

Spring 2015 SAGE Online Reporting System (ORS) Participation Reports

Black: In effect for Spring 2014

Red: New for Fall 2014 Interim/Mid-year Summative
(covered September, 2014)


Green: New for Spring 2015 Summative
(covered December, 2014)

Online Reporting System (ORS)


- ORS provides access to participation reports based on user roles.
- The *ORS User Guide* is available on the SAGE portal at sageportal.org under Technology Resources > Manuals & Guides. This document contains complete instructions on how to complete tasks in ORS.
- <http://schools.utah.gov/assessment/SAGE-Communication.aspx>
 - ORS Training Video
 - ORS PowerPoint presentation


Test Management Center





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Student Assessment of Growth and Excellence

 **Home**

 **Test Management Center** ▾

 [Manage Rosters](#) This page:  [Help](#)  [Print](#)  [Export](#)

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SAGE Help Desk Information

1.855.570.7239
sagehelpdesk@air.org

Plan and Manage Testing

- Allows you to generate customized participation reports showing your students' activity.

Plan and Manage Testing

Step 1: Choose What

Test	<input type="text" value="SAGE Summative"/>
Administration	<input type="text" value="2014-2015"/>
Test Name	<input type="text" value="All"/>
Enrolled Grade	<input type="text" value="All"/>
Test Settings:	<input type="text" value="ALL"/>

Step 2: Choose Who

LEA	<input type="text" value="DEMO DISTRICT (99)"/>
School	<input type="text" value="DEMO SCHOOL 1 (99-999)"/>
Teacher	<input type="text" value="All"/>

Step 3: Get Specific

<input checked="" type="radio"/>	students who	<input type="text" value="have"/>	<input type="text" value="completed"/>	<input type="text" value="1st"/>	opportunity in the selected administration
<input type="radio"/>	students on their	<input type="text" value="1st"/>	opportunity in the selected administration, and have a status of	<input type="text" value="any"/>	
<input type="radio"/>	students whose most recent	<input type="text" value="SessionID"/>	was	<input type="text" value="SessionID (optional)"/>	between <input type="text" value="09/23/2014"/> and <input type="text" value="09/23/2014"/>

Note: If no TA or Session ID is specified, date range cannot exceed 15 days

or

Test Management Center: Plan and Manage Testing

Home
 Test Management Center ▾

Manage Rosters
This page: [? Help](#) [Print](#) [Definitions](#)

School: DEMO SCHOOL 1 (99-999)
Test: SAGE
Test Name: All
Administration: 2013-2014
Test Settings: ALL
Filter: students who have completed 1st opportunity.

Student Name	State Student Identifier	Enrolled Grade	Test	Results ID	Date Started	Date Complete
Blog, Lou	9990009100	01	ELA Grade 3	99999995	02/01/2014	02/01/2014
Blog, Lou	9990009108	01	ELA Grade 3	99999996	04/04/2014	04/04/2014
Blog, Lou	9990009926	12	ELA Grade 3	99999994	12/25/2013	12/25/2013

[Back](#)

Test Management Center: Test Completion Rates

[Home](#) [Test Management Center](#) ▾

Download an activity and progress summary for each test.

Report	<input type="text" value="LEA Test Completion Rates"/>
LEA	<input type="text" value="DEMO DISTRICT (99)"/>
Test Name	<input type="text" value="ELA Grade 5"/>

Using Plan and Manage Testing

Common examples of Plan and Manage Testing cases:

- Which students have not yet tested?

students who **have not** **completed** **1st** opportunity in the selected administration

- Which students have started but not yet completed their test?

students who **have** **started** **1st** opportunity in the selected administration

- Which students have paused tests?

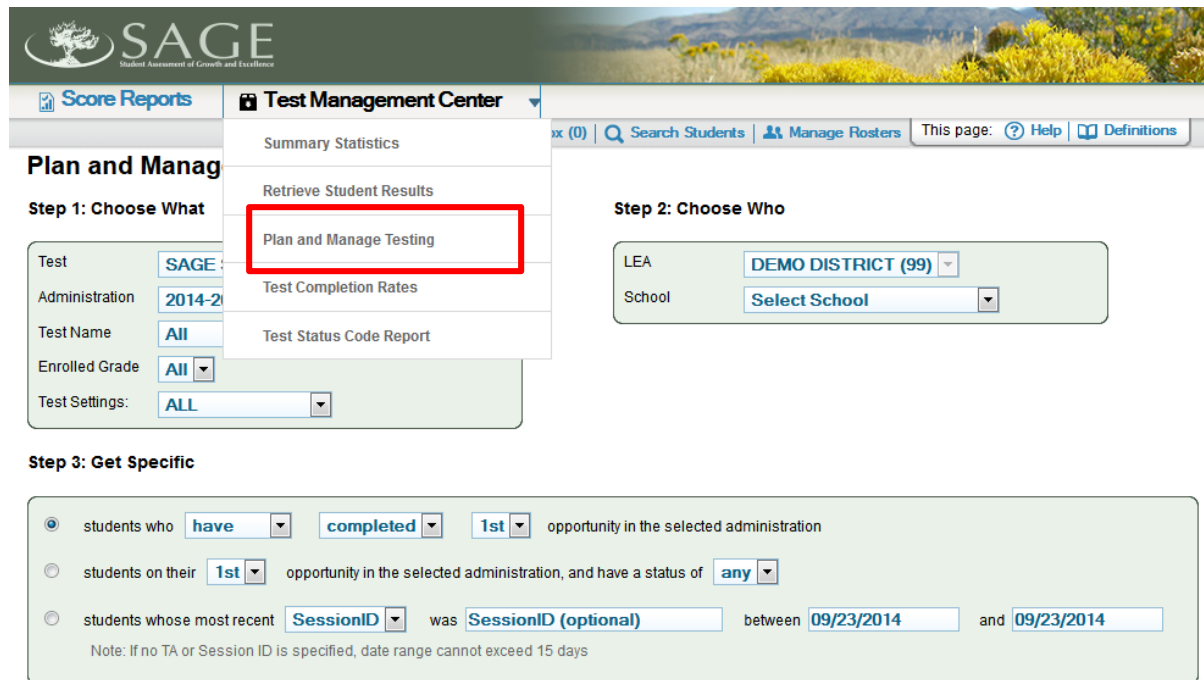
students on their **1st** opportunity in the selected administration, and have a status of **paused**

- Did every student in a test session complete their test?

students whose most recent **SessionID** was **Demo1** between **12/16/2013** and **12/31/2013**

Generating a Plan and Management Testing Report

- From the Test Management Center drop-down list, select “Plan and Manage Testing.” This will take you to the Plan and Manage Testing Screen.



The screenshot displays the SAGE Test Management Center interface. The top navigation bar includes the SAGE logo and the text "Student Assessment of Growth and Excellence". Below the logo, there are two main tabs: "Score Reports" and "Test Management Center". The "Test Management Center" tab is active, and a dropdown menu is open, showing several options. The option "Plan and Manage Testing" is highlighted with a red rectangular box. Other options in the dropdown include "Summary Statistics", "Retrieve Student Results", "Test Completion Rates", and "Test Status Code Report".

Below the dropdown menu, the interface is divided into three sections:

- Step 1: Choose What**: This section contains several filters for the report. The "Test" filter is set to "SAGE", "Administration" is set to "2014-2015", "Test Name" is set to "All", "Enrolled Grade" is set to "All", and "Test Settings" is set to "All".
- Step 2: Choose Who**: This section contains two dropdown menus. The "LEA" dropdown is set to "DEMO DISTRICT (99)", and the "School" dropdown is set to "Select School".
- Step 3: Get Specific**: This section contains three radio buttons and several dropdown menus. The first radio button is selected, and it is followed by the text "students who" and three dropdown menus: "have", "completed", and "1st". The second radio button is followed by the text "students on their" and two dropdown menus: "1st" and "any". The third radio button is followed by the text "students whose most recent" and a dropdown menu "SessionID", followed by the text "was" and a text input field "SessionID (optional)", followed by the text "between" and two date input fields "09/23/2014" and "09/23/2014", followed by the text "and".

At the bottom of the "Step 3" section, there is a note: "Note: If no TA or Session ID is specified, date range cannot exceed 15 days".

Selecting the Parameters for Your Report

- **Step 1: Choose What**
 - Select the test(s) and variables that should be used to generate the basic parameters for your report.
 - From the *Test* drop-down list, select an assessment. The default is set to “SAGE Summative.”
 - From the *Administration* drop-down list, select a test window.

Selecting the Parameters for Your Report

- **Step 2: Choose Who**

- Select which LEA, school, and teacher should be included in the report.
- **Note:** *For most users, the LEA or school you are associated with will be pre-selected and the drop-down lists will be grayed out. Verify that the selections are accurate. LEA and school users with access to multiple LEAs or schools will need to select a LEA and/or school.*

Selecting the Parameters of Your Report

- **Step 3: Get Specific**
 - Select the report filter option that best matches your needs. Three report filter options are available.
 - Each filter will generate a report containing students whose information matches the parameters you have selected.

Understanding Your Participation Report

- Upon clicking [**Generate Report**], the participation report displays data based on your selected parameters.
- Each report includes a list of all students who meet your selected parameters. If no students are listed, this means that no students matched your report criteria.
- You can generate the following two types of reports from the **Plan and Manage Testing** screen:
 - Online Testing Progress Report
 - TA Report

Online Testing Progress Report


Plan and Manage Testing

School: DEMO SCHOOL 2 (99-999)
Test: SAGE Summative
Test Name: All
Administration: Summative 2014-2015
Test Settings: ALL
Filter: students who have completed 1st opportunity.

Student Name	State Student Identifier	Enrolled Grade	Test	Results ID	Date Started	Date Completed
Chxk, Uazs	9999550869	06	ELA Grade 6 Summative	50037	10/14/2014	10/14/2014
Doum, Wnhp	9999550748	07	Earth Science Summative	50026	10/14/2014	10/14/2014
Dxse, Rrhx	9999550975	02	Secondary Math III Summative	50036	10/14/2014	10/14/2014
EbNf, Ssvk	9999550007	04	ELA Grade 3 Summative	53726	10/25/2014	10/25/2014
Esvd, Wsjx	9999550183	10	Math Grade 4 Summative	50119	10/16/2014	10/16/2014
Fbai, Ahir	9999550212	11	ELA Grade 6 Summative	50054	10/14/2014	10/14/2014
Fbai, Cycd	9999550814	12	Writing Grade 9 Summative	50071	10/14/2014	10/14/2014
Fbai, Yipx	9999550771	11	Writing Grade 4 Summative	50086	10/14/2014	10/14/2014
Fbai, Yipx	9999550771	11	Math Grade 4 Summative	50084	10/14/2014	10/14/2014
Fobl, Vmsf	9999550218	02	Math Grade 8 Summative	53724	10/25/2014	10/25/2014
GvNt, Thqx	9999550375	11	Writing Grade 11 Summative	50068	10/14/2014	10/14/2014
GvNt, Wdrb	9999550977	04	Secondary Math III Summative	50061	10/14/2014	10/14/2014
Hgqf, Afuj	9999550019	03	Science Grade 4 Summative	50816	10/20/2014	10/20/2014

Back



Features of the Online Testing Progress Report

- The search results table consists of 14 columns.
- You can show or hide columns in the table by clicking the arrow [] icon in the top right corner of the table.
- You can sort data in ascending or descending order for all the columns.
- The Online Testing Progress Report also provides you with access to General Tools that include Help, Print, and Definitions.
- You can return to the *Plan and Manage Testing* screen using the [**Back**] button at the bottom of the report.

TA Report


Plan and Manage Testing

School: DEMO SCHOOL 1 (99-999)
Test: SAGE Summative
Test Name: All
Administration: Summative 2014-2015
Test Settings: ALL
Filter: students whose most recent SessionID was 'DEMO-TEST-01' between 10/05/2014 and 10/11/2014


Test Administrator Name	Session ID	# of Students in Session	# of Test IDs in Session		
Demo, TE	DEMO-TEST-01	1	1		


[Back](#)

Features of the TA Report

- The search results table consists of 4 columns.
- You can generate or export the Online Testing Progress Report for the selected TA and session.
- You can show or hide columns in the table by clicking the arrow [] icon in the top right corner of the table.
- You can sort data displayed in columns in ascending or descending order.
- The TA Report also provides you with access to General Tools that include Help, Print, and Definitions.

Test Status Code Report



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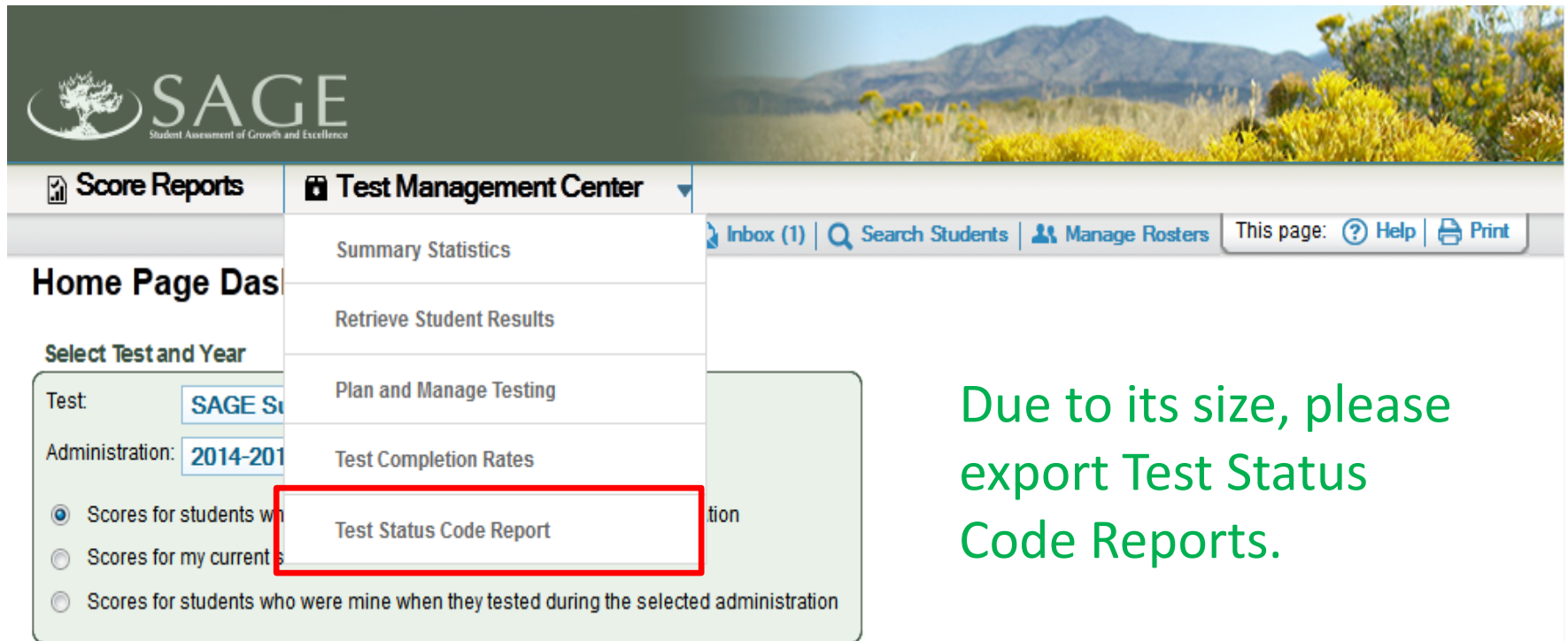
Test Status Report

Test: ▼

Administration: ▼

or

Test Status Code Report



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Home Page Dashboard

Select Test and Year

Test:

Administration:

- Scores for students who were mine when they tested during the selected administration
- Scores for my current students
- Scores for students who were mine when they tested during the selected administration

Test Management Center Menu:

- Summary Statistics
- Retrieve Student Results
- Plan and Manage Testing
- Test Completion Rates
- Test Status Code Report**

Due to its size, please export Test Status Code Reports.

Test Status Code Report

Attribute	Description
Student Name	Student's legal name (Last Name, First Name).
SSID	Student's State Student Identification Number.
Test Name	Test name for this student record (e.g., "Grade 3 ELA" or "Earth Science").
Test Status	<p>Test status for the test record (e.g., Paused 9/65). If a number is displayed after the status, the student has initiated testing. If no number is displayed, the student has not started the test opportunity.</p> <ul style="list-style-type: none"> The numerator is the number of items that have been delivered or presented to the student. The denominator is the total number of items on the test. <p>Note: Invalidated tests are also included in the report.</p>
Date Started	The date when the first test item was presented to the student for that opportunity.
Special Code	When applicable, this column will list the special codes applied to a student's test record in TIDE.
Assigned School ID	The ID of the school the student is enrolled in.
Assigned School Name	The name of the school the student is enrolled in.