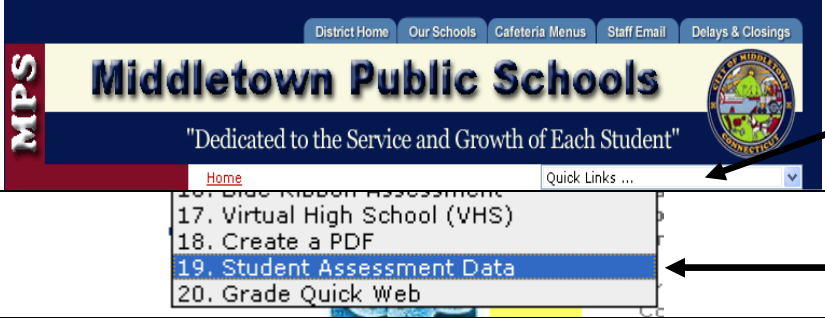
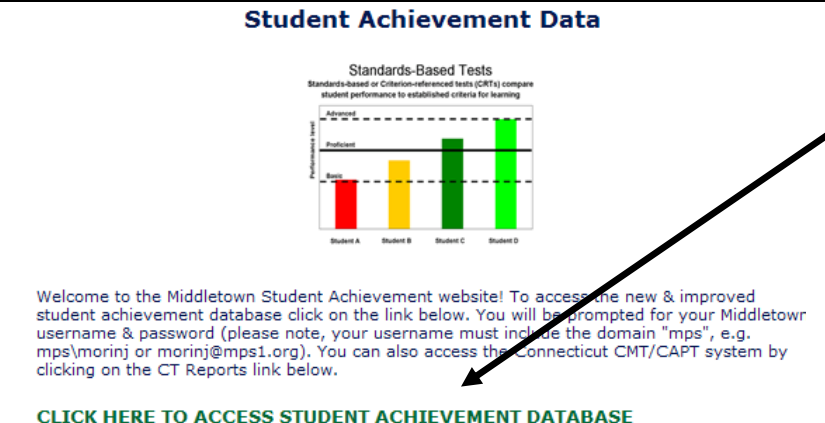
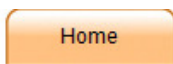
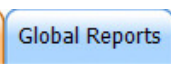

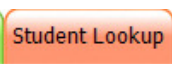
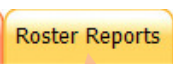
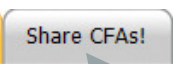
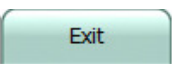


MPS Achievement Data System User Guide

LOGGING ON:

 <p>The screenshot shows the Middletown Public Schools website. At the top, there are navigation links: District Home, Our Schools, Cafeteria Menus, Staff Email, and Delays & Closings. The main header features the school name and logo. Below the header, a 'Quick Links' pull-down menu is open, listing options 17 through 20. Option 19, 'Student Assessment Data', is highlighted in blue.</p>	<p>From the Middletown Website, Click on the QUICK-LINKS pull down menu.</p>
 <p>The screenshot shows the 'Student Achievement Data' page. It features a bar chart titled 'Standards-Based Tests' comparing student performance to established criteria. Below the chart, there is a welcome message and a link: 'CLICK HERE TO ACCESS STUDENT ACHIEVEMENT DATABASE'.</p>	<p>Select number 19: STUDENT ASSESSMENT DATA from the pull down menu.</p> <p>On the next screen, select "Click here to Access Student Achievement Database" ...When prompted, login with the following format: mps\username OR username@mps1.org and then your regular network/Email password.</p>

ONCE LOGGED IN YOU CAN:

						
<p>Select Global Reports to see district-wide analysis of both local and state assessments. You can also see attendance & discipline data here. All achievement and subgroup data can be downloaded for additional analysis in Excel.</p>	<p>Data Depot has a variety of templates and resources for Data Teams and lesson planning...</p>	<p>The Individual Student Lookup feature allows you to see a running record of all the assessment data we currently have on a single student. Simply type in the last name to begin!</p>	<p>The Roster section is where you go to access achievement data analysis by teacher class roster. This is also where you go to perform DATA ENTRY by course.</p>	<p>Here you can share examples of CFAs with other teachers throughout the district....</p>		

MPS Achievement Data System User Guide

ACCESSING ROSTER REPORTS & DATA ENTRY:																									
<div style="border: 1px solid black; padding: 5px; display: inline-block; background-color: #fff9c4;">Roster Reports</div>	<p>1). Click on “Roster Reports”</p>																								
<p>SELECTED SCHOOL YEAR: <u>2009-2010</u> (Change)</p> <p>1. First, select Your School:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <div style="background-color: #4f81bd; color: white; padding: 2px;">▼</div> <ul style="list-style-type: none"> BIELEFIELD FARM HILL LAWRENCE MACDONOUGH MOODY SNOW SPENCER WESLEY MHS KEIGWIN </div>	<p>2). On the subsequent screen you will be asked to select your school. You also have the option of changing the Active Year. You can go backwards several years to see your past year roster reports. <i>*Note that DATA-ENTRY can only be performed under the current school year. Data entry is not available when you’re in a prior year.</i></p>																								
<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 15%;">NUMBER</th> <th style="width: 15%;">SECTION</th> <th style="width: 60%;">NAME</th> </tr> </thead> <tbody> <tr> <td><input type="button" value="Select"/></td> <td>29</td> <td>1</td> <td>LitbyWomen</td> </tr> <tr> <td><input type="button" value="Select"/></td> <td>62</td> <td>2</td> <td>ExposWrite</td> </tr> <tr> <td><input type="button" value="Select"/></td> <td>62</td> <td>4</td> <td>ExposWrite</td> </tr> <tr> <td><input type="button" value="Select"/></td> <td>87</td> <td>3</td> <td>CinemaStud</td> </tr> <tr> <td><input type="button" value="Select"/></td> <td>165</td> <td>0</td> <td>Study</td> </tr> </tbody> </table>		NUMBER	SECTION	NAME	<input type="button" value="Select"/>	29	1	LitbyWomen	<input type="button" value="Select"/>	62	2	ExposWrite	<input type="button" value="Select"/>	62	4	ExposWrite	<input type="button" value="Select"/>	87	3	CinemaStud	<input type="button" value="Select"/>	165	0	Study	<p>3). Once you choose your name from the pull-down menu a list of your courses will appear. Click the SELECT button for the course you wish to see reports for or need to enter data for.</p> <p><i>*Elementary teachers will only see one course titled Elementary Homeroom*...</i></p>
	NUMBER	SECTION	NAME																						
<input type="button" value="Select"/>	29	1	LitbyWomen																						
<input type="button" value="Select"/>	62	2	ExposWrite																						
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<input type="button" value="Select"/>	87	3	CinemaStud																						
<input type="button" value="Select"/>	165	0	Study																						
<p>SCORE REPORTS</p> <ul style="list-style-type: none"> CMT Reading Scores CMT Writing Scores CMT Strand Mastery CMT Reading Strand Mastery - With Scores CMT Math Strand Mastery - Part I - With Scores CMT Math Strand Mastery - Part II - With Scores CMT Math Level Scores DRP Report DRA Report DAW Report HM Benchmark Score Report FP Score Report <p>DATA ENTRY</p> <ul style="list-style-type: none"> DRP Score Entry DRA Score Entry DAW Score Entry Houghtin Mifflin Score Entry Fontas and Pinnell (F&P) Score Entry Grade K Skills Sheet Entry <div style="margin-top: 10px;"> <p>DRP Scores For: Spring 2009 ▼</p> <div style="border: 1px solid black; padding: 2px; margin-left: 20px;"> Spring 2009 Fall 2008 </div> <p>Student Name: _____</p> </div>	<p>4). After you have selected the course, scroll down to see a list of current SCORE REPORTS and DATA ENTRY options. Select any of the Score Reports to see an alphabetical roster of your class for that assessment. Scores that did not make the goal criteria will automatically display in red.</p> <p>5). FOR DATA ENTRY: select the applicable assessment from the data entry section to enter scores. IMPORTANT: On the next page make sure you select the correct TERM for the data entry.</p> <p>6). After you are done entering scores be sure to press UPDATE SCORES at the bottom of the class roster:</p>																								
<div style="border: 1px solid black; padding: 5px; display: inline-block; background-color: #4f81bd; color: white;">Update Scores</div>																									