

Campus Level Reporting

AEIS IT creates reports by teacher at the time scan data is scored. Campus personnel may wish to produce summary reports that show student performance for an entire grade level or reports that show aggregated student data for multiple test administrations.

Summary Reports Per Grade Level/Test Version

1. Open AEIS IT to the Scan Data table.
2. Click on the **Print button**.
3. A list of available reports appears.
4. The following reports are most frequently used at the campus level.
 - Scan Item Analysis
 - SE Summary by Group
 - SE Summary by Student
 - Scan SE Analysis
 - Scan Summary Packet
5. In most cases users should conduct a search for the desired test date prior to running the report. The following steps outline the search required, if any, and a summary of what the report displays.
6. Most campuses will want to print the Scan Summary Packet after each test administration. Most of the other reports can be printed for combined data after multiple test administrations.



Scan Item Analysis Report

1. A search is required before printing this report.
2. Click on **Search** and select **Quick Search**.
3. Click in the field labeled Date and select the test date from the list. Click **OK**. (**Note:** This report will combine different test numbers; therefore, if you do not wish to combine those students who took the English version and Spanish version, do step 4. If you wish to run the report for both the English version and Spanish version, skip to step 5.)
4. Click in the field labeled Test Number and select the desired test number from the list. For example, for the test given on 10/23/2006, the students taking the English version were administered test number 11. If you wish to include only those students on the report, select test number 11. Click **OK**.
5. Click the **green checkmark** to execute the search.
6. Click on the **Printer button** and highlight report **number 3, Scan Item Analysis**.

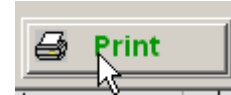


My Test	
Objective	ypd
Content Area	
Grade	
Date	10/23/2006
Number	11
Version	
School year	
Take Group	

- In the area, **Select Printer**, be sure the desired printer appears in the printer box and that **Print Preview** is not checked. (**Note:** To select the appropriate printer, click on the down arrow and choose the correct printer.)



- Click the green **Print button**. The report setup screen appears.
- Type your campus name in the **Site Name** field and type the test date in the **Group Description** field.
- Take the defaults on the other fields.



- In the **Select Content Areas and Grade** field, click in the desired grade level(s) for each content area tested on that date. You may select multiple grade levels to report at one time. Each grade level/content area selected will produce a one or two page report. See example below:

Select Content Areas and Grades													
	K	1	2	3	4	5	6	7	8	9	10	11	12
<input checked="" type="checkbox"/> Reading	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> ELA													
<input checked="" type="checkbox"/> Mathematics	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Writing													
<input checked="" type="checkbox"/> Science	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Social Studies	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Click the **green Print button**.
- The report will display by question how many students answered each question for each answer choice. The questions where less than 80% of the students were successful will be flagged with an X.

Flag	Obj	Ques	Ans	(A, F)		(D, G)		(C, H)		(I, J)		(E, K)		No Answer Total / Pet	Student Expectation
				Total	Pet	Total	Pet	Total	Pet	Total	Pet	Total	Pet		
X	01	1	B	1	11	78	70	5	5	5	9	0	0	0	110-23-11C
	11	2	J	111	111	4	4	11	11	88	88	1	1	11	111-23-11A
X	02	3	D	3	3	81	89	5	5	04	00	0	0	0	110-23-12J
	03	4	G	3	3	90	87	5	5	5	5	0	0	0	110-23-10E
X	02	5	B	2	2	95	93	11	11	5	3	0	0	0	110-23-12F
	02	3	J	0	0	5	3	2	2	92	88	0	0	0	110-23-12F

SE Summary by Group

1. This report can be run for one test date or for multiple test dates at a time. If only one test date is desired, follow the searching steps outlined for Scan Item Analysis.
2. It is recommended that this report be run after several tests have been administered as it summarizes all attempts by students at the Student Expectations that have been tested.
3. No search is required.
4. Click on the **Print button**.
5. Highlight report **number 8, SE Summary by Group**.
6. Be sure the **Print Preview** button is unchecked and that the printer is the correct printer. (See steps 7 and 8 in the Scan Item Analysis report directions for assistance.)
7. Click the **green Print button**.
8. Enter your campus name in the **Site Field**.
9. Leave the Student Description field as **All Students**.
10. Leave the Objective Type field as **TAKS**.
11. Select one or more grade levels and content areas. (See step 11 in the Scan Item Analysis instructions for assistance.)
12. Click the **green Print button**.
13. The report shows the number of times each Student Expectation has been attempted (number of students x number of times tested), what percent of time students have mastered the skill, and a graph of that mastery.



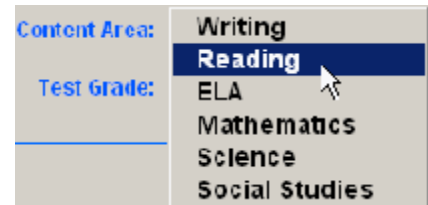
<u>Student Expectation</u>	<u>Attempts Per SE</u>	<u>% Correct Responses</u>	<u>Student Mastery</u>		<u>Percent of Students Mastery</u>
			<u>Total</u>	<u>Percent</u>	
24. *10.23-CE -use structural analysis to identify words, including knowledge of Greek and Latin roots and prefixes/suffixes (7-0); and	205	79.5	68	17.2	
36. *10.23-EE -draw on experiences to bring meanings to words in context such as interpreting figurative language idioms, multiple-meaning	735	79.5	201	54.9	
38. *10.23-EC -determine meanings of derivatives by applying knowledge of the meanings of root words such as like, pay, or happy and affixes	629	71.7	225	61.5	

SE Summary by Student

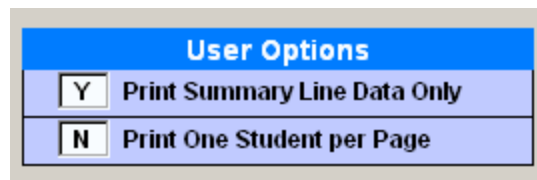
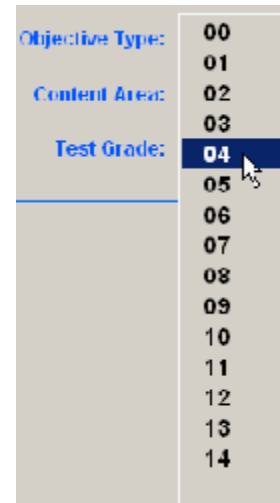
1. This report can be run for a single test or multiple test administrations. It is recommended that you use it after multiple tests have been given.
2. No search is required.
3. Click on the **Print button**.
4. Highlight report **number 9, SE Summary by Student**.



5. Be sure the **Print Preview** button is unchecked and that the printer is the correct printer. (See steps 7 and 8 in the Scan Item Analysis report directions for assistance.)
6. Click the **green Print button**.
7. Enter the date of the report in the **Date field**.
8. Enter your campus name in the **District/Campus field**.
9. Enter a **Group Description**, if desired.
10. Leave the **Objective Type as TAKS**.
11. Select the appropriate content area by clicking on the white bar labeled **Writing** and scrolling to the desired content area.



12. Select the desired grade level by clicking on the white bar and scrolling to the desired grade.
13. In the area labeled User Options, leave the **Print One Student per Page as N**. If you wish to see how the student performed on each Student Expectation for each test administration, set the **Print Summary Line as N**. If you are only interested in a summary of how the student has performed, set it as **Y**. (It is recommended to leave the settings as set by the program.)



14. Click **Print** to print the report. (Note: A series of Print dialog boxes appear. Click OK each time.)
15. The report lists each student by name and each Student Expectation that has been tested is shown by number. The report shows how many times the Student Expectation was tested and how many times the student answered it correctly.

Student Name	11023	11023	11023	11023	11023	11023	11023	11023	11023	11023	11023	11023	11023	11023	11023	
	23-01A	23-00E	23-00C	23-00D	23-00I	23-00F	23-00G	23-00H	23-00J	23-00J	23-00E	23-00I	23-00M	23-00A	23-00B	
					0/1	1/1	3/3	1/1	0/2	1/1	1/1	1/1			2/3	1/1
ALLEN, T					2/4	1/1	1/1	1/1	1/1	1/1	1/1	1/1			1/3	1/1
ALLEN, T					2/6	1/1	2/2	1/1	1/1	1/1	1/1	1/1	1/2		2/3	1/1

Scan SE Analysis


1. No search is required for this report.
2. Click on the **Print** button.
3. Highlight report number 12, **Scan SE Analysis**.
4. Be sure the **Print Preview** button is unchecked and that the printer is the correct printer. (See steps 7 and 8 in the Scan Item Analysis report directions for assistance.)
5. Click the **green Print button**.
6. Enter your campus name in the **Site field**.
7. Enter a **Group Description**, if desired.
8. Click in the field labeled **Objective Type** and select **TAKS**.
9. Click in the **Content Area** field and select the desired content area.
10. Click in the **Test Grade** field and select the desired grade level.
11. Click on the option labeled **Quick Print** (located just to the right of grade level).



Objective Type:

Content Area:

Test Grade:



12. The program will automatically print the report by teacher for the desired content area and grade level. No other selections are required on this screen.
13. A series of print dialog boxes appear. Click OK each time.
14. This report lists each teacher's name and shows student performance summary data for each Student Expectation tested on all tests in the selection. The report shows number of attempts for each SE and the percent of time students answered it correctly.

Grade: 07				Total Attempts/Items Correct/Percent															
Teacher Name	P	Int	Test Date	Local Std Pct	Avg Test Score	11025 20-0A	11025 20-0C	11025 20-0E	11025 20-0D	11025 20-0E	11025 20-0F	11025 20-0G	11025 20-0H	11025 20-0I	11025 20-0J				
DAVID L.	AL	1	AL	3	41					3	50	22	33	1	50	6	13	2	50
DAVID R.	AL	121	AL	70	76					110	75	530	82	106	70	536	61	105	65
MILYAN.	AL	102	AL	45	42					528	62	610	67	314	57	788	53	133	47
MILYAN.	AL	6	AL	44	64					176	67	168	61	135	67	375	44	11	59

Scan Summary Packet

1. This report requires no searching.
2. It is recommended that this report be run after each test administration.
3. Click on the **Print button**.
4. Highlight report number 14, **Scan Summary Packet**.
5. Be sure the **Print Preview** button is unchecked and that the printer is the correct printer. (See steps 7 and 8 in the Scan Item Analysis report directions for assistance.)
6. Click the **green Print button**.
7. Select the **Objective Type, TAKS**.
8. Select the desired **Content Area**.
9. Select the **Test Grade**.
10. Select **Test Date**.
11. Select **Test Number**.
12. Leave the Print by default as Campus.
13. Click **Continue**.
14. A list of the packet of reports that are included appears. Click the **Print to PDF** if desired.



15. Note that many of the same reports outlined earlier are included in the packet; however, these reports will report data from the one test date and number selected above.