Interim Assessments User’s Guide

Supplement to the STAAR Assessment Management System User’s Guide

2018 - 2019 ADMINISTRATIONS

Revised 12/5/2018
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Section 1: Introduction to Interim Assessments

The Texas Education Agency (TEA) has created optional online interim assessments that align to the Texas Essential Knowledge and Skills (TEKS). Test questions for the State of Texas Assessments of Academic Readiness (STAAR®) Interim Assessments are developed with Texas teachers and include some former STAAR items. The STAAR Interim Assessments are a tool to help educators tailor instructional practice to address students’ needs in advance of the regular STAAR testing. These assessments will be available, at no cost to districts, and are not tied to accountability.

During the spring 2018 STAAR Interim Assessments, pilot participants were asked to provide feedback via a survey. TEA also conducted on-site observations to gain firsthand information from students and educators regarding their experience with the tool. Results of the survey and school visits have informed improvements in the interim assessment program.

TEA is launching the operational interim assessment tool during the 2018–2019 school year. The assessment tool will be available for districts from the beginning of the school year through the spring. Unlike the spring 2018 pilot, the assessment tool is open for any district or charter school to use at their discretion. No application or TEA confirmation is required to use the assessment tool; districts just need to register students in the STAAR Assessment Management System.

For the 2018–2019 school year, the STAAR Interim Assessments include the following:

- Two different assessment administration opportunities are available, and districts can choose when to schedule either or both of these administrations.

- Interim assessments are available through the STAAR Online Testing Platform for
  - grades 3–8 mathematics;
  - grades 3–8 reading;
  - Algebra I, English I, English II;
  - Spanish grades 3–5 mathematics; and
  - Spanish grades 3–5 reading.

- Embedded supports (for English-language assessments only) have been expanded to include content and language supports, as well as text-to-speech.

- Results from the interim assessments will be reported in the STAAR Assessment Management System in a new online reporting suite (ORS). The ORS contains district-level, campus-level, and student-level reports. Reports at the student level include:
  - the student’s response to each test question,
  - the TEKS student expectation for each test question, and
  - a pop-up window that shows the test question and correct answer.
- Reports will continue to include data files and percentages representing the statistical probability of achieving “Approaches,” “Meets,” and “Masters” grade-level expectations on STAAR summative.

- In November, the Online Reporting System (ORS) includes more robust reporting features including the addition of a Totals field in most reports and other improvements. Refer to Section 7.1 The Online Reporting Suite (ORS).

- Also in November, longitudinal reporting will be added to facilitate student scores performance reporting and analysis over time. Refer to Section 7.1.2 Longitudinal Reports.

For more information about the STAAR interim assessments, contact the TEA Student Assessment Division at (512) 463-9536 or studentassessment@tea.texas.gov.

1.1 About Interim Assessments

Summative? Interim? What’s the difference?

Summative testing assesses student skills to determine whether previous instruction was effective. STAAR tests in grades 3–8 and EOC are the summative assessments in Texas.

Interim testing assesses student skills during intervals within the school year to help predict the likelihood of summative outcomes and help educators tailor instructional practices to address student needs.

1.1.1 Access

All current Assessment Management System users have access to interim assessments with their current roles. Additional roles may be assigned, if necessary, by the district testing coordinator (DTC) or District Testing Assistant (DTA).

1.1.2 About Interim Assessment Questions

Interim assessment questions are comparable to, but not the same as, summative STAAR testing questions. The items are a mixture of items developed with Texas teachers and former STAAR summative test items. These items are fully aligned to the Texas Essential Knowledge and Skills (TEKS). Interim tests begin with a section 1 test. After completing section 1, students are routed to an appropriate section 2 test based on their performance in section 1. The interim tests are delivered in the same application (STAAR Online Testing Platform) as the summative STAAR assessments.

1.2 Technology Enhanced Items (TEIs)

Interim assessments also include as many as five technology-enhanced items (TEIs) that provide more engaging content and allow for testing higher-order concepts in assessments. These item types are being field tested during the 2018-2019 interim assessments. **Student responses given for TEIs will have NO effect on the student’s interim results.** TEIs appear at the end of Section 2 panels and may include any of the item types described below.
An information panel is displayed before optional TEIs.

- Drag-and-Drop (Match) Items
  - Drag-and-drop items allow test takers to click and drag text (including numbers) or images using a mouse or touch from source to targets to provide an answer choice.

**Example Drag-and-Drop Item**

Mrs. Lanier saved $617 in January. In February she spent $249 of the money she had saved. She saved $291 more in March. Use the numbers and symbols to create a number sentence that can be used to find the amount of money Mrs. Lanier had at the end of March.

*Move a number or symbol into each space.*

```
617 — 249 = ___
```

```
291 + — × ÷
```
- **Hot Text/Inline Select Items**
  - Hot Text (inline select) items allow test takers to choose an answer from inline text. A test taker is presented with a stem that contains multiple highlighted words or phrases a test taker can select from to answer the question.

  **Example Hot Text/Inline Select Item**

- **Inline Choice List Items**
  - In the Inline Choice List item type, the stem contains one or more blanks with associated drop-down lists. The test taker fills in each blank by selecting a choice from its list.

  **Example Inline Choice Multiple Select Item**
Multiple-Select Multiple Choice (MSMC) Items

- Multiple-Select Multiple Choice (MSMC) items allow students to select more than one answer among text (including numbers) or image possibilities. Score is dichotomous (correct or incorrect: partial credit is not supported).

**Example MCMS Test Item**

Select the three equations that are true when the number 6 is put in the \(\square\).

- \(8 \times \square = 48\)
- \(5 \times \square = 11\)
- \(\square ÷ 12 = 2\)
- \(\square \times 12 = 72\)
- \(42 ÷ 7 = \square\)
- Grid items
  - A Grid item presents a table or grid; the student responds by marking one or more cells in the grid. Responses can be restricted to one selection per row, column, or table or have no restrictions (no limit on number of cells marked).

**Example Grid Test Item**

![Grid Test Item](image_url)
Section 2: About this Guide

Many of the steps in conducting interim testing are the same as existing procedures for regular STAAR testing documented in the STAAR Assessment Management System User’s Guide available online at https://txassessmentdocs.atlassian.net/wiki/spaces/TSOD/. This Interim Assessments User’s Guide refers to the STAAR Assessment Management System User’s Guide where existing procedures are used.

The Assessment Management System features described in Sections 2–5 of the STAAR Assessment Management System User’s Guide (System Access, User Interface, Organization, and User Management) all work the same for interim testing as they do for summative assessments. This guide begins with the first procedures that differ for interim assessments, Section 3: Registering Students.

The directions in this guide assume that administrative users have an active Assessment Management System account, know the basics of logging in to and navigating in the Assessment Management System, and are familiar with most system processes needed to conduct other STAAR test administrations. Users who wish to conduct interim testing without that knowledge may request an account from their DTC or DTA and consult the STAAR Assessment Management User’s Guide for additional directions.

The features listed in the table below are not required or are marginally supported for interim testing and are disabled or limited during interim administrations.

### Features Not Required or Limited During Interim Testing

<table>
<thead>
<tr>
<th>Feature</th>
<th>STAAR Assessment Management System User’s Guide Reference</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Precoded Answer Documents</td>
<td>Section 6.2</td>
<td>Not Supported</td>
</tr>
<tr>
<td>Paper-Based Testing</td>
<td>Section 6.2</td>
<td>Not Supported (Exception for students not able to test online. Refer to Section 5: Administering Interim Testing on Paper.)</td>
</tr>
<tr>
<td>Setting Score Codes and Test Attributes</td>
<td>Section 7.5.5</td>
<td>Not Supported</td>
</tr>
<tr>
<td>Above-Grade Testing</td>
<td>Section 6.3.2</td>
<td>Not Supported</td>
</tr>
<tr>
<td>Student Resolutions</td>
<td>Section 6.4</td>
<td>Not Supported</td>
</tr>
<tr>
<td>Proctor Test Logins</td>
<td>Section 7.5.4</td>
<td>Not Supported</td>
</tr>
<tr>
<td>Void a Student’s Online Test (DNR)</td>
<td>Section 7.5.7</td>
<td>Not Supported</td>
</tr>
<tr>
<td>Data Change Requests (DCR)</td>
<td>Section 8.5</td>
<td>Not Supported</td>
</tr>
<tr>
<td>Results/Reports</td>
<td>Section 9.6</td>
<td>Refer to Section 7.1: Viewing Interim Assessment Results in the ORS.</td>
</tr>
</tbody>
</table>

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Section 3: Registering Students

For interim testing, students are registered in much the same way as students are registered for STAAR summative tests.

3.1 About Testing and Grade Levels

Since the terminology and practices used during interim testing differ from STAAR summative testing, terms are listed and defined in the table below for reference.

<table>
<thead>
<tr>
<th>Term</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade Level</td>
<td>Enrolled grade of the student</td>
</tr>
<tr>
<td>Testing Level</td>
<td>Test content of the grade (for both the skill or concept being tested and the content of the testing items)</td>
</tr>
<tr>
<td>On grade Testing</td>
<td>Testing where enrolled grade level and testing level are the same</td>
</tr>
<tr>
<td>Off grade Testing</td>
<td>Testing at any grade level above or below enrolled grade level</td>
</tr>
<tr>
<td>Multi-Section Testing (MST)</td>
<td>All student tests begin with the same set of items, then proceed to one of three possible sections or stages. The second section includes items that are harder, of a similar difficulty, or easier depending on the results of the first section.</td>
</tr>
</tbody>
</table>

3.2 Registering Students Using Student File Upload

Complete the following steps to register students for interim assessment testing using student file upload.

1. In the navigation menu bar, select the Students menu bar item, then click the Upload tab in the dropdown menu at the top of the screen.

2. In the Upload Type field, select Interim.

3. Select an interim administration from the Test Admin dropdown list.

   **NOTE:** Interim administrations include the word “INT” in all caps. Example: 2018 INT 3-8 Opportunity 1.

4. Select a district from the District dropdown.

5. Click the Download Spreadsheet Template link. This downloads a CSV file that can be opened by any spreadsheet application.

6. Open the CSV file and enter the student information to upload to the system.

7. Add an “i” to the test assessment type field (BA).
8. Complete the remaining fields in the file as described in Appendix A: Student Upload File Format for Interim Testing.

9. For Grades 3–8 Testing:
   a. In the GRADE LEVEL CODE field, enter a number, 3-8, indicating the student’s current academic grade level.
   b. To register a student for off grade testing in multiple grade levels, enter numbers indicating the testing level or levels, 3-8, in the INTERIM TEST OFF GRADE – MATHEMATICS or INTERIM TEST OFF GRADE - READING fields. If entering more than one testing grade, use no spaces or commas. Example: 456.
   c. (Optional) In the reading and mathematics test version code fields (BD and BE), add the support code “t” to add text-to-speech. Add an “r” for content and language supports. (Uppercase and lowercase letters work the same.)

10. For Interim EOC Testing:
   a. In the STAAR EOC Test Version Code field, enter the appropriate combination of “R,” and “T” to set PNP (or set it later via the UI).
   b. In the END-OF-COURSE CODE field, enter “A1,” “E1,” or “E2.” To register a student in multiple assessments, copy and add a row, then change the course code.
   c. In the GRADE LEVEL CODE field, enter a number, 5-12.
      
      **NOTE:** EOC assessments are not grade-dependent. Students in any grade from 5-12 may be registered in any subject offered.
   d. In the TEST ASSESSMENT TYPE field, enter “I" or “i" for interim.

11. Save the file as a CSV file.

12. In the Assessment Management System, under “Upload a File,” click the **Browse** button.

13. In the *File Upload* window, navigate to the saved CSV file, and click the **Open** button.

14. Click the **UPLOAD** button to import the file into the system.

15. Refresh the browser window to update the status of the upload.
Example Grades 3–8 Interim Testing Student Upload File

NOTES:

- When students are registered for grades 3–8 interim testing via file upload, all students are automatically registered for testing on grade level for both mathematics (MA) and reading (RE). Make any test or testing-level changes using the User Interface. Refer to Section 3.3.2 in this guide for directions.

- After students are registered, re-uploading a Student Upload File
  - overwrites and resets all custom settings (such as tests added or deleted and testing-grade changes) to the default settings.
  - Interim Student Upload files:
    - Do not include subject or testing grade changes made via the UI.
    - Always indicate that students are registered for both reading and math, regardless of actual registration settings in the Assessment Management System.

- To print a list of students registered for interim testing to see actual subjects and grade levels, navigate to Reports > Students and download the Students Campus Report, District Student Home Campus Report, or District Student Test Campus Report for the interim administration.

3.2.1 Correcting Student Data Conflicts

For interim testing, students with data conflicts cannot be registered by Student Upload File. Students with data conflicts must be registered via the user interface. Refer to Section 3.3 for directions.

3.3 Registering a Student via the User Interface

Complete the following steps to register a student for interim assessment testing via the user interface.

1. In the navigation menu bar in the Assessment Management System, select the Students menu item, then click the Register tab.
2. Select an interim testing administration from the Test Admin dropdown.

**NOTE:** Interim administrations include the word “INT” in all caps. Example: 2018 INT 3-8 Opportunity 1. Refer to the illustration below.

**Locating an Interim Administration**

3. Enter three or more letters to locate and select a district from the District dropdown list.
4. Enter the student's 9-digit PEIMS ID or TSDS UID.
5. Click the **Add Student** button.
   - The system searches for any existing registration matching your selections.
6. If no match is found, continue to Section 3.3.1 below to create the registration.
7. If a match is found, update the registration as needed, then continue to Section 3.3.2.

### 3.3.1 Step 1: Create Profile

To create the student profile, complete the following steps.

1. On the Register a Student page, under the words “Student Information,” enter the student’s **First Name**, **Middle Initial**, **Last Name**, **TSDS UID**, **Local Student ID**, **Sex**, and **Grade**.

   **NOTE:** If an = (equals sign) is entered instead of a letter for a student’s middle initial, the student will be uploaded, but the = (equals sign) will be changed, stored, and displayed as a blank space.

2. Under **Date of Birth**, click the **Calendar** icon and select a year, month, and day.
3. Under **Campus Information**, select a Home Campus from the dropdown list.
4. Under **Demographics**, enter the student information in the fields as appropriate.
5. Click the **Continue** button.
3.3.2 Step 2: Add Tests

To add tests and enter test information, complete the following steps.

1. Under “Step 2: Add Tests,” select Subject, Testing Grade, Testing Campus, Online Testing Group, Language (English or Spanish), and Personal Needs and Preferences (PNP) supports (for tests in English only) for each test.

   NOTES:
   - Assessments for grades 3–8 mathematics and reading and grades 3–5 Spanish mathematics and reading are available. For Spanish assessments, the test questions and reference materials are in Spanish, but the test directions are in English. EOC assessment subjects include Algebra I, English I and English II.
   - All grades available for the test administration appear in the Testing Grade dropdown. During interim administrations, students may test in any grade, regardless of enrolled grade. (Users can create tests on grade and add as many off grade tests as desired).
   - All PNP settings available in summative testing are also available in interim testing. (Exception: Spanish tests currently do not include PNP.)

2. Click the SUBMIT button.
   - A confirmation message appears.

3. Click the Add Another Student button to return to the Register a Student page.

   OR

4. Click the View Student Profile button to return to the Edit a Student page.

   NOTES:
   - After registering a student and returning to the Edit a Student > Tests page, the “Action” column icons appear and the Submit button is replaced with an Update button.
   - After registration, users can click the Test Attribute icon to update test attributes.
   - **Students Unable to Test Online**: Register students unable to test online as though they will be testing online, then refer to Section 5 for details and instructions for administering the paper-based testing option.
3.4 Registering Students for Off Grade Testing

During interim testing, students normally begin testing on grade to determine the likelihood of achieving “Approaches,” “Meets,” or “Masters” for their enrolled grade. Students may also be tested off grade (below or above their enrolled grade). Students testing off grade receive the same types of scoring as students testing on grade. The system reports off grade test scores as it does for any other test, including the score, probability percentages, and other data in the ORS.

Testing below a student’s enrolled grade may be appropriate for students who are consistently performing below grade-level expectations on classroom assignments and assessments. Allowing a student to test below grade level during both Opportunity 1 and Opportunity 2 may provide the student a chance to show academic improvement that may not be apparent in the student’s grade-level STAAR results.

3.4.1 EOC Assessments

There is no off grade testing for EOC assessments. Students in any grade from 5-12 may be registered in any subject by following the steps outlined in Section 3.2 or Section 3.3.

3.4.2 Grades 3-8 Assessments - Via Student Upload File

To register students for off grade testing, complete the following steps.

1. Complete the substeps 1 through 9 in Section 3.2.

2. In Step 9, enter numerals indicating the testing level or levels, 3-8, in the *INTERIM TEST OFF GRADE – MATHEMATICS* or *INTERIM TEST OFF GRADE – READING* fields. If entering more than one testing grade, use no spaces or commas. Example: 456.
3.4.3 Grades 3-8 Assessments - Via UI

1. Complete the substeps through Step 1: Create Profile under Section 3.3.
2. In completing the steps in Step 2: Add Tests, in the Grade dropdown list, select a grade above or below the student’s enrolled grade.

NOTES:
- Students may be registered for any available testing grade, regardless of enrolled grade.
- Tests may be added in any available combination of subject and grade level at any time during the administration.
- As tests are added, the grade level of each registration is removed from the dropdown list in any subsequent registrations for that subject.
3. Click the Update button to save added tests and updated settings.

3.5 Registering Students for Reattempts

During interim assessments, students may be registered to reattempt assessments up to nine additional times after submitting a first attempt. This applies for each subject-grade-level combination offered in an administration. After the 10th attempt, the Assessment Management System returns an error message and allows no further attempts.

Reattempts are available to allow for maximum flexibility within a testing opportunity.

3.5.1 How to Register Students for Reattempts

NOTES:
- The primary (first) attempt is the “official” attempt. Results from the primary attempt are scored and included in Online Reporting System (ORS) data and in the Interim Data File.
- Results from reattempts are scored, but appear only in the Assessment Management System, not in the ORS.
- Any changes to registration information (e.g., name, language, demographics) must be completed before the primary test attempt is submitted. Registration information cannot be changed for reattempts.

3.5.1.1 Registering Students for Reattempts by Student Upload File

Reattempt registrations must be completed via the user interface.

3.5.1.2 Registering Students for Reattempts via the User Interface

1. If a student has already completed the primary (first attempt), skip to step 4. If not, continue with step 2.
2. Follow the steps in Section 3.2 to register the student for the primary (first) attempt.
3. Have the student complete and submit the primary assessment.

   **NOTE:** After the primary assessment is submitted, the *Reattempt* icon appears in the “Actions” column for that test.

4. Navigate to the *Student Profile* page on the *Tests* tab.

5. Click the *Reattempt* icon in the “Actions” column next to the test to register for a reattempt.

   - A new test showing the *Attempts* field incremented by one appears in the *Test Enrollments* list after registering the student.

6. Click the *Update* button.

**NOTES:**

- When students are transferred, interim attempts continue to show the former school as testing campus in the Assessment Management System. When registering a transferred student for a reattempt, select the current campus as the testing site.
  - If the reattempt icon is not available, then the previous attempt was not completed. If it was not started, then change the campus and have the student submit the test.
  - If the reattempt icon is available, then the previous attempt was completed. Click on the icon to create a new attempt, then select your campus.

- Results from reattempts appear in the Assessment Management System only (not in the ORS).

The table below describes the *Tests* page “Actions” column icon functions.

<table>
<thead>
<tr>
<th>Icon</th>
<th>Action Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>![Delete Test]</td>
<td>Delete Test. Deletes test registration.</td>
</tr>
<tr>
<td>![Update Test Information]</td>
<td>Update Test Information. Update test Indicators (TMIP Indicator) and Agency and Local Use entry fields.</td>
</tr>
<tr>
<td>![View Test Session]</td>
<td>View Test Session. Opens the <em>Manage Online Testing &gt; Session Info</em> page for this student.</td>
</tr>
<tr>
<td>![View Attempts]</td>
<td>View Attempts. Displays the <em>Student Attempt History</em> pop-up, including number of attempts, PNP, and testing results.</td>
</tr>
</tbody>
</table>
4.1 Preparing for Interim Testing

Follow the steps outlined in this section before engaging students in interim testing.

**Step 1:** Check that your device and online network systems are adequate for testing.

1. Navigate to https://tx-bandwidth.caltesting.org/.
2. Click the **System Requirements** button.
3. Review and check hardware and system requirements published in the current Unified Minimum System Requirements document available online at https://www.texasassessment.com/administrators/technology/
4. Click the **GO** button in the **System Check Test** section to measure your network bandwidth and maximum testing capacities.

**Step 2:** Log into the Assessment Management System and practice registering one or more students.

**NOTE:** All users now have access to interim testing features in the Assessment Management System.

**Step 3:** Download, install, and configure the Secure Browser application for your testing device(s).

1. Navigate to **Online Testing > Browser Links** in the Assessment Management System or to https://www.texasassessment.com/administrators/technology/ and locate the Secure Browser version needed for your device(s).
2. Click the download link or app link in an app store.
3. Install the Secure Browser following the on-screen prompts.

**NOTE:** Detailed directions and technical information for installing and using the Secure Browser are available in the **STAAR Online Testing Platform Technology Guide** also available online at https://www.texasassessment.com/administrators/technology/.

**Step 4:** Review General and Interim Testing Resources

If you are new to assessment testing, testing online, or interim assessments, review the resources available online to familiarize yourself with and to follow existing testing guidelines and procedures.

- Training Resources — https://texasassessment.com/administrators/training/
Step 5: Register students for interim testing in the Assessment Management System.

1. Refer to Section 7.2.1 to check for interim assessment administration dates.
2. Log in to the Assessment Management System at https://texasassessments.com using your current user credentials.
3. Follow the directions in Section 3.3 to register one or more students for testing for an interim administration.
4. (Optional) If more than a few students are testing or you are setting up testing for multiple campuses, follow the directions in Section 3.2.

NOTES:
- Additional students may be added at any time.
- Registration information may be updated at any time prior to testing.

Step 6: Locate Registered Students and Print Test Tickets

2. Locate the student(s) you registered in step 3 at Online Testing > Manage Online testing in the Assessment Management System and click through to the Manage Session page.
   NOTE: The Manage Session page is also accessible from the Student Profile > Tests tab via the View Test Session icon in the “Actions” column.
3. Click the Print icon or the Print all Tickets & Rosters button or select students from the list and click the Print Selected Tickets & Rosters button to print student testing tickets.

Step 7: Prepare Students for testing

1. Prior to the scheduled testing day, explain interim testing to students. Let them know the following.
   - They are taking a two-part test and should answer every question in Sections One and Two. They are given an opportunity to review before submitting Section One and Section Two answers.
   - The test is not timed but they should plan to complete it during the class period.
   - There are chances to make multiple attempts at the test, but the first attempt is the “primary” attempt and results from the primary attempt are used in testing statistics.
2. Have students practice opening the Secure Browser, view the tutorials, and take the Practice tests.

NOTES:
- Students will have the option to take up to five Technology Enhanced Item type questions at the end of each Section 2 test.
- The TEI mini test is available via the Practice button (select TEI Mini Test in the Select a Test dropdown list).
These item types are being field tested during the 2018-2019 interim assessments.

Answers given for TEIs have NO effect on the student’s interim results.

4.2 Administering Interim Tests

1. Inform students that they may pause a test for a brief break or logout for a break longer than a half hour. Answers are saved but not submitted. Students are returned to the furthest question in the furthest section visited when they return to the test. If a student inadvertently submits a test before completing it, see Section 5.3.3 for how to “unsubmit” a test.

2. Provide students or proctors with the test tickets you printed in Step 6 from the previous page. Test logins may be used for all tests the student is registered for and for any additional attempts.

Username, Password, and Session ID appear on Student Test Tickets.
3. Instruct students to open the STAAR testing application on their testing devices and click the *Interim Assessment* button.

4. Instruct students to enter the *Username*, *Password*, and *Session ID* in the fields shown on the login page, then click the *Login* button.

5. After logging in and viewing test directions on screen, the Section 1 test appears displaying Question 1.
An informational page appears before the optional TEI questions.

6. Remind students to review and update their answers as needed when they navigate to the end of Section One.

Students are given an opportunity to review their answers and return to any flagged or unanswered questions at the end of Section One.
7. Once students click the **End Section One** button and click through the confirm messages, answers for Section One are submitted and the system prevents students from returning to the section.

**NOTE:** Results submitted from the Primary (first) completed test attempt appear in the results shown in the Online Reporting System (ORS). Results from subsequent test attempts appear in the Assessment Management System. Refer to **Section 7** for more information.

8. After Section 1 answers are submitted, the Section 2 test appears displaying the first question.

9. Remind students that they are also given an opportunity to review their answers at the end of Section Two.

10. Remind students to answer all questions before clicking the **End Test** button and clicking through the confirmation messages to end the test.
Section 5: Managing Interim Test Sessions

This section presents a complete set of instructions for managing test sessions during interim testing assessments. Differences are noted for users who are familiar with the processes for adding groups and managing online testing on the sessions pages. Steps where interim assessments differ from STAAR summative tests are highlighted below. Steps and information removed are called out in the margins.

5.1 Add Online Testing Groups

Online testing groups can be used to organize students into groups for interim testing. Online testing groups are managed through the Student Upload process using the Students Campus Report or Student Upload File or via the user interface.

5.1.2 Add Online Testing Groups with a Student Upload File

**Students Campus Report File**

To create a testing group or groups using the Students Campus Report, complete the following steps.

1. In the top navigation menu bar, select *Reports* and then click the *Students* tab.

2. Enter a campus and administration in the dropdown lists and click the *Download* button to download a District Student Test Campus Report.

3. Open the report and update the spreadsheet using the following steps.

4. For interim testing, enter a group name in the columns *Reading online test group name* (BJ) and *Mathematics online test group name* (BK), as needed for grades 3–8 administrations.

5. Enter a group name in the rows with students to add to a group.
   - Students with the same *GROUP NAME* are placed into the same test group within the interim test session.
   - If no group name is entered, the system defaults to the *No Group Name Given* group.


7. In the top navigation menu bar, select *Students*, then click the *Upload* tab and follow the directions there to upload the file.

8. Select *Online Testing* in the top navigation menu bar, then click the *Manage* tab and search sessions for the campus to see the new online testing groups.

Refer to Section 7 in the Assessment Management System User’s Guide for additional information about online testing, verifying technology prerequisites, adding designated supports, and viewing and managing online test sessions.

Refer to the Assessment Management System User’s Guide Section 7.4 for detailed directions.
Student Upload File

To create a testing group or groups using the Student Upload File, complete the following steps.

1. In the top navigation menu bar, select Students, then click the Upload tab.
2. On the Upload Students page, select a Test Administration and a School or District from the dropdown lists.
3. Click the Download Spreadsheet Template link under “Upload a File.”
4. Open the Student Upload File and update the spreadsheet using the following steps.
   1. For interim testing, enter a group name in the columns READING ONLINE TEST GROUP NAME (BJ) and MATHEMATICS ONLINE TEST GROUP NAME (BK) as needed.
      - Students with the same GROUP NAME will be placed into the same test group within the test session.
   2. In the top menu, select Students, and then Upload and follow the directions there to upload the file you created.
   3. Select Online Testing, and then Manage Online Testing and search sessions for the campus to see the new online testing groups.

5.1.3 Adding Online Testing Groups Via the User Interface

Online testing groups can also be added via the Assessment Management System user interface.

To create a testing group or groups via the user interface, complete the following steps.

1. In the top navigation menu bar, select Online Testing, then click the Groups tab.
2. On the Groups page, in the “Online Testing Groups” section, click the Create Group tab.
3. Select an Administration and Campus from the dropdown lists.
4. Enter a group name in the Group Name field.
5. Click the Continue button.
6. Under Select students to add to the group, select a Subject, Testing Grade, and (optionally) Group from the dropdown lists to search for students to add.
   **NOTE:** The “Personal Needs and Preferences (PNP)” and “Languages” checkboxes on this page are used for search criteria and do not add supports to student tests.
7. From the Results list on the left, select a student or students to add to the online testing group.
8. Click the Add To button.
   **NOTE:** If no student is added to the group in this step, no new group is created.
9. Once all appropriate students are added, click the Save Group button to move the student into the newly created group.
5.2 Managing Testing Groups Via the User Interface

Online testing groups are managed via the Assessment Management System user interface. To manage testing groups, complete the following steps.

1. In the top navigation menu bar, select Online Testing, then click the Groups tab.
   - On the Groups page, under “Online Testing Groups,” the system defaults to the View & Edit Groups tab.
2. Select an Administration and Campus from the dropdown lists.
3. Click the View Groups button. A list of groups appears under Results.
4. To delete a group, click the Delete icon 🗑️ in the “Actions” column.
   - Students from the deleted group are assigned to the No Group Name Given group.
   - Students cannot be deleted from the No Group Name Given group and the group cannot be deleted.
5. To edit a group, click the Edit icon 📝 and follow Steps 6–9 in Section 6.1.3.
6. To download the current Student Upload File listing students in the group, click the Download icon 📥 or Download Groups button.

5.3 View and Manage Interim Testing Sessions

Interim test session management is performed on the Manage Online Testing and Session Info pages.

Overview information is displayed on the Manage Online Testing page, including the Sessions at a Glance summary totals for your district or campus and a list of campuses or groups.

Clicking through to the groups listing displays general information about test sessions in three sections: Session Info, Update Results, and in a list of students for the group or testing session at the bottom of the page.

To view and manage a testing group or session, complete the following steps.

1. In the top navigation menu bar of the STAAR Assessment Management System, select Online Testing, then click the Manage tab.
2. Enter search filters (Test Administration, Subject, Testing Grade, and Organization).
3. Enter at least three letters of the name of the organization or the organization code, and select the organization from the list.
4. Click the Search button to view the search results.
   - The Manage Online Testing page appears displaying Sessions at a Glance and Campuses or Groups in session.
5. To view campus, group, or session information, click the View icon in the “Actions” column next to the campus or group to view. District level users may need to click through both campus and group levels.

**NOTE:** The page will update and display a new page with Session Info, Update Results filters, and a list of the students in the testing group or session.

6. (Optional.) Use the filters provided (Subject, Testing Grade, Group, PNP, First Name, Last Name, and PEIMS ID/TSDS UID) to further refine the list.

**NOTE:** The “Personal Needs and Preferences (PNP)” checkbox on this page is used for search criteria and does not add supports to student tests.

### 5.3.1 Managing Interim Test Sessions

District and campus testing coordinators can view and manage interim test sessions from the Sessions at a Glance and Session Info pages. Test administrators can monitor Sync Status and review and make changes to PNP accommodation codes, if needed.

**NOTES:**

- Users with district testing coordinator permissions and above have access to information from all campuses in their district and can click through to view individual campuses, testing groups and sessions within individual campuses, and individual testers within groups and sessions.

- Users with campus testing coordinator permissions have access to information from their assigned campus or campuses only and can click through to view testing groups and sessions in their campuses and testers within groups and sessions.

- Totals shown on the top-level screen (showing all campuses within a district for district testing coordinators; all groups and sessions within a campus for campus testing coordinators) include totals from all organizations to which the user has access.

- District totals, especially for larger districts, are **NOT** displayed in real time and may take 20–30 minutes to update.

- Campus totals are also not displayed in real time, but updates typically take just a few minutes.

### 5.3.2 Monitoring Test Status

The “Test Status” column indicates the status of each student’s registration and testing progress within a test group or session.
The table below describes the indicators shown in the “Test Status” column for interim testing.

<table>
<thead>
<tr>
<th>Test Status Indicator</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registered</td>
<td>indicates that the student is registered for a test, but the online test is not yet available.</td>
</tr>
<tr>
<td>Enrollment Hold</td>
<td>indicates that the student’s enrollment is not yet processed. Please contact the Texas Assessment Support Center.</td>
</tr>
<tr>
<td>Enrolled</td>
<td>indicates that the student is enrolled in the online test, but the student cannot log in. This icon should only display briefly. If it persists, please contact the Texas Assessment Support Center.</td>
</tr>
<tr>
<td>Ready to Test</td>
<td>appears before the initial login to an available test or after a submitted test has been reopened. The student can log in using the information on the student test ticket.</td>
</tr>
<tr>
<td>In Progress</td>
<td>indicates that the student is logged in and actively testing or has paused the test.</td>
</tr>
<tr>
<td>Inactive</td>
<td>indicates that the student has logged out of the test or has been logged out due to inactivity. The student can log back in to the test using the information on the student test ticket.</td>
</tr>
<tr>
<td>Expired</td>
<td>indicates that the student did not log in to a test and the online testing window has closed.</td>
</tr>
<tr>
<td>Submitted</td>
<td>indicates that the student has submitted the test. The student will no longer be able to log in to the test.</td>
</tr>
<tr>
<td>Processing</td>
<td>indicates that a request to reopen a submitted test is in process.</td>
</tr>
<tr>
<td>Voided</td>
<td>indicates that the district user has selected Do Not Report (DNR). <em>Not supported in interim testing.</em></td>
</tr>
</tbody>
</table>

* Includes a checkbox next to student name that may be checked to print student ticket.

### 5.3.3 Actions

The “Actions” column on the Manage Session page displays the actions available during an interim test administration. Not all actions are available at all times or to all users. The currently available actions for each student test appear in the “Actions” column.

The table below describes the “Actions” column icon functions available on the Manage Sessions page.

<table>
<thead>
<tr>
<th>Icon</th>
<th>Action Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Print</td>
<td>Downloads a PDF of the student test ticket with login information.</td>
</tr>
<tr>
<td>View Attempts</td>
<td>Displays the Student Attempt History pop-up, including number of attempts, PNP, Testing Campus, Score, and Probabilities.</td>
</tr>
</tbody>
</table>
### 5.4 Download and Print Test Tickets

Each student must have a test ticket to access an online test. Test tickets are automatically generated for all students who are registered for interim testing. Before testing, interim test tickets include test information (test administration, group, first and last name, date of birth, subject, and grade), PNP supports, and student login credentials (user ID, password, and session ID).

**NOTE:** If a student registration is deleted, the ticket for that test is no longer valid and the information cannot be used to log in to an online test. The student must be re-registered, and a new ticket must be created before the student can log in to a test.

Follow these steps to download and print a ticket.

1. In the top navigation menu bar, select *Online Testing*, then click the *Manage* tab.
2. Enter search criteria (Test Administration, Subject, Testing Grade, and Organization).
3. Enter at least three letters of the name of the organization or the organization code, and select the organization from the list.
4. Click **SEARCH** to view the search results.
5. To print all the test tickets, click the **Print All Tickets & Rosters** button at the bottom of the list.
6. To print selected tickets, select the checkbox next to student names and click the **Print Selected Tickets & Rosters** button.
7. To print individual test tickets, in the “Actions” column, click the *Print* icon in the appropriate row.
8. If desired, enter search terms in the fields under Update Results to generate test tickets for another group of students within the same campus. Available search fields include First Name, Last Name, PEIMS ID, Subject, Testing Grade, Group, or Personal Needs and Preferences (PNP), Language, and Attempts settings.

9. Click the Update button to save the new settings before printing tickets.

NOTES:

- The “Personal Needs and Preferences (PNP)” checkbox on this page is used for search criteria and does not add supports to student tests.
- Test tickets should be collected and stored for reuse if the student logs out and needs to log back in.
- Upon completion, test tickets should be destroyed.
Section 6: Administering Interim Testing on Paper

When circumstances prevent students from completing an interim assessment online, they may, with the aid of a teacher or proctor, complete a paper-based administration of the assessment. Districts may request permission for a special paper administration. A rationale must be provided with the submission of a request for a paper version of the interim assessment. Requesters must describe the special circumstances that prevent online testing (e.g., the student has a disability that prevents him or her from interacting with an online assessment), explain how the student routinely accesses technology during the school day, and explain why testing online is not appropriate for the student.

Requests for special administrations based on the lack of familiarity with online testing by students or districts will not be approved.

District testing coordinators must review completed request forms and verify that the information provided meets the criteria for a special paper administration. The request form can be accessed at the following link: https://www.txetests.com/ipb/.

Completed forms that have been reviewed and verified by the district testing coordinator may be submitted to TEA for processing. Upon approval of a special paper administration of the interim assessment, a passcode will be provided to access PDF and .ZIP documents used for paper testing.

Paper-based testing requires that a teacher or proctor learn about and prepare for paper-based testing, then administer and score the tests and transcribe student responses as though the student were testing online.

After TEA approval, complete the following steps to administer and manage paper-based interim testing.

Complete the following steps to administer and manage paper-based interim testing.

1. From anywhere in the Assessment Management System, click the Help Documentation icon in the top navigation menu bar.
2. On the Help Documentation page, locate and click the Interim Documents tab on the right.
3. Click the PDF icon next to the Paper Administration Directions. Download and read this first.

Interim Test Packet .ZIP for Paper Testing

Click the Help button.
Click the Interim Documents tab to access Interim Test Packet .ZIP and directions.
Click the .ZIP icon to download the test packet.
Click the PDF icon to download documentation.
4. Click the .ZIP icon next to the desired test packet to download and view the contents. Refer to the first note below.

5. Enter the password from the TEA paper testing approval email.

6. Unzip the file contents and follow the Paper Administration Directions in the Test Packet to administer the tests and report results.
   1. Administer and score the Section 1 test.
   2. Administer and score ONE Section 2 test (high, medium, or low) based on results of the Section 1 test.
   3. Open the Secure Browser application and login using the student’s test ticket.
   4. Transcribe student responses as though the student were testing online.

NOTES:

- Interim PDF and .ZIP files are password protected. Passwords are sent with paper test administration permissions.
- Proctors must enter student responses for results to appear in the Assessment Management System.
- Interim Test Packet .ZIP files use the following naming convention . . .
  ADMINCODE_SUBJECT_GRADE_YYYY-MM-DD_HH-MM-SS.zip
  . . . where SUBJECT is the testing subject and GRADE is the testing grade.
  For example: 2018 INT 3-8 Opportunity 1_RE_03_2018-10-15_16-50-16.zip is the file for Interim Grade 3 Reading during the November 2018 administration.
- Zip software is required to open and view these files. Several free or for-purchase options are available online:
  - WinZip for Windows: https://www.winzip.com/
  - 7Zip: https://www.7-zip.org/
  - PeaZip: http://www.peazip.org/
  - iZip for Mac: https://www.izip.com/
- The Interim Test Packet PDF Includes:
  - Answer document
  - Answer keys
  - Section 1 test (a grade-level test that all students take)
  - Three versions of the Section 2 test (high, medium, and low).
- PDF documents used for paper testing have not been tagged for accessibility. The document is intended for paper use only.
Section 7: Viewing Scores and Results

Results submitted from the Primary (first) completed test attempt appear in the detailed results and analysis available in the Online Reporting Suite (ORS) shortly after a student completes testing. (Most results are available within an hour and will not exceed 48 hours.)

7.1 The Online Reporting Suite (ORS)

Coordinators for an ISD begin at the district-level reports and can navigate through to campus and individual-level student reports. Campus Testing Coordinators for a school begin at campus-level reports and can navigate through to individual results for that school’s students. Users with access to multiple organizations in the Assessment Management System can view all the organizations with which they are associated.

Follow these steps to open the ORS and find interim reports.

1. In the top menu Navigate to Reports > Online Reporting.

   **NOTE:** Clicking the View Report icon for a student listed on the Manage Session page also accesses the ORS.

   - The Find Interim Report page appears displaying the summary report at the user’s organization and level.

2. Select an Organization (if different from the organization displayed), Grade and Subject from the search dropdown lists.

3. Click the Find button.

4. Click a report link under Report Name to view.

   **NOTE:** There may be a short delay between when a student finishes testing and the availability of results in the ORS. In this interim, the system will return an error message indicating that the data is still processing.
7.1.1 Finding Results

Reports and analysis are available at District, Campus, and Student levels. Reports have a summary view and expanded list views at each level. All reports include clickable graphics and other elements that expand on and allow for intuitive navigation through report information. Users may view individual student reports at any time by clicking the Student Report tab and searching for a student.

7.1.1.1 District Reports

District-level reports open at a summary report displaying:

- District’s Campus Scores in a bar chart from lowest to highest mean score.
  
  **NOTE:** The range shown may not align with the scale score range.

- A pie chart with results segmented into campuses in the top and bottom 25% and the campuses in the middle range of results.

Follow these steps to view results and analysis in the ORS in a District Report.

1. Click a pie segment to display a list of schools in the corresponding range at the bottom of the page.
2. Scroll over the bars to identify campuses.
3. Click a bar to view the campus report.
4. Click the Students Tested button to view a list of all campuses with data.

  - Campuses are listed in a table from lowest to highest mean score. The number of students who completed testing in the grade and subject is also shown.
The Totals row displays the average Mean Score, Score Range, and a summary of Probabilities Scores for all students listed in the report.

5. Hover over the three interactive Probabilities Score pie icons in the Totals row to view the number of students who scored in each of the four probability ranges for each value (Masters, Meets, and Approaches).

6. Click any of the pie icons to view a more detailed report.

7. (Optional) Click the Find button to expand search fields and search for another organization or student reports.

8. Click a bar in the graph or a campus link from the Results list to view the campus report.

District Overview Report*

* Composite image from multiple views.
7.1.1.2 Campus Reports

Campus-level reports open at a summary report displaying:

- Student results in a bar chart from lowest to highest mean score.

  NOTE: The range shown may not align with the scale score range.

- A pie chart with results segmented into students in the top and bottom 25% and the campuses in the middle range of results.
Follow these steps to view results and analysis in the ORS in a Campus Report.

1. Click a pie segment to display a list of students in the corresponding range at the bottom of the page.
2. Hover the mouse pointer over the bars to identify students.
3. Click a bar to view a student report.
4. Click the Students Tested button to view students listed alphabetically with test results including score, probabilities, and reporting category scores.
5. (Optional) Click the Find button to expand search fields and search for another organization or student reports.
6. Click a student link to view a student report.

Campus Overview Report*

* Composite image from multiple views.

Click Students Tested to view the Campus’s Student Performance report.
Hover over status bar to display students tested and registered.
Click Find to search for other organization or student reports.
Results are segmented into top and bottom quarters and middle half based on the Scale Score Range shown at the bottom of the page.
Clicking a segment displays a list of students and mean scores.
Student results are displayed from lowest to highest mean score.
Scroll over to view student scores.
Click to view a student report.
Student results include Score, Probabilities, and performance by category for the selected segment.
Click a student link to view individual student results.
Click the Info icon to view additional information about the data displayed.

NOTE: Reporting category 4 data does not appear in Reading, English I, and English II reports.
7.1.1.3 Student Reports

Student-level reports include summary and student item response reports displaying:

- Overall score as a number and plotted on a scale.
- Performance in each reporting category.
- Masters, Meets, and Approaches Probabilities
- Student response data in Reporting Category order.
- On Interim Assessments, Reporting Category 4 (Composition) is not assessed or displayed.

* Composite image from multiple views.
† Reporting category 4 data does not appear in Reading, English I, and English II reports.
Follow these steps to view results and analysis in the ORS in a Student Report.

1. Click an Info icon in the “Reporting Category Performance” section or a link in the “Student Expectation” column to review student expectation information reporting categories and for each question.

2. Click the View icon to see the item, student response, and correct response.

3. Review icons in the “Recording Category Performance” section and “Student Response” column. Refer to the table below for details.

The table below describes the icons that appear on the student report page.

<table>
<thead>
<tr>
<th>Icon</th>
<th>Result Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>![Symbol]</td>
<td>Strength. The response category is a strength for the student.</td>
</tr>
<tr>
<td>![Symbol]</td>
<td>Neither. The response category is not a strength or needs improvement category for the student.</td>
</tr>
<tr>
<td>![Symbol]</td>
<td>Needs Improvement. The student needs improvement in the category.</td>
</tr>
<tr>
<td>![Symbol]</td>
<td>Correct Response. The student answered the item correctly.</td>
</tr>
<tr>
<td>![Symbol]</td>
<td>Incorrect Response. The student answered the item incorrectly.</td>
</tr>
<tr>
<td>![Symbol]</td>
<td>No Response. The student did not answer the item.</td>
</tr>
</tbody>
</table>
### 7.1.2 Longitudinal Reports

Longitudinal reports display results and analysis of different aspects of student testing performance over a period of time, across years or across multiple testing opportunities during one academic school year.

**NOTE:** Until students have taken two or more tests in separate interim testing opportunities, data displayed does not appear as typical longitudinal data. For example, where a line is normally shown between primary testing scores taken on different dates, if only one testing date is available in the data, only a single bubble appears.
7.1.2.1 Finding Longitudinal Reports

Follow these steps to find longitudinal reports in the ORS.

1. Click the Longitudinal button in the black menu bar at the top of the page.

2. Enter search parameters. Organization, Last Name, and Subject are required.

   **NOTE:** Entering two or more letters in the Last Name field returns students whose last names begin with those letters and who match the other search criteria entered.

3. Click the Find Student button.

   Available student reports appear under Student History Reports Found.

4. Click the student link to view the report.
   - The associated student report appears displaying the Across Years view.
The Across Years view shows student test performance for a single subject across school years.*

5. Click the radio buttons to switch to a different subject or between district and campus mean.

6. Click graph items under Score History to toggle between displaying or hiding selections in the Score graph.

* Composite image from multiple views.
7. Click and drag the timeline bar under the graph (or use the scroll wheel) to adjust the report date span.

8. Scroll over graph items to display testing details (date, time, test type, and score).

9. Click the links under Administration to view a detailed student report.

**NOTE:** Off grade tests are indicated by pink bubbles in the Score graph and in the tests grid with a pink Off grade test bubble 🟥. Scroll-over to view the student’s enrolled grade.

10. Click the School Year tab near the top of the page.

    - The student report appears displaying the School Year view.

    **NOTE:** The School Year report is for the same subject and grade combination originally selected.
The School Year view shows student test performance for a single subject during the current school year.*

School Year displays interim assessment data from a single school year.

Click the radio buttons to switch to a different subject or between school years.

Click items under Score History to toggle their display.

Student score history for the selected school year displays in the Score graph.

Scroll over data points to display details (date, time, test type, and score).

Primary attempt tests taken during the current school year are listed below the Score graph along with reporting categories and student results.

Click a blue Info icon to view Student Expectation Information for the corresponding category.

A PDF report with the data on this page is available for download.

* Composite image from multiple views.
11. Click the **Subject:** and **School Year:** radio buttons to switch to a different subject or between available school years.

    **NOTE:** The current school year report appears by default.

12. Click graph items under Score History to toggle whether they display in the Score graph.

13. Scroll over graph items to display testing details (date, time, test type, and score).

14. Click a blue Information button to view Student Expectation Information for the corresponding category.

### 7.2 Viewing Results in the Assessment Management System

Results are reported in two places in the Assessment Management System (AMS): on the **Manage Online Session** page in the **View Attempts** icon pop-up, and in campus and district Interim Data Files downloadable from **Reports > Results**.

Final Interim Data Files for all students are available within two weeks after test windows close. A preliminary Data File will also be posted in early January, 2019. The Interim Data File includes student responses to test items, which test the student took in Section 2 (low, medium or high), and relative strengths and weaknesses in STAAR reporting categories.

The Assessment Management System and ORS display probability results immediately after testing is completed. These results represent a statistical probability of the student achieving the “Approaches,” “Meets,” and “Masters” standards for the grade level tested.

After a student completes testing, results are available in the ORS which also configures the data into informative and useful graphics. The ORS also provides results in a printable PDF or CSV file download of each data page. Refer to **Section 7.1** for more details about viewing results in the ORS.

    **NOTE:** Most results are available within an hour and will not exceed 48 hours.

### 7.2.1 Interim Assessment Opportunity Schedule

This table lists the dates of the four interim assessment opportunities during the 2018 – 2019 school year.

<table>
<thead>
<tr>
<th>Interim Admin</th>
<th>Admin Type</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opportunity 1</td>
<td>EOC</td>
<td>August 31, 2018</td>
<td>March 29, 2019</td>
</tr>
<tr>
<td>Opportunity 1</td>
<td>3–8</td>
<td>August 31, 2018</td>
<td>March 29, 2019</td>
</tr>
<tr>
<td>Opportunity 2</td>
<td>EOC</td>
<td>Later in the school year</td>
<td>March 29, 2019</td>
</tr>
<tr>
<td>Opportunity 2</td>
<td>3–8</td>
<td>Later in the school year</td>
<td>March 29, 2019</td>
</tr>
</tbody>
</table>
7.3 Assessment Management System Updates

The interface of the Assessment Management System underwent a complete refresh in 2018. For the most part, navigation items and functionality in the system are the same as in the previous interface, but the look and feel and overall navigation strategy have changed. The illustration and discussion in this section outlines the changes.

7.3.1 User Interface Changes

The old interface included most navigation in the “Left Navigation Menu.” The new interface splits the navigation into features navigation in the top menu and a collapsible feature menu on the left within each feature section. It also adds breadcrumb navigation at the top of every page, new iconography, and a completely updated look and feel.

Old Interface

New Interface

The “Left Navigation” menu is moved to the top of the page.

Old Interface

New Interface

Submenu items are now in dropdown menus and listed by function in the collapsible side menu.
7.4 How Results are Calculated

The Assessment Management System records raw scores and calculates the probability of the student meeting grade level in summative STAAR testing.

* Students whose Section 1 tests are not scorable in real-time are automatically routed to the on grade “medium” Section 2 test.

† Students that never begin a Section 2 form only receive item level data in the district data file.

§ Results are reported as raw scores for Section 1 & 2 tests (in campus and district data files only), and as a percentage representing the probability of achieving “approaches,” “meets,” or “masters.”

7.5 Understanding Results in the Assessment Management System

A simple results key is shown on the Info icon pop-up window in the user interface when results are shown there after testing. The following table provides more details about interim assessment results and where they are provided.
7.5.1 Results Key

<table>
<thead>
<tr>
<th>Response or Result</th>
<th>Description</th>
<th>Where Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary testing results and analysis</td>
<td>The results of the primary (first) testing attempt are recorded here within 48 hours of testing. Includes additional reports and statistical analysis functionality.</td>
<td>• Online Reporting System (via Reports &gt; Online Reporting or Manage Online Testing &gt; Manage Session page via the View Report icon).</td>
</tr>
<tr>
<td>Grade level tested</td>
<td>Testing grade level.</td>
<td>• Online Reporting System • Interim Data File • Student Attempt History pop-up</td>
</tr>
<tr>
<td>Student responses</td>
<td>Student responses to each item (A, B, C, or D). Student scores for each item indicating Incorrect (0), Correct (1), or Not Answered (X).</td>
<td>• Online Reporting System • Interim Data File</td>
</tr>
<tr>
<td>Probability of achieving “Approaches,” “Meets,” or “Masters.”</td>
<td>The probability, expressed as a percentage, of a student achieving “Approaches,” “Meets,” and “Masters.” Estimate based on student performance on the Interim test.</td>
<td>• Online Reporting System • Interim Data File • Student Attempt History pop-up</td>
</tr>
<tr>
<td>N/A</td>
<td>Score Not Available – indicates that the system has not yet received a completed test or was otherwise unable to provide a score.</td>
<td>• Interim Data File • Student Attempt History pop-up</td>
</tr>
<tr>
<td>*</td>
<td>Did Not Complete – the student opened, but did not complete, Section 1 of the test.</td>
<td>• Interim Data File • Student Attempt History pop-up</td>
</tr>
</tbody>
</table>

7.6 Viewing Results in the User Interface

The Assessment Management System normally displays probability results within an hour and will not exceed 48 hours. These results appear in the “Probability of Achieving Approaches,” “Probability of Achieving Meets,” and “Probability of Achieving Masters” columns on the Manage Online Testing page at the “Group” level.

Follow these steps to view results in the user interface after testing.

1. In the top navigation menu, select Online Testing, then Manage Online Testing.
2. Select an interim administration from the Test Administration dropdown list.
   **NOTE:** Interim administrations include the word “INT” in all caps. Example: 2018 INT 3-8 Opportunity 1.
3. Select a Subject, Testing Grade, and District or Campus from their dropdown lists.
4. Click the SEARCH button.
5. In the Groups in Session list, click the View icon next to the appropriate testing group.
7.7 Viewing Results in the Interim Data File

The Interim Data File is a fixed-width data file that includes all responses and results collected during interim testing. Permissioned users can download the file and paste the data in a spreadsheet with numbered columns or convert it to more readable data using spreadsheet software. Refer to the table in Appendix B: Interim Data File Format, which outlines how to find and interpret information in the file, including student responses and scores.

Follow these steps to download the Interim Data File.

1. In the top navigation menu, select Reports, then Results.
2. Select an interim administration from the Test Administration dropdown list, a District or Campus from the Organization dropdown list, Interim (or All) in the Report Type dropdown, and (optionally) set a date range using the Date Range, From: and To: Calendar icons.
3. Click the SEARCH button.
4. Click the Report File icon under “Actions” to download and view the report.
## Appendix A: Student Upload File Format for Interim Testing

<table>
<thead>
<tr>
<th>Column Header Fieldname</th>
<th>Field Length</th>
<th>Valid Values*</th>
<th>CSV File Column</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRADE-LEVEL-CODE</td>
<td>2</td>
<td>3-8 = 03, 04, 05, 06, 07, 08 &lt;br&gt; EOC = 05, 06, 07, 08, 09, 10, 11, 12</td>
<td>A</td>
</tr>
<tr>
<td>CAMPUS-ID-OF-ENROLLMENT</td>
<td>9</td>
<td></td>
<td>B</td>
</tr>
<tr>
<td>DISTRICT-NAME</td>
<td>15</td>
<td></td>
<td>C</td>
</tr>
<tr>
<td>CAMPUS-NAME</td>
<td>15</td>
<td></td>
<td>D</td>
</tr>
<tr>
<td>GROUP NAME</td>
<td>20</td>
<td>For INT 3-8 use ONLINE TEST GROUP fields.</td>
<td>E</td>
</tr>
<tr>
<td>LAST-NAME</td>
<td>15</td>
<td></td>
<td>F</td>
</tr>
<tr>
<td>FIRST-NAME</td>
<td>10</td>
<td></td>
<td>G</td>
</tr>
<tr>
<td>MIDDLE-INITIAL</td>
<td>1</td>
<td></td>
<td>H</td>
</tr>
<tr>
<td>PEIMS-ID</td>
<td>9</td>
<td></td>
<td>I</td>
</tr>
<tr>
<td>SEX-CODE</td>
<td>1</td>
<td>M,m or F,f</td>
<td>J</td>
</tr>
<tr>
<td>DATE-OF-BIRTH</td>
<td>6</td>
<td>MMDDYY</td>
<td>K</td>
</tr>
<tr>
<td>HISPANIC-LATINO-CODE (ETH)</td>
<td>1</td>
<td>1, 0</td>
<td>L</td>
</tr>
<tr>
<td>AMERICAN-INDIAN-ALASKA-NATIVE-CODE (I)</td>
<td>1</td>
<td>1, 0</td>
<td>M</td>
</tr>
<tr>
<td>ASIAN-CODE (A)</td>
<td>1</td>
<td>1, 0</td>
<td>N</td>
</tr>
<tr>
<td>BLACK-AFRICAN-AMERICAN-CODE (B)</td>
<td>1</td>
<td>1, 0</td>
<td>O</td>
</tr>
<tr>
<td>NATIVE-HAWAIIAN-PACIFIC-ISLANDER-CODE (P)</td>
<td>1</td>
<td>1, 0</td>
<td>P</td>
</tr>
<tr>
<td>WHITE-CODE (W)</td>
<td>1</td>
<td>1, 0</td>
<td>Q</td>
</tr>
<tr>
<td>ECONOMIC-DISADVANTAGE-CODE (ED)</td>
<td>1</td>
<td>1, 2, 9, 0</td>
<td>R</td>
</tr>
<tr>
<td>TITLE-I-PART-A-INDICATOR-CODE (TIA)</td>
<td>1</td>
<td>6, 7, 8, 9, 0</td>
<td>S</td>
</tr>
<tr>
<td>MIGRANT-INDICATOR-CODE (MS)</td>
<td>1</td>
<td>1, 0</td>
<td>T</td>
</tr>
<tr>
<td>LEP-INDICATOR-CODE (L)</td>
<td>1</td>
<td>C, F, S, 0</td>
<td>U</td>
</tr>
<tr>
<td>BILINGUAL-PROGRAM-TYPE-CODE (B)</td>
<td>1</td>
<td>2, 3, 4, 5, 0</td>
<td>V</td>
</tr>
<tr>
<td>ESL-PROGRAM-TYPE-CODE (ESL)</td>
<td>1</td>
<td>2, 3, 0</td>
<td>W</td>
</tr>
<tr>
<td>SPECIAL-ED-INDICATOR-CODE (SE)</td>
<td>1</td>
<td>1, 0</td>
<td>X</td>
</tr>
<tr>
<td>GIFTED-TALENTED-INDICATOR-CODE (G/T)</td>
<td>1</td>
<td>1, 0</td>
<td>Y</td>
</tr>
<tr>
<td>AT-RISK-INDICATOR-CODE (AR)</td>
<td>1</td>
<td>1, 0</td>
<td>Z</td>
</tr>
<tr>
<td>CAREER-AND-TECHNICAL-ED-IND-CD (CT)</td>
<td>1</td>
<td>1, 2, 0</td>
<td>AA</td>
</tr>
<tr>
<td>LOCAL USE - Column A</td>
<td>4</td>
<td></td>
<td>AB</td>
</tr>
<tr>
<td>LOCAL USE - Column B</td>
<td>4</td>
<td></td>
<td>AC</td>
</tr>
<tr>
<td>LOCAL USE - Column C</td>
<td>4</td>
<td></td>
<td>AD</td>
</tr>
<tr>
<td>LOCAL USE - Column D</td>
<td>4</td>
<td></td>
<td>AE</td>
</tr>
<tr>
<td>LOCAL-STUDENT-ID</td>
<td>9</td>
<td></td>
<td>AF</td>
</tr>
<tr>
<td>YEARS IN U.S. SCHOOLS (TELPAS Only)</td>
<td>Leave blank</td>
<td>Leave blank</td>
<td>AG</td>
</tr>
<tr>
<td>PARENTAL DENIAL CODE</td>
<td></td>
<td>Leave blank</td>
<td>AH</td>
</tr>
<tr>
<td>END-OF-COURSE CODE</td>
<td></td>
<td>A1, E1, E2</td>
<td>A1</td>
</tr>
<tr>
<td>Column Header Fieldname</td>
<td>Field Length</td>
<td>Valid Values*</td>
<td>CSV File Column</td>
</tr>
<tr>
<td>------------------------------------------</td>
<td>--------------</td>
<td>---------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>READING TEST FORMAT</td>
<td>1</td>
<td>For Interim: O, o = Online; blank defaults to Online. For Summative: O, o = Online</td>
<td>AJ</td>
</tr>
<tr>
<td>MATHEMATICS TEST FORMAT</td>
<td>1</td>
<td>As above.</td>
<td>AK</td>
</tr>
<tr>
<td>SCIENCE TEST FORMAT</td>
<td>1</td>
<td>As above.</td>
<td>AL</td>
</tr>
<tr>
<td>SOCIAL STUDIES TEST FORMAT</td>
<td>1</td>
<td>As above.</td>
<td>AM</td>
</tr>
<tr>
<td>WRITING TEST FORMAT</td>
<td>1</td>
<td>As above.</td>
<td>AN</td>
</tr>
<tr>
<td>TEST FORMAT - EOC</td>
<td>Leave blank</td>
<td>Leave blank</td>
<td>AP</td>
</tr>
<tr>
<td>BLANK</td>
<td>Leave blank</td>
<td>Leave blank</td>
<td>AQ</td>
</tr>
<tr>
<td>ACTION-INDICATOR</td>
<td>Leave blank</td>
<td>Leave blank or M,m (Move) or D,d (Delete-unregister student).</td>
<td>AS</td>
</tr>
<tr>
<td>TEST CODE</td>
<td>Leave blank – all interim testing is online.</td>
<td>Leave blank – all interim testing is online.</td>
<td>AT</td>
</tr>
<tr>
<td>TELPAS CODE</td>
<td>Leave blank</td>
<td>Leave blank</td>
<td>AU</td>
</tr>
<tr>
<td>EOC TEST VERSION CODE</td>
<td>1-3</td>
<td>Any combination of R,r and T,t (no punctuation).</td>
<td>AW</td>
</tr>
<tr>
<td>ABOVE GRADE CODE</td>
<td>Leave blank.</td>
<td>Leave blank.</td>
<td>AX</td>
</tr>
<tr>
<td>UNSCHOOLED ASYLEE/REFUGEE CODE</td>
<td>Leave blank.</td>
<td>Leave blank.</td>
<td>AY</td>
</tr>
<tr>
<td>STUDENTS WITH INTERRUPTED FORMAL EDUCATION (SIFE) CODE</td>
<td>Leave blank.</td>
<td>Leave blank.</td>
<td>AZ</td>
</tr>
<tr>
<td>TEST ASSESSMENT TYPE</td>
<td>1</td>
<td>I, i = Interim or leave blank.</td>
<td>BA</td>
</tr>
<tr>
<td>TSDS UID</td>
<td>10</td>
<td>10 digits, 0-9 (temporary IDs may include a letter in the first position)</td>
<td>BB</td>
</tr>
<tr>
<td>READING ONLINE TEST GROUP NAME</td>
<td>Leave blank.</td>
<td>Leave blank.</td>
<td>BC</td>
</tr>
<tr>
<td>MATHEMATICS TEST VERSION CODE</td>
<td>1-3</td>
<td>Any combination of R,r and T,t (no punctuation).</td>
<td>BD</td>
</tr>
<tr>
<td>SCIENCE TEST VERSION CODE</td>
<td>Leave blank.</td>
<td>Leave blank.</td>
<td>BE</td>
</tr>
<tr>
<td>SOCIAL STUDIES TEST VERSION CODE</td>
<td>Leave blank.</td>
<td>Leave blank.</td>
<td>BF</td>
</tr>
<tr>
<td>HOME COUNTY/DISTRICT/CAMPUS CODE</td>
<td>Leave blank.</td>
<td>Leave blank.</td>
<td>BG</td>
</tr>
<tr>
<td>WRITING TEST VERSION CODE</td>
<td>1-3</td>
<td>Any combination of R,r and T,t (no punctuation).</td>
<td>BI</td>
</tr>
<tr>
<td>READING ONLINE TEST GROUP NAME</td>
<td>20</td>
<td></td>
<td>BJ</td>
</tr>
<tr>
<td>MATHEMATICS ONLINE TEST GROUP NAME</td>
<td>20</td>
<td></td>
<td>BK</td>
</tr>
<tr>
<td>SCIENCE ONLINE TEST GROUP NAME</td>
<td>Leave blank.</td>
<td>Leave blank.</td>
<td>BL</td>
</tr>
<tr>
<td>SOCIAL STUDIES ONLINE TEST GROUP NAME</td>
<td>Leave blank.</td>
<td>Leave blank.</td>
<td>BM</td>
</tr>
<tr>
<td>WRITING ONLINE TEST GROUP NAME</td>
<td>Leave blank.</td>
<td>Leave blank.</td>
<td>BN</td>
</tr>
<tr>
<td>Column Header Fieldname</td>
<td>Field Length</td>
<td>Valid Values*</td>
<td>CSV File Column</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>--------------</td>
<td>--------------------------------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>RETESTER INDICATOR-MA</td>
<td>Leave blank.</td>
<td>Leave blank.</td>
<td>BO</td>
</tr>
<tr>
<td>RETESTER INDICATOR-RE</td>
<td>Leave blank.</td>
<td>Leave blank.</td>
<td>BP</td>
</tr>
<tr>
<td>READING TEST LANGUAGE</td>
<td>1</td>
<td>&quot;E&quot; or &quot;e&quot; = English &quot;S&quot; or &quot;s&quot; = Spanish Defaults to English</td>
<td>BQ</td>
</tr>
<tr>
<td>MATHEMATICS TEST LANGUAGE</td>
<td>1</td>
<td>As above.</td>
<td>BR</td>
</tr>
<tr>
<td>SCIENCE TEST LANGUAGE</td>
<td>1</td>
<td>Leave blank.</td>
<td>BS</td>
</tr>
<tr>
<td>WRITING TEST LANGUAGE</td>
<td>1</td>
<td>Leave blank.</td>
<td>BT</td>
</tr>
<tr>
<td>INTERIM TEST OFF GRADE - READING</td>
<td>1</td>
<td>3, 4, 5, 6, 7, 8 (no commas or spaces)</td>
<td>BU</td>
</tr>
<tr>
<td>INTERIM TEST OFF GRADE - MATHEMATICS</td>
<td>1</td>
<td>As above.</td>
<td>BV</td>
</tr>
</tbody>
</table>

* For meanings of non-interim assessment field values, refer to the Student Data File Format for Student Registration and Precoding available online at https://www.texasassessment.com/administrators/technology/.
## Appendix B: Interim Data File Format - Revised 12/5/2018

The Interim Data File is a fixed-width data file. “Positions” in the file correspond to a data field (or blank spaces) as illustrated below.

<table>
<thead>
<tr>
<th>Field</th>
<th>Position</th>
<th>Length</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMINISTRATION</td>
<td>1-3</td>
<td>3</td>
<td>INT = Interim</td>
</tr>
</tbody>
</table>
| ADMINISTRATION DATE                           | 4-7      | 4      | OP01 = Opportunity 1  
OP02 = Opportunity 2                                                   |
| TEST DATE (MMDDYYYY)                          | 8-15     | 8      | Date student submitted test or last day of admin.                    |
| ESC REGION NUMBER                             | 16-17    | 2      | Home District Region Number. Usually 00 to 21.                       |
| COUNTY-DISTRICT-CAMPUS NUMBER                 | 18-26    | 9      |                                                                      |
| DISTRICT-NAME                                 | 27-41    | 15     |                                                                      |
| CAMPUS-NAME                                   | 42-56    | 15     |                                                                      |
| LAST-NAME                                     | 57-71    | 15     |                                                                      |
| FIRST-NAME                                    | 72-81    | 10     |                                                                      |
| MIDDLE INITIAL                                | 82-82    | 1      |                                                                      |
| STUDENT-ID                                    | 83-91    | 9      | As used for PEIMS                                                     |
| SEX-CODE                                      | 92-92    | 1      | M = Male  | F = Female                                                            |
| DATE-OF-BIRTH (MMDDYYYY)                      | 93-100   | 8      | MMDDYYYY                                                             |
| TSDS UID                                      | 101-110  | 10     |                                                                      |
| BLANK                                         | 111-150  | 40     |                                                                      |
| (DEMOGRAPHICS FIELDS)                         | 151-167  | 1      | Student Demographics Fields                                           |

### Other Student Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Position</th>
<th>Length</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCAL USE</td>
<td>168-171</td>
<td>4</td>
<td>Blank = No selection.</td>
</tr>
<tr>
<td>LOCAL-Student-ID</td>
<td>172-180</td>
<td>9</td>
<td>Optional, assigned by school district</td>
</tr>
<tr>
<td>ENROLLED GRADE</td>
<td>181-182</td>
<td>2</td>
<td>03, 04, 05, 06, 07, 08, 09, 10, 11, 12</td>
</tr>
</tbody>
</table>

### Accommodations Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Position</th>
<th>Length</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEXT-TO-SPEECH ACCOMMODATIONS</td>
<td>183-183</td>
<td>1</td>
<td>Text-To-Speech 1=Yes 0=No</td>
</tr>
<tr>
<td>CONTENT-LANGUAGE ACCOMMODATIONS</td>
<td>184-184</td>
<td>1</td>
<td>Content and Language Supports 1=Yes 0=No</td>
</tr>
</tbody>
</table>

### Test Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Position</th>
<th>Length</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ONLINE TEST GROUP NAME</td>
<td>185-204</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>BLANK</td>
<td>205-248</td>
<td>44</td>
<td></td>
</tr>
<tr>
<td>Field</td>
<td>Position</td>
<td>Length</td>
<td>Notes</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>----------</td>
<td>--------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>GRADE LEVEL TESTED</td>
<td>252-253</td>
<td>2</td>
<td>03, 04, 05, 06, 07, 08, A1, E1, E2; Blank for E1,E2 and A1.</td>
</tr>
<tr>
<td>BLANK</td>
<td>254-268</td>
<td>15</td>
<td></td>
</tr>
</tbody>
</table>

**Scores Information**

<p>| Total Scale Score                  | 269-272  | 4      |                                                                      |
| BLANK                              | 273-338  | 66     |                                                                      |
| ITEM STUDENT RESPONSES: Section 1 | 339-358  | 20     | The character in each field indicates the final student response to the corresponding reading item. |
| ITEM STUDENT RESPONSES: Section 21 HIGH | 359-378  | 20     | The student’s response to item 1 is in the first field, the student’s response to item 2 is in the second field, and so on. |
| ITEM STUDENT RESPONSES: Section 22 MEDIUM | 379-398  | 20     |                                                                      |
| ITEM STUDENT RESPONSES: Section 23 LOW | 399-418  | 20     |                                                                      |
| ITEM STUDENT RESPONSES: Section 24 - BLANK Y2 | 419-438  | 20     | For open ended grid-in items, the default is blank.                |
| ITEM STUDENT RESPONSES: Section 25 - BLANK Y2 | 439-458  | 20     | If the student skipped an item, it appears as a blank in the string. |
| BLANK                              | 459-758  | 300    |                                                                      |
| ITEM STUDENT SCORES: Section 1     | 759-778  | 20     | 0=Incorrect; 1=Correct; X=Not Answered; Blank accounts for filler space between actual length of panel and 20 (i.e., 12 item panel will have blanks from position 13-20 in the string). The character in each field indicates the right/wrong of the final student response to the corresponding reading item. |
| ITEM STUDENT SCORES: Section 21 HIGH | 779-798  | 20     |                                                                      |
| ITEM STUDENT SCORES: Section 22 MEDIUM | 799-818  | 20     |                                                                      |
| ITEM STUDENT SCORES: Section 23 LOW | 819-838  | 20     |                                                                      |
| ITEM STUDENT SCORES: Section 24 - BLANK Y2 | 839-858  | 20     |                                                                      |
| ITEM STUDENT ISCORES: Section 25 - BLANK Y2 | 859-878  | 20     |                                                                      |
| BLANK                              | 879-898  | 20     |                                                                      |
| PROBABILITY OF ACHIEVING APPROACHES GRADE LEVEL | 899-901  | 3      | Probability of achieving &quot;APPROACHES&quot; on the grade-level Summative test. BLANK: when the student did not finish a grade-level test 0-100 |
| PROBABILITY OF ACHIEVING MEETS GRADE LEVEL | 902-904  | 3      | Probability of achieving &quot;MEETS&quot; on the grade-level Summative test. BLANK: when the student did not finish a grade-level test 0-100 |
| PROBABILITY OF ACHIEVING MASTERS GRADE LEVEL | 905-907  | 3      | Probability of achieving &quot;MASTERS&quot; on the grade-level Summative test. BLANK: when the student did not finish a grade-level test 0-100 |
| Reporting Category 1: Raw Score or RAW SCORE REPORTING CATEGORY 1 | 908-909  | 2      | 0 to 99                                                              |
| Reporting Category 2: Raw Score or RAW SCORE REPORTING CATEGORY 2 | 910-911  | 2      | 0 to 99                                                              |
| Reporting Category 3: Raw Score or RAW SCORE REPORTING CATEGORY 3 | 912-913  | 2      | 0 to 99                                                              |</p>
<table>
<thead>
<tr>
<th>Field</th>
<th>Position</th>
<th>Length</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reporting Category 4: Raw Score or RAW SCORE</td>
<td>914-915</td>
<td>2</td>
<td>0 to 99</td>
</tr>
<tr>
<td>Reporting Category 5: Raw Score or RAW SCORE</td>
<td>916-917</td>
<td>2</td>
<td>0 to 99</td>
</tr>
<tr>
<td>Reporting Category 6: Raw Score or RAW SCORE</td>
<td>918-919</td>
<td>2</td>
<td>0 to 99</td>
</tr>
<tr>
<td>BLANK</td>
<td>920-958</td>
<td>39</td>
<td></td>
</tr>
<tr>
<td>REPORTING CATEGORY 1 STRENGTH/WEAKNESS INDICATOR or STRENGTH/NEEDS IMPROVEMENT REPORTING CATEGORY 1</td>
<td>959-959</td>
<td>1</td>
<td>BLANK = the student did not finish a grade-level test.</td>
</tr>
<tr>
<td>REPORTING CATEGORY 2 STRENGTH/WEAKNESS INDICATOR or STRENGTH/NEEDS IMPROVEMENT REPORTING CATEGORY 2</td>
<td>960-960</td>
<td>1</td>
<td>3 = the student is relatively strong in this reporting category.</td>
</tr>
<tr>
<td>REPORTING CATEGORY 3 STRENGTH/WEAKNESS INDICATOR or STRENGTH/NEEDS IMPROVEMENT REPORTING CATEGORY 3</td>
<td>961-961</td>
<td>1</td>
<td>2 = this reporting category is not a relative strength or weakness for the student.</td>
</tr>
<tr>
<td>REPORTING CATEGORY 4 STRENGTH/WEAKNESS INDICATOR or STRENGTH/NEEDS IMPROVEMENT REPORTING CATEGORY 4</td>
<td>962-962</td>
<td>1</td>
<td>1 = the student is relatively weak in this reporting category.</td>
</tr>
<tr>
<td>REPORTING CATEGORY 5 STRENGTH/WEAKNESS INDICATOR or STRENGTH/NEEDS IMPROVEMENT REPORTING CATEGORY 5</td>
<td>963-963</td>
<td>1</td>
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</tr>
<tr>
<td>REPORTING CATEGORY 6 STRENGTH/WEAKNESS INDICATOR or STRENGTH/NEEDS IMPROVEMENT REPORTING CATEGORY 6</td>
<td>964-964</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>BLANK</td>
<td>965-999</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td>END OF RECORD</td>
<td>1000-1000</td>
<td>1</td>
<td>Default to &quot;.&quot;</td>
</tr>
</tbody>
</table>
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