

Synergy SIS[©] Test History User Guide



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ABOUT THIS GUIDE

DOCUMENT HISTORY

Date	Volume	Edition	Revision	Content
August 2009	1	1	1	Initial release of this document
March 2010	1	1	2	Update to include changes from the November 2009 release and the February and March 2010 patches
May 2011	1	1	3	Update to include changes from November 2010 release and subsequent patches
April 2013	1	1	4	Update to include changes from the March 2013 release of Synergy SIS 8.0

CONVENTIONS USED IN THIS GUIDE

Bold Text - Indicates a button or menu or other text on the screen to click, or text to type.



Tip – Suggests advanced techniques or alternative ways of approaching the subject.



Note – Provides additional information or expands on the topic at hand.



Reference – Refers to another source of information, such as another manual or website



Caution – Warns of potential problems. Take special care when reading these sections.

NAVIGATION

To indicate how to find screens, this guide uses shorthand like **Synergy SIS > Test History > Student Test**, which means: In the Navigation Tree (also called PAD Tree), click **Synergy SIS** (if necessary to open it), then **Test History** (if necessary to open it), and then **Student Test**.



If the Navigation Tree pane itself is not open, click the Tree button.



BEFORE YOU BEGIN

Before using any of the Edupoint family of software products, please make sure the computer hardware and software meet the minimum requirements.



Caution: The Edupoint family of software does not support the use of pop-up blockers or third-party toolbars in the browser used to access Synergy SIS. Please disable any pop-up blockers and extra toolbars in the browser before logging in to any Edupoint product.

Chapter One: TESTS

This chapter covers:

- ► Screening student test results
- ► Editing & adding student test results
- ► Screening the class test analysis

This user guide covers the Test History module, where the results of student tests can be recorded. Any test can be recorded here, from state-mandated test to college entrance exams or school-created tests. The setup of the Test History screens is explained in the companion guide, *Synergy SIS – Test History Administrator Guide*.

VIEWING STUDENT TEST RESULTS

You attach test results to a student's record using **Synergy SIS > Test History > Student Test**.

To find a student's test record, there are two methods: Scroll and Find mode. To scroll through the student records to find the student:

 Click the Next button at the top of the screen to advance to the first student's record. Records are sorted alphabetically by last name, so the first student to appear most likely has a last name that starts with A.



2. To scroll in reverse alphabetical order, click the Previous button.



3. Continue clicking these scroll buttons until the desired student record appears.

To switch to Find mode to look for the student records:

1. Click the Find mode button.



2. Enter either the entire last name or the first part of the last name of the student in the **Last Name** box.

	Menu V 🛞 🛞 💭 Find Undo Form Status: Find 🖓	للا 🖓
	Student Test	~
	Student Name: Schoot Status: Homeroom:	
	Student Test	
(Last Name First Name Middle Name Suffix Perm ID Grade Gender	
	Abbott V	
	Tests Add	
	🗙 🛛 Line Admin Date Test Name School Year School Name Grade Test Type Test Level Test Form Test Group Pass/Fail Indicator Test I	Details
	Figure 1.4 – Finding By Last Name	

 Click the Find button or press the Enter key. The first student with the last name entered into the Find screen appears. Then use the scroll buttons if needed to find the exact student. **Note:** In Find mode, students can also be found by searching by any of the yellow fields on the screen. Entering anything in any box but the first one opens a window with a list of students matching the criteria entered. To select a student, click on the name, and the student record appears in the **Student Test** screen. Close the window after selecting the record. For more about finding students in any screen, see to the *Synergy SIS* – *Student Information User Guide*.

The **Student Test** tab of the **Student Test** screen shows all tests recorded for the student, including the **Admin Date**, or the date the test was taken, as well as **Test Name**, **School Year**, **School Name** at which the test was taken, and the student's **Grade** level when the test was taken.

∇S	Stud	dent Tes	t																	~
Stude	ent Na	ame: Ackley, I	Bria	In R. Sch	ool: He	ope High	Scho	ol Statu	s: Active	Homeroom	: P-10									
Stud	Student Test Waiver																			
Last I	Name	;	Fir	st Name		Mide	dle N	lame	Suffix	Perm ID)	Gr	ade		Ger	Ider				
Ackle	ey		Br	ian		R				913948		12			Mal	е	*			
Filter	Optio	ons																		٢
Tests	5																		A	o bt
×	Line	Admin Date		Test Name		School Year		School Name	Gra	ade 🍦	Test Type	\bigcirc	Test Level	₽	Test Form	⊜	Test Group	Pass/Fail Indicator		Test Details
	1	09/27/2010	P	<u>PSAT</u> ←		<u>2011</u>				*	Fall									Show Details
	2	03/28/2011	P	Proficien	<u>cy</u> ←	<u>2011</u>				*	Fall									Show Details
	3	09/27/2011	P	<u>PSAT</u> ←		<u>2011</u>				*	Fall									Show Details
	4	05/25/2012	P	<u>SAT</u> ←		<u>2011</u>				*	Fall									Show Details

Figure 1.5 – Student Test Screen, Student Test Tab

A **Student Test ID** and a **Test Sequence** can also be shown, depending on district setup. **Student Test ID** is a unique Identifier for a student test instance, and **Test Sequence** tracks the order in which a student has taken multiple instances of a test on the same date.

The **Test Type, Test Level, Test Form,** and **Test Group** can also be shown. These are district-specific values that indicate the type of test, the level of the test such as AP, the form used if multiple forms are available, and a group for the test to be used for test comparisons.

The overall pass/fail status of the test is shown in the **Pass/Fail Indicator** column if the test measures passing or failing.

More details are available. To view the setup of the test, click the link in the **Test Name** column.

To view additional details about each test, click the **Show Details** link in the **Test Details** column. The **Student Test Detail** screen opens. In addition to the information shown in the main screen, the **Basic Information** tab shows a **Test Description**, **Test Def Code**, **Test Total**, **SOL Recovery**, and number of **Retakes** the student has done. The SOL (Standards of Learning) Recovery is used in some districts to indicate if this is a test retaken as part of an SOL recovery program.

The **School Name Selection** section indicates whether the test was taken at an in-district school (**School Name** field) or a non-district school.

Student Test Detail
Test Name: PSAT Student Name: Ackley, Brian R. Admin Date: 09/27/2010
Basic Information Parts
Test Name Admin Date Test Sequence Grade
Test Details G
Test Description
PSAT
Test Def Code Test Type
Parts Fall
Test Level Test Form Test Group
Other Information
Pass/Fail Indicator Test Total SOL Recovery Retakes
School Name Selection
School Name 🔶 Non District School
NOTE: Only one selection can be made when choosing the school where the test was taken.

Figure 1.6 – Student Test Detail Screen

Score details are displayed on one or more of three types of tabs on the **Student Test Detail** screen, depending on the type of test. Tests can be parts-based, objectives-based, or both. On the **Parts** tab, all parts of tests are shown with the performance level and score attained by the student. The type of score listed depends on the setup of the test.

VStudent Test Detail												
Test Name: SAT Student Name: Abbott, Billy C. Admin Date: 04/29/2012												
Basic Information Parts												
Test Name Admin Date Test Sequence Grade												
SAT 04/29/2012		11 💌										
Test Parts				۵								
Line Part Number	Part Name	PerformanceLevel		Raw Score								
1 1	Math	~		760								
2 2	Verbal	~		780								

Figure 1.7 – Student Test Detail Screen, Parts Tab

The **Objectives** tab lists all objectives assigned to the test. For each objective, the number of questions the student answered correctly is in the **Raw Score** column. Also listed is the **Performance Level** achieved based on the number of correct questions answered. This information can be manually entered, or it can be calculated based on the information entered on the **Questions** tab. Click a link in the **Objective Description** column to see details of the objective.

√Stude	VStudent Test Detail											
Test Name: Math Exam Student Name: Abbott, Billy Admin Date: 11/17/2008												
Basic Information Objectives Questions Parts												
Test Name A	Test Name Admin Date Grade											
Math Exam 1	1/17/2008 📴 12 💌											
Test Objective	es			Show Detail 🔕								
Line Order	Objective Description	Raw Score	Total Objective Questions	Performance Level								
1 1	PO1 - Compare and order real numbers	4	4	Well Above Standard								
2 2	PO2 - Identify properties of real number system	4	6	Meets Standard 🗸 🗸								

Figure 1.8 – Student Test Detail Screen, Objectives Tab

To see the questions for an objective, click its **Line** number and then the **Show Detail** button. A detail screen appears on the right and lists the questions that calculate the

student's performance on the objective, the student's answer for each question, and the correct answer. It also shows the total results for the student and the percent of questions answered correctly.

Student Test Detai	il			(
Test Name: Math Exam Student Nam	ne: Abbott, Billy Admin Date: 11/1	7/2008										
Basic Information Objectives Questions Parts Test Name Admin Date Grade Math Exam 11/17/2008 12												
Test Objectives	1		(Hide Detail								
1 1 2 2	()											
	Line Question Number	Student Answer	Correct Answer	Correct Answer								
	1 1	В	В	 ✓ 								
	2 4	A	A	 ✓ 								
	3 5	D	D	✓								
	4 8	С	С	 ✓ 								
	Total Right Wro 4 4	ng Percent										

Figure 1.9 – Student Test Detail Screen, Objectives Tab, Detail Screen

To see the results for another objective, click its **Line** number on the left side of the screen. To return to the main screen, click on the **Hide Detail** button.

The **Questions** tab lists the questions on the test for an objectives-based test, the student's answer, and the correct answer. At the bottom of the tab are the total results for the student and the percentage of questions answered correctly.

∇S	∀Student Test Detail												
Test	Name: Math Exam	Student Name: Abbott, Bi	illy Admin Date: 11/17/2	D08									
Basi Test I Math	ic Information Object Name Admin Date	Grade	Parts										
Toet	Questions												
Line	Question Number	Student Answer	Correct Answer	Corrrect Answer									
1	1	В	В	 									
2	2	С	С	 Image: A start of the start of									
3	3	D	D	 Image: A start of the start of									
4	4	A	A	 Image: A start of the start of									
5	5	D	D	 Image: A set of the set of the									
6	6	В	В	 Image: A start of the start of									
7	7	D	D	 Image: A set of the set of the									
8	8	С	С	 Image: A set of the set of the									
9	9	В	С	×									
10	10	В	A	×									
Total	Right Wro	ng Percent											

Figure 1.10 – Student Test Detail Screen, Questions Tab

The **Waiver** tab of the **Student Test** screen lists the tests and test parts for which a student has applied for a waiver or exemption. Include are the test name, the part if any, the date of application, whether the **Application Type** is waiver or exemption, the **Outcome Code** (whether the application was granted), the date when the outcome was decided, and comments.

VStudent Test (≪											
Student Name: Adams, S	Student Name: Adams, Stephen J. School: Hope High School Status: Active Homeroom: SEM										
Student Test Waiver											
Last Name	First Name Middl	e Name Suffix	Perm ID	Grade (Gender						
Adams		901622	10 👻	Male 💌							
Waiver					Add 🔇						
X Line Test Name ⇔ Desc	Part cription Date	Application Type	Outcome Code	Outcome Date	Comment						
		Waiver 💌	Denied 🔽								
1 Essentials Writi	ng 04/15/2013 📑]		04/19/2013							

Figure 1.11 – Student Test Screen, Waiver Tab

Click a link in the Test Name or Part Description column for more information.

EDITING STUDENT TEST RESULTS

To edit the information for a test:

1. Make sure the focus is set to a school and not the district. The focus is indicated in the top right corner of the screen.

	Ecupoint	(Hope High School Year:2011-2012 User:Admin User Show active and inactive
🔄 TYUE 🔲 👧 🏠 Quick Launch	F N	Lock	Sign Out Support Help
	Figure 1.12 – Checking Current Focus		

2. Change to Update mode by clicking the **Edit** button at the top of the screen. If the button is not available, Update mode is already turned on.



3. Change the **Admin Date** or **Grade**. The rest of the information on the main screen is linked to the test definition and cannot be changed on this screen.

∇	VStudent Test																			
Stud	Student Name: Abbott, Billy C. School Hope High School Statua: Active Homeroom 231																			
Stu	Student Test																			
Last	Nam	e	Fir	st Name		Middle	Name	Suffb	C .	Perm ID			Grad	e	Gender					
Abb	att		Bi	ly		C				906483			12		*	Male	*			
Filte	Fiter Options																			
Tes	ts														_				Add	- O
×	Lin			Test Name 🕀	Sc Y	hool e ear	Schoo Name					Te Typ	st ⊜ ne ⊖	Test Level ¢		Test 🖯	Test Group	Pass/F Indicat	al e or e	Test Details
		04/27/2006	P	CST LV 7+	20	05	Eisenho Middle School 4	wer	07		¥	Fal	I		Ι					Show Details
		04/27/2006	7	CAT6 7+	20	06	Eisenho Middle School 4	wer	07		*	Fal	I							Show Details
		04/30/2007	P	CATE 8+	20	oz	Eisenho Middle School 4	wer	08		¥	Fal	I							Show Details
	4	04/30/2007	7	CST LV 8+	20	07	Eisenho Middle School 4	wer	08		*	Fai	1							Show Details

Figure 1.14 – Student Test Screen

- 4. Click the **Save** button at the top of the screen.
- To edit the additional details about a test, including the student test scores, click the Show Details link in the Test Details column. The Student Test Detail screen opens.

6. Change the **Pass/Fail Indicator**, the **Test Total**, the **SOL Recovery**, or the number of **Retakes**. SOL (Standards of Learning) Recovery is used in some districts to indicate if this is a test retaken as part of the SOL recovery program. You can also change the school at which the student took the test.

Student Test Detail									
Test Name: AIMS Student Name: Abbott, Billy C. Admin Date: 05/15/2010									
Basic Information Parts									
Test Name Admin Date Grade AIMS 05/15/2010 11 11									
Test Details									
Test Description Arizona HS Exit Exam									
Test Def Code Test Type Parts Spring									
Test Level Test Form Test Group									
Other Information									
Pass/Fail Indicator Test Total SOL Recovery Retakes									
School Name Selection									
School Name 🔶 Non District School									
Hope High School									
NOTE: Only one selection can be made when choosing the school where the test was taken.									

Figure 1.15 – Student Test Detail Screen, Basic Information Tab

- 7. Click the Save button.
- 8. The actual test scores are edited on one or more of three tabs, depending on the type of test. Tests can be parts-based, objectives-based, or both.
 - On the **Parts** tab, the **Performance Level** and the **Score** for each part can be modified. The type of score listed depends on the setup of the test.

√Student Test Detail									
Test Name: AIMS Student Name: Abbott, Billy C. Admin Date: 05/15/2010									
Basic Information Parts									
Test Name Admin Date Grade									
AIMS 05/15/2010	11	*							
Test Parts									
Line Part Number	Part Name	PerformanceLevel		Raw Score	Scale Score				
1 1	Math	Meets	*	690	690				
2 2	Reading	Approaches	*	650	650				
3 3	Writing	Exceeds	*	800	800				

Figure 1.16 – Student Test Detail Screen, Parts Tab

The Objectives tab lists the objectives assigned to the test. For each objective, the number of questions the student answered correctly is in the Raw Score column, and the Performance Level achieved is based on the number of correct questions answered. This information can also be calculated based on the information entered on the Questions tab.

∇S										
Test	Test Name: Math Exam Student Neme: Abbott, Billy Admin Date: 11/17/2008									
Bas	Basic Information Objectives Questions Parts									
Test	est Name Admin Date Grade									
Math	Math Exam 11/17/2008 📴 12 💌									
Test	Objectiv	es			Show Detail 🔕					
Line	Order	Objective Description	Raw Score	Total Objective Questions	Performance Level					
1	1	PO1 - Compare and order real numbers	4	4	Well Above Standard 🔽					
2	2	PO2 - Identify properties of real number system	4	6	Meets Standard 🗸					

Figure 1.17 – Student Test Detail Screen, Objectives Tab

Note – To calculate the values on the **Objectives** tab for all students, based on the questions answered correctly, find the test in the **Test Definition** screen and click **Calculate Objective Scores**.

	∀Test Definition	~
	Test Name: Math Exam School Year: 2008-2009 Test Status: Currently In Use	
	Basic Information Scores Parts Questions Objectives	
	Test Scan ID Test Name School Year	
	10063 Math Exam 2008-2009 👻	
	Test Details	
and the second s	Test Description Test Definition Code Test Type	
	Math Entrance Exam Objectives and Parts 👻 Fall 💌	
	Test Level Test Form Test Group	
	Test Compare Code Calculate Scores	
	Calculate Objective Scores Calculate Objective Scores	
	Z Auto Tally All Summary Parts	
	Hide Test In Student Test History	
	Eigure 1.18 Test Definition Screen, Calculate Objective Scores	

To edit the student's answers to the questions for each objective, click the **Show Detail** button. Select the objective to edit by clicking the **Line** number.

Student Test Detail (
Test Name: Math Exam Student Name: Abbott, Billy Admin Date: 11/17/2008										
Basic Information Objectives Questions Parts										
Test Name Admin Date Grav Math Exam 11/17/2008 12	de V									
Test Objectives				Hide Detail 🔇						
Line Order 1 Raw Score Performance Level 2 4 Well Above Standard										
	Test Questions Line Question Number	Student Answer	Correct Answer	Correct Answer						
	1	В	в	 ✓ 						
	2 4	А	А	 ✓ 						
	3 5	D	D	✓						
	4 8	С	С	✓						
	Total Right Wro	ong Percent 100.00								

Figure 1.19 – Student Test Detail Screen, Objectives Tab, Detailed Screen

The **Student Answers** can be edited for each objective. These answers can also be edited on the **Questions** tab.

To return to the main screen, click the Hide Detail button.

• On the **Questions** tab, the student's answer for each question can be edited. The rest of the information on this tab is automatically calculated when the tab is saved.

Student Test Detail									
Test Name: Math Exam Student Name: Abbott, Billy Admin Date: 11/17/2008									
Basic Information Objectives Questions Parts									
Test Name Admin Date Grade Math Exam 11/17/2008									
Test Questions			()						
Line Question Nur	nber Student #	Answer Correct Ans	wer Corrrect Answer						
1 1	в	в	 ✓ 						
2 2	С	С	 ✓ 						
3 3	D	D	 ✓ 						
4 4	А	A	✓						
5 5	D	D	✓						
6 6	В	В	 ✓ 						
7 7	D	D	✓						
8 8	С	С	✓						
99	В	С	×						
10 10	В	A	×						
Total Right	Wrong Pe	ercent							
10 8	2 80).00							

Figure 1.20 – Student Test Detail Screen, Questions Tab

9. Click the **Save** button at the top of the screen.

ADDING STUDENT TEST RESULTS

To add a new test result:

1. Make sure the focus is set to a school and not the district. The focus is indicated in the top right corner of the screen.

		Hope High School Year2011-2012 UserAdmin User Show active and inactive
🔄 TYUE 🗐 🧖 🏠 Quick Launch		Lock Sign Out Support Help
	Figure 1.21 – Checking Current Focus	

2. Change to Update mode by clicking the **Edit** button at the top of the screen. If the button is not available, Update mode is already turned on.



3. Click the Add button in the Tests grid.

Y	∀Student Test																			
Stud	Itudent Name: Abbott, Billy C. School Hope High School Status: Active Homeroom 231																			
Stu	Student Test																			
Last	Nam	e	Fir	st Name	N	liddie	Name	Suffix	t .	Perm ID		Grad	ie		Gende	r				
Abb	ott.		Bi	ly	0	C				906483		12		¥	Male	*				
Filte	r Opt	ions																-	-	0
Tes	ts																	6	Add	0
×				Test Name 🕀	Scho Yea	un e	Schoo Name				θ	Test Type 0	Test Level	e	Test 🖯	Te Gro	st e	Passin Indicato	÷	Test Datails
-		04/27/2006	P	CST LV 7+	2006	5	Eisenho Middle School 4	wer	07		*	Fall								Show Details
		04/27/2006	7	CAT67+	2006	8	Eisenho Middle School 4	wer	07		*	Fall								Show Details
	3	04/30/2007	P	CATE 8+	2007	z	Eisenho Middle School 4	wer	80		¥	Fall								Show Details
	4	04/30/2007	7	CST LV 8+	2007	z	Eisenho Middle School 4	wer	08		*	Fall								Show Details

Figure 1.23 – Student Test Screen, Add Button

4. The Find: Test screen opens. Enter all or part of the Test Name, Test Type, Test Level, Test Form, Test Group and/or School Year, and click the Find button.

Find Close Select Clear Selection			
Find: Test			
Find Criteria			٨
Test Name	Test Type Test Level	Test Form Test Group	
	¥		~
School Year			
Search Results			
Find Result			٨
Line Test Name Test Type Test Level	Test Form	Test Group School Year	
ſ			

Figure 1.24 – Find: Test Screen

5. Click the desired test's name, and click the **Select** button at the top of the scree.

Find Close Select	Clear Selection				
Find: Test					
Find Criteria					6
Test Name		Test Type T	est Level Tes	t Form Test	Group
а		¥			~
School Year					
✓					
Search Results					
Find Result					٥
Line Test Name	Test Type	Test Level	Test Form	Test Group	School Year
1 ACT	College Entrance			College Entrance	2007
2 AIMS	State Required				2007
3 AIMS10	State Required	1	0		2007
4 AP BIOLOGY	Fall				2007

Figure 1.25 – Find Test Screen, Search Results

6. Enter the date on which the student took the test in the Admin Date column.

Y	∀Student Test																			
Stu	Student Name: Abbott, Billy C. School Hope High School Status: Active Homeroom 231																			
St Las	Student Test First Name Middle Name Suffix Perm ID Grade Gender Abbott Billy C 905483 12 Wate									r	1									
Fil	ter O	ptions	Ĺ																	٢
Te	sts																		Add	٢
×		e Admin Date		Test Name		School Year		School Name	0		Grade			Test Level 0	Test Form		Test Group	θ	PassFall © Indicator	Test Details
		1 04/27/2006	P	CST LV	Z +	2006		Eisent Middle School	tower	07		¥	Fal							<u>Show</u> Details
Γ		2 04/27/2006	P	CAT6 7		2006		Eisent Middle School	tower	07		*	Fal							<u>Show</u> Details
-		3 04/30/2007	P	CATE 8+		2007		Elsent Middle School	tower	80		¥	Fal							Show Details
-		4 04/30/2007	P	CST LV	•	2007		Eisent Middle School	tower	08		*	Fal							Show Details
Г		5 04/28/2008	P	CSTLV	2+	2008		Hope I School	High +	09		¥	Fall							Show Details
Г		6	P	AIMS+		2009		+				۷	Spring							Show Details

Figure 1.26 – Student Test Screen, Adding a Record

- 7. n the **Grade** column, select the grade level of the student at the time of taking the test.
- 8. Click the **Save** button at the top of the screen.
- 9. To enter the scores for the test, click the **Show Details** link in the **Test Details** column. The **Student Test Detail** screen opens.
- 10. On the **Basic Information** tab, enter any or all of the **Pass/Fail Indicator**, **Test Total**, **SOL Recovery**, **Retakes**, and school where the student took the test. For a district school, click the gray arrow, and find and select the school. For a **Non District School**, simply select it in the list.

Student Test Detail	(
Test Name: AIMS Student Name: Abbott, Billy C. Admin Date: 05/15/2010										
Basic Information Parts										
Test Name Admin Date Grade										
AIMS 05/15/2010 🗊 11 💌										
Test Details	6									
Test Description										
Arizona HS Exit Exam										
Test Def Code Test Type										
Parts Spring										
Test Level Test Form Test Group										
Other Information	Q									
Pass/Fail Indicator Test Total SOL Recovery Retakes										
School Name Selection	G									
School Name 🔶 Non District School										
Hope High School										
NOTE: Only one selection can be made when choosing the sch	iool where the test was taken.									

Figure 1.27 – Student Test Detail Screen, Basic Information Tab

11. To add test scores, follow the procedure below for the appropriate type of test: parts-based, objectives-based, or both.

Parts-based Test

1. Click the **Parts** tab.



Figure 1.28 – Student Test Detail Screen, Parts Tab

- 2. Select the **Performance Level**, and enter score information. The type of score listed depends on the setup of the test.
- 3. Click the **Save** button.

Objectives-based Test

1. Click the **Objectives** tab.

Stude	√Student Test Detail («										
TEST Name: Math Exam Studert Name: Abbott, Billy Admin Date: 11/17/2008											
Basic Informa	Basic Information Objectives Questions Parts										
Test Name A	Test Name Admin Date Grade										
Math Exam	11/17/2008 📅 12 💌										
Test Objectiv	es			Show Detail 🔕							
Line Order	Objective Description	Raw Score	Total Objective Questions	Performance Level							
1 1	PO1 - Compare and order real numbers	4	4	Well Above Standard							
2 2	PO2 - Identify properties of real number system	4	6	Meets Standard 🗸							

Figure 1.29 – Student Test Detail Screen, Objectives Tab

2. For each objective, enter the number of questions the student answered correctly in the **Raw Score** column, and select the **Performance Level** achieved based on the number of correct answers. This information can also be automatically calculated based on the information entered on the **Questions** tab.

⊽Test Defi	nition			
Test Name: Math E	xam School Year: 2008-20	09 Test Status: Currently In I	Use	
Basic Information	Scores Parts Que	stions Objectives		
Test Scan ID Tes	st Name		School Year	
10063 Ma	th Exam		2008-2009	
Test Details				
Test Description	Test De	efinition Code Test Ty	pe	
Math Entrance Exa	m Objectiv	ves and Parts 🝸 Fall	~	
Test Level Te	st Form Test Grou	0		
		*		
Test Compare Coo	ie	Calculate Sci	ores	
	Calculate Objective	Scores Calculate Obj	ective Scores 🛛 👻	
Auto Tally All Si	Immary Parts			

- 3. Click the **Save** button.
- To add the student's answers to the questions for each objective, click the Show Detail button. These answers can also be entered on the Questions tab for all objectives.

5. Select the objective to edit by clicking the **Line** number of the objective on the left side of the screen.



Figure 1.31 – Student Test Detail Screen, Objectives Tab, Detailed Screen

- 6. Add the Student Answers for each objective.
- 7. Click the **Save** button.
- 8. To return to the main screen, click the Hide Detail button.
- 9. To enter the student's answers using the **Questions** tab, click the **Questions** tab and enter the student's answer for each question.



Figure 1.32 – Student Test Detail Screen, Questions Tab

10. Click the **Save** button at the top of the screen to save any changes, and then close the window to finish adding the student test results.



STUDENT TEST MENU OPTIONS

At the top of the Student Test screen, a **Menu** button provides access to additional information regarding the student's tests.



The option available on the **Menu** button is:

• View Audit Detail For Student Test – the Audit Trail History screen lists all changes made to the student's records, including what was changed, who changed it, and when.

_												
∇	🛛 Audit Trail History 🤄 🖉											
Pro	Properties Show Detail											
Line	e Business Object	Property Name	Crud Action	New Value	Old Value	User Name Date Time Stamp						
	StudentTest	Responses	Update	BCDADBD	BCDADBD	User, Admin 01/19/2010 20:06:23						
1	StudentTest	Responses	Update	BCDADBDCBB	BCDADBDCBB	User, Admin 01/19/2010 20:06:23						
	StudentTest	Responses	Update	BCDADBDCB-	BCDADBDCB-	User, Admin 01/19/2010 20:06:23						
1	StudentTest	Responses	Update	BC	BC	User, Admin 01/19/2010 20:06:23						
- (StudentTest	Responses	Update	BCD	BCD	User, Admin 01/19/2010 20:06:23						
6	StudentTest	Responses	Update	B	B	User, Admin 01/19/2010 20:06:23						
	StudentTest	Responses	Update	BCDA	BCDA	User, Admin 01/19/2010 20:06:23						
6	StudentTest	Responses	Update	BCDAD	BCDAD	User, Admin 01/19/2010 20:06:23						
	StudentTest	Responses	Update	BCDADBDC	BCDADBDC	User, Admin 01/19/2010 20:06:23						
10	StudentTest	Responses	Update	BCDADB	BCDADB	User, Admin 01/19/2010 20:06:23						

Figure 1.34 – Student Test Audit Trail History Screen

The Print button at the top of the screen prints the information on the Student Test screen.

Menu 🔻	((Q))	5	Edit	Undo
•	Figure 1 3	5 – Print F	Button	

The Print button prints the information exactly as it is displayed on the screen, and does not show the information available using the scroll bars.

Menu 🕶 🕼 🎯 🛞 🛛 🏹 Save Undo 🔥 Form Status: Ready (Update Mode) 🖓 🖓 🎉											
Student Test											
Student Name: Abbott, Billy School: Hope High School Status: Active Homeroom: 231											
Student Test											
Last Name	First Name	Mid	dle Name	Suffi	x Per	m ID	Grade	Ge			
Abbott	Billy				905	483	12	🗸 Ma			
Tests								Add			
🗙 Line Admin Date	Test Sc Name Ye	hool School ar Name	Grade	1	est Type	Test Tes Level For	t Test m Group	Pass/Fail Te Indicator De			
1 09/05/2008	<u>ELL</u> ← 20	<u>)06</u> 🗭	12	~ E	ELL			<u>St</u> De			
2 10/15/2008	AIMS = 20	007 🗮	12	V 5	State Required			St De			
3 10/24/2008	ACT + 20	007 +	12	* E	College Entrance		College Entrance	e <u>St</u> De			
4 11/17/2008	Math Exam + 20	• 800	12	F	all			<u>St</u> De			
5 04/12/2009	<u>AIMS</u> ← 20	<u>)07</u> +	12	× 5	State Required			<u>St</u> De			

Figure 1.36 – Printed Student Test Screen

CLASS TEST ANALYSIS

Synergy SIS > Test History > Class Test Analysis lists all students in a section with their test results for a specific test. This provides a way for teachers and administrators to see if a particular class may need to be modified to teach the information students need to pass the test.

To find a section, there are two methods: Scroll and Find mode. To scroll through the student records to find the student:

1. Click the Next button at the top of the screen to advance to the first student's record. Records are sorted alphabetically by last name, so the first student to appear most likely has a last name that starts with A.



2. To scroll in reverse alphabetical order, click the Previous button.



3. Continue clicking these scroll buttons until the desired student record appears.

To switch to Find mode to look for the student records:

1. Click the Find mode button.



2. Enter search criteria in any or all of the yellow fields.

∀Class Test Analysis										
Section ID:	Course Title:	School Year:	Description:							
Test Analys	sis									
Section ID		Course ID	Course Title	Staff Name	Room Name					
Test Analys	is Options									
Test Group	Test Group Analysis Test Group Analysis Part Test Display Type									
	~		~		~					
	Figure 1.40 – Finding									

3. Click the **Find** button or press the Enter key.

Once the section's record is found, the information available through the **Class Test Analysis** screen is:

• Section information at the top of the screen: Section ID, Course ID, Course Title, Staff Name, and Room Name.

∀Class Test Analysis											
Section ID: 1077 Course Title: American Government School Year: 2008-2009 Description: American Government											
Test Analysis											
Section ID Course	Section ID Course ID Course Title Staff Name Room Name										
1077 <u>SS51</u>	American	Government User, T	eacher 216								
Test Analysis Options											
Test Group Analysis Test Grou	o Analysis Par	t Test Display Type									
AIMS 🗸	~	Show All									
Conly Show Students With Re	sults										
Score Type Filter							٥				
Highlight Performance Levels							٢				
Test Analysis for AIMS							<u></u>				
Line Student	Data	Math		Readin	g	Writin	1				
	Date	Perf Lvl	Raw Score	Perf Lvl	Raw Score	Perf Lvl	Raw Score				
Abbott, Billy	Abbott, Billy 04/12/2009 Well Below Standard 324 Meets Standard 643 Below Standard 458										
2	2 10/15/2008 Well Below Standard 279 Meets Standard 579 Below Standard 398										
3 Addington, Paula M.		3 Addington, Paula M.									

Figure 1.41 – Class Test Analysis Screen

• The **Test Analysis** grid, which lists the students enrolled in the section, and for each student, the date the student took the test, the parts or objectives of the test, and the performance level and score for each part or objective.

To select which data is shown in the **Test Analysis** grid, adjust the **Test Analysis Options**.

- Select the test in the Test Group Analysis list.
- To show the results for only a part of the test, select the part in the **Test Group Analysis Part** list.
- If students have taken the test more than once, select which instance to display in the **Test Display Type** list. To list all instances, select **Show All**, and each instance is shown in its own row.

Students who have not taken the test are highlighted in gray. To remove students who have not taken the test, check the **Only Show Students With Results** box.

To filter the list of students by the type of score, expand the **Score Type Filter** section by clicking the **Maximize** button at the right side of the section. Check each **Score Type** to display, and then click the **Filter** button.

Score Type Filter	
ScoreType⊖	
Raw Score	
Filter	

Figure 1.42 – Score Type Filter

To highlight specific performance levels in the list, expand the **Highlight Performance Levels** section by clicking the **Maximize** button at the right side of the section.

Check each Performance Level to be highlighted, and then click the **Apply** button. The levels selected are highlighted in yellow.

Highlight Performance Levels 🚳										
🔽 Well Below Standard 🗖 Below Standard 🗖 Meets Standard 🗖 Above Standard 🗖 Well Above Standard										
Apply	Apply									
Test Analysis for AIMS							٥			
	Data	Math		Readin	(j	Writing	J			
	Date	Porf Lat	Raw Score	Perf Lvl	Raw Score	Perf Lvl	Raw Score			
1 Abbott, Billy 04/12/2009 Well Below Standard 824 Meets Standard 643 Below Standard 458							458			
2 10/15/2005 Well Below Standard 279 Meets Standard 579 Below Standard 398										
	Figur	e 1.43 – Highlig	ht Perfo	rmance Lev	els					

CLASS TEST ANALYSIS MENU OPTIONS

At the top of the Class Test Analysis screen, a **Menu** button provides access to additional information regarding the section's tests.

Menu 🔻 🔇 🄇 💓 🛛 🍏	Save
Edit Section Data	
Reports	▶Class Test Analysis
View Audit Detail For Class Test .	Analysis Government Schoo
Figure 1.44 – Student T	est Menu Options

The options available on the **Menu** button are:

- Edit Section Data this option is for future use.
- **Reports** enables you to generate the Class Test Analysis report for the section currently displayed.



Figure 1.45 – Class Test Analysis Report

• View Audit Detail For Class Test Analysis – the Audit Trail History screen lists all changes made to the section's records, including what was changed, who changed it, and when. This is the same audit trail report available through the Section screen. A separate Class Test Analysis audit trail is not available, as no data is changed through this screen.

7 F	Audit Trail History												
, Lok	operties Show Detail												
Line	Business Object	Property Name	Crud Action	New Value	Old Value	User Name	Date Time Stamp						
	Section	AideTotalStudents4	Update	0	0	User, Admin	09/08/2009 09:19:47						
		AideTotalStudents1	Update	0	0	User, Admin	09/08/2009 09:19:47						
		TotalMale3	Update	0	0	User, Admin	09/08/2009 09:19:47						
4		AideTotalStudents2	Update	0	0	User, Admin	09/08/2009 09:19:47						
		TotalMale1	Update	12	12	User, Admin	09/08/2009 09:19:47						
6		RoomSimple	Update	216	216	User, Admin	09/08/2009 09:19:47						
		TotalFemale4	Update	0	0	User, Admin	09/08/2009 09:19:47						
8		TotalMale2	Update	0	0	User, Admin	09/08/2009 09:19:47						
9		TotalFemale2	Update	0	0	User, Admin	09/08/2009 09:19:47						
		TotalFemale1	Update	15	15	User, Admin	09/08/2009 09:19:47						

Figure 1.46 – Class Test Analysis Audit Trail History Screen

Chapter Two: REPORTS

This chapter covers:

- ► Reports are available through Test History
- ► How to customize the reports prior to printing

The reports for Test History are found under **Synergy SIS > Test History > Report > List**.

Click the name of the report to open the report interface and select the options to be used in printing. Click the **Print** button to print the report. The report is printed as a PDF file to the screen, which can then be sent to the printer.

TST401 – TEST ANALYSIS BY OBJECTIVE

The Test Analysis by Objective report lists all of the students in a section and the results of an objective-based test. It shows the number of question possible, number of questions needed to pass, and the student's results for each objective. At the end of each line, it shows the number of objectives passed (Obj Psd), the total number of questions answered correctly for all objectives (Tot Sor), and the percentage of questions answered correctly (Ptg Psd). Underneath the list of students, it shows the total number of students, the number of students that passed each objective, and the percentage of students that passed each objective.

This report requires values in the **Admin Date** field and the **Valid Section** field and/or the **Staff Info** field. This report can be further customized with the following options:

Repo	ort Inter	face				(e
Name: Test	Analysis by	Objective	Number: TST401	Page Orier	tation: Portrait	
Options	Sort / Output	Conditions	Selection /	Advanced		
Test Info						٩
The Tests the School defined in t	with Objectiv Year drop d the year sele	es drop down own then the cted.	will (by defau Test with Obje	it) show a ectives dro	I test definitions. If yo p down will be filtered	ou select a value in d for just tests
School Yea	ir	Tests w	ith Objectives			
		~				~
Date						
	II -	7				
Class Info						9
Section ID						
Teacher						
			~			

Figure 2.1 – Test Analysis by Objective Report Interface

- The report can be filtered by the School Year, by Test and/or the Date the test was administered. Dates must be entered in MM/DD/YY format or they can be selected by clicking on the Calendar IP button.
- The report can also be filtered by section by selecting either the **Section ID** or the name of the **Teacher** of the section.

									Te	st	⊦ An	ra aly	nki sis	in East by Objective			Ye Re	ear: 2007- eport:TST4	2008 01			
Teacher: Villa, Mara	anatha			s	ectio	n ID:	002	4		Те	st F	rank	din 2	nd. Grade Language		Date:	08/20/2007	Part 1	of 1	0.51	Tat	Die
Student	Perm ID Grd	1	2	3	4	5	6	7	8	9	10	11	12							Pad	Scr	Pag
2	Number Possible	3	3	3	3	3	3	3	3	3	3	3	3							12	30	
demon Francisco	Needed to Pass	2	2	2	2	2	2	2	2	2	2	2	2							40	24	~
Voamson, Emmeline	1780003 02	3	2	3	2	2	3	3	3	3	3	3	3							12	33	9.
Allenson, Alexiandra M	1760007 02	3	2	2	2	2	2	0	2	4	2	- 3	2								29	0
Anderson Maria D	1620006 02	3	1	2	3	2	- 3	2	1	0	1	0	1							6	10	57
Broggios, Britainey A	1500058 02	2			3		2			2	-	2	-							11	22	0.
Stunson Avery P	1780008 02	3	3	3	3	3	3	3	3	3	3	3	3							12	36	100
Burch, Jarmeson S.	1760003 02	3	1	2	2	2	2	2	3	3	3	3	2							11	28	78
Dantry, Sabrina R.	1890006 02	3	2	3	3	3	2	2	3	3	3	2	3							12	32	89
Sardmoore, Jason M.	1630009 02	3	2	3	3	1	3	3	3	3	3	3	3							11	33	93
Hartley, Cobl L.	1880003 02	3	1	1	2	1	0	1	1	1	2	3	2							5	18	50
Harvey, Lucindia E.	1760004 02	3	3	3	3	3	3	3	3	3	3	3	3							12	36	100
libbard, Teresa L.	1620002 02	3	3	3	2	2	3	2	2	2	3	1	3							11	29	8
Hoppernal, Corey B.	2000008 02	3	1	2	3	3	2	2	3	3	3	3	3							11	31	86
engromt, Bric P.	1760002 02	3	3	3	3	2	1	2	3	2	3	3	3							11	31	86
Aasstrony, Drummer R	1800008 02	2	0	2	3	3	3	3	3	2	3	3	2							11	29	8
/onttereyun, Nave X.	1760007 02	3	2	3	3	3	3	2	3	3	3	3	3							12	34	9
doone, Natalla M.	1870004 02	3	1	3	2	2	2	0	0	0	1	0	2							6	16	44
Nittman, Etrica	1600007 02	3	3	3	3	3	3	3	3	3	3	3	3							12	36	100
Nixsone, Peter M.	1860003 02	3	0	2	3	2	2	3	3	2	3	3	2							11	28	78
Park, Trisha B.	1770003 01	2	0	1	2	0	2	1	0	2	2	0	2							6	14	39
Robbertson, Harry F.	1800007 02	3	1	3	3	3	2	3	3	3	3	3	3							11	33	92
Komtersel, Henrietta 1	1680009 02	3	3	3	3	3	3	3	3	3	3	3	3							12	35	100
Spears, Amanda R. Nobbor, Sobdoo E	1/40004 02	3	1	3	2	3	3	3	1	2	2	1	3							6	23	74
Vebber, Sabrina E.	1610000 02	24	12	32	34	34	32	10	17	10	21	10	20							э	20	- 70
Pass	ed Objective %	100	50	82	100	88	92	/5	n	79	88	/5	26									
Dbjective Legend 1 - Identify Nouns II 4 - Distinguish Adje 7 - Correct Subject	n a Sentence ectives in a Senter Verb Agreement	nce					258	- Ci - Fi - Ci	orrec Irst P apita	t Plui Iersor	ral No 1 Prot 5n of	uns 10un: Pron	s in a oun "i	Sentence	3 - D 6 - Ti 9 - C	istinguish hird Perso apitalizatio	Verbs in a Sa n Pronouns i on of First Lei	entence In a Sentence tter of a Proper	Name			
10 - Contellation of First Letter of a Contenant																						

Figure 2.2 – Test Analysis by Objective Report

TST402 – TEST RESPONSES

The Test Responses report provides a list of students who have completed a specific test within a specific section. The report contains identifying information about the section at the top of the report such as the section ID and teacher, as well as the test name and the date the test was administered. For each student, it shows the number of correct answers and the percentage of questions answered correctly. This report works only for objective-based tests.

This report requires values in the **Admin Date** field and the **Valid Section** field and/or the **Staff Info** field. This report can be further customized with the following options:

✓Report Interface	
Name: Test Responses Number: TST402 Page Orientation: Portrait	
Options Sort / Output Conditions Selection Advanced	
Test Info	
Test	
<u> </u>	
Date	
Class Info	
Section ID	
Teacher	
×	

Figure 2.3 – Test Responses Report Interface

- The report can be filtered by **Test** and/or the **Date** the test was administered.
- The report can also be filtered by section by selecting either the **Section ID** or the name of the **Teacher** of the section.

Section ID: 0024	Tea	cher.	VIIIa	, Mar	ana	tha						Tes	t F	rank	din :	2nd	GR	ade	Lan	gua	gə		Date: 0	8/20/2	007			
Student Name	Perm ID	Scr	% 1	2 3	45	67	8 9	1 1 0 1	1 1 1 2 3 4	11	111 678	1 :	2 2 2	2 2 3	2 2 4 5	2 2 6 7	2 2	23 90	33 12	33	33	3						
	4	nsw	ərs 3	24	31	42	43	34	112	22	432	2	132	21	22	1 3	3 1	13	12	13	3 2	3						
Adamson, Emmeline	1750003	33	91			2		3	2																			
Allenson, Alexlandra M	1780007	29	80		3				2			1	11	2		4												
Anderson-Periz, Samu	1760009	24	66						2		1	1	1 2 1	12	11	3			2	2								
Braden, Marle P.	162000€	19	52		3	2	2			3		1	2 1	13	4	34	12	2	# 1	2 1	3							
Broggies, Britainey A.	1590068	32	88	3	з	2					1																	
Brunson, Avery P.	1780008	36	100																									
Burch, Jarmeson S.	1760003	28	77		з	24		1	2		1		1								1							
Dantry, Sabrina R.	189000€	32	88		1						2		1						2									
Gardmoore, Jason M.	1630009	33	91		1				2	3																		
Hartley, Cobl L.	1880003	18	50		4 4		34		243	3 ;	324		34	3	14	2	4					1						
Harvey, Lucindia E.	1760004	36	100																									
Hibbard, Teresa L.	1620002	29	80						42				3	2		3			2	3								
Hoppernal, Corey B.	2000008	31	86		з	23					3		1															
Lengromt, Bric P.	1760002	31	86						2		1.1		1			1												
Masstrony, Drummer I	1800008	29	80		14	24										3					1							
Monttereyun, Nave X.	1760007	34	94			2							1															
Moone, Natalla M.	1870004	16	44		4	2			3	3	1	1	113	32	13	2 1	1	31	2 1	3	1							
Nittman, Etrica	1600007	36	100																									
Nixsone, Peter M.	1860003	28	77		43	2	3		2		1					1						2						
Park, Trisha B.	1770003	14	38	1	4 4	24	3		33	13	4	3	2 3	3 2	3	3	2		2 3	2 #	1							
Robbertson, Harry F.	1800007	33	91		3	2					3																	
Romtersel, Henrietta Y	1680009	36	100																									
Spears, Amanda R.	1740004	23	63		44		Т	4					Т	4	44	34	12	44	2	2	Г							
Mabbar Cabrina F	1610000	28	77		3	2						3 ;	3 1	13		3		3			Ŀ							

Figure 2.4 – Test Responses Report

TST403 – CLASS TEST ANALYSIS

The Class Test Analysis report provides a list of students who have completed a specific test within a specific section. The section information is listed across the top of the report. For each student in the section, it lists the test performance level and score for each part or objective of the test and the date the test was administered.

To run this report, the sections to be included on the report must be chosen on the **Selection** tab of the **Report Interface** screen.

∇	Rep	ort	Interface	e											(3
Nam	e: Clas	ss Test	Analysis Numb	er: TST403 Page	Orientation	: Portrait									
Opti	ons	Sort / O	utput Condition	Selection	Advan	ced									
Obje	ct Type														
Sect	ion	~	Select												
Clear	Clear														
															0
×	Line	Section ID	Begin Period	Term Code	Room Number	Total Female	Total Male	Total Students	Max Students	Open Seats	Grade Range High	Grade Range Low	Last Name	First Name	Course Title
	1	0721	1	81	120	0	0	0	24						

Figure 2.5 – Class Test Analysis Report Interface, Selection Tab

The **Test Analysis Group** must also be selected. This report can be further customized with the following options:

Report Interface
Name: Class Test Analysis Number: TST403 Page Orientation: Portrait
Options Sort / Output Conditions Selection Advanced
Test Analysis Options 🔇
Test Analysis Group Test Analysis Group Part Test Display Type
AIMS 💽 Reading 💽 Show All 💽
Only Show Students With Results
Highlight Performance Levels
Performance Level □↔ ☑
🗖 Well Below Standard 🗖 Below Standard 🗖 Meets Standard 🗖 Above Standard 🗖 Well Above Standard

Figure 2.6 – Class Test Analysis Report Interface

- The report can show only the results for a specific part of the test by selecting the part from the **Test Analysis Group** part drop-down list.
- To select which student tests should be listed, choose Show All, Show Highest Score, or Show Most Recent from the Test Display Type drop-down list.
- To highlight specific performance levels on the report, check the boxes of the **Performance Levels** to highlight.



Reference : For more information about customizing all Synergy SIS reports, see the *Synergy SIS – Query & Reporting Guide*. This chapter covers only the customizations specific to each of the reports contained in the Test History folders. More options can be set for any report printed from Synergy SIS.

Teacher Name Nunes, Kathy	Section 0119	ID Perio 1	d Cou EN	rse ID 160	Course Eng (I	Title brit) Lit		230	
				AIM	IS]	
Student Name	Date	Math		Read	ing	Writi	ing]	
		Perf Lvl	Raw Score	Perf Lvl	Raw Score	Perf Lvl	Raw Score		
Abbott, Billy C.	12/15/2009	Meets	480	Well Above Standard	620	Well Below Standard	225		
Blackwell, Helen N.	03/30/2009	Meets	0506	Meets	0508	Meets	0515	1	
Cox, Victor R.	03/30/2009	Meets	0500	Meets	0513	Meets	0487	1	
Dixon, Eugene B.	03/30/2009	Falls Below	0482	Meets	0541	Meets	0515	1	
Hale, John M.	03/30/2009	Falls Below	0460	Falls Below	0465	Approaches	0453]	
Johnson, James L. II								1	
Jones, Johnny C.	03/30/2010	Meets	0528]	
	01/28/2010			Exceeds	0600	Meets	0593]	
Keeme, Edward	03/30/2009	Approaches	0495	Meets	0513	Meets	0481]	
Kilpatrick, Donna C.									
McNeil, Robert A.	03/30/2010	Exceeds	0549						
	01/28/2010			Meets	0559	Meets	0563		
Miller, Deborah	03/30/2009	Meets	0516	Meets	0523	Meets	0464		
Paulus, Patrick B.	03/30/2009	Exceeds	0603	Exceeds	0800	Meets	0580		
Pero, Heather C.	03/30/2009	Exceeds	0558	Meets	0541	Meets	0566		
Roberts, Pamela A.	03/30/2009	Approaches	0492	Approaches	0493	Meets	0458		
Seehagen, Craig A.	03/30/2009	Exceeds	0533	Meets	0518	Meets	0469		
Woods, Benjamin T.	03/30/2009	Meets	0500			Meets	0469]	

Figure 2.7 – Class Test Analysis Report

TST404 – STUDENT LIST MISSING TEST

The Student List Missing Test report lists students who have not taken a specific test.

This report requires a value in the **Test List** field. This report can be further customized with the following options:

✓Report Interface	«
Name: Student List Missing Test Number: TST404 Page Orientation: Landscape	
Options Sort / Output Conditions Selection Advanced	
Student Info	
Grade	
· · · ·	
Test Conditions	0
Test List	
Admin Date	
Admin Date Falls out side of range.	
Grade Level when Tested 🔹 -	

Figure 2.8 – Student List Missing Test Report Interface

This report filters by grade level range, test name, administration date range. The system can also search to see if the student took the test outside of the designated administration date range.

- Current Grade range of the students.
- Admin Date range of the test. Check the Admin Date Falls out side of range box to for dates outside the range instead of within it.
- Students' Grade Level when Tested.

	School Dansier		Stu Stu	Year Repo	Year: 2012-2013 Report: TST404			
Grade:	Student Name:	Perm ID:	Gender:	Birth Date: Grade:	Student Name:	Perm ID:	Gender:	Birth Date
10	Abernethy, Anne E.	902870	Female	11/06/1997	Archer, Annie C.	915423	Female	01/30/1997
	Acevedo, Ashley	901830	Female	05/23/1997	Arellano, Lisa R.	904050	Female	01/29/1997
	Acunia, Kenneth O.	110412	Male	09/15/1997	Arias, Kelly M.	132436	Female	09/12/1997
	Adair, Diane N.	903912	Female	06/18/1997	Armenta, Brian A.	903942	Male	07/15/1997
	Adams, Stephen J.	901622	Male	07/07/1997	Arnett, Janice	903731	Female	12/24/1997
	Adamski, Alan M.	872035	Male	08/02/1997	Arnold, Cynthia C.	914681	Female	04/22/1997
	Aguado, Bobby J.	943822	Male	12/28/1996	Arvanitas, Ashley L.	902869	Female	05/30/1997
	Aguilar, Carolyn C.	902692	Female	12/16/1997	Arvayo, Joe M.	909360	Male	06/18/1997
	Ahlstrom, Linda K.	120451	Female	07/23/1997	Asay, Carlos H.	904210	Male	02/26/1997
	Aitchison, Karen L.	902998	Female	01/28/1997	Ashcroft, Steve M.	872333	Male	08/12/1997
	Akin, Andrea E.	902875	Female	09/05/1997	Ault, Helen S.	938476	Female	04/10/1997
	Alarcon, Frank	886651	Male	04/29/1997	Bagby, Kathy R.	901299	Female	09/13/1997
	Alcazar, Eugene	141666	Male	09/24/1997	Bailey, Terry W.	901518	Male	04/08/1997
	Alcazar. Eugene A.	141517 Fiau	re 29 – .	08/18/1997 Student List Mi	Baker, Norma R. Ssing Report	901599	Female	08/27/1996

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