DataDirector™ Exam Reports

Logging in

- Go to the DataDirector website: http://www.achievedata.com/aps
- Enter your user name: APS Employee ID Number and password: TCHTEST2. Please note that passwords are case sensitive.
- Click Login
- You may need to select the site and level of access available:
  - Select site - district administrators will need to choose Albuquerque Public Schools to view district level information or choose a particular school to view school level data.
  - All students - school administrators can choose this option to view data on all students within the school
  - My students - selects students rostered to you
Navigating DataDirector

- Use the *my information* link to update your personal information and to change your password
- Use the *DataDirector Help* link to view printable help documents from DataDirector
- The welcome screen provides a rostering update in the center of the screen. Eight tabs run along the top of the screen for navigating the system.

**Assessments**
Contains assessment data. Assessments are any district or teacher-created assessments that contain a cumulative score (i.e. DIBELS, IDEL). Data from Exams is also exported to this tab to make it available for custom reporting purposes.

**Exams**
Contains exam data. Exams are any district or teacher-created assessments that contain item by item data (i.e. district benchmark assessments, unit tests, etc.). All exam data is automatically exported to the Assessments tab so that it is available for reporting purposes.

**Reports**
Contains links to pre-built, custom, and shared reports.

**Standards**
Contains New Mexico state standards to which benchmark assessments are aligned.

**Communication**
Allows the user to search the database for other users (administrators, teachers).

**Students**
Allows the user to search for students in the database.

**Programs**
Allows user to make customized groupings of students for tutoring programs, after school programs, resource programs, counseling groups, etc.

**Data**
Contains student demographic data including parent name and contact information.
Accessing Pre-Built Reports - The Reports Tab

- Click the Reports tab and scroll down to Pre-Built Reports. Select DIBELS Reports to view DIBELS data or select Exam Reports to view district benchmark assessment data.

### Pre-Built Reports (view all)

<table>
<thead>
<tr>
<th>Title</th>
<th>Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIBELS Report BETA</td>
<td>Charts and Reports based on DIBELS assessment data</td>
</tr>
<tr>
<td>Exam Reports</td>
<td>District, school, classroom, and student level item analysis and standard-based reports</td>
</tr>
<tr>
<td>Student Profile Report</td>
<td>In-depth, academic and demographic profile of an individual student. It includes a robust, graphic PDF of state and local data, schedule information, transcript records and more</td>
</tr>
</tbody>
</table>

- Make the desired selections. Note: users with school level access will need to make a selection in the teacher field. Teachers are only allowed to view students rostered to them.

- Accessing pre-built reports from the Reports tab allows the user to enable demographic filters. Run reports by ethnicity, ELL status, socio-economic status, or special education status.

### Exam Report

**School**
- Bragg Middle School

**Student Population/roster year**
- 2008 - 2009

**Teachers**
- All Teachers

**Demographic Filters**
- Language Fluency
  - None
  - EL
  - IFEP
  - RFEP
- Ethnicity
  - None
  - African American or Black
  - African American or Alaskan Native
  - Asian Indian
  - Cambodian
- Socio Economic
  - Is Socio
  - Is Not Socio
- Special Ed
  - Is Special Ed
  - Is Not Special Ed
- GATE
  - Is GATE
  - Is Not GATE

**Course**
- The number in parentheses indicates the course ID

**All Courses**
- Alg PE (30294)
- Algebra I (30131)
- Algebra I (GATE) (30130)
- Annual (30225)
- Art (30228)

**Report**
- Select Report

**Exams**
- Select an Exam

**Display**
- By Administration
- By Rostering
Accessing Pre-Built Reports - The Exams Tab

- Click the Exams tab.
- Use the filtering options to narrow down the list of exam selections.

## Exams List

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Academic Year</th>
<th>Grade</th>
<th>Scope</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Language Arts</td>
<td>2008-2009</td>
<td></td>
<td>District</td>
</tr>
<tr>
<td>Mathematics</td>
<td></td>
<td></td>
<td>District</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1</td>
<td>District Benchmark</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>5</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>6</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>7</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>8</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>9</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>10</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>11</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

Filter: Show all ▼ List All  Search by Exam ID: [ ] Submit

- Click on the name of the desired exam.
Exam Information

- Click on the desired report.

## Reports
- District Exam Report
- School Exam Report
- Classroom Exam Report
- Classroom Exam Report (Response Matrix)
- Classroom Performance Summary Report
- Student Exam Report (Complete)*
- Student Exam Report (Abbreviated)*
- Student Exam Responses*
- Parent Letter*
- Spanish Parent Letter*
- Exam Student Feedback*

'These reports are not intended for exams with large result sets.

## Grading Summaries and Statistical Analysis
- Data Entry Status Report
- Test Statistics
- Respondent Statistics
- Frequency Distribution
- Item Statistics
- Item Analysis
- All Statistics Reports (Excel download)

## Exam Information

- Total Number of Students Tested: 127

<table>
<thead>
<tr>
<th>Scores</th>
<th>Max</th>
<th>Min</th>
<th>Median</th>
<th>Mean</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>87.24</td>
<td>21.28</td>
<td>51.06</td>
<td>51.46</td>
</tr>
</tbody>
</table>

## Exam Summary

<table>
<thead>
<tr>
<th>Status</th>
<th>Edit</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>✔</td>
<td></td>
<td>ID: 312</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Title: 2008-09 Grade 5 APS Mathematics Survey Test, Form 1</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Description: MathN51038APS</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Exam Date: Sep 21st, 2008</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Subject Area: Mathematics</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Grade Levels: 5</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Scope: District</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Defined performance bands:</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Beginning Steps: 0 - 40.99%</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Nearing Proficient: 41 - 60.99%</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Proficient: 61 - 80.99%</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Advanced: 81 - 100%</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Exam contains 47 questions.</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>No stranded records What is this?</td>
</tr>
<tr>
<td>✔</td>
<td></td>
<td>Answer key exists.</td>
</tr>
</tbody>
</table>

DataDirector Exam Reports