

BIE MSAA, Science, & Benchmark Science Assessment

DATA INTERACTION REPORTING USER GUIDE



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Version Control

Version	Date	Author	Change Description
1.0	08/06/2024	eMetric	Created support documentation per requirements discussion with Cognia and BIE.

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INTRODUCTION

BIE Science Assessment and MSAA (Multi-State Alternate Assessment) reports are provided by the Data Interaction reporting platform. Users have the ability to search for, view, and analyze student records and results.

Users can use the search feature to find records for an individual student or use the roster view to look at all students within a school. The data tools provided in Data Interaction allows a user to review common analytics such as summary statistics, distribution frequencies, cross-tabs, and scatterplots.

In addition to the student level results displayed in the roster and individual student reports, summary level information will be provided. In the summary reports, users will have the ability to disaggregate results and view statistics in graphical views.

TECHNICAL SUPPORT

If you experience any difficulty using the portal, contact Cognia Technical Support at bietechsupport@cognia.org or (800) 887-7027 or use the [live chat link](#) on the [Cognia BIE Science Assessment Help and Support Site](#).

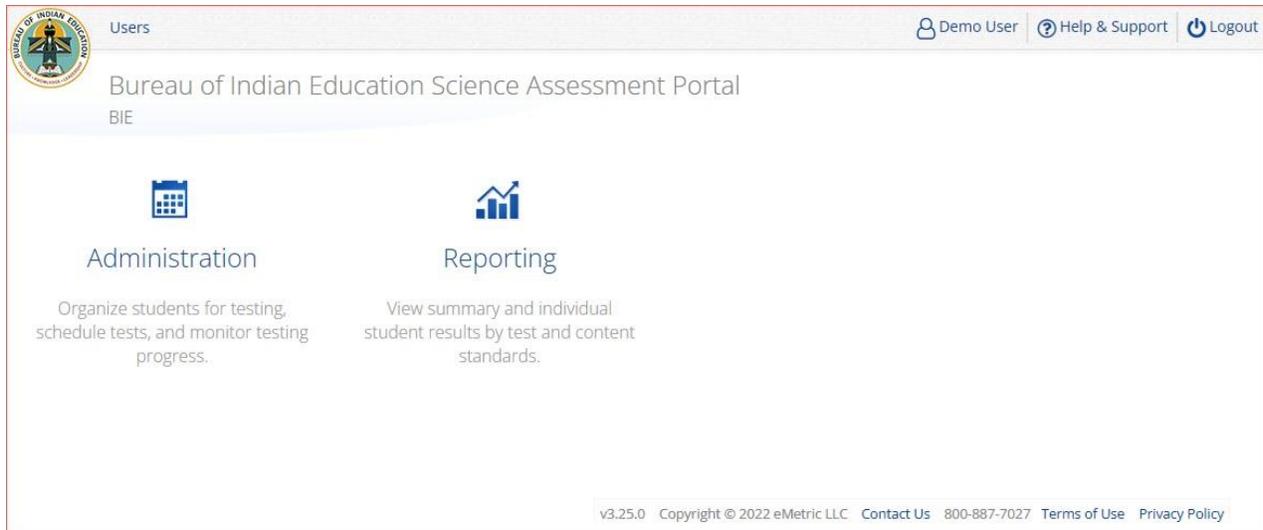
For questions about the installation of the kiosk, contact Cognia Technical Support at bietechsupport@cognia.org or 1 (800) 887-7027.

For questions about the test administration or other technical information, contact the Cognia Help Desk at bietechsupport@cognia.org or 1 (800) 877-7027.

For questions or information regarding BIE Science Assessment policy and testing procedures, contact the [Bureau of Indian Education: U.S. Department of the Interior](#) at aurelia.shorty@bie.edu.

ACCESSING REPORTING

Data Interaction can be accessed by selecting the Reporting component in **BIE Science Assessment Portal**.



Access to Reporting is granted based on your assigned role and organization(s). Refer to the Roles & Responsibilities table in the *Portal User Guide*, which is available on the [Cognia BIE Science Assessment Help and Support Site](#).

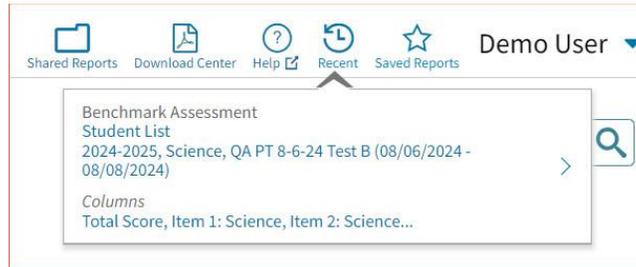
HIGH LEVEL NAVIGATION OPTIONS



1. The BIE icon serves as a Home link. This link will redirect you to the reporting home page.
2. The “Back to BIE Science Assessment Portal” link will redirect you back to the BIE Science Assessment Portal home page.
3. Shared Reports: This button will open Shared Reports, containing any reports shared with your organization.
4. Download Center: This button will open the Download Center, containing pre-loaded pdf files of paper Individual Student Reports and other large pdf files that have been processed for download to your workstation (“queued pdfs”).
5. Help: This button will open a new window containing the BIE MSAA and Science Assessment Reporting User Guide.
6. Saved Reports: This button will open the Saved Reports menu.
7. User Dropdown Menu: This button will provide access to the Control Panel and the logout link.

RECENT REPORTS

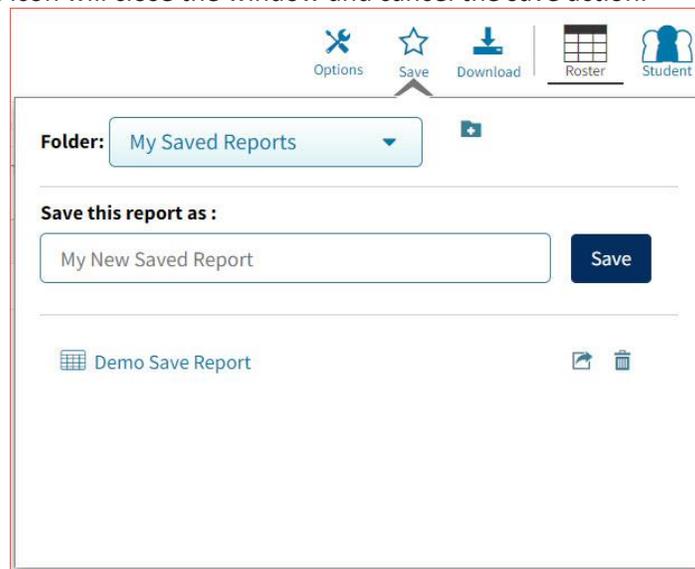
Click on the **Recent** icon  in the top right corner of the Reporting home page to view a list of recently viewed reports. You can select a recent report to jump to the view as described. The program, report title, and list of the columns last viewed will display.



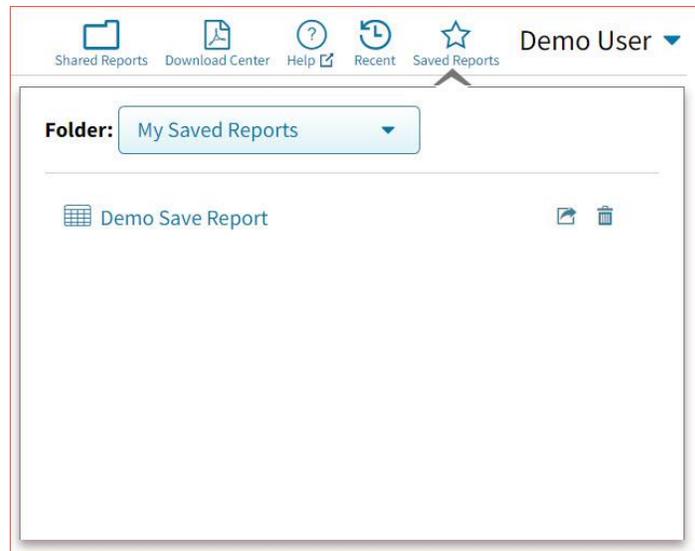
Note: Recent reports are temporarily saved based on the program and report type. For example, if you view a Student List report for a specific test and then later view a Student List report for a different test, when you click on Recent Reports you will see only the most recent version of the Student List report. When you change the criteria (grade) on a report type, it will overwrite the previous report.

SAVED REPORTS

You can save your Report by clicking on the **Save** icon  in the top right corner of the report. To save a report, first select a folder or add a new folder. Then, name the report and click **Save**. Clicking outside the box or on the save icon will close the window and cancel the save action.



Once the report has been saved, it can be retrieved from any device if you are logged in to the portal with the same credentials. To retrieve a saved report, click on the **Saved Reports** icon button in the top right section of the page. You will see a list of saved report names; click on the report name and the desired report will open.



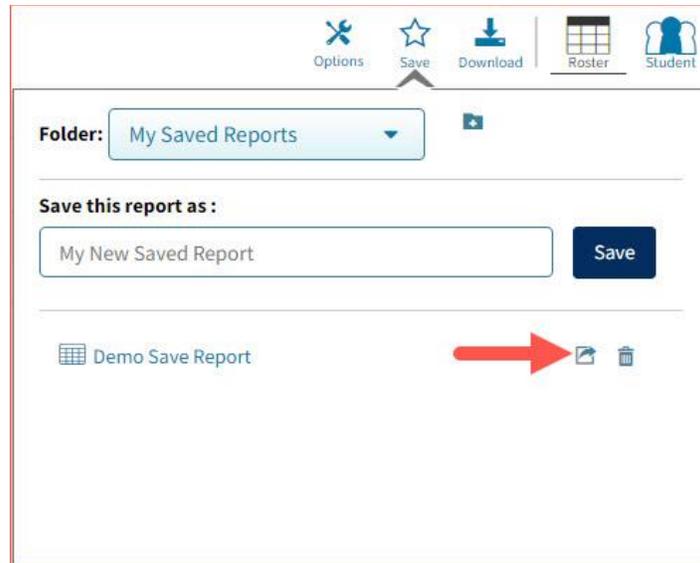
Note: You are also able to delete reports from the same window by clicking on the trash can icon  .

SHARED REPORTS

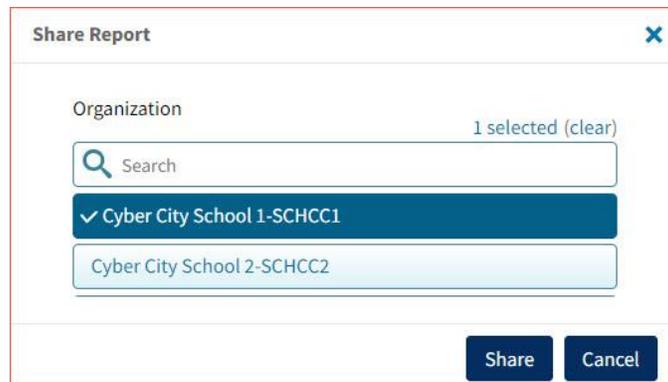
Reports can be shared with users within the organization(s) to which you have access. To share a report, navigate to any report and customize it as desired, for example, you can add statistics and/or fields and disaggregate a Summary Report, as shown in the example below:

Group	Admin	Grade	Enrolled	Tested	Average Scale Score	English Language Arts				Mathematics					
						Level 1	Level 2	Level 3	Level 4	Tested	Average Scale Score	Level 1	Level 2	Level 3	Level 4
						%	%	%	%			%	%	%	%
Cyber City School 1-SCHCC1	2024	Grade 3	2	2	1232	100	0	0	0	2	1235	50	50	0	0
Male	2024	Grade 3	1	1	1230	100	0	0	0	1	1236	0	100	0	0
Female	2024	Grade 3	1	1	1233	100	0	0	0	1	1234	100	0	0	0
American Indian/Alaskan Native	2024	Grade 3	2	2	1232	100	0	0	0	2	1235	50	50	0	0

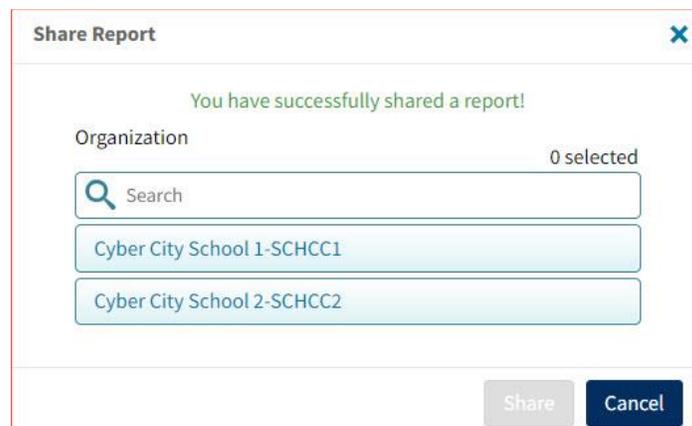
Save the report as described in the section above. From the **Saved Reports** window, click on the **share icon**.



A window will open showing organizations with whom you can share the saved report. Choose any or all **organizations** with whom you want to share the report and click **Share**.



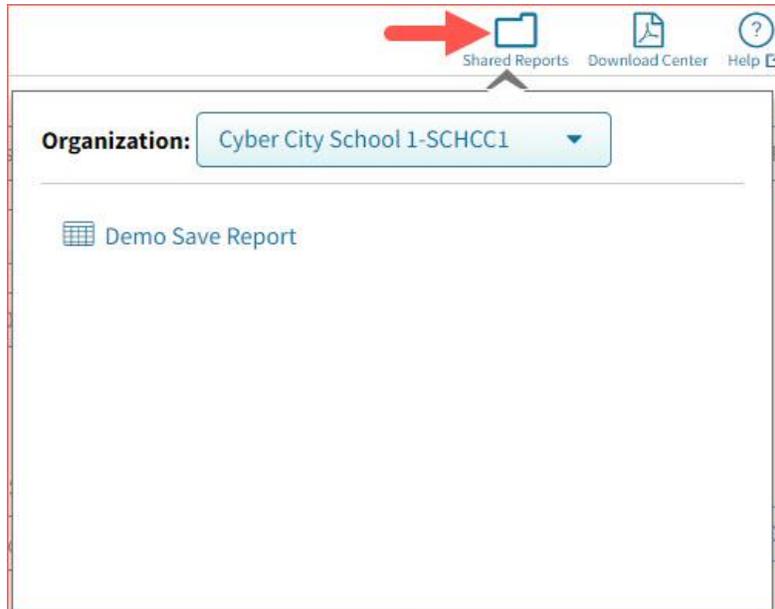
Note: A success message will display once a report has been shared



ACCESSING SHARED REPORTS

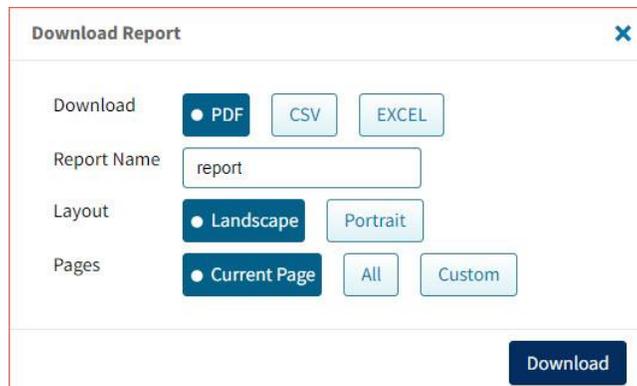
Once the report has been shared, users within the organizations you shared with will be able to access the report.

Once a user logs in, they can access reports shared with their organization(s) by clicking on  in the upper right-hand corner of the header. Upon clicking, a box will open that provides a list of reports that have been shared with the user’s organization(s). The desired report may be retrieved by clicking on the report name.



DOWNLOAD REPORTS

To download a report, click on the **Download** icon  at the top of the report. A pop-up box will appear allowing you to select between three formats (PDF, CSV, or Excel), type your Report Name, select your Layout, and choose which pages to appear. Once your selections are made, click the Download button.



DOWNLOAD CENTER

Queued PDF is a feature that allows the user to download several PDFs at a single time. When the download report icon is selected after generating a report, the Download Report box will appear.

When downloaded, if the number of records is greater than 200 for a Roster report, or greater than 100 for Individual Student Reports, you will receive a message like the one below.

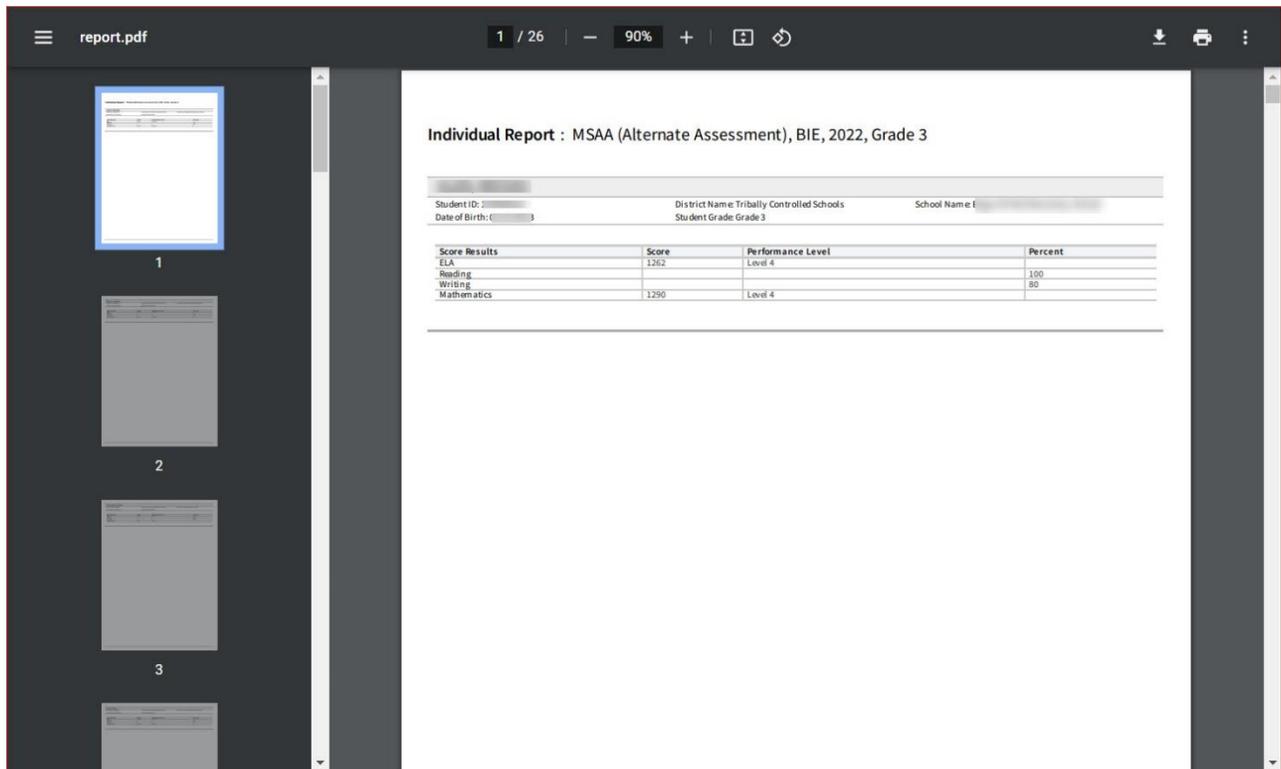


CREATED BY ME

To access the report, click on the  [Download Center](#) button in the upper right corner of the portal home page to navigate to the **Download Center**. The **Created By Me** table will appear.

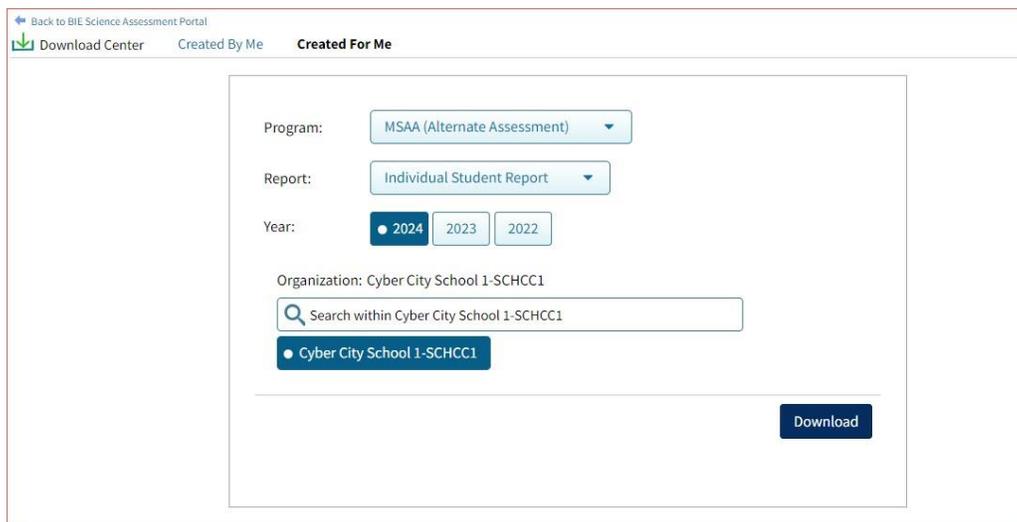
Back to BIE Science Assessment Portal				
Download Center				
Created By Me		Created For Me		
	Report Name	Status	Date	Pages
	report	finished	05/24/2022 17:43:58	26

Click the  button to download the generated PDFs to your computer. Open the downloaded file to view your PDFs.

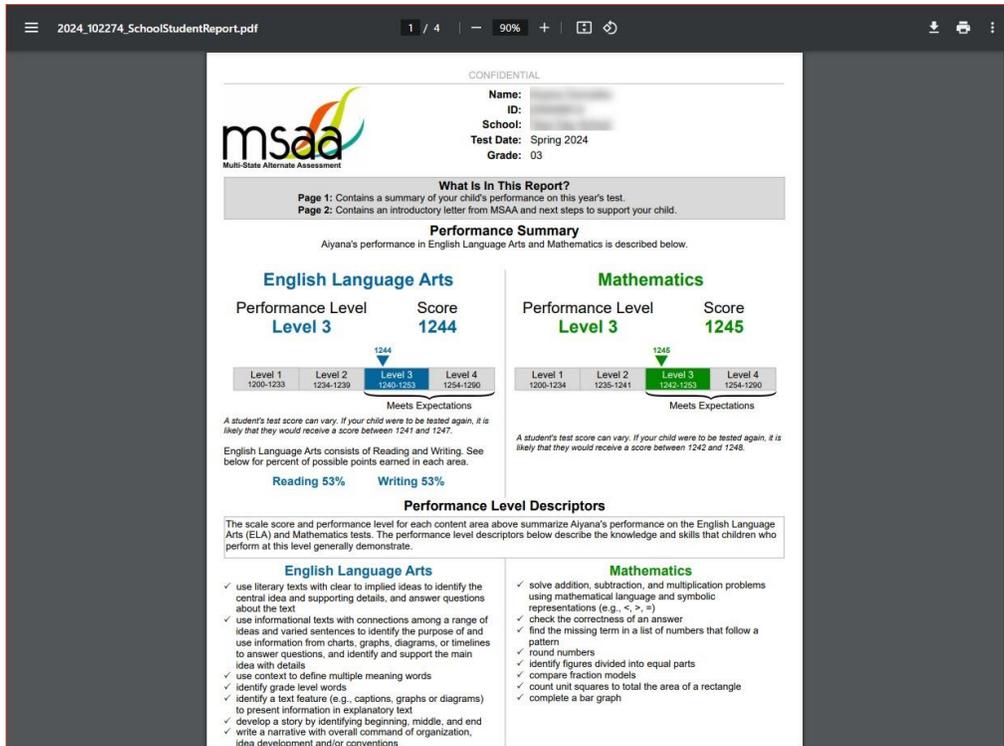


CREATED FOR ME

In the **Download Center**, the **Created For Me** tab will provide ISR pdfs available to download at the school level for all students. To access, click the **Created For Me** tab in the **Download Center** and the following report table will appear.

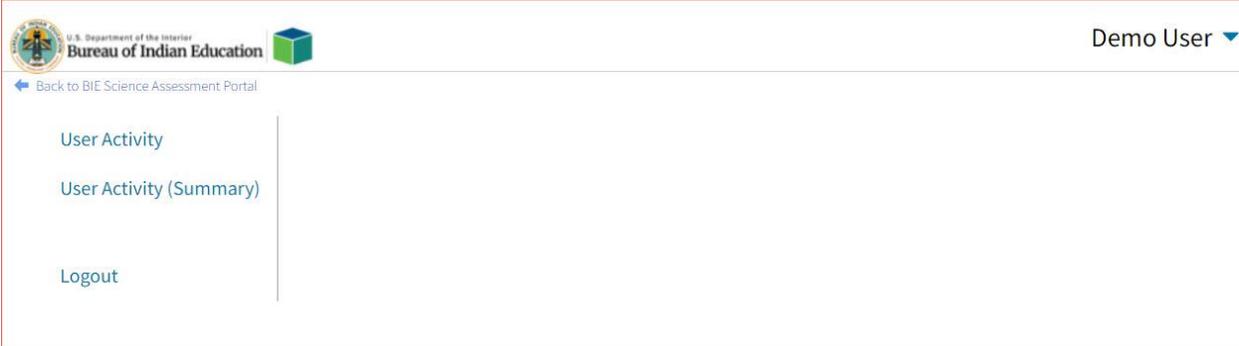


After selecting your report parameters, click on Download. A message will appear indicating that the download will begin automatically, and the report will be downloaded to your computer. Open the downloaded file to view the pdfs.



CONTROL PANEL

The **Control Panel** provides access to Data Interaction user activity reports. These reports allow users to see who at their organization has been accessing online reporting and the number and types of reports they are viewing for a given time period.. To navigate to the **Control Panel**, select the user drop-down in the top right corner of the page and click **Control Panel**.



USER ACTIVITY

View user activity by clicking on the **User Activity** link. By default, user activity for the previous 7 days will be shown. User activity details include username, IP address, time stamp, and module visited.

The screenshot shows the 'User Activity' report interface. At the top left is the Bureau of Indian Education logo and a 'Back to BIE Science Assessment Portal' link. The user is logged in as 'Demo User'. A sidebar on the left contains links for 'User Activity', 'User Activity (Summary)', and 'Logout'. The main content area has a title 'User Activity' and a dropdown menu set to 'Active in the last 7 days'. Below this is a table with the following data:

Username	IP Address	Time Stamp	Module
Demo User	108.80.66.177	08/13/24 11:28:24 AM	User Activity
Demo User	108.80.66.177	08/13/24 11:28:24 AM	User Activity
Demo User	108.80.66.177	08/13/24 11:28:24 AM	User Activity
Demo User	108.80.66.177	08/13/24 11:28:17 AM	Main Page
Demo User	108.80.66.177	08/13/24 11:28:17 AM	Main Page
Demo User	108.80.66.177	08/13/24 11:28:17 AM	Main Page
Demo User	108.80.66.177	08/13/24 11:26:51 AM	Created For Me
Demo User	108.80.66.177	08/13/24 11:26:51 AM	Created For Me
Demo User	108.80.66.177	08/13/24 11:26:51 AM	Created For Me
Demo User	108.80.66.177	08/13/24 11:21:11 AM	Download Center
Demo User	108.80.66.177	08/13/24 11:21:11 AM	Download Center
Demo User	108.80.66.177	08/13/24 11:21:11 AM	Download Center
Demo User	108.80.66.177	08/13/24 11:21:11 AM	Download Center
Demo User	108.80.66.177	08/13/24 11:21:11 AM	Download Center
Demo User	108.80.66.177	08/13/24 11:21:10 AM	Main Page
Demo User	108.80.66.177	08/13/24 11:21:10 AM	Main Page
Demo User	108.80.66.177	08/13/24 11:21:10 AM	Main Page
Demo User	108.80.66.177	08/13/24 11:21:08 AM	Other
Demo User	108.80.66.177	08/13/24 11:21:08 AM	Other

At the bottom of the table, there is a pagination control showing 'Page 1 of 7' and 'Displaying 1-20 of 139'. A 'Jump to:' field is set to '1' with a 'Go' button.

To view user activity details for a different period of time, click on the drop-down menu and make a different time window selection.

The screenshot shows the 'User Activity' dropdown menu. The selected option is 'Active in the last 7 days'. Below the dropdown is a search bar with a magnifying glass icon and the text 'Search'. The dropdown menu lists the following options:

- Active in the last 7 days
- Active users today
- Active in the last 2 days
- Active in the last 3 days
- Active in the last 4 days
- Active in the last 5 days

USER ACTIVITY (SUMMARY)

The **User Activity (Summary)** report shows summary-level data for user activity within the reporting component. There are four tabs within the report: Summary, By User, By Report, and By Organization.

Summary

The Summary tab shows three metrics:

- **# of Unique Logins:** The number of unique users that logged in for the given time period. A single user that logs in multiple times in one day will be counted once.
- **# of Total Logins:** The number of total logins for a given time period. A single user that logs in five times in one day will be counted five times.
- **# of Reports Accessed:** The total number of reports that were accessed for a given time period.

Additionally, users are able to select one of four displays for each metric: Daily, Weekly, Monthly, and Yearly. Daily and Weekly metrics will be shown as a bar graph while Monthly and Yearly will be shown in a table. Users can mouse hover on the bars within the Daily and Weekly view to see exact numbers.



By User

The **By User** tab allows users to see summary statistics for site usage by user. The information shown can be filtered by date range or username. The following pieces of information can be seen in this tab:

- User: Username
- Home Orgs: a list of orgs that the user belongs to
- Role: the level of user access
- Login Page: the number of times a user logged in
- Report Page: the number of reports a user generated
- Main Page: the number of times a user navigated to the home page (excluding initial login)
- Other: the number of times a user accessed a page other than the three previously mentioned pages.

User Activity (Summary)

Summary By User By Report By Organization

Page Views

From: 07/30/2024 To: 08/13/2024 Filter by Username Filter

Username	Home Orgs	Role	Login Page	Report Page	Main Page	Other
Pt Ta2	Cyber City School 1-SCHCC1	Normal	0	1	2	3
PT Ta6	Cyber City School 1-SCHCC1	Normal	0	1	2	4

Page 1 of 1
Displaying 1-2 of 2

Jump to: 1 Go

By Report

The **By Report** tab gives users insight into which reports are most commonly created at their organization(s). The information in this table can be filtered by program, report, and date range. This view shows four pieces of information:

- Program: the test the report was being generated for
- Report: the generic name of the report being generated
- Report Type: the type of report being generated (e.g., roster, summary, etc.)
- Count: the number of times this report was generated

User Activity (Summary)

Summary By User By Report By Organization

Program: Any Report: Any

From: 07/30/2024 To: 08/13/2024 Disaggregate by Page Views

Program	Report	Report Type	Count
Benchmark Assessment	Student List	troster	2

Page 1 of 1
Displaying 1-1 of 1

Jump to: 1 Go

Users also have the option to select the **Disaggregate by View** checkbox to add the report views that the user was accessing, such as chart view versus table view.

User Activity (Summary)

Summary By User By Report By Organization

Program: Any Report: Any

From: 07/30/2024 To: 08/13/2024 Disaggregate by Page Views

Program	Report	Report Type	Report View	Count
Benchmark Assessment	Student List	troster	roster	2

Page 1 of 1
Displaying 1-1 of 1

Jump to: 1 Go

By Organization

The **By Organization** tab allows users to view usage statistics based on the organization that the user belongs to. The data in this table can be filtered by view, date range, and org type. This view shows four pieces of information:

- Organization
- Type: the org-level of the organization (state, district, or school)
- View (Login, Report, Main, Other): the number of times that organization accessed the selected page.
- Bar Visual: a visual representation of the data provided in the View column.

User Activity (Summary)

Summary By User By Report By Organization

View: Total Report From: 07/30/2024 To: 08/13/2024 Type: All

Organization	Type	Report	View
Cyber City School 1-SHCC1	School	2	

Page 1 of 1
Displaying 1-1 of 1

Jump to: 1 Go

MULTI-STATE ALTERNATE ASSESSMENT (MSAA)

The Multi-State Alternate Assessment (MSAA) is a comprehensive assessment system designed to promote increasing higher academic outcomes for students with significant cognitive disabilities in preparation for a broader array of post-secondary outcomes. MSAA is currently administered in the areas of ELA and Math in Grades 3-8 and 11 and Science in grades 5, 8 and 11.

MSAA (ALTERNATE ASSESSMENT) REPORTS

There are three types of reports available from the Reporting home page for MSAA (Alternate Assessment) Performance Summary View, Roster View, and Data Tools.

The **Performance Summary View** report provides school performance data in a table or graphical format and allows customization using various summary statistics.

Group	Admin	Grade	Enrolled	Tested	English Language Arts				Tested	Mathematics					
					Average Scale Score	Level 1	Level 2	Level 3		Level 4	Average Scale Score	Level 1	Level 2	Level 3	Level 4
						%	%	%		%		%	%	%	%
Cyber City School 1-SCHCC1	2024	Grade 3	1	1	1244	0	0	100	0	1	1245	0	0	100	0

The **Roster View** report provides dynamic access to assessment results and demographic information for multiple students under your current organization. Interactive tools allow users to further explore the data.

Last Name	First Name	English Language Arts		Mathematics	
		Scale Score	Performance Level	Scale Score	Performance Level
Student001	Demo	1235	Level 2	1246	Level 3
Student002	Demo	1252	Level 3	1255	Level 4
Student003	Demo	1231	Level 1	1251	Level 3

Through the **Roster View** report, users can access an **Individual Report** that provides individual results for each student.

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Bureau of Indian Education

Back to BIE Science Assessment Portal

Individual Report : MSAA (Alternate Assessment), Cyber City School 1-SCHCC1, 2024, Grade 3

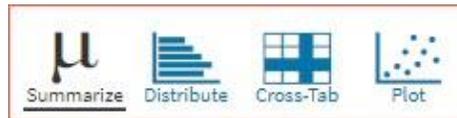
Options Save Download Roster Student

Student001, Demo

Student ID: 123456789 District Name: Cyber City District-CCD School Name: Cyber City School 1-SCHCC1
Date of Birth: 01/01/2014 Student Grade: Grade 3

Score Results	Score	Performance Level	Percent
ELA	1235	Level 2	
Reading			59
Writing			33
Mathematics	1246	Level 3	

Data Tools provides the ability to create summary statistics, frequency distributions, cross-tab and scatter plots. These tools are also available within specific reports by clicking on column headers.



GENERATING A REPORT

The Reporting home page displays the report types for the subject areas and test administrations available to you.

U.S. Department of the Interior
Bureau of Indian Education

Shared Reports Download Center Help Recent Saved Reports Demo User

Back to BIE Science Assessment Portal

1 Program: MSAA (Alternate Assessment) Last Name Please enter at least 4 characters

2 Report: Performance Summary View

3 Admin: 2024 2023 2022

4 Grade: Grade 3 Grade 4 Grade 5 Grade 6 Grade 7 Grade 8 Grade 11

Organization 1 selected (clear)

5 BIE State
Cyber City District-CCD
Cyber City School 1-SCHCC1

6 Get Report

To generate a report:

1. Select a program from the **Program** drop-down list.
2. Select an available report type from the **Report** drop-down list.
3. Select an administration for which test data are available.
4. Select a grade.
5. Use the **Organization** menu to select a School(s) to which you have access.
6. When you have finished specifying the parameters, click **Get Report** to generate the report you selected. The selected report is generated with the specified parameters.

To customize the report, see the [Customization Options](#) section.

NAVIGATING A REPORT

The screenshot displays the BIE Science Assessment Portal interface. At the top, it shows the Bureau of Indian Education logo and the user 'Demo User'. The main content area is titled 'Performance Summary View: MSA (Alternate Assessment), Cyber City School 1-SCHCC1, 2024, Grade 3'. Below this is a table with columns for Group, Admin, Grade, Enrolled, Average Scale Score, and Level. The table contains one row for 'Cyber City School 1-SCHCC1'. A 'Customization Options' dialog box is open, showing the 'Organization' filter with 'Cyber City School 1-SCHCC1' selected. Navigation buttons like 'Options', 'Save', 'Download', 'Table', 'Chart', and 'Transpose' are visible at the top right. Page navigation controls are at the bottom.

Group	Admin	Grade	Enrolled	Average Scale Score	English Language Arts	
					Level 1	Level 2
Cyber City School 1-SCHCC1	2024	Grade 3	1	1233	100	0

1. Upon generating a report, the selected parameters appear at the top of the page and the content of the report is displayed below.
2. To rearrange the report, sort columns by clicking a column header and selecting **Sort**. The data can be sorted into ascending or descending order, numerically or alphabetically.
3. To change the number of records shown on each page of the report, click on the **Options** icon in the upper right above the report, and then select a number from the menu next to **Groups Per Page** and click **Update**.
Additional fields and score data can be added by selecting **Fields** in or **Scores** (see the “Fields” and “Stats” in the “Customization Options” section at the end of the user guide for more information). Data can be filtered or isolated by using the **Search** or **Filter** menus (see “Search” and “Filter” in the “Customization Options” section at the end of the user guide for more information).
4. Use the navigation buttons at the bottom of the report to page back and forth through the reports or type a page number in the **Jump to** field, and then click **Go**.

VIEWING STUDENT REPORTS

On a **Roster View** report, you can select one of the available buttons, **Roster** or **Student**, above the report to change the view to a roster list for all student in the selected group or a set of detailed individual student reports for each student in the selected group. (The Roster view is set as the default.) Once on an Individual Report, you can return to the roster list by clicking again on the Roster button.

Roster

Last Name	First Name	English Language Arts		Mathematics	
		Scale Score	Performance Level	Scale Score	Performance Level
Student001	Demo	1235	Level 2	1246	Level 3
Student002	Demo	1252	Level 3	1255	Level 4
Student003	Demo	1231	Level 1	1251	Level 3

Student (Individual Report)

Score Results	Score	Performance Level	Percent
ELA	1235	Level 2	
Reading			59
Writing			33
Mathematics	1246	Level 3	

Use the arrows at the bottom of the page to view each Individual Student Report within the selected group.

In addition to selecting the Student button to see a set of individual student reports for all students in the group, you can click on a student name in the roster view in order to access an individual report for only that student.

Last Name	First Name	English Language Arts	
		Scale Score	Performance Level
Student001	Demo	1235	Level 2
Student002	Demo	1252	Level 3
Student003	Demo	1231	Level 1

[← Back to BIE Science Assessment Portal](#)
Individual Report : MSAA (Alternate Assessment), Cyber City School 1-SCHCC1, 2024, Grade 3
 Drill To Selection: Students whose Last Name is Student001, First Name is Demo

Student001, Demo	
Student ID: 123456789	District Name: Cyber City District-CCD
Date of Birth: 01/01/2014	Student Grade: Grade 3

USING STUDENT SEARCH

You can quickly create a report for an individual student by searching for the student. In the **Student Search** field, search for the student by their Last Name, First Name, or Student ID. A list of potential matches will appear.

Click on a student in the list of potential matches to generate a list of their testing history. Click the “more results” link to see a detailed list of the potential matches based on the criteria you entered.

Selecting a student from the list of potential matches will take you to a cumulative list of that student’s test results (testing history). Selecting/clicking a student name from the “more results” view will also take you to the student’s cumulative results.

[← Back to BIE Science Assessment Portal](#)
Student Search Cumulative Report
 MSAA (Alternate Assessment)

Student001, Demo

Student ID: 123456789

2024, Grade 3

District Name: Cyber City District-CCD
School Name: Cyber City School 1-SCHCC

ELA Scale Score: 1235
ELA Performance Level: Level 2
Mathematics Scale Score: 1246
Mathematics Performance Level: Level 3

Clicking on a test event in the cumulative search report (e.g., 2024, Grade 3) will give you a detailed individual report.

[← Back to BIE Science Assessment Portal](#)
Individual Report : MSAA (Alternate Assessment), Cyber City School 1-SCHCC1, 2024, Grade 3
 Drill To Selection: Students whose Last Name is Student001, First Name is Demo

[Options](#) [Save](#) [Download](#) [Roster](#) [Student](#)

Student001, Demo

Student ID: 123456789 District Name: Cyber City District School Name: Cyber City School 1-SCHCC
 Date of Birth: 01/01/2014 Student Grade: Grade 3

Score Results	Score	Performance Level	Percent
ELA	1235	Level 2	
Reading			59
Writing			33
Mathematics	1246	Level 3	

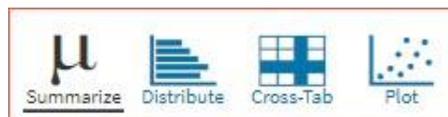
Clicking on the **Roster** button above the top right of the Individual Student Report will navigate you to a roster view where you can continue your analysis and/or select other students.

VIEWING DATA TOOLS REPORTS

Data Tools reports can be accessed directly from the main report selections page, providing a summary statistics report intended to streamline data analysis. The Data Tools report allows you to view frequency distributions, summary statistics, cross-tabulation and scatter plot reports across available score and field data points all within a single report.

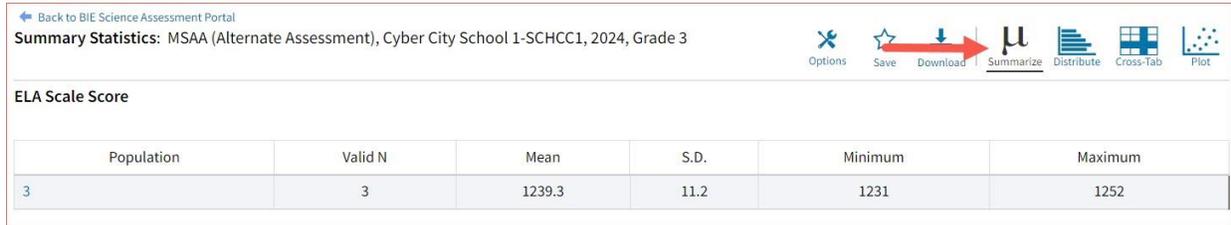
The data tool functionality (summarize, distribute, cross-tab, plot) can also be accessed as options from the column headers in the Student List report.

From the **Data Tools** report, select from four analysis options indicated by the buttons at the top right of the report. Summary statistics is the default view.

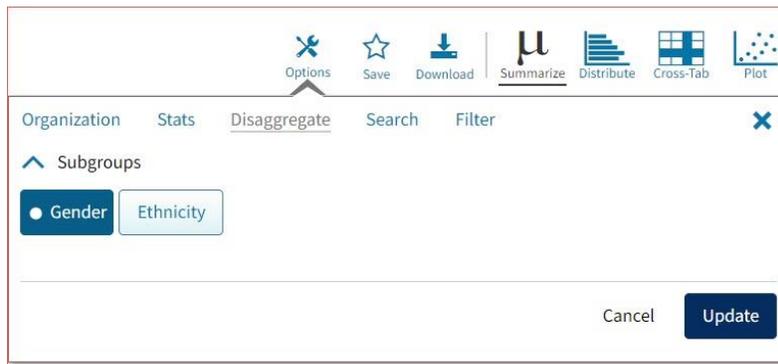


SUMMARIZE

Instantly see summary statistics, such as mean and standard deviation, by clicking on the **Summarize** button. Using the Summarize tool will provide a classroom summary report providing the mean, minimum, and maximum score. As an Admin, the Summarize feature will provide the same report for students in the selected grade level, school, or district organization who have taken the item set.

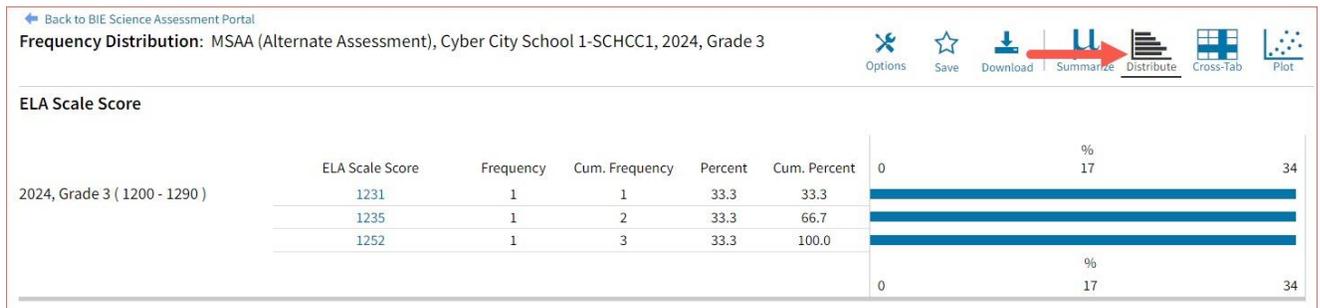


You can also view summary statistics by demographic subgroups, such as gender by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.

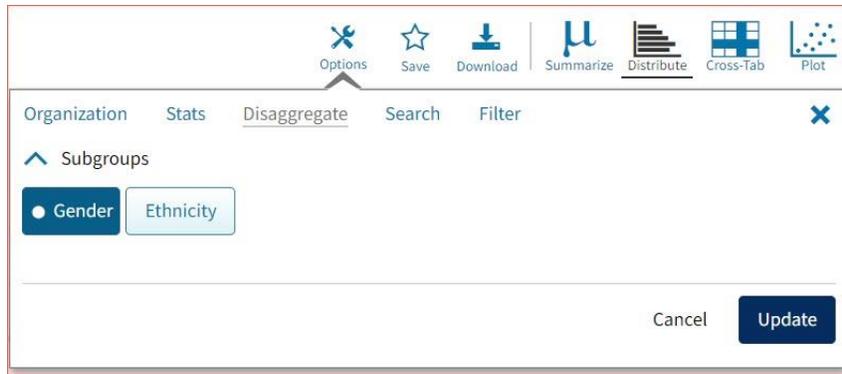


DISTRIBUTE

Generate a frequency distribution for a score by clicking on the **Distribute** button on the Data Tools report.



You can also view frequency distributions by demographic subgroups, such as gender, by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.



CROSS TABULATION

Generate a cross tabulation based on achievement level, subscore achievement level, demographics, or various test information by clicking on the **Cross-Tab** button from the Data Tools report.

Back to BIE Science Assessment Portal

Cross-Tab: MSA (Alternate Assessment), Cyber City School 1-SCHCC1, 2024, Grade 3

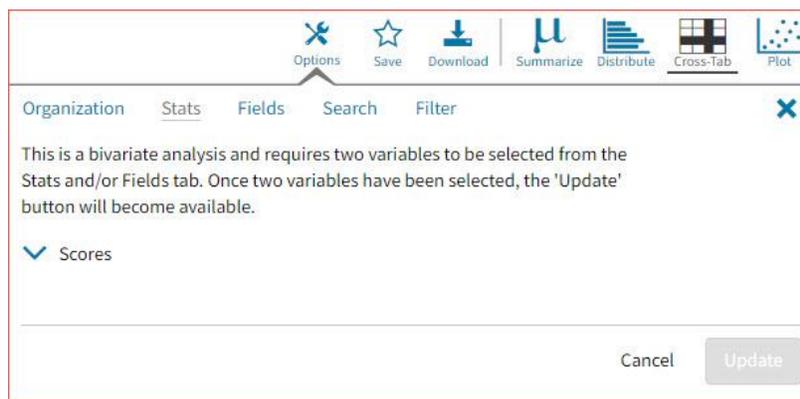
Options Save Download Summarize Distribute Cross-Tab Plot

ELA Performance Level by Mathematics Performance Level

Number Tested

Mathematics Performance Level	ELA Performance Level				Total
	Level 1	Level 2	Level 3	Level 4	
Level 1	0	0	0	0	0
Level 2	0	0	0	0	0
Level 3	1	1	0	0	2
Level 4	0	0	1	0	1
Total	1	1	1	0	3

If you navigate from a frequency distribution or summary statistics with only one variable selected, a message will appear instructing you to add a second variable (score or field) to view a cross-tab report.



You can also change the cross-tab selection in the **Stats** and/or **Fields** tabs listed under the **Options** button or filter the results shown on the Cross-Tab report using the **Filter** tab. You can make selections among various tabs before clicking **Update** to refresh the report view with new selections.

Adjust the variables displayed on the Cross-Tab report by choosing from the drop-down menu.

ELA Performance Level by Mathematics Performance Level

Percent of Total

Number Tested

Percent of Total

Percent of Mathematics Performance Level Total

Percent of ELA Performance Level Total

Back to BIE Science Assessment Portal

Cross-Tab: MSAA (Alternate Assessment), Cyber City School 1-SCHCC1, 2024, Grade 3

Options Save Download Summarize Distribute Cross-Tab Plot

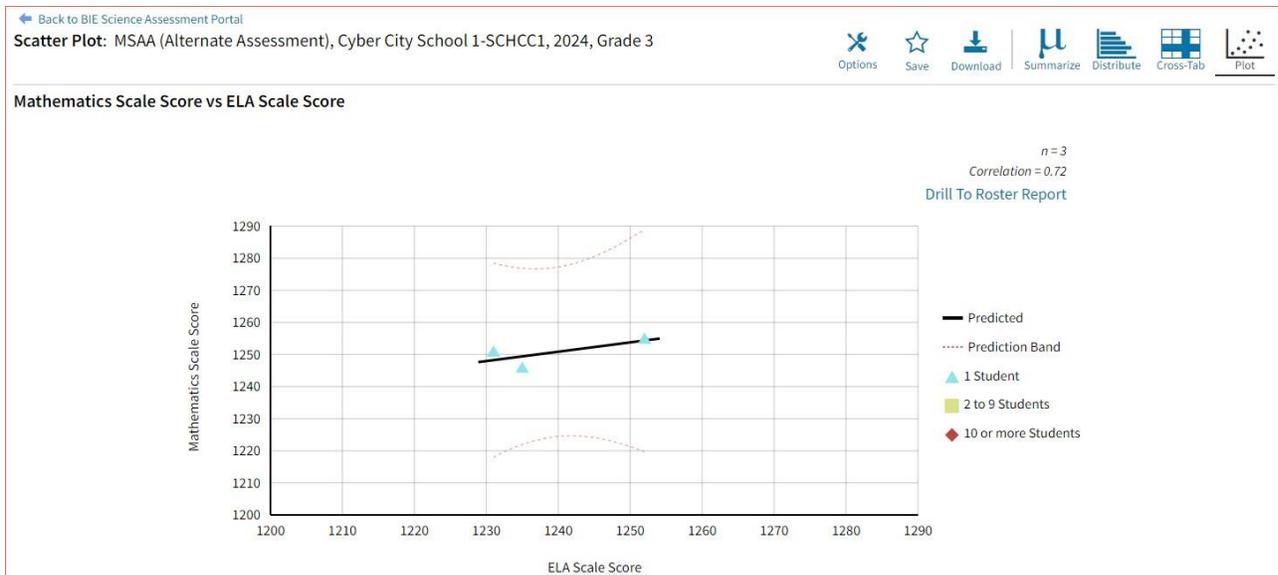
ELA Performance Level by Mathematics Performance Level

Percent of Total

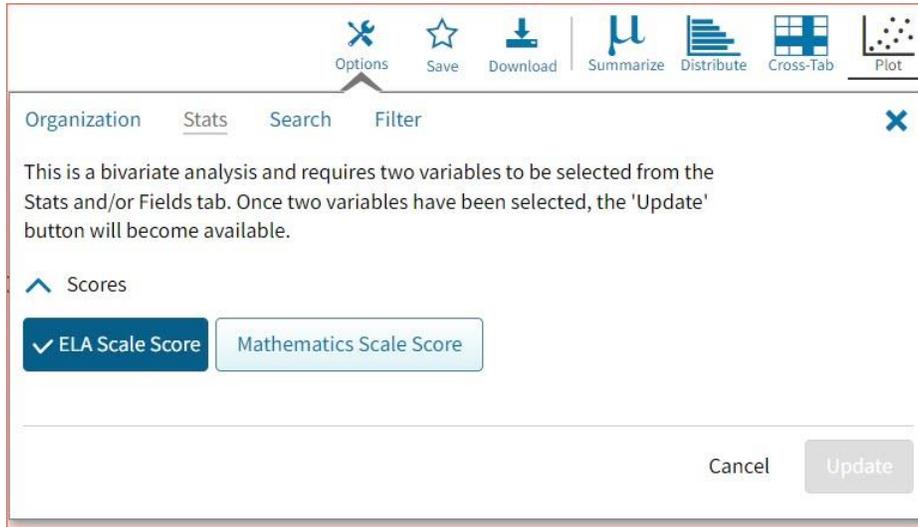
Mathematics Performance Level	ELA Performance Level				Total
	Level 1	Level 2	Level 3	Level 4	
Level 1	0.0	0.0	0.0	0.0	0.0
Level 2	0.0	0.0	0.0	0.0	0.0
Level 3	33.3	33.3	0.0	0.0	66.7
Level 4	0.0	0.0	33.3	0.0	33.3
Total	33.3	33.3	33.3	0.0	100.0

SCATTER PLOT

Generate a scatter plot based on available scores by clicking on the **Plot** button from the **Data Tools** report.



If you navigate from a frequency distribution or summary statistics with only one variable selected, a message will appear instructing you to add a second variable (score) to view a scatter plot report.

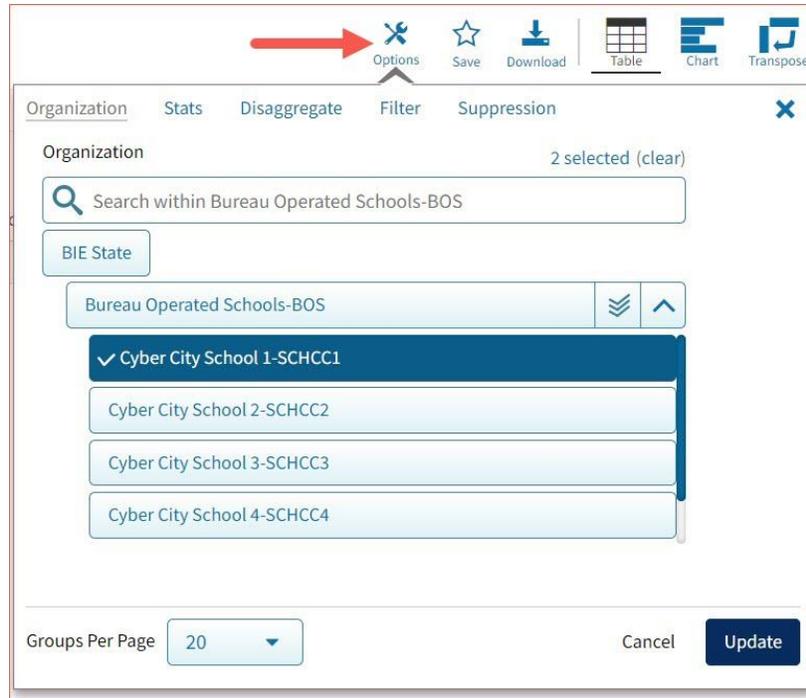


1. You may enlarge sections of the scatter plot by clicking and dragging to draw a box around the section of the graph you wish to enlarge.
2. You can click **Drill to Roster Report** in the top right corner of the graph to drill to a Roster View report for the students shown in the current scatter plot view.

You can also change scatter plot sections in the **Stats** tab under the **Options** button and search the results shown on the scatter plot report using the **Search** tab. You can make selections among various tabs before clicking **Update** to refresh the report view with the new selections.

CUSTOMIZATION OPTIONS

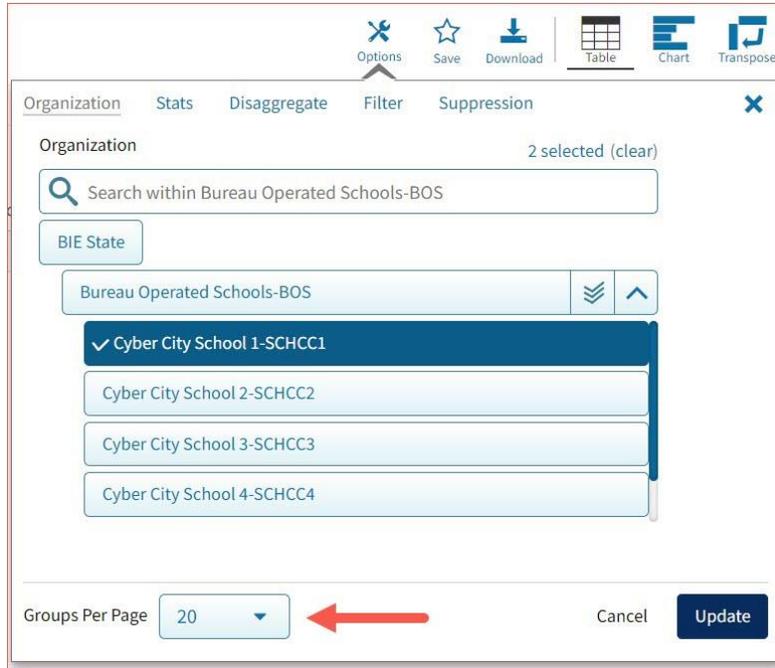
Reports can be customized by changing the options of the report. Changes may be made to multiple tabs at once before updating.



- For any report, clicking the **Options** button above the top right of the report will open a pop-out module with a menu of variables that can be changed. Each category of report has its own tab menu described below.
- Clicking **Update** will apply the customizations.
- Clicking **Cancel** will keep the report with existing options.
- Clicking the **x** will close the window.

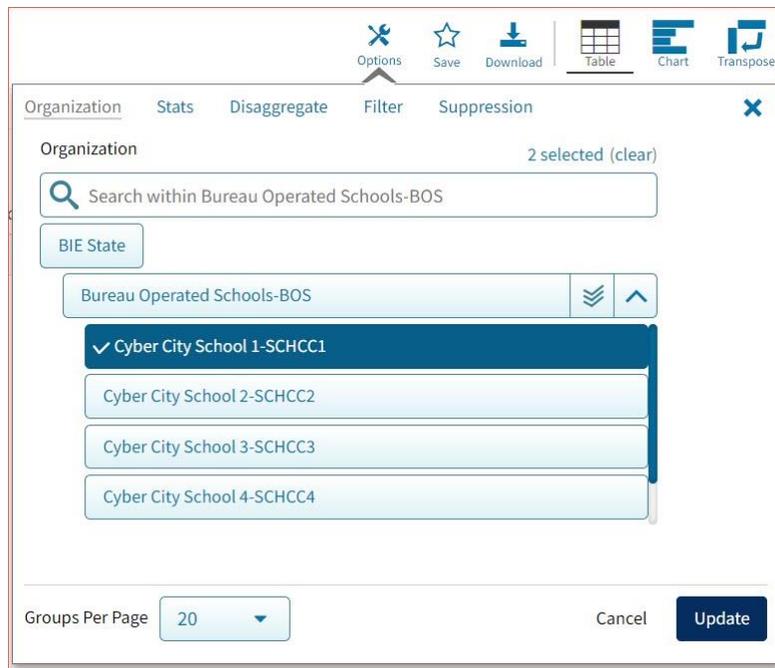
DISPLAY

On any report, specify the number of groups shown per page (e.g., selecting 20 means that 20 student records will display on a single page) by choosing the **Groups Per Page** on any tab of the Options menu.



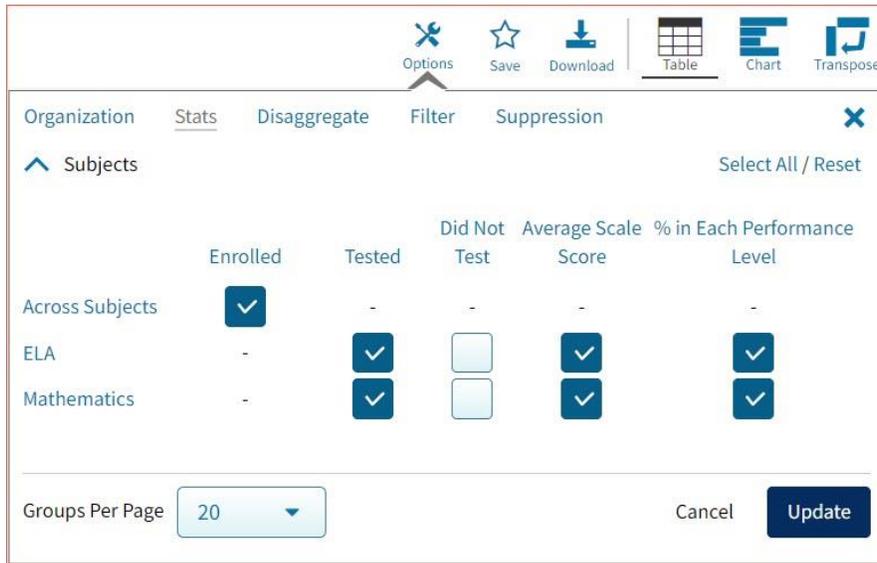
ORGANIZATION

The **Organization** tab allows you to update the report with data from different organizations that are available to you. Select the desired organization and click **Update** to refresh the report.

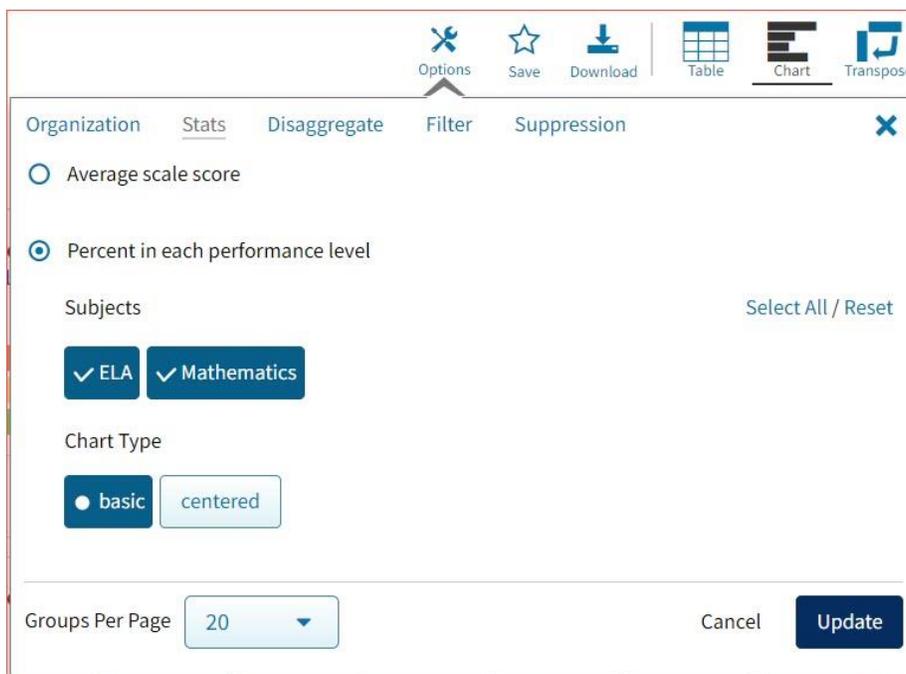


STATS

The **Stats** tab (available in the Performance Summary View report only) can be used to select stats or scores to view on the report. Select a button to choose a specific stat or score. To view all stats, click the Select All link, to clear click Reset. Click **Update** to view the selections in the report.

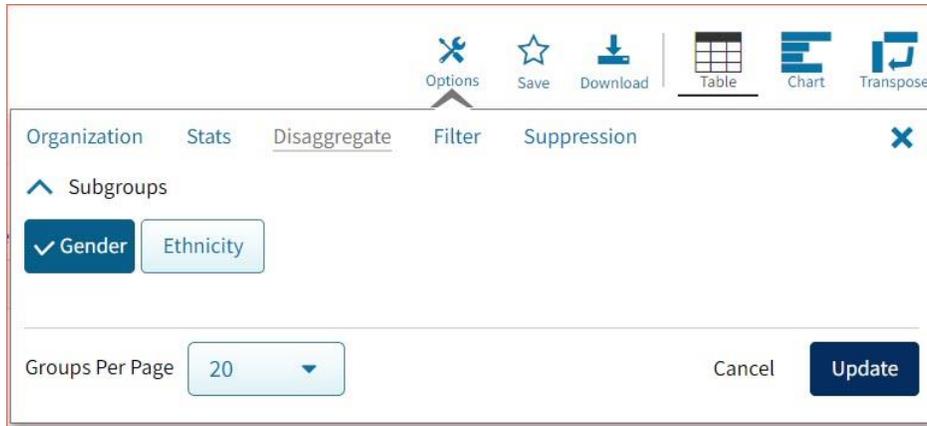


Note: The options on the Stats tab adjust based on the report view. For example, when viewing the Chart View, you will have the option to adjust the stats graphed as well as the chart type.



DISAGGREGATE

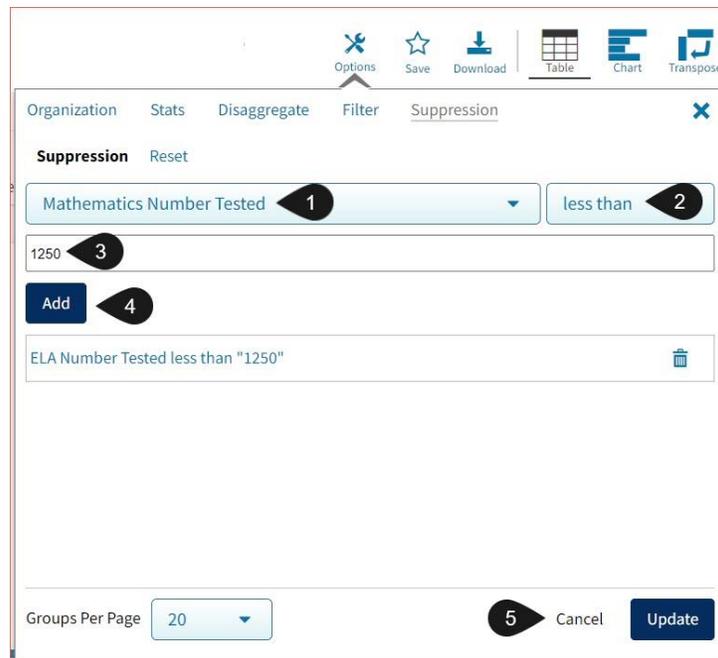
The **Disaggregate** tab (available in the Performance Summary View report only) allows you to disaggregate the report by different subgroups.



SUPPRESSION

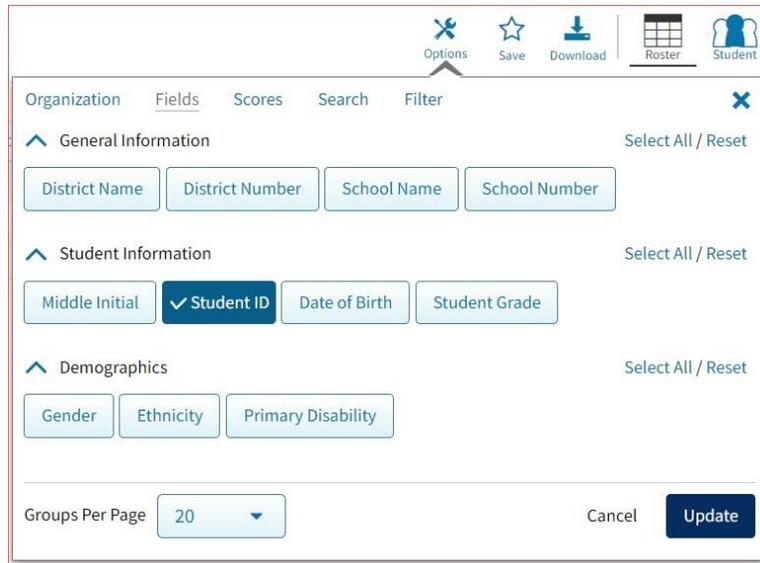
The **Suppression** feature allows you apply dynamic data suppression when viewing data on the Achievement Summary Report.

1. Click on the desired variable from the drop-down list to select the number of students tested.
2. Choose **Less Than**, **Greater Than**, or **Equal To** to specify the logical relationship between the subgroup selected.
3. Enter an N count in the text box provided to suppress data if the group is less than, greater than, or equal to the N count.
4. Click Add to add the Suppression rule.
5. Click **Update**. The summary level data will be suppressed according to the rule selected.



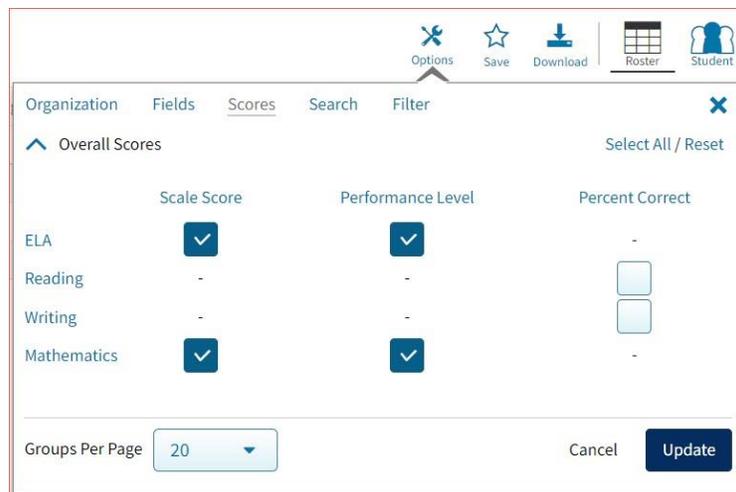
FIELDS

The **Fields** tab (available in the Roster View report only) allows you to select student identification information, test information, and demographics to view on the report. Select the appropriate demographics and click **Update** to add these fields as columns to the report.



SCORES

The **Scores** tab (available in the Roster View report only) can be used to select scores to view on the report. Select checkboxes for Scale Score, Performance Level or Percent Correct. To view all scores in one section, click the blue header. To view all available scores, click the **Select All** link. Checkboxes can be deselected to remove specific scores. Click **Update** to view the selections in the report.

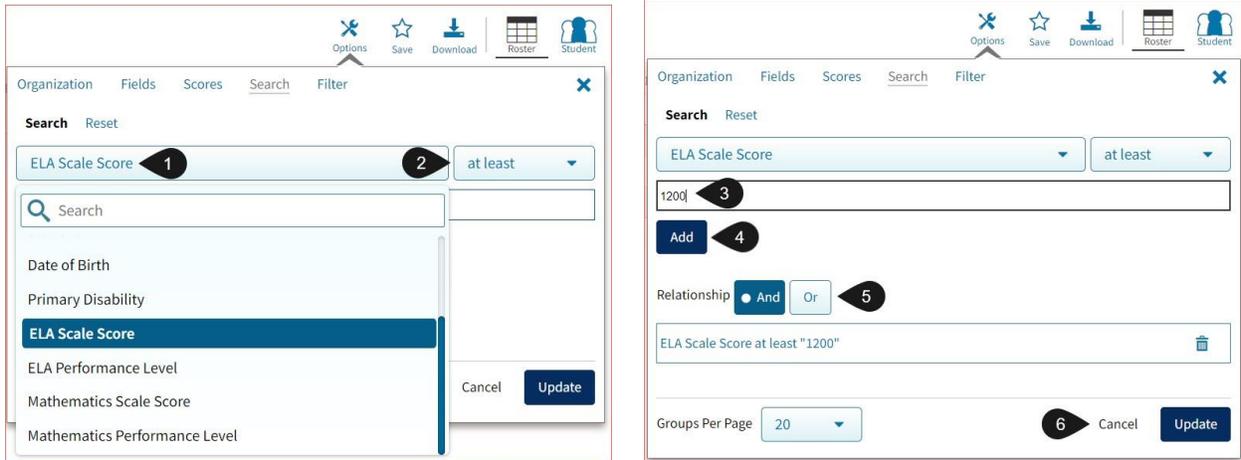


To view all scores and reporting categories, click the **Select All** link within each section. Checkboxes can be deselected to remove specific scores or reporting categories. Click **Update** to view the selections of the report.

SEARCH

The **Search** feature (available in the Roster View report only) allows you to search for students by name, Student ID, date of birth, scores, or other options.

For example, to find students in the **Roster View** report with an ELA Scale Score of at least a 1200:



1. Select the subject area option from the drop-down menu to capture the total score.
2. Select **At Least**, **At Most**, or **Equal to**.
3. Enter the score value (1200) in the text box.
4. Click **Add**.
5. Choose the **Relationship**.
And will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
6. Click **Update**

The report will refresh showing only students matching the search criteria.

← Back to BIE Science Assessment Portal

Roster View: MSAA (Alternate Assessment), Cyber City School 1-SCHCC, 2024, Grade 3

Search: ELA Scale Score at least 1200

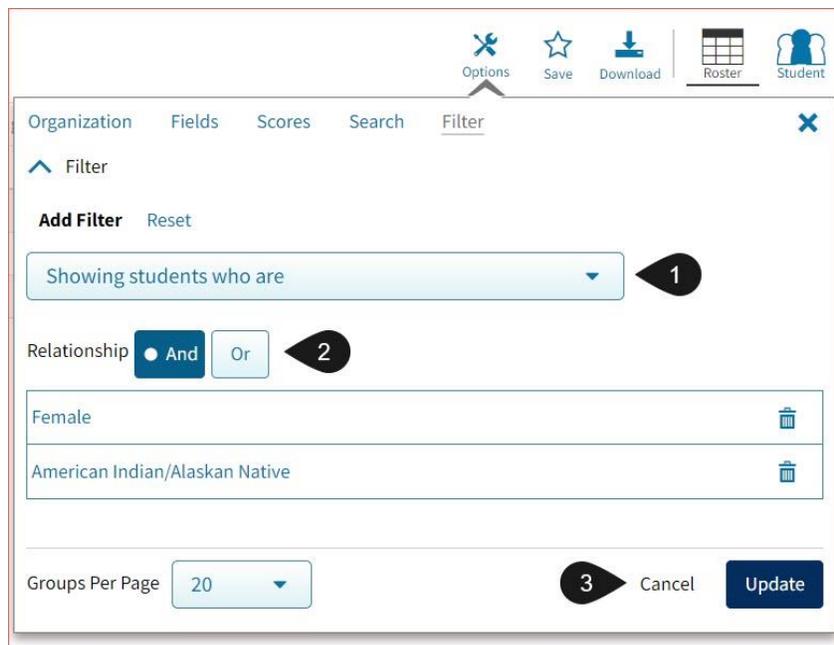
Last Name	First Name	English Language Arts	
		Scale Score	Performance Level
Student001	Demo	1235	Level 2
Student002	Demo	1252	Level 3
Student003	Demo	1231	Level 1

FILTER

The **Filter** feature (available in all reports) allows you to include or exclude students based on demographic variables.

1. Click on the desired demographic variable from the drop-down list to select a subgroup. Click on another demographic variable to select more than one subgroup.
2. Choose the **Relationship**, by selecting **And** or **Or** to specify the logical relationship between the subgroups selected.
And will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
3. Click **Update**.

Selections display as boxes under **Relationship**. Click on the trash can icon displayed to remove the selection.



SCIENCE ASSESSMENT

SCIENCE ASSESSMENT REPORTS

There are three types of reports available from the Reporting home page for BIE Science Assessments. Performance Summary View, Roster View, and Data Tools.

The **Performance Summary View** report provides school performance data in a table or graphical format and allows customization using various summary statistics.

				Science				
Group	Admin	Grade	Tested	Novice	Nearing Proficiency	Proficient	Advanced	
				%	%	%	%	
Cyber City School 1-SCHCC1	2024	Grade 5	2	100	0	0	0	

The **Roster View** report provides dynamic access to assessment results and demographic information for multiple students under your current organization. Interactive tools allow users to further explore the data.

Last Name	First Name	Science	
		Scale Score	Achievement Level
Student001	Demo	Did Not Meet Minimum Attempt	Did Not Meet Minimum Attempt
Student002	Demo	533	Novice
Student003	Demo	527	Novice

Through the **Roster View** report, users can access an **Individual Report** that provides individual results for each student.

U.S. Department of the Interior
Bureau of Indian Education

Help Recent Demo User

Back to BIE Science Assessment Portal

Individual Report : Science (General Education), Cyber City School 1-SCHCC1, 2024, Grade 5

Options Save Download Roster Student

Student001, Demo

Student ID: 123456789 District Name: Cyber City District-CCD School Name: Cyber City School 1-SCHCC1
Date of Birth: 01/01/2011 Student Grade: Grade 5

Score Results	Scale Score	Achievement Level	Performance Indicator
Science	Did Not Meet Minimum Attempt	Did Not Meet Minimum Attempt	
Physical Sciences			Did Not Meet Minimum Attempt
Life Sciences			Did Not Meet Minimum Attempt
Earth and Space Sciences			Did Not Meet Minimum Attempt

Data Tools provides the ability to create summary statistics, frequency distributions, cross-tab, and scatter plots. These tools are also available within specific reports by clicking on column headers.



GENERATING A REPORT

The Reporting home page displays the report types for the subject areas and test administrations available to you.

U.S. Department of the Interior
Bureau of Indian Education

Shared Reports Download Center Help Recent Saved Reports Demo User

Back to BIE Science Assessment Portal

1 Program: Science (General Education) Last Name Please enter at least 4 characters

2 Report: Performance Summary View

3 Admin: 2024 2023 2022

4 Grade: Grade 5 Grade 8 Grade 11

Organization: Cyber City School 1-SCHCC1

5 Search within Bureau Operated Schools-BOS

BIE State

- Bureau Operated Schools-BOS
- Cyber City School 1-SCHCC1
- Cyber City School 2-SCHCC2
- Cyber City School 3-SCHCC3
- Cyber City School 4-SCHCC4

6 Get Report

To generate a report:

1. Select a program from the **Program** drop-down list.
2. Select an available report type from the **Report** drop-down list.
3. Select an administration for which test data are available.
4. Select a grade.
5. Use the **Organization** menu to select a School(s) to which you have access.
6. When you have finished specifying the parameters, click **Get Report** to generate the report you selected. The selected report is generated with the specified parameters.

To customize the report, see the [Customization Options](#) section.

NAVIGATING A REPORT

The screenshot displays the BIE Science Assessment Portal interface. At the top, the user is logged in as 'Demo User'. The main content area shows a 'Performance Summary View' for 'Science (General Education), Cyber City School 1-SCHCC1, 2024, Grade 5'. A table with columns 'Group', 'Admin', and 'Grade' is visible, with 'Cyber City School 1-SCHCC1', '2024', and 'Grade 5' listed. A 'Filter' dialog box is open, showing a search for 'Bureau Operated Schools-BOS' and a list of schools, with 'Cyber City School 1-SCHCC1' selected. The dialog also includes a 'Groups Per Page' dropdown set to '20' and 'Update' and 'Cancel' buttons. At the bottom of the report, there are navigation controls including 'Page 1 of 1' and a 'Jump to: 1 Go' field.

1. Upon generating a report, the selected parameters appear at the top of the page and the content of the report is displayed below.
2. To rearrange the report, sort columns by clicking a column header and selecting **Sort**. The data can be sorted into ascending or descending order, numerically or alphabetically.
3. To change the number of records shown on each page of the report, click on the **Options** icon in the upper right above the report, and then select a number from the menu next to **Groups Per Page** and click **Update**.

Additional fields and score data can be added by selecting **Fields** in or **Scores** (see the “Fields” and “Stats” in the “Customization Options” section at the end of the user guide for more information). Data can be filtered or isolated by using the **Search** or **Filter** menus (see “Search” and “Filter” in the “Customization Options” section at the end of the user guide for more information).

4. Use the navigation buttons at the bottom of the report to page back and forth through the reports or type a page number in the **Jump to** field, and then click **Go**.

VIEWING STUDENT REPORTS

On a **Roster View** report, you can select one of the available buttons, **Roster** or **Student**, above the report to change the view to a roster list for all student in the selected group or a set of detailed individual student reports for each student in the selected group. (The Roster view is set as the default.) Once on an Individual Report, you can return to the roster list by clicking again on the Roster button.

Roster

		Science	
Last Name	First Name	Scale Score	Achievement Level
Student001	Demo	Did Not Meet Minimum Attempt	Did Not Meet Minimum Attempt
Student002	Demo	533	Novice
Student003	Demo	527	Novice

Student (Individual Report)

Student001, Demo

Student ID: 123456789 District Name: Cyber City District-CCD School Name: Cyber City School 1-SCHCC1
 Date of Birth: 01/01/2011 Student Grade: Grade 5

Score Results	Scale Score	Achievement Level	Performance Indicator
Science	Did Not Meet Minimum Attempt	Did Not Meet Minimum Attempt	
Physical Sciences			Did Not Meet Minimum Attempt
Life Sciences			Did Not Meet Minimum Attempt
Earth and Space Sciences			Did Not Meet Minimum Attempt

Use the arrows at the bottom of the page to view each Individual Student Report within the selected group.

In addition to selecting the Student button to see a set of individual student reports for all students in the group, you can click on a student name in the roster view in order to access an individual report for only that student.

		Science	
Last Name	First Name	Scale Score	Achievement Level
Student001	Demo	Did Not Meet Minimum Attempt	Did Not Meet Minimum Attempt
Student002	Demo	533	Novice
Student003	Demo	527	Novice

← Back to BIE Science Assessment Portal

Individual Report : Science (General Education), Cyber City School 1-SCHCC1, 2024, Grade 5

Drill To Selection: Students whose Last Name is Student002, First Name is Demo

Student002, Demo	
Student ID: 123456789	District Name: Bureau Operated Schools-BOS
Date of Birth: 01/01/2011	Student Grade: Grade 5

USING STUDENT SEARCH

You can quickly create a report for an individual student by searching for the student. In the **Student Search** field, search for the student by their Last Name, First Name, or Student ID. A list of potential matches will appear.

The screenshot displays the BIE Science Assessment Portal search interface. At the top, there are navigation links for 'Shared Reports', 'Download Center', 'Help', 'Recent', and 'Saved Reports', along with a user profile for 'Demo User'. The main search area includes filters for 'Program' (Science (General Education)), 'Report' (Roster View), 'Admin' (2024, 2023, 2022), and 'Grade' (Grade 5, Grade 8, Grade 11). The 'Organization' is set to 'Cyber City School 1-SCHCC1'. A search bar contains the text 'Search within Bureau Operated Schools-BOS'. Below the search bar, a dropdown menu shows a list of schools, with 'Cyber City School 1-SCHCC1' selected. A 'Get Report' button is visible at the bottom right.

Click on a student in the list of potential matches to generate a list of their testing history. Click the “more results” link to see a detailed list of the potential matches based on the criteria you entered.

Selecting a student from the list of potential matches will take you to a cumulative list of that student’s test results (testing history). Selecting/clicking a student name from the “more results” view will also take you to the student’s cumulative results.

← Back to BIE Science Assessment Portal

Student Search Cumulative Report
Science (General Education)

Student001, Demo

2024, Grade 5

District Name: Bureau Operated Schools-BOS
School Name: Cyber City School 1-SCHCC1

Science Scale Score: 537
Science Achievement Level: Novice

Clicking on a test event in the cumulative search report (e.g., 2024, Grade 5) will give you a detailed individual report.

← Back to BIE Science Assessment Portal

Individual Report: Science (General Education), Cyber City School 1-SCHCC1, 2024, Grade 5

Drill To Selection: Students whose Last Name is Student001, First Name is Demo

Options Save Download Roster Student

Student001, Demo

Student ID: 123456789 District Name: Bureau Operated Schools-BOS School Name: Cyber City School 1-SCHCC1

Date of Birth: 01/01/2011 Student Grade: Grade 5

Score Results	Scale Score	Achievement Level	Performance Indicator
Science	537	Novice	
Physical Sciences			Below
Life Sciences			Below
Earth and Space Sciences			Below

Clicking on the **Roster** button above the top right of the Individual Student Report will navigate you to a roster view where you can continue your analysis and/or select other students.

VIEWING DATA TOOLS REPORTS

Data Tools reports can be accessed directly from the main report selections page, providing a summary statistics report intended to streamline data analysis. The Data Tools report allows you to view frequency distributions, summary statistics and cross-tabulation across available score and field data points all within a single report.

The data tool functionality (summarize, distribute, cross-tab, plot) can also be accessed as options from the column headers in the Student List report.

From the **Data Tools** report, select from four analysis options indicated by the buttons at the top right of the report. Summary statistics is the default view.



SUMMARIZE

Instantly see summary statistics, such as mean and standard deviation, by clicking on the **Summarize** button. Using the Summarize tool will provide a classroom summary report providing the mean, minimum, and maximum score. As an Admin, the Summarize feature will provide the same report for students in the selected grade level, school, or district organization who have taken the item set.

Back to BIE Science Assessment Portal
Summary Statistics: Science (General Education), Cyber City School 1-SCHCC1, 2024, Grade 5

Options Save Download Summarize Distribute Cross-Tab

Science Scale Score

Population	Valid N	Mean	S.D.	Minimum	Maximum
3	2	530.0	4.2	527	533

You can also view summary statistics by demographic subgroups, such as gender by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.

Options Save Download Summarize Distribute Cross-Tab

Organization Stats **Disaggregate** Search Filter

Subgroups

Gender LEP Special Ed FAY

Cancel Update

DISTRIBUTE

Generate a frequency distribution for a score by clicking on the **Distribute** button on the Data Tools report.

Back to BIE Science Assessment Portal
Frequency Distribution: Science (General Education), Cyber City School 1-SCHCC1, 2024, Grade 5

Options Save Download Summarize Distribute Cross-Tab

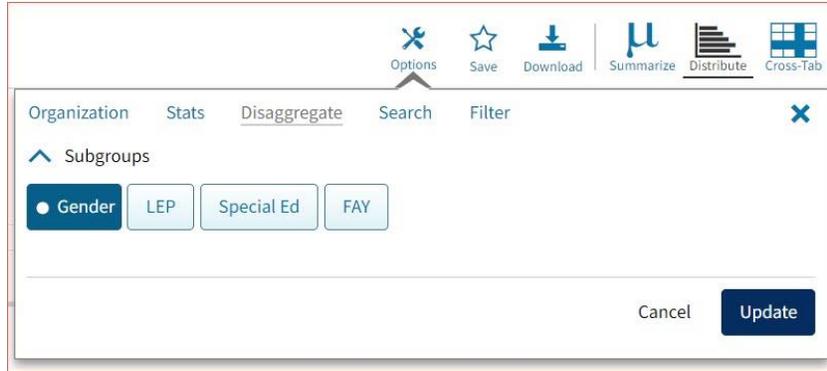
Science Scale Score

2024, Grade 5 (1200 - 1290)	Science Scale Score	Frequency	Cum. Frequency	Percent	Cum. Percent
	527	1	1	50.0	50.0
	533	1	2	50.0	100.0

0 % 25 50

0 % 25 50

You can also view frequency distributions by demographic subgroups, such as gender, by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.



CROSS TABULATION

Generate a cross tabulation based on achievement level, subscore achievement level, demographics, or various test information by clicking on the **Cross-Tab** button from the Data Tools report.

Back to BIE Science Assessment Portal

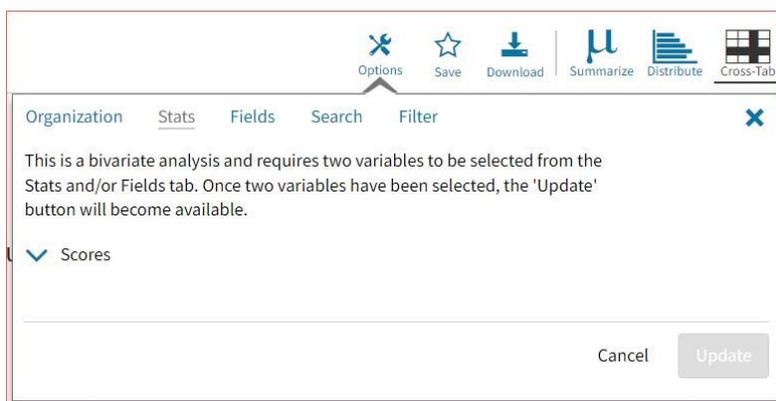
Cross-Tab: Science (General Education), Cyber City School 1-SCHCC1, 2024, Grade 5

Science Achievement Level by Physical Sciences Performance Indicator

Number Tested

Physical Sciences Performance Indicator	Science Achievement Level				Total
	Novice	Nearing Proficiency	Proficient	Advanced	
Below	2	0	0	0	2
At/Near	0	0	0	0	0
Above	0	0	0	0	0
Total	2	0	0	0	2

If you navigate from a frequency distribution or summary statistics with only one variable selected, a message will appear instructing you to add a second variable (score or field) to view a cross-tab report.



You can also change the cross-tab selection in the **Stats** and/or **Fields** tabs listed under the **Options** button or filter the results shown on the Cross-Tab report using the **Filter** tab. You can make selections among various tabs before clicking **Update** to refresh the report view with new selections.

Adjust the variables displayed on the Cross-Tab report by choosing from the drop-down menu.



Back to BIE Science Assessment Portal

Cross-Tab: Science (General Education), Cyber City School 1-SCHCC1, 2024, Grade 5

Options Save Download Summarize Distribute Cross-Tab

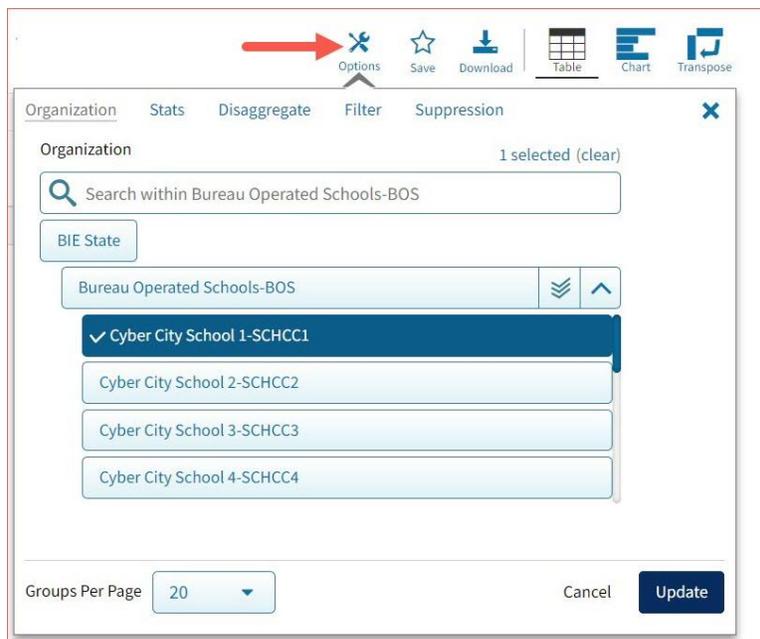
Science Achievement Level by Physical Sciences Performance Indicator

Percent of Total

Physical Sciences Performance Indicator	Science Achievement Level				Total
	Novice	Nearing Proficiency	Proficient	Advanced	
Below	100.0	0.0	0.0	0.0	100.0
At/Near	0.0	0.0	0.0	0.0	0.0
Above	0.0	0.0	0.0	0.0	0.0
Total	100.0	0.0	0.0	0.0	100.0

CUSTOMIZATION OPTIONS

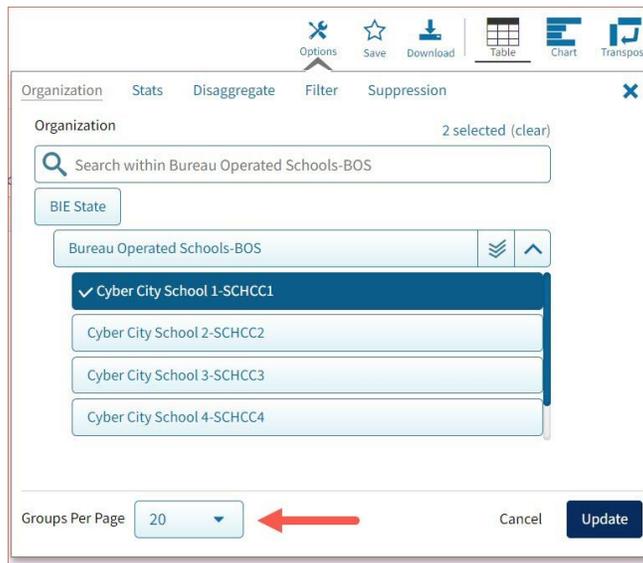
Reports can be customized by changing the options of the report. Changes may be made to multiple tabs at once before updating.



- For any report, clicking the **Options** button above the top right of the report will open a pop-out module with a menu of variables that can be changed. Each category of report has its own tab menu described below.
- Clicking **Update** will apply the customizations.
- Clicking **Cancel** will keep the report with existing options.
- Clicking the **x** will close the window.

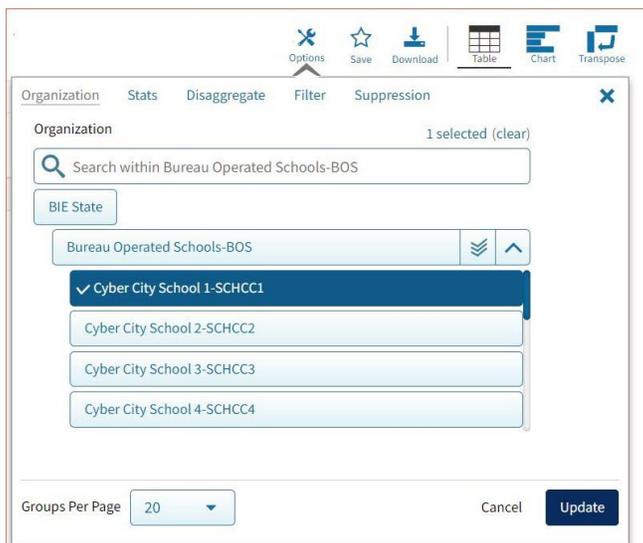
DISPLAY

On any report, specify the number of groups shown per page (e.g., selecting 20 means that 20 student records will display on a single page) by choosing the **Groups Per Page** on any tab of the Options menu.



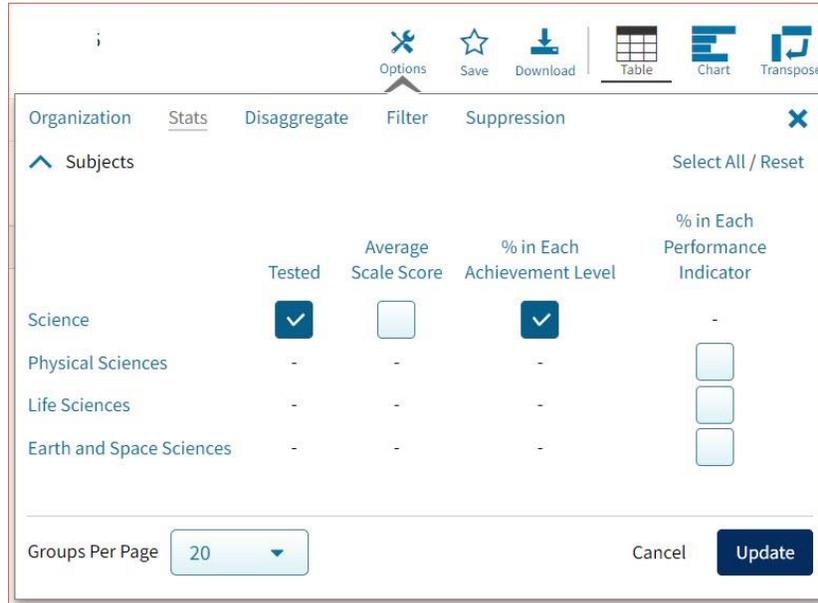
ORGANIZATION

The **Organization** tab allows you to update the report with data from different organizations that are available to you. Select the desired organization and click **Update** to refresh the report.

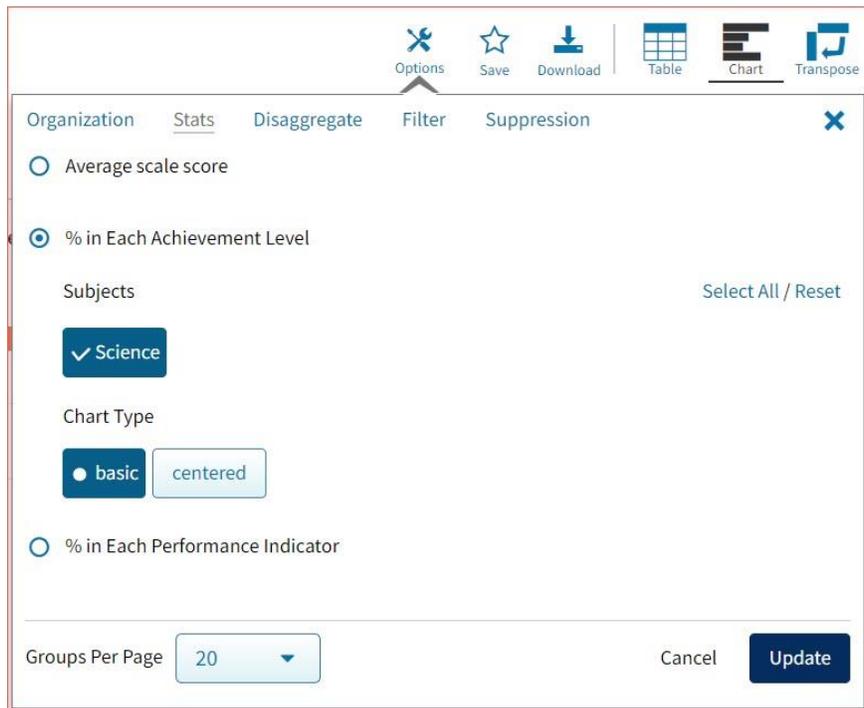


STATS

The **Stats** tab (available in the Performance Summary View report only) can be used to select stats or scores to view on the report. Select a button to choose a specific stat or score. To view all stats, click the Select All link, to clear click Reset. Click **Update** to view the selections in the report.

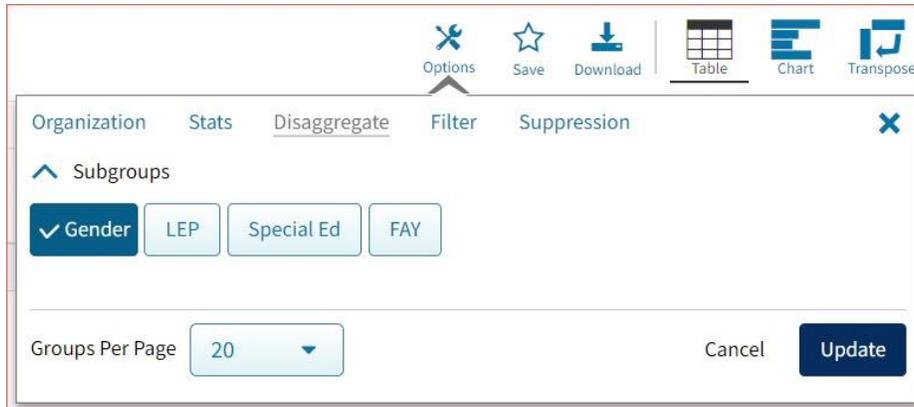


Note: The options on the Stats tab adjust based on the report view. For example, when viewing the Chart View, you will have the option to adjust the stats graphed as well as the chart type.



DISAGGREGATE

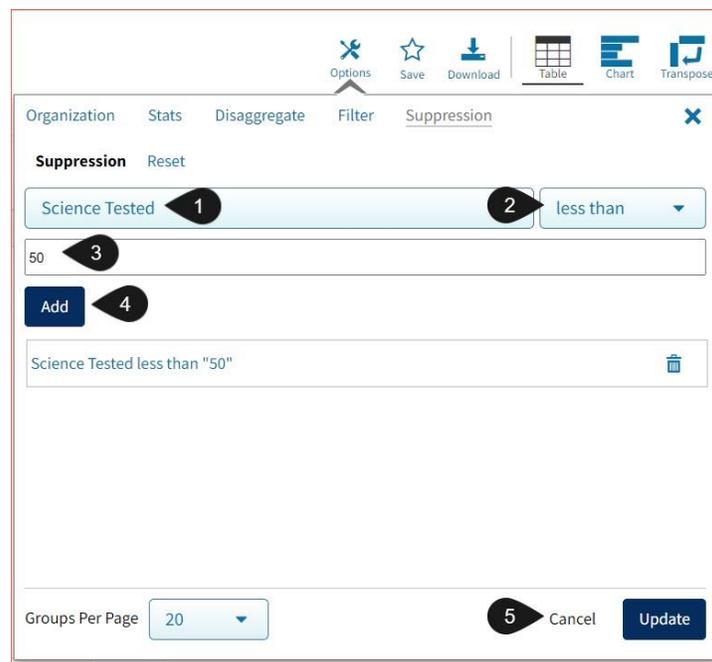
The **Disaggregate** tab (available in the Performance Summary View report only) allows you to disaggregate the report by different subgroups.



SUPPRESSION

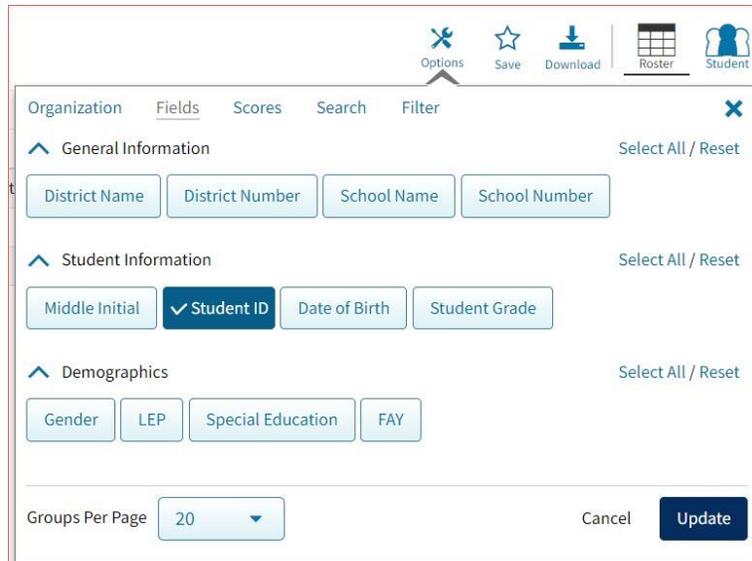
The **Suppression** feature allows you apply dynamic data suppression when viewing data on the Achievement Summary Report.

1. Click on the desired variable from the drop-down list to select the number of students tested.
2. Choose **Less Than**, **Greater Than**, or **Equal To**, to specify the logical relationship between the subgroup selected.
3. Enter an N count in the text box provided to suppress data if the group is less than, greater than, or equal to the N count.
4. Click Add to add the Suppression rule.
5. Click **Update**. The summary level data will be suppressed according to the rule selected.



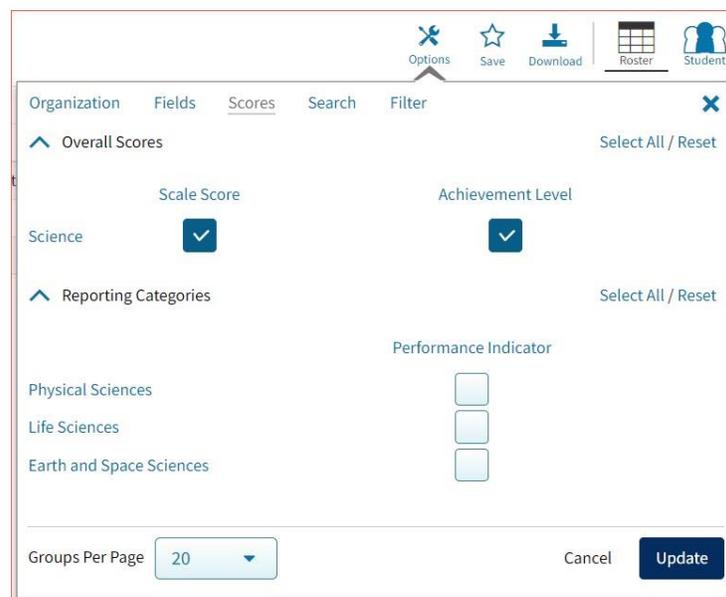
FIELDS

The **Fields** tab (available in the Roster View report only) allows you to select student identification information, test information, and demographics to view on the report. Select the appropriate demographics and click **Update** to add these fields as columns to the report.



SCORES

The **Scores** tab (available in the Roster View report only) can be used to select scores to view on the report. Select checkboxes for Scale Score, Performance Level or Percent Correct. To view all scores in one section, click the blue header. To view all available scores, click the **Select All** link. Checkboxes can be deselected to remove specific scores. Click **Update** to view the selections in the report.

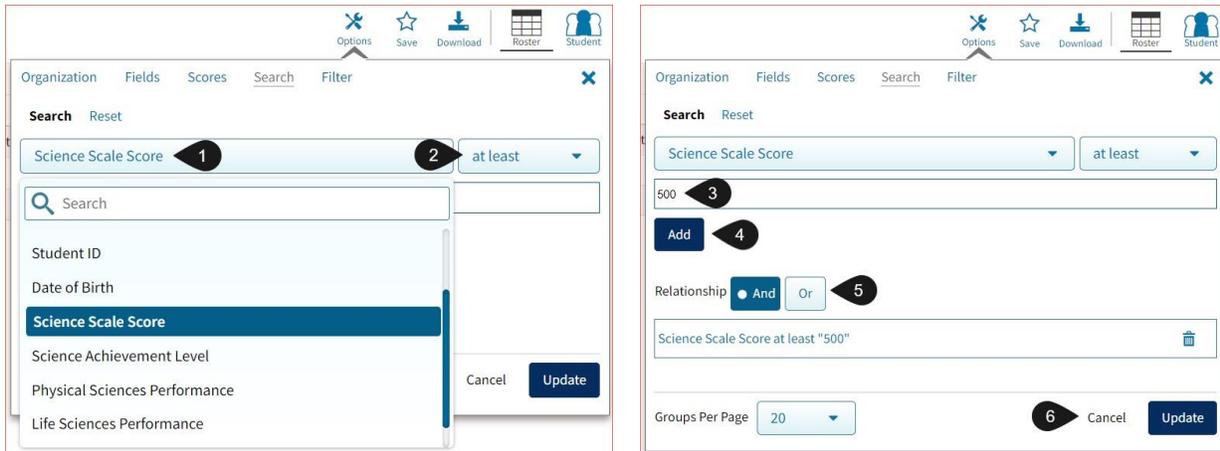


To view all scores and reporting categories, click the **Select All** link within each section. Checkboxes can be deselected to remove specific scores or reporting categories. Click **Update** to view the selections of the report.

SEARCH

The **Search** feature (available in the Roster View report only) allows you to search for students by name, Student ID, date of birth, scores, or other options.

For example, to find students in the **Roster View** report with an ELA Scale Score of at least a 1200:



1. Select the subject area option from the drop-down menu to capture the total score.
2. Select **At Least, At Most, or Equal to**.
3. Enter the score value (500) in the text box.
4. Click **Add**.
5. Choose the **Relationship**.
And will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
6. Click **Update**

The report will refresh showing only students matching the search criteria.

Back to BIE Science Assessment Portal

Roster View: Science (General Education), Cyber City School 1-SCHCC1, 2024, Grade 5

Search: Science Scale Score at least 500

Last Name	First Name	Student ID	Science	
			Scale Score	Achievement Level
Student002	Demo	164808810	533	Novice
Student003	Demo	172146033	527	Novice

FILTER

The **Filter** feature (available in all reports) allows you to include or exclude students based on demographic variables.

1. Click on the desired demographic variable from the drop-down list to select a subgroup. Click on another demographic variable to select more than one subgroup.
2. Choose the **Relationship**, by selecting **And** or **Or** to specify the logical relationship between the subgroups selected.
And will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
3. Click **Update**.

Selections display s boxes under **Relationship**. Click on the trash can icon displayed to remove the selection.

The screenshot displays the 'Filter' interface. At the top, there are navigation icons for Options, Save, Download, Roster, and Student. Below these are tabs for Organization, Fields, Scores, Search, and Filter. The 'Filter' tab is active. The interface includes an 'Add Filter' button and a 'Reset' link. A dropdown menu is set to 'Showing students who are', with a callout '1' pointing to it. Below this is the 'Relationship' section with radio buttons for 'And' (selected) and 'Or', with a callout '2' pointing to the 'Or' button. A list of selected filters includes 'Male' and 'LEP', each with a trash can icon for removal. At the bottom, there is a 'Groups Per Page' dropdown set to '20', a 'Cancel' button, and an 'Update' button, with a callout '3' pointing to the 'Update' button.

SCIENCE BENCHMARK ASSESSMENT

The Science Benchmark Assessment tests three different levels: Grade 5, middle school, and high school. There are 4 forms per grade level and each form covers different content/standards. Each form is 12-14 items, there will be 10-12 selected response and 2 open response items. The open-ended response questions will be scored by teachers, they will be provided a scoring rubric in the scoring component of the online platform. The Science benchmark assessments are aligned to Next Generation Science Standards.

BENCHMARK ASSESSMENT REPORTS

There are two types of reports available from the Reporting home page for Science Benchmark Assessment: Student List Report and Data Tools.

The **Student List** report provides dynamic access to assessment results and demographic information for multiple students under your current organization. Interactive tools allow users to further explore the data.

Back to BIE Science Assessment Portal

Student List: Benchmark Assessment, Cyber City District-CCD, 2024-2025, Science, QA PT 8-12-24 Test (08/12/2024 - 08/13/2024)

Options Save Download Roster Student

Last Name	First Name	Total Score			Items																	
		Score	Max	%	Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7	Item 8	Item 9	Item 10	Item 11	Item 12	Item 13	Item 14	Item 15	Item 16	Item 17	Item 18
Augusttwentyfor	QAPTone	3	28	11	0	0		B	0	0		0		0		1	C	B	D		0	0
Augusttwentyfor	QAPTone	3	28	11	1	0		B	0	0		0		0		0	A	D	A		0	0

Page 1 of 1
Displaying 1-2 of 2

Jump to: 1 Go

Through the **Student List** report, users can access an **Individual Student Report** that provides individual results for each student.

Back to BIE Science Assessment Portal

Individual Student Report: Benchmark Assessment, Cyber City School 1-SCHCC1, 2023-2024, Science, QA PT 9623 Test (09/06/2023 - 09/07/2023)

Options Save Download Roster Student

Amelia, PTQAPTZeroFive

Student ID: 241633505 District Name: Cyber City District-CCD School Name: Cyber City School 1-SCHCC1
Date of Birth: 10/02/2011 Student Grade: Grade 05

Standards	Score Earned / Possible Points
Science :	2 / 3  67%

Data Tools provides the ability to create summary statistics, frequency distributions, and scatter plots. These tools are also available within specific reports by clicking on column headers.



GENERATING A REPORT

The Reporting home page displays the report types for the subject areas and test administrations available to you.

To generate a report:

1. Select a program from the **Program** drop-down list.
2. Select an available report type from the **Report** drop-down list.
3. Select an administration for which test data are available.
4. Select a subject area.
5. Use the **Organization** menu to select a District or School(s) to which you have access.
6. Select the item set from the **Tests** drop-down.
7. When you have finished specifying the parameters, click **Get Report** to generate the report you selected. The selected report is generated with the specified parameters.

Note: STCs will see an **Organization** menu instead of Teacher selection to select a School(s) to which you have access.

To customize the report, see the [Customization Options](#) section.

NAVIGATING A REPORT

The screenshot shows the BIE Science Assessment Portal interface. At the top, there is a header with the Bureau of Indian Education logo and a user profile for 'Demo User'. Below the header, a breadcrumb trail reads 'Back to BIE Science Assessment Portal' followed by the report title: 'Student List: Benchmark Assessment, Cyber City School 1-SCHCC1, 2023-2024, Science, QA PT 9623 Test (09/06/2023 - 09/07/2023)'. A toolbar contains icons for Help, Recent, Options, Save, Download, Roster, and Student. The main content area displays a table with columns for Last Name, First Name, and Score. The table lists five students: Amelia (Score 2), Aurora (Score 5), Ava (Score 5), Chloe (Score 5), and Daniel (Score 0). A configuration menu is open over the table, showing sections for General Information (District Name, District Number, School Name, School Number, Class Name, Form Name), Student Information (Middle Initial, Student ID, Date of Birth, Student Grade), and Demographics (Gender, LEP, Special Education). The menu also includes a 'Groups Per Page' dropdown set to 20 and 'Cancel' and 'Update' buttons. At the bottom of the report, there are navigation buttons for page navigation and a 'Jump to' field set to 1.

Last Name	First Name	Score
Amelia	PTQAPTZeroFive	2
Aurora	PTQAPTOneTwo	5
Ava	PTQAPTZeroSix	5
Chloe	PTQAPTZeroFour	5
Daniel	PTQAPTtwoThree	0

1. Upon generating a report, the selected parameters appear at the top of the page and the content of the report is displayed below.
2. To rearrange the report, sort columns by clicking a column header and selecting **Sort**. The data can be sorted into ascending or descending order, numerically or alphabetically.
3. To change the number of records shown on each page of the report, click on the **Options** icon in the upper right above the report, and then select a number from the menu next to **Groups Per Page** and click **Update**.
4. Use the navigation buttons at the bottom of the report to page back and forth through the reports or type a page number in the **Jump to** field, and then click **Go**.

VIEWING STUDENT REPORTS

On a **Student List** report, you can select one of the available buttons, **Roster** or **Student**, above the report to change the view to a roster list for all student in the selected group or a set of detailed individual student reports for each student in the selected group. (The Roster view is set as the default.) Once on an Individual Student Report, you can return to the roster list by clicking again on the Roster button. Both Users (teachers) and Admins are able to generate Student Reports. Users will only see results for students within their classes, while STCs will have visibility to their assigned organizations.

Roster

The response under the Item Number heading within Items is the response the student answered for that item. The color of the response is determined as follows: black = correct response, red = incorrect response, pink = partially correct response.

← Back to BIE Science Assessment Portal

Student List: Benchmark Assessment, Cyber City District-CCD, 2024-2025, Science, QA PT 8-12-24 Test (08/12/2024 - 08/13/2024)

Options Save Download Roster Student

Last Name	First Name	Total Score			Items																		
		Score	Max	%	Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7	Item 8	Item 9	Item 10	Item 11	Item 12	Item 13	Item 14	Item 15	Item 16	Item 17	Item 18	
Augusttwentyfor	QAPTone	3	28	11	0	0		B	0	0		0		0		1	C	B	D			0	0
Augusttwentyfor	QAPTone	3	28	11	1	0		B	0	0		0		0		0	A	D	A			0	0

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Jump to: 1 Go

Item Preview

When viewing the roster list, you can preview any of the items. To preview an item, click the item number, and then click **Item Preview**. A preview of the item will open in a new tab in your browser.

First Name	Total Score			Items				
	Score	Max	%	Item 1	Item 2	Item 3	Item 4	Item 5
PTQAPTZeroFive	2	3	67					
PTQAPTOneTwo	5	6	83			1	1	2
PTQAPTZeroSix	5	6	83			1	1	2
PTQAPTZeroFour	5	6	83	0	1	1	1	2
PTQAPTTwoThree	0	6	0	0	0	0	0	

Sort >

Item Preview

Response Analysis

Response Preview

When viewing the roster list, you can preview how a student responded to an item. To preview a student’s item response, click the response for the item number, and then click **Response Preview**. A preview of the items will open in a new tab in your browser and shows the response the student selected.

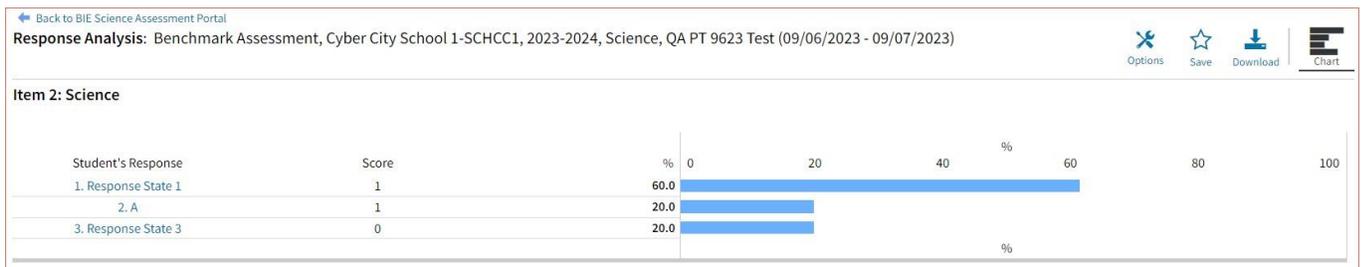
First Name	Total Score			Items				
	Score	Max	%	Item 1	Item 2	Item 3	Item 4	Item 5
PTQAPTZeroFive	2	3	67	1	A			
PTQAPOneTwo	5	6	83	0		1	1	2
PTQAPTZeroSix	5	6	83	0	1	1	1	2
PTQAPTZeroFour	5	6	83	0	1	1	1	2
PTQAPTTwoThree	0	6	0	0	0	0	0	

Response Analysis

When viewing the roster list, you can view a response analysis for a particular item. To view an item’s response analysis, click the item number, and then click **Response Analysis**.

First Name	Total Score			Items				
	Score	Max	%	Item 1	Item 2	Item 3	Item 4	Item 5
PTQAPTZeroFive	2	3	67	1	A			
PTQAPOneTwo	5	6	83	0	1		1	2
PTQAPTZeroSix	5	6	83	0	1	1	1	2
PTQAPTZeroFour	5	6	83	0	1	1	1	2
PTQAPTTwoThree	0	6	0	0	0	0	0	

A response analysis of the selected item will open.



The response analysis displays a summary of how students performed on an individual item. The first column displays how the student answered while the second column indicates the score for that response. Number Tested and Percent display the number and percent of students for each response.

Student (Individual Student Report)

Use the arrows at the bottom of the page to view each Individual Student Report within the selected group.

In addition to selecting the Student button to see a set of individual student reports for all students in the group, you can click on a student name in the roster view in order to access an individual report for only that student.

Last Name	First Name	Total Score		
		Score	Max	%
Amelia	PTQAPTZeroFive	2	3	67
Aurora	PTQAPTOneTwo	5	6	83
Ava	PTQAPTZeroSix	5	6	83
Chloe	PTQAPTZeroFour	5	6	83
Daniel	PTQAPTTwoThree	0	6	0

VIEWING DATA TOOLS REPORTS

Data Tools reports can be accessed directly from the main report selections page, providing a summary statistics report intended to streamline data analysis. The Data Tools report allows you to view summary statistics, frequency distributions, and scatter plot reports across available score and field data points all within a single report.

The data tool functionality (summarize, distribute, plot) can also be accessed as options from the column headers in the Student List report.

From the **Data Tools** report, select from four analysis options indicated by the buttons at the top right of the report. Summary statistics is the default view.



SUMMARIZE

Instantly see summary statistics, such as mean and standard deviation, by clicking on the **Summarize** button. Using the Summarize tool will provide a classroom summary report providing the mean, minimum, and maximum score. As an Admin, the Summarize feature will provide the same report for students in the selected grade level or school who have taken the item set.

Back to BIE Science Assessment Portal

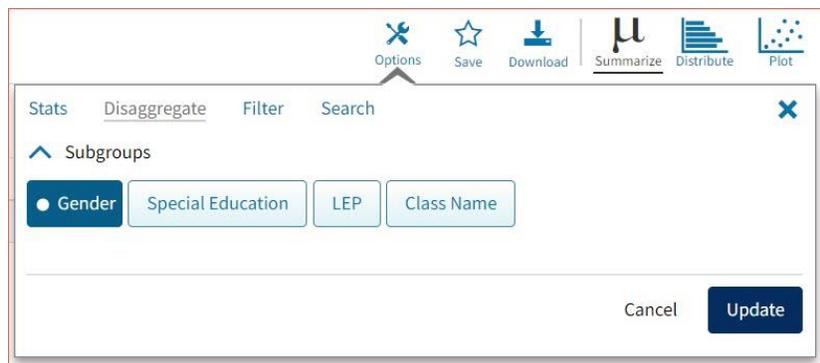
Summary Statistics: Benchmark Assessment, Cyber City School 1-SCHCC1, 2023-2024, Science, QA PT 9623 Test (09/06/2023 - 09/07/2023)

Options Save Download Summarize Distribute Plot

Total Score

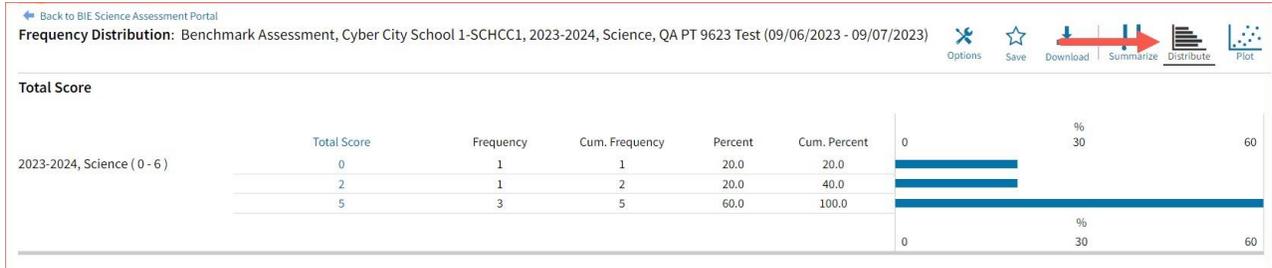
Population	Valid N	Mean	S.D.	Minimum	Maximum
5	5	3.4	2.3	0	5

You can also view summary statistics by demographic subgroups, such as gender by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.

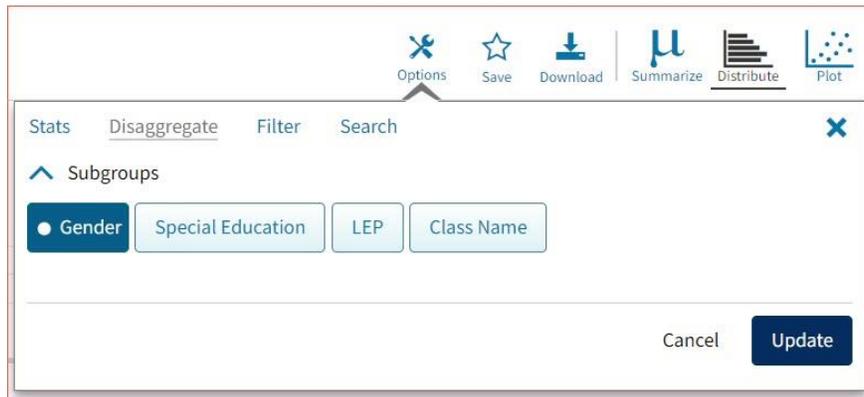


DISTRIBUTE

Generate a frequency distribution for a score by clicking on the **Distribute** button on the Data Tools report.

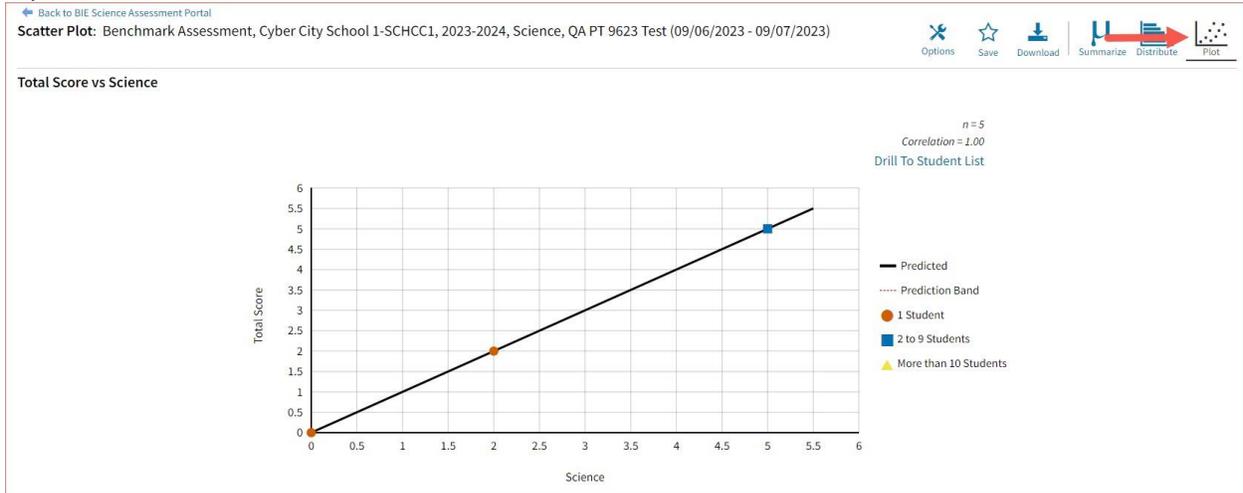


You can also view frequency distributions by demographic subgroups, such as gender, by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.



SCATTER PLOT

Generate a scatter plot based on available scores by clicking on the **Plot** button from the **Data Tools** report.



If you navigate from a frequency distribution or summary statistics with only one variable selected, a message will appear instructing you to add a second variable (score) to view a scatter plot report.

Options Save Download Summarize Distribute Plot

Stats Filter Search

This is a bivariate analysis and requires two variables to be selected from the Stats and/or Fields tab. Once two variables have been selected, the 'Update' button will become available.

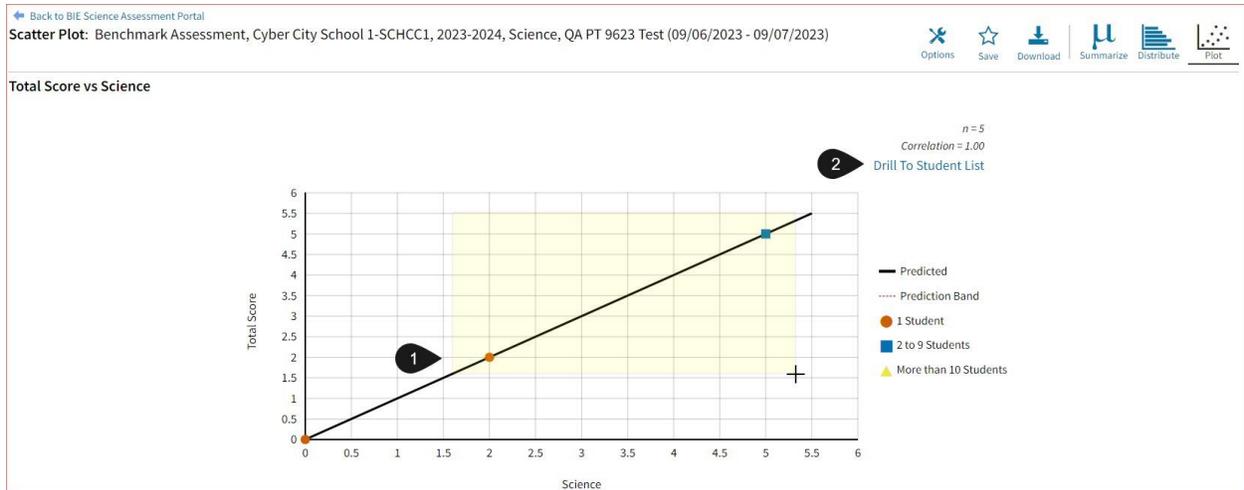
Overall Scores

- ✓ Total Score

Standards

- Science

Cancel Update



1. You may enlarge sections of the scatter plot by clicking and dragging to draw a box around the section of the graph you wish to enlarge.
2. You can click **Drill to Student List** in the top right corner of the graph to drill to a Student List report view for the students shown in the current scatter plot view.

You can also change scatter plot sections in the **Stats** tab under the **Options** button and search the results shown on the scatter plot report using the **Search** tab. You can make selections among various tabs before clicking **Update** to refresh the report view with the new selections.

CUSTOMIZATION OPTIONS

Reports can be customized by changing the options of the report. Changes may be made to multiple tabs at once before updating.

Options Save Download Roster Student

Fields Scores Filter Search

General Information Select All / Reset
 District Name District Number School Name School Number Class Name
 Form Name

Student Information Select All / Reset
 Middle Initial Student ID Date of Birth Student Grade

Demographics Select All / Reset
 Gender LEP Special Education

Groups Per Page 20 Cancel Update

- For any report, clicking the **Options** button above the top right of the report will open a pop-out module with a menu of variables that can be changed. Each category of report has its own tab menu described below.
- Clicking **Update** will apply the customizations.
- Clicking **Cancel** will keep the report with existing options.
- Clicking the **x** will close the window.

DISPLAY

On any report, specify the number of groups shown per page (e.g., selecting 20 means that 20 student records will display on a single page) by choosing the **Groups Per Page** on any tab of the Options menu.

The screenshot shows a software interface for report customization. At the top, there are icons for 'Options', 'Save', 'Download', 'Roster', and 'Student'. Below these is a 'Fields' menu with tabs for 'Fields', 'Scores', 'Filter', and 'Search'. The main area is divided into three sections: 'General Information', 'Student Information', and 'Demographics', each with a 'Select All / Reset' link. The 'General Information' section includes buttons for 'District Name', 'District Number', 'School Name', 'School Number', 'Class Name', and 'Form Name'. The 'Student Information' section includes buttons for 'Middle Initial', 'Student ID', 'Date of Birth', and 'Student Grade'. The 'Demographics' section includes buttons for 'Gender', 'LEP', and 'Special Education'. At the bottom, there is a 'Groups Per Page' dropdown menu currently set to '20', with a red arrow pointing to it. To the right of the dropdown are 'Cancel' and 'Update' buttons.

FIELDS

The **Fields** tab (available in Student List reports only) allows you to select student identification information, test information, and demographics to view on the report. Select the appropriate demographics and click **Update** to add these fields as columns to the report.

SCORES

The **Scores** tab (available in Student List reports only) can be used to select score to view on the report. Select checkboxes for Items and/or Standards. To view all items and standards, click the **Select All** link within each section. Checkboxes can be deselected to remove specific scores or reporting categories. Click **Update** to view the selections in the report.

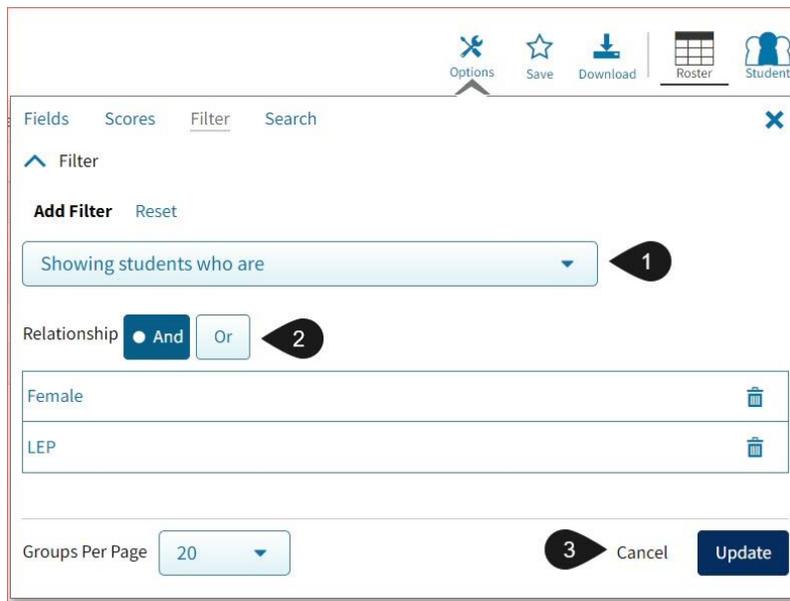
To view all scores and reporting categories, click the **Select All** link within each section. Checkboxes can be deselected to remove specific scores or reporting categories. Click **Update** to view the selections of the report.

FILTER

The **Filter** feature (available in all reports) allows you to include or exclude students based on demographic variables.

1. Click on the desired demographic variable from the drop-down list to select a subgroup. Click on another demographic variable to select more than one subgroup.
2. Choose the **Relationship**, by selecting **And** or **Or** to specify the logical relationship between the subgroups selected.
And will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
3. Click **Update**.

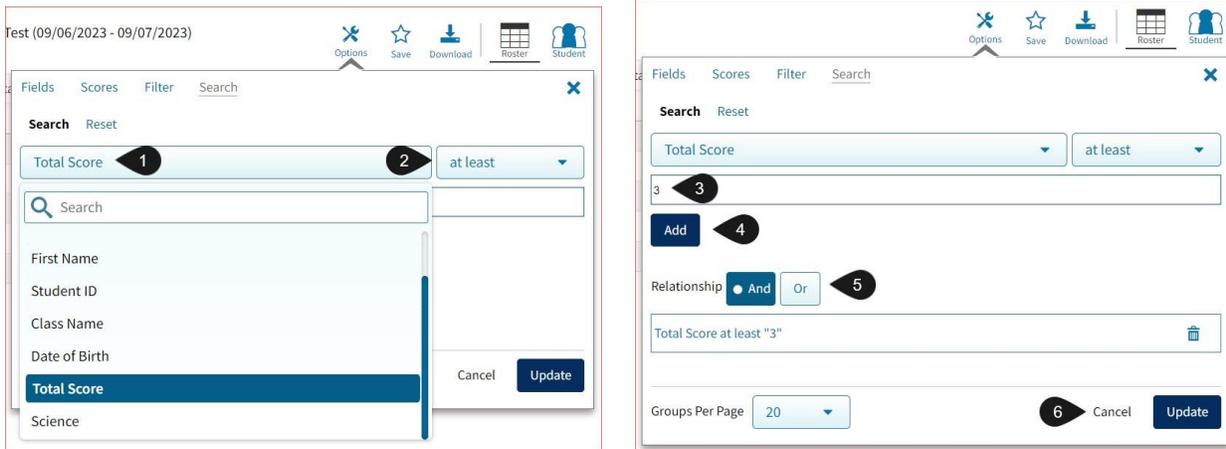
Selections display s boxes under **Relationship**. Click on the trash can icon displayed to remove the selection.



SEARCH

The **Search** feature (available in Student List reports only) allows you to search for students by name, Student ID, date of birth, scores, or other options.

For example, to find students in the school **Student List** report with a total score of at least a 3 on a particular item set:



1. Select the subject area option from the drop-down menu to capture the total score.
2. Select **At Least, At Most, or Equal to**.
3. Enter the score value (3) in the text box.
4. Click **Add**.
5. Choose the **Relationship**.
And will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
6. Click **Update**

The report will refresh by showing only students matching the search criteria.

Back to BIE Science Assessment Portal

Student List: Benchmark Assessment, Cyber City School 1-SCHCC1, 2023-2024, Science, QA PT 9623 Test (09/06/2023 - 09/07/2023)

Search: Total Score at least 3

Last Name	First Name	Total Score			Items				
		Score	Max	%	Item 1	Item 2	Item 3	Item 4	Item 5
Aurora	PTQAPTOneTwo	5	6	83	0	1	1	1	2
Ava	PTQAPTZeroSix	5	6	83	0	1	1	1	2
Chloe	PTQAPTZeroFour	5	6	83	0	1	1	1	2