TREATMENT 201 (5555-09-201)	Science	11	REF-P	Refusal by Parent
MCA 2017	CFL TREATMENT 201 (5555-09-201)	Math	- 11	1189	Exceeds Standards
OLPA 2016-2017	CFL TREATMENT 201 (5555-09-201)	Math	11	(1102)	Does Not Meet Standards
OLPA 2015-2016	CFL TREATMENT 201 (5555-09-201)	Math	11	(1102)	Does Not Meet Standards
MCA 2015	CFL TREATMENT 201 (5555-09-201)	Math	11	(1195)	Exceeds Standards
MCA 2015	CFL TREATMENT 201 (5555-09-201)	Science	11	1099	Exceeds Standards

Longitudin	al Reports				Studen Histor
ABDI, CONTR	OL H (555500000	1971)			
Administration	Organization Name	Subject	Grade	Score	Achievement Level
MCA 2017	CFL TREATMENT 201 (5555-09-201)	Math	11	(1189 T	Exceeds Standards
Test Details					
District CFL CONTROL DIS	STRICT 5555 (5555-09-000)		Percentile Rank		
Learning Locator MHS84					
Performance Details					
	Strand Sc	ale Score	Max Score	Perfor	mance
Algebra		9	9		Expectations
Geometry & Measurer	ment L	9	9	Above	Expectations
Data Analysis & Proba	ability and a second se	9	9	Abreas	Expectations

6



 To download a Historical Student Data Summary List report for all students displayed in the panel on the left, select Print and Historical Student Data Summary List.

Note: The PDF report will download to your computer. Print or save the PDF using your browser's print function.

• The multi-page **Historical Student Data Summary List** PDF has a page for each student with an overview of all available test results.

Note: You will receive an error message when printing this report if more than 50 students are selected and displayed in the panel on the left. Return to the previous page and reduce the number of students selected, either manually or using the filters.

3. Select **Exit Tasks** at the top right to return to the **Historical Student Data** screen.

REPORTS

- Student History Report
- Historical Student Data Summary List

TUDENTS	ASSESSMENTS					
ABDI, CONTROL H (5555000000971)	ABDI, CONTRO	L H (555500000971)				⊖ Pri
ABDI, CONTROL H (5555000000973)	Administration	Organization Name	Subject	Grade	Score	aports
	+ MCA 2020	CFL TREATMENT 201 (5555-09-201)	Math	11	NA	Student History Report Historical Student Data Summary
ABDUMOLLA, CONTROL I (5555000000725)	+ MCA 2018	CFL TREATMENT 201 (5555-09-201)	Science	11	REF-P	Concerning and the second
(00000000720)	+ MCA 2017	CFL TREATMENT 201 (5555-09-201)	Math	11	11897	Exceeds Standards
	• OLPA 2016-2017	CFL TREATMENT 201 (5555-09-201)	Math	11	(1102	Does Not Meet Standards
	+ OLPA 2015-2016	CFL TREATMENT 201 (5555-09-201)	Math	11	(1102)	Does Not Meet Standards

Longitudinal Reports					Historical Student Data Summary List
ABDI, CONTROL H (5555000000971)					
Administration	Organization Name	Subject	Grade	Score	Achievement Level
MCA 2019	CFL TREATMENT 201 (5555-09-201)	Math	11	NA	Not Attempted
MCA 2018	CFL TREATMENT 201 (5555-09-201)	Science	11	REF-P	Refusal by Parent
MCA 2017	CFL TREATMENT 201 (5555-09-201)	Math	11	(1189 T	Exceeds Standards
OLPA 2016-2017	CFL TREATMENT 201 (5555-09-201)	Math	11	(1102)	Does Not Meet Standards
OLPA 2015-2016	CFL TREATMENT 201 (5555-09-201)	Math	11	(1102)	Does Not Meet Standards
MCA 2015	CFL TREATMENT 201 (5555-09-201)	Math	11	11952	Exceeds Standards
MCA 2015	CFL TREATMENT 201 (5555-09-201)	Science	11	1099	Exceeds Standards

Error

Your selection contains more than 50 records. Please choose a filter in order to print.

Add Task < Previous Task Next Task > Exit Tasks ×