

STS0650 - PSAT Student Test Scores Profile

Table of Contents

CTCACEA	DCAT Student Test Seeres Drofile	
5150650 -	· PSA i Student Test Scores Profile	

STS0650 - PSAT Student Test Scores Profile

Test Scores > Reports > Test Scores > STS0650 - PSAT Student Test Scores Profile

This report lists student PSAT test score data and special program information.

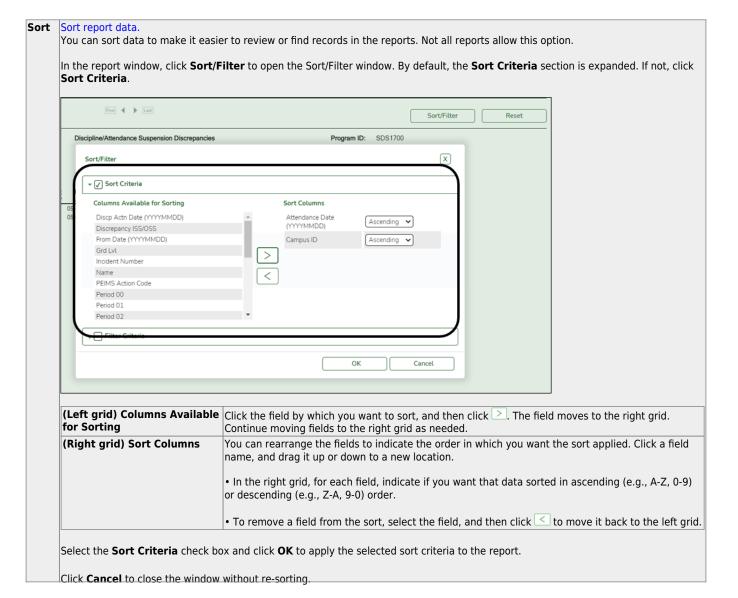
The following special programs are included in the report: Bilingual (Bil), Career and Technology (CTE), Economically Disadvantaged, English as a Second Language (ESL), Emergent Bilingual (EB), Gifted and Talented (GT), Pregnancy Related Services (PRS), At Risk, Special Education, and Title I. The information displayed on the report is collected from the ASCENDER Test Scores and Registration applications. The report title changes according to the selected report parameters.

- The report cannot be run for both a special and local program.
- If the report is run for a specific special program, local program data is not displayed.
- If the report is run for a specific local program, all applicable special programs data is displayed.
- The default sort order is by campus, grade level, and student name. However, the report can be sorted or filtered (see below).

Run the report:

Parameter	Description
Campus ID (Blank = All Auth Camp)	Type the three-digit campus ID, or click to select the campus. Leave blank to select all campuses in the district.
	NOTE: If you select to create the report for all campuses, any campuses excluded from district reporting (i.e., campuses that have the Exclude from District Reporting field selected on Registration > Maintenance > Campus Profile > Campus Information Maintenance > Control Info) are not included in the report. However, you can generate the report for an individual excluded campus by entering the campus ID.
Grade Level (Blank for ALL)	Type the two-character grade level, click to select the grade level, or leave blank to select all grade levels.
Student ID (Blank for All)	Type the six-digit student ID number, including all leading zeros. Or, click ito select the student. Leave blank to select all students.
Admin Year	Type the four-digit test administration year to run the report for a specific test year.
Cohort Year	Type the four-digit cohort year to run the report for a specific cohort.
Special Program (Blank for All)	Type the three-character special program code, or click is to select the code. Leave blank to select all special program codes.
Local Program (Blank for None)	To include only students enrolled in the specified local program, type a valid three-character alphanumeric, user-defined local program code. You can obtain codes on Registration > Maintenance > Student Enrollment > Local Programs.
Program as of Date (Blank = Current Date (MMDDYYYY))	Type the date or click Ito select the date from a calendar. Leave blank to use the current date.

Other functions and features:

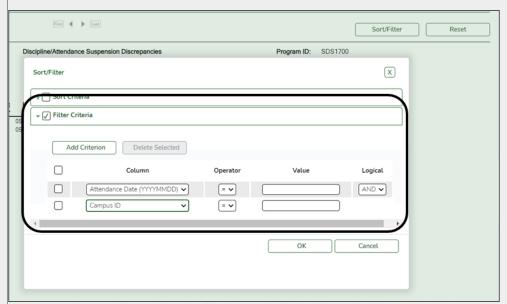


Filter Filter report data.

Filter

When you want to view only certain data, you may find it useful to filter the report data. You can use specific criteria to retrieve only the data that you want. Not all reports allow this option.

From the report window, click Sort/Filter to open the Sort/Filter window. By default, the Sort Criteria section is expanded. Click Filter Criteria to expand the Filter Criteria section.



If the report does not allow sorting, the Filter button is displayed instead of the Sort/Filter button, and sort criterion fields are not available.

Click **Add Criterion** to add new filter criteria. A blank row is added to the grid.

Column Select a field by which to filter the data. The drop down lists the columns that appear on the report.

Operator Select an operator.

- = Equals
- ≠ Not equals
- > Greater than
- ≥ Greater than or equal to
- Less than
- ≤ Less than or equal to

Value

Type the value by which you want to filter. For example, if you selected a date in the Column field, type a date to view only data for a specific date.

Note: When filtering report data by date, you must use the following formats:

- If the date is displayed in the MM/DD/YYYY format, the filter value must be in the YYYYMMDD format.
- If the date is displayed in the MM/YYYY format, the filter value must be in the YYYYMM format.
- If the date is displayed in the MM/YY format, the filter value must be in the YYMM format.

Add Criterion

Add another row.

Select the logical connector (AND or OR) in the Logical field. Continue adding rows as needed. The Logical field does not appear until you click Add Criterion to add an additional row.

- · Using the AND operator limits search results, because the program looks only for records that contain both criterion.
- Using the OR operator expands search results, because the program looks for records that contain either one criterion or the other, or both.

Delete Selected Delete selected row.

Select the row, and then click the button. The row is deleted from the filter criteria.

Click **OK** to apply the selected filter criteria to the report.

Click Cancel to close the dialog box without applying a filter.

NOTE: Some applications allow you to filter by specific data:

In Test Scores, you can filter report data to include only students who are enrolled in special programs. When filtering report data for At Risk, PRS, and GT programs, you must select 1 (Yes) or 0 (No) in the **Value** field. For example, if you filter report data for the At Risk program by selecting Equals in the **Operator** field and Yes in the **Value** field, no data is displayed; however, if you select 1 in the

Reset report data.
Click to restore the report to the original view, removing all sorting and filtering that has been applied.



Back Cover