# **IMPORTANT REPORTING LINKS FOR DTCs**

COGNIA HELP & SUPPORT PAGE https://newmexico.onlinehelp.cognia.org/

### FOR REPORTING RESOURCES

- NM-ASR & NM-MSSA REPORTING RESOURCES
  <a href="https://newmexico.onlinehelp.cognia.org/reporting-resources/">https://newmexico.onlinehelp.cognia.org/reporting-resources/</a>
  - o Data Interaction URL Link: <u>https://newmexico.cognia.org/</u>
  - Family Portal URL Link: <u>https://nmparentportal.emetric.net/</u>
  - **Family Portal Resources:** <u>https://newmexico.onlinehelp.cognia.org/family-portal-resources/</u>
- CBT GUIDES
  - All CBT Guides Link: <u>https://newmexico.onlinehelp.cognia.org/cbt-guides/</u>
  - NMPED Assessments Data Interaction User Reporting Guide 2022-2023 URL Link: <u>https://newmexico.onlinehelp.cognia.org/wp-</u> <u>content/uploads/sites/10/2022/09/NMPED-Assessments-Reporting-User-</u> <u>Guide-2022-2023v1.4.pdf</u>

#### • TRAINING TAB

https://newmexico.onlinehelp.cognia.org/training/

• SHORT VIDEO TUTORIALS

https://newmexico.onlinehelp.cognia.org/cbt-tutorials/



## STEPS FOR ACCESSING REPORTS IN DATA INTERACTION (DI)

- 1. Go to the following link: <u>https://newmexico.cognia.org/</u>
- 2. You will see the Login page as shown below
  - Click on the "Log in" button



**3.** Next, enter your Username and Password and click on the "Sign In" button as shown below.



New Mexico Public Education Department Assessments Portal

Username	
Password	Forgot Password?

#### 4. Once you are logged in, you will see your homepage as follows.



5. Click on the "Reporting" icon.



View summary and individual student results by test and content standards.

6. Agree to the FERPA Data Privacy statement by clicking on the "Agree" button.



7. That will take you to the following Data Interaction site homepage.

NEW	Conline Reporting by				Shared Reports	Download Center	() Help 🗹	Saved Reports
- Back to New M	lexico Portal							
Program:	IMSSA	•			Last Name	•	Please	enter at least
Report:	imssa	-						
Admin:	Formative Assessment							
	MSSA/ASR	20-202	1					
Grade:	College Board - SAT	e 05	Grade 06	Grade 07	Grade 08			
Window:	MSSA (2020-2021)							
Organizatio	on							
Q Sear	ch within New Mexico State							
New Mex	kico State							
Alamo	ogordo Public Schools-046			~				

8. Once logged in, please refer to the <u>New Mexico Public Education</u> <u>Department Assessments Data Interaction Reporting User Guide 2022-</u> <u>2023</u> available in the Cognia Help & Support page for more details about generating reports.