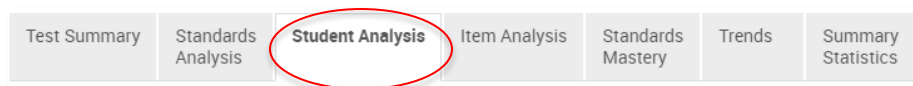


# View a Class by Student Across Columns of Data Quick Reference Card

## View Class by Student Across Columns of Data

There are a variety of reports available that support viewing individual students in on class across a variety of data points:

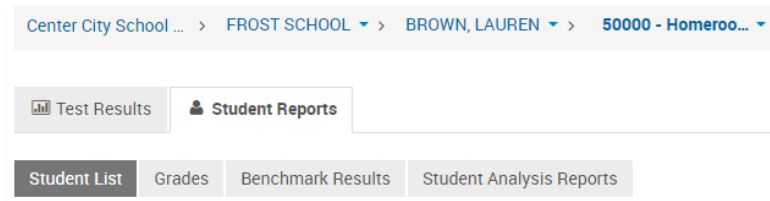
- Assessment Comparison – Compare students across up to ten benchmark or classroom category test. See also: *Assessment Comparison Report Quick Reference Card*
- Student Analysis – This new report appears as a tab in the Reporting Dashboard for any benchmark or classroom assessment selected in the Test Results tab. It behaves like reports in the Student Reports > Student Analysis Reports area. See page 4 for details on how to sort and filter columns



- Student Reports tab reports

## Accessing Reports in the Student Reports Tab

At the **classroom level** you can access the **Student Reports** tab.



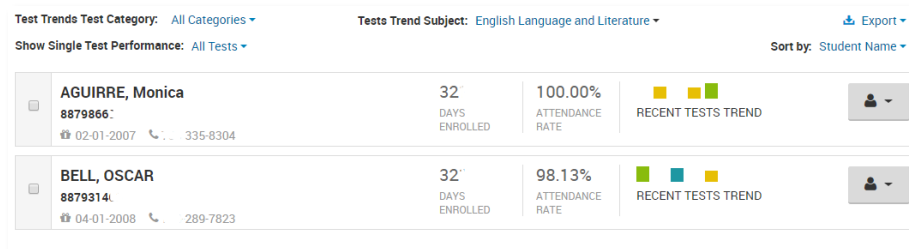
In the Student Reports tab, there are four views:

- Student List
- Grades – report card grade for the subject aligned to the selected class

- Benchmark – three most recent benchmark or classroom tests, filterable by test category
- Student Analysis Spreadsheet - For class or student group, view up to 35 columns of data across test types, attendance, programs and more, etc.

## Student List

In the Student Reports > Student List tab, there are numerous options for viewing the students in the selected class.



| Test Trends Test Category:    | All Categories  | Tests Trend Subject:   | English Language and Literature | Export             | Export |
|-------------------------------|---|------------------------|---------------------------------|--------------------|--------|
| Show Single Test Performance: | All Tests   | Sort by:               | Student Name                    |                    |        |
| <input type="checkbox"/>      | <b>AGUIRRE, Monica</b><br>8879866:<br>02-01-2007 335-8304 | 32<br>DAYS<br>ENROLLED | 100.00%<br>ATTENDANCE<br>RATE   | RECENT TESTS TREND |        |
| <input type="checkbox"/>      | <b>BELL, OSCAR</b><br>8879314:<br>04-01-2008 289-7823     | 32<br>DAYS<br>ENROLLED | 98.13%<br>ATTENDANCE<br>RATE    | RECENT TESTS TREND |        |

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. Select the check boxes for the students, select a student group (at the bottom of the page), and then click **Go**. See also: *Create and View Student Groups Quick Reference Card*.

# View Class by Student Across Columns of Data

## Student Analysis Report from the Student Reports Tab

Student Analysis reports are designed to support viewing data by students across up to 35 columns of data, which can include assessment results, attendance, demographic data and more. For details about viewing this report at the school or district level or publishing one for teachers, refer to: *View Students in an Analysis Spreadsheet Quick Reference Card*.

A report manager may have published columns that you can run from the Student Analysis tab. The last page of this document shows the options for viewing the spreadsheet.

To use an existing column set:

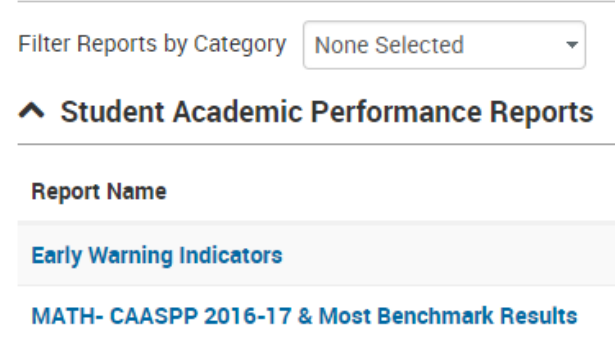
1. In the navigation sidebar, click **Reporting**
2. From the Section Chooser menu, select a class (or all sections of the same course, if applicable)



Daniela Old: 4705 - Pre Algebra 7 Honors- All Sections ▾

3. In the Student Reports tab, select **Student Analysis Reports**
4. Click the title of a report

Your reports and categories, if any, will vary.



Filter Reports by Category None Selected ▾

^ Student Academic Performance Reports

Report Name

Early Warning Indicators

MATH- CAASPP 2016-17 & Most Benchmark Results

## Create Your Own Student Analysis Report

If no reports are available for your use or you want to set up your own, you can create them. Depending on your user permissions, you may be able to save the columns for later use. If not, you can export the spreadsheet.

To set up your own report:

1. Navigate to Student Reports as described in the previous section
2. In the upper right of the report area, click the gray button, **Advanced: Create your own report**

Note that a new browser tab is open. Column 'zero' is always student names and is set up automatically.

3. Select columns to define data in the spreadsheet: first, select the category of data, then select related filters to further define the data
4. When you finish defining each column, click **Add Column**
5. Repeat the process of adding columns (up to 35) until all desired data is added to the spreadsheet

You can drag and drop already identified columns to reorder them.

6. When you finish defining columns, click **Go to Spreadsheet**
7. To save, click **Advanced: edit this report**
8. Click **Save to My Saved Reports**
9. Enter a report name
10. Click **Save Report**

Note that the saved report is will not be listed in Student Analysis Report; access it in Reporting > My Saved Reports.

# View Class by Student Across Columns of Data Quick Reference Card

Run Report Using Student Group:

Bluebird Reading Group

View a student group instead of selected class

Add, edit, reorder or delete columns

pOAT Math

Return to Student Analysis tab

Advanced: edit this report

[« Back to Report List](#)

Tools: Export Full Report to Excel

Note that only students you have permission to view, if any, are displayed.

Currently Enrolled Students

All Students

Reset view

Hide / show columns

Export only your filtered view

Show in full screen mode

Export visible data to Excel

Open expanded view

| Student Name  | Student ID           | Grade Level  | Programs                | Math State Test, Most Recent |
|---|----------------------|--------------|-------------------------|------------------------------|
|   | <input type="text"/> | Select All   | Select All              | Select All                   |
|   | 1082939              | Gr 4         |                         |                              |
|   | 1234834              | Kindergarten |                         |                              |
|   | 1137947              | Gr 3         | LC-Specific             |                              |
| <input checked="" type="checkbox"/> Aberdeen, Asriel      | 1013253              | Gr 8         |                         | Basic                        |
| <input checked="" type="checkbox"/> Abou Hashish, Asres   | 1025686              | Gr 7         |                         | Proficient                   |
| <input checked="" type="checkbox"/> ADU-ADJEI, Ashley     |                      | Gr 11        |                         |                              |
| <input checked="" type="checkbox"/> Poulson, Herman Jr    |                      | Gr 10        |                         | Basic                        |
| <input checked="" type="checkbox"/> Smith Alston, Jeffery | 752262               | Gr 12        | 205065-AP Course(s),... |                              |

Hide columns or pin columns to the left from the column menu; click on a column title to sort

- Basic
- Limited
- Proficient

Filters for each column (filter type varies by the data type)

Names go to Student Profile

Actions for Selected Students:

Add to Group

Add selected students to a new or existing group