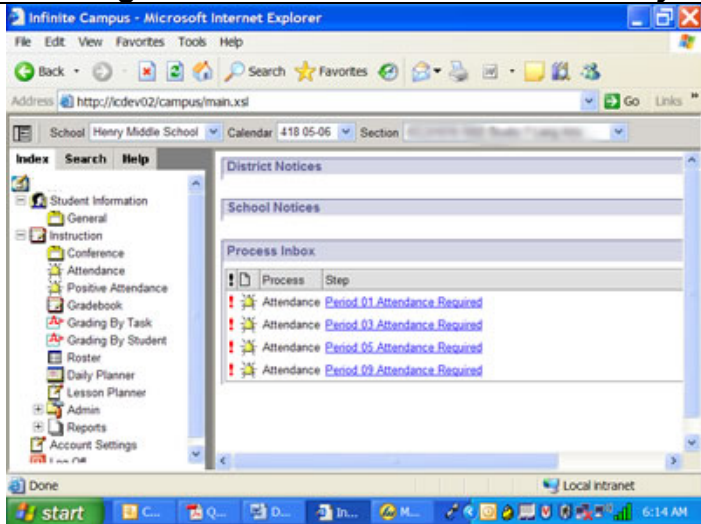
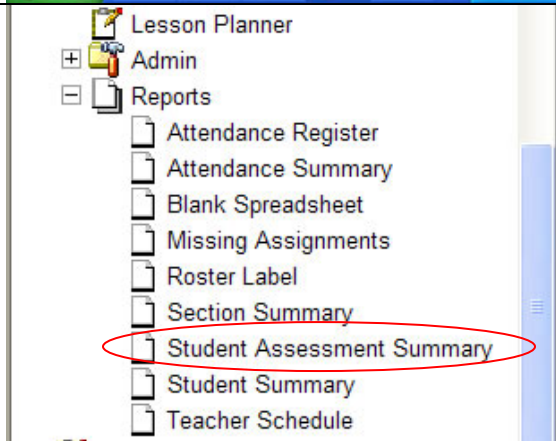
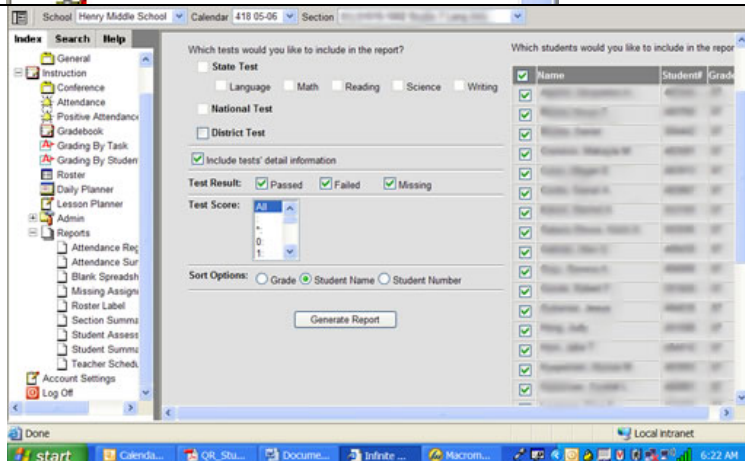


**Window**
**Information**
**Creating the Student Assessment Summary Report**


1. From the **Index**, expand the **Instruction** folder by clicking on the plus (+) sign.
2. Expand the **Reports** folder by clicking on the plus (+) sign.

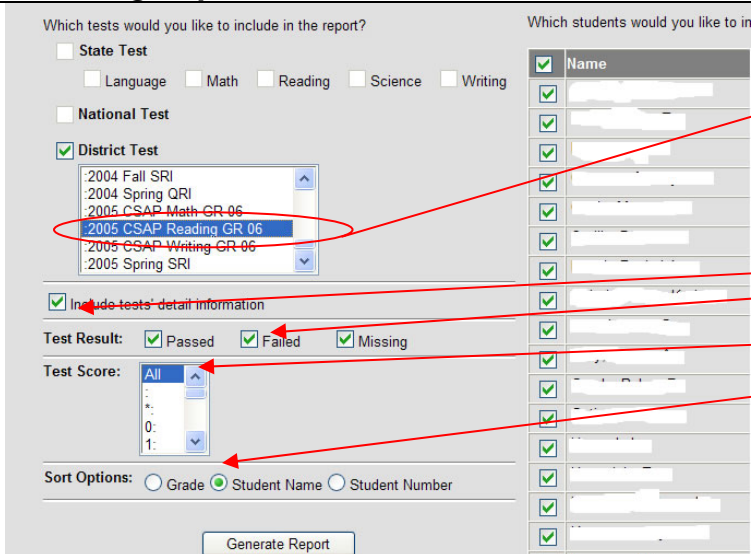


A list of reports will be presented once the **Report** folder has been expanded. Select the **Report** titled: **Student Assessment Summary**.

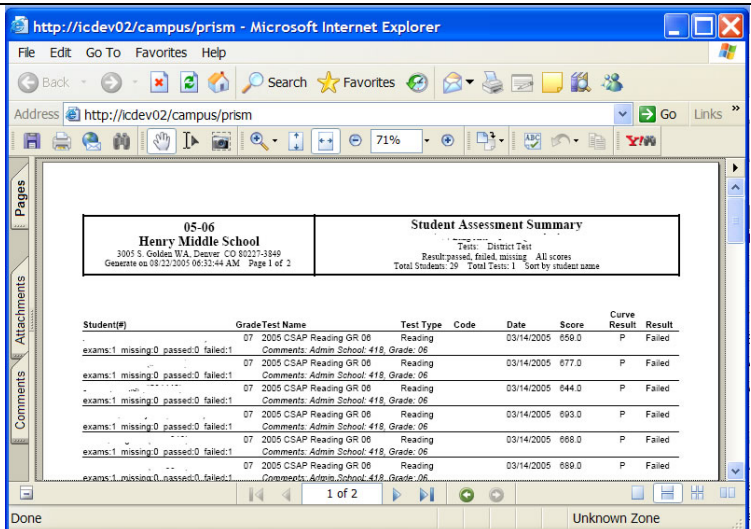


Infinite Campus provides three test categories: State, National, and **District**. Currently, the only category loaded with assessment information is the **District** category. Select District by using your mouse to click on the check box next to the words **District Test**.

## Selecting Report Filter Parameters



1. Click on the check box next to the category **District Test**.
2. A list of Assessments is presented in list box.
3. Select one or more Assessments from the list box. (To select multiple assessments on a Window machine press and hold the Control Key (Ctrl) while clicking the left mouse button. On a Macintosh press and hold the Option Key while clicking the mouse.)
4. Leave Include tests' detail information box checked.
5. Leave all Test Result check boxes checked (Passed, Failed, and Missing).
6. Leave **All** selected in the Test Score list box.
7. Select the sort option you prefer: Grade, **Student Name** (default), or Student Number.
8. On the right hand side of the screen is a list of students based on the current course selection. By default all students are selected. To select individual students, deselect the top check box by the Name Header, and then select the check boxes next to the individual students you would like to report on.
9. Click on the **Generate Report** button to create an Adobe PDF report document.



Student#	Grade/Test Name	Test Type	Code	Date	Score	Curve Result	Result
exams:1 missing:0 passed:0 failed:1	07 2005 CSAP Reading GR 06	Reading	Admin School 418, Grade: 06	03/14/2005	650.0	P	Failed
exams:1 missing:0 passed:0 failed:1	07 2005 CSAP Reading GR 06	Reading	Admin School 418, Grade: 06	03/14/2005	677.0	P	Failed
exams:1 missing:0 passed:0 failed:1	07 2005 CSAP Reading GR 06	Reading	Admin School 418, Grade: 06	03/14/2005	644.0	P	Failed
exams:1 missing:0 passed:0 failed:1	07 2005 CSAP Reading GR 06	Reading	Admin School 418, Grade: 06	03/14/2005	693.0	P	Failed
exams:1 missing:0 passed:0 failed:1	07 2005 CSAP Reading GR 06	Reading	Admin School 418, Grade: 06	03/14/2005	688.0	P	Failed
exams:1 missing:0 passed:0 failed:1	07 2005 CSAP Reading GR 06	Reading	Admin School 418, Grade: 06	03/14/2005	680.0	P	Failed

All Infinite Campus reports have general information listed in the top left portion of the header (school year, school, address, date generated, sort option, etc.). The right hand side of the header lists the specific report, course section, teacher, and a student total reported. In the detail section students will be listed according to the sort option. Within each student's section all the selected Assessments will be listed (in this example only one assessment – 2005 CSAP Reading GR 06 – was selected). Additional information listed includes the Date, Score, Curve Result, and Result.

## Student Assessment Summary Report Columns

**Date** – This lists the date of the assessment period.

**Score** – This is a numeric column used if an assessment has a numeric (e.g., raw or scaled) score.

**Curve Result** – This is an alpha/numeric column used if an assessment has a range of scores that include Alpha and Numeric results (eg. QRI – MS result), or if an assessment has some sort of rubric score (eg. CSAP proficiency levels).

**Result** – this column should be ignored at this time. Infinite Campus provides an option when setting up assessments to automatically determine if a Curve Result is a passing result or not. This is geared more for classroom assessments. This functionality is not being used currently in the assessment definitions; therefore because a score is available, and no results are defined as passing, the default result parameter is Failed. The district is working with Infinite Campus on possible alternatives for this column.