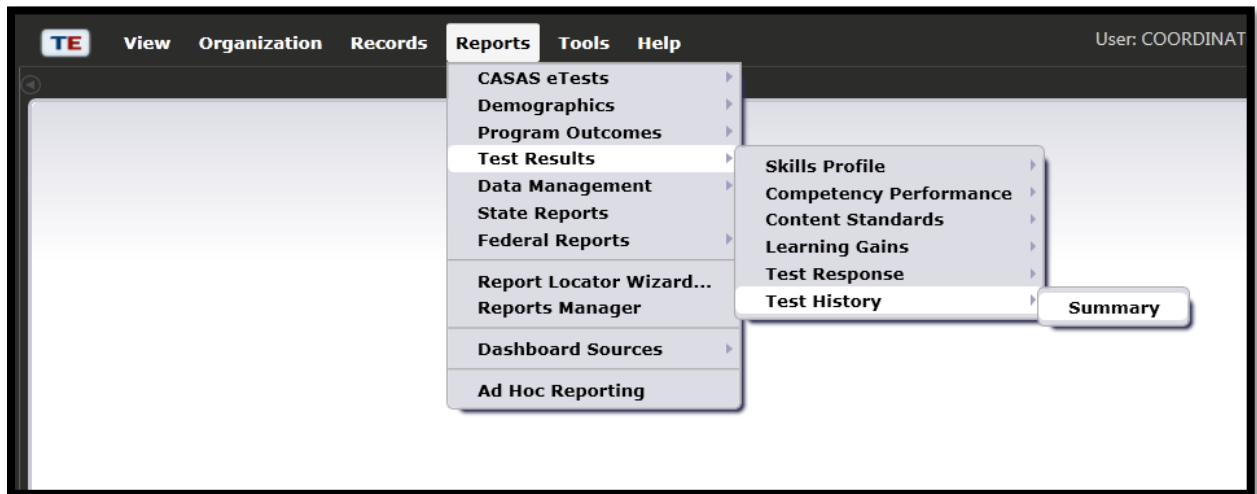
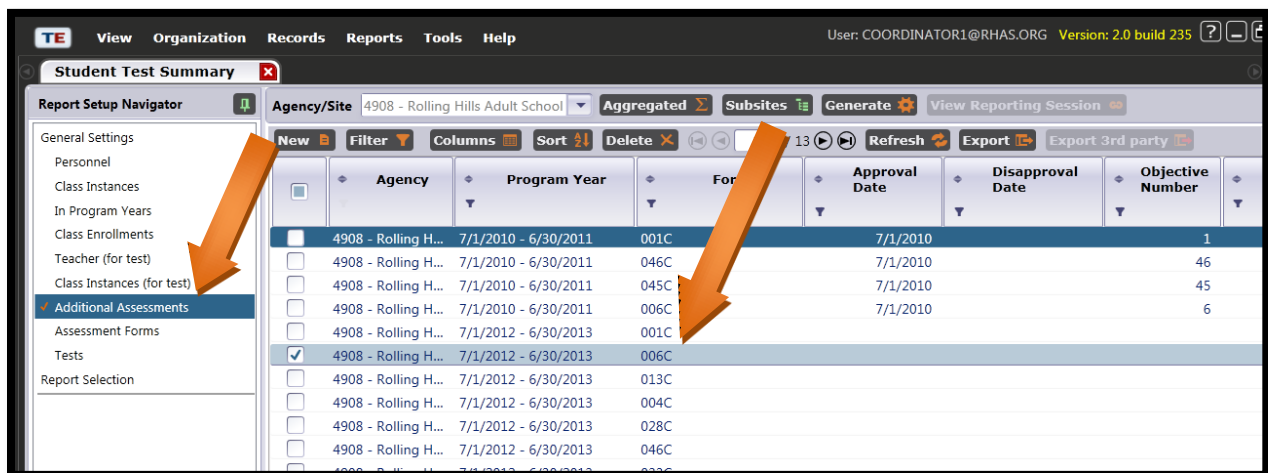


How to Create AA Reports by Specific AA

1. In TE, go to **Reports/Test Results/Test History/Summary**.



2. In the **Report Setup Window**, go to the **Navigator Bar**.
3. Click **Additional Assessments**
4. Choose the Additional Assessment you want a report for.



5. In the Navigator Bar, go to **Assessment Forms**.

TE View Organization Records Reports Tools Help User: COORDINATOR1@RHAS.ORG Version: 2.0 b

Student Test Summary

Report Setup Navigator

Agency/Site 4908 - Rolling Hills Adult School Aggregated Subsites Generate View Reporting Session

New Filter Columns Sort Delete 1 / 316 Refresh Export Export 3rd

Form	Form Name	Modality	Assessment Type	Form Level
<input type="checkbox"/>	001L IRCA Appraisal Form 1 Listening	Listening	Fixed Form	
<input type="checkbox"/>	001R IRCA Appraisal Form 1 Reading	Reading	Fixed Form	
<input type="checkbox"/>	002L Bureau of Prisons ESL Placement Listening Form 2	Listening	Appraisal	
<input type="checkbox"/>	002R Bureau of Prisons ESL Placement Reading Form 2	Reading	Appraisal	
<input type="checkbox"/>	003L Bureau of Prisons ESL Placement Listening Form 3	Listening	Appraisal	
<input type="checkbox"/>	003R Bureau of Prisons ESL Placement Reading Form 3	Reading	Appraisal	
<input type="checkbox"/>	005M Oregon Basis Form 5 Math	Math	Appraisal	
<input type="checkbox"/>	005R Oregon Basis Form 5 Reading	Reading	Appraisal	
<input type="checkbox"/>	006M Oregon Basis Form 6 Math	Math	Appraisal	
<input type="checkbox"/>	006R Oregon Basis Form 6 Reading	Reading	Appraisal	
<input type="checkbox"/>	010L ESL Appraisal Form 10 Listening	Listening	Appraisal	APPRAISAL
<input type="checkbox"/>	010R ESL Appraisal Form 10 Reading	Reading	Appraisal	APPRAISAL
<input type="checkbox"/>	011M Employability Math Level A	Math	Fixed Form	A
<input type="checkbox"/>	011R Employability Reading Level A	Reading	Fixed Form	A

- In this lister, go to the **Assessment Type** column and click the **Filter**.
- Choose **EL Civics Additional Assessment Form**.
- Click **OK**.
- Click **Generate**.

TE View Organization Records Reports Tools Help User: COORDINATOR1@RHAS.ORG Version: 2.0 build 235

Student Test Summary


Report Setup Navigator

Agency/Site 4908 - Rolling Hills Adult School Aggregated Subsites Generate View Reporting Session

New Filter Columns Sort Delete 1 / 316 Refresh Export Export 3rd party

Form	Form Name	Modality	Assessment Type	Form Level	Level Scale
<input checked="" type="checkbox"/>	001L IRCA Appraisal Form 1 Listening	Listening	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	001R IRCA Appraisal Form 1 Reading	Reading	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	002L Bureau of Prisons ESL Placement Listening Form 2	Listening	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	002R Bureau of Prisons ESL Placement Reading Form 2	Reading	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	003L Bureau of Prisons ESL Placement Listening Form 3	Listening	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	003R Bureau of Prisons ESL Placement Reading Form 3	Reading	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	005M Oregon Basis Form 5 Math	Math	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	005R Oregon Basis Form 5 Reading	Reading	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	006M Oregon Basis Form 6 Math	Math	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	006R Oregon Basis Form 6 Reading	Reading	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	010L ESL Appraisal Form 10 Listening	Listening	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	010R ESL Appraisal Form 10 Reading	Reading	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	011M Employability Math Level A	Math	EL Civics Additional Assessment Form		RML
<input checked="" type="checkbox"/>	011R Employability Reading Level A	Reading	EL Civics Additional Assessment Form		RML

10. The report will show students who have take the Additional Assessment you selected.



03/07/2013
20:02:11

Student Test Summary

by Class

Page 1 of 1
ST54

Agency: 4908 - Rolling Hills Adult School **Class:** 6631 - ESL Int. Low EL Civics
Site: 2 - South Campus

Student	Status	Date	Form	Score	Test Hours of Instruction	Cumulative Hours of Instruction
21194049	Hernandez, Mary	09/23/2012	006C	*		
54194048	Ortiz, Juana	09/23/2012	006C	*		
60173003	Ramos, Miguel	09/23/2012	006C	*		
73146610	Salas, Teresa	09/23/2012	006C	*		
83173430	Salazar, Martha	09/23/2012	006C	*		
90181241	Perdita, Ana	09/23/2012	006C	*		
93193088	Rojas, Rosa	09/23/2012	006C	*		
94193397	Adalberto, Maria	09/23/2012	006C	*		

* Score outside of accuracy range
 ◆ Score is a conservative estimate; retesting is recommended

Criteria

Base container is: Agency 4908 - Rolling Hills Adult School
 Interrogation mode is: 'Data from sub-sites'
 Additional Assessments: Identifiers: 1010714
 Program year: Current program year
 Include Incomplete Records: Yes
 Exclude Inaccurate Scores: No
 Break on Instructional Program: No
 Reporting Level: Class
 Exclude students missing Tests\Obs.: Yes
 Include Prepared By: Yes
 Include Print Time: Yes
 Include Criteria Info: Yes
 Report Sort Order: Program, Agency, Site, Class