



New Mexico Public Education Department Assessments

DATA INTERACTION REPORTING USER GUIDE



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Version Control

Version	Date	Author	Change Description
1.0	7/2/2024	eMetric	Created support documentation per 2024-2025 requirements discussion with Cognia and NM PED.

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INTRODUCTION

New Mexico Student Assessments reports are provided by the Data Interaction reporting platform. Users have the ability to search for, view, and analyze student records and results for New Mexico Summative, Interim and Formative assessments.

For more information on Formative Assessments, please refer to the [New Mexico Public Education Department Assessments Help & Support page](#).

Users can use the search feature to find records for an individual student or look at all students within a school or district on a roster report. The data tools provided in Data Interaction allows a user to review common analytics such as summary statistics, distribution frequencies, cross-tabs, and scatterplots.

In addition to the student level results displayed in the roster and individual student reports, summary level information will be provided. In the summary reports, users will have the ability to disaggregate results and view statistics in graphical views.

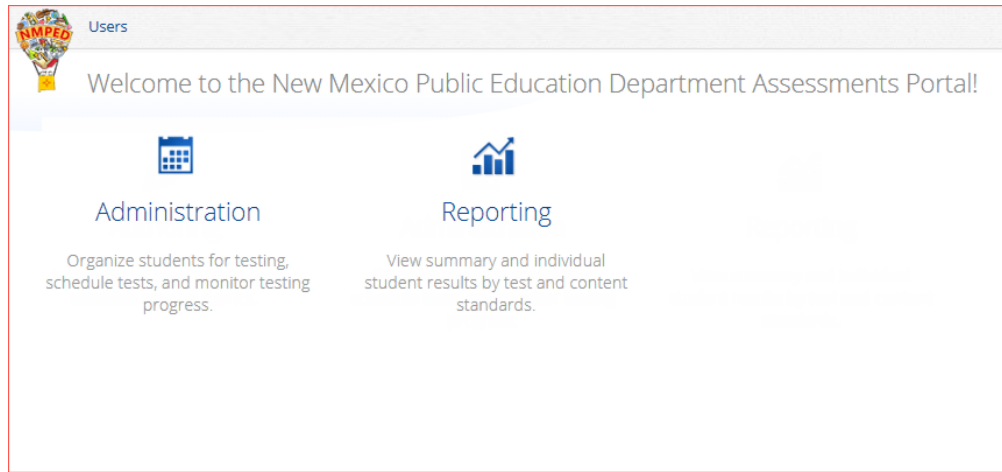
TECHNICAL SUPPORT

If you experience any difficulty, contact Cognia Technical Support at nmtechsupport@cognia.org or (877) 676-6722.

For technical questions about the installation of the kiosk	<p>Cognia Technical Support Toll free: 1 (877) 676-6722 Email: nmtechsupport@cognia.org</p>
For questions about the test administration, reporting or other technical information	<p>Cognia Help Desk Toll free: 1 (877) 676-6722 Email: nmtechsupport@cognia.org</p>
For questions or information regarding New Mexico Public Education Department Assessments policy and testing procedures	<p>New Mexico Public Education Department Phone: (505) 827-5861 Email: ped.assessment@ped.nm.gov Website: https://webnew.ped.state.nm.us</p>

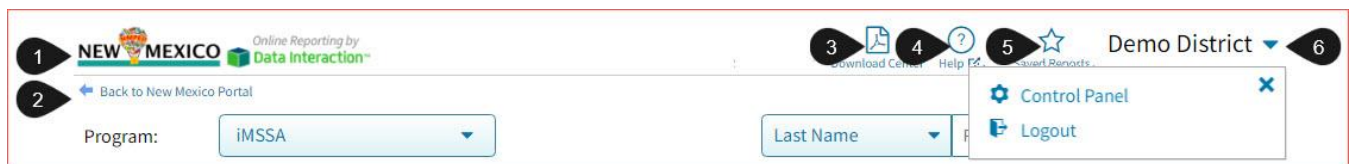
ACCESSING REPORTING

The Reporting component can be accessed in the **New Mexico Public Education Department Assessments Portal**.




Access to Reporting is granted based on your assigned role and organization(s). Refer to the Roles & Responsibilities table in the *Portal User Guide*, which is available on the [New Mexico Public Education Department Assessments Help & Support page](#).

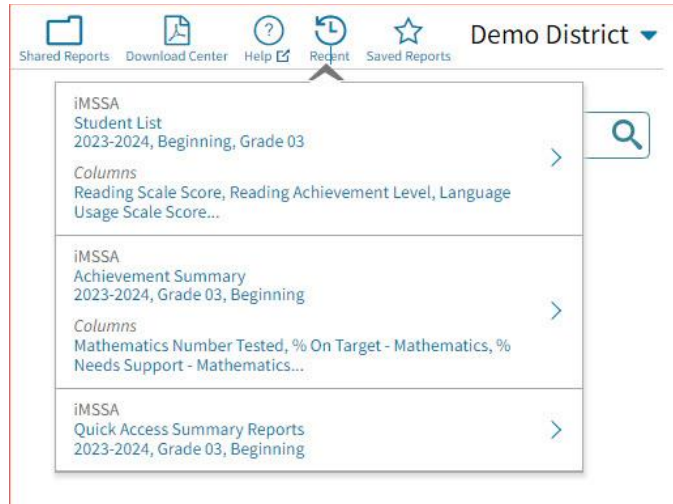
HIGH LEVEL NAVIGATION OPTIONS



1. The New Mexico Public Education Department icon serves as a Home link. This link will redirect you to the reporting home page.
2. The Back to Portal link will redirect you back to the New Mexico Public Education Department Assessments Portal home page.
3. Download Center: This button will open the Download Center, containing any queued PDFs requested.
4. Help: This button will open a new window containing the New Mexico Public Education Department Assessments Reporting User Guide.
5. Saved Reports: This button will open the Saved Reports menu.
6. User Dropdown Menu: This button will provide access to the logout link.


RECENT REPORTS

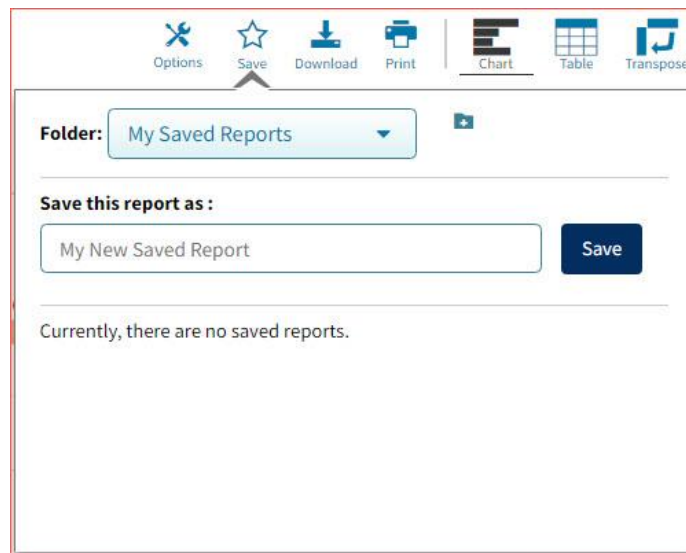
Click on the **Recent** icon  in the top right corner of the Reporting home page to view a list of recently viewed reports. You can select a recent report to jump to the view as described. The program, report title, and list of the columns last viewed will display.




Note: Recent reports are temporarily saved based on the program and report type. For example, if you view a Student List report for Grade 3 and then later view a Student List report for Grade 4, when you click on Recent Reports you will see only the most recent version of the Student List report, in this case the Grade 4 Student List report. When you change the criteria (grade) on a report type, it will overwrite the previous report.

SAVED REPORTS

You can save your Report by clicking on the **Save** icon  in the top right corner of the report. To save a report, first select a folder or add a new folder. Then, name the report and click **Save**. Clicking outside the box or on the save icon will close the window and cancel the save action.

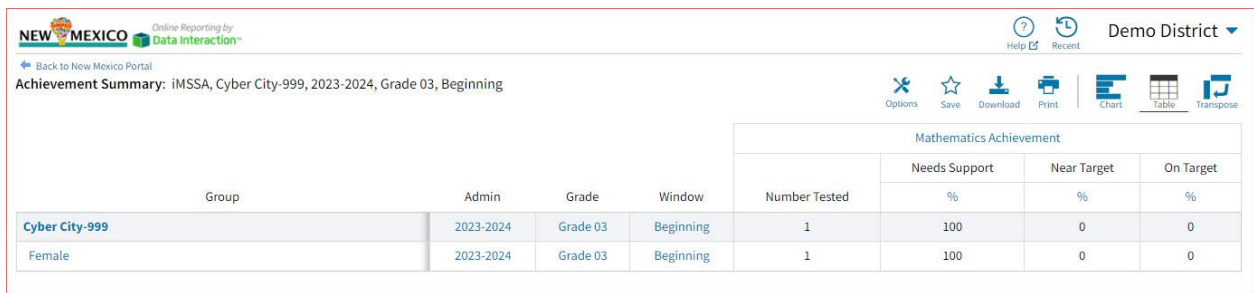


Once the report has been saved, it can be retrieved from any device if you are logged in to the portal with the same credentials. To retrieve a saved report, click on the **Saved Reports** icon button in the top right section of the page. You will see a list of saved report names; click on the report name and the desired report will open.

Note: You are also able to delete reports from the same window by clicking on the trash can icon  .

SHARED REPORTS

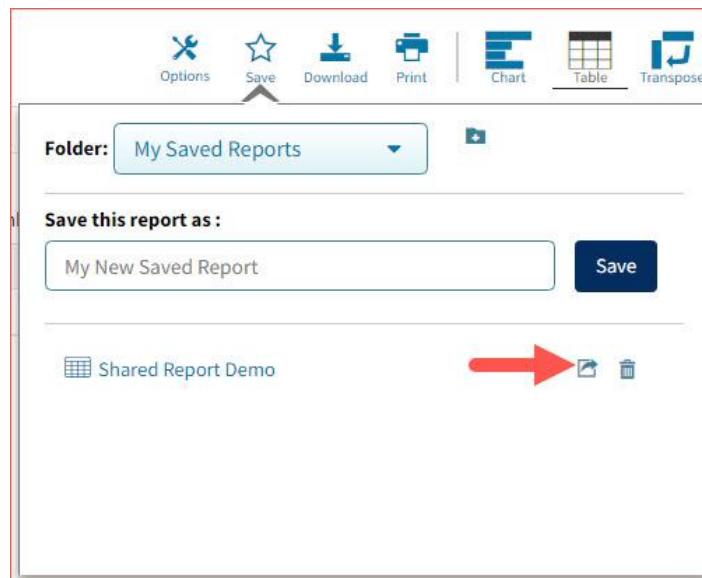
Reports can be shared with users within the organization(s) to which you have access. To share a report, navigate to any report and customize it as desired, for example, you can add scores and/or fields and disaggregate a Summary Report, as shown in the example below:



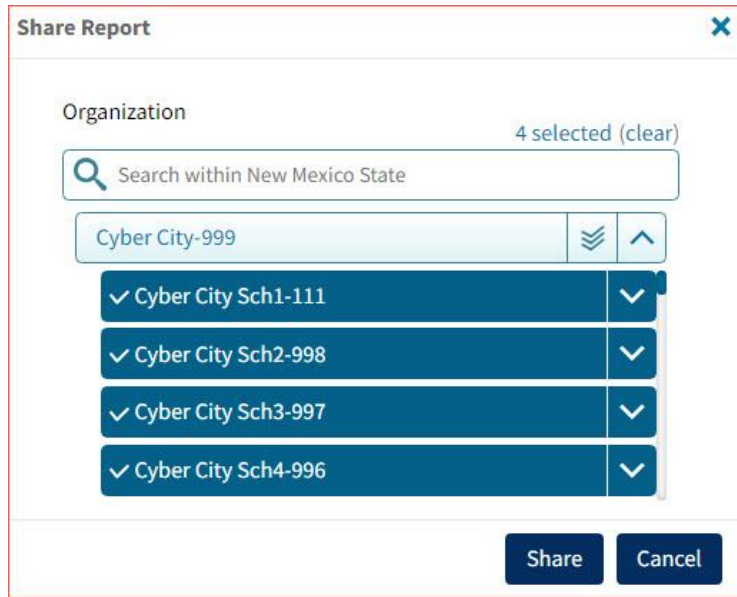
The screenshot shows a report titled "Achievement Summary: IMSSA, Cyber City-999, 2023-2024, Grade 03, Beginning". It features a table for "Mathematics Achievement" with columns for Group, Admin, Grade, Window, Number Tested, Needs Support, Near Target, and On Target. The data is as follows:

Group	Admin	Grade	Window	Number Tested	Mathematics Achievement		
					Needs Support	Near Target	On Target
					%	%	%
Cyber City-999	2023-2024	Grade 03	Beginning	1	100	0	0
Female	2023-2024	Grade 03	Beginning	1	100	0	0

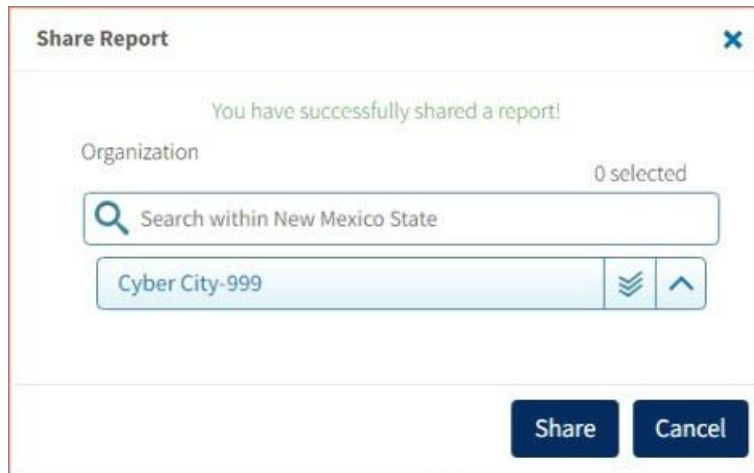
Save the report as described in the section above. From the **Saved Reports** window, click on the **share icon**.



A window will open showing organizations with whom you can share the saved report. Choose any or all **organizations** with whom you want to share the report and click **Share**.




Note: A success message will display once a report has been shared

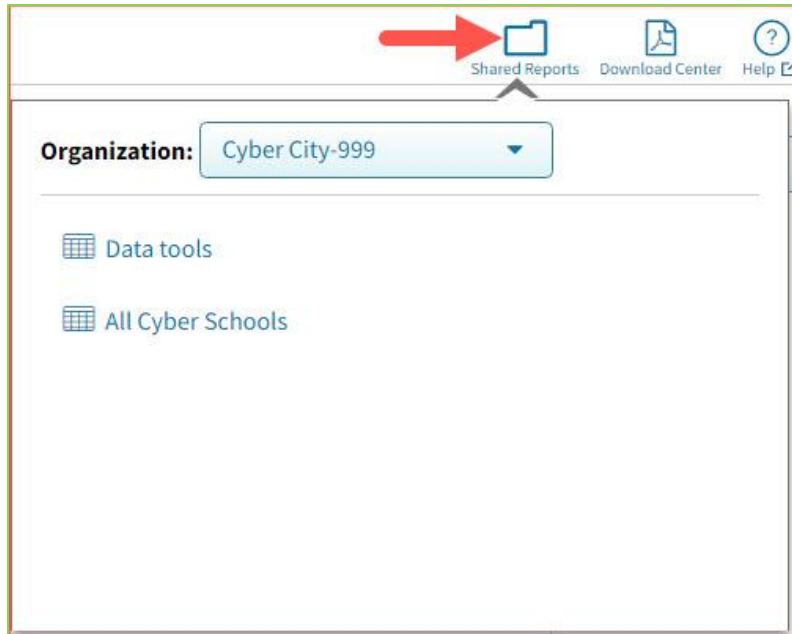


ACCESSING SHARED REPORTS


Once the report has been shared, users within the organizations you shared with will be able to access the report.

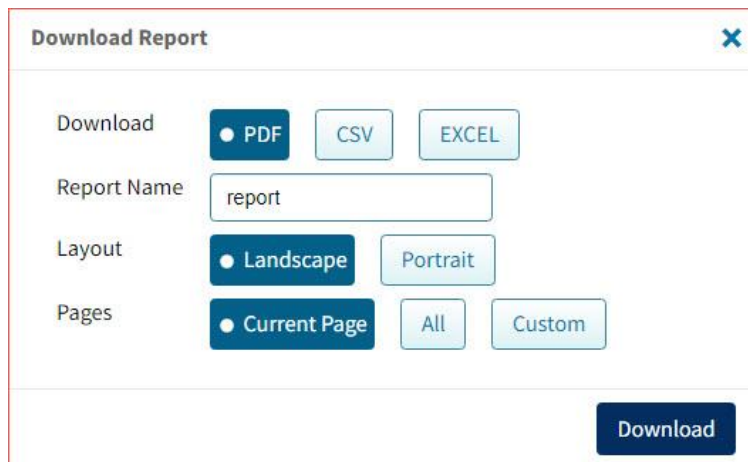
Once a user logs in, they can access reports shared with their organization(s) by clicking on the Shared

Reports icon  in the upper right-hand corner of the header. Upon clicking, a box will open that provides a list of reports that have been shared with the user's organization(s). The desired report may be retrieved by clicking on the report name.




DOWNLOAD REPORTS

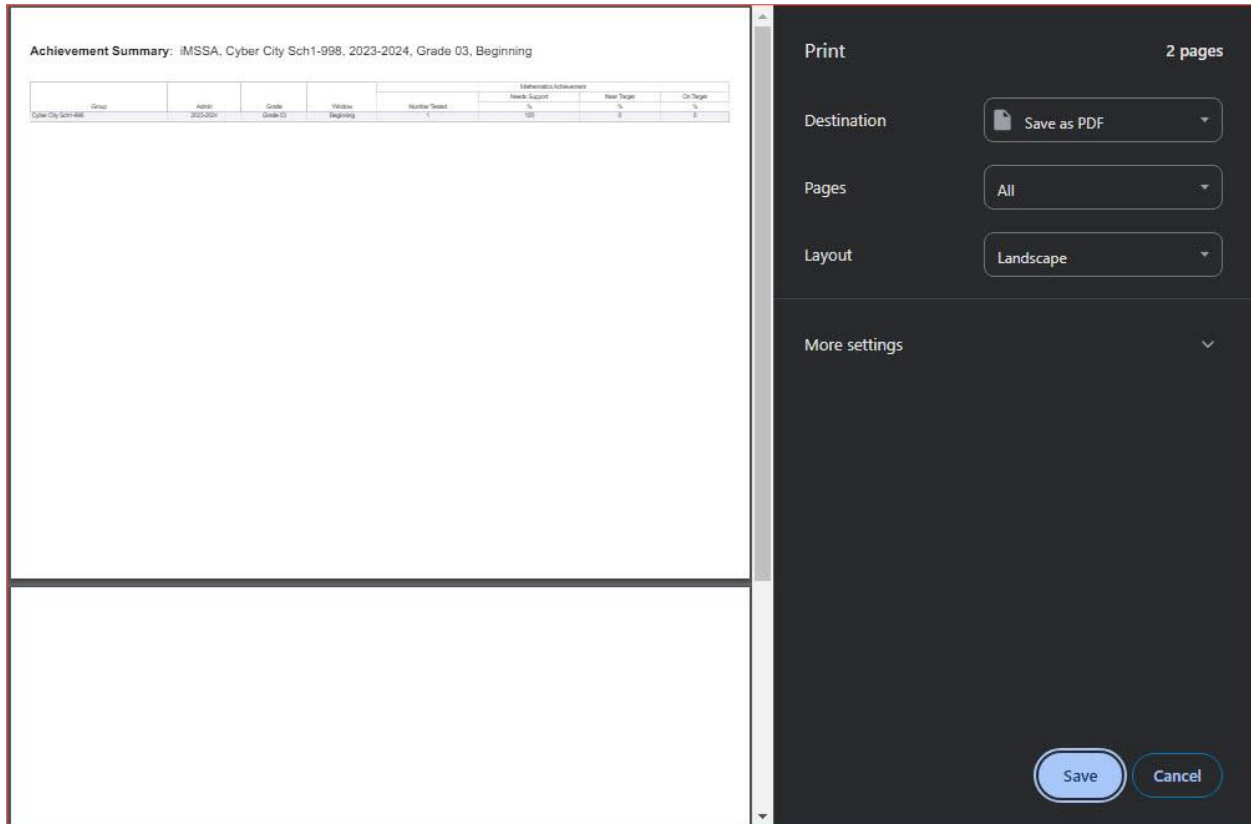
To download a report, click on the **Download** icon  at the top of the report. A pop-up box will appear allowing you to select between three formats (PDF, CSV, or Excel), type your Report Name, select your Layout, and choose which pages to appear. Once your selections are made, click the Download button.



PRINT REPORTS



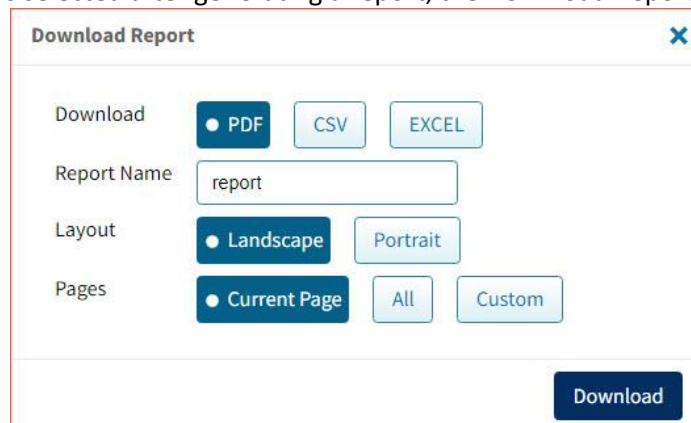
To print a report, click on the **Print** icon  at the top of the report. The print dialog screen will appear based on your browser.



Report information will be printed as displayed in the print preview. If a large number of columns are selected, the printed report may be difficult to read. If so, reduce the number of columns in the report.

DOWNLOAD CENTER

Queued PDF is a feature that allows the user to download several PDFs at a single time. When the download report icon is selected after generating a report, the Download Report box will appear.





When downloaded, if the number of records is greater than 200 for a Roster report, or greater than 100 for Individual Student Reports, you will receive a message like the one below.

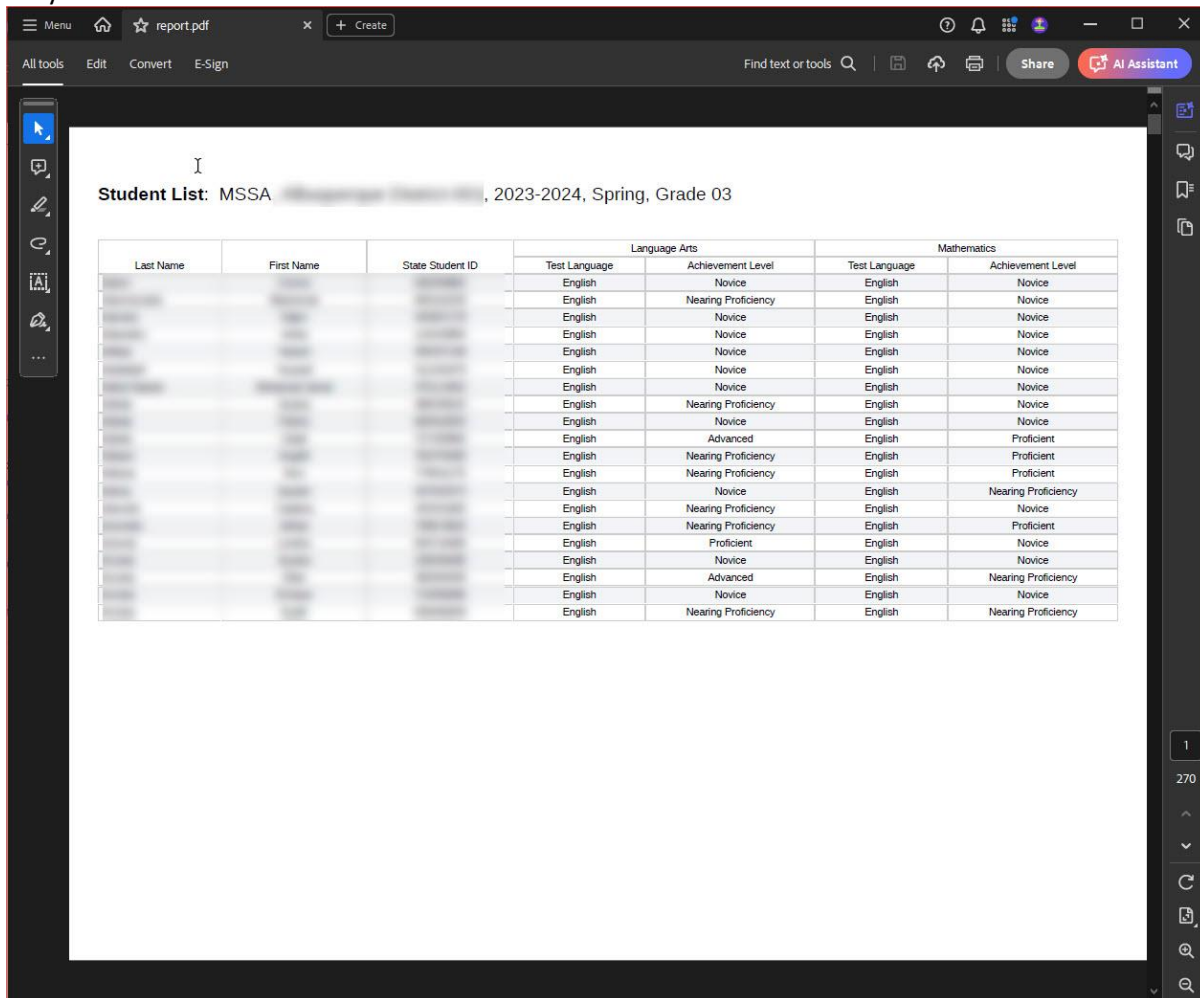


CREATED BY ME

To access the report, click on the Download Center  button in the upper right corner of the portal home page to navigate to the **Download Center**. The **Created By Me** table will appear.

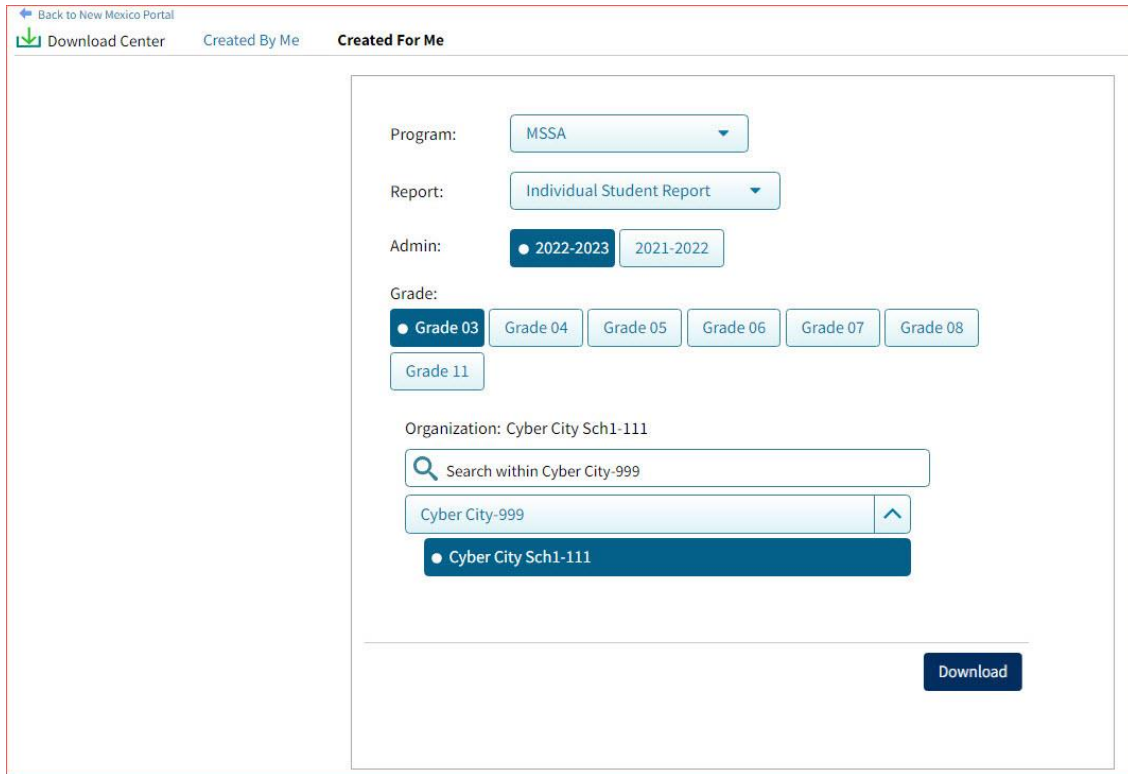
Download	Report Name	Status	Date	Pages
	report	Ready	07/02/2024 21:25:46	270

Click the pdf button  to download the generated PDFs to your computer. Open the downloaded file to view your PDFs.



CREATED FOR ME

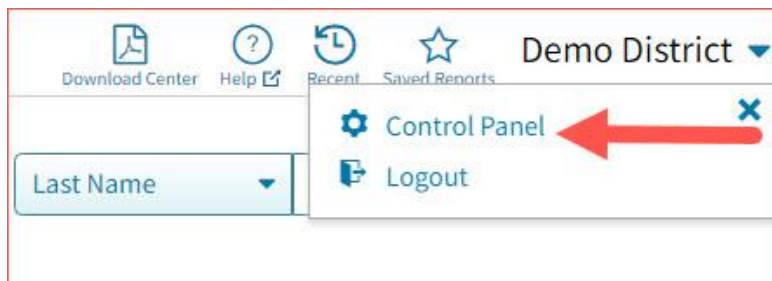
In the **Download Center**, the **Created For Me** tab will provide ISR PDFs available to download at the school level for all students. To access, click the **Created For Me** tab in the **Download Center** and the following report table will appear.



After selecting your report parameters, click on **Download**. A message will appear indicating that the download will begin automatically, and the report will be downloaded to your computer. Open the downloaded file to view the PDFs.

CONTROL PANEL

The **Control Panel** provides access to Data Interaction user activity reports. These reports allow users to see who at their organization has been accessing online reporting and the number and types of reports they are viewing for a given time period. To navigate to the **Control Panel**, select the user drop-down in the top right corner of the page and click **Control Panel**.



USER ACTIVITY

View user activity by clicking on the **User Activity** link. By default, user activity for the previous 7 days will be shown. User activity details include username, IP address, time stamp, and module visited.

Username	IP Address	Time Stamp	Module
DTC CyberCity	20.253.240.130	07/02/24 5:08:10 PM	User Activity
DTC CyberCity	20.253.240.130	07/02/24 5:08:09 PM	User Activity Summary
DTC CyberCity	20.245.118.134	07/02/24 5:07:58 PM	User Activity
DTC CyberCity	20.245.118.134	07/02/24 5:07:53 PM	Main Page
DTC CyberCity	20.245.118.134	07/02/24 5:07:45 PM	Other
DTC CyberCity	20.245.118.134	07/02/24 5:07:45 PM	Main Page
DTC CyberCity	20.245.118.134	07/02/24 5:07:45 PM	Login Page
DTC CyberCity	20.245.118.134	07/02/24 4:23:37 PM	Logout
DTC CyberCity	20.245.118.134	07/02/24 4:23:32 PM	Download Center
DTC CyberCity	20.245.118.134	07/02/24 4:23:29 PM	Download Center
DTC CyberCity	20.245.118.134	07/02/24 4:23:29 PM	Download Center
DTC CyberCity	20.245.118.134	07/02/24 4:23:28 PM	Main Page
DTC CyberCity	20.245.118.134	07/02/24 4:20:11 PM	iMSSA, Achievement Summary
DTC CyberCity	20.245.118.134	07/02/24 4:20:08 PM	iMSSA, Achievement Summary
DTC CyberCity	20.253.240.130	07/02/24 4:13:41 PM	Main Page
DTC CyberCity	20.253.240.130	07/02/24 4:13:40 PM	Other
DTC CyberCity	20.253.240.130	07/02/24 4:13:40 PM	Main Page
DTC CyberCity	20.253.240.130	07/02/24 4:13:40 PM	Login Page
DTC CyberCity	20.253.240.130	07/02/24 12:53:57 PM	Logout
DTC CyberCity	20.253.240.130	07/02/24 12:53:36 PM	Main Page

To view user activity details for a different period of time, click on the drop-down menu and make a different time window selection.

USER ACTIVITY (SUMMARY)

The **User Activity (Summary)** report shows summary-level data for user activity within the reporting component. There are four tabs within the report: Summary, By User, By Report, and By Organization.

Summary

The Summary tab shows three metrics:

- **# of Unique Logins:** The number of unique users that logged in for the given time period. A single user that logs in multiple times in one day will be counted once.
- **# of Total Logins:** The number of total logins for a given time period. A single user that logs in five times in one day will be counted five times.
- **# of Reports Accessed:** The total number of reports that were accessed for a given time period.

Additionally, users are able to select one of four displays for each metric: Daily, Weekly, Monthly, and Yearly. Daily and Weekly metrics will be shown as a bar graph while Monthly and Yearly will be shown in a table. Users can mouse hover on the bars within the Daily and Weekly view to see exact numbers.



By User

The **By User** tab allows users to see summary statistics for site usage by user. The information shown can be filtered by date range or username. The following pieces of information can be seen in this tab:

- User: Username
- Home Orgs: a list of orgs that the user belongs to
- Role: the level of user access
- Login Page: the number of times a user logged in
- Report Page: the number of reports a user generated
- Main Page: the number of times a user navigated to the home page (excluding initial login)
- Other: the number of times a user accessed a page other than the three previously mentioned pages.

User Activity (Summary)

Summary **By User** By Report By Organization

Page Views

From: To:

Username	Home Orgs	Role	Login Page	Report Page	Main Page	Other
DTC CyberCity	Cyber City-999	Admin	2	2	5	7
PT Teacher	Cyber City Sch1-998, Cyber City Sch2-997	Teacher	0	1	2	4

Page 1 of 1
Displaying 1-2 of 2

Jump to:

By Report

The **By Report** tab gives users insight into which reports are most commonly created at their organization(s). The information in this table can be filtered by program, report, and date range. This view shows four pieces of information:

- Program: the test the report was being generated for
- Report: the generic name of the report being generated
- Report Type: the type of report being generated (e.g., roster, summary, etc.)
- Count: the number of times this report was generated

User Activity (Summary)

Summary By User **By Report** By Organization

Program: Any Report: Any From: 06/18/2024 To: 07/02/2024

Disaggregate by Page Views

Program	Report	Report Type	Count
iMSSA	Achievement Summary	summary	2
Formative Assessment	Student List	roster	1

Page 1 of 1
Displaying 1-2 of 2

Jump to: 1 Go

Users also have the option to select the **Disaggregate by Page Views** checkbox to add the report views that the user was accessing, such as chart view versus table view.

By Organization

The **By Organization** tab allows users to view usage statistics based on the organization that the user belongs to. The data in this table can be filtered by view, date range, and org type. This view shows four pieces of information:

- Organization
- Type: the org-level of the organization (state, district, or school)
- View (Login, Report, Main, Other): the number of times that organization accessed the selected page.
- Bar Visual: a visual representation of the data provided in the View column.

User Activity (Summary)

Summary By User By Report **By Organization**

View: Total Login From: 06/18/2024 To: 07/02/2024 Type: All

Organization	Type	Login
Cyber City-999	District	2

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Displaying 1-1 of 1

Jump to: 1 Go

SUMMATIVE ASSESSMENTS (MSSA)

There are two Summative Assessments available in the New Mexico Public Education Department Assessments Portal, MSSA and ASR:

The New Mexico Measures of Student Success and Achievement (NM-MSSA) is the summative assessment in mathematics and English Language Arts (ELA) for students in grades 3-8 aligned to the New Mexico Common Core State Standards (NMCCSS) for math and language arts. The assessment measures a student’s grade level proficiency toward college and/or career readiness.

The New Mexico Assessment of Science Readiness (NM-ASR) is the summative assessment in Science for students in grades 5, 8 and 11 aligned to the New Mexico STEM Ready! Science Standards. The assessment is designed to measure whether students are on track to be ready for college or career.

The final MSSA results for the Spring 2024 Assessment are now available under the MSSA program. The historical results for the ASR program are located under the MSSA program for years prior to Spring 2024.

SUMMATIVE ASSESSMENT (MSSA) REPORTS

There are six types of reports available from the Reporting home page for Summative Assessments: Achievement Summary (Achievement Summary – Spanish also available), Student List Report, Data Tools, Item Analysis Report, All Grades Student List and Student Search.

The **Achievement Summary** report provides school and district group achievement data in a table or graphical format and allows customization using various summary statistics.

The screenshot shows the 'Achievement Summary' report for 'MSSA, Cyber City-999, 2023-2024, Spring, Grade 03'. The table displays performance metrics for Language Arts and Mathematics across different proficiency levels: Novice, Nearing Proficiency, Proficient, and Advanced. The data is as follows:

Group	Admin	Grade	Language Arts				Mathematics					
			Number Tested	Novice %	Nearing Proficiency %	Proficient %	Advanced %	Number Tested	Novice %	Nearing Proficiency %	Proficient %	Advanced %
Cyber City-999	2023-2024	Grade 03	22	23	32	23	23	22	32	50	18	0

The **Student List** report provides dynamic access to assessment results and demographic information for multiple students under your current organization. Interactive tools allow users to further explore the data.

NEW MEXICO Online Reporting by Data Interaction Demo District

Back to New Mexico Portal Student List: MSSA, Cyber City-999, 2023-2024, Spring, Grade 03

Last Name	First Name	State Student ID	Language Arts			Mathematics		
			Test Language	Scale Score	Achievement Level	Test Language	Scale Score	Achievement Level
			English	361	Proficient	English	352	Nearing Proficiency
			English	340	Nearing Proficiency	English	352	Nearing Proficiency
			English	319	Novice	English	300	Novice
			English	348	Nearing Proficiency	English	335	Novice
			English	350	Nearing Proficiency	English	355	Nearing Proficiency
			English	369	Proficient	English	368	Proficient
			English	310	Novice	English	300	Novice

Through the **Student List** report, users can access an **Individual Student Report** that provides individual results for each student.

Back to New Mexico Portal Individual Report : MSSA, Cyber City-999, 2023-2024, Spring, Grade 03

Student 001, Demo

State Student ID: 123456789 District Name: Cyber City 999 School Name: Cyber City Sch2-997
 Date of Birth: 12/14/2014 Student Grade: Grade 03

Language Arts Detailed Results	Test Language	Scale Score	Achievement Level	Lexile	Points Earned	Points Possible	Performance Indicator
Language Arts	English	361	Proficient	695L			
Reading		356					
Writing		368					
Text Type - Literary Text					10	15	At/Near
Text Type - Informational Text					3	8	Below
Reading Strategy - Comprehension					8	12	At/Near
Reading Strategy - Analysis and Interpretation					5	11	At/Near
Writing Analysis and Language Conventions					10	14	Above

Mathematics Detailed Results	Test Language	Scale Score	Achievement Level	Quantile	Points Earned	Points Possible	Performance Indicator
Mathematics	English	352	Nearing Proficiency	540Q			
Operations and Algebraic Thinking					11	18	At/Near
Number & Operations in Base Ten/Number & Operations - Fractions					9	13	At/Near
Measurement & Data/Geometry					1	14	Below
Problem Solving/Reasoning & Argument					13	21	At/Near
Modeling/Structure & Repeated Reasoning					4	15	Below

Data Tools provides the ability to create summary statistics, frequency distributions, cross-tab, and scatter plots. These tools are also available within specific reports by clicking on column headers.



The **Item Analysis Report** provides users with information about all items included in the selected MSSA/ASR assessments. This information will include item grade, content area, form number, reporting category, item type, point value, difficulty order, achievement level, mean scores in school, district and state, standard and item description.

NEW MEXICO Online Reporting by Data Interaction

Back to New Mexico Portal

Item Analysis Report: MSSA, Cyber City Sch2-997, 2023-2024, Grade 03

Grade	Subject	Form	Language	Report Sequence	Reporting Category	Item Type	Standard	Point Value	Diffi Or
Grade 03	Language Arts	1	English	13	Reading; Text Type - Literary Text; Reading Strategy - Comprehension	MC	RL.03.05	1	1
Grade 03	Language Arts	1	English	21	Reading; Text Type - Informational Text; Reading Strategy - Comprehension	EBSR	RI.03.01	2	
Grade 03	Language Arts	1	English	02	Reading; Text Type - Literary Text; Reading Strategy - Comprehension	MC	RL.03.01	1	1
Grade 03	Language Arts	1	English	06	Reading; Text Type - Literary Text; Reading Strategy - Analysis and Interpretation	MC	RL.03.03	1	
Grade 03	Language Arts	1	English	42	Writing & Language; Writing Analysis & Language Conventions	MC	W.03.02.a	1	2
Grade 03	Language Arts	1	English	19	Reading; Text Type - Literary Text; Reading Strategy - Analysis and Interpretation	MC	RL.03.07	1	2
Grade 03	Language Arts	1	English	11	Reading; Text Type - Literary Text; Reading Strategy - Analysis and Interpretation	MC	RL.03.04	1	1
Grade 03	Language Arts	1	English	09	Reading; Text Type - Literary Text; Reading Strategy - Analysis and Interpretation	EBSR	RL.03.03	2	1
Grade 03	Language Arts	1	English	46	Writing & Language; Writing Analysis & Language Conventions	MC	W.03.03.a	1	2
Grade 03	Language Arts	1	English	37	Writing & Language; Writing Analysis & Language Conventions	MC	L.03.01.d	1	
Grade 03	Language Arts	1	English	35	Writing & Language; Writing Analysis & Language Conventions	MC	L.03.01.a	1	
Grade 03	Language Arts	1	English	07	Reading; Text Type - Literary Text; Reading Strategy - Comprehension	MC	RL.03.03	1	2
Grade 03	Language Arts	1	English	32	Reading; Text Type - Informational Text; Reading Strategy - Analysis and Interpretation	MC	RI.03.08	1	3
Grade 03	Language Arts	1	English	23	Reading; Text Type - Informational Text; Reading Strategy - Comprehension	MC	RI.03.02	1	1
Grade 03	Language Arts	1	English	34	Reading; Text Type - Informational Text; Reading Strategy - Analysis and Interpretation	MC	RI.03.09	1	2
Grade 03	Language Arts	1	English	24	Reading; Text Type - Informational Text; Reading Strategy - Comprehension	MC	RI.03.02	1	1
Grade 03	Language Arts	1	English	36	Writing & Language; Writing Analysis & Language Conventions	MC	L.03.01.d	1	1
Grade 03	Language Arts	1	English	53 PW	Writing & Language	WP	W.03.03	3	3
Grade 03	Language Arts	1	English	50	Writing & Language; Writing Analysis & Language Conventions	MC	W.03.03.c	1	2
Grade 03	Language Arts	1	English	01	Reading; Text Type - Literary Text; Reading Strategy - Comprehension	MC	RL.03.01	1	

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Displaying 1-20 of 75

Jump to: 1 Go

The **All Grades Student List** report provides dynamic access to assessment results and demographic information for students across multiple grades for your district or school(s).

NEW MEXICO Online Reporting by Data Interaction

Back to New Mexico Portal

All Grades Student List: MSSA, Cyber City-999, 2023-2024, Spring, Grade 03

Last Name	First Name	Grade	State Student ID	Language Arts			Mathematics		
				Test Language	Scale Score	Achievement Level	Test Language	Scale Score	Achievement Level
		Grade 03		English	361	Proficient	English	352	Nearing Proficiency
		Grade 03		English	340	Nearing Proficiency	English	352	Nearing Proficiency
		Grade 03		English	319	Novice	English	300	Novice
		Grade 03		English	348	Nearing Proficiency	English	335	Novice
		Grade 03		English	350	Nearing Proficiency	English	355	Nearing Proficiency
		Grade 03		English	369	Proficient	English	368	Proficient
		Grade 03		English	310	Novice	English	300	Novice

GENERATING A REPORT

The Reporting home page displays the report types for the subject areas and test administrations available to you.

The screenshot shows the 'NEW MEXICO Online Reporting by Data Interaction' interface. At the top right, there are navigation links for 'Shared Reports', 'Download Center', 'Help', 'Recent', 'Saved Reports', and a 'Demo District' dropdown. A 'Back to New Mexico Portal' link is on the left. The main form includes:

- 1** Program: A dropdown menu set to 'MSSA'.
- 2** Report: A dropdown menu set to 'Student List'.
- 3** Admin: Three buttons for '2023-2024' (selected), '2022-2023', and '2021-2022'.
- 4** Window: A button for 'Spring' (selected).
- 5** Grade: A row of buttons for 'Grade 03' (selected), 'Grade 04', 'Grade 05', 'Grade 06', 'Grade 07', and 'Grade 08'.

Below the form, a message states: 'The final MSSA results for the Spring 2024 Assessment are now available under the MSSA program. The historical results for the ASR program are located under the MSSA program for years prior to Spring 2024.' Below this is an 'Organization: Cyber City-999' section with a search box and a dropdown menu showing 'Cyber City-999' (selected) and 'Cyber City Sch2-997'. A '7 Get Report' button is at the bottom right.

To generate a report:

1. Select a program from the **Program** drop-down list.
2. Select an available report type from the **Report** drop-down list.
3. Select an administration for which test data are available.
4. Select a testing window.
5. Select a grade.
6. Use the **Organization** menu to select a District or School(s) to which you have access.
7. When you have finished specifying the parameters, click **Get Report** to generate the report you selected. The selected report is generated with the specified parameters.

To customize the report, see the [Customization Options](#) section.

NAVIGATING A REPORT

NEW MEXICO Online Reporting by Data Interaction

Back to New Mexico Portal

Student List: MSA, Cyber City-999, 2023-2024, Spring, Grade 03

Organization: Cyber City Sch1-998

Search within Cyber City-999

Cyber City-999

- Cyber City Sch1-998
- Cyber City Sch2-997
- Cyber City Sch3-996
- Cyber City Sch4-995
- Cyber City Sch5-994

Groups Per Page: 20

Cancel Update

English	333	Novice	English	337	Novice
English	300	Novice	English	319	Novice
English	368	Proficient	English	359	Nearing Proficiency
English	370	Advanced			
English	363	Proficient	English	361	Proficient
English	365	Proficient	English	355	Nearing Proficiency
English	338	Nearing Proficiency	English	300	Novice
English	318	Novice	English	311	Novice

Page 1 of 21
Displaying 1-20 of 414

Jump to: 1 Go

1. Upon generating a report, the selected parameters appear at the top of the page and the content of the report displays below.
2. To rearrange the report, sort columns by clicking a column header and selecting **Sort**. The data can be sorted into ascending or descending order, numerically or alphabetically.
3. To change the number of records shown on each page of the report, click on the **Options** icon in the upper right above the report, and then select a number from the menu next to **Groups Per Page** and click **Update**.
4. Use the navigation buttons at the bottom of the report to page back and forth through the reports or type a page number in the **Jump to** field, and then click **Go**.

VIEWING AN ACHIEVEMENT SUMMARY REPORT

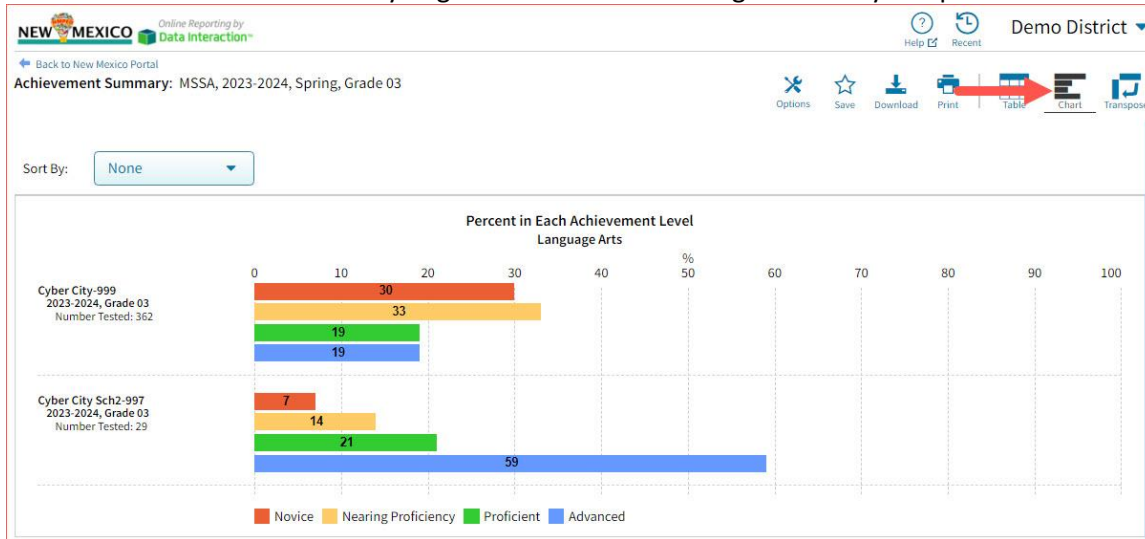
On an **Achievement Summary** report (Achievement Summary – Spanish also available), you can select one of the available buttons, **Chart**, **Table**, or **Transpose**, above the report to change from a table to a chart (graphical representation of the selected data) or a transposed view of your selected data options (columns rearranged to rows). The Table view is the default.

Table

Group	Admin	Grade	Language Arts					Mathematics				
			Number Tested	Novice %	Nearing Proficiency %	Proficient %	Advanced %	Number Tested	Novice %	Nearing Proficiency %	Proficient %	Advanced %
Cyber City-999	2023-2024	Grade 03	362	30	33	19	19	381	45	34	19	2
Cyber City Sch2-997	2023-2024	Grade 03	29	7	14	21	59	36	19	39	36	6

Chart

Users can choose to sort the chart by Organization or Admin using the Sort By: drop down menu



Transpose

Group	Subject	Admin	Grade	Number Tested	% in each Achievement Level			
					Novice %	Nearing Proficiency %	Proficient %	Advanced %
Cyber City-999	Language Arts	2023-2024	Grade 03	362	30	33	19	19
Cyber City-999	Mathematics	2023-2024	Grade 03	381	45	34	19	2
Cyber City Sch2-997	Language Arts	2023-2024	Grade 03	29	7	14	21	59
Cyber City Sch2-997	Mathematics	2023-2024	Grade 03	36	19	39	36	6

ADDITIONAL ACHIEVEMENT SUMMARY DATA VIEWS

- From the Table or Transposed view, clicking on a group’s name will allow you to disaggregate the group. **Disaggregate By** functionality allows you to separate a specific group by different demographic variables.

Group	Admin	Grade	Number Tested	Novice %
Cyber City-999	2023-2024	Grade 03	362	30
Cyber City Sch2-997	2023-2024	Grade 03	29	7

Disaggregate By > Gender

Drill To Student List > Hispanic

Race

EL Status

Student with Disabilities

Economically Disadvantaged

NEW MEXICO Online Reporting by Data Interaction

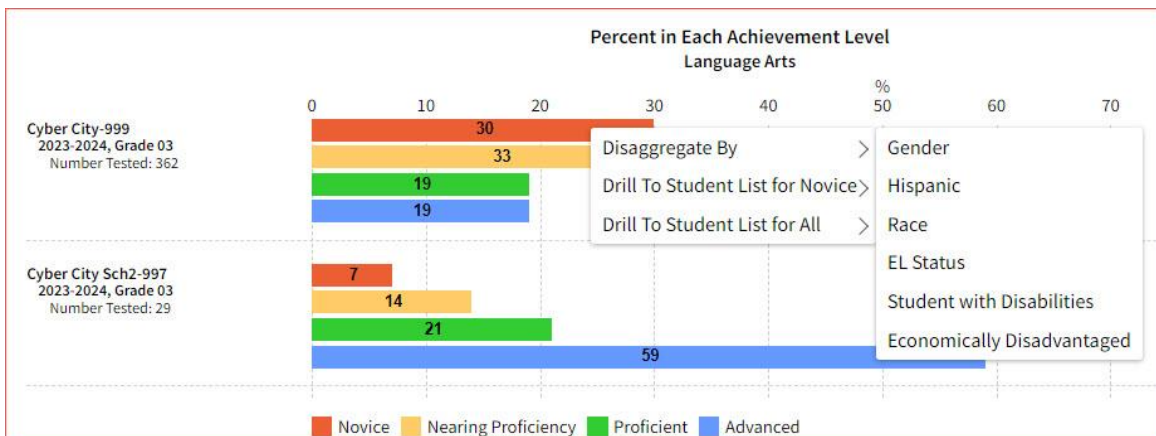
Back to New Mexico Portal

Achievement Summary: MSSA, Cyber City Sch2-997, 2023-2024, Spring, Grade 03

Options Save Download Print Table Chart Transpose

Group	Admin	Grade	Language Arts					Mathematics				
			Number Tested	Novice %	Nearing Proficiency %	Proficient %	Advanced %	Number Tested	Novice %	Nearing Proficiency %	Proficient %	Advanced %
Cyber City Sch2-997	2023-2024	Grade 03	29	7	14	21	59	36	19	39	36	6
Not Hispanic	2023-2024	Grade 03	13	0	15	15	69	17	24	24	53	0
Hispanic	2023-2024	Grade 03	16	12	12	25	50	19	16	53	21	11

- From the Chart view, clicking on the bar(s) will reveal the option to **Disaggregate By** as well.





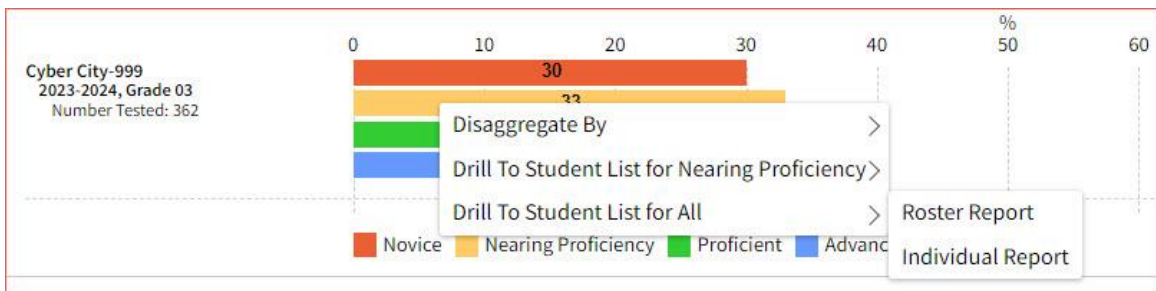
- Click on a group name in the tabular view or a bar in the chart view to display a menu allowing you to drill to a Roster report or set of Individual Student Reports for that group/test/content area combination.

Group	Admin	Grade	Number Tested	Novice %
Cyber City-999	2023-2024	Grade 03	362	30

Disaggregate By >

Drill To Student List >

- Roster Report
- Individual Report



- Click on the % column header and select **Show N Count** to view how many students scored in each achievement level. The valid N value indicates the number of students who match the parameters of the report.

Number Tested	Novice		Nearing Proficiency		Proficient		Advanced	
	N	%	N	%	N	%	N	%
362	107	30	119	33	67	19	69	19

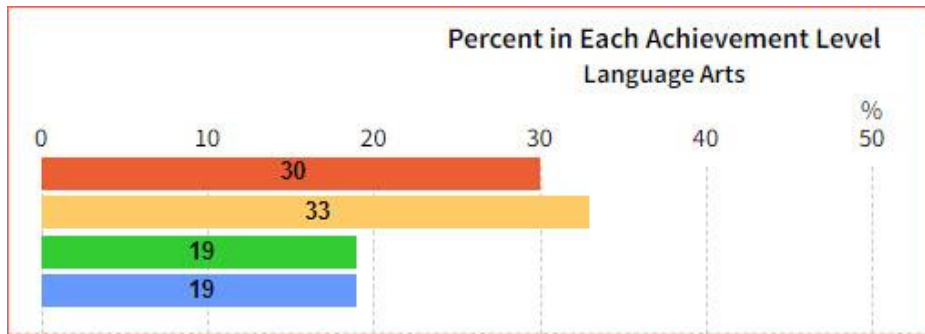
Graph
 Show N Count

Group	Admin	Grade	Number Tested	Language Arts								Mathematics								
				Novice		Nearing Proficiency		Proficient		Advanced		Novice		Nearing Proficiency		Proficient		Advanced		
				N	%	N	%	N	%	N	%	N	%	N	%	N	%	N	%	
Cyber City-999	2023-2024	Grade 03	362	107	30	119	33	67	19	69	19	381	171	45	129	34	73	19	8	2
Cyber City Sch2-997	2023-2024	Grade 03	29	2	7	4	14	6	21	17	59	36	7	19	14	39	13	36	2	6

- Click on the header of a score column of interest, then on **Graph** to display the chart view, allowing further analysis and customization as desired.

Number Tested	Novice		Nearing Proficiency		Proficient		Advanced	
	N	%	N	%	N	%	N	%
362	107	30	119	33	67	19	69	19
29	2	7	4	14	6	21	17	59

Sort >
 Graph
 Hide N Count



VIEWING STUDENT REPORTS

On a **Student List** report, you can select one of the available buttons, **Roster**, or **Student**, above the report to change the view to a roster list for all student in the selected group or a set of detailed individual student reports for each student in the selected group. (The Roster view is set as the default.) Once on an Individual Student Report, you can return to the roster list by clicking again on the Roster button.

Roster

NEW MEXICO Online Reporting by Data Interaction Demo District

Back to New Mexico Portal Student List: MSSA, Cyber City-999, 2023-2024, Spring, Grade 03

Last Name	First Name	State Student ID	Language Arts			Mathematics		
			Test Language	Scale Score	Achievement Level	Test Language	Scale Score	Achievement Level
			English	361	Proficient	English	352	Nearing Proficiency
			English	340	Nearing Proficiency	English	352	Nearing Proficiency
			English	319	Novice	English	300	Novice
			English	348	Nearing Proficiency	English	335	Novice
			English	350	Nearing Proficiency	English	355	Nearing Proficiency
			English	369	Proficient	English	368	Proficient
			English	310	Novice	English	300	Novice

Student (Individual Student Report)

NEW MEXICO Online Reporting by Data Interaction Demo District

Back to New Mexico Portal Individual Report : MSSA, Cyber City-999, 2023-2024, Spring, Grade 03

Student 001, Demo

State Student ID: 123456789 District Name: Cyber City-999 School Name: Cyber City Sch2-997
Date of Birth: 06/07/2013 Student Grade: Grade 03

Language Arts Detailed Results	Test Language	Scale Score	Achievement Level	Lexile	Points Earned	Points Possible	Performance Indicator
Language Arts	English	347	Nearing Proficiency	575L			
Reading		343					
Writing		350					
Text Type - Literary Text				4	15		Below
Text Type - Informational Text				5	8		At/Near
Reading Strategy - Comprehension				7	12		At/Near
Reading Strategy - Analysis and Interpretation				2	11		Below
Writing Analysis and Language Conventions				7	14		At/Near

Mathematics Detailed Results	Test Language	Scale Score	Achievement Level	Quantile	Points Earned	Points Possible	Performance Indicator
Mathematics	English	355	Nearing Proficiency	575Q			
Operations and Algebraic Thinking					11	18	At/Near
Number & Operations in Base Ten/Number & Operations - Fractions					6	13	Below
Measurement & Data/Geometry					7	14	At/Near
Problem Solving/Reasoning & Argument					12	21	At/Near
Modeling/Structure & Repeated Reasoning					5	15	Below

Page 1 of 414 Jump to: 1 Go

Use the arrows at the bottom of the page to view each Individual Student Report within the selected group.

In addition to selecting the Student button to see a set of individual student reports for all students in the group, you can click on a student name in the roster view in order to access an individual report for only that student.

Last Name	First Name	State Student ID	Language Arts			Mathematics		
			Test Language	Scale Score	Achievement Level	Test Language	Scale Score	Achievement Level
			English	347	Nearing Proficiency	English	355	Nearing Proficiency
			English	338	Nearing Proficiency	English	344	Nearing Proficiency
						English	355	Nearing Proficiency
			English	389	Advanced	English	372	Proficient
			English	343	Nearing Proficiency	English	345	Nearing Proficiency
			English	382	Advanced	English	368	Proficient
			English	333	Novice	English	337	Novice
			English	350	Nearing Proficiency			
			English	356	Nearing Proficiency	English	344	Nearing Proficiency

[← Back to New Mexico Portal](#)

Individual Report : MSSA, Cyber City-999, 2023-2024, Spring, Grade 03

Drill To Selection: Students whose Last Name is Student 001, First Name is Demo

Student 001, Demo

State Student ID: 123456789	District Name: Cyber City-999
Date of Birth: 06/07/2013	Student Grade: Grade 03

VIEWING ALL GRADE STUDENT LIST REPORT

An **All Grades Student List** report is available for DTCs and provides dynamic access to assessment results and demographic information for students across multiple grades for your district or school(s). Interactive tools allow users to further explore the data including the ability to download all grades in the district in one report.

All Grades Student List

Last Name	First Name	Grade	State Student ID	Language Arts			Mathematics		
				Test Language	Scale Score	Achievement Level	Test Language	Scale Score	Achievement Level
		Grade 03		English	361	Proficient	English	352	Nearing Proficiency
		Grade 03		English	340	Nearing Proficiency	English	352	Nearing Proficiency
		Grade 03		English	319	Novice	English	300	Novice
		Grade 03		English	348	Nearing Proficiency	English	335	Novice
		Grade 03		English	350	Nearing Proficiency	English	355	Nearing Proficiency
		Grade 03		English	369	Proficient	English	368	Proficient
		Grade 03		English	310	Novice	English	300	Novice

USING STUDENT SEARCH

You can quickly create a report for an individual student by searching for the student. In the **Student Search** field, search for the student by their Last Name, First Name, or State Student D Number. A list of potential matches will appear.

NEW MEXICO Online Reporting by Data Interaction

Back to New Mexico Portal

Program: MSSA

Report: Student List

Admin: 2023-2024

Window: Spring

Grade: Grade 03

SSID: 10000

- L04685 F04685 100004685
- student Interm 100000234
- test test 100002312
- Test one Student 1000092

The final MSSA results for the Spring 2024 Assessment are now available under the MSSA program. The historical results for the ASR program are located under the MSSA program for years prior to Spring 2024.

Organization: Cyber City Sch1-998


Search within Cyber City-999

Cyber City-999

- Cyber City Sch1-998

Click on a student in the list of potential matches to generate a list of their testing history. Click the “more results” link to see a detailed list of the potential matches based on the criteria you entered.

Selecting a student from the list of potential matches will take you to a cumulative list of that student’s test results (testing history). Selecting/clicking a student name from the “more results” view will also take you to the student’s cumulative results.

[Back to New Mexico Portal](#)
Student Search Cumulative Report
 MSSA  Print







Student 001, Demo

State Student ID: 123456789

2023-2024, Spring, Grade 06	District Name: Cyber City-999 School Name: Cyber City Sch2-997 Student Grade: Grade 06 Language Arts Test Language: English Mathematics Test Language: English	Language Arts Scale Score: 649 Language Arts Performance Level: Nearing Proficiency Mathematics Scale Score: 642 Mathematics Performance Level: Novice
2022-2023, Spring, Grade 05	District Name: Cyber City-999 School Name: Cyber City Sch3-996 Student Grade: Grade 05 Language Arts Test Language: English Mathematics Test Language: English Science Test Language: English	Language Arts Scale Score: 536 Language Arts Performance Level: Novice Mathematics Scale Score: 548 Mathematics Performance Level: Nearing Proficiency Science Scale Score: 549 Science Performance Level: Nearing Proficiency
2021-2022, Spring, Grade 05	District Name: Cyber City-999 School Name: Cyber City Sch3-996 Student Grade: Grade 05 Language Arts Test Language: English Mathematics Test Language: English Science Test Language: English	Language Arts Scale Score: 543 Language Arts Performance Level: Novice Mathematics Scale Score: 548 Mathematics Performance Level: Nearing Proficiency Science Scale Score: 552 Science Performance Level: Nearing Proficiency

Clicking on a test event in the cumulative search report (e.g., 2023-2024, Grade 06) will give you a detailed individual student report.

[Back to New Mexico Portal](#)
Individual Report : MSSA, Cyber City Sch2-997, 2023-2024, Spring, Grade 06
 Drill To Selection: Students whose Last Name is Student 001, First Name is Demo

 Options |
  Save |
  Download |
  Print |
  Roster |
  Student

Adams, Gianni

State Student ID: 123456789 District Name: Cyber City-999 School Name: Cyber City Sch2-997
 Date of Birth: 08/09/2011 Student Grade: Grade 06

Language Arts Detailed Results	Test Language	Scale Score	Achievement Level	Lexile	Points Earned	Points Possible	Performance Indicator
Language Arts	English	649	Nearing Proficiency	975L			
Reading		640					
Writing		656					
Text Type - Literary Text					3	8	At/Near
Text Type - Informational Text					4	15	Below
Reading Strategy - Comprehension					3	11	Below
Reading Strategy - Analysis and Interpretation					4	12	Below
Writing Analysis and Language Conventions					9	14	At/Near

Mathematics Detailed Results	Test Language	Scale Score	Achievement Level	Quantile	Points Earned	Points Possible	Performance Indicator
Mathematics	English	642	Novice	705Q			
Ratios & Proportional Relationships					3	12	Below
The Number System/Expressions & Equations					2	22	Below
Geometry/Statistics & Probability					7	14	At/Near
Problem Solving/Reasoning & Argument					5	24	Below
Modeling/Structure & Repeated Reasoning					7	16	At/Near

< Page 1 of 1 > Jump to:

Clicking on the **Roster** button above the top right of the Individual Student Report will navigate you to a roster view where you can continue your analysis and/or select other students.

VIEWING DATA TOOLS REPORTS

Data Tools reports can be accessed directly from the main report selections page, providing a summary statistics report intended to streamline data analysis. The Data Tools report allows you to view frequency distributions, summary statistics, cross-tabulation and scatter plot reports across available score and field data points all within a single report.

The data tool functionality (summarize, distribute, cross-tab, plot) can also be accessed as options from the column headers in the Student List report.

From the **Data Tools** report, select from four analysis options indicated by the buttons at the top right of the report. Summary statistics is the default view.



SUMMARIZE

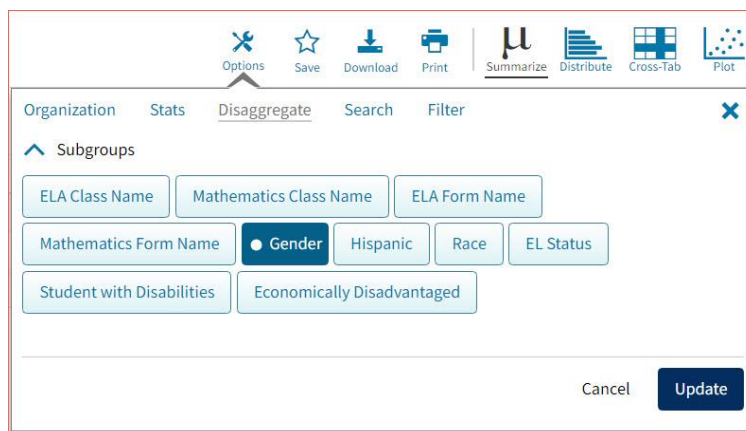
Instantly see summary statistics, such as mean and standard deviation, by clicking on the **Summarize** button. Using the Summarize tool will provide a classroom summary report providing the mean, minimum, and maximum score. As an Admin, the Summarize feature will provide the same report for students in the selected grade level, school, or district organization who have taken the item set.

Back to New Mexico Portal
 Summary Statistics: MSSA, Cyber City-999, 2023-2024, Spring, Grade 03

Language Arts Scale Score

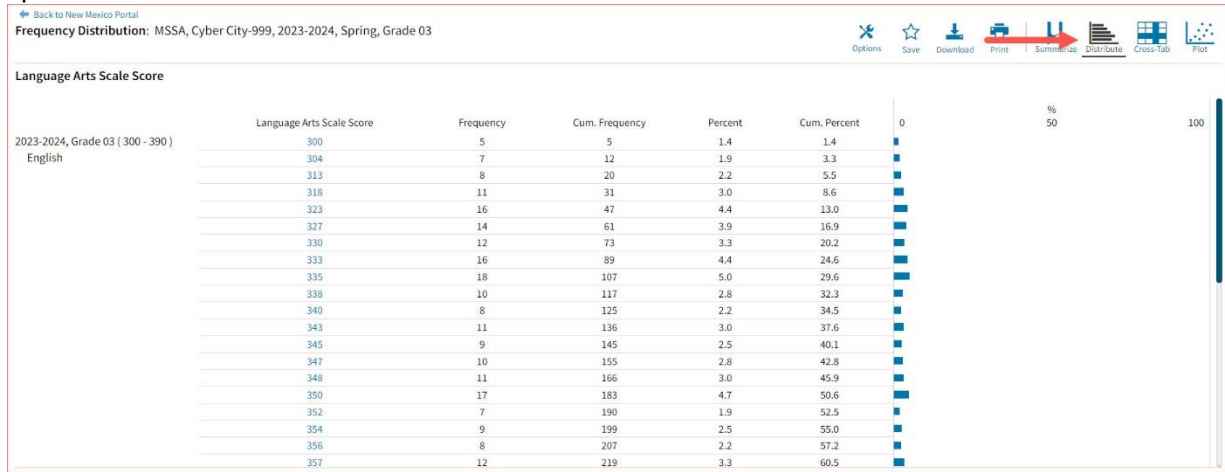
Language Arts Test Language	Population	Valid N	Mean	S.D.	Minimum	Maximum
English	369	362	349.8	20.5	300	389
Spanish	1	1	304.0		304	304

You can also view summary statistics by demographic subgroups, such as gender by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.

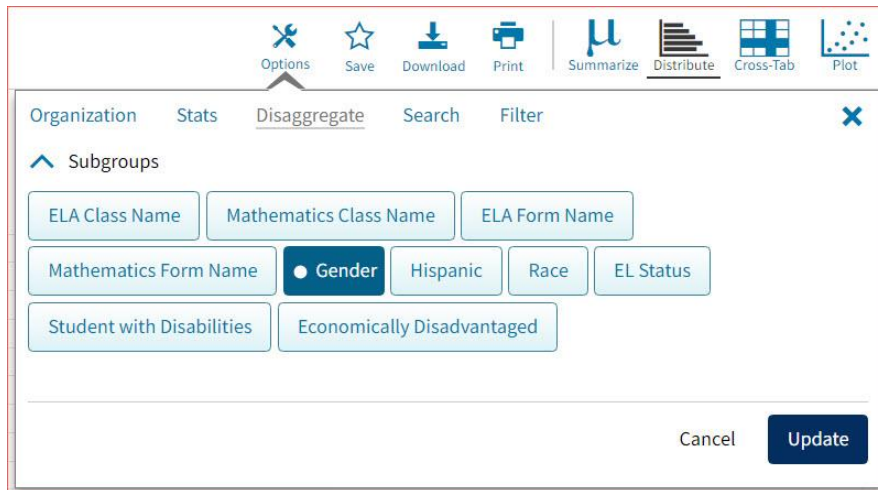


DISTRIBUTE

Generate a frequency distribution for a score by clicking on the **Distribute** button on the Data Tools report.



You can also view frequency distributions by demographic subgroups, such as gender, by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.



CROSS TABULATION

Generate a cross tabulation based on achievement level, subscore achievement level, demographics, or various test information by clicking on the **Cross-Tab** button from the Data Tools report.

Back to New Mexico Portal
 Cross-Tab: MSSA, Cyber City-999, 2023-2024, Spring, Grade 03

Options Save Download Print Summarize Distribute Cross-Tab Plot

Language Arts Achievement Level by Mathematics Achievement Level

Number Tested

Language Arts Test Language	Mathematics Test Language	Mathematics Achievement Level	Language Arts Achievement Level				Total
			Novice	Nearing Proficiency	Proficient	Advanced	
English	English	Novice	85	56	7	0	148
English	English	Nearing Proficiency	13	43	29	25	110
English	English	Proficient	1	11	24	33	69
English	English	Advanced	0	0	2	6	8
English	English	Total	99	110	62	64	335

If you navigate from a frequency distribution or summary statistics with only one variable selected, a message will appear instructing you to add a second variable (score or field) to view a cross-tab report.

Options Save Download Print Summarize Distribute Cross-Tab Plot

Organization Stats Fields Search Filter

This is a bivariate analysis and requires two variables to be selected from the Stats and/or Fields tab. Once two variables have been selected, the 'Update' button will become available.

- ✓ Scores
- ✓ Reporting Categories - Language Arts
- ✓ Reporting Categories - Mathematics

Cancel Update

You can also change the cross-tab selection in the **Stats** and/or **Fields** tabs listed under the **Options** button or filter the results shown on the Cross-Tab report using the **Filter** tab. You can make selections among various tabs before clicking **Update** to refresh the report view with new selections.

Adjust the variables displayed on the Cross-Tab report by choosing from the drop-down menu.

Language Arts Achievement Level by Mathematics Achievement Level

Number Tested

- Number Tested
- Percent of Total
- Percent of Mathematics Achievement Level Total
- Percent of Language Arts Achievement Level Total

Back to New Mexico Portal
Cross-Tab: MSSA, Cyber City-999, 2023-2024, Spring, Grade 03

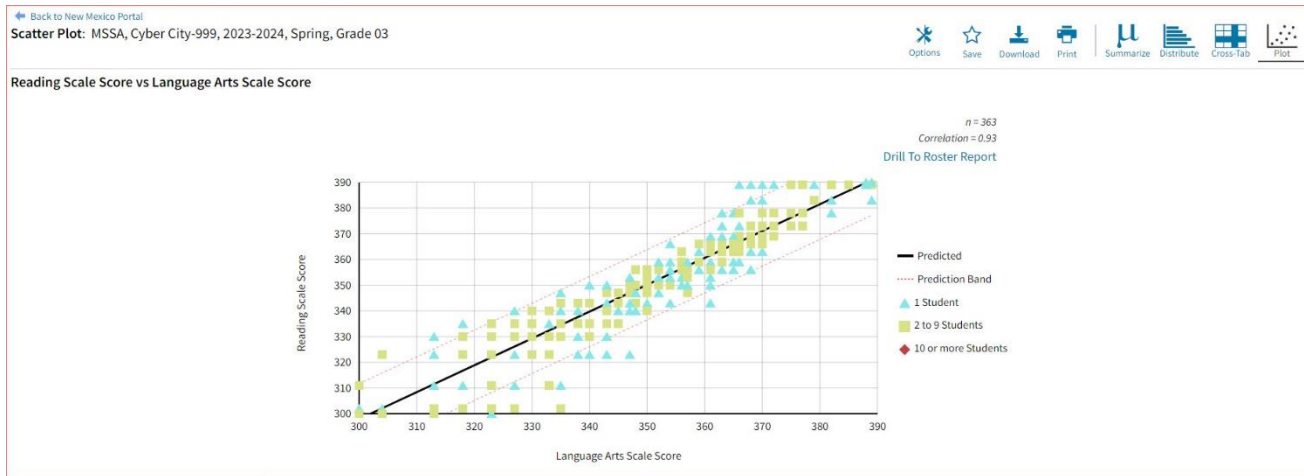
Language Arts Achievement Level by Mathematics Achievement Level

Percent of Total

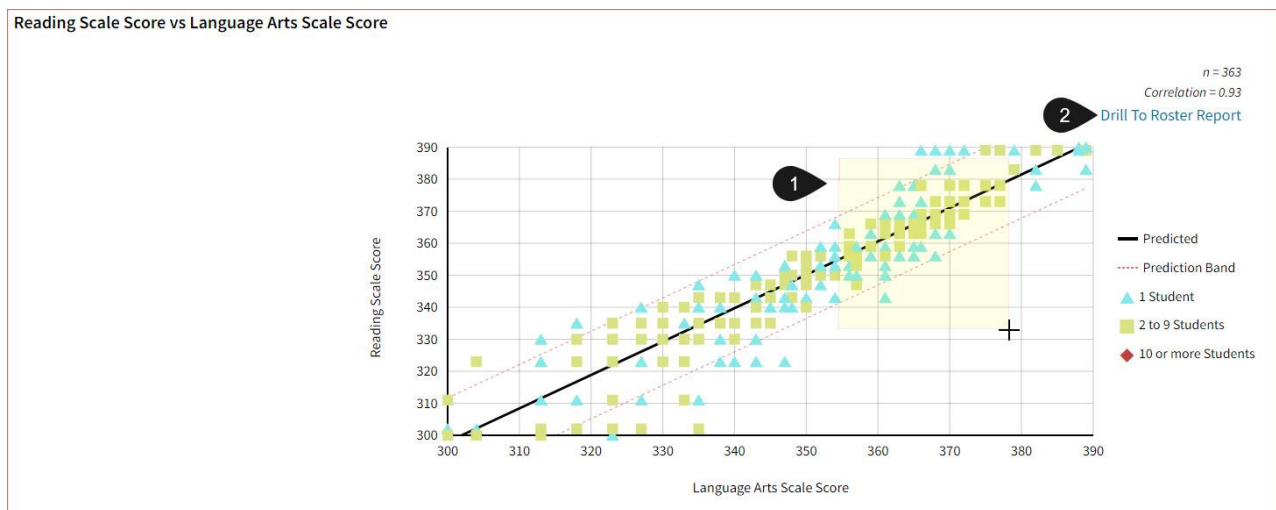
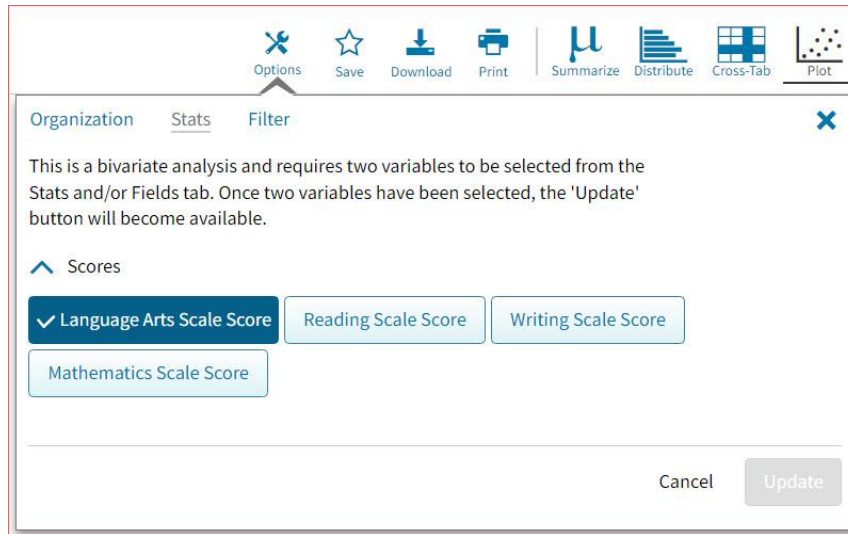
Language Arts Test Language	Mathematics Test Language	Mathematics Achievement Level	Language Arts Achievement Level				Total
			Novice	Nearing Proficiency	Proficient	Advanced	
English	English	Novice	25.4	16.7	2.1	0.0	44.2
English	English	Nearing Proficiency	3.9	12.8	8.7	7.5	32.8
English	English	Proficient	0.3	3.3	7.2	9.9	20.6
English	English	Advanced	0.0	0.0	0.6	1.8	2.4
English	English	Total	29.6	32.8	18.5	19.1	100.0

SCATTER PLOT

Generate a scatter plot based on available scores by clicking on the **Plot** button from the **Data Tools** report.



If you navigate from a frequency distribution or summary statistics with only one variable selected, a message will appear instructing you to add a second variable (score) to view a scatter plot report.



1. You may enlarge sections of the scatter plot by clicking and dragging to draw a box around the section of the graph you wish to enlarge.
2. You can click **Drill to Roster Report** in the top right corner of the graph to drill to a Student List report view for the students shown in the current scatter plot view.

You can also change scatter plot sections in the **Stats** tab under the **Options** button and search the results shown on the scatter plot report using the **Search** tab. You can make selections among various tabs before clicking **Update** to refresh the report view with the new selections.

VIEWING THE ITEM ANALYSIS REPORT

The **Item Analysis Report** provides users with information about all items included in the selected MSSA assessments. This information will include item grade, content area, form number, reporting category, item type, point value, difficulty order, achievement level, mean scores, and item description.

Online Reporting by
Data Interaction™

Help
Recent
Demo District

[Back to New Mexico Portal](#)

Item Analysis Report: MSSA, Cyber City Sch2-997, 2023-2024, Grade 03

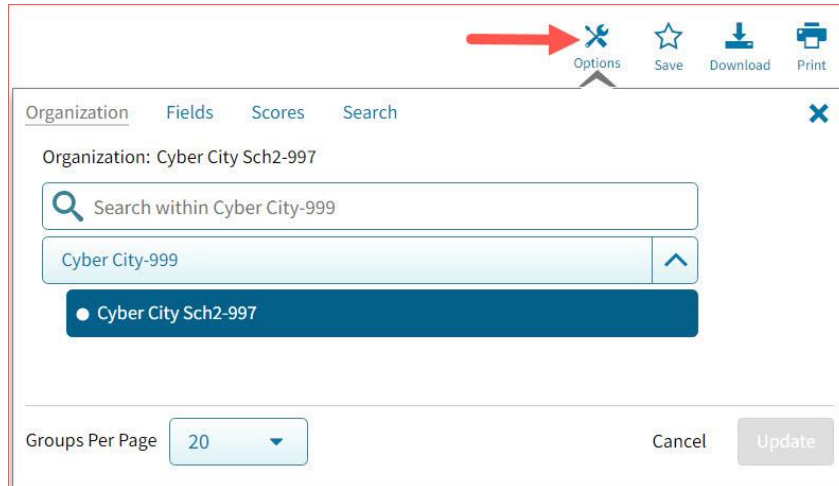
Options
 Save
 Download
 Print

Grade	Subject	Form	Language	Report Sequence	Reporting Category	Item Type	Standard	Point Value	Diffi Or
Grade 03	Language Arts	1	English	13	Reading; Text Type - Literary Text; Reading Strategy - Comprehension	MC	RL.03.05	1	
Grade 03	Language Arts	1	English	21	Reading; Text Type - Informational Text; Reading Strategy - Comprehension	EBSR	RI.03.01	2	
Grade 03	Language Arts	1	English	02	Reading; Text Type - Literary Text; Reading Strategy - Comprehension	MC	RL.03.01	1	
Grade 03	Language Arts	1	English	06	Reading; Text Type - Literary Text; Reading Strategy - Analysis and Interpretation	MC	RL.03.03	1	
Grade 03	Language Arts	1	English	42	Writing & Language; Writing Analysis & Language Conventions	MC	W.03.02.a	1	
Grade 03	Language Arts	1	English	19	Reading; Text Type - Literary Text; Reading Strategy - Analysis and Interpretation	MC	RL.03.07	1	
Grade 03	Language Arts	1	English	11	Reading; Text Type - Literary Text; Reading Strategy - Analysis and Interpretation	MC	RL.03.04	1	
Grade 03	Language Arts	1	English	09	Reading; Text Type - Literary Text; Reading Strategy - Analysis and Interpretation	EBSR	RL.03.03	2	
Grade 03	Language Arts	1	English	46	Writing & Language; Writing Analysis & Language Conventions	MC	W.03.03.a	1	
Grade 03	Language Arts	1	English	37	Writing & Language; Writing Analysis & Language Conventions	MC	L.03.01.d	1	
Grade 03	Language Arts	1	English	35	Writing & Language; Writing Analysis & Language Conventions	MC	L.03.01.a	1	
Grade 03	Language Arts	1	English	07	Reading; Text Type - Literary Text; Reading Strategy - Comprehension	MC	RL.03.03	1	
Grade 03	Language Arts	1	English	32	Reading; Text Type - Informational Text; Reading Strategy - Analysis and Interpretation	MC	RI.03.08	1	
Grade 03	Language Arts	1	English	23	Reading; Text Type - Informational Text; Reading Strategy - Comprehension	MC	RI.03.02	1	
Grade 03	Language Arts	1	English	34	Reading; Text Type - Informational Text; Reading Strategy - Analysis and Interpretation	MC	RI.03.09	1	
Grade 03	Language Arts	1	English	24	Reading; Text Type - Informational Text; Reading Strategy - Comprehension	MC	RI.03.02	1	
Grade 03	Language Arts	1	English	36	Writing & Language; Writing Analysis & Language Conventions	MC	L.03.01.d	1	
Grade 03	Language Arts	1	English	53 PW	Writing & Language	WP	W.03.03	3	
Grade 03	Language Arts	1	English	50	Writing & Language; Writing Analysis & Language Conventions	MC	W.03.03.c	1	
Grade 03	Language Arts	1	English	01	Reading; Text Type - Literary Text; Reading Strategy - Comprehension	MC	RL.03.01	1	

Page 1 of 4
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Jump to:

CUSTOMIZATION OPTIONS

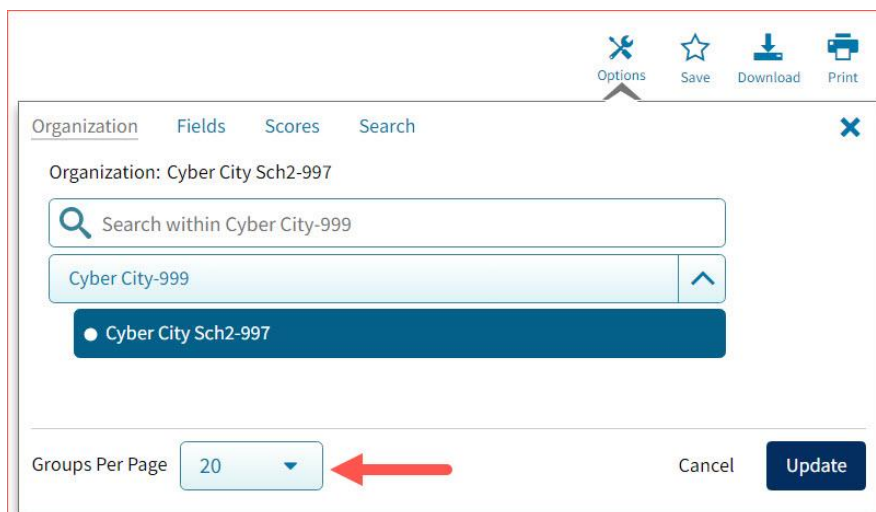
Reports can be customized by changing the options of the report. Changes may be made to multiple tabs at once before updating.



- For any report, clicking the **Options** button above the top right of the report will open a pop-out module with a menu of variables that can be changed. Each category of report has its own tab menu described below.
- Clicking **Update** will apply the customizations.
- Clicking **Cancel** will keep the report with existing options.
- Clicking the **x** will close the window.

DISPLAY

On any report, specify the number of groups shown per page (e.g., selecting 20 means that 20 student records will display on a single page) by choosing the **Groups Per Page** on any tab of the Options menu.



ORGANIZATION

The **Organization** tab allows you to update the report with data from different organizations that are available to you. Select the desired organization and click **Update** to refresh the report.

The screenshot shows the 'Organization' tab interface. At the top, there are icons for Options, Save, Download, and Print. Below these are tabs for Organization, Fields, Scores, and Search. The main area displays 'Organization: Cyber City Sch2-997' and a search bar containing 'Search within Cyber City-999'. A dropdown menu shows 'Cyber City-999' with an upward arrow, and a selected item 'Cyber City Sch2-997' with a radio button. At the bottom, there is a 'Groups Per Page' dropdown set to '20', a 'Cancel' button, and an 'Update' button.

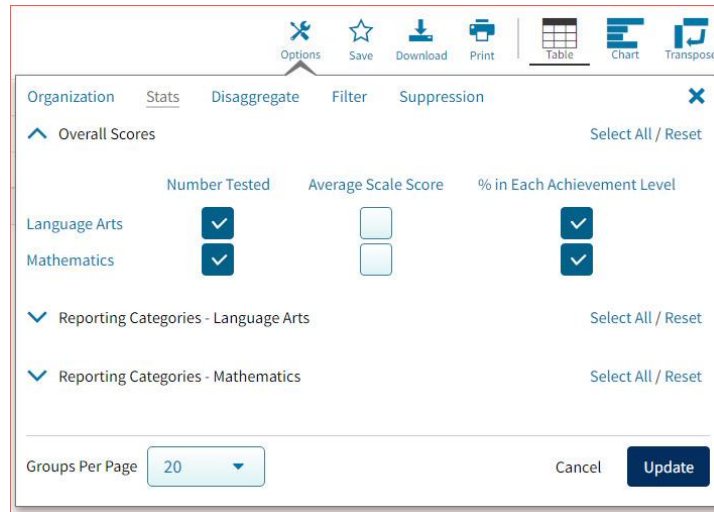
FIELDS

The **Fields** tab (available in Student List and Item Analysis reports) allows you to select student identification information, test information, and demographics to view on the report. Select the appropriate demographics and click **Update** to add these fields as columns to the report.

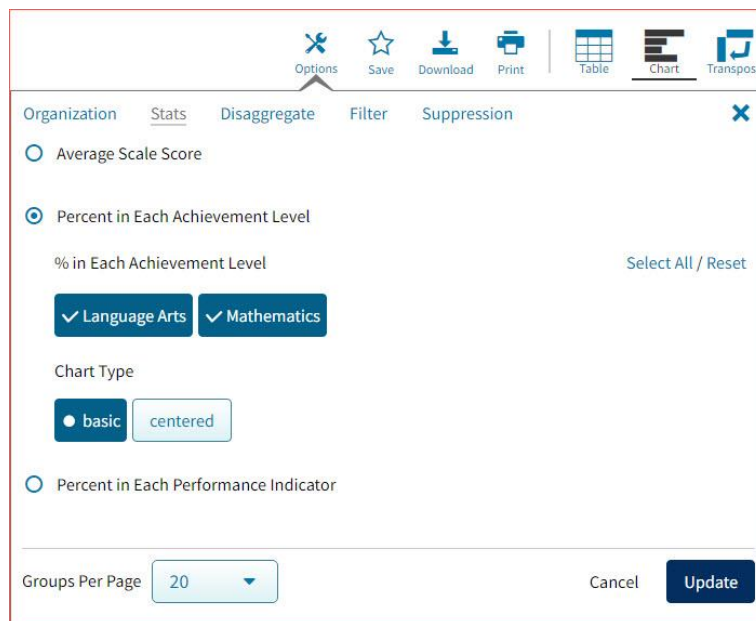
The screenshot shows the 'Fields' tab interface. At the top, there are icons for Options, Save, Download, Print, Roster, and Student. Below these are tabs for Organization, Fields, Scores, Search, and Filter. The main area is divided into four sections: General Information, Student Information, Demographics, and Test Information. Each section has a 'Select All / Reset' link. In the Student Information section, 'State Student ID' is selected. In the Test Information section, 'Test Language' is selected for both Language Arts and Mathematics. At the bottom, there is a 'Groups Per Page' dropdown set to '20', a 'Cancel' button, and an 'Update' button.

STATS

The **Stats** feature (available in Achievement Summary reports) allows you to select stats or scores to view on the report. Select checkboxes to choose a specific state or score. To view all stats, click the **Select All** link. Checkboxes can be deselected to remove specific stats or scores. Click **Update** to view the changed selections in the report. Click **Reset** to restore default selections



The options on the **Stats** tab adjust based on the report view. For example, when viewing the **Chart View**, you have the options to adjust the stats graphed as well as the chart type if available.



SCORES

The **Scores** tab (available in Student List reports only) can be used to select score to view on the report. Select checkboxes for Scores and/or Reporting Categories. To view all scores and reporting categories, click the **Select All** link within each section. Checkboxes can be deselected to remove specific scores or reporting categories. Click **Update** to view the selections in the report.

The screenshot displays the 'Scores' configuration interface. At the top, there are navigation icons for Options, Save, Download, Print, Roster, and Student. Below these are tabs for Organization, Fields, Scores, Search, and Filter. The 'Scores' section is expanded, showing a table with columns: Scale Score, Achievement Level, Lexile, and Quantile. Under 'Reporting Categories - Language Arts', there is a table with columns: Points Earned, Points Possible, and Performance Indicator. Similarly, under 'Reporting Categories - Mathematics', there is a table with the same three columns. At the bottom, there is a 'Groups Per Page' dropdown set to 20, and 'Cancel' and 'Update' buttons.

	Scale Score	Achievement Level	Lexile	Quantile
Language Arts	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	-
Reading	<input type="checkbox"/>	-	-	-
Writing	<input type="checkbox"/>	-	-	-
Mathematics	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-	<input type="checkbox"/>

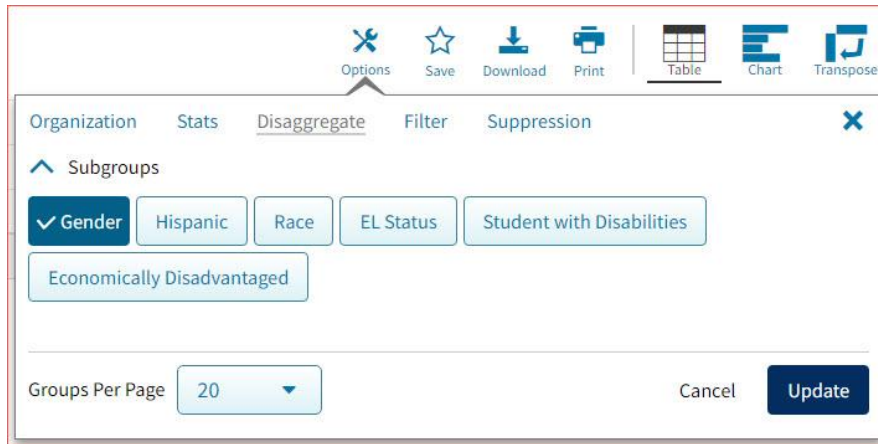
	Points Earned	Points Possible	Performance Indicator
Text type - Literary Text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Text type - Informational Text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reading Strategy - Comprehension	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reading Strategy - Analysis and Interpretation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Writing Analysis and Language Conventions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Points Earned	Points Possible	Performance Indicator
Operations & Algebraic Thinking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Number & Operations in Base Ten/Number & Operations - Fractions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Measurement & Data/Geometry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Problem Solving/Reasoning & Argument	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Modeling/Structure & Repeated Reasoning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Groups Per Page: 20 Cancel **Update**

DISAGGREGATE

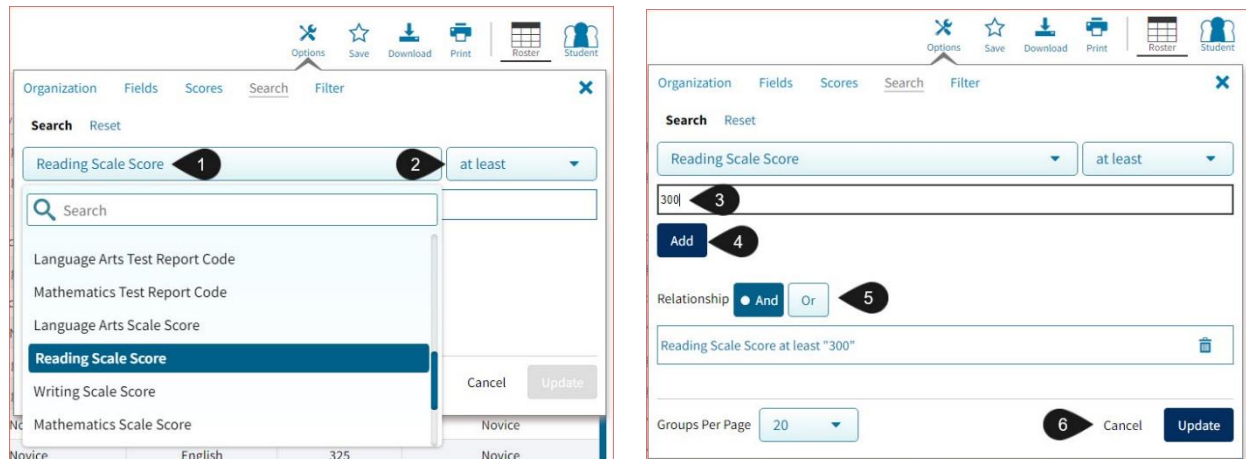
The **Disaggregate** tab (available in Achievement Summary reports only) can be used to separate the report by different subgroups. Select the desired subgroups and click **Update** to add the fields and rows to the report.



SEARCH

The **Search** feature (available in Student List reports only) allows you to search for students by name, Student ID, date of birth, scores, or other options.

For example, to find students in the district or school **Student List** report with a Reading Scale Score of at least a 300:



1. Select the subject area option from the drop-down menu to capture the total score.
2. Select **At Least**, **At Most**, or **Equal to**.
3. Enter the score value (400) in the text box.
4. Click **Add**.
5. Choose the **Relationship**.
And will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
6. Click **Update**

The report will refresh showing only students matching the search criteria.

Back to New Mexico Portal

Student List: MSSA, Cyber City-999, 2023-2024, Spring, Grade 03

Search: Reading Scale Score at least 300

Last Name	First Name	State Student ID	Language Arts			Mathematics		
			Test Language	Scale Score	Achievement Level	Test Language	Scale Score	Achievement Level
			English	347	Nearing Proficiency	English	355	Nearing Proficiency
			English	338	Nearing Proficiency	English	344	Nearing Proficiency
			English	389	Advanced	English	372	Proficient
			English	343	Nearing Proficiency	English	345	Nearing Proficiency
			English	382	Advanced	English	368	Proficient
			English	333	Novice	English	337	Novice
			English	350	Nearing Proficiency			
			English	356	Nearing Proficiency	English	344	Nearing Proficiency
			English	300	Novice	English	300	Novice
			English	304	Novice	English	325	Novice
			English	352	Nearing Proficiency	English	344	Nearing Proficiency
			English	333	Novice	English	337	Novice
			English	300	Novice	English	319	Novice

Page 1 of 19
Displaying 1-20 of 363

Jump to: 1 Go

FILTER

The **Filter** feature (available in all reports) allows you to include or exclude students based on demographic variables.

1. Click on the desired demographic variable from the drop-down list to select a subgroup. Click on another demographic variable to select more than one subgroup.
2. Choose the **Relationship**, by selecting **And** or **Or** to specify the logical relationship between the subgroups selected.
 - And** will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
3. Click **Update**.

Selections display s boxes under **Relationship**. Click on the trash can icon displayed to remove the selection.

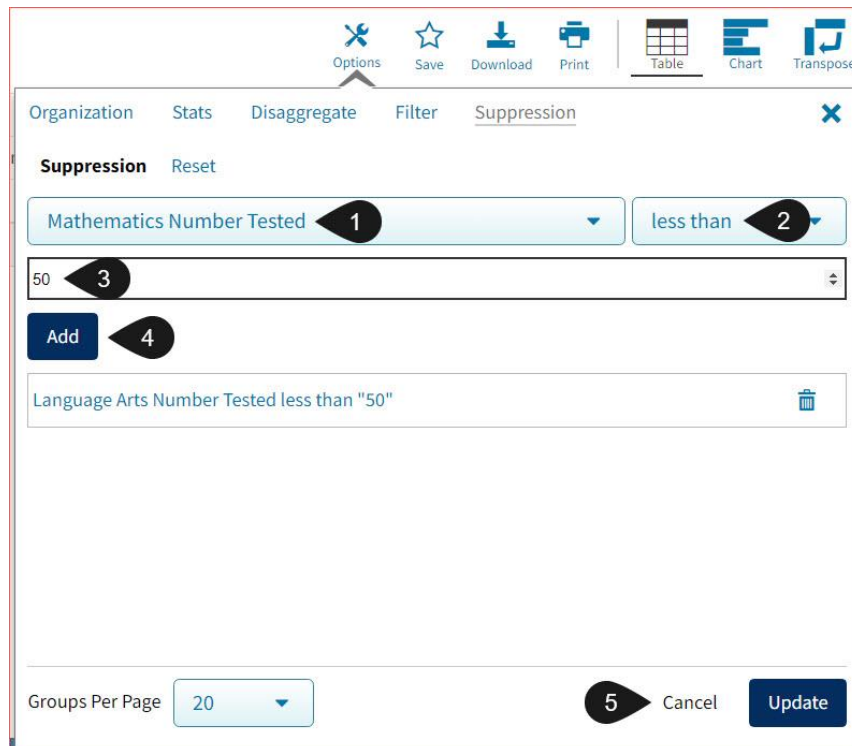
The screenshot shows a 'Filter' dialog box with the following elements:

- Buttons: Options, Save, Download, Print, Roster, Student.
- Tabs: Organization, Fields, Scores, Search, Filter.
- Section: Filter
- Buttons: Add Filter, Reset.
- Text: Showing students who are (with a dropdown arrow and callout 1).
- Section: Relationship
- Buttons: And (selected), Or (with callout 2).
- List of filters: Female (with trash icon), Hispanic (with trash icon).
- Text: Groups Per Page: 20 (with dropdown arrow and callout 3).
- Buttons: Cancel, Update.

SUPPRESSION

The **Suppression** feature allows you apply dynamic data suppression when viewing data on the Achievement Summary Report.

1. Click on the desired variable from the drop-down list to select a number of students tested.
2. Choose **Less Than**, **Greater Than**, or **Equal To** to specify the logical relationship between the subgroup selected.
3. Enter an N count in the text box provided to suppress data if the group is less than, greater than, or equal to the N count.
4. Click Add to add the Suppression rule.
5. Click **Update**. The summary level data will be suppressed according to the rule selected.



STUDENT TEST HISTORY REPORT

The Student Test History Report gives users with the Test Administrator (TA) role (usually teachers) access to their current students' MSSA assessment results from previous years. To make a Student Test History Report available for TAs within Data Interaction for New Mexico Student Assessments, **District Test Coordinators** or **Student Test Coordinators** create and upload a roster file via the **Roster Upload** interface at the district level or school level. When uploaded, this file gives specific users with the TA role access to specified students' MSSA assessment results from previous years. TAs can then view this data in the Data Interaction Student Test History Report.

ROSTER UPLOAD

To navigate to the Roster Upload interface, log in to Data Interaction for New Mexico Student Assessments and click on the **Roster Upload** icon in the upper-right corner of the landing page. Only **DTCs** and **STCs** have access to the **Roster Upload** interface.



CREATING A ROSTER FILE

Students who have been administered the MSSA and have results reported in Data Interaction will be listed in the roster upload file with the TA user who should be able to access their results. If uploading from the district level, the school code would also be included. Students with valid State Student IDs who are unmatched have not taken an assessment for the selected Program.

Note: The roster file may contain any student in the state, not just students within the user's district or school. User's creating a roster file are responsible for ensuring student data privacy is protected in accordance with the Family Educational Rights and Privacy Act.

NEW MEXICO Online Reporting by Data Interaction™ Demo District

Back to New Mexico Portal

Program: MSSA

Roster Upload

Organization: Cyber City-999

Search

Cyber City-999

Upload a CSV file with your current roster of students. See the [help guide](#) for more information. (Get started with this [CSV template](#))

The CSV file must contain the following columns:

- **SchoolCode** - PED defined three character location code. If location code is less than 3 characters, then add leading zeros. Example: 021. (Required)
- **State Student ID (SSID)** - This is the unique state identification number for the students listed in the Roster Upload file. (Required)
- **New Mexico Assessments Portal Username** - This is the unique username of the teachers' New Mexico Assessments Portal Test Administrator (TA) account. Student records listed with this username in the Roster Upload file will be available for the teacher(s) whose username is listed. (Required)

Choose a CSV file to upload: Choose File No file chosen

Warning: When updating existing Student Test History data with a roster upload file, data uploaded in previous roster upload files will be overwritten after clicking "Upload". Please see the Help Guide for further details.

This site provides secure access to individual student test results. Reports available through this site are educational records and are subject to the parental/student rights and privacy requirements established under the Family Educational Rights and Privacy Act (FERPA). Only authorized users may access this site. As an authorized user, I attest that I will not view, share, or otherwise use the data and/or reports available through this site in any way that violates FERPA.

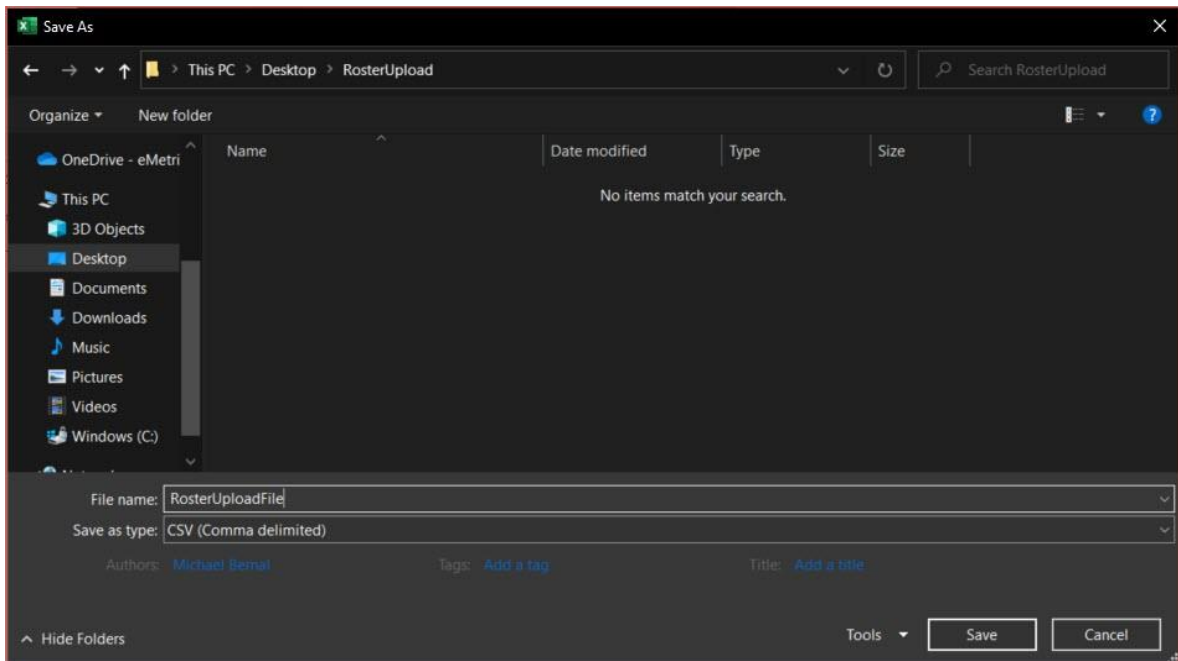
Upload

To create a roster file:

1. Click the **CSV template** link to download the roster file template.
2. Once downloaded, open the template.
3. If uploading for the district, enter the School Code in the column beneath the heading **SchoolCode**, this column is not required at the school level.
4. Enter the State Student IDs in the column beneath the heading **State Student ID (SSID)**. This is the unique state identification number for the students listed in the Roster Upload file.
5. Enter the teachers' username in the column beneath the heading **New Mexico Assessments Portal Username**. This is the unique username of the teachers' New Mexico Assessments Portal Test Administrator (TA) account. Student records listed with this username in the Roster Upload file will be available for the teacher(s) whose username is listed.

	A	B	C
1	SchoolCode	State Student ID (SSID)	New Mexico Assessments Portal Username
2	998	100099001	support-tch
3	998	100000234	support-tch
4	998	100002312	support-tch
5	998	190000076	support-tch
6	998	100099011	support-tch
7	997	156734534	support-tch2
8	997	105467345	support-tch2
9	997	100099002	support-tch2
10	997	100099010	support-tch2
11	997	100099003	support-tch2
12	996	100099004	support-tch3
13	996	100099005	support-tch3
14	996	100099006	support-tch3
15	996	100099007	support-tch3
16	996	100099009	support-tch3
17			
18			

- Click **File**, then **Save As**. Enter the desired file name. Click **Save as type**, select **CSV (comma delimited)** then click **Save**.



Note: Users on Windows devices must select **CSV (comma delimited)** as the file type. Users on Mac devices must select **Comma Separated Values (.csv)**. Selecting **CSV (Macintosh)**, **CSV (MS-DOS)**, or **CSV UTF-8 (Comma delimited)** will result in an 'unrecognized format error' when attempting to upload a file.

UPLOADING A ROSTER FILE

Once the roster file has been created, users will upload it via the **Roster Upload** interface within Data Interaction for New Mexico Student Assessments.

NEW MEXICO Online Reporting by Data Interaction

Back to New Mexico Portal

Program: MSSA

Roster Upload

Organization: Cyber City-999

Search

Cyber City-999

Upload a CSV file with your current roster of students. See the [help guide](#) for more information. (Get started with this [CSV template](#))

The CSV file must contain the following columns:

- **SchoolCode** - PED defined three character location code. If location code is less than 3 characters, then add leading zeros. Example: 021. (Required)
- **State Student ID (SSID)** - This is the unique state identification number for the students listed in the Roster Upload file. (Required)
- **New Mexico Assessments Portal Username** - This is the unique username of the teachers' New Mexico Assessments Portal Test Administrator (TA) account. Student records listed with this username in the Roster Upload file will be available for the teacher(s) whose username is listed. (Required)

Choose a CSV file to upload: Choose File No file chosen

Warning: When updating existing Student Test History data with a roster upload file, data uploaded in previous roster upload files will be overwritten after clicking "Upload". Please see the Help Guide for further details.

This site provides secure access to individual student test results. Reports available through this site are educational records and are subject to the parental/student rights and privacy requirements established under the Family Educational Rights and Privacy Act (FERPA). Only authorized users may access this site. As an authorized user, I attest that I will not view, share, or otherwise use the data and/or reports available through this site in any way that violates FERPA.

Upload

To upload a roster file:

1. Select the program to upload the roster file to using the **Program** drop-down menu.
2. Click **Choose File** and select the roster file you created.
3. Click **Upload**.

Note: Uploading a new roster file will completely overwrite the previous file.

Choose a CSV file to upload: Choose File RosterUploadFile.csv

Warning: When updating existing Student Test History data with a roster upload file, data uploaded in previous roster upload files will be overwritten after clicking "Upload". Please see the Help Guide for further details.

This site provides secure access to individual student test results. Reports available through this site are educational records and are subject to the parental/student rights and privacy requirements established under the Family Educational Rights and Privacy Act (FERPA). Only authorized users may access this site. As an authorized user, I attest that I will not view, share, or otherwise use the data and/or reports available through this site in any way that violates FERPA.

Upload

After the file has been successfully uploaded, a success message will appear. The Student Test History Report will be available to teachers who were included in the file via the **Report Type** dropdown menu on the Data Interaction for New Mexico Student Assessments home page.

Success: Your Data has been successfully uploaded.

Number of uploaded student records: 11
 Number of matched student records: 11
 Number of unmatched student records: 0
 Number of duplicate student records: 0
(Duplicate student records are ignored.)

Continue [home](#) to access the feeder report.

If errors were present in the file, error messages will be listed for each entry that had an issue. Click **Download as CSV** to download the error file.

Success: Your Data has been successfully uploaded.

Number of uploaded student records: 15
 Number of matched student records: 0
 Number of unmatched student records: 15
 Number of duplicate student records: 0
(Duplicate student records are ignored.)

Error: Unable to retrieve data for the following 15 student(s):

SchoolCode	State Student ID (SSID)	New Mexico Assessments Portal Username	
998	100000015	support-tch	No Matching Organization
998	100000014	support-tch	No Matching Organization
998	100000013	support-tch	No Matching Organization
998	100000012	support-tch	No Matching Organization
998	100000011	support-tch	No Matching Organization
997	100000010	support-tch2	No Matching Organization
997	100000009	support-tch2	No Matching Organization
997	100000008	support-tch2	No Matching Organization
997	100000007	support-tch2	No Matching Organization
997	100000006	support-tch2	No Matching Organization

Page 1 of 2
 Displaying 1-10 of 15

Jump to: [Go](#)

[Download as CSV](#)

Continue [home](#) to access the feeder report.

Potential error messages include:

- **No matching organization:** This teacher (TA) username is not recognized by the application or is blank. Please check the username and try again.
- **SSID is not in a valid format:** The SSID is blank or contains letters/symbols. Only valid numerical entries are accepted. Please check the ID and try again.
- **No matching student:** This student ID does not exist in the application. Please check the SSID and try again. If the student has never taken the assessment, they will not have any data in the application. These entries will receive 'unmatched' error messages. If the student ID is correct, the user can assume the student has not been assessed within the selected Program.

COLLEGE BOARD - SAT

Data Interaction for New Mexico Student Assessment will display College Board - SAT scores for Evidence-Based Reading and Writing, Math, Reading, and Writing and Language.

COLLEGE BOARD - SAT REPORTS

There are four types of reports available from the Reporting home page for College Board - SAT: Achievement Summary Report, Student List Report, Student Search, and Data Tools.

The **Achievement Summary** report provides school and district group achievement data in a table or graphical format and allows customization using various summary statistics.



The **Student List** report provides dynamic access to assessment results and demographic information for multiple students under your current organization. Interactive tools allow users to further explore the data.

The screenshot shows the 'Student List' report for 'College Board - SAT, Cyber City-999, 2022-2023'. The table displays student names, total scores, and section scores for Evidence-Based RW and Math.

Last Name	First Name	Total Score	Section Scores	
			Evidence-Based RW	Math
[Redacted]	[Redacted]	Did Not Participate	Did Not Participate	Did Not Participate
[Redacted]	[Redacted]	770	410	360
[Redacted]	[Redacted]	Did Not Participate	Did Not Participate	Did Not Participate
[Redacted]	[Redacted]	Did Not Participate	Did Not Participate	Did Not Participate
[Redacted]	[Redacted]	770	400	370
[Redacted]	[Redacted]	900	550	350
[Redacted]	[Redacted]	700	320	380
[Redacted]	[Redacted]	1060	580	480

Through the **Student List** report, users can access an **Individual Student Report** that provides individual results for each student.

← Back to New Mexico Portal

Individual Student Report: College Board - SAT, Cyber City-999, 2022-2023

Options Save Download Print Roster Student

Student 001, Demo

State Student ID: 123456789 District Name: Cyber City-999 School Name: Cyber City Sch2-998
 Date of Birth: 12/21/2003 Student Grade: 11th grade

Score Results	Score
Total Score	770
Evidence-Based RW	410
Math	360
Reading	21
Writing and Language	20

Data Tools provides the ability to create summary statistics, frequency distributions, cross-tabular reports, and scatter plots. These tools are also available within specific reports by clicking on column headers.



GENERATING A REPORT

The Reporting home page displays the report types for the subject areas and test administrations available to you.

NEW MEXICO Online Reporting by Data Interaction

Shared Reports Download Center Help Recent Saved Reports Roster Upload Demo District

← Back to New Mexico Portal

1 Program: College Board - SAT Last Name Please enter at least 4 characters

2 Report: Achievement Summary

3 Admin: 2022-2023

Organization 1 selected (clear)

4 Search within Cyber City-999

- New Mexico State
- ✓ Cyber City-999
- Cyber City Sch2-998
- Cyber City Sch3-997

5 Get Report

To generate a report:

1. Select a program from the **Program** drop-down list.
2. Select an available report type from the **Report** drop-down list.
3. Select an administration for which test data are available.
4. Use the **Organization** menu to select a District or School(s) to which you have access.
5. When you have finished specifying the parameters, click **Get Report** to generate the report you selected. The selected report is generated with the specified parameters.

To customize the report, see the [Customization Options](#) section.

NAVIGATING A REPORT

The screenshot displays the 'NEW MEXICO Online Reporting by Data Interaction' interface. At the top, it shows 'Demo District' and a 'Student List: College Board - SAT, Cyber City-999, 2022-2023'. A table with columns for 'Last Name' and 'First Name' is visible. An 'Options' menu is open, showing 'Organization: Cyber City-999' and a search box. Below the search box, three options are listed: 'Cyber City-999' (selected), 'Cyber City Sch2-998', and 'Cyber City Sch3-997'. The 'Groups Per Page' is set to 20. At the bottom, navigation buttons include 'Page 1 of 3', 'Displaying 1-20 of 56', and a 'Jump to: 1 Go' field.

1. Upon generating a report, the selected parameters appear at the top of the page and the content of the report displays below.
2. To rearrange the report, sort columns by clicking a column header and selecting **Sort**. The data can be sorted into ascending or descending order, numerically or alphabetically.
3. To change the number of records shown on each page of the report, click on the **Options** icon in the upper right above the report, and then select a number from the menu next to **Groups Per Page** and click **Update**.
4. Use the navigation buttons at the bottom of the report to page back and forth through the reports or type a page number in the **Jump to** field, and then click **Go**.

VIEWING AN ACHIEVEMENT SUMMARY REPORT

On an **Achievement Summary** report, you can select one of the available buttons, **Chart**, **Table**, or **Transpose**, above the report to change from a table to a chart (graphical representation of the selected data) or a transposed view of your selected data options (columns rearranged to rows). The Chart view is the default.

Chart

Users can choose to sort the chart by Organization or Admin using the Sort By: drop down menu



Table

Group	Admin	Number Tested	Average Total Score	Average Evidence Based RW Score	Average Math Score	Average Reading Score	Average Language and Writing Score
Cyber City Sch3-997	2022-2023	2	915	495	420	27	22
Cyber City Sch2-998	2022-2023	31	854	437	417	23	21
Cyber City-999	2022-2023	33	858	441	417	23	21

Transpose

Group	Subject	Admin	Number Tested	Average Score
Cyber City-999	Total Score	2022-2023	33	858
Cyber City-999	Evidence-Based RW	2022-2023		441
Cyber City-999	Math	2022-2023		417
Cyber City-999	Reading	2022-2023		23
Cyber City-999	Writing and Language	2022-2023		21
Cyber City Sch2-998	Total Score	2022-2023	2	915
Cyber City Sch2-998	Evidence-Based RW	2022-2023		495
Cyber City Sch2-998	Math	2022-2023		420
Cyber City Sch2-998	Reading	2022-2023		27
Cyber City Sch2-998	Writing and Language	2022-2023		22
Cyber City Sch3-997	Total Score	2022-2023	31	854
Cyber City Sch3-997	Evidence-Based RW	2022-2023		437
Cyber City Sch3-997	Math	2022-2023		417
Cyber City Sch3-997	Reading	2022-2023		23

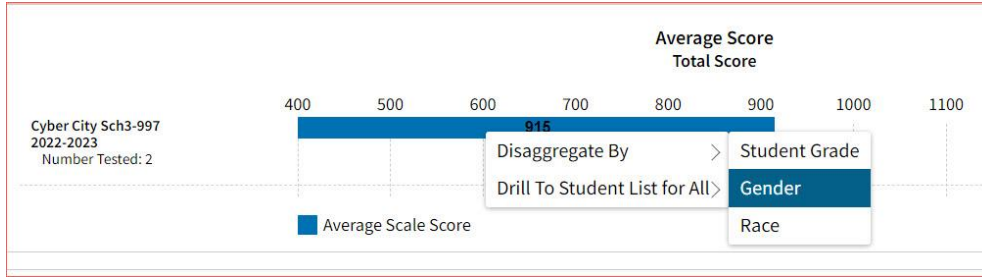
ADDITIONAL ACHIEVEMENT SUMMARY DATA VIEWS

- From the Table or Transposed view, clicking on a group’s name will allow you to disaggregate the group. **Disaggregate By** functionality allows you to separate a specific group by different demographic variables.

Group	Admin	Number Tested	Average Total Score	Average Evidence Based RW Score
Cyber City Sch3-997	2022-2023	2	915	495
Cyber City Sch2-998	2022-2023	1	1060	437
Cyber City-999	2022-2023	1	770	441

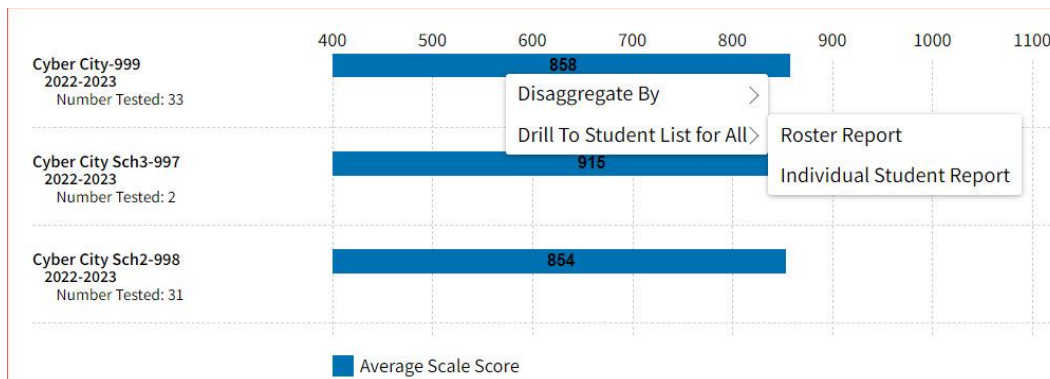
Group	Admin	Number Tested	Average Total Score	Average Evidence Based RW Score	Average Math Score	Average Reading Score	Average Language and Writing Score
Cyber City Sch3-997	2022-2023	2	915	495	420	27	22
Male	2022-2023	1	1060	600	460	31	29
Female	2022-2023	1	770	390	380	23	16

- From the Chart view, clicking on the bar(s) will reveal the option to **Disaggregate By** as well.



- Click on a group name in the tabular view or a bar in the chart view to display a menu allowing you to drill to a Roster report or set of Individual Student Reports for that group/test/content area combination.

Group	Admin	Number Tested	Average Total Score
Cyber City Sch3-997	2022-2023	2	915
Cyber City Sch2-998	2022-2023	31	854
Cyber City-999	2022-2023		



- Click on the header of a score column of interest, then on **Graph** to display the chart view, allowing further analysis and customization as desired.

Number Tested	Average Total Score	Average Evidence Based RW Score
2	915	495
31	854	437
33	858	441



VIEWING STUDENT REPORTS

On a **Student List** report, you can select one of the available buttons, **Roster**, or **Student**, above the report to change the view to a roster list for all student in the selected group or a set of detailed individual student reports for each student in the selected group. (The Roster view is set as the default.)

Roster

Back to New Mexico Portal







Student List: College Board - SAT, Cyber City-999, 2022-2023

Options Save Download Print Roster Student

Last Name	First Name	Total Score	Section Scores	
			Evidence-Based RW	Math
		Did Not Participate	Did Not Participate	Did Not Participate
		770	410	360
		Did Not Participate	Did Not Participate	Did Not Participate
		Did Not Participate	Did Not Participate	Did Not Participate
		770	400	370
		900	550	350
		700	320	380
		1060	580	480
		1030	490	540
		Did Not Participate	Did Not Participate	Did Not Participate

Student (Individual Student Report)

← Back to New Mexico Portal
Individual Student Report: College Board - SAT, Cyber City-999, 2022-2023

Student 001, Demo

State Student ID: 123456789 District Name: Cyber City-999 School Name: Cyber City Sch2-998
 Date of Birth: 12/21/2003 Student Grade: 11th grade

Score Results	Score
Total Score	770
Evidence-Based RW	410
Math	360
Reading	21
Writing and Language	20

< Page 1 of 56 > Jump to: Go

Use the arrows at the bottom of the page to view each Individual Student Report within the selected group.

In addition to selecting the Student button to see a set of individual student reports for all students in the group, you can click on a student name in the roster view in order to access an individual report for only that student.

Last Name	First Name	Total Score
[blurred]	Student	910
[blurred]	Student	1080
[blurred]	Student	Did Not Participate
[blurred]	Student	1200
[blurred]	Student	830
[blurred]	Student	890

← Back to New Mexico Portal
Individual Student Report: College Board - SAT, Cyber City-999, 2022-2023

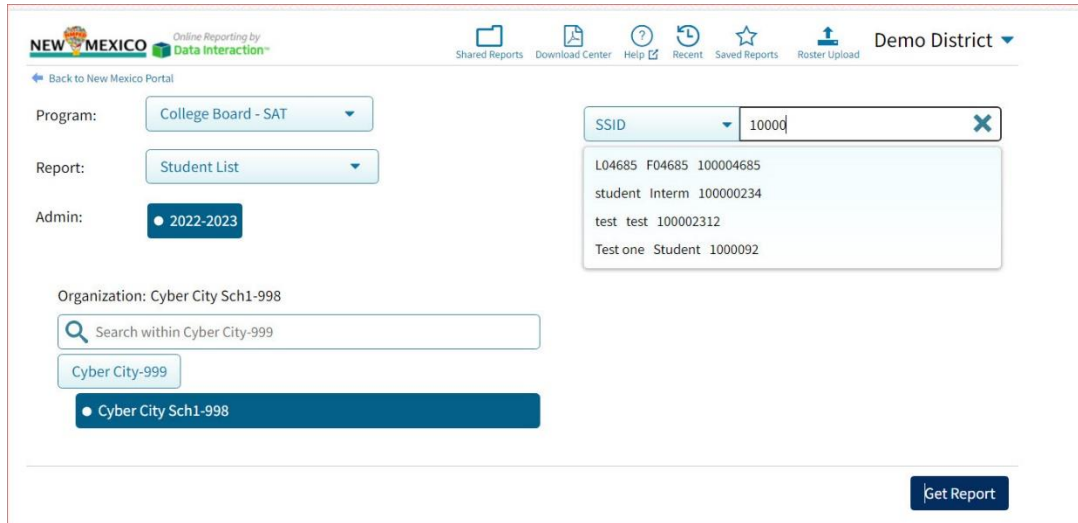
Drill To Selection: Students whose Last Name is Demo 001, First Name is Student

Demo 001, Student

State Student ID: 123456789 District Name: Cyber City-999
 Date of Birth: 10/10/2003 Student Grade: 11th grade

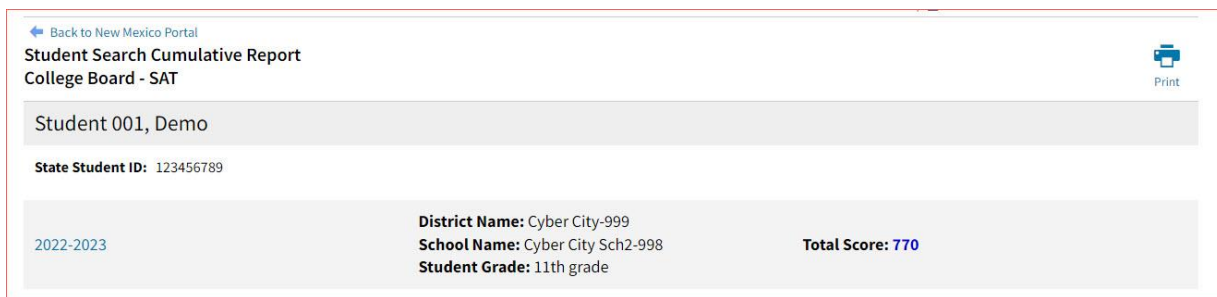
USING STUDENT SEARCH

You can quickly create a report for an individual student by searching for the student. In the **Student Search** field, search for the student by their Last Name, First Name, or State Student D Number. A list of potential matches will appear.









Click on a student in the list of potential matches to generate a list of their testing history. Click the “more results” link to see a detailed list of the potential matches based on the criteria you entered.

Selecting a student from the list of potential matches will take you to a cumulative list of that student’s test results (testing history). Selecting/clicking a student name from the “more results” view will also take you to the student’s cumulative results.



Clicking on a test event in the cumulative search report (e.g., 2022-2023) will give you a detailed individual student report.

[← Back to New Mexico Portal](#)
Individual Student Report: College Board - SAT, Cyber City Sch2-998, 2022-2023
 Drill To Selection: Students whose Last Name is Student 001, First Name is Demo

 Options
  Save
  Download
  Print
  Roster
  Student

Student 001, Demo

State Student ID: 123456789 District Name: Cyber City-999 School Name: Cyber Cith Sch2-998
 Date of Birth: 12/21/2003 Student Grade: 11th grade

Score Results	Score
Total Score	770
Evidence-Based RW	410
Math	360
Reading	21
Writing and Language	20

Clicking on the **Roster** button above the top right of the Individual Student Report will navigate you to a roster view where you can continue your analysis and/or select other students.

VIEWING DATA TOOLS REPORTS

Data Tools reports can be accessed directly from the main report selections page, providing a summary statistics report intended to streamline data analysis. The Data Tools report allows you to view frequency distributions, summary statistics, and scatter plot reports across available score and field data points all within a single report.

The data tool functionality (summarize, distribute, plot) can also be accessed as options from the column headers in the Student List report.

From the **Data Tools** report, select from four analysis options indicated by the buttons at the top right of the report. Summary statistics is the default view.



SUMMARIZE

Instantly see summary statistics, such as mean and standard deviation, by clicking on the **Summarize** button.

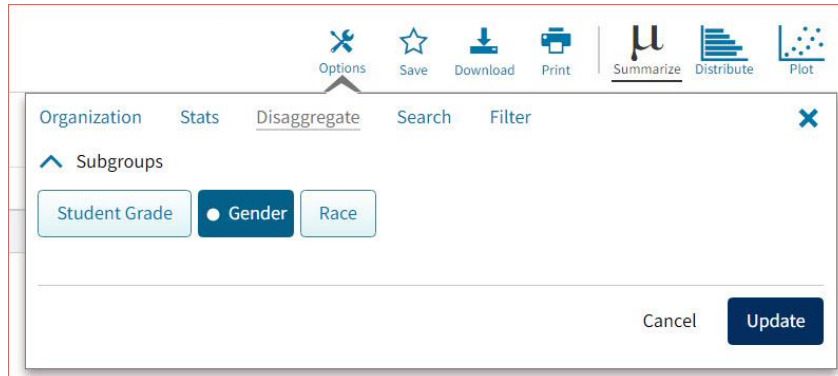
[← Back to New Mexico Portal](#)
Summary Statistics: College Board - SAT, Cyber City-999, 2022-2023

 Options
  Save
  Download
  Print
  Summarize
  Distribute
  Plot

Total Score

Population	Valid N	Mean	S.D.	Minimum	Maximum
56	33	857.6	134.8	680	1310

You can also view summary statistics by demographic subgroups, such as gender by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.

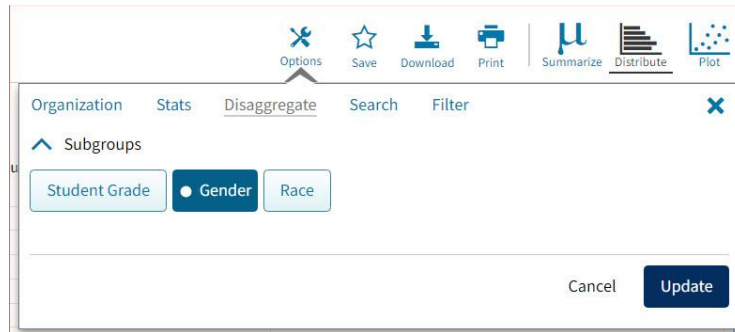


DISTRIBUTE

Generate a frequency distribution for a score or achievement level by clicking on the **Distribute** button on the Data Tools report.

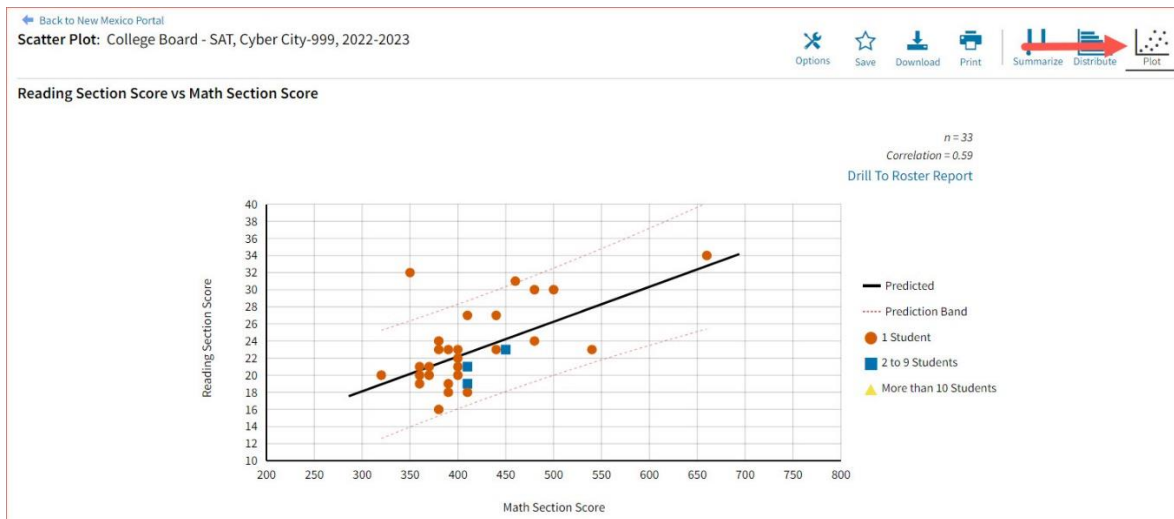


You can also view frequency distributions by demographic subgroups, such as gender, by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.

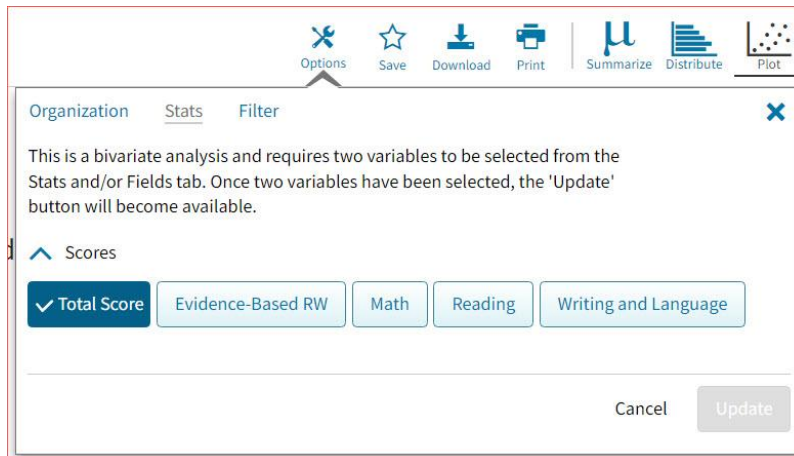


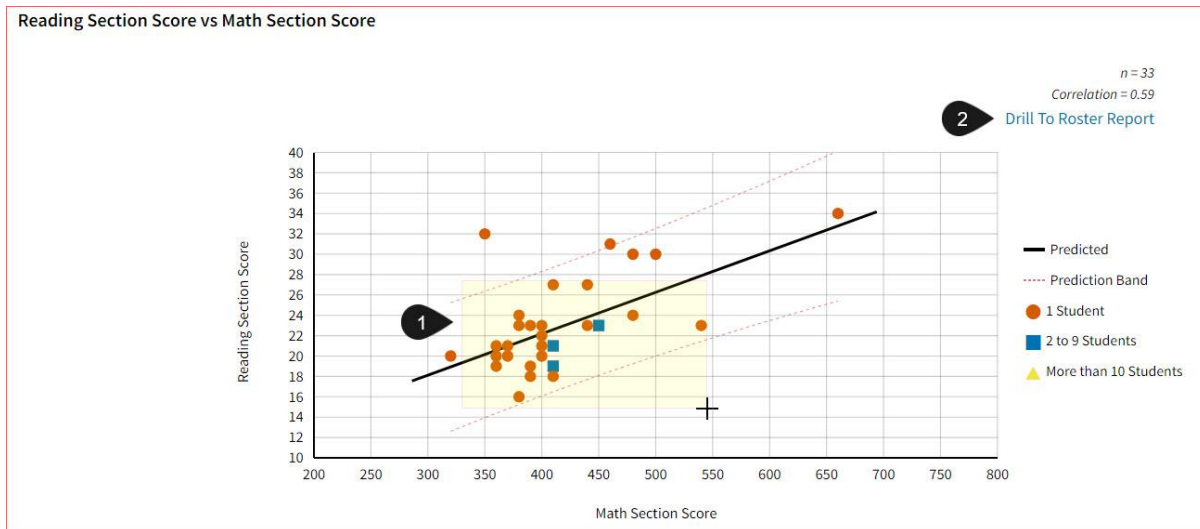
SCATTER PLOT

Generate a scatter plot based on available scores by clicking on the **Plot** button from the **Data Tools** report.



If you navigate from a frequency distribution or summary statistics with only one variable selected, a message will appear instructing you to add a second variable (score) to view a scatter plot report.



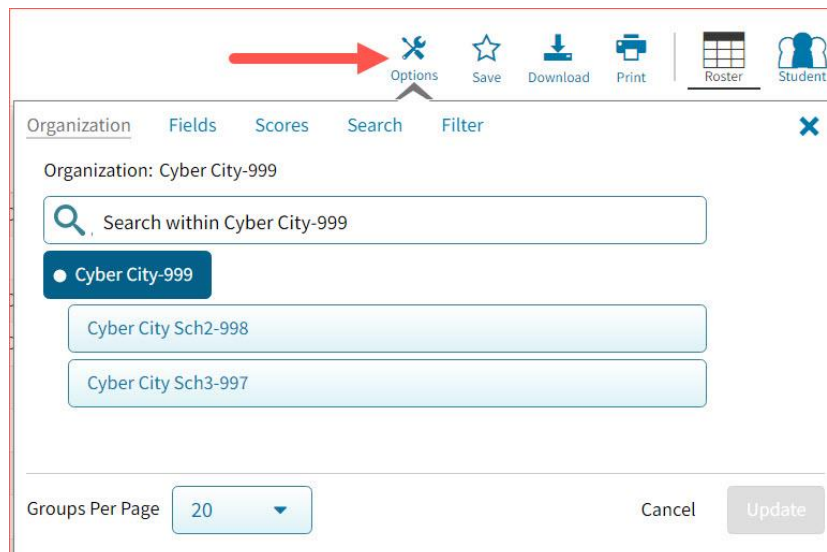


1. You may enlarge sections of the scatter plot by clicking and dragging to draw a box around the section of the graph you wish to enlarge.
2. You can click **Drill to Roster Report** in the top right corner of the graph to drill to a Student List report view for the students shown in the current scatter plot view.

You can also change scatter plot sections in the **Stats** tab under the **Options** button and search the results shown on the scatter plot report using the **Search** tab. You can make selections among various tabs before clicking **Update** to refresh the report view with the new selections.

CUSTOMIZATION OPTIONS

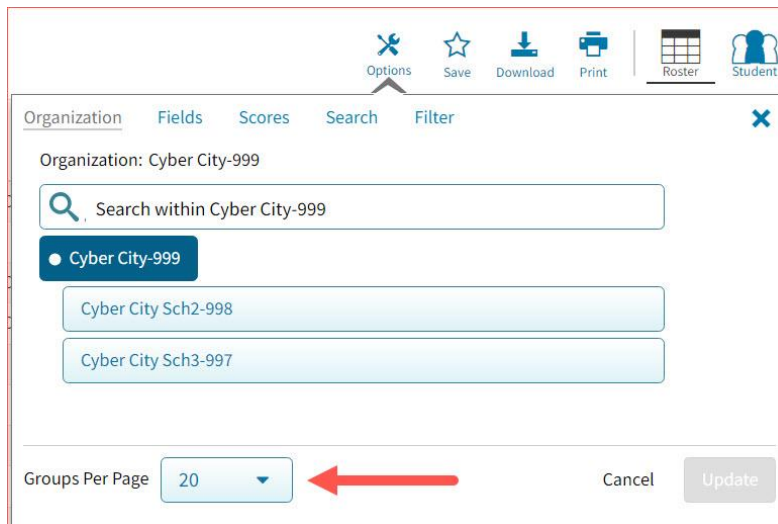
Reports can be customized by changing the options of the report. Changes may be made to multiple tabs at once before updating.



- For any report, clicking the **Options** button above the top right of the report will open a pop-out module with a menu of variables that can be changed. Each category of report has its own tab menu described below.
- Clicking **Update** will apply the customizations.
- Clicking **Cancel** will keep the report with existing options.
- Clicking the **x** will close the window.

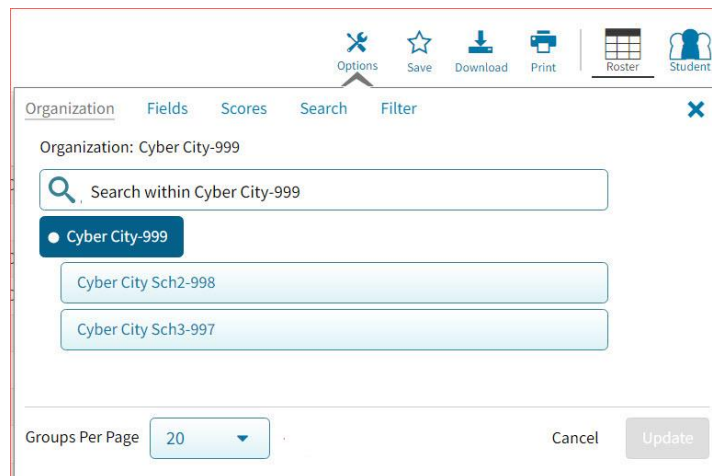
DISPLAY

On any report, specify the number of groups shown per page (e.g., selecting 20 means that 20 student records will display on a single page) by choosing the **Groups Per Page** on any tab of the Options menu.



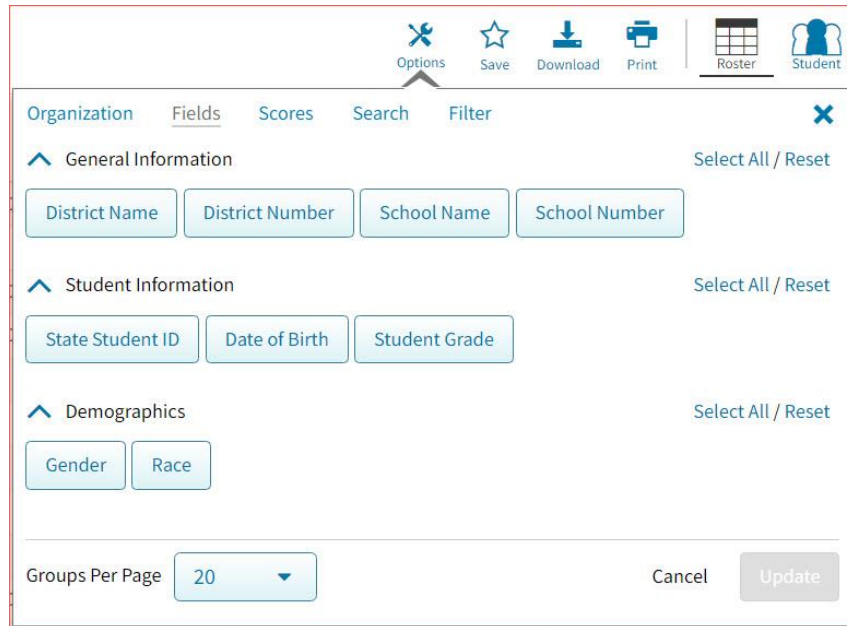
ORGANIZATION

The **Organization** tab (available for all reports) allows you to update the report with data from different organizations that are available to you. Select the desired organization and click **Update** to refresh the report.



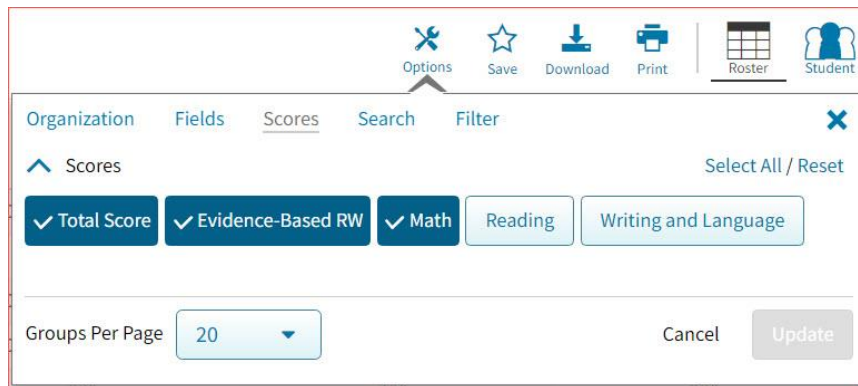
FIELDS

The **Fields** tab (available in Student List reports only) allows you to select student identification information, test information, and demographics to view on the report. Select the appropriate demographics and click **Update** to add these fields as columns to the report.



SCORES

The **Scores** tab (available in Student List reports only) can be used to select score to view on the report. Select checkboxes for Total Score, Evidence-Based RW, Math, Reading, or Writing and Language.

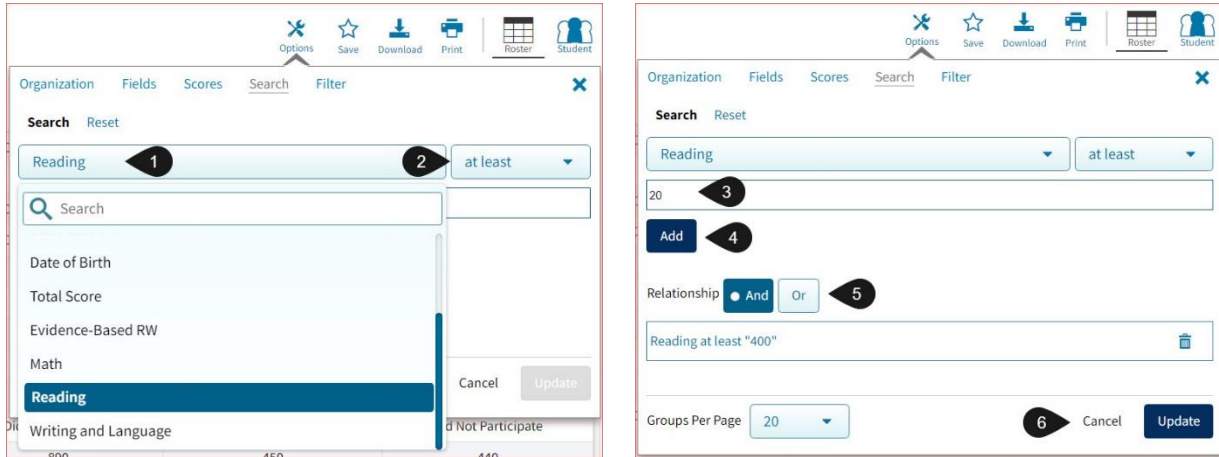


To view all scores and reporting categories, click the **Select All** link within each section. Checkboxes can be deselected to remove specific scores or reporting categories. Click **Update** to view the selections of the report.

SEARCH

The **Search** feature (available in Student List reports only) allows you to search for students by name, Student ID, date of birth, scores, or other options.

For example, to find students in the district or school **Student List** report with a reading score of at least 20:



1. Select the **Reading** option from the drop-down menu.
2. Select **At Least**, **At Most**, or **Equal to**.
3. Enter the score value (20) in the text box.
4. Click **Add**.
5. Choose the **Relationship**.
And will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
6. Click **Update**

The report will refresh showing only students matching the search criteria.

← Back to New Mexico Portal

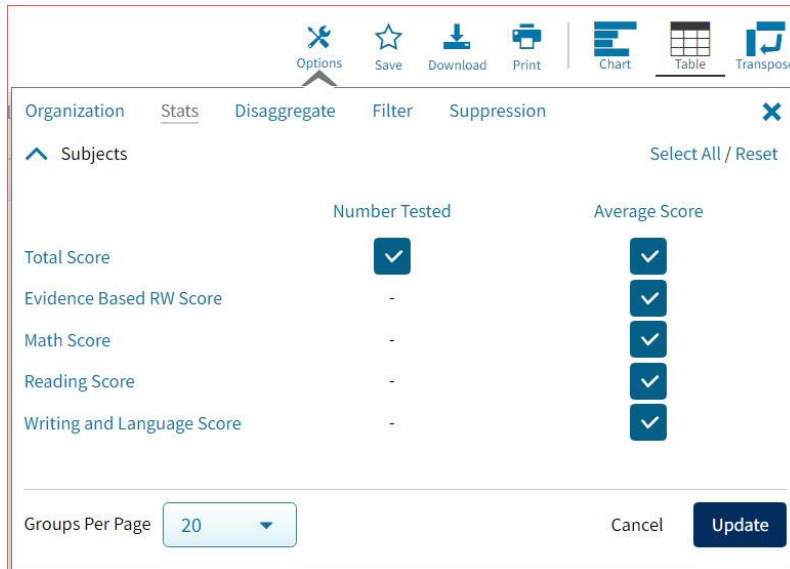
Student List: College Board - SAT, Cyber City-999, 2022-2023

Search: Reading Section Score at least 20

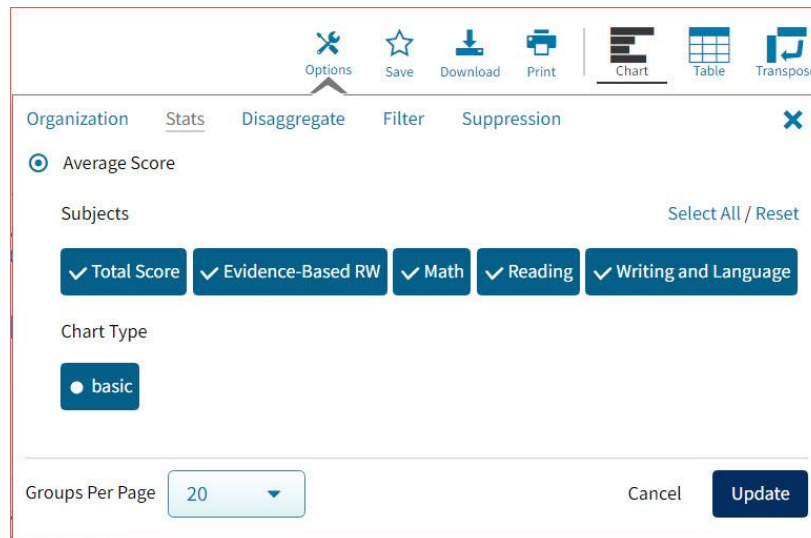
Last Name	First Name	Total Score	Test Scores
			Reading
		770	21
		770	20
		900	32
		1060	30
		1030	23
		890	23
		980	27
		860	23

STATS

The **Stats** feature (available in Achievement Summary reports) allows you to select stats or scores to view on the report. Select checkboxes to choose a specific state or score. To view all stats, click the **Select All** link. Checkboxes can be deselected to remove specific stats or scores. Click **Update** to view the changed selections in the report. Click **Reset** to restore default selections

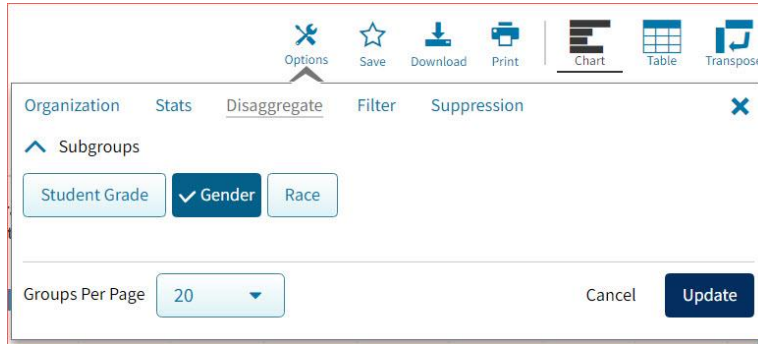


The options on the **Stats** tab adjust based on the report view. For example, when viewing the **Chart View**, you have the options to adjust the stats graphed as well as the chart type if available.



DISAGGREGATE

The **Disaggregate** tab (available in Achievement Summary reports only) can be used to separate the report by different subgroups. Select the desired subgroups and click **Update** to add the fields and rows to the report.

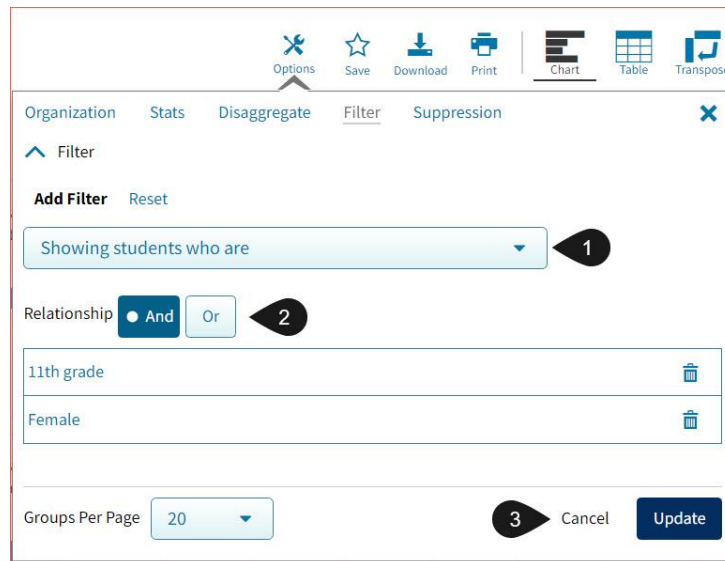


FILTER

The **Filter** feature (available in all reports) allows you to include or exclude students based on demographic statistics.

1. Click on the desired demographic variable from the drop-down list to select a subgroup. Click on another demographic variable to select more than one subgroup.
2. Choose the **Relationship**, by selecting **And** or **Or** to specify the logical relationship between the subgroups selected.
 - And** will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
3. Click **Update**.

Selections display s boxes under **Relationship**. Click on the trash can icon displayed to remove the selection.



SUPPRESSION

The **Suppression** feature allows you apply dynamic data suppression when viewing data on the Achievement Summary Report.

1. Click on the desired variable from the drop-down list to select a number of students tested.
2. Choose **Less Than**, **Greater Than**, or **Equal To** to specify the logical relationship between the subgroup selected.
3. Enter an N count in the text box provided to suppress data if the group is less than, greater than, or equal to the N count.
4. Click Add to add the Suppression rule.
5. Click **Update**. The summary level data will be suppressed according to the rule selected.

The screenshot displays the 'Suppression' configuration window. At the top, there are navigation icons for Options, Save, Download, Print, Chart, Table, and Transpose. Below these are tabs for Organization, Stats, Disaggregate, Filter, and Suppression. The 'Suppression' tab is active, showing a 'Reset' link. The main configuration area includes a dropdown menu for 'Number Tested' (1) with the value '1' selected, and a relationship dropdown set to 'less than' (2). A text input field (3) contains the value '50'. An 'Add' button (4) is located below the input field. A list below shows the rule 'Number Tested less than "50"' with a trash icon. At the bottom, there is a 'Groups Per Page' dropdown set to '20', a 'Cancel' button (5), and an 'Update' button.

INTERIM MEASURES OF STUDENT SUCCESS AND ACHIEVEMENT ASSESSMENTS (iMSSA)

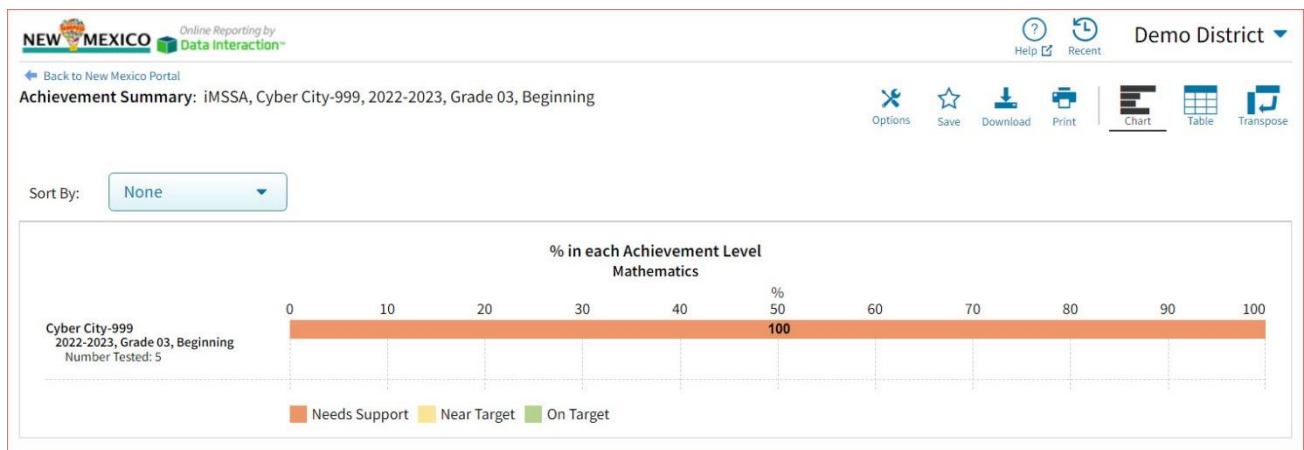
The Interim Measures of Student Success and Achievement (iMSSA) is a college and career readiness assessment solution for grades 3-8 that are administered to districts and schools. This assessment solution is designed to complement the statewide summative solution already in place.

iMSSA is administered three times per year during the beginning of the year (BOY), middle of the year (MOY), and end of the year (EOY). The assessment measures students in Mathematics, Reading, and Language Usage. In addition to the overall score and reporting category scores, students are also given Lexile and Quantile measures at all grades and eighth grade students are provided an estimated PSAT score for Mathematics and Reading. Reports are provided in Data Interaction within 24 hours of submitting an assessment.

iMSSA REPORTS

There are five types of reports available from the Reporting home page for iMSSA: Achievement Summary Report, Student List Report, Student Search, Data Tools, and Item Analysis Report.

The **Achievement Summary** report provides school and district group achievement data in a table or graphical format and allows customization using various summary statistics.



The **Student List** report provides dynamic access to assessment results and demographic information for multiple students under your current organization. Interactive tools allow users to further explore the data.

Back to New Mexico Portal

Student List: iMSSA, Cyber City-999, 2022-2023, Beginning, Grade 03

Last Name	First Name	State Student ID	Reading		Language Usage		Mathematics	
			Scale Score	Achievement Level	Scale Score	Achievement Level	Scale Score	Achievement Level
Champlin	Anne	712182365					266	Needs Support
Deckow	Benton	852114964					266	Needs Support
Demo	Val	655455115					266	Needs Support
Demo A	Student	546324234					266	Needs Support
Demo C	Student	763212043					266	Needs Support

Through the **Student List** report, users can access an **Individual Student Report** that provides individual results for each student.

← Back to New Mexico Portal

Individual Student Report: iMSSA, Cyber City-999, 2022-2023, Beginning, Grade 03

Options Save Download Print Roster Student

Champlin, Anne

State Student ID: 712182365 District Name: Cyber City-999 School Name: Cyber City Sch1-998
 Date of Birth: 05/30/2005 Student Grade: Grade 03

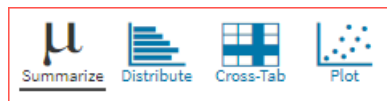
Overall Summary	Student Achievement Statement
Reading	
Language Usage	
Mathematics	Your child's mathematics score is in the Needs Support Level, may need significant and long-term targeted instructional support to progress towards college and career readiness.

Reading Detailed Results	Score	Achievement Level	Projection Level
Reading			
Literary Text			
Informational Text			
Comprehension			
Analysis and Interpretation			
Lexile			

Language Usage Detailed Results	Score	Achievement Level	Projection Level
Language Usage			

Page 1 of 5 Jump to: 1 Go

Data Tools provides the ability to create summary statistics, frequency distributions, cross-tabular reports, and scatter plots. These tools are also available within specific reports by clicking on column headers.



The **Item Analysis Report** provides users with information about all items included in the selected iMSSA assessments. This information will include item grade, content area, item description, difficulty level, Common Core State Standard, Learning Target and dynamically calculated school, district, and state averages for each item. This report can be used to connect the results of the assessment with classroom learning objectives.

Grade	Subject	Item Order	Language	Reporting Category	Item Type	CCSS
Grade 03	Mathematics					M.04.G.01.01
Grade 03	Mathematics					M.04.G.01.01
Grade 03	Mathematics					M.03.NBT.01.01
Grade 03	Mathematics					M.06.001,M.06.002,M.06.EE.
Grade 03	Mathematics					M.06.001,M.06.EE.01.0
Grade 03	Mathematics					M.06.EE.01.01
Grade 03	Mathematics					M.05.002,M.06.EE.01.01,M.07.
Grade 03	Mathematics					M.03.NBT.01.01
Grade 03	Mathematics	26	English	Operations and Algebraic Thinking, Reasoning and Argument	MC	M.07.EE.01
Grade 03	Mathematics	23	English	Number & Operations in Base 10, Structure and Repeated Reasoning	MC	M.06.NS.01

GENERATING A REPORT

The Reporting home page displays the report types for the subject areas and test administrations available to you.

NEW MEXICO Online Reporting by Data Interaction™

Shared Reports Download Center Help Recent Saved Reports Roster Upload Demo District

Back to New Mexico Portal

1 Program: iMSSA

2 Report: Achievement Summary

3 Admin: 2022-2023 2021-2022 2020-2021

4 Grade: Grade 03

5 Window: Beginning End

6 Organization: 1 selected (clear)

Search within New Mexico State

New Mexico State

Cyber City-999

Cyber Falls-995

7 Get Report

To generate a report:

1. Select a program from the **Program** drop-down list.
2. Select an available report type from the **Report** drop-down list.
3. Select an administration for which test data are available.
4. Select a grade.
5. Select a testing window.
6. Use the **Organization** menu to select a District or School(s) to which you have access.
7. When you have finished specifying the parameters, click **Get Report** to generate the report you selected. The selected report is generated with the specified parameters.

To customize the report, see the [Customization Options](#) section.

NAVIGATING A REPORT

The screenshot displays the 'NEW MEXICO Online Reporting by Data Interaction' interface. At the top, it shows 'Demo District' and navigation icons for Help, Recent, Options, Save, Download, Print, Roster, and Student. A breadcrumb trail indicates the current report: 'Student List: iMSSA, Cyber City-999, 2022-2023, Beginning, Grade 03'. Below this is a table with columns for Last Name, First Name, State Student ID, and Scale Score. The table contains five rows of student data. An 'Options' menu is open, showing 'Organization: Cyber City-999' and a search box. The search results list 'Cyber City-999' and 'Cyber City Sch1-998'. At the bottom of the menu, there is a 'Groups Per Page' dropdown set to 20 and 'Cancel' and 'Update' buttons. At the bottom of the page, there is a footer with an information icon, page navigation arrows, 'Page 1 of 1 Displaying 1-5 of 5', and a 'Jump to: 1 Go' field.

Last Name	First Name	State Student ID	Scale Score
Champlin	Anne	712182365	
Deckow	Benton	852114964	
Demo	Val	655455115	
Demo A	Student	546324234	
Demo C	Student	763212043	

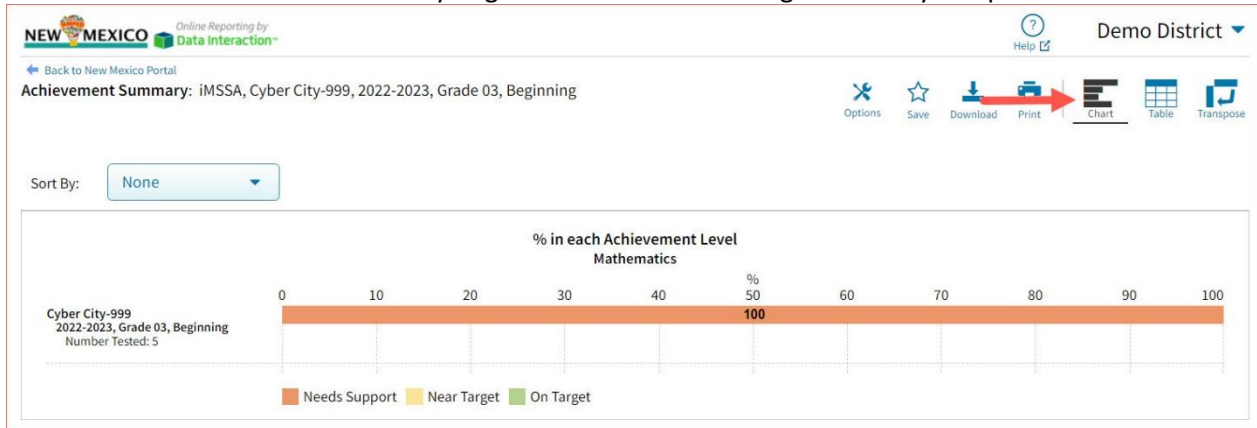
1. Upon generating a report, the selected parameters appear at the top of the page and the content of the report displays below.
2. To rearrange the report, sort columns by clicking a column header and selecting **Sort**. The data can be sorted into ascending or descending order, numerically or alphabetically.
3. To change the number of records shown on each page of the report, click on the **Options** icon in the upper right above the report, and then select a number from the menu next to **Groups Per Page** and click **Update**.
4. To see additional notes on information displayed, click the information icon in the bottom left corner of the page. Click again to hide the notes.
5. Use the navigation buttons at the bottom of the report to page back and forth through the reports or type a page number in the **Jump to** field, and then click **Go**.

VIEWING AN ACHIEVEMENT SUMMARY REPORT

On an **Achievement Summary** report, you can select one of the available buttons, **Chart**, **Table**, or **Transpose**, above the report to change from a table to a chart (graphical representation of the selected data) or a transposed view of your selected data options (columns rearranged to rows). The Chart view is the default.

Chart

Users can choose to sort the chart by Organization or Admin using the Sort By: drop down menu



Table

Group	Admin	Grade	Window	Reading Achievement			Mathematics Achievement				
				Number Tested	Needs Support	Near Target	On Target	Number Tested	Needs Support	Near Target	On Target
					%	%	%		%	%	%
Cyber City-999	2022-2023	Grade 03	Beginning	0				5	100	0	0
Cyber City Sch1-998	2022-2023	Grade 03	Beginning	0				5	100	0	0

Transpose

Group	Subject	Admin	Grade	Window	Number Tested	% in each Achievement Level		
						Needs Support	Near Target	On Target
						%	%	%
Cyber City-999	Mathematics	2022-2023	Grade 03	Beginning	5	100	0	0
Cyber City Sch1-998	Mathematics	2022-2023	Grade 03	Beginning	5	100	0	0

ADDITIONAL ACHIEVEMENT SUMMARY DATA VIEWS

- From the Table or Transposed view, clicking on a group’s name will allow you to disaggregate the group. **Disaggregate By** functionality allows you to separate a specific group by different demographic variables.

Group	Admin	Grade	Window	Number Tested
Cyber City-999	2022-2023	Grade 03	Beginning	0
Cyber City Sch1-998				

Disaggregate By >

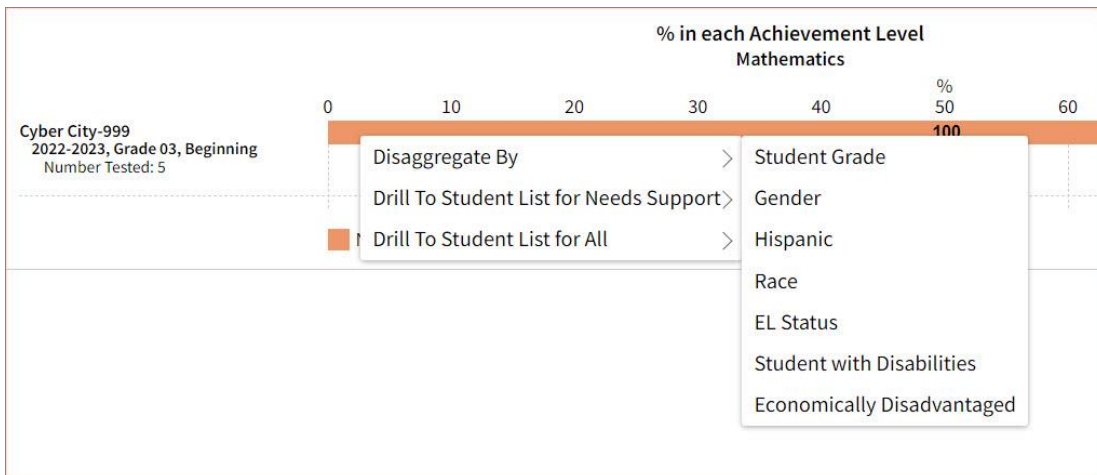
- Student Grade
- Gender
- Hispanic
- Race
- EL Status
- Student with Disabilities
- Economically Disadvantaged

NEW MEXICO Online Reporting by Data Interaction™ Demo District

Back to New Mexico Portal Achievement Summary: iMSSA, Cyber City-999, 2022-2023, Grade 03, Beginning

Group	Admin	Grade	Window	Reading Achievement			Mathematics Achievement				
				Number Tested	Needs Support %	Near Target %	On Target %	Number Tested	Needs Support %	Near Target %	On Target %
Cyber City-999	2022-2023	Grade 03	Beginning	0				5	100	0	0
Initially Fluent English Proficient-Student never EL	2022-2023	Grade 03	Beginning	0				3	100	0	0
Reclassified Fluent English Proficient-exited Year 1	2022-2023	Grade 03	Beginning	0				1	100	0	0
Reclassified Fluent English Proficient-exited Year 2	2022-2023	Grade 03	Beginning	0				1	100	0	0

- From the Chart view, clicking on the bar(s) will reveal the option to **Disaggregate By** as well.





- Click on a group name in the tabular view or a bar in the chart view to display a menu allowing you to drill to a Roster report or set of Individual Student Reports for that group/test/content area combination.

Group	Admin	Grade	Window	Number Tested
Cyber City-999	2022-2023	Grade 03	Beginning	0

- Disaggregate By >
- Drill To Student List >
- Roster Report
- Individual Student Report

% in each Achievement Level Mathematics

Group	Needs Support (%)	Near Target (%)	On Target (%)
Cyber City-999 2022-2023, Grade 03, Beginning Number Tested: 5	100	0	0

- Disaggregate By >
- Drill To Student List for Needs Support >
- Drill To Student List for All >
- Roster Report
- Individual Student Report

- Click on the % column header and select **Show N Count** to view how many students scored in each achievement level. The valid N value indicates the number of students who match the parameters of the report.

Number Tested	Needs Support	Near Target	On Target
	%	%	%
5	100		0

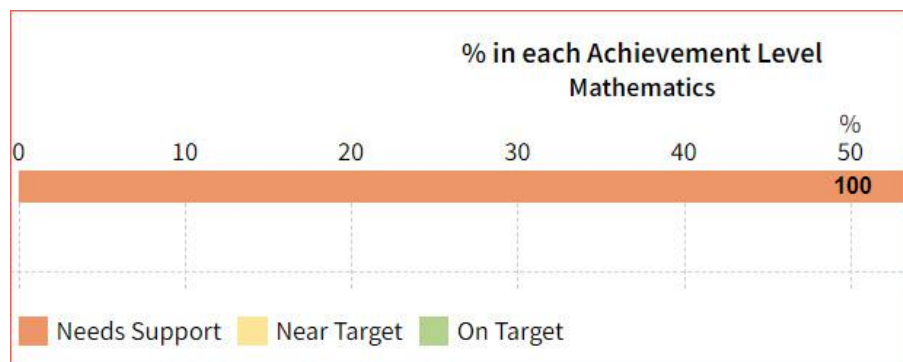
Graph
 Show N Count

Group	Admin	Grade	Window	Reading Achievement						Mathematics Achievement										
				Number Tested	Needs Support		Near Target		On Target		Number Tested	Needs Support		Near Target		On Target				
					N	%	N	%	N	%		N	%	N	%	N	%			
Cyber City-999	2022-2023	Grade 03	Beginning	0										5	5	100	0	0	0	0

- Click on the header of a score column of interest, then on **Graph** to display the chart view, allowing further analysis and customization as desired.

Number Tested	Needs Support	Near Target	On Target
	%	%	%
5			0

Graph
 Show N Count



VIEWING STUDENT REPORTS

On a **Student List** report, you can select one of the available buttons, **Roster**, or **Student**, above the report to change the view to a roster list for all student in the selected group or a set of detailed individual student reports for each student in the selected group. (The Roster view is set as the default.)

Roster

Back to New Mexico Portal

Student List: iMSSA, Cyber City-999, 2022-2023, Beginning, Grade 03

Options Save Download Print Roster Student

Last Name	First Name	State Student ID	Reading		Language Usage		Mathematics	
			Scale Score	Achievement Level	Scale Score	Achievement Level	Scale Score	Achievement Level
Champlin	Anne	712182365					266	Needs Support
Deckow	Benton	852114964					266	Needs Support
Demo	Val	655455115					266	Needs Support
Demo A	Student	546324234					266	Needs Support
Demo C	Student	763212043					266	Needs Support

Student (Individual Student Report)

Back to New Mexico Portal

Individual Student Report: iMSSA, Cyber City-999, 2022-2023, Beginning, Grade 03

Options Save Download Print Roster Student

Champlin, Anne

State Student ID: 712182365 District Name: Cyber City-999 School Name: Cyber City Sch1-998
 Date of Birth: 05/30/2005 Student Grade: Grade 03

Overall Summary	Student Achievement Statement
Reading	
Language Usage	
Mathematics	Your child's mathematics score is in the Needs Support Level, may need significant and long-term targeted instructional support to progress towards college and career readiness.

Reading Detailed Results	Score	Achievement Level	Projection Level
Reading			
Literary Text			
Informational Text			
Comprehension			
Analysis and Interpretation			
Lexile			

Language Usage Detailed Results	Score	Achievement Level	Projection Level
Language Usage			

Page 1 of 5 Jump to: 1 Go

Use the arrows at the bottom of the page to view each Individual Student Report within the selected group.

In addition to selecting the Student button to see a set of individual student reports for all students in the group, you can click on a student name in the roster view in order to access an individual report for only that student.

Last Name	First Name	State Student ID
Champlin	Anne	712182365
Deckow	Benton	852114964
Demo	Val	655455115
Demo A	Student	546324234
Demo C	Student	763212043

[← Back to New Mexico Portal](#)

Individual Student Report: iMSSA, Cyber City-999, 2022-2023, Beginning, Grade 03

Drill To Selection: Students whose Last Name is Demo, First Name is Val

Demo, Val

State Student ID: 655455115 District Name: Cyber City-999

Date of Birth: 01/02/2008 Student Grade: Grade 03

USING STUDENT SEARCH

You can quickly create a report for an individual student by searching for the student. In the **Student Search** field, search for the student by their Last Name, First Name, or State Student D Number. A list of potential matches will appear.

The screenshot shows the 'New Mexico Online Reporting by Data Interaction' interface. The top navigation bar includes 'Shared Reports', 'Download Center', 'Help', 'Recent', 'Saved Reports', 'Roster Upload', and 'Demo District'. The main area contains search filters: Program (iMSSA), Report (Student List), Admin (2022-2023, 2021-2022, 2020-2021), Window (Beginning, End), and Grade (Grade 03). The Organization is set to 'Cyber City-999'. A search box contains 'Search within Cyber City-999' with a dropdown showing 'Cyber City-999'. A search dropdown is open, showing a list of results: Demo E Student 672843212, Demo F Student 312470283, Demo G Student 316702833, Demo H Student 567843234, Demo J Student 312470255, Demo1 Demo 100000002, Demo2 Demo 100000013, demoone student 5467345, and DemotDemo DemotDemot Dallin 181893799. A link 'There are 1 more results...' is visible at the bottom of the list.

Click on a student in the list of potential matches to generate a list of their testing history. Click the “more results” link to see a detailed list of the potential matches based on the criteria you entered.

The screenshot shows the 'Student Search' interface. At the top, there is a search bar with the text 'Search: Last Name starts with 'Demo''. Below the search bar is a table with a column labeled 'Last Name'. The table contains several rows with 'Demo' as the last name, and a few rows with 'Demo A', 'Demo B', 'Demo C', 'Demo D', 'Demo E', 'Demo F', and 'Demo G'. To the right of the table, there is a search filter dialog box. The dialog box has a 'Search' field with 'None' selected, an 'Add' button, and a 'Relationship' section with 'And' and 'Or' options. Below the dialog box, there is a 'Groups Per Page' dropdown set to '20' and buttons for 'Cancel' and 'Update'. At the bottom of the page, there is a pagination control showing 'Page 1 of 2' and a 'Jump to: 1 Go' button.

From the list of matches, use the Search tab under the **Options** icon to further refine your search.

Selecting a student from the list of potential matches will take you to a cumulative list of that student’s test results (testing history). Selecting/clicking a student name from the “more results” view will also take you to the student’s cumulative results.

The screenshot shows the 'Student Search Cumulative Report' for a student named 'Demo, Andres'. The report includes the student's name, 'State Student ID: 277350778', and a list of test events. One test event is highlighted: '2022-2023, End, Grade 03'. To the right of this event, there is a summary of results: 'District Name: Cyber Falls-995', 'School Name: Cyber Falls Sch1-994', 'Student Grade: Grade 08', 'Mathematics Scale Score: 274', and 'Mathematics Performance Level: Needs Support'. A 'Print' button is visible in the top right corner.

Clicking on a test event in the cumulative search report (e.g., 2022-2023, End, Grade 03) will give you a detailed individual student report.

[Back to New Mexico Portal](#)
Individual Student Report: iMSSA, Cyber Falls Sch1-994, 2022-2023, End, Grade 03
 Drill To Selection: Students whose Last Name is Demo, First Name is Andres

[Options](#) [Save](#) [Download](#) [Print](#) [Roster](#) [Student](#)

Demo, Andres

State Student ID: 277350778 District Name: Cyber Falls-995 School Name: Cyber Falls Sch1-994
 Date of Birth: 05/30/2005 Student Grade: Grade 08

Overall Summary	Student Achievement Statement
Reading	
Language Usage	
Mathematics	Your child's mathematics score is in the Needs Support Level, may need significant and long-term targeted instructional support to progress towards college and career readiness.

Reading Detailed Results	Score	Achievement Level	Growth Level
Reading			
Literary Text			
Informational Text			
Comprehension			
Analysis and Interpretation			
Lexile			

Language Usage Detailed Results	Score	Achievement Level	Growth Level
Language Usage			

[Page 1 of 1](#) [Jump to: 1](#) [Go](#)

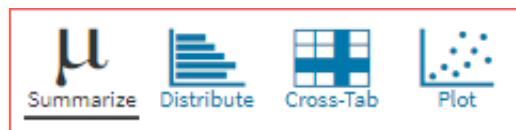
Clicking on the **Roster** button above the top right of the Individual Student Report will navigate you to a roster view where you can continue your analysis and/or select other students.

VIEWING DATA TOOLS REPORTS

Data Tools reports can be accessed directly from the main report selections page, providing a summary statistics report intended to streamline data analysis. The Data Tools report allows you to view frequency distributions, summary statistics, cross-tab, and scatter plot reports across available score and field data points all within a single report.

The data tool functionality (summarize, distribute, cross-tab, plot) can also be accessed as options from the column headers in the Student List report.

From the **Data Tools** report, select from four analysis options indicated by the buttons at the top right of the report. Summary statistics is the default view.



SUMMARIZE

Instantly see summary statistics, such as mean and standard deviation, by clicking on the **Summarize** button.

Back to New Mexico Portal
 Summary Statistics: iMSSA, Cyber City-999, 2022-2023, Beginning, Grade 03

Options Save Download Print **Summarize** Distribute Cross-Tab Plot

Mathematics Scale Score

Population	Valid N	Mean	S.D.	Minimum	Maximum
5	5	266.0	0.0	266	266

You can also view summary statistics by demographic subgroups, such as gender by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.

Options Save Download Print **Summarize** Distribute Cross-Tab Plot

Organization Stats **Disaggregate** Search Filter

Subgroups

- Gender** (Selected)
- Hispanic
- Race
- EL Status
- Student with Disabilities
- Economically Disadvantaged
- Mathematics Class Name
- Reading Class Name
- Language Usage Class Name
- Mathematics Form Name
- Reading Form Name
- Language Usage Form Name

Cancel **Update**

DISTRIBUTE

Generate a frequency distribution for a score or achievement level by clicking on the **Distribute** button on the Data Tools report.

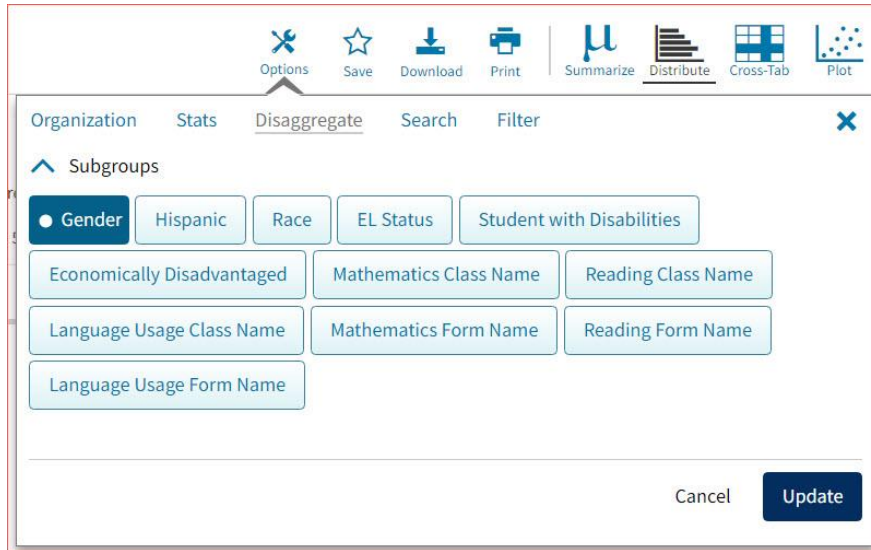
Back to New Mexico Portal
 Frequency Distribution: iMSSA, Cyber City-999, 2022-2023, Beginning, Grade 03

Options Save Download Print **Summarize** **Distribute** Cross-Tab Plot

Mathematics Scale Score

Mathematics Scale Score	Frequency	Cum. Frequency	Percent	Cum. Percent	%
2022-2023, Beginning, Grade 03 (240 - 460)	266	5	100.0	100.0	100
					50
					100

You can also view frequency distributions by demographic subgroups, such as gender, by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.



CROSS TABULATION

Generate a cross tabulation based on achievement level, sub score achievement level, enrolled grade, demographics, or various test information by clicking on the **Cross-Tab** button from the Data Tools report.

Back to New Mexico Portal

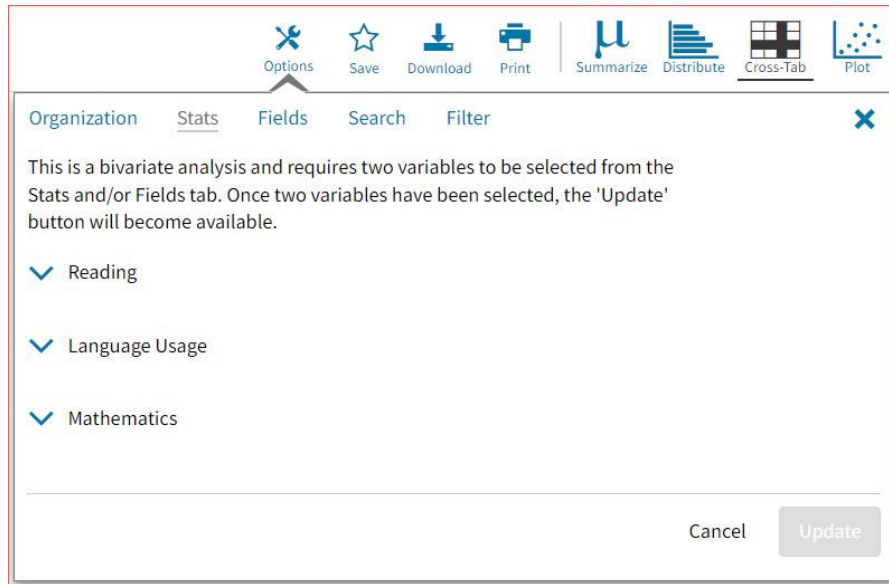
Cross-Tab: iMSSA, Cyber City-999, 2022-2023, Beginning, Grade 03

Mathematics Projection Level by Mathematics Achievement Level

Number Tested

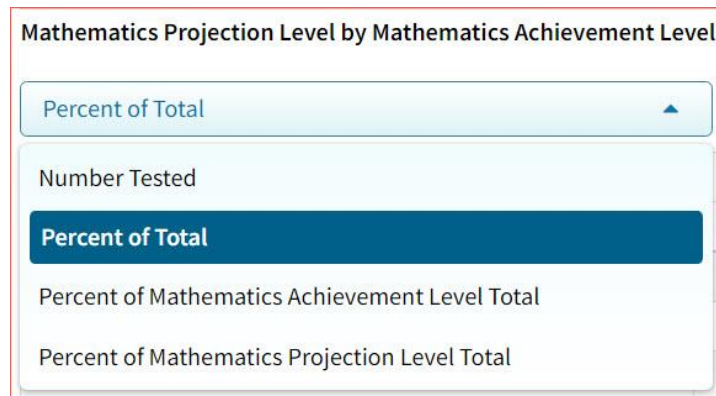
Mathematics Achievement Level	Mathematics Projection Level				Total
	Unlikely	Somewhat Likely	Likely	Very Likely	
Needs Support	5	0	0	0	5
Near Target	0	0	0	0	0
On Target	0	0	0	0	0
Total	5	0	0	0	5

If you navigate from a frequency distribution or summary statistics with only one variable selected, a message will appear instructing you to add a second variable (score or field) to view a cross-tab report.



You can also change the cross-tab selection in the **Stats** and/or **Fields** tabs listed under the **Options** button or filter the results shown on the Cross-Tab report using the **Filter** tab. You can make selections among various tabs before clicking **Update** to refresh the report view with new selections.

Adjust the variables displayed on the Cross-Tab report by choosing from the drop-down menu.



Back to New Mexico Portal
 Cross-Tab: iMSSA, Cyber City-999, 2022-2023, Beginning, Grade 03

Mathematics Projection Level by Mathematics Achievement Level

Percent of Total

Mathematics Achievement Level	Mathematics Projection Level				Total
	Unlikely	Somewhat Likely	Likely	Very Likely	
Needs Support	100.0	0.0	0.0	0.0	100.0
Near Target	0.0	0.0	0.0	0.0	0.0
On Target	0.0	0.0	0.0	0.0	0.0
Total	100.0	0.0	0.0	0.0	100.0

SCATTER PLOT

Generate a scatter plot based on available scores by clicking on the **Plot** button from the **Data Tools** report.



If you navigate from a frequency distribution or summary statistics with only one variable selected, a message will appear instructing you to add a second variable (score) to view a scatter plot report.

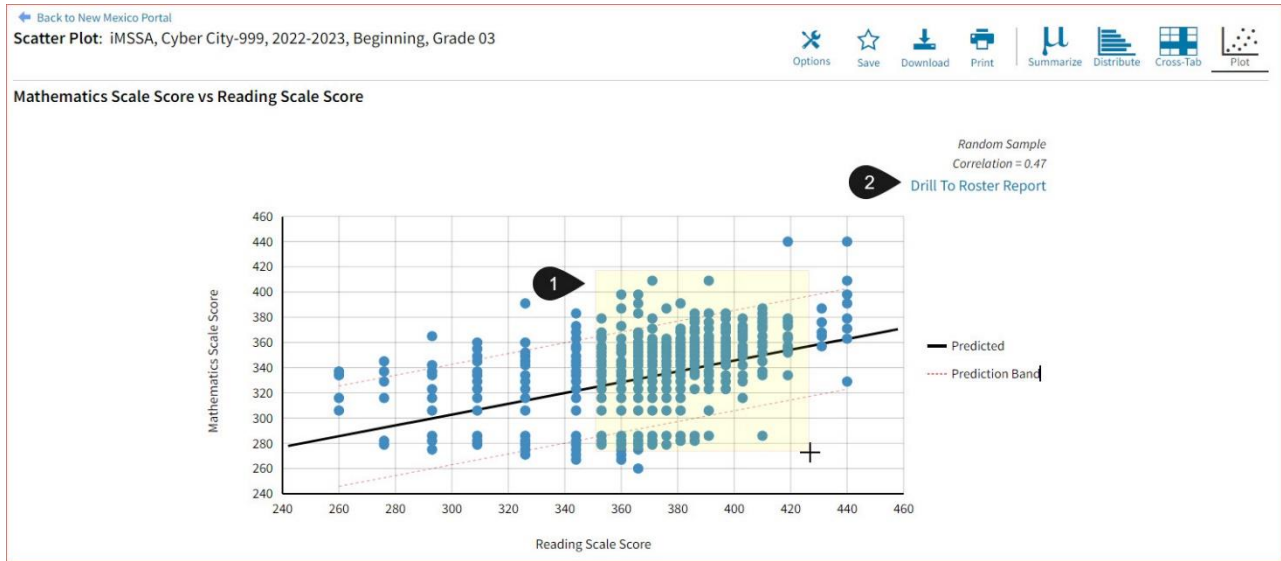
Options Save Download Print Summarize Distribute Cross-Tab Plot

Organization Stats Search Filter

This is a bivariate analysis and requires two variables to be selected from the Stats and/or Fields tab. Once two variables have been selected, the 'Update' button will become available.

- ✓ Reading
- ✓ Language Usage
- ^ Mathematics
 - ✓ Mathematics Scale Score

Cancel Update



1. You may enlarge sections of the scatter plot by clicking and dragging to draw a box around the section of the graph you wish to enlarge.
2. You can click **Drill to Roster** in the top right corner of the graph to drill to a Student List report view for the students shown in the current scatter plot view.

You can also change scatter plot sections in the **Stats** tab under the **Options** button and search the results shown on the scatter plot report using the **Search** tab. You can make selections among various tabs before clicking **Update** to refresh the report view with the new selections.

VIEWING THE ITEM ANALYSIS REPORT

The **Item Analysis Report** provides users with information about all items included in the selected iMSSA assessments. This information will include item order, language for the item, reporting category, item type, point value, difficulty order, achievement level, dynamically calculated school, district, and state averages for each item and an item description. This report can be used to connect the results of the assessment with classroom learning objectives.

NEW MEXICO Online Reporting by Data Interaction™

Back to New Mexico Portal
Item Analysis Report: iMSSA, Cyber City Sch1-998, 2022-2023, Beginning, Grade 03

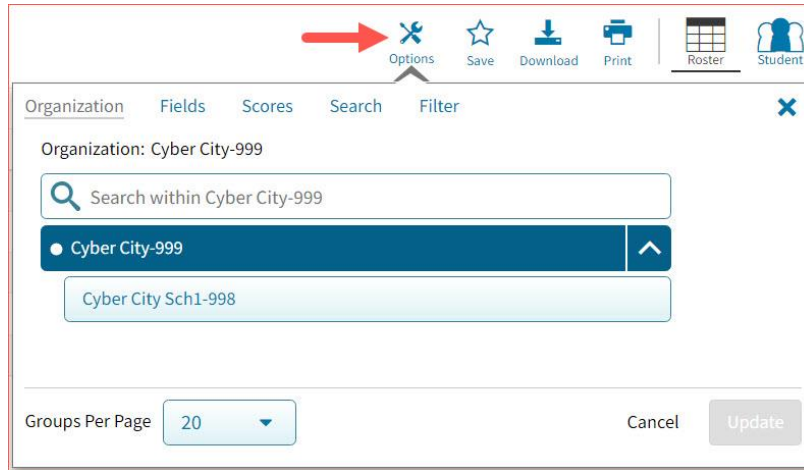
Help Recent Demo District

Options Save Download Print

Grade	Subject	Item Order	Language	Reporting Category	Item Type	CCSS
Grade 03	Mathematics					M.04.G.01.01
Grade 03	Mathematics					M.04.G.01.01
Grade 03	Mathematics					M.03.NBT.01.01
Grade 03	Mathematics					M.06.001,M.06.002,M.06.EE.
Grade 03	Mathematics					M.06.001,M.06.EE.01.0.
Grade 03	Mathematics					M.06.EE.01.01
Grade 03	Mathematics					M.05.002,M.06.EE.01.01,M.07.
Grade 03	Mathematics					M.03.NBT.01.01
Grade 03	Mathematics	26	English	Operations and Algebraic Thinking, Reasoning and Argument	MC	M.07.EE.01
Grade 03	Mathematics	23	English	Number & Operations in Base 10, Structure and Repeated Reasoning	MC	M.06.NS.01

CUSTOMIZATION OPTIONS

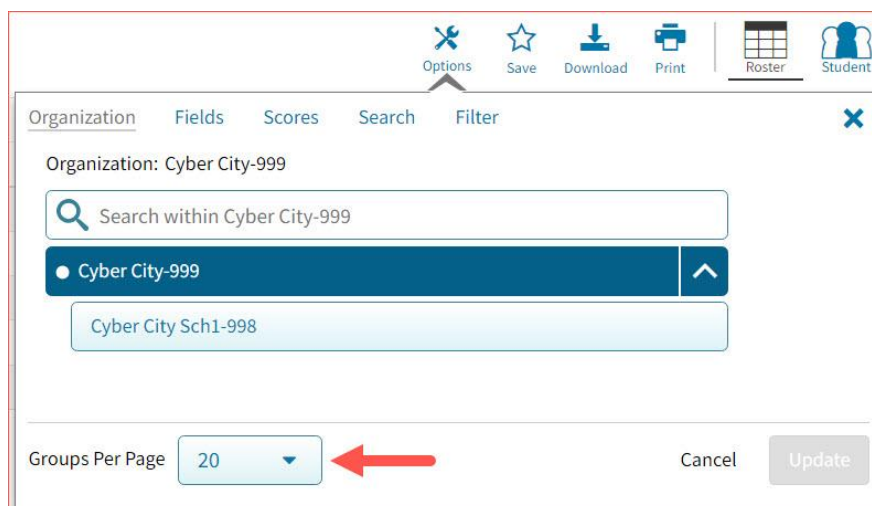
Reports can be customized by changing the options of the report. Changes may be made to multiple tabs at once before updating.



- For any report, clicking the **Options** button above the top right of the report will open a pop-out module with a menu of variables that can be changed. Each category of report has its own tab menu described below.
- Clicking **Update** will apply the customizations.
- Clicking **Cancel** will keep the report with existing options.
- Clicking the **x** will close the window.

DISPLAY

On any report, specify the number of groups shown per page (e.g., selecting 20 means that 20 student records will display on a single page) by choosing the **Groups Per Page** on any tab of the Options menu.



ORGANIZATION

The **Organization** tab (available for all reports) allows you to update the report with data from different organizations that are available to you. Select the desired organization and click **Update** to refresh the report.

The screenshot shows the 'Organization' tab interface. At the top, there are navigation icons for Options, Save, Download, Print, Roster, and Student. Below these are tabs for Organization, Fields, Scores, Search, and Filter. The 'Organization' tab is active, showing 'Organization: Cyber City-999'. A search bar contains 'Search within Cyber City-999'. A dropdown menu is open, showing 'Cyber City-999' as the selected option and 'Cyber City Sch1-998' as an alternative. At the bottom, there is a 'Groups Per Page' dropdown set to 20, and 'Cancel' and 'Update' buttons.

FIELDS

The **Fields** tab (available in Student List reports only) allows you to select student identification information, test information, and demographics to view on the report. Select the appropriate demographics and click **Update** to add these fields as columns to the report.

The screenshot shows the 'Fields' tab interface. At the top, there are navigation icons for Options, Save, Download, Print, Roster, and Student. Below these are tabs for Organization, Fields, Scores, Search, and Filter. The 'Fields' tab is active, showing four sections: General Information, Student Information, Demographics, and Test Information. Each section has a 'Select All / Reset' link. Under General Information, there are buttons for District Name, District Number, School Name, School Number, Reading Class Name, Language Usage Class Name, and Mathematics Class Name. Under Student Information, there are buttons for Middle Initial, State Student ID (checked), NASIS ID, Date of Birth, and Student Grade. Under Demographics, there are buttons for Gender, Hispanic, Race, EL Status, Student with Disabilities, and Economically Disadvantaged. Under Test Information, there are buttons for Reading Form Name, Day Reading Completed, Language Usage Form Name, Day Language Usage Completed, Mathematics Form Name, Day Mathematics Completed, Color Contrast, Reverse Contrast, Custom Masking, Answer Masking, Spanish Language Version, Mathematics TTS (English), and Mathematics TTS (Spanish). At the bottom, there is a 'Groups Per Page' dropdown set to 20, and 'Cancel' and 'Update' buttons.

SCORES

The **Scores** tab (available in Student List reports only) can be used to select score to view on the report. Select checkboxes for Scale Score, Achievement Level, Growth Level, Projection Level, Lexile, Quantile, Estimated PSAT (8th grade only), and/or Achievement Level for individual Reporting Categories.

	Scale Score	Achievement Level	Projection Level	Lexile	Quantile
Reading	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	-
Language Usage	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-	-
Mathematics	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-	<input type="checkbox"/>

Reporting Category	Achievement Level
Literary Text	<input type="checkbox"/>
Informational Text	<input type="checkbox"/>
Comprehension	<input type="checkbox"/>
Analysis and Interpretation	<input type="checkbox"/>
Narrative Writing Analysis	<input type="checkbox"/>
Expository Writing Analysis	<input type="checkbox"/>
English Language Conventions	<input type="checkbox"/>
Operations and Algebraic Thinking	<input type="checkbox"/>
Number & Operations in Base 10	<input type="checkbox"/>
Number & Operations--Fractions	<input type="checkbox"/>
Measurement & Data	<input type="checkbox"/>
Geometry	<input type="checkbox"/>
Problem Solving	<input type="checkbox"/>
Reasoning and Argument	<input type="checkbox"/>
Modeling	<input type="checkbox"/>
Structure and Repeated Reasoning	<input type="checkbox"/>

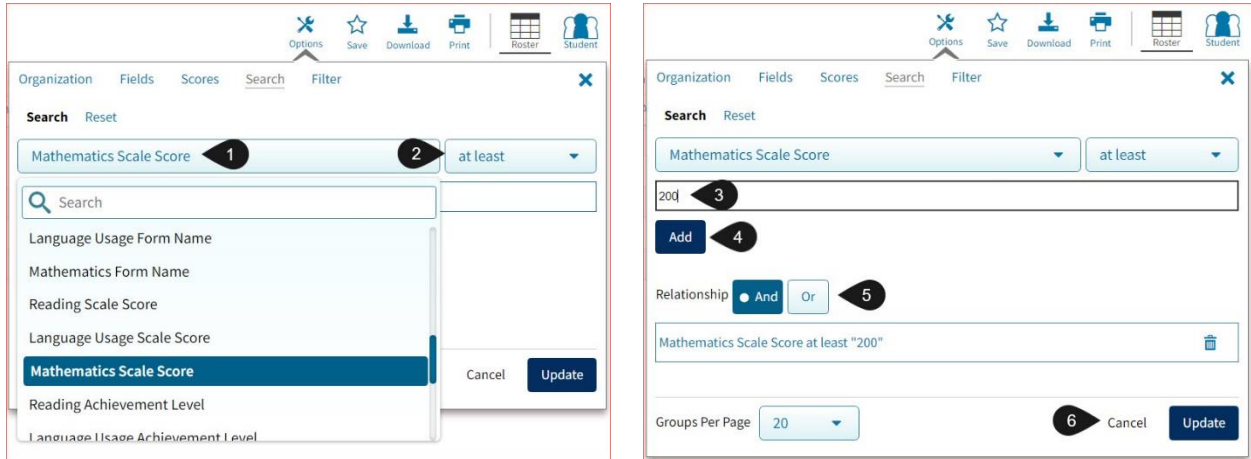
Groups Per Page: Cancel Update

To view all scores and reporting categories, click the **Select All** link within each section. Checkboxes can be deselected to remove specific scores or reporting categories. Click **Update** to view the selections of the report.

SEARCH

The **Search** feature (available in Student List reports only) allows you to search for students by name, Student ID, date of birth, scores, or other options.

For example, to find students in the district or school **Student List** report with a reading scale score of at least 200:



1. Select the **Mathematics Scale Score** option from the drop-down menu.
2. Select **At Least, At Most, or Equal to**.
3. Enter the score value (200) in the text box.
4. Click **Add**.
5. Choose the **Relationship**.
And will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
6. Click **Update**

The report will refresh showing only students matching the search criteria.

← Back to New Mexico Portal

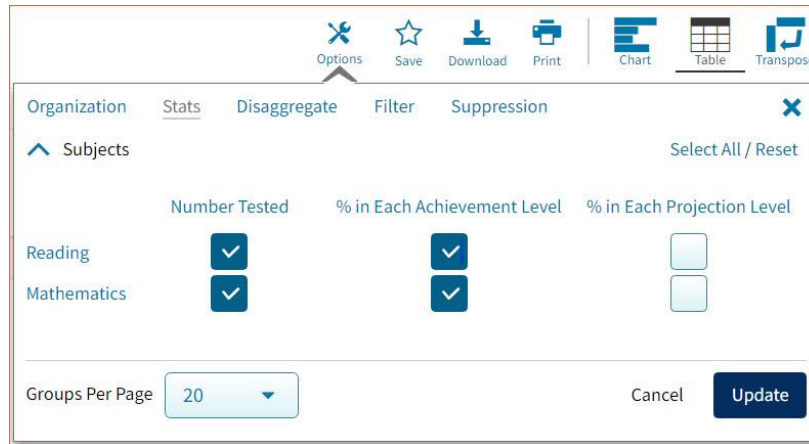
Student List: iMSSA, Cyber City-999, 2022-2023, Beginning, Grade 03

Search: Mathematics Scale Score at least 200

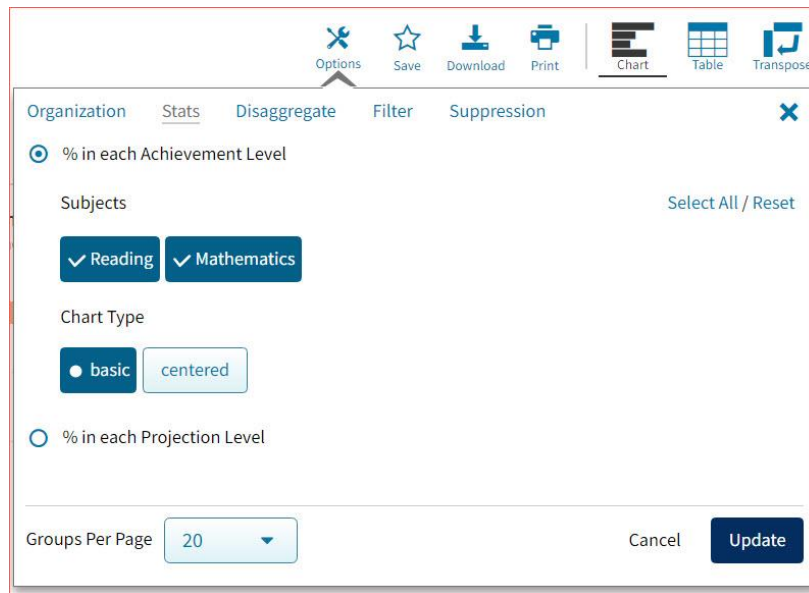
Last Name	First Name	State Student ID	Scale Score
Champlin	Anne	712182365	266
Deckow	Benton	852114964	266
Demo	Val	655455115	266
Demo A	Student	546324234	266
Demo C	Student	763212043	266

STATS

The **Stats** feature (available in Achievement Summary reports) allows you to select stats or scores to view on the report. Select checkboxes to choose a specific state or score. To view all stats, click the **Select All** link. Checkboxes can be deselected to remove specific stats or scores. Click **Update** to view the changed selections in the report. Click **Reset** to restore default selections

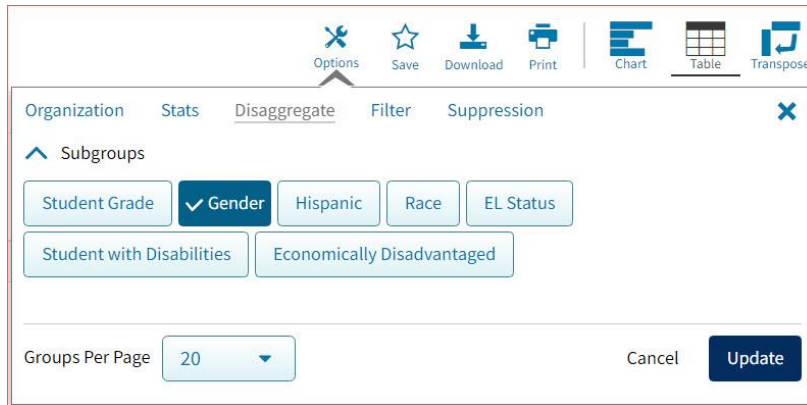


The options on the **Stats** tab adjust based on the report view. For example, when viewing the **Chart View**, you have the options to adjust the stats graphed as well as the chart type.



DISAGGREGATE

The **Disaggregate** tab (available in Achievement Summary reports only) can be used to separate the report by different subgroups. Select the desired subgroups and click **Update** to add the fields and rows to the report.

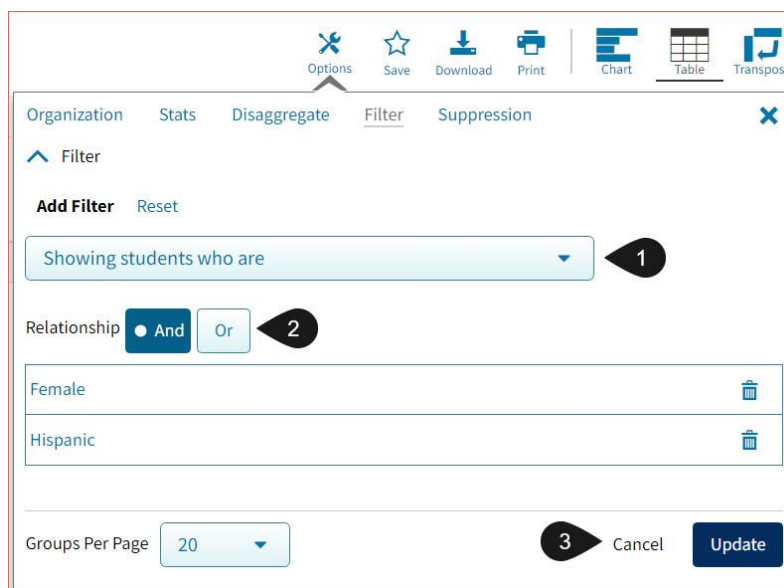


FILTER

The **Filter** feature (available in all reports) allows you to include or exclude students based on demographic statistics.

1. Click on the desired demographic variable from the drop-down list to select a subgroup. Click on another demographic variable to select more than one subgroup.
2. Choose the **Relationship**, by selecting **And** or **Or** to specify the logical relationship between the subgroups selected.
 - And** will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
3. Click **Update**.

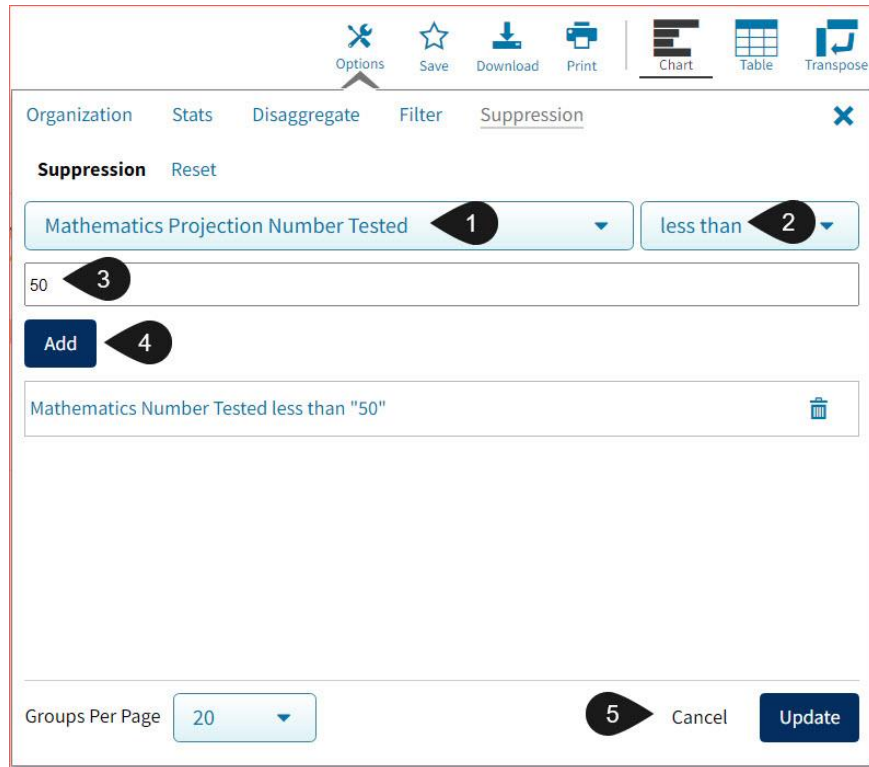
Selections display s boxes under **Relationship**. Click on the trash can icon displayed to remove the selection.



SUPPRESSION

The **Suppression** feature allows you apply dynamic data suppression when viewing data on the Achievement Summary Report.

1. Click on the desired variable from the drop-down list to select a number of students tested.
2. Choose **Less Than**, **Greater Than**, or **Equal To** to specify the logical relationship between the subgroup selected.
3. Enter an N count in the text box provided to suppress data if the group is less than, greater than, or equal to the N count.
4. Click Add to add the Suppression rule.
5. Click **Update**. The summary level data will be suppressed according to the rule selected.



FORMATIVE ASSESSMENTS

The Cognia Formative Item Sets are designed to help teachers quickly gauge students’ understanding of key concepts and skills that are emphasized by college and career readiness standards. The item sets support formative assessment practices and provide evidence of students’ understanding. Educators may administer the items as frequently as they like to engage students in learning and quickly generate data that can be used to inform instruction.

Student performance is provided through overall raw scores and scores by standard-level.

Cognia Formative Assessments reports are currently available in a number of formats. For example, users can access lists of students within a group, as well as individual student reports. Additionally, reports may be filtered according to available student and test information, such as demographics or use of testing accommodations.







For more information about the Cognia Formative Assessments, refer to the Formative Resources page on the New Mexico Public Education Department Assessments Help & Support page: newmexico.onlinehelp.cognia.org.

FORMATIVE ASSESSMENT REPORTS

There are two types of reports available from the Reporting home page for Formative Assessment: Student List Report and Data Tools.

The **Student List** report provides dynamic access to assessment results and demographic information for multiple students under your current organization. Interactive tools allow users to further explore the data.

[Back to New Mexico Portal](#)

Student List: Formative Assessment, Cyber City-999, 2022-2023, English Language Arts, PT Formative Local Multi-attempt Test A
(06/29/2022 - 12/31/2022)

Last Name	First Name	Total Score			Items						
		Score	Max	%	Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7
MathASL	FZ	0	23	0			C		D		
NoAccommodations	TestAPIPOST	0	23	0			D		D		
NoAccommodations	TestAPIPOST	0	23	0			D		D		
QA	aaa	1	23	4			D		A		
SLATTS	FZ	0	23	0			D		D		
Velour	Sasha	0	23	0			B		C		

Through the **Student List** report, users can access an **Individual Student Report** that provides individual results for each student.

← Back to New Mexico Portal

Individual Student Report: Formative Assessment, Cyber City-999, 2022-2023, English Language Arts, PT Formative Local Multi-attempt Test A (06/29/2022 - 12/31/2022)

Drill To Selection: Students whose Last Name is QA, First Name is aaa

Options Save Download Print Roster Student

QA, aaa

State Student ID: 680400000 District Name: Cyber City-999 School Name: Cyber City Sch1-998
 Date of Birth: 01/01/2000 Student Grade: Grade 05

Standards	Score Earned / Possible Points
Common Core State Standards for English Language Arts:	1 / 23 4%
Conventions of Standard English: Use relative pronouns (who, whose, whom, which, that) and relative adverbs (where, when, why):	0 / 9 0%
Conventions of Standard English: Form and use the progressive (e.g., I was walking; I am walking; I will be walking) verb tenses:.	1 / 1 100%

Data Tools provides the ability to create summary statistics, frequency distributions, and scatter plots. These tools are also available within specific reports by clicking on column headers.



GENERATING A REPORT

The Reporting home page displays the report types for the subject areas and test administrations available to you.

NEW MEXICO Online Reporting by Data Interaction™

Shared Reports Download Center Help Recent Saved Reports Roster Upload Demo District

← Back to New Mexico Portal

1 Program: Formative Assessment Last Name Please enter at least 4 characters

2 Report: Student List

3 Admin: 2022-2023 2021-2022 2020-2021

4 Subject: Mathematics English Language Arts Science Social Studies

Organization: Cyber City-999

5 Search within Cyber City-999: Cyber City-999 Cyber City Sch1-998 Cyber City Sch2-997

6 Tests: PT Formative Local Multi-attempt Test A (06/29/2022 - 12/31/2022)

7 Get Report

To generate a report:

1. Select a program from the **Program** drop-down list.
2. Select an available report type from the **Report** drop-down list.
3. Select an administration for which test data are available.
4. Select a subject area.
5. Use the **Organization** menu to select a District or School(s) to which you have access.
6. Select the item set from the **Tests** drop-down.
7. When you have finished specifying the parameters, click **Get Report** to generate the report you selected. The selected report is generated with the specified parameters.

Note: DTCs and STCs will see an **Organization** menu instead of Teacher selection to select a District or School(s) to which you have access.

To customize the report, see the [Customization Options](#) section.

NAVIGATING A REPORT

The screenshot displays the 'NEW MEXICO Online Reporting by Data Interaction' interface. At the top, it shows 'Demo District' and navigation icons for Help, Recent, Options, Save, Download, Print, Roster, and Student. The main content area features a 'Student List' for 'Formative Assessment, Cyber City-999, 2022-2023, English Language Arts, PT Formative Local Multi-attempt Test A (06/29/2022 - 12/31/2022)'. A table lists student data with columns for Last Name, First Name, Score, and Max. A customization panel on the right allows filtering by General Information (District Name, District Number, School Name, School Number, Class Name, Form Name), Student Information (Middle Initial, State Student ID, NASIS ID, Date of Birth, Student Grade), and Demographics (Gender, Hispanic, Race, EL Status, Student with Disabilities, Economically Disadvantaged). The bottom of the interface includes a 'Page 1 of 1' indicator, a 'Jump to: 1' field, and a 'Go' button.

Last Name	First Name	Total Score	
		Score	Max
MathASL	FZ	0	23
NoAccommodations	TestAPIPOST	0	23
NoAccommodations	TestAPIPOST	0	23
QA	aaa	1	23
SLATTS	FZ	0	23
Velour	Sasha	0	23

1. Upon generating a report, the selected parameters appear at the top of the page and the content of the report displays below.
2. To rearrange the report, sort columns by clicking a column header and selecting **Sort**. The data can be sorted into ascending or descending order, numerically or alphabetically.
3. To change the number of records shown on each page of the report, click on the **Options** icon in the upper right above the report, and then select a number from the menu next to **Groups Per Page** and click **Update**.
4. To see additional notes on information displayed, click the information icon in the bottom left corner of the page. Click again to hide the notes.
5. Use the navigation buttons at the bottom of the report to page back and forth through the reports or type a page number in the **Jump to** field, and then click **Go**.

VIEWING STUDENT REPORTS

On a **Student List** report, you can select one of the available buttons, **Roster**, or **Student**, above the report to change the view to a roster list for all student in the selected group or a set of detailed individual student reports for each student in the selected group. (The Roster view is set as the default.) Once on an Individual Student Report, you can return to the roster list by clicking again on the Roster button. Both Users (teachers) and Admins are able to generate Student Reports. Users will only see results for students within their classes, while DTCs and STCs will have visibility to their assigned organizations.

Roster

The response under the Item Number heading within Items is the response the student answered for that item. These responses are color coded: a black response is correct, a red response is incorrect, and a purple response is partially correct.

[Back to New Mexico Portal](#)
Student List: Formative Assessment, Cyber City-999, 2022-2023, English Language Arts, PT Formative Local Multi-attempt Test A
 (06/29/2022 - 12/31/2022)

[Options](#)
[Save](#)
[Download](#)
[Print](#)
[Roster](#)
[Student](#)

Last Name	First Name	Total Score			Items						
		Score	Max	%	Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7
MathASL	FZ	0	23	0			C		D		
NoAccommodations	TestAPIPOST	0	23	0			D		D		
NoAccommodations	TestAPIPOST	0	23	0			D		D		
QA	aaa	1	23	4			D		A		
SLATTS	FZ	0	23	0			D		D		
Velour	Sasha	0	23	0			B		C		

Item Preview

When viewing the roster list, you can preview any of the items. To preview an item, click the item number, and then click **Item Preview**. A preview of the item will open in a new tab in your browser.

Last Name	First Name	Total Score			Items			
		Score	Max	%	Item 1	Item 2	Item 3	Item 4
MathASL	FZ	0	23	0			C	
NoAccommodations	TestAPIPOST	0	23	0			D	
NoAccommodations	TestAPIPOST	0	23	0			D	
QA	aaa	1	23	4			D	
SLATTS	FZ	0	23	0			D	
Velour	Sasha	0	23	0			B	

Sort >
 Item Preview

Response Preview

When viewing the roster list, you can preview how a student responded to an item. To preview a student’s item response, click the response for the item number, and then click **Response Preview**. A preview of the items will open in a new tab in your browser and shows the response the student selected.

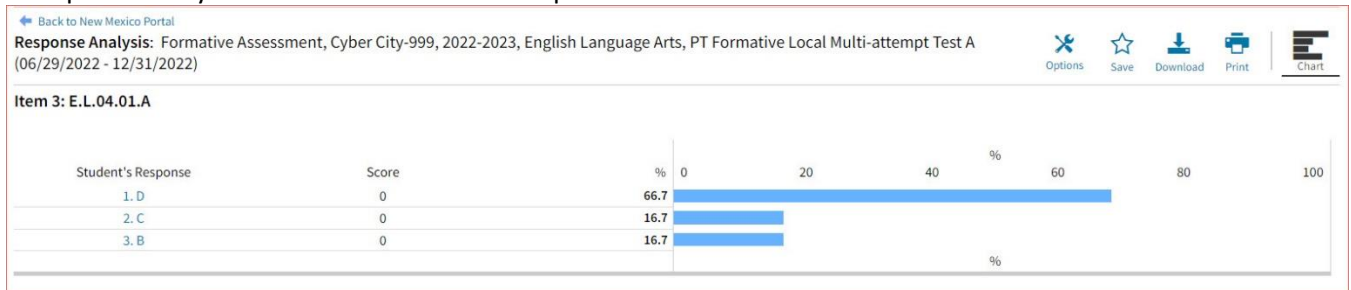
Last Name	First Name	Total Score			Items				
		Score	Max	%	Item 1	Item 2	Item 3	Item 4	Item 5
MathASL	FZ	0	23	0			C		D
NoAccommodations	TestAPIPOST	0	23	0			D		D
NoAccommodations	TestAPIPOST	0	23	0			D		D
QA	aaa	1	23	4			D		A
SLATTS	FZ	0	23	0			D		D
Velour	Sasha	0	23	0			B		C

Response Analysis

When viewing the roster list, you can view a response analysis for a particular item. To view an item’s response analysis, click the item number, and then click **Response Analysis**.

Last Name	First Name	Total Score			Items				
		Score	Max	%	Item 1	Item 2	Item 3	Item 4	Item 5
MathASL	FZ	0	23	0					D
NoAccommodations	TestAPIPOST	0	23	0					D
NoAccommodations	TestAPIPOST	0	23	0					D
QA	aaa	1	23	4			D		A
SLATTS	FZ	0	23	0			D		D
Velour	Sasha	0	23	0			B		C

A response analysis of the selected item will open.



The response analysis displays a summary of how students performed on an individual item. The first column displays how the student answered while the second column indicates the score for that response. Number Tested and Percent display the number and percent of students for each response.

Student (Individual Student Report)

Use the arrows at the bottom of the page to view each Individual Student Report within the selected group.

In addition to selecting the Student button to see a set of individual student reports for all students in the group, you can click on a student name in the roster view in order to access an individual report for only that student.

Last Name	First Name	Total Score		
		Score	Max	%
MathASL	FZ	0	23	0
NoAccommodations	TestAPIPOST	0	23	0
NoAccommodations	TestAPIPOST	0	23	0
QA	aaa	1	23	4
SLATTS	FZ	0	23	0
Velour	Sasha	0	23	0

VIEWING DATA TOOLS REPORTS

Data Tools reports can be accessed directly from the main report selections page, providing a summary statistics report intended to streamline data analysis. The Data Tools report allows you to view frequency distributions, summary statistics, and scatter plot reports across available score and field data points all within a single report.

The data tool functionality (summarize, distribute, plot) can also be accessed as options from the column headers in the Student List report.

From the **Data Tools** report, select from four analysis options indicated by the buttons at the top right of the report. Summary statistics is the default view.



SUMMARIZE

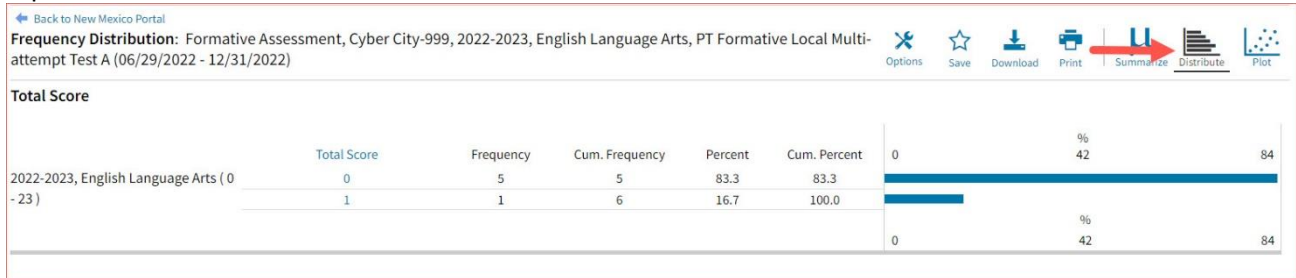
Instantly see summary statistics, such as mean and standard deviation, by clicking on the **Summarize** button. Using the Summarize tool will provide a classroom summary report providing the mean, minimum, and maximum score. As an Admin, the Summarize feature will provide the same report for students in the selected grade level, school, or district organization who have taken the item set.

Population	Valid N	Mean	S.D.	Minimum	Maximum
6	6	0.2	0.4	0	1

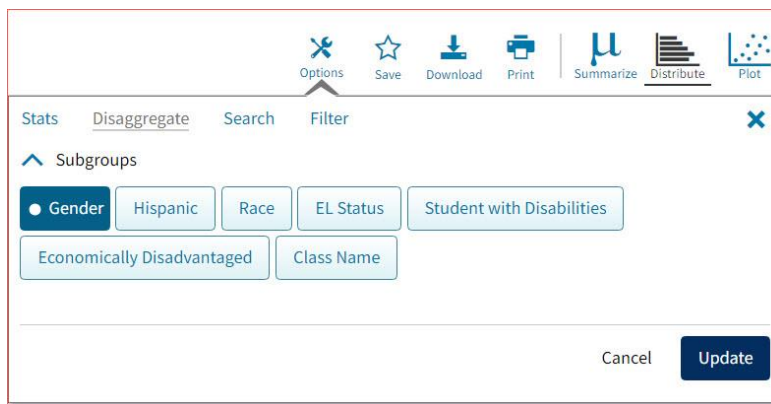
You can also view summary statistics by demographic subgroups, such as gender by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.

DISTRIBUTE

Generate a frequency distribution for a score by clicking on the **Distribute** button on the Data Tools report.

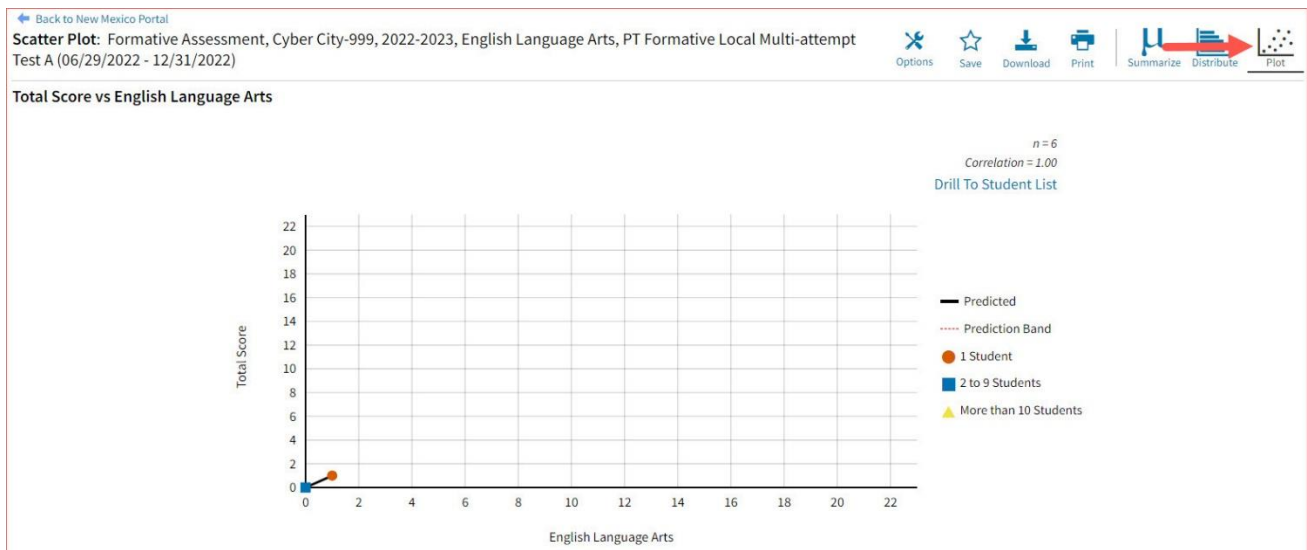


You can also view frequency distributions by demographic subgroups, such as gender, by clicking the **Options** button, selecting the **Disaggregate** tab, and then clicking on a demographic group and choosing **Update**.

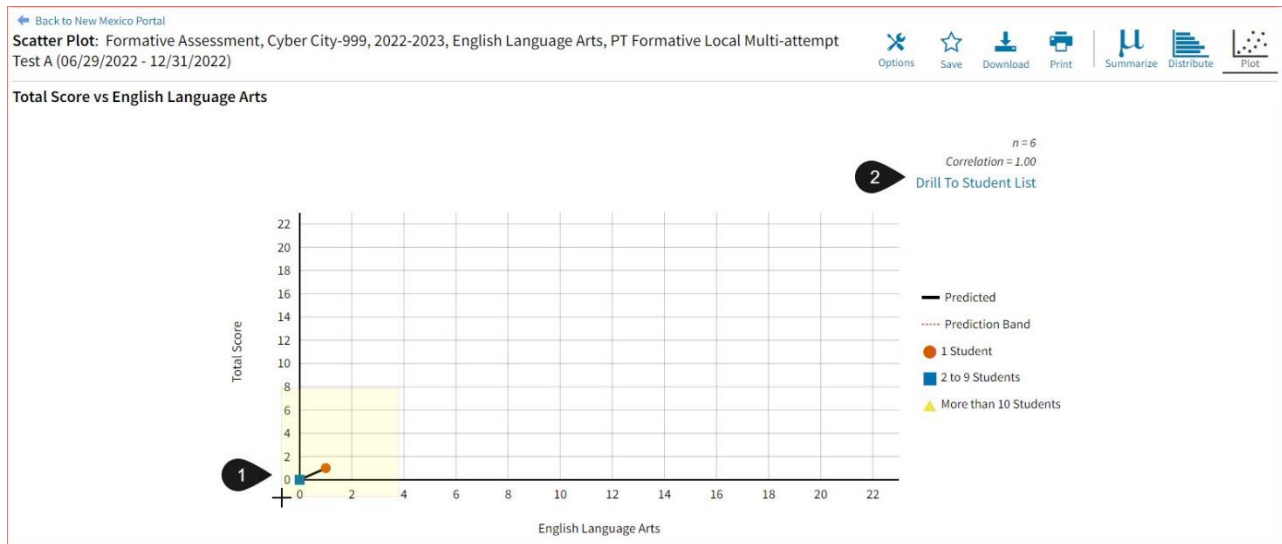
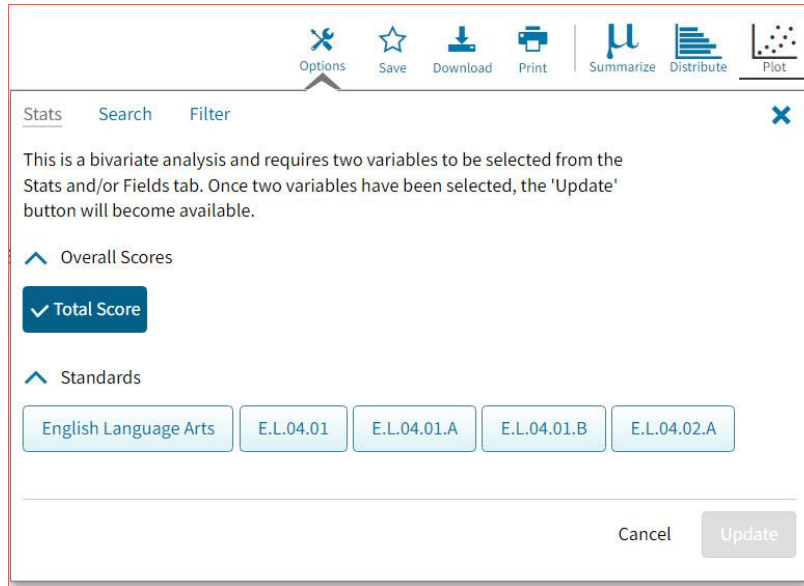


SCATTER PLOT

Generate a scatter plot based on available scores by clicking on the **Plot** button from the **Data Tools** report.



If you navigate from a frequency distribution or summary statistics with only one variable selected, a message will appear instructing you to add a second variable (score) to view a scatter plot report.

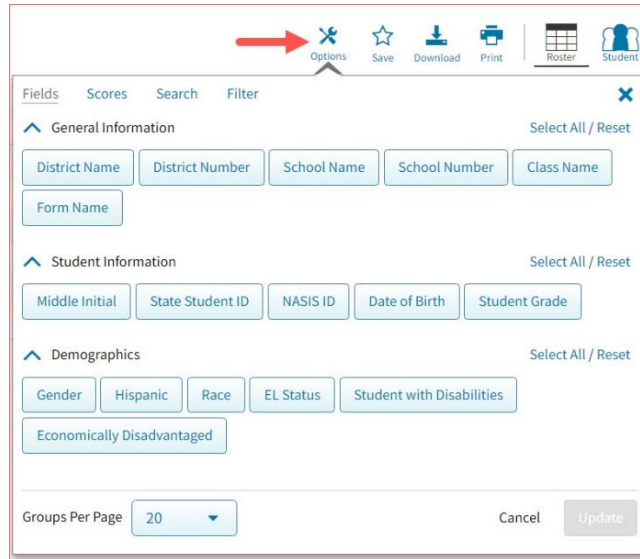


1. You may enlarge sections of the scatter plot by clicking and dragging to draw a box around the section of the graph you wish to enlarge.
2. You can click **Drill to Student List** in the top right corner of the graph to drill to a Student List report view for the students shown in the current scatter plot view.

You can also change scatter plot sections in the **Stats** tab under the **Options** button and search the results shown on the scatter plot report using the **Search** tab. You can make selections among various tabs before clicking **Update** to refresh the report view with the new selections.

CUSTOMIZATION OPTIONS

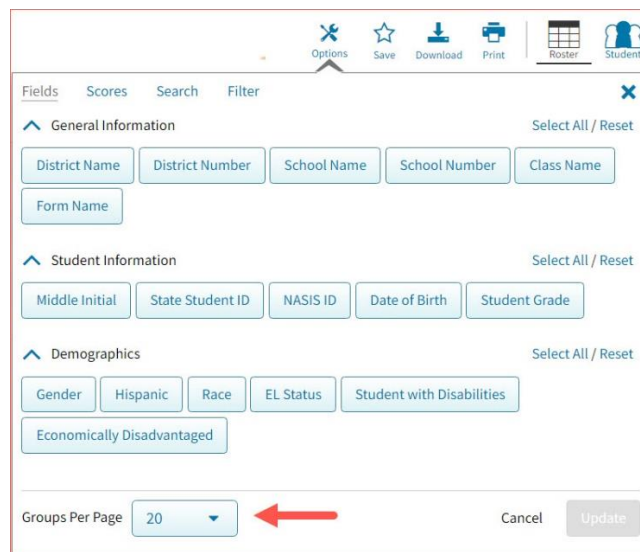
Reports can be customized by changing the options of the report. Changes may be made to multiple tabs at once before updating.



- For any report, clicking the **Options** button above the top right of the report will open a pop-out module with a menu of variables that can be changed. Each category of report has its own tab menu described below.
- Clicking **Update** will apply the customizations.
- Clicking **Cancel** will keep the report with existing options.
- Clicking the **x** will close the window.

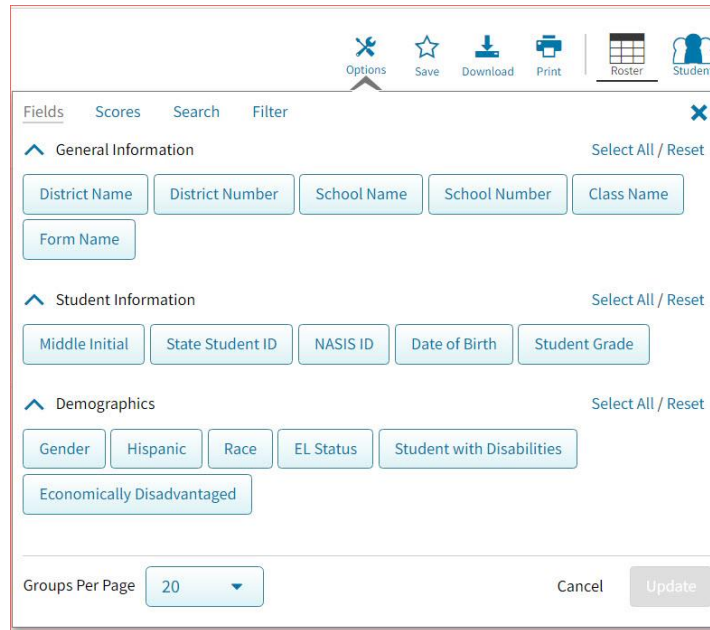
DISPLAY

On any report, specify the number of groups shown per page (e.g., selecting 20 means that 20 student records will display on a single page) by choosing the **Groups Per Page** on any tab of the Options menu.



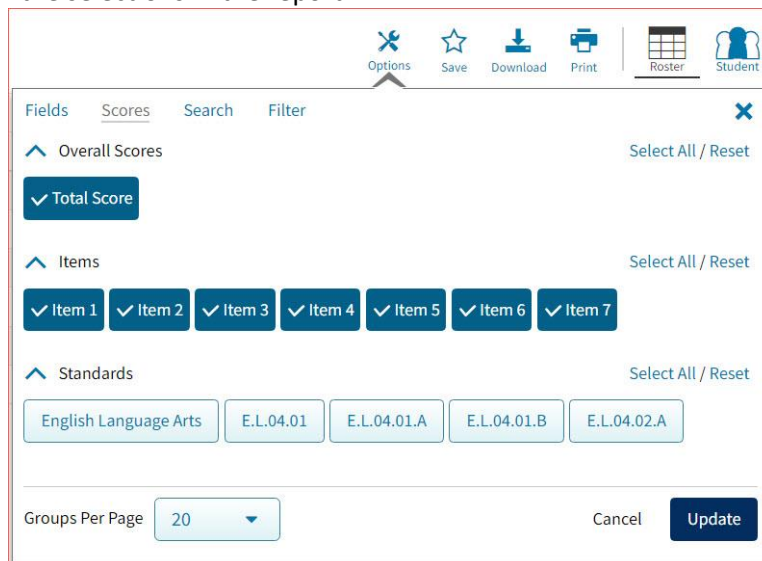
FIELDS

The **Fields** tab (available in Student List reports only) allows you to select student identification information, test information, and demographics to view on the report. Select the appropriate demographics and click **Update** to add these fields as columns to the report.



SCORES

The **Scores** tab (available in Student List reports only) can be used to select score to view on the report. Select checkboxes for Items and/or Standards. To view all items and standards, click the **Select All** link within each section. Checkboxes can be deselected to remove specific scores or reporting categories. Click **Update** to view the selections in the report.

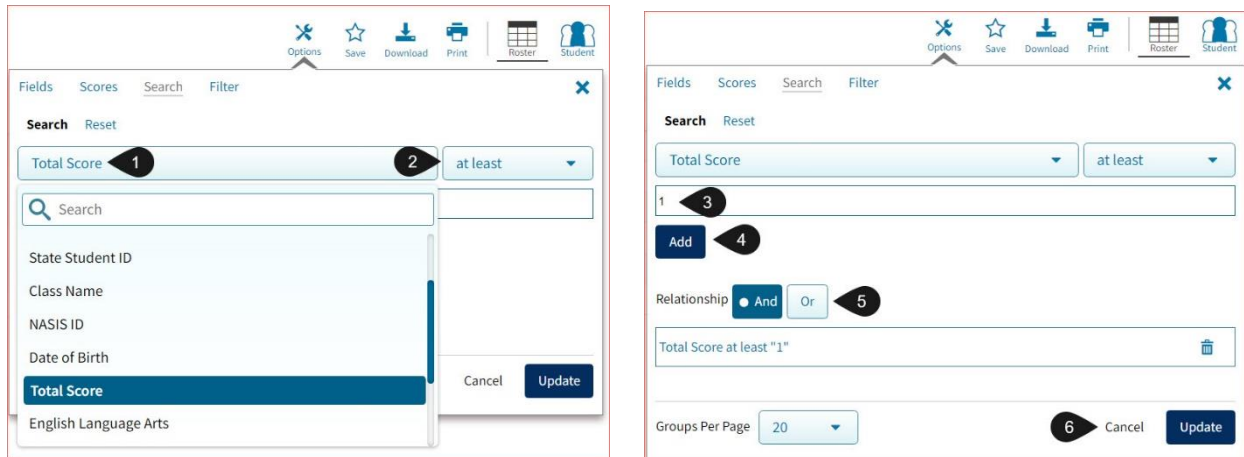


To view all scores and reporting categories, click the **Select All** link within each section. Checkboxes can be deselected to remove specific scores or reporting categories. Click **Update** to view the selections of the report.

SEARCH

The **Search** feature (available in Student List reports only) allows you to search for students by name, Student ID, date of birth, scores, or other options.

For example, to find students in the district or school **Student List** report with a total score of at least a 3 on a particular item set:



1. Select the subject area option from the drop-down menu to capture the total score.
2. Select **At Least**, **At Most**, or **Equal to**.
3. Enter the score value (3) in the text box.
4. Click **Add**.
5. Choose the **Relationship**.
And will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
6. Click **Update**

The report will refresh showing only students matching the search criteria.

← Back to New Mexico Portal

Student List: Formative Assessment, Cyber City-999, 2022-2023, English Language Arts, PT Formative Local Multi-attempt Test A (06/29/2022 - 12/31/2022)

Search: Total Score at least 1

Last Name	First Name	Total Score			Item 1	Item 2	Item 3
		Score	Max	%			
QA	aaa	1	23	4			D

FILTER

The **Filter** feature (available in all reports) allows you to include or exclude students based on demographic variables.

1. Click on the desired demographic variable from the drop-down list to select a subgroup. Click on another demographic variable to select more than one subgroup.
2. Choose the **Relationship**, by selecting **And** or **Or** to specify the logical relationship between the subgroups selected.
And will show only students who fall under all the selected characteristics, whereas **Or** will show students who fall under at least one of the selected characteristics.
3. Click **Update**.

Selections display s boxes under **Relationship**. Click on the trash can icon displayed to remove the selection.

