CASAS News and Updates Webinar

February 19, 2020
11am (Pacific)
2pm (Eastern)

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• Join Zoom Meeting
• https://zoom.us/j/103955730
• Meeting ID: 103 955 730

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Welcome!

- [https://zoom.us/j/103955730](https://zoom.us/j/103955730) Meeting ID: 103 955 730

- Dial in:
  - 1 (929) 436 2866 or 1 (669) 900 6833
  - Meeting ID: 103 955 730

- Please make sure your **phones and computers are muted**.

- Please **post questions to “Everyone”**. Include your **name and email** in the post.
  - If CASAS Staff cannot respond during the call, we will respond to you later and post responses on the CASAS website.

- **Recording of the webinar, PPT and Chat Box responses** will all be posted on the “News and Updates Webinars” page on the CASAS website – [www.casas.org](http://www.casas.org).
Agenda

• Part 1: CASAS Catalog Overview
• Part 2: CASAS Updates
  ▫ CASAS ESL Tests Update
  ▫ Transitioning ESL Students to ABE using CASAS Assessments
• Part 3: Reporting Using TOPSpro Enterprise
Reporting Using TOPSpro Enterprise
Data Analysis Designed for Adult Education

Presented by
Janice Fera, Program & Technology Specialist
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February 2020
Introduction

• How Do Schools and Agencies use CASAS Reports?

• Overview of TOPSpro Enterprise (TE) Reports
  ▫ For Teachers & Counselors, Data Managers, Administrators

• Demonstration

• Questions/Answers
Agenda

• Part 1: Overview of Basic Reporting
  ▫ Score Reports
  ▫ Skill Reports

• Part 2: Reports that Inform Instruction
  ▫ “The Big Six”

• Part 3: Reports For Data Management
  ▫ Database “Clean-up”
  ▫ Accountability
  ▫ Grant Reporting
I. The Multiple Uses of Reports

a) Inform Instruction

b) Capture, Analyze, and Report Statistics

c) Reflect the VITALITY of Your Whole Program
Advantages of TOPSpro Enterprise (TE)

• “Drill-down” feature
  ▫ Reports are *actively* linked to the database
  ▫ See the mistake, fix it immediately

• ANY CASAS participant can use TE Reports
  ▫ Customizable via “Access Groups”

• Reports are beneficial for your Agency
  ▫ Snapshot in time
  ▫ Planning for the future
1. Frequently-Used eTests Reports

### Score Reports
- Personal Score Report
- Next Assigned Test
- Test History
  - Student Test Summary
  - Test Score Overview
- Learning Gains

### Skill Reports
- Skills Profile
- Content Standards
- Competency Performance

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February 2020
TOPSpro Enterprise “Packages”

**TE BASIC Package**

- Reports for individual students
  - Skills Profile
  - Content Standards
  - Competency Performance
  - Learning Gains
  - Next Assigned Test
  - Performance Score Report
  - Student Profile
  - Test History
  - Test Administrations
  - WTU Balance

**TE ENHANCED Package**

- Reports for students, classes, programs, and accountability
  - All Basic Reports PLUS:
    - Class Summary Reports
    - Class Attendance
    - Demographics
    - WSCS Reports
    - Program Outcomes
    - Data Integrity
    - State Reports
    - Federal Reports
NEW! Self-Paced Training

Score Reports

2 Personal Score Report

Description
The Personal Score Report gives a summary of the student's results on a given test taken with eTests. The report displays on the testing station screen after ending each test to give students immediate feedback. Results should be shared and discussed with each student individually. Information displayed to the student may be customized to remove the levels bar and skills description. The report may be printed directly from the testing station and may also be generated and printed from TOPSpro Enterprise.

Teacher Tips!
- Print the report for students to take with them and use when registering for a class.
- Maximize printing by using paper stock with additional information printed on the backside such as a map of the school or campus, or information about your school’s programs or program eligibility.
- This report may be customized to remove the levels bar and skills description.

• Hints
• Examples
• Screenshots
### Personal Score Report

**Student Sample - 5615969**

**Agency:** 4908 - Rolling Hills Adult School (RHAS)  
**Site:** 01 - RHAS: North Campus

**Class:** 020101 - AM: HSD/HSE  
**Teacher:** Teacher20@rhas.org

<table>
<thead>
<tr>
<th>Modality</th>
<th>Test Form</th>
<th>Test Level</th>
<th>Test Date</th>
<th>Scale Score</th>
<th>NRS Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading</td>
<td>907R</td>
<td>D</td>
<td>12/10/2019</td>
<td>243</td>
<td>ABE Level 5</td>
</tr>
</tbody>
</table>

**Customization Options**
- **Show** / not show end test report
- Show raw / **scale score**
- Show score is **below accurate range () / conservative estimate (+)**
- Show score is pass / fail for G&H / WSCS
- Show **levels and skills description**
- Allow **print report**

**Tech Tips!**
- Before you `<GENERATE>` the report, think about how you can reduce the output to only include the relevant students or class instances you want.
- Use the **Report Setup Navigator** to select individual Students or Classes that apply.
- Your report will generate more quickly, and the output will be fewer pages and easier to read.
Demo: Mid-Year Student

• Instructional Hours Report

• Student Test Summary
II. Reports That Inform Instruction

Personal Skills Report
Individual Skills Profile
Student Learning Gains by Class

Competency Performance Summary by Class
Competency Performance Summary by Test Item
Student Content Standard Summary
How Do Successful Agencies Plan Their Assessments?

• An Assessment Calendar

• Defines the testing schedule
• Thoughtfully created
• Makes testing PART of the program (without creating difficulty)
• Maximize the information gain – which leads to SUCCESS
Terminology for Staff Development

- NRS Educational Functional Level (EFL) Descriptors
- College and Career Readiness Standards (CCRs)
- Content Standards
- CASAS Competencies
- Task Areas
- Raw scores, Scale Scores
- Form #’s
- Grade-Level Equivalencies (GLE)
- Skill Level Descriptors
# Individual Skills Profile

**Jason Lee**

- **ID**: 103854
- **Agency**: 0000 - Rolling Hills Adult School (RHAS)
- **Program**: Basic Skills (ABE)

<table>
<thead>
<tr>
<th>Most Recent</th>
<th>Form</th>
<th>Date</th>
<th>Scale Score</th>
<th>NRS Level</th>
<th>Form Level</th>
<th>Number of Items</th>
<th>Number of Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading</td>
<td>907R</td>
<td>07/18/2019</td>
<td>248</td>
<td>5</td>
<td>D</td>
<td>40</td>
<td>28</td>
</tr>
</tbody>
</table>

### Reading Competencies

<table>
<thead>
<tr>
<th>Competency</th>
<th>N</th>
<th>Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Resources</td>
<td>4</td>
<td>50 %</td>
</tr>
<tr>
<td>Health</td>
<td>2</td>
<td>100 %</td>
</tr>
<tr>
<td>Employment</td>
<td>17</td>
<td>70 %</td>
</tr>
<tr>
<td>Government and Law</td>
<td>12</td>
<td>66 %</td>
</tr>
<tr>
<td>Learning and Thinking Skills</td>
<td>5</td>
<td>80 %</td>
</tr>
</tbody>
</table>

### College & Career Readiness Standards

<table>
<thead>
<tr>
<th>Content Areas</th>
<th>N</th>
<th>Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Vocabulary</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic</td>
<td>4</td>
<td>50 %</td>
</tr>
<tr>
<td>Meaning from context</td>
<td>4</td>
<td>50 %</td>
</tr>
<tr>
<td><strong>Reading Comprehension Skills</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Locate details</td>
<td>7</td>
<td>42 %</td>
</tr>
<tr>
<td>Identify main idea, Author’s purpose</td>
<td>3</td>
<td>66 %</td>
</tr>
<tr>
<td><strong>Higher Order Reading Skills</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Locate/Compare details, Infer/Draw conclusions</td>
<td>11</td>
<td>81 %</td>
</tr>
<tr>
<td>Text structure</td>
<td>3</td>
<td>100 %</td>
</tr>
<tr>
<td>Author’s point of view</td>
<td>4</td>
<td>75 %</td>
</tr>
<tr>
<td>Analyze claim</td>
<td>4</td>
<td>100 %</td>
</tr>
</tbody>
</table>

### Reading Tasks

<table>
<thead>
<tr>
<th>Tasks</th>
<th>N</th>
<th>Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forms</td>
<td>4</td>
<td>75 %</td>
</tr>
<tr>
<td>Charts, maps, consumer billings, matrices, graphs, tables</td>
<td>3</td>
<td>66 %</td>
</tr>
<tr>
<td>Articles, paragraphs, sentences, directions, manuals</td>
<td>31</td>
<td>67 %</td>
</tr>
<tr>
<td>Signs, price tags, advertisements, product labels</td>
<td>2</td>
<td>100 %</td>
</tr>
</tbody>
</table>

Jason Lee has a likelihood of 78 % to pass this HiSET subsection: Language Arts, Reading.
## Competency Performance Summary

### Class Performance

**Agency:** 4908 - Rolling Hills Adult School (RHAS)  
**Site:** 01 - RHAS: North Campus  
**Class:** 11141111 - Bridges To Success Lang Arts  
**Course:** 0124  
**Teacher:** N/A  
**Form Level:** C  
**Total Tests:** 43  
**Total Students:** 27

<table>
<thead>
<tr>
<th>Comp No.</th>
<th>Correct</th>
<th>Competency Description</th>
<th>No. of Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1</td>
<td>37 %</td>
<td>Understand voting and political process</td>
<td>40</td>
</tr>
<tr>
<td>2.2</td>
<td>50 %</td>
<td>Understand how to locate and use transportation</td>
<td>84</td>
</tr>
<tr>
<td>4.7</td>
<td>50 %</td>
<td>Effectively manage workplace resources</td>
<td>44</td>
</tr>
<tr>
<td>7.2</td>
<td>52 %</td>
<td>Demonstrate ability to use thinking skills</td>
<td>86</td>
</tr>
<tr>
<td>4.5</td>
<td>54 %</td>
<td>Effectively utilize common workplace technology and systems</td>
<td>252</td>
</tr>
<tr>
<td>1.9</td>
<td>58 %</td>
<td>Understand procedures for purchase and use of automobile</td>
<td>82</td>
</tr>
<tr>
<td>1.2</td>
<td>62 %</td>
<td>Apply principles of comparison shopping for goods &amp; services</td>
<td>106</td>
</tr>
<tr>
<td>2.7</td>
<td>64 %</td>
<td>Understand aspects of society and culture</td>
<td>84</td>
</tr>
<tr>
<td>4.1</td>
<td>64 %</td>
<td>Understand basic principles of getting a job</td>
<td>172</td>
</tr>
<tr>
<td>4.8</td>
<td>64 %</td>
<td>Demonstrate effectiveness in working with other people</td>
<td>84</td>
</tr>
<tr>
<td>1.6</td>
<td>66 %</td>
<td>Understand consumer protection measures</td>
<td>132</td>
</tr>
<tr>
<td>2.1</td>
<td>66 %</td>
<td>Use the telephone and telephone book</td>
<td>232</td>
</tr>
<tr>
<td>4.4</td>
<td>67 %</td>
<td>Understand concepts and materials related to job performance</td>
<td>712</td>
</tr>
<tr>
<td>1.1</td>
<td>68 %</td>
<td>Use weights, measures, measurement scales, and money</td>
<td>64</td>
</tr>
<tr>
<td>1.4</td>
<td>70 %</td>
<td>Understand methods and procedures to obtain housing</td>
<td>84</td>
</tr>
</tbody>
</table>
Demo: “Report Locator Wizard”

- Builds a list of favorite reports
- Uses keywords
- Creates a customized menu called “My Reports”
Part 2: Summarized...

• Targeted, comprehensive instruction isn’t accidental

• Testing schedules create predictable patterns of SUCCESS

• Use “Skills Reports” for Classes to Guide Instruction
III. Reports for Data Managers

Total Student Hours
Duplicate Students Report
NRS Data Integrity Report

NRS Tables
NRS Persister
Role of the Data Manager

• Validates student, class, test, attendance & outcome data
• Prepares data for grant administration reporting
• Supplies data for funding reports
• Imports data to/from 3rd party SIS (using CASAS tools)
• Encourages reluctant teachers to stay aligned to the agency Assessment Plan
CASAS Data Import/Export

- CASAS Tools menu
- Import data from 3rd party systems
- Simplify coordination/replication
Part 3a: Demo – Data Management
Benefits of Accurate Data

• Successful schools and agencies use test data to accurately demonstrate HIGH LEVEL of performance in their programs

• Stakeholders need quantifiable, goal-driven data to substantiate their agencies’ ongoing funding
What Have We Learned?

• “Schools and agencies must constantly demonstrate LEARNER PROGRESS. The only way to consistently do that is via standardized assessments.”

• TOPSpro Enterprise’s Library of Reports
  ▫ Flexible, powerful, and customizable

• More information: www.casas.org
  ▫ Self-paced training, webinars and documentation
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- June 23-25, 2020
- Hyatt Regency Orange County, California
- Online Registration – Now Open!
  - [https://www.casas.org/training-and-support/SI](https://www.casas.org/training-and-support/SI)
Next News and Updates Webinars

Save the Dates...

- **March 18, 2020**
  - 11 am Pacific/2 pm Eastern

- **April 22, 2020**
  - 11 am Pacific/2 pm Eastern

- Send an email with ideas for future News & Updates to training@casas.org
Thank you for attending!

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