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This edition applies to Release 21 of the Schoolnet software and to all subsequent releases and modifications until otherwise indicated in new editions or updates.

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# Introduction

Use this document to generate ideas on what reports are possible in Schoolnet. The example reports shown are for demonstration purposes only; your test names, score groups and other data will vary. Based on your user permissions, you may not see all the options available.

# **Available Classroom Level Reports**

Here is a list of available classroom level reports and where to find them.

Report	Displays	Quick Reference Cards to Learn More
In Home Page 'My S	Schoolnet' Classroom Assessment N	lonitor Widget
District & Local /Classroom Tests	Summary data, plus percent correct by student overall or for selected standard. Comparison of class to school and district if benchmark test.	This document
Standardized Tests	Score group by student.	This document
From Reporting Da	shboard (filtered on a class)	
Reporting Dashboard	When filtered by class, displays current year benchmark and classroom tests with average score and percent correct plus links to additional reports. Can view for prior school years (under Results Reflect menu) unless disabled on your site.	Getting Started with Classroom-Level Reporting
Assessment Comparison	Overall results for up to ten assessments across all years.	Assessment Comparison Report
Standards Performance	For any class or student group, standard performance for one or multiple tests, plus individual student performance over time.	View Classroom Level Standards Performance Over Time
KPI Dashboard		This document
In Reporting Dashb	oard Test Results (filtered on a class	s)
Test Summary	View performance by student, subgroup or standard. Link to Data Collection Report.	
Standards Analysis	Performance per student per standard for one test.	Classroom Level Standards Analysis Report
Item Analysis	Response per item and student.	Classroom Level Item Analysis Report
Standards Mastery	Percent per score group by standard. Compare performance to times scheduled on planner.	Standards Mastery Report for a Classroom

Trends	Percent of class achieving proficiency for up to six tests.	View Classroom Level Standards Performance Over Time
Summary Statistics	Summary statistics for each student, plus summary values for all test-taking students.	
Standardized Test	Number of students per score group.	Standardized Test Reports
In Reporting Dashb	oard Student Reports tab	
Student List		View Class by Student Access Columns of Data
Grades		
Benchmark Results	Percent correct for the three most recent tests across all test categories or filtered on one.	
Student Analysis	For class or student group, view list of students with up to 35 columns of data across multiple data points.	View Class by Student Access Columns of Data Create and View Student Groups

# **Available School/District Level Reports**

Here is a list of all school and district level reports and where to find them.

Report	Displays	Quick Reference Cards to Learn More			
KPIS					
KPI Dashboard	Dashboard in sidebar navigation.  Administrators				
Reporting Dashboa	rd: Test Results tab				
FROST SCHOOL					
Center City School	> FROST SCHOOL → > Select a Teacher	-			
■ Test Results	Published Reports				
Reporting Dashboard	All current year benchmark assessments with average score and percent correct plus links to additional reports.	Schoolnet Quick Start Guide for Administrators, Reporting Dashboard for Administrators video			
Assessment Comparison	Overall results for up to ten assessments	Assessment Comparison Report (video also available)			

Test Summary Stand Analy	,	ds By
Test Summary	View performance by teacher, subgroup or standard. Link to Data Collection Report for permissioned users.	Schoolnet Quick Start Guide for Administrators
Standards Analysis	Performance per standard for one test by teacher and class.	
Item Analysis	Response per item. Also available as a pre-formatted report with additional report options.	
Standards by Class	Available at school level only. Available as a pre-formatted report called Standards Analysis by Section Enrollment in which you can adjust the standards grouping	Creating Pre-Formatted Reports
Standards by School		
Other tabs	Other tabs may be available if published by report managers.	
In Reporting Dashb	oard Published Reports	
FROST SCHOOL  Center City School >	FROST SCHOOL → > Select a Teacher →	
■ Test Results	Published Reports	
Published Reports	Any reports published at the selected institution appear here. Your list will vary.	Schoolnet Quick Start Guide for Administrators, Standardized Test Reports, View Students in An Analysis Spreadsheet, Publishing Reports, Editing and Deleting Published Reports

# **Build Reports**



Pre-Formatted Reports	Some pre-formatted reports available are available in the Reporting Dashboard under Published Reports. Once you run them you can modify as you would any other pre-formatted report. Some preformatted reports may also be added as tabs under Test Results: Test Summary.	Creating Pre-Formatted Reports
Custom Reports	Create a report with a variety of report parameters.	Browse this document for examples, also Creating Custom Reports video
Course/Section List	Create a student set of students in any combination of courses or sections to use for any custom report.	Browse this document for examples

# **Attendance Reports**

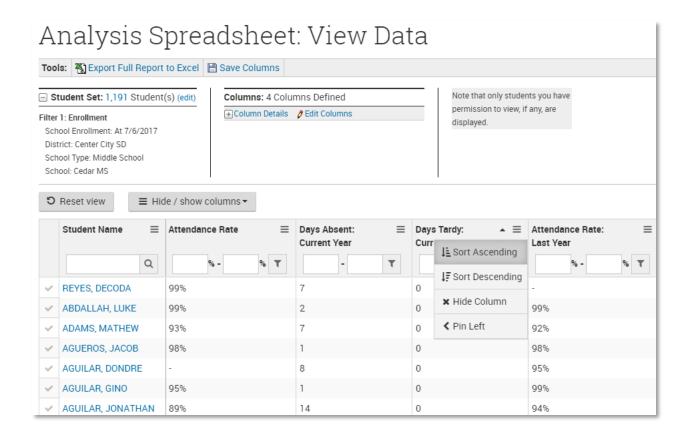
If your district sends attendance data to Schoolnet, a variety of report options are available. Schoolnet supports daily, not period, attendance. Attendance codes pull from your SIS. To view and configure attendance codes, system operators can go to System > Reporting Settings > Identifiers.

#### Attendance Data in an Analysis Spreadsheet

**Description**: For any list of students, display, filter and sort columns for the attendance rate (or total number of days absent) and the number of absences by type for the most recent student enrollment. When defining attendance columns, you can specify a date range within the selected school year. Can include non-attendance data columns for comparison.

**Location**: The analysis spreadsheet is a style of report which can be created or published in several locations, including Student Analysis Reports under Student Reports for teachers in the Reporting Dashboard.

**Where to Learn More**: View Students in an Analysis Spreadsheet Quick Reference Card and View Class By Student Across Columns of Data Quick Reference Card



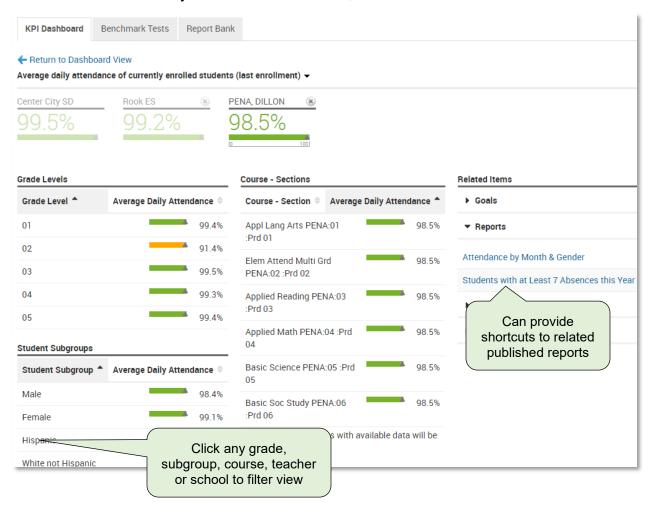
### Average Daily Attendance on the KPI Dashboard

**Description**: Average daily attendance by school, teacher, grade level or subgroup. System operators can choose to display one or both average daily attendance KPIs:

- Average daily attendance (year to date) this KPI uses a student's year-to-date attendance records, including attendance data from another school attended during the current school year
- Average daily attendance for currently enrolled students (last enrollment) this KPI uses attendance data only from the currently enrolled school

**Location**: Average daily attendance KPI detail page (click the KPI on the KPI Dashboard to access)

Where to Learn More: Key Performance Indicator Quick Reference Card

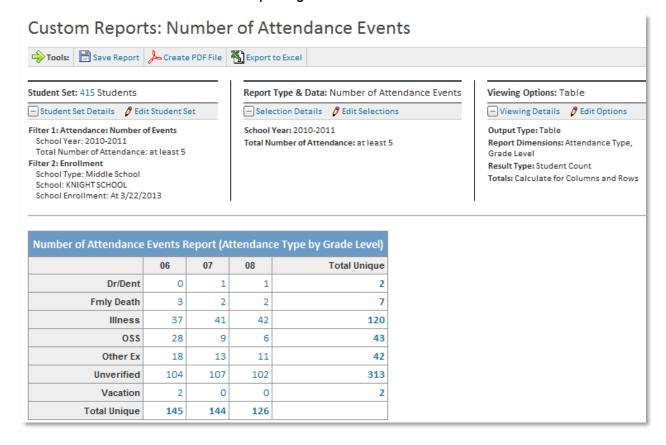


#### **Chronically Absent Students by Attendance Type**

**Description**: For students with at least "x" number of total attendance events, view the number of students missing at least one day per attendance type (dependent on what types are loaded to Schoolnet). To see the total number of days absent by student, click the student number to view students in an analysis spreadsheet that includes attendance as a column. In the example below, 145 of currently enrolled 6th graders missed at least five days of school; of those students, 104 had at least one unverified absence.

**Location**: Reporting > Build New Report > Custom Report > Number of Attendance Events > Table

Where to Learn More: Schoolnet Reporting User Guide



# **Absences by Month and Grade Level**

**Description:** View trends in absence types over time.

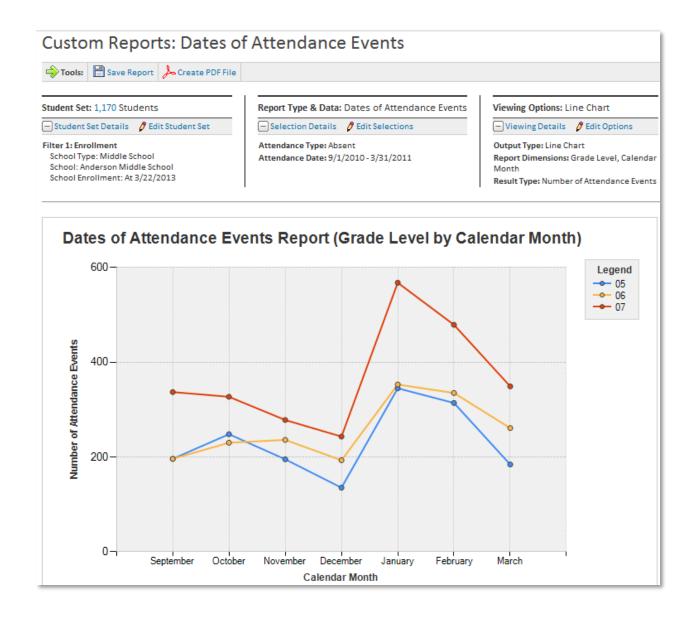
**Location:** Reporting > Build New Report > Custom Report > Dates of Attendance Events > Table

**Note**: There is a field called "School Year Month" in the list of fields available within the "Dates of Attendance Events" custom report type. This field is disabled on many sites. To enable it, ask your system operator to go to > System > Reporting > Reports > Dates of Attendance Events > School Year Month > Enable. This field also appears in the "Dates of Discipline Events" reports.

When building your report, be sure to select only the event types you want to report on, and choose to view the data as "Number of Attendance Events" rather than "Student Count" (with Student Count, you'll see the total number of absences per month, counting chronically absent students each time they were absent in the month, rather than just once). There is a useful option to select all school days to date for current school year.

Variation Options: Paging by absence type or replacing grade level with gender

Where to Learn More: Schoolnet Reporting User Guide



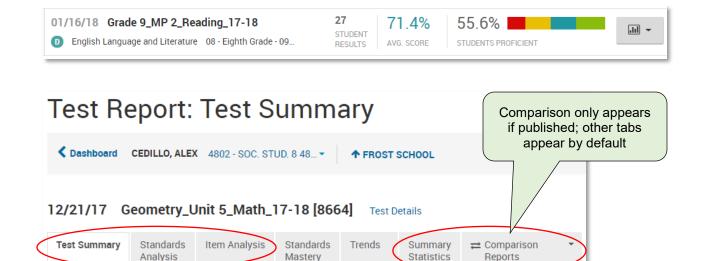
# Benchmark/Classroom Test Reports: Results per Student

The student profile, described in this section, is essentially a report on one student. Several other reports display a list of student names with one or more columns of assessment data:

- Home page Classroom Assessment Monitor
- Export of Test Results (access on Test Detail page of completed test under Status & Student Comments)
- When filtered on a teacher's class in the Reporting Dashboard:
  - Benchmark results are available on both the Student Reports: Student List and Benchmark Results views, and if published by a report manager, also in Student Analysis Reports
  - Standards Performance
  - Assessment Comparison Report



- When filtered on a teacher's class in the Reporting Dashboard and clicking on a test name, these reports listing results per student are available:
  - Test Summary
  - Standards Analysis
  - Item Analysis
  - Summary Statistics
  - Assessment Comparison



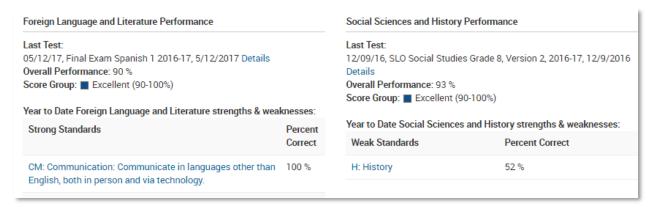
#### **Student Profile**

**Description:** The Benchmark Tests and Classroom Tests tabs display student answers per item grouped by standard or item number. In addition, the overview tab, if configured to do so, displays weak and strong standards for the most recent assessment in each subject.

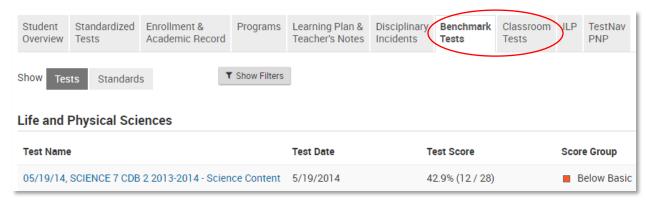
**Location:** Click a student name to access the profile; to locate a student use the Find a Student box in the upper right

**Note**: System operators can specify which tabs of the profile are visible to educators, parents and students in System > General Settings > Student Profile.

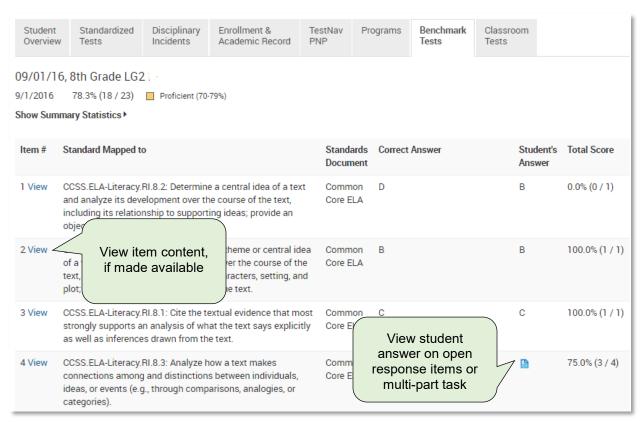
Where to Learn More: Viewing and Printing Student Profile Quick Reference Card



Strong and weak standards on the Student Profile Student Overview tab



View by test or standard for any school year



Detail view

# Standards-Based Report Per Student

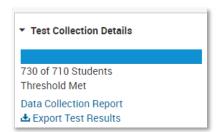
You can batch print the standards view of the profile for a group of students.

Where to Learn More: Viewing and Printing Student Profile Quick Reference Card

# **Export of Test Results**

**Description:** CSV file of each student with points achieved for each item, Test ID and other details.

Location: access on Test Detail page of completed test under Status & Student Comments)



Where to Learn More: Tracking Test Collection Quick Reference Card

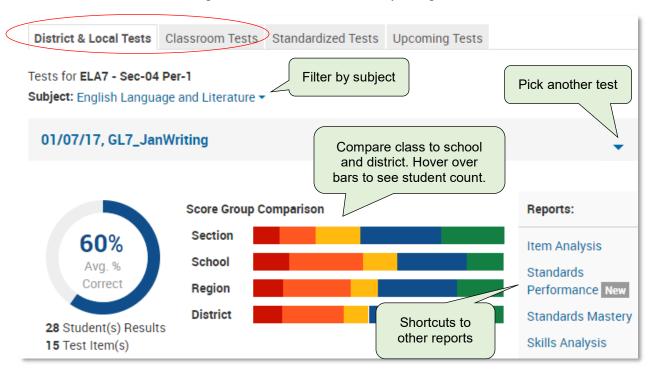
# Benchmark/Classroom Test Reports: Classroom Assessment Monitor

**Description:** The Classroom Assessment Monitor widget on the home page is the most convenient place for teachers to start viewing data as it provides both a good overview of performance data and links to additional reports. In the Classroom Assessment Monitor widget, the District & Local Tests and Classroom Tests tabs function the same way; the only difference is the test category. For current year tests, view overall or standard performance for the selected class.

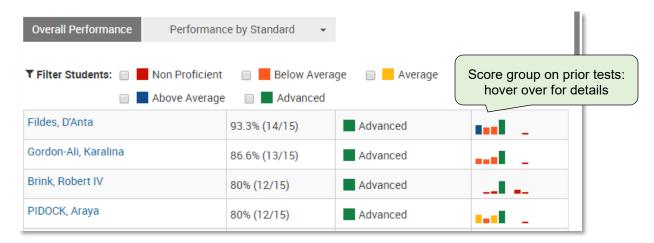
**Location**: Home page widget. You must select a class in the My Classroom widget in order to view results in the Classroom Assessment Monitor.

**Note**: If missing from the home page of Leadership users, a system operator can add the My Classroom and Classroom Assessment Monitor widgets to enable this report.

Where to Learn More: Getting Started with Classroom Reporting Quick Reference Card



Below the overview, find results for each student in performance order.

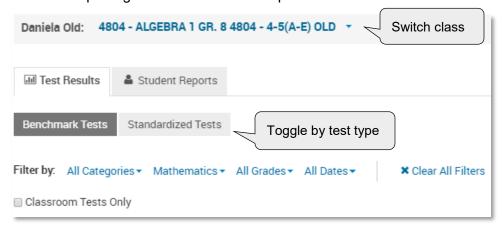


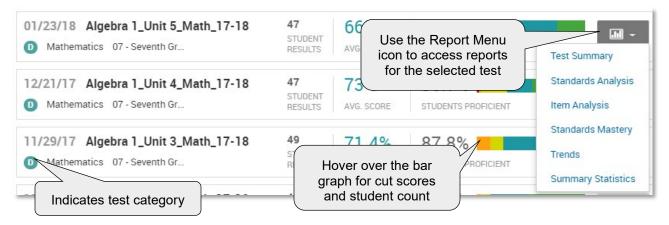
# Benchmark/Classroom Test Reports Available from the Reporting Dashboard for a Class

The Reporting Dashboard provides a way to easily see and filter all assessments for a selected class.

#### Test Results Tab

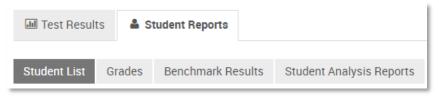
By default, teachers will see their name and a menu to select a class or multiple sections of the same course. There are filters to limit which tests appear on the dashboard. When a class is selected, all links to reports go to classroom level reports.





# **Student Reports Tab**

In the Student Reports tab, reports list student names with columns of data. There are four views to choose from. See also: *View Class by Student Across Columns of Data Quick Reference Card*.

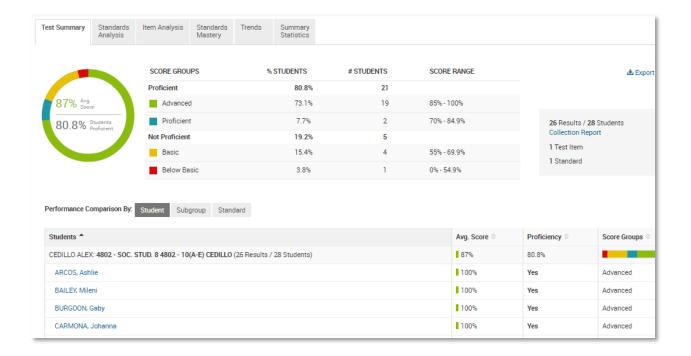


# **Test Summary**

**Description**: For one test, view results by student, subgroup and standard

**Location**: Reporting Dashboard > Test Results > Test Summary

Where to Learn More: Getting Started with Classroom Reporting Quick Reference Card

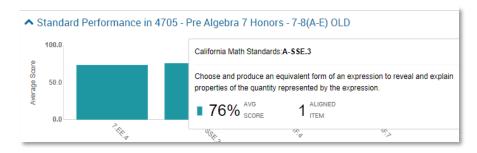


# **Standards Analysis**

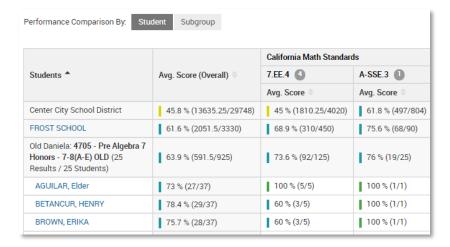
**Description:** Use the Standards Analysis report to view student-by-student test performance at the standards level.

**Location:** Reporting Dashboard > Test Results > Standards Analysis

Where to Learn More Classroom Level Standards Analysis Report Quick Reference Card



View details for each standard on the assessment



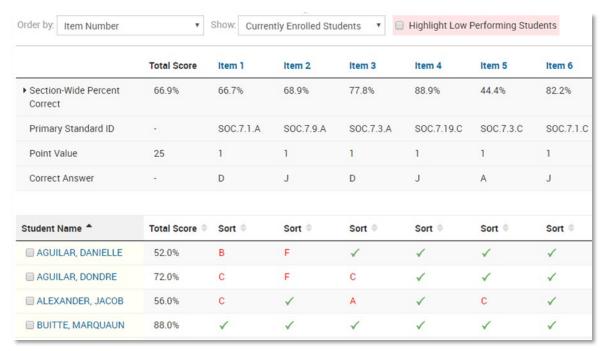
Available by student or subgroup

### **Item Analysis**

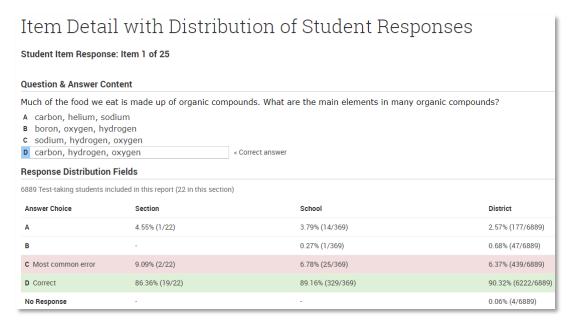
**Description:** Shows student-by-student results on a single assessment by item. Time spent per item by student is available if this feature was enabled when the test was scheduled.

**Location:** Click **Item Analysis** in the Classroom Assessment Monitor widget on the home page. Also available from the Reporting Dashboard when a class is selected.

Where to Learn More: Classroom Level Item Analysis Quick Reference Card



Item Analysis Report



Sample detail level of Item Analysis Report.

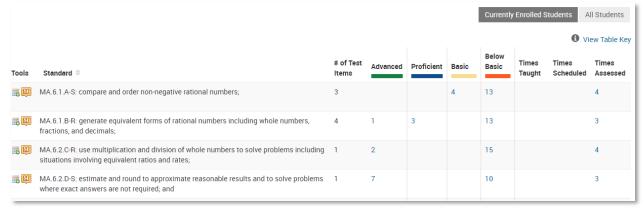
#### **Standards Mastery**

**Location:** Click **Standards Mastery** in the home page Classroom Assessment Monitor widget. Also available from the Benchmark Reporting Dashboard when a class is selected.

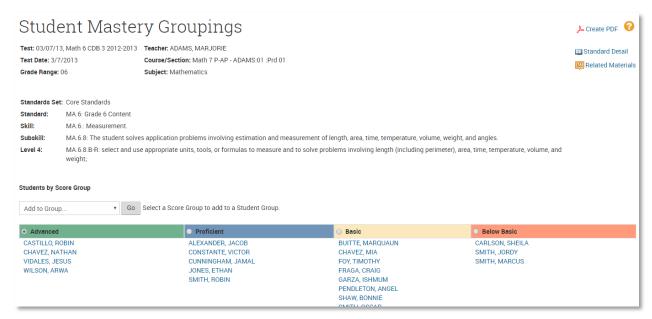
**Description** The benchmark and classroom tests Standards Mastery reports show the number of students per score group for each standard on one assessment. If lessons are scheduled on the lesson planner, this report will also indicate standards coverage.

**Configuration Option**: System operators can make a change so that students who do not answer any questions on a test under a particular standard will be listed under "undetermined" instead of under the lowest score group. (In Test Properties > Test Categories, click the edit icon for the appropriate test category and then select 'Enable "undetermined" column.')

Where to Learn More: Standards Mastery Report for a Classroom Quick Reference Card



Sample Standards Mastery report.



Detail level

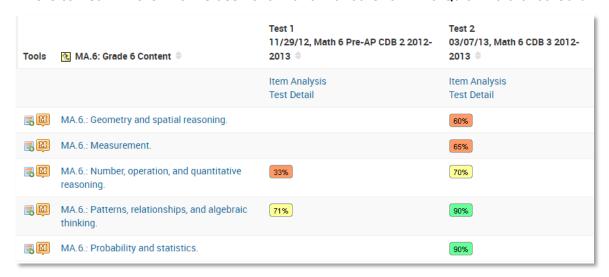
#### **Trends**

**Description:** Use this report to compare up to six tests across any test category. It displays the percentage of students who were at least proficient by standard.

**Location**: Click **Trends** in the home page Classroom Assessment Monitor widget. Also available from the Reporting Dashboard when a class is selected.

**Configuration Option**: System operators can change the number color and ranges for the proficiency bands in System > Assessment Admin Settings > Benchmark Score Groups > Class Proficiency Score Groups.

Where to Learn More: View Class Level Performance Over Time Quick Reference Card



# **Summary Statistics**

**Description:** Use this report to view how individual student's score ranks within the entire tested population. Schoolnet facilitates the conversion of raw benchmark test scores to summary statistics values, including percentile, quartile, stanine, normal curve equivalent, standard score, range, mean score, median and standard deviation. Results are available the day following the submission of at least 30 assessments. Provides statistics for the entire tested population and individual students.

**Location**: Reporting Dashboard when a class is selected.

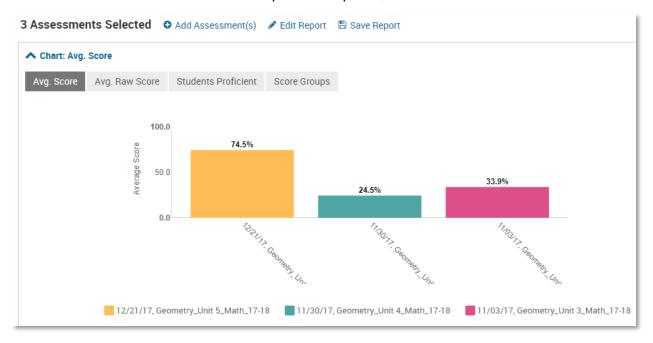


# **Assessment Comparison**

**Description:** The Assessment Comparison report allows comparison of performance across multiple assessments at the overall level. Comparisons across subjects as well as both benchmark and classroom test categories are typically enabled.

**Location:** On the Reporting Dashboard, select checkboxes for desired assessments and click **Assessment Comparison** 

Where to learn more: Assessment Comparison Report Quick Reference Card and video



View up to 10 assessments by chosen score types.

Student Name	Absences	Gender	Score			Raw So
AII ▼		All ▼	12/21/17, Geometry_Unit 5_Math_17-18	■ 11/30/17, Geometry_Unit 4_Math_17-18	11/03/17, Geometry_Unit 3_Math_17-18	12/2 Geome 5_Mati
CEDILLO, ALEX: <b>4802 - SOC.</b> <b>STUD. 8 4802- All Sections</b> (53 Students)	-	Female-39 Male-14	74.5%	24.5%	33.9%	17.9 / :
AINSWORTH, KASSANDRA	-	Female	95.8%	16.7%	25.9%	23 / 24
ALHAYDHAL, Carolina	-	Female	95.8%	33.3%	40.7%	23 / 24
ARCOS, Ashlie	4	Female	83.3%	16.7%	33.3%	20 / 24
AROCHA, Zully	2	Female	50%	25%	37%	12 / 24
BAILEY, Mileni	2	Female	75%	25%	37%	18 / 24
BOWLING, David	5	Male	25%	25%	25.9%	6 / 24
BURGOON, Gaby	1	Female	75%	33.3%	37%	18 / 24

View overall scores for the class and each student for the selected score types and optional program and demographic columns.

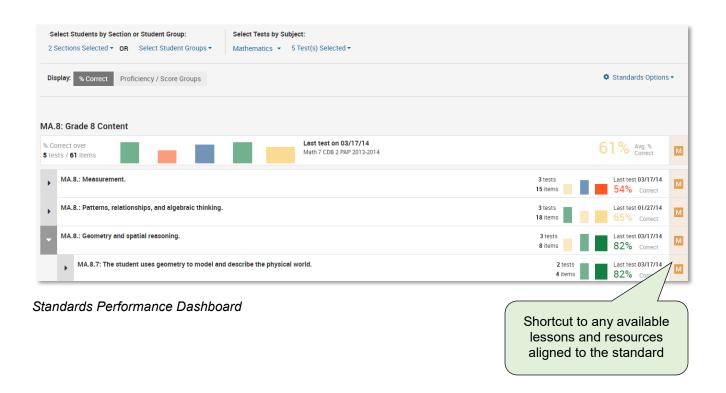
### **Standards Performance**

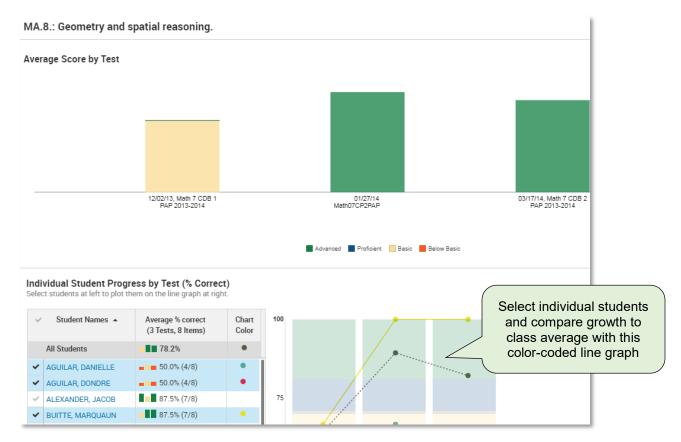
**Description:** For one teacher, view a class, multiple sections or a student group for one or multiple assessments. View by any level of standards hierarchy.

Location: In the Reporting Dashboard filtered on a class



**Where to Learn More**: View Class-Level Standards Performance Over Time Quick Reference Card Quick Reference Card





Clicking on a standard displays a detail view.

#### **Student Reports: Student List View**

**Description**: In the Student List there are numerous options for viewing the students in the selected class.

**Location**: Reporting Dashboard > Student Reports > Student List view (filtered on a class)

**Where to Learn More**: View a Class by Student Across Columns of Data Quick Reference Card, Create and View Student Groups Quick Reference Card.



#### You can:

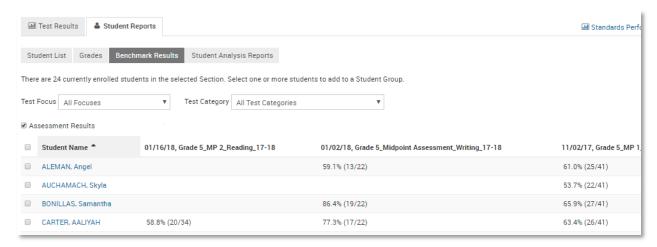
- Filter view by test category, subject or select a single assessment
- Use the gray report menu icon as a shortcut to specific areas of the Student Profile

- View the average score percent (with total points earned over total points possible also shown in parentheses). For this view, you must select a single test to display on the Student List tab.
- Add students to student group.

# **Student Reports: Benchmark Reports View**

**Description**: View by student the three most recent benchmark or classroom tests, filterable by test category.

**Location**: Reporting Dashboard > Student Reports > Benchmark Reports view (filtered on a class)

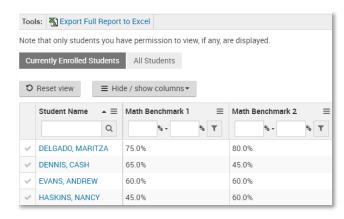


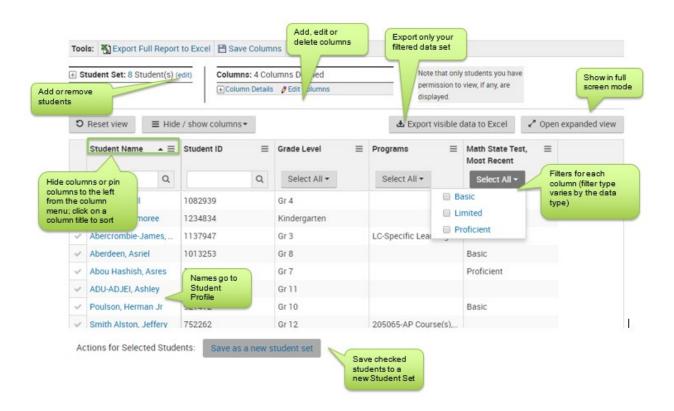
# **Student Reports: Student Analysis Reports**

**Description:** Up to 35 columns of data about selected class or student group. Columns can be set up by the teacher or published by report managers.

**Location**: Reporting Dashboard > Student Reports > Student Analysis Reports view (filtered on a class)

Where to Learn More: View Class by Student Across Columns of Data Quick Reference Card





# **Benchmark Reports: School and District Level**

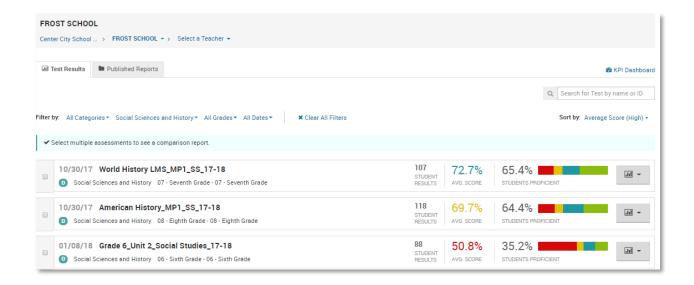
At the school and district level, the best place to look first is the Reporting Dashboard. You can find shortcuts to a variety of pre-formatted and custom reports for the selected institution and assessment. Assessments with the My Classroom or Common Classroom category do not appear in school and district level reports.

#### **Reporting Dashboard**

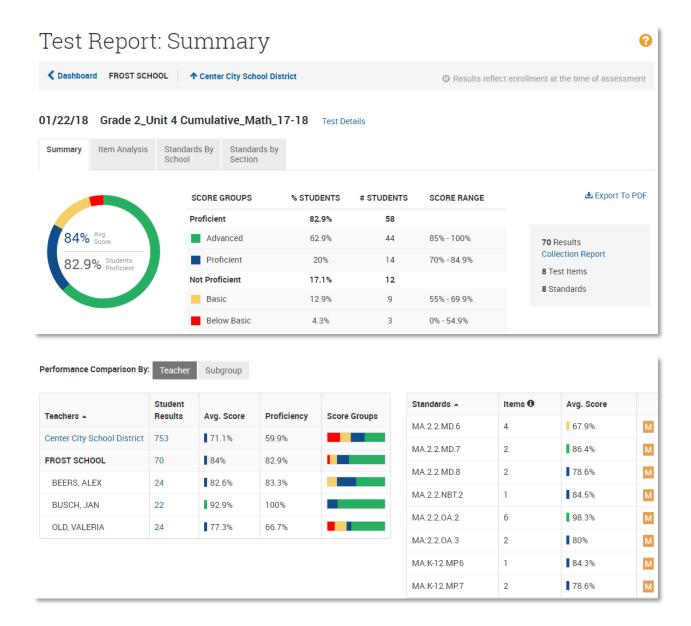
**Description:** Use to view all current- and prior-year benchmark tests. Filter by subject, grade range, month and test category. Any report that includes one institution and test administration does not need to be published in the Published Reports because it can be made available from this screen.

**Location**: Reporting > Reporting Dashboard

Where to Learn More: Schoolnet Quick Start Guide for Administrators



# **Test Summary Report**



# Results by Student in an Exported CSV File

**Description:** Export a file of results by student and item for one assessment.

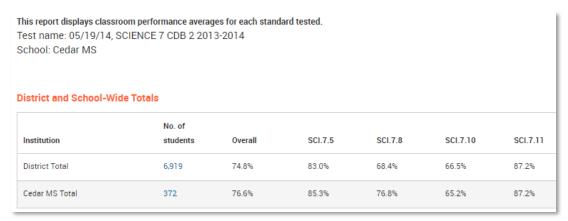
Location: Test Detail Page > Test Collection Details > Export Test Results

Where to Learn More: Tracking Test Collection Quick Reference Card

# Standards Analysis by Teacher and Class

**Description**: Use this school level-only report to see how students performed by standard on a benchmark test. Results are grouped by teacher within a school and also compared with results for the school and district. Use this report to compare the results of one test administration between courses, teachers and sections. The standards included on the test appear at the bottom of the report.

**Location**: Reporting > Reporting Dashboard. Filter on a school and then for any tests select 'Standards by Section' in the report menu. If not available there, go to Reporting > Build New Report > Pre-Formatted > Benchmark Standards Analysis by Section Enrollment.



At the top of the report is a performance comparison between the district and the school.

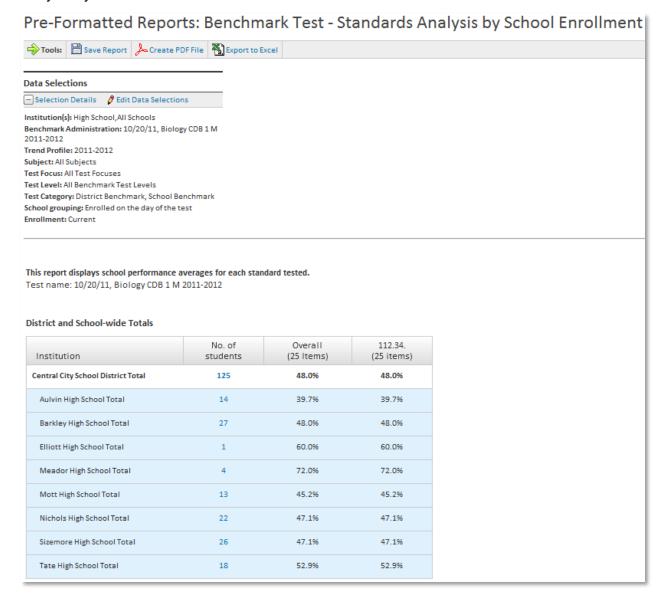
Course, Teacher, and Section T	otals Expand A	All Collapse All				
Course / Teacher	No. of students	Overall	SCI.7.5	SCI.7.8	SCI.7.10	SCI.7.11
Science 7	226	70.4%	79.8%	74.2%	60.4%	83.0%
CASTRO, KYMAYA	32	68.5%	77.1%	72.9%	56.3%	80.5%
Science 7 CASTR0:01 :Prd 01	13	65.1%	76.9%	59.0%	55.4%	71.2%
Science 7 CASTR0:02 :Prd 02	19	70.9%	77.2%	82.5%	56.8%	86.8%
← CLARK, ROBIN	52	73.2%	84.6%	76.9%	59.6%	88.0%
± LUNA, BELINDA	111	69.1%	77.5%	74.2%	60.9%	83.1%
→ MAUNE, ALEXIS	31	72.2%	82.8%	71.0%	63.9%	76.6%
Science 7 P-AP	145	86.2%	93.8%	80.9%	72.8%	93.8%
(+) CASTRO, KYMAYA	72	83.0%	90.3%	77.3%	68.3%	93.4%

The main part of the report displays the percentage correct by course, teacher and section. Results can be grouped at the standard (topic) or sub-standard (subtopic) level. Below the report, the items aligned to each standard appear and link to test content, if available.

# Benchmark Test - Standards Analysis by School Enrollment

**Description:** Use this report to analyze how students performed on each standard for one benchmark test. The results are grouped by school. When building this report, select how the students are grouped; use the school where the student is currently enrolled or the school where the student was enrolled on the day of the test.

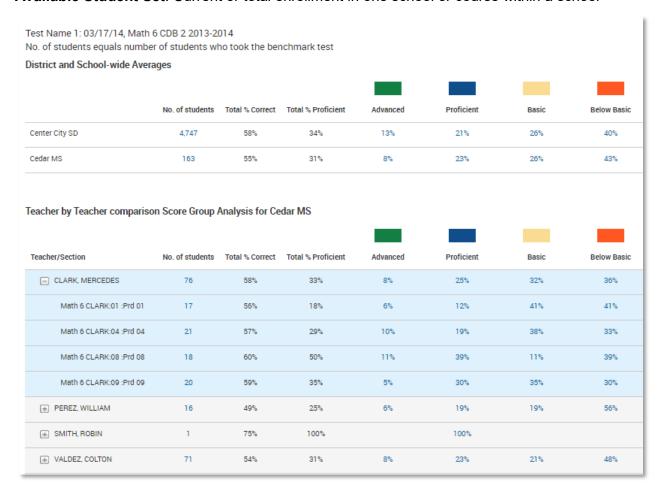
**Location:** Reporting > Build New Report > Pre-Formatted Report > Benchmark Standards Analysis by School Enrollment



# **Benchmark Test - Score Group Analysis (By Class)**

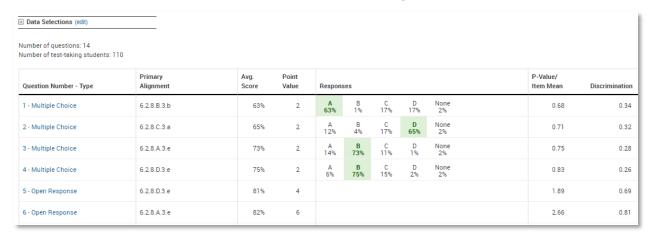
**Description:** This report shows the percentage of students by score group for one benchmark test, as well as the average percentage correct and total percentage proficient. Use this report to compare results between the district, school, teacher and section levels.

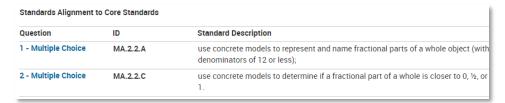
Available Student Set: Current or total enrollment in one school or course within a school



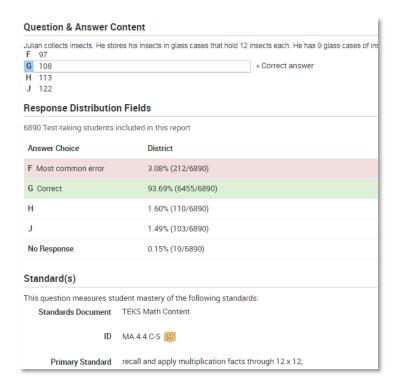
# **Benchmark Test Item Analysis**

**Description:** Use this report for distractor analysis and to identify which items were most difficult. Click the item to see the item content, if made available. You will also see the associated standard. Below the report, find the standards aligned to each item.





#### Standards alignment below the report



Item detail view. If available, teacher explanations appear here for distractor analysis.

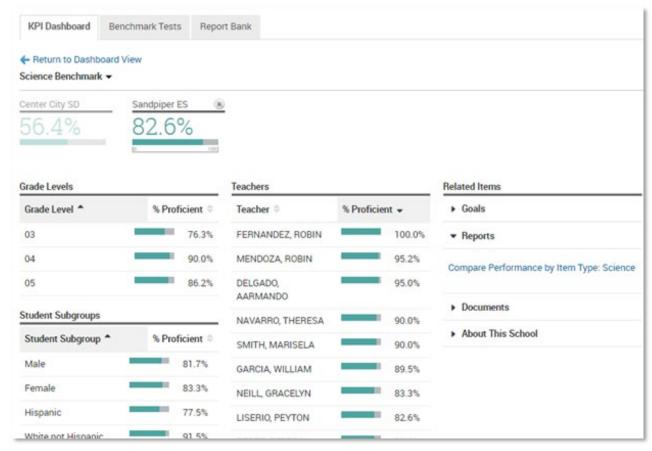
# **Benchmark Key Performance Indicator Detail Page**

**Description**: There is one KPI for each core subject. They are calculated as the percentage of students who met or exceeded a district-defined level of proficiency on the most recent district-wide benchmark test for each grade level. The calculation is (Number of students who scored proficient or above on the most recent math district-wide benchmark test) / (total number of students who took the most recent district-wide benchmark test during the current school year)

On the detail page, view currently enrolled students at the district, school, teacher, section, grade level, subgroup or combination of these filters.

Location: On the KPI Dashboard, click one of the benchmark KPIs, if enabled

**Where to Learn More**: Key Performance Indicators Quick Reference Card (available in Site Administrator section of the Schoolnet Tutorials site)



# Additional Benchmark Reports that Can Compare Multiple Assessments

There are several reports available to facilitate comparing performance between subjects, grade levels and test windows.

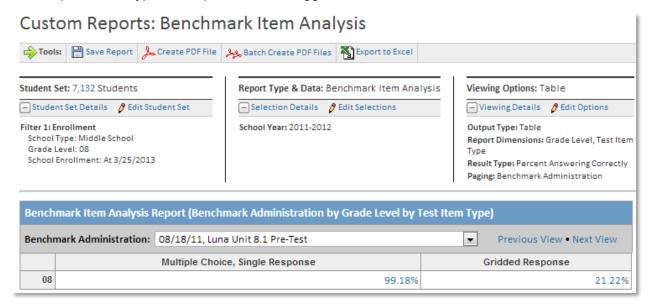
## Benchmark Item Analysis: Percent Correct by Item Type

**Description:** When you want an item analysis by item type, use a custom report instead of a pre-formatted report. The report will not indicate the correct answer; only how many students selected each choice. When viewing custom item analysis reports, be sure to have a copy of the assessment available for reference. For a variation, change the result type to Percent Answering Correctly.

**Location**: Reporting > Build New Report > Custom Report > Benchmark Item Analysis

Where to Learn More: Schoolnet Reporting User Guide

In this example, the average percentage correct of all items per type is aggregated. Paging on administration provides the opportunity to use the same report for any test. Cognitive domain could replace item type if the questions are tagged with this metadata.



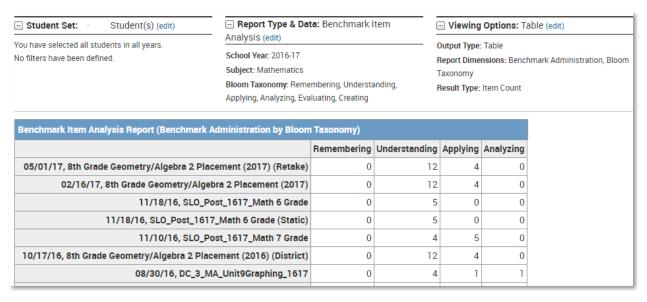
# Benchmark Item Analysis: Count or Performance by Cognitive Level

**Description:** If assessment items are tagged with meta data such as cognitive domain, you can report on item distribution or performance by those levels.

**Location:** Reporting > Build New Report > Custom Report > Benchmark Item Analysis

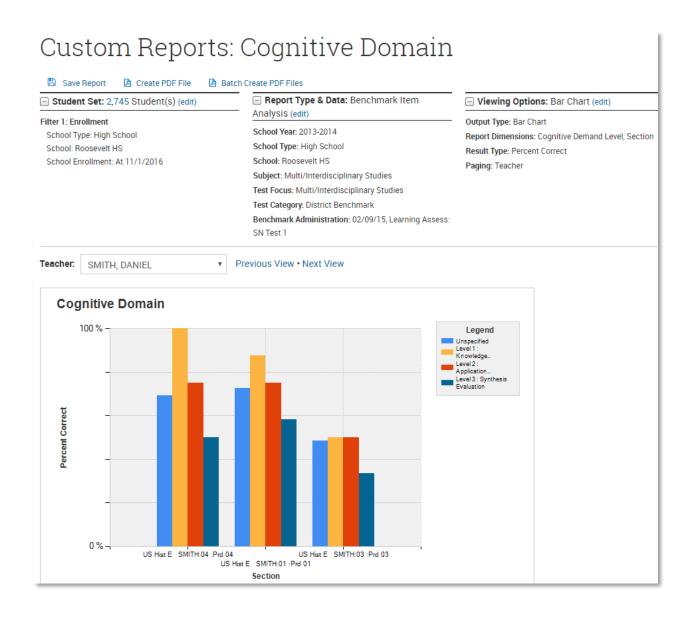
#### Option 1: Number of Items per Cognitive Domain/Bloom's Taxonomy/Webbs

For each test, view the number of items per level. For a variation on this report, change the result type to Percent Answering Correctly to see how students performed.



## Option #2: Cognitive Domain by Classroom

This example shows a bar chart by teacher and classroom.



## **Benchmark Performance by Standard**

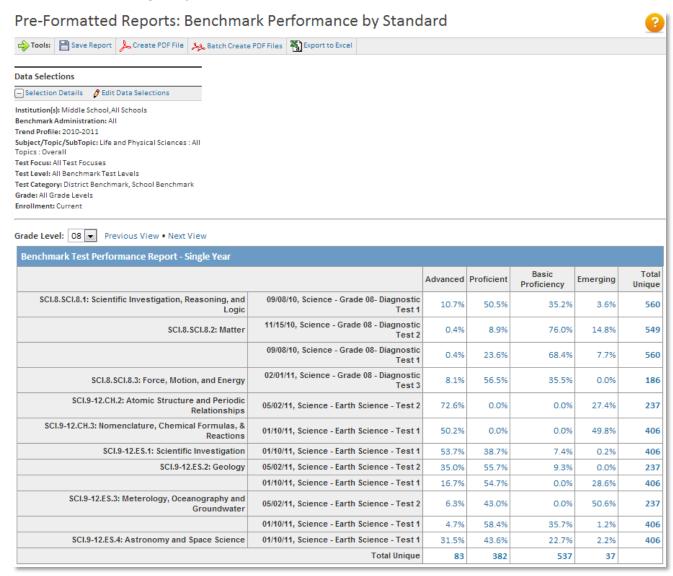
**Description**: This report displays percentage per score group on benchmark assessments by standard and test administration. In the example below, the student set is current students paged by grade level. The report displays standards and the tests on which each standard was covered. Compare standards across multiple assessments.

**Location**: Reporting > Build New Report > Pre-Formatted Report > Benchmark Performance by Standard

Available Student Set: Current or total enrollment at the district or school

**Note**: Publish a report across all test administrations per subject to tie to the benchmark KPIs. No need to publish a report per administration because you'll find this report on the Benchmark Dashboard.

### Option #1: Table Paged by Grade Level for Current Middle School Students



#### Option #2: Graph

The number and length of standards determine if the graph view is a viable option.



# **Benchmark Performance by Subject**

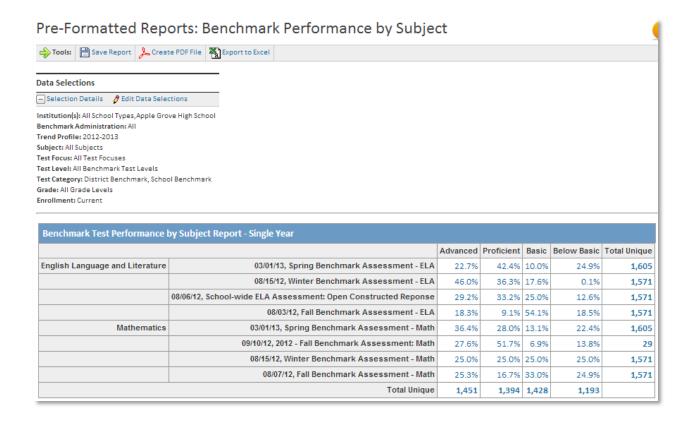
**Description**: Use this report to analyze student performance on benchmark assessments by subject. View results for all subjects in one report or create a different report for each subject if associating with a KPI.

**Location**: Reporting > Build New Report > Pre-Formatted Report > Benchmark Performance by Subject

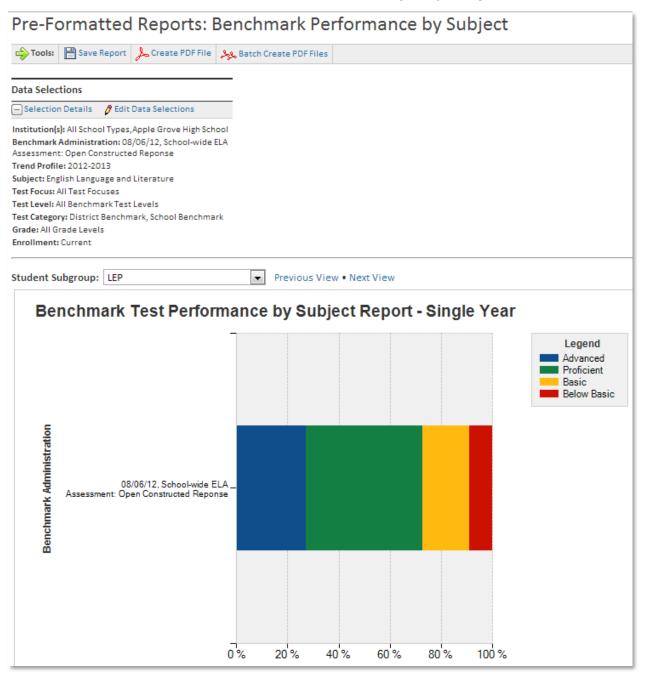
**Available Student Set:** Current or total enrollment at the district or school, with the option to split out by student subgroup or grade level with the paging feature

**Suggested KPI**: Most recent [subject] benchmark test (%proficient), if reporting across multiple administrations and filtering on one subject

#### Option #1: Table Across All Subjects and Administrations at One School



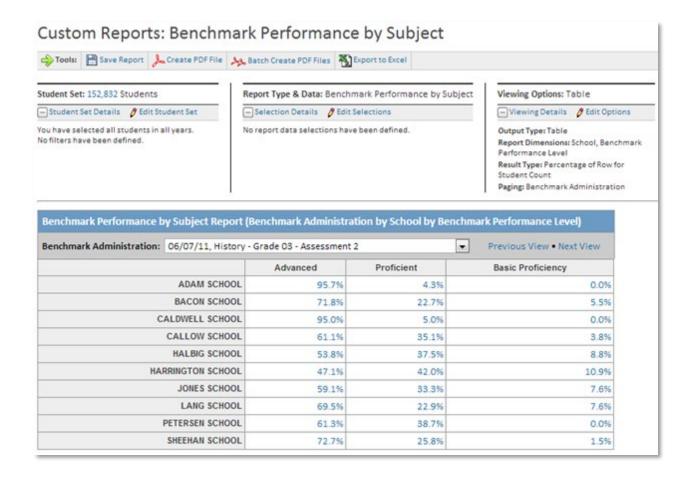
Option #2: Graph for One School and Administration, Paged by Subgroup



# Overall Benchmark Performance by School and Administration

**Description:** Use this report to see the percentage by score group per school and test administration. Row and column total would be a useful addition. This would be a good report to publish in the district report bank.

**Location:** Reporting > Build New Report > Custom Report > Benchmark Performance by Subject



# **Benchmark Test Collection and Scoring Reports**

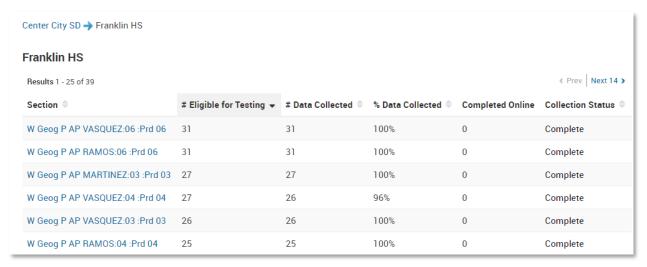
Test administrators can run reports to determine who is missing results, either because the test was not administered, submitted or scanned.

## **Data Collection Report**

**Description:** The Data Collection report shows the collection status of 'in progress' and 'completed' tests administered during the current test window. Use to identify classes that are missing results.

**Location:** Assessments > Track Completion Rates (also available from the Test Summary)

Where to Learn More: Tracking Test Collection Quick Reference Card



## **List of Uncollected Students**

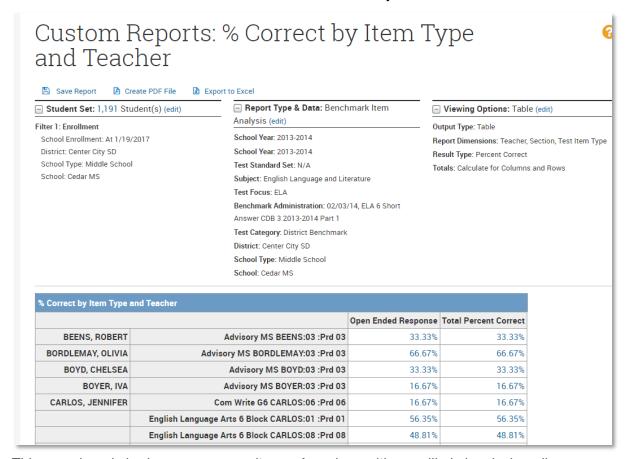
**Description:** From within the Data Collection report you can export and print a list of students who do not have submitted results for an assigned test. It indicates the student's school, teacher and class assigned to the test.

**Location:** Assessments > Track Completion Rates > In the CSV Export menu, select 'List of Uncollected Students'

Where to Learn More: Tracking Test Collection Quick Reference Card

# **Tests Missing Scores for Open Response Items**

There is no official report for missing scoring, but this custom report may be useful. You can't tell if a teacher still has some left, but will be obvious if they have not started.



This sample only had open response items. Any class with zero likely is missing all scores.

% Correc	t by Item Type and T	eacher								
		Click Stick Click Drop	Drag And Drop	Gridded Response	Image Based Single Selection	Inline Response	Multiple Choice, Single Response	Open Ended Response	True/False Response	Total Percent Correct
BLUHM, IVAN	US Hist AP D E BLUHM:01 :Prd 01	100.00%	85.71%	100.00%	100.00%	100.00%	95.00%	96.43%	100.00%	95.60%
	US Hist AP D E BLUHM:02 :Prd 02	50.48%	54.46%	75.00%	81.25%	65.63%	58.13%	43.30%	47.92%	51.17%
	US Hist AP E BLUHM:03 :Prd 03	76.92%	70.63%	88.89%	100.00%	66.67%	72.22%	75.52%	68.52%	73.54%
	US Hist AP D E BLUHM:03 :Prd 03	78.28%	66.81%	76.47%	70.59%	76.47%	75.59%	81.05%	68.63%	75.36%
	US Hist AP E BLUHM:05 :Prd 05	72.31%	61.43%	80.00%	100.00%	40.00%	56.00%	60.00%	51.67%	60.22%
	US Hist AP D E BLUHM:05 :Prd 05	58.97%	57.14%	66.67%	100.00%	66.67%	70.00%	58.33%	61.11%	61.90%
	US Hist AP E BLUHM:07 :Prd 07	55.77%	58.93%	50.00%	75.00%	0.00%	48.75%	23.21%	54.17%	43.41%

Example of test with lots of item types – also great way to investigate if a particular score type might be tripping up students.

# **Demographic Reports**

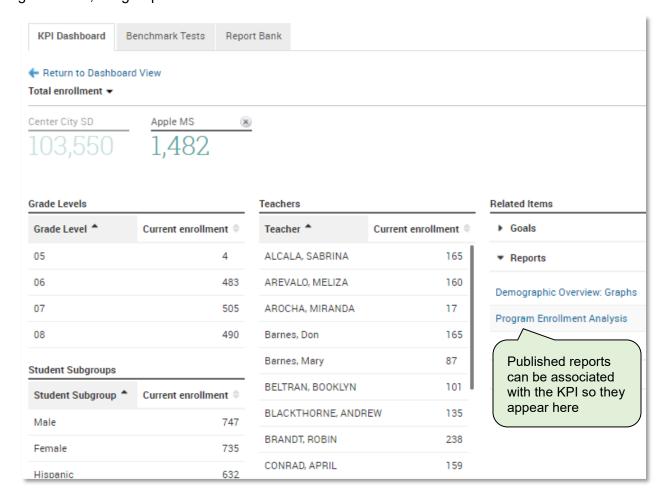
There are a variety of demographic reports available in Schoolnet.

## Total Enrollment by Grade, Subgroup or Teacher

**Description:** Currently enrolled students. Filter by teacher, grade level and subgroup.

Location: On the KPI Dashboard, click the Total Enrollment KPI

**Available Student Sets**: Currently enrolled students at the district, school, teacher, section, grade level, subgroup or combination of these filters



# **Demographic Overview**

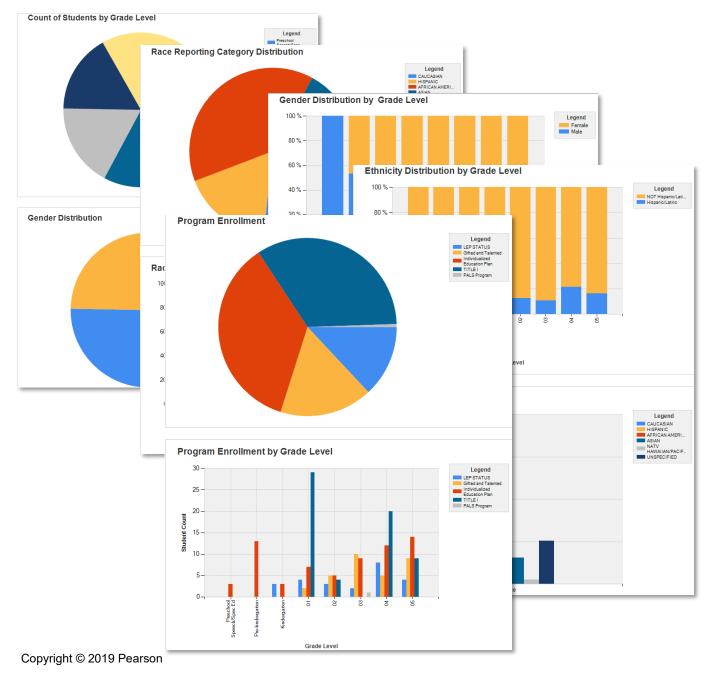
**Description**: On this report, find a summary analysis of current-student demographic data by gender, race, ethnicity, program enrollment and grade. This report can also be run for all school years to identify enrollment trends. Filter on current students at the district or school or use total enrollment instead if reporting across multiple years.

**Location**: Reporting > Build New Report > Pre-formatted Report > Demographic Overview

Where to Learn More: Creating Pre-Formatted Reports Quick Reference Card

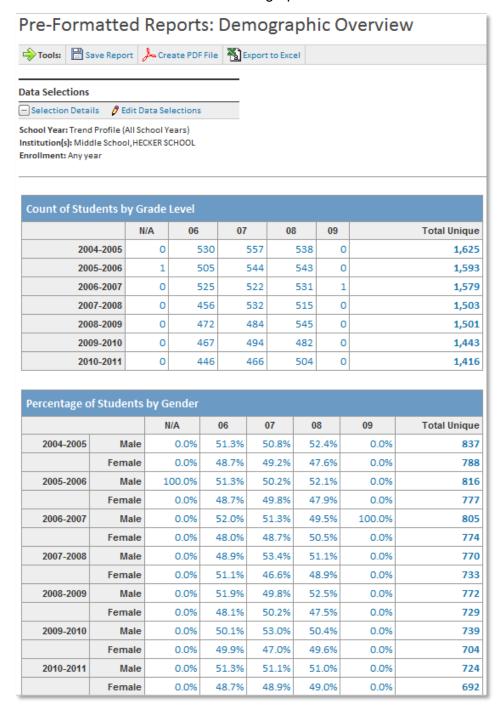
#### **Option #1: Demographic Overview, Current Enrollment Graph**

This report includes a set of pie charts and bar charts for a school, school type, region (if applicable) or district. Also available in table format.



#### **Option #2: Total Enrollment Across All School Years Table**

To identify enrollment trends, use total enrollment and don't filter on a school year. This example is useful for the district-level report bank. You may also page the report by school or school type. For school banks, filter on one school. This example is truncated in that the table version shows the same data as in the graph view.

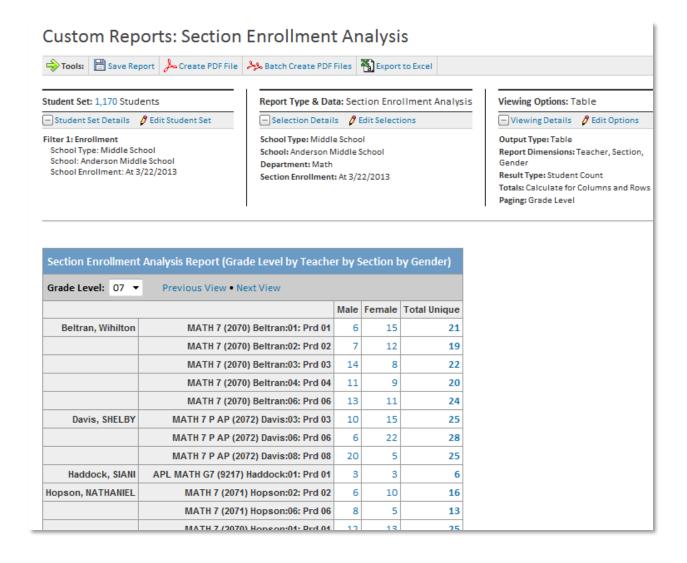


#### **Enrollment Per Class**

**Description**: View the number of students by gender in each class in a school. Filtering or paging on a department or grade level is optional.

**Location**: Reporting > Build New Report > Custom Report > Section Enrollment Analysis

Suggested Student Set: School or grade level at a school



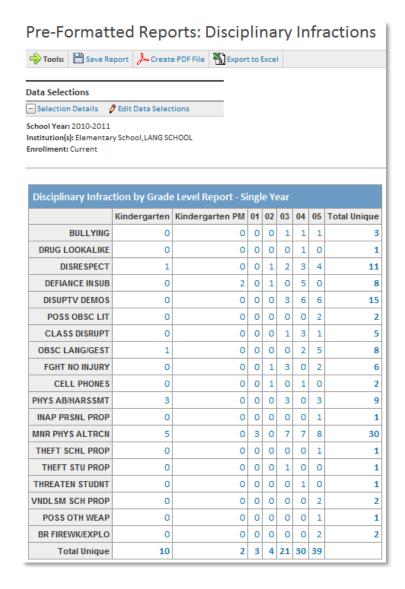
# **Discipline Reports**

If discipline data is available in Schoolnet, you have access to a variety of reports. Discipline codes pull from your SIS. To view and configure discipline codes, system operators can go to System > School & District Data Settings > Indicators. Only users with permission to see discipline data can create or view these reports.

## **Disciplinary Infractions Report**

**Description**: Use this report to analyze student discipline data by the number of infractions. See the number of infractions by type and grade level. If you're creating the report at the district level, optionally page by school or school type. Although readily available in Pre-Formatted reports, for easier access you can publish this to the Report Bank and link to the 'Students who have committed disciplinary infractions (percentage)' KPI.

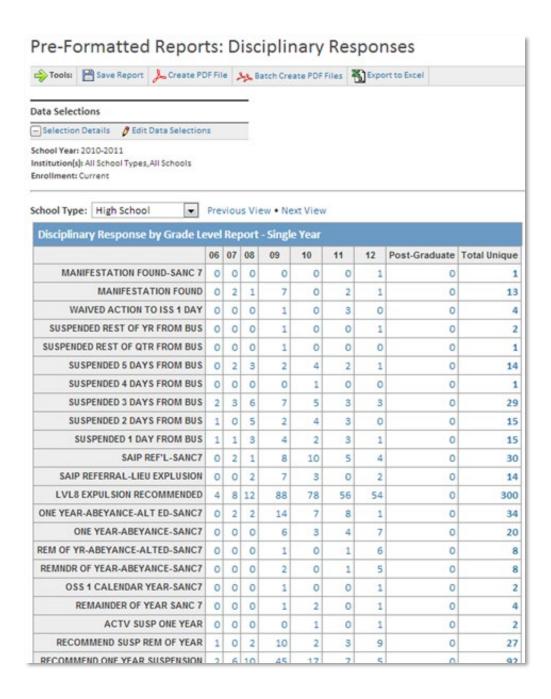
Location: Reporting > Build New Report > Custom Report > Disciplinary Infractions



# **Disciplinary Response Report**

**Description**: Analyze student discipline data by responses. See the type and number of responses to infractions, by grade level. Choose a table or graph format for this report. Although readily available in Pre-Formatted reports, for easier access you can publish this to the Report Bank and link to the 'Students who have been suspended (%)' KPI. Keep in mind that only infractions selected in the system configuration are included in the calculation.

**Location**: Reporting > Build New Report > Pre-Formatted > Disciplinary Responses



# **Grade/Mark Reports**

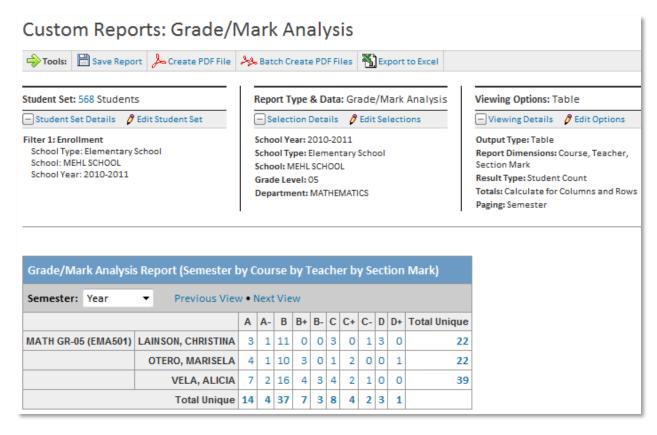
Run grade/mark reports for any student set, including students in selected courses or sections. Use the Course / Section Lists to select students enrolled in specific courses or sections, such as advanced placement classes, foreign language classes, etc.

# Grade/Mark Analysis by Course Marking Period

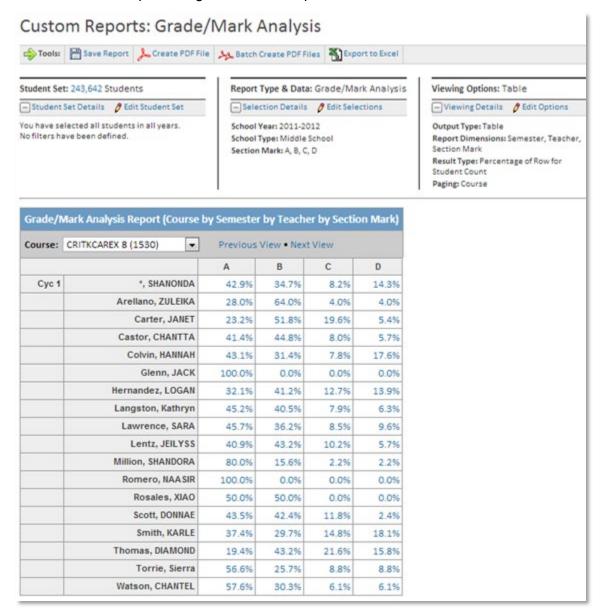
**Description**: Compare how grades are being assigned per marking period by course and teacher.

**Location**: Reporting > Build New Report > Custom Report > Grade/Mark Analysis **Suggestions**:

- Make the student set total enrollment at a school, department or grade level
- On The Report Type & Data page, select section marks (A,B,C,D,F) to avoid N/A column
- Always display a term (marking period) to avoid grouping marks from more than one marking period together
- Page by school type to group like marks together (when reporting for a district)



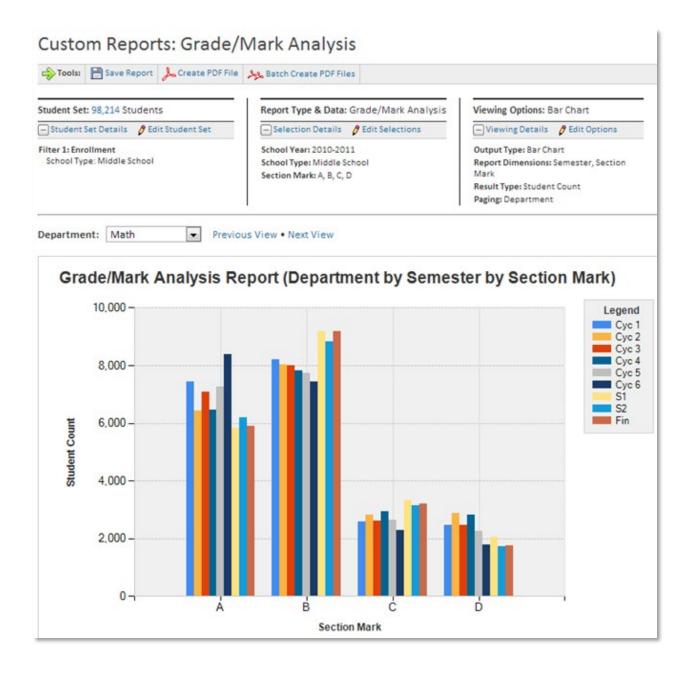
In this version, use percentage of row to compare teachers with different numbers of students.



# **Department Section Marks by Semester**

**Description**: View the overall grade distribution for a department, by marking period. You may also page by teacher or course.

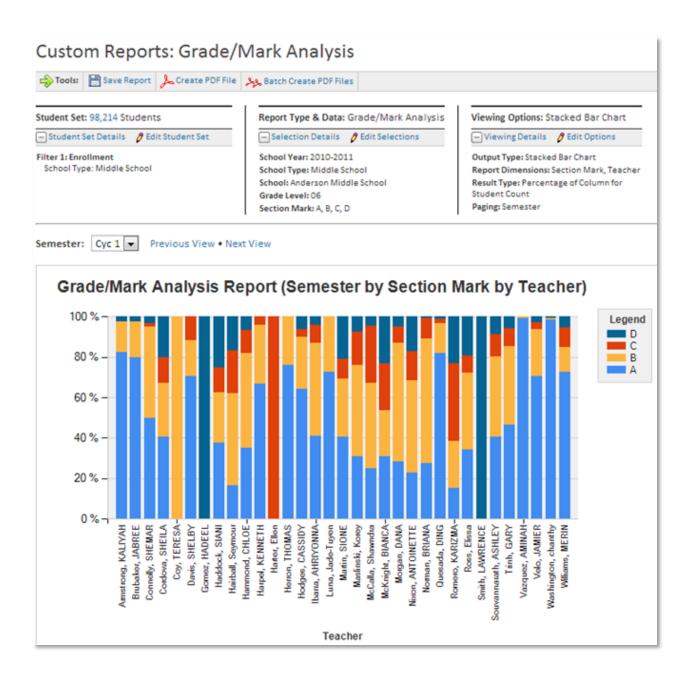
Location: Reporting > Build New Report > Custom Report > Grade/Mark Analysis



# Grade/Mark Analysis Report: Section Marks by Teacher and Semester

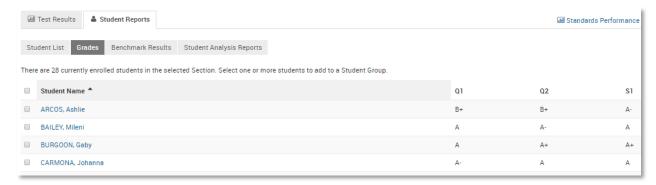
**Description:** This report is a custom graph showing overall grade/mark analysis per teacher over time. View the overall grade distribution for a department by teacher and compare grades by grading cycle. In this example, grades are shown as a percentage of the total for that teacher.

Location: Reporting > Build New Report > Course / Section Lists > Grade/Mark Analysis



#### Marks for Selected Class in Student Performance Student List Tab

**Location**: Reporting Dashboard > Student List > Grades (must be filtered on a class)



## Grades by Student in an Analysis Spreadsheet

**Description:** The analysis spreadsheet can contain marks for students within the same school and grade level for any marking period. You may want to pair this column with standardized test performance data for a corresponding subject and timeframe. If you're filtering by department rather than by course, students who take multiple courses in that department will only show a grade for one course. You can also add the section teacher as another column.

Location: Analysis spreadsheet

**Suggested Student Set**: Use students in one school and grade level and filter for students who did not perform well on a standardized assessment.

**Where to Learn More**: View Students in an Analysis Spreadsheet Quick Reference Card and View Class By Student Across Columns of Data Quick Reference Card

# **Mobility Report**

**Location**: Reporting > Build New Report > Pre-Formatted Report > Student Mobility

Suggested Filters: Don't use current enrollment

	9	10	11	12	Total Unique
Unknown	90.7%	92.5%	95.9%	98.4%	1,174
STUDENT COMMITTED TO CORRECTIONAL INST	0.0%	0.3%	0.0%	0.0%	1
TRANSFERRED TO PRIVATE/NON PUBLIC SCHL OUT OF PA/U	0.6%	1.9%	1.4%	0.0%	13
TRANSFERRED OUT OF DIST, NEW REPORTING SCHL	0.0%	0.3%	0.0%	0.0%	1
TRANSFER TO PUBLIC SCHL SAME DIST	8.7%	4.8%	2.7%	1.2%	57
MOVED OUT OF DIST	0.0%	0.3%	0.0%	0.4%	2
Total Unique	320	373	293	256	

# **Program Reports**

In addition to special education and LEP, you may have additional program designations that can be used as report filters.

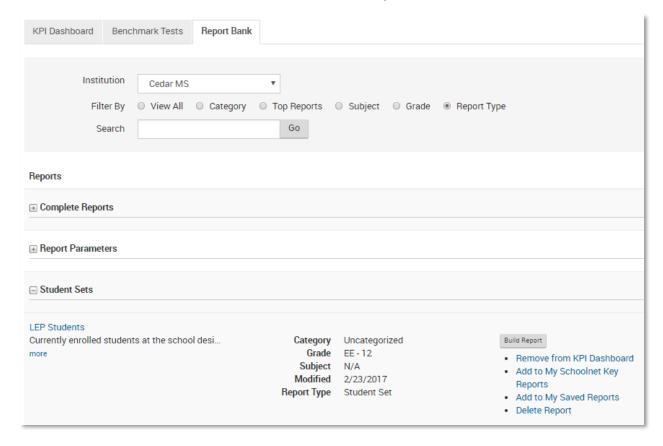
## **Currently Enrolled Students in a Program**

**Description**: A set of students in a particular program. Make this student set available in the report bank to add to analysis spreadsheets and custom reports published without a student set.

**Location**: Reporting > Build New Report > Custom Report > Define Student Set

Suggested Filters: Currently enrolled special education or LEP students at a school

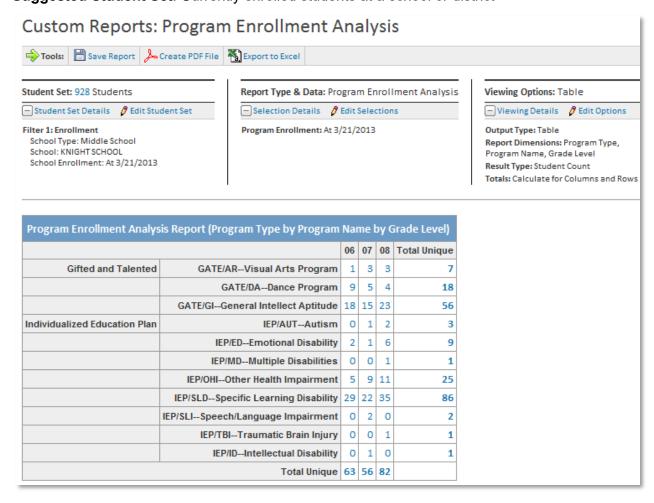
Where to Learn More: Define and Save a Student Set Quick Reference Card



# **Program Enrollment Analysis Report**

**Description**: See the number of students by program name. This is an easy way to 'create' multiple student sets at once. By running this report and clicking a cell, view the names of students in any program, or view those students in analysis spreadsheets saved or published without student sets.

**Location**: Reporting > Build New Report > Custom Report > Program Enrollment Analysis **Suggested Student Set**: Currently enrolled students at a school or district



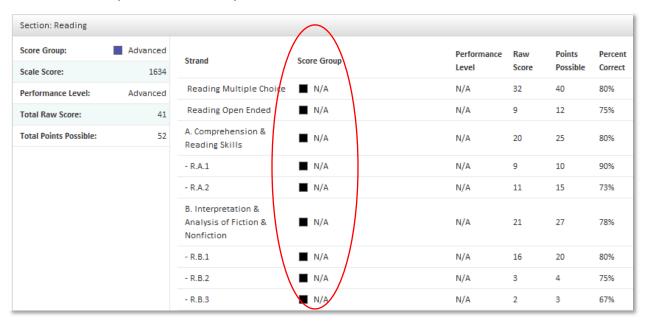
# **Standardized Test Reports**

There are a variety of reports available to support the analysis of student performance data on standardized tests. 'Standardized tests' refers to all assessments students take outside of Schoolnet that are loaded through DataConnect and do not include results at the item level.

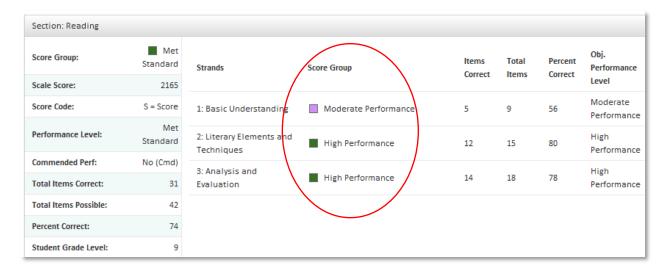
## **Understanding How Test Structure Impacts Reporting Options**

Before creating a standardized test report, understand how the test is structured. The easiest way to determine this is to look at the test details in one student's profile.

For the test in the first example, aggregate reporting is only possible at the subject level. It is not possible to display the number of students per score group in a custom or pre-formatted report for a section, e.g. 'Reading Multiple Choice'. As an alternative, you can create an analysis spreadsheet and add percentage correct as a column for the sub-sections. To support aggregate reporting it would be necessary to load a performance level in the source data. If the test results do not provide a score group it is possible to calculate one based on percentage correct, such as quartiles, for example.



For this test, aggregate reporting is only available at the overall level because there are no score groups at the strand level.

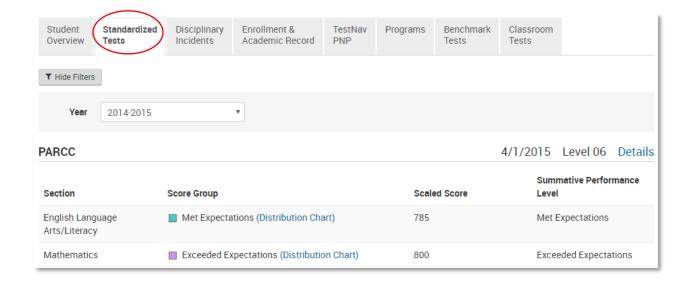


For this test, aggregate reporting is available at both the subject and sub-section level.

#### Standardized Test Data in the Student Profile

**Description:** Provides an overview of loaded external assessments. Click **Details** to view all data available for a specific test. To view prior test years, click **Show Filters** and select a year. The **Distribution Chart** link goes to a bar chart useful for comparing this student to his or her peers. The chart reflects the score distribution of all students who tested at the same time at the same school, not necessarily the student's current school.

Location: Click the Standardized Test tab of any Student Profile

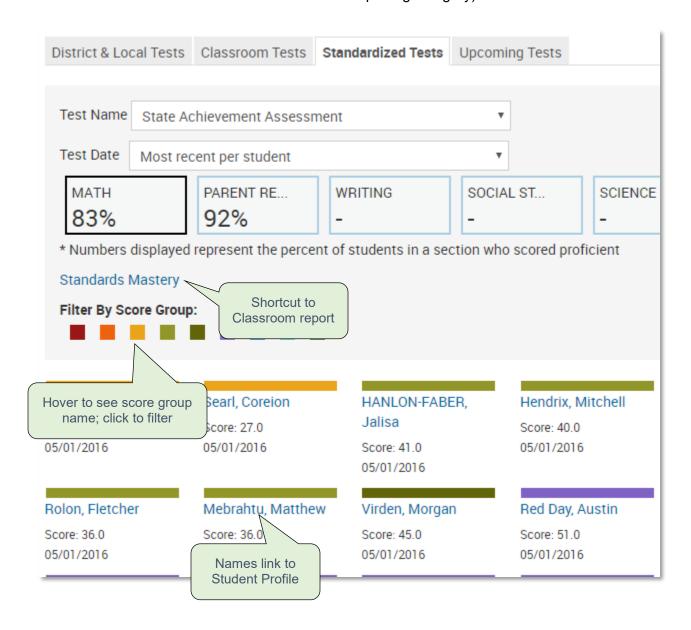


## Standardized Tests for a Class Overall and by Student in the Classroom Assessment Monitor

**Description**: The numbers in the cells represent the percentage of students in a section who earned a proficient score for the tested subjects. Scores appear by student for the selected subject. Click another subject to change the view. The colored boxes indicate the score groups.

**Location**: Home Page > Classroom Assessments Monitor > Standardized Tests tab (must choose a class in the My Classroom widget)

Where to Learn More: Standardized Test Reports Quick Reference Card (in TMS this document is located under the School & District Reporting category)

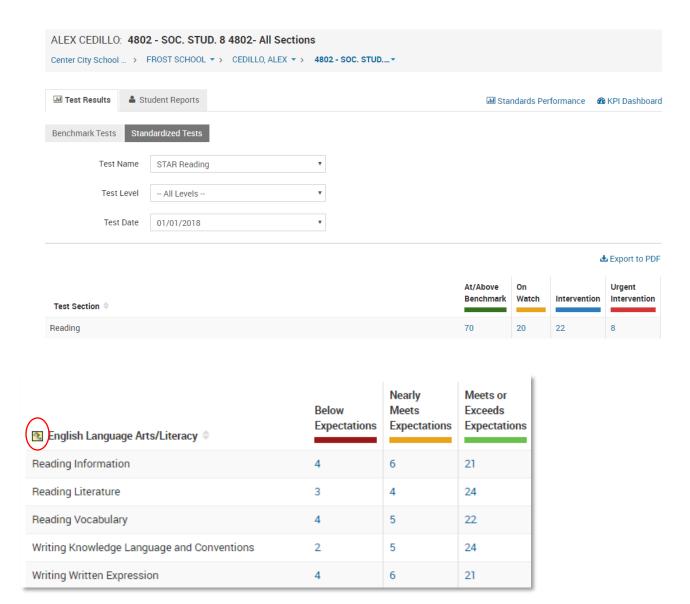


# Standardized Test Standards Mastery Report: Number of Students per Score Group for a Class

**Description**: Displays the number of students per score group at the subject level (and at the section level, if available).

**Location**: Home Page > Classroom Assessments Monitor > Standardized Tests tab (must choose a class in the My Classroom widget) > Standards Mastery link

Where to Learn More: Standardized Test Reports Quick Reference Card (on the tutorials site this document is located under the School & District Reporting category)



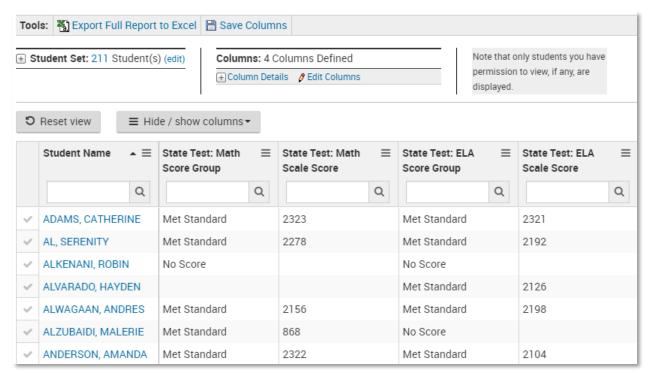
Detail view. Click the yellow arrow icon to return to the overview level.

## Standardized Test Results in an Analysis Spreadsheet (per student)

**Description**: To view results for multiple students at once, create an analysis spreadsheet. View one subject over multiple administrations, compare subjects and/or compare standardized test results to benchmarks or program enrollment. Can include any score type available for the selected test. Choose either a specific test or most recent.

Location: Analysis spreadsheet

**Where to Learn More**: For details on doing this at the classroom-level, refer to the *View Class* by Student Across Columns of Data Quick Reference Card. To view across multiple classes, refer to *View Students in an Analysis Spreadsheet Quick Reference Card*.



# Standardized Test KPI Detail Page (proficiency by current teacher)

**Description**: For each subject, you see the percentage of currently enrolled students who met or exceeded a state-defined level of proficiency on a defined assessment. Can click on grade, sub-group or teacher to filter.

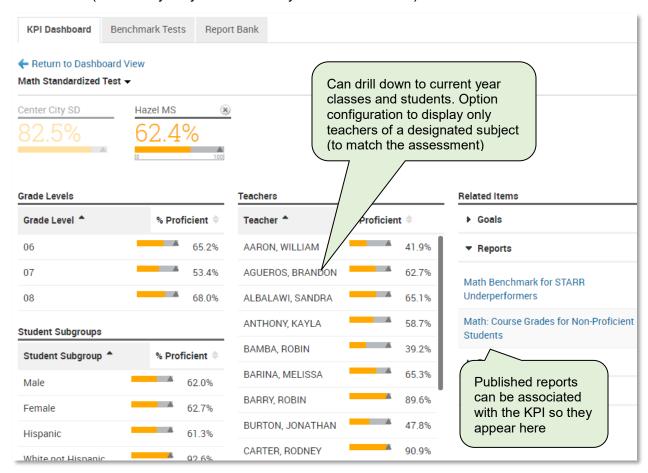
**Location**: KPI Dashboard > click any Standardized Test KPI (names will vary)

**Available Student Sets**: Currently enrolled students at the district, school, teacher, section, grade level, subgroup or combination of these filters

**Where to Learn More:** Schoolnet Quick Start Guide for Administrators, Key Performance Indicators Quick Reference Card

When the KPI is set up to display test results from the prior year, keep in mind that the teacher view will likely not reflect the teacher the students tested with. By default, all teachers in the school view are listed, not just the ones who teach the KPI subject or who taught the students

when they were tested. In the example below, Mr. Norman Bush is the science teacher, and this report says that 78.8% of his students were proficient in math on their latest high-stakes assessment (which they may be before they were his students).



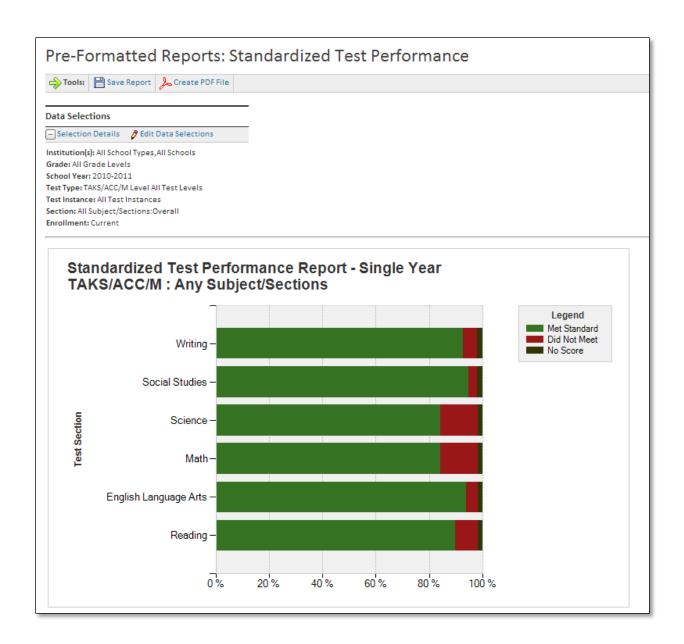
# **Standardized Test Performance Pre-Formatted Report Options**

**Description**: Use this report to analyze subject- or topic-level student performance on standardized tests. Compare performance results by subject or by strand within a subject. The total student population table below the report provides a way to gauge test participation. The results are for specified students, regardless of where they tested. To view results for students who tested at your school only, change the Enrollment filter to the appropriate test date range.

If students are allowed to retake the test in the same test year, all administrations will be included in this report, so be sure to filter on administration or create as a custom report with administration as a row.

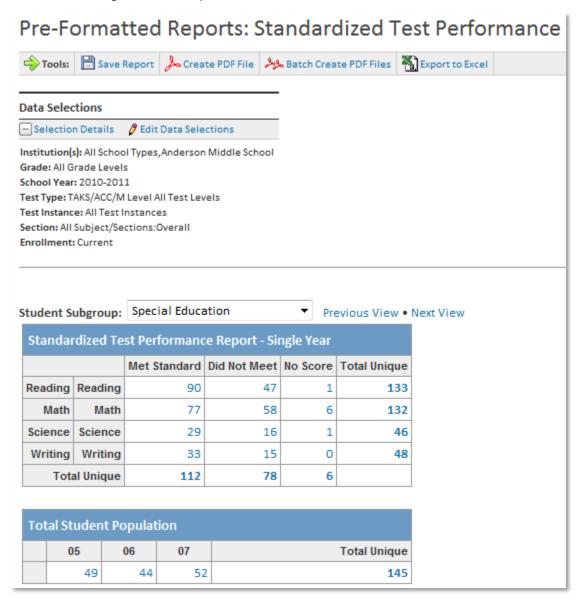
**Location**: Reporting > Build New Report > Pre-Formatted Reports > Standardized Test Performance

## **Option #1: District Performance Bar Chart**



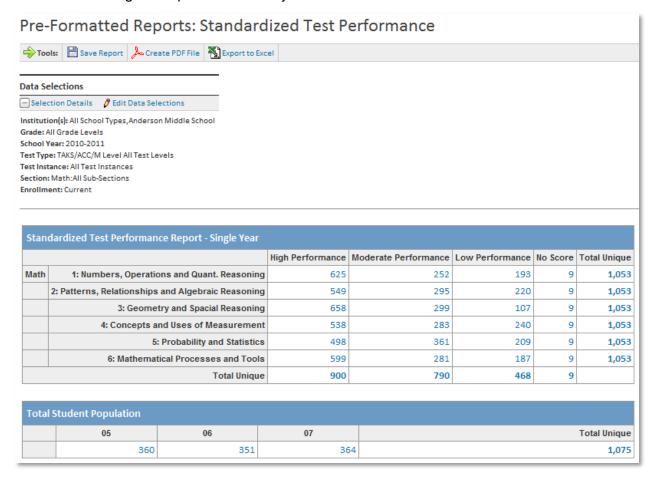
## **Option #2: School Performance by Subgroup Table**

By paging on subgroup, see results for one subgroup at a time. To avoid the double column, consider creating a custom report.



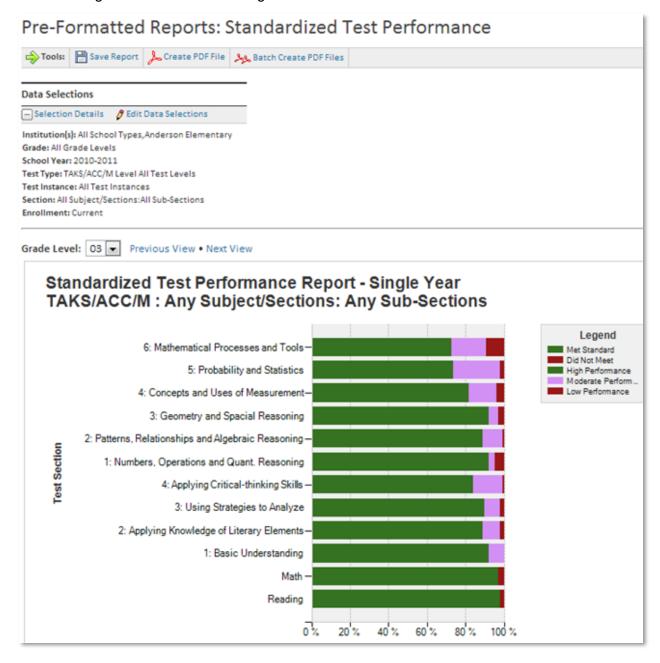
## Option #3: School Performance for One Subject by Sub-section

Filter by subject and change "overall" to "all sub-sections," and the report lists topic-level results. Consider attaching this report to each subject KPI.



#### Option #4: School Performance for One Subject by Sub-section

In this version, the report shows one subject at the sub-topic level for all students enrolled at a school. The grade level indicates the grade level of the student when he or she took the test.

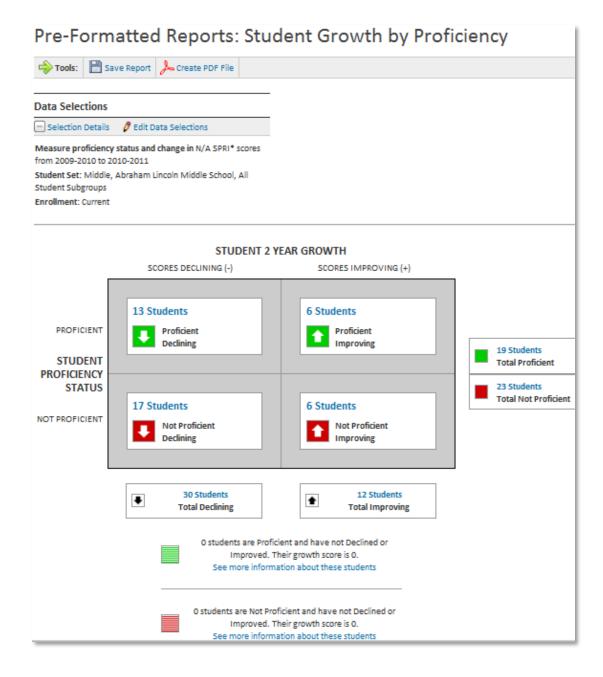


## **Student Growth by Proficiency**

**Description:** Use this report to compare students' relative proximity to proficiency on their most recent standardized test compared with the prior year. The School Growth by Proficiency report displays schools instead of students.

**Location:** Reporting > Build New Report > Pre-Formatted Report > Student Growth by Proficiency

**Setup Requirements**: If missing, system operators can enable in System > Reporting Settings > Pre-Formatted Reports. Additionally, two years of test results and definitions is needed to support the growth reports and must be specified in System > Reporting Settings > Student Subgroup > Item = Test Definition.

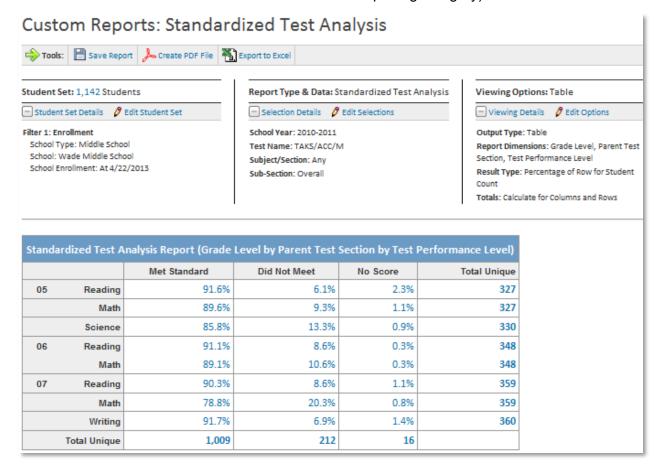


# Custom: Standardized Test Results by Grade Level and Subject

**Description:** View most recent test results by test year, grade level and subject. Identify which subject was most challenging for students at a certain grade level.

Location: Reporting > Build New Report > Custom Report > Standardized Test Analysis

Where to Learn More: Standardized Test Reports Quick Reference Card (on the tutorials site this document is located under the School & District Reporting category)



Swap the main row and sub-rows to compare grade levels by subject.

		Met Standard	Did Not Meet	No Score	Total U
Reading	05	91.6%	6.1%	2.3%	
	06	91.1%	8.6%	0.3%	
	07	90.3%	8.6%	1.1%	
Math	05	89.6%	9.3%	1.1%	
	06	89.1%	10.6%	0.3%	
	07	78.8%	20.3%	0.8%	
Science	05	85.8%	13.3%	0.9%	
Writing	07	91.7%	6.9%	1.4%	
Total Unique		1,009	212	16	

## **Custom: Standardized Test Results Over Time**

**Description**: A variety of standardized test custom report options are available to show results over time. Consider the following before selecting report parameters:

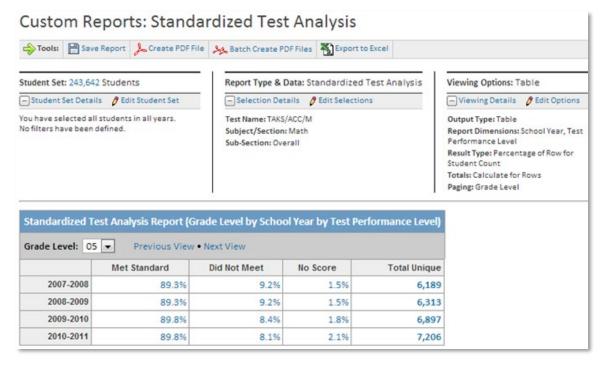
- Do you want to compare a specific grade level over time or the performance of a grade cohort of students over past grade levels? For example, do you want to determine how fifth graders performed over time versus how current fifth graders performed compared to when they were third and fourth graders?
- How will you deal with results for retained and off-year test takers? Consider how using the grade level of the student versus the test level will change the results.
- For each school report, decide which you prefer: results for all students you have now or restricting results to only those students who tested at the school
- Take a look at the test in a student profile so you can see what fields are available to select for that test
- To compare more effectively, and assuming "score group" is used for the columns, consider using percent per row instead of value when row totals vary substantially

**Location**: Reporting > Build New Report > Custom Report > Standardized Test Analysis

Where to Learn More: Standardized Tests Quick Reference Card

## Option #1: Performance Over Time by Grade Level for One Subject

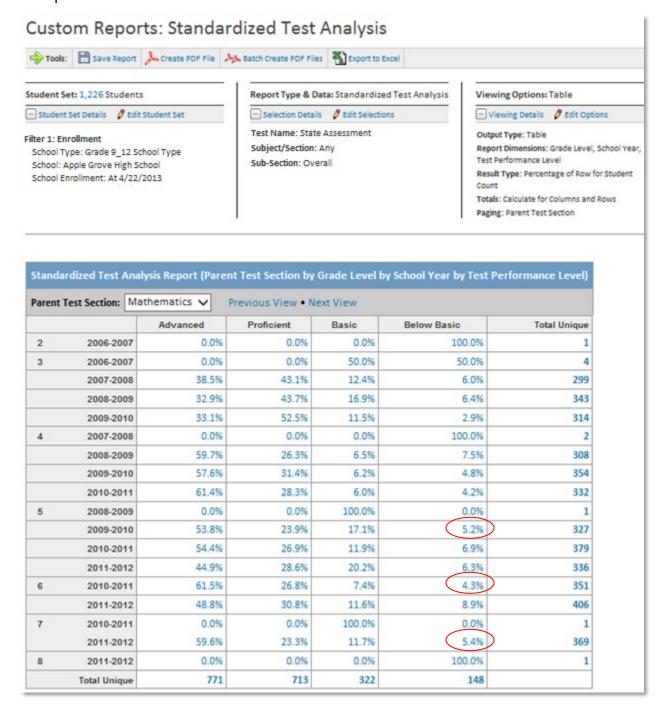
**Description**: Use this report to compare performance over time within a grade level. In this example, the report shows that throughout the district, the percentage of fifth-grade students in the "did not meet" score group has decreased slightly over time. Use total student enrollment at the district not filtered on year.



#### Option 2: Currently Enrolled Students' Test Results Over Time

**Description:** Students who currently attend a school and how they performed over time, regardless of the test school. Use this report to view the results of a grade cohort over time.

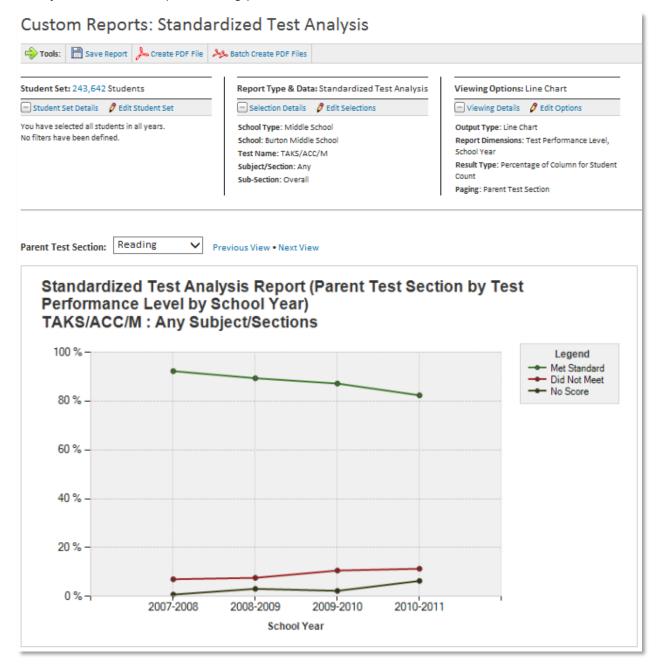
In this example, of the current eighth graders, 5.4% performed below basic in math on their prior spring assessment, up from 4.3% the year before. Including row totals makes it more obvious that the one result for an eighth grader is most likely for a retained student. You can also restrict the report to students who tested at the school.



## Option #3: Line Chart of School Results Over Time

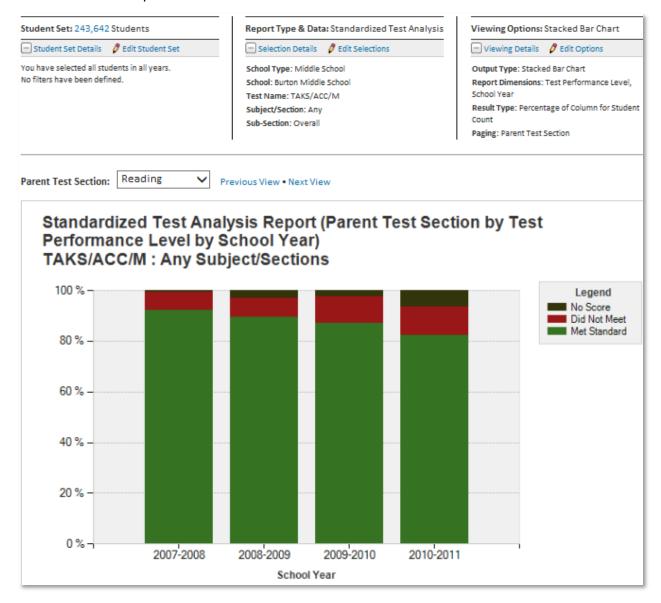
**Suggested Student Set**: Total enrollment (due to additional report parameters, only students who tested at the school will appear on this report)

**Description**: Find the percentage per score group by subject for students tested at the school each year. In this example, reading performance at the school has declined over time.



## **Option #4: Stacked Bar Format**

Here is the same report in a stacked bar format.



# **Analyzing Multiple Data Points**

There are a variety of reports that support analysis of data across multiple types of data.

# Report by Student Across Multiple Data Points: Analysis Spreadsheet

**Description**: Students are listed in the first column with up to 35 additional columns of data.

**Location**: Analysis spreadsheet.

**Suggested Student Sets**: For most uses, include no more than about 200 to 300 students per spreadsheet, such as students in a grade level, special education students, LEP students, students with x number of absences, students who performed poorly on an assessment, etc.

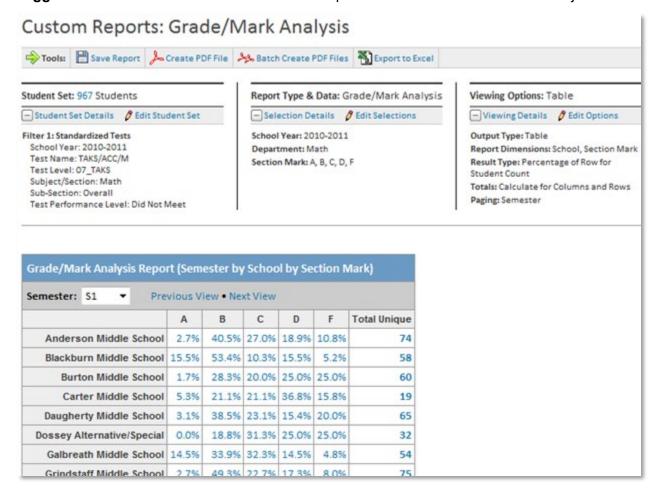
**Where to Learn More**: View Students in an Analysis Spreadsheet Quick Reference Card and View Class By Student Across Columns of Data Quick Reference Card

# Grades for Students Who Performed Poorly on a Standardized Test

**Description**: Use this report to see which students performed poorly on a test, and to view the grade distribution for classes with the corresponding subject and time frame.

Location: Reporting > Build New Report > Custom Report > Grade/Mark Analysis

Suggested Student Set: Students who were not proficient on a standardized test subject



## **Multiple Measure Analysis by Section Enrollment**

**Description:** Use this report to compare a standardized test, benchmark test and average classroom grades by course and teacher in a school.

**Location:** Reporting > Build New Report > Pre-Formatted Report > Multiple Measure Analysis by Section Enrollment

**Note**: Setup is required to enable the grade column of this report. A system operator sets up marking categories to support the calculation of average grades, and associates courses with a mark category in the Courses table. Contact Schoolnet for assistance if needed.

