

# Oklahoma Assessments Reporting User Guide

DATA INTERACTION™



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## Version Control

Version	Date	Author	Change Description
1.0	5/10/2023	eMetric	Created support documentation per 2023 requirements discussion with Cognia and OK SDE.
1.1	5/12/2023	eMetric	Updated and incorporated feedback from Project Manager review.

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## Understanding Test Results

The Oklahoma State Testing Program assesses our new Oklahoma Academic Standards. These standards are different than those assessed through the former OCCT and EOI testing administrations. Although data from the OCCTs and EOIs is still available within the system, it should not be used for comparative purposes as it assessed our old PASS standards.

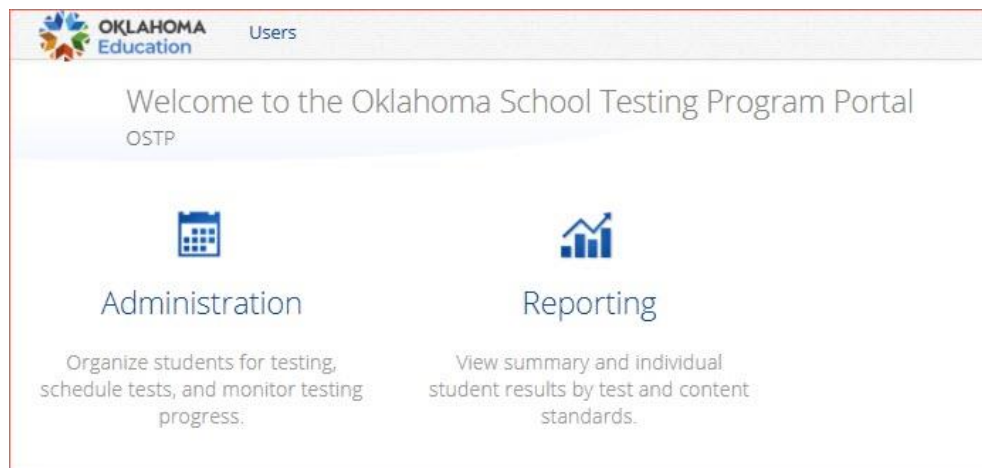
Multiple types of test results are available in these reports:

- **OPI Score:** The Oklahoma Performance Index (OPI) is a testing scale that is common to all test forms to compare student performance across testing administrations. The OPI score is used to determine students' performance levels and will be used under the new accountability system to measure student growth from year to year. OPI scores range from 200-399, wherein 300 or above is proficient.
- **Performance Level:** Each performance level (Advanced, Proficient, Basic, and Below Basic) represents a goal of student attainment in which expectations of student performance are mapped to the knowledge, skills, and ability assessed by the test items as communicated by the Performance Level Descriptors. Performance levels are not determined by the percentage of correct answers.
- **Reporting Categories:** Each reporting category is aligned to the Oklahoma Academic Standards as communicated in the OSTP Blueprints. Categories are reported as performance levels (Above Standard, At/Near Standard, and Below Standard). Performance Levels represent how a student's score compares to the 300 OPI proficient cut point.
- **Lexile Score:** Students in grades 3-8 will receive a Lexile reader measure as a score from a reading test; the Lexile measure describes the student's reading ability. A Lexile reader measure can range from below 200L for early readers to above 1600L for advanced readers.
- **Quantile Score:** Students in grades 3-8 will also receive a Quantile Score. A Quantile measure indicates a child's mathematical achievement level. Quantile measures range from Emerging Mathematician (below 0Q) to above 1600Q and span the skills and concepts taught in kindergarten through Algebra II, Geometry, Trigonometry, and Precalculus.

## Getting Started

### Accessing Reporting

1. The Oklahoma Assessments reporting component can be accessed from the OSTP Data Portal homepage:



- The reporting home page displays the report types for the subject areas and test administrations available to you.

The screenshot shows the Oklahoma Education reporting interface. At the top, there's a navigation bar with icons for Shared Reports, Download Center, Help, and Saved Reports, along with a 'Demo District' dropdown. Below this is a 'Back to Oklahoma Portal' link. The main form area includes fields for Program (OSTP), Report (Group Summary: Performance Levels), Admin (2022, 2021, 2019, 2018, 2017), Grade (Grade 03, Grade 04, Grade 05, Grade 06, Grade 07, Grade 08), and Release (Final). A text block explains that state tests serve as a snapshot for evaluating instructional programs. Below this is an Organization search section with a 'Search within State' input and a dropdown menu showing 'Cyber District (991999)'. A 'Get Report' button is located at the bottom right.

## High Level Navigation Options



- The Oklahoma State Department of Education icon serves as a Home link. This link will redirect you to the reporting home page.
- The Back to Oklahoma Portal link will redirect you back to the OSTP Data Portal home page.
- Shared Reports: This button will open Shared Reports, containing any reports shared within your organization.
- Download Center: This button will open the Download Center, containing any queued PDFs requested.
- Help: This button will open a new window containing the Oklahoma Assessments Reporting User Guide.
- Saved Reports: This button will open the Saved Reports menu.
- User Dropdown Menu: This button will provide access to the Control Panel and the logout link.

## Generating a Report

To generate a report:

1. Select the program: OSTP, CCRA, OCCT for Grades 3-8, EOI (End of Instruction), or OMAAP (Oklahoma Modified Alternative Assessments Program). The list of available report types is determined by the program selection.



**Note:** Summary reports are not available for OMAAP.

State tests serve as a snapshot that helps schools and districts evaluate their instructional programs by providing information about student readiness in math, English language arts, and science. Because of this, other information (e.g., opportunity to learn, mode of learning, access to grade-level content, attendance, course grades) should be considered when reviewing your data. More information and resources to support the interpretation and comparison of the 2022 school year test scores will be posted at <https://sde.ok.gov/assessment-guidance>


2. Select an available report type:

Report Name	Report Description
Group Summary: Performance Levels	Provides summary performance data by building, district, and state, in a table format.
Group Summary PL: All Grades	Generate a summary report of all scores and disaggregate variables for one or more administrations. <b>Note:</b> This report is available for OSTP, OCCT 3-8 and EOI results only.
Summary Counts of Total Tested	Generate a summary report of test results for one or more buildings. The disaggregate variable "Mode" now displays on this report by default.
Group Summary PL: All Selections	Generate a summary report of all scores and disaggregate variables for one or more administrations for multiple grades. <b>Note:</b> This report is available for OSTP, OCCT 3-8 and EOI results only.

Roster	Provides individual scores, demographic information, and other data for individual students.
Roster: All Selections	Generate a roster report of all scores for selected administration and district or building.
District All Grades Roster	Generate a roster report of all grades for a selected district. <b>Note:</b> This report is only available for state level and district level users.
Longitudinal Roster	Provides data for individual students across multiple administrations.
Data Tools	Provides ability to create summary statistics, frequency distributions, cross-tabular reports, and scatter plots.

- In the Admin section, select an administration for which test data is available.
- Select a Subject area (EOI or OMAAP) or a Grade (Grades 3-10).
- In the Reporting Window section, select an available time frame for the report: **Preliminary** or **Final**.
- Use the Organization menu to choose State, Districts, or Schools. Use the  button to expand the menu options below state and districts.
  - Once you have selected State, District, and/or Schools, a count of the selected organizations will display above the selection menu. Click on the blue “selected” link to view a list of the organizations you have chosen.
  - Select the  button to select all districts or schools in a group.
- Click Get Report to generate a report with the default selections.

The Report page displays the report data. The selected parameters appear at the top of the page.



Back to Oklahoma Portal

Help

Demo District

Group Summary: Performance Levels: OSTP, 2022, Grade 03, Final

Options

Save

Download

Print

Table

Chart



Transpose


Group	Administration	Total N	Valid N	Mean OPI	% in Each Performance Level				RSA Status		Reading/Writing Process			Critical R		
					Below Basic	Basic	Proficient	Advanced	Does Not Meet	Meets	Valid N	Approaching Expectations	Near/At Expectations	Achieving Expectations	Valid N	Approaching Expectations
					%	%	%	%	%	%		%	%	%		%
Cyber District (991999)	2022	4,931	4,777	255	78	15	6	1	67	33	4,777	95	5	1	4,777	82
Cyber Elem A (101)	2022	2,204	2,136	256	77	15	7	1	67	33	2,136	94	5	1	2,136	81
Cyber Elem B (102)	2022	2,727	2,641	255	79	15	5	1	68	32	2,641	95	4	1	2,641	84

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Jump to: 1 Go

**Note:** The text highlighted in blue is clickable: where available, click to open a link, sort a column, or display a menu.

- To rearrange the report, sort columns by clicking a column heading highlighted in blue.
- To navigate within a report:
  - Type a page number in the “Jump to page” box.
  - Click  to display the next page.
  - Click  to display the previous page.

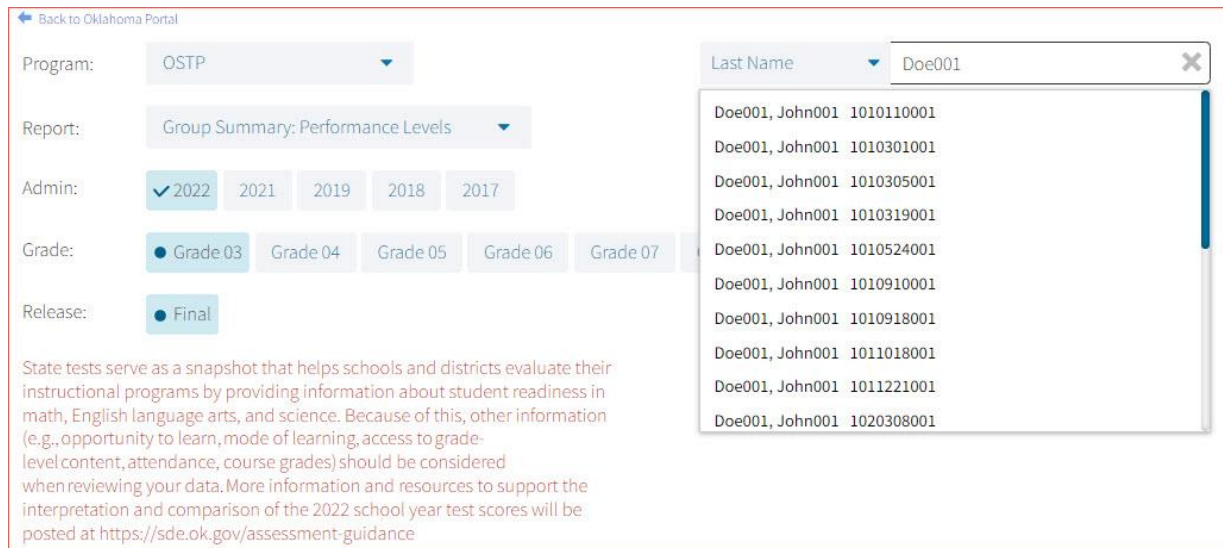
**Tip:** To change the number of records shown on each page of the report, from the customization tabs at the top of the report, click the **Options** icon . Select a number from the menu next to **Groups Per Page** and click **Update**.

## Student Search

The Student Search feature provides access to individual student results for all students who have testing results in your district or school for the selected program.

From the reporting home page:

1. Select the desired program from the drop-down menu.
2. Use the Student Search drop-down menu to select Last Name, First Name, or Student ID (State), and enter the search criteria in the text box provided, a list of potential matches will appear.



Back to Oklahoma Portal

Program: OSTP

Report: Group Summary: Performance Levels

Admin: ☒ 2022 ☐ 2021 ☐ 2019 ☐ 2018 ☐ 2017

Grade: ☒ Grade 03 ☐ Grade 04 ☐ Grade 05 ☐ Grade 06 ☐ Grade 07

Release: ☒ Final

State tests serve as a snapshot that helps schools and districts evaluate their instructional programs by providing information about student readiness in math, English language arts, and science. Because of this, other information (e.g., opportunity to learn, mode of learning, access to grade-level content, attendance, course grades) should be considered when reviewing your data. More information and resources to support the interpretation and comparison of the 2022 school year test scores will be posted at <https://sde.ok.gov/assessment-guidance>

Last Name Doe001

- Doe001, John001 1010110001
- Doe001, John001 1010301001
- Doe001, John001 1010305001
- Doe001, John001 1010319001
- Doe001, John001 1010524001
- Doe001, John001 1010910001
- Doe001, John001 1010918001
- Doe001, John001 1011018001
- Doe001, John001 1011221001
- Doe001, John001 1020308001

3. Selecting a student from the list of potential matches will take you to a cumulative list of that student's test results.



Help

Recent

Demo District

[Back to Oklahoma Portal](#)


Student Search Cumulative Report



OSTP

Print

Doe001, John001		
Student ID (State): 1010110001		
2021, Grade 05, Final, English Language Arts	District Name: Cyber District School Name: Cyber Elem A	Performance Level: <b>Proficient</b> OPI: <b>303</b>
2021, Grade 05, Final, Mathematics	District Name: Cyber District School Name: Cyber Elem A	Performance Level: <b>Basic</b> OPI: <b>281</b>
2021, Grade 05, Final, Science	District Name: Cyber District School Name: Cyber Elem A	Performance Level: <b>Basic</b> OPI: <b>299</b>
2021, Grade 05, Final, English Language Arts	District Name: Cyber District School Name: Cyber Elem A	Performance Level: <b>Proficient</b> OPI: <b>303</b>
2021, Grade 05, Final, Mathematics	District Name: Cyber District School Name: Cyber Elem A	Performance Level: <b>Below Basic</b> OPI: <b>208</b>
2021, Grade 05, Final, Science	District Name: Cyber District School Name: Cyber Elem A	Performance Level: <b>Basic</b> OPI: <b>299</b>
2021, Grade 05, Final, English Language Arts	District Name: Cyber District School Name: Cyber Elem A	Performance Level: <b>Below Basic</b> OPI: <b>217</b>
2021, Grade 05, Final, Mathematics	District Name: Cyber District School Name: Cyber Elem A	Performance Level: <b>Basic</b> OPI: <b>281</b>
2021, Grade 05, Final, Science	District Name: Cyber District School Name: Cyber Elem A	Performance Level: <b>Basic</b> OPI: <b>299</b>
2021, Grade 05, Final, English Language Arts	District Name: Cyber District School Name: Cyber Elem A	Performance Level: <b>Below Basic</b> OPI: <b>217</b>







- Click on a test event in the cumulative search report (e.g., 2021, Grade 05, Final, Mathematics) to view a detailed individual student report:





Demo District ▾

[Back to Oklahoma Portal](#)

**Individual Student Report: OSTP, Cyber Elem A (101), 2021, Grade 05, Final**

Drill To Selection: Students whose Last Name is Doe001, First Name is John001

Doe001, John001 2021

**Student ID (State):** 1010110001      **District Name:** Cyber District      **School Name:** Cyber Elem A  
**Enrolled Grade:** Grade 05      **Program:** OSTP      **Reporting Window:** Final


ELA Detailed Results	OPI	Performance Level	Reporting Category Performance	RSA Status	Points Earned	Points Possible	Lexile Score	Form
<b>English Language Arts</b>	217	Below Basic					430L	Operational
Reading/Writing Process			Approaching Expectations		2	16		
Critical Reading/Writing			Approaching Expectations		3	12		
Vocabulary			Approaching Expectations		3	10		
Language			Approaching Expectations		3	6		
Research			Approaching Expectations		0	6		
<b>Writing Composite Score</b>			Approaching Expectations		1	4		

Mathematics Detailed Results	OPI	Performance Level	Reporting Category Performance	Points Earned	Points Possible	Quantile	Form
<b>Mathematics</b>	208	Below Basic				435Q	Operational
Number & Operations			Approaching Expectations	5	23		
Algebraic Reasoning			Approaching Expectations	1	9		
Geometry & Measurement			Approaching Expectations	2	12		
Data & Probability			Approaching Expectations	2	6		


Science Detailed Results	OPI	Performance Level	Reporting Category Performance	Points Earned	Points Possible	Form
<b>Science</b>	299	Basic				Operational
Physical Science			Near/At Expectations	9	15	
Life Science			Near/At Expectations	8	12	
Earth & Space Science			Near/At Expectations	10	18	

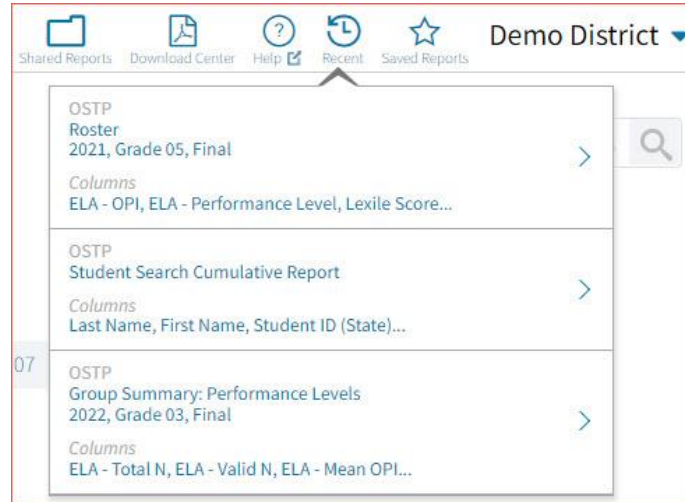

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Jump to:  **Go**



Click the **Roster** icon at the top-right of the individual student report to navigate to a roster view and continue or analysis and/or select another student.


## Recent Reports

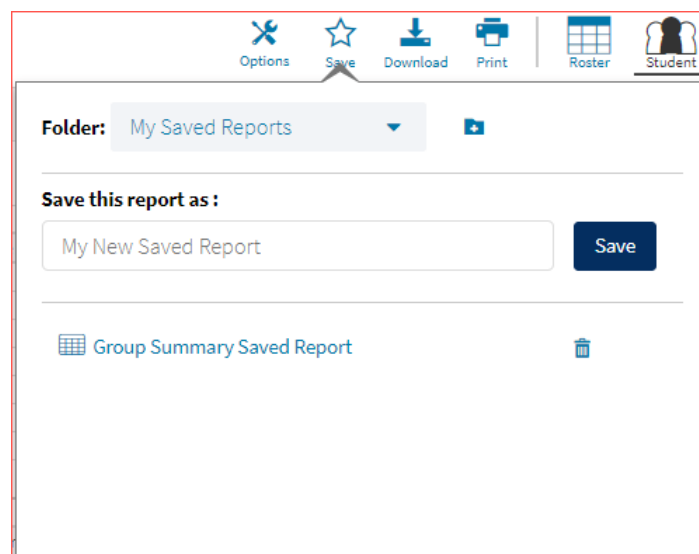
Click on the **Recent** icon  in the top right corner of the Reporting home page to view a list of recently viewed reports. You can select a recent report to jump to the view as described. The program, report title, and list of the columns last viewed will display.





**Note:** Recent reports are temporarily saved based on the program and report type. For example, if you select a Group Summary report for Grade 3 and then later select a Group Summary report for grade 4, when you click on Recent Reports you will see only one option for the Grade 4 Summary Report.

## Saved Reports

You can easily save your report by clicking on the **Save** icon  in the top right corner of the report. To save a report, first select a folder or add a new folder, then name the report and click **Save**. Clicking outside of the box or on the save icon will close the window and cancel the save action.



Once the report has been saved, it can be retrieved from any device as long as you are logged in to the portal with the same credentials. To retrieve a saved report, click on the **Saved Reports** icon  in the top right section of the window. You will see a list of saved report names; click on the report name and the desired report will open.

**Note:** You are also able to delete reports from the same window by clicking on the trash can icon .

## Shared Reports

Reports can be shared with users within the organization(s) to which you have access. To share a report, navigate to any report and customize it as desired, for example, you can add scores and/or fields and disaggregate a Summary Report, as shown in the example below:

OKLAHOMA

Education

Back to Oklahoma Portal

Help

Recent

Demo District

Group Summary: Performance Levels: OSTP, 2022, Grade 03, Final

Options

Save

Download

Print

Table

Chart

Transp

Group	Administration	Total N	Valid N	Mean OPI	% in Each Performance Level				RSA Status		Reading/Writing Process				Critical R	
					Below Basic	Basic	Proficient	Advanced	Does Not Meet	Meets	Valid N	Approaching Expectations	Near/At Expectations	Achieving Expectations	Valid N	Approaching Expectations
					%	%	%	%	%	%	%	%	%	%	%	%
Cyber District (991999)	2022	4,931	4,777	255	78	15	6	1	67	33	4,777	95	5	1	4,777	82
Female	2022	2,407	2,338	257	76	16	7	1	65	35	2,338	93	6	1	2,338	81
Male	2022	2,524	2,439	253	80	15	5	1	69	31	2,439	96	4	0	2,439	84
Cyber Elem A (101)	2022	2,204	2,136	256	77	15	7	1	67	33	2,136	94	5	1	2,136	81
Female	2022	1,060	1,032	258	74	16	9	1	64	36	1,032	93	7	1	1,032	77
Male	2022	1,144	1,104	254	80	15	5	1	69	31	1,104	95	4	1	1,104	85
Cyber Elem B (102)	2022	2,727	2,641	255	79	15	5	1	68	32	2,641	95	4	1	2,641	84
Female	2022	1,347	1,306	257	77	16	6	1	65	35	1,306	94	5	1	1,306	83
Male	2022	1,380	1,335	253	80	14	5	1	70	30	1,335	96	4	0	1,335	84



Save the report as described in the section above. From the **Saved Reports** window, click on the **share** icon.

Options
Save
Download
Print
Table
Chart
Transpose

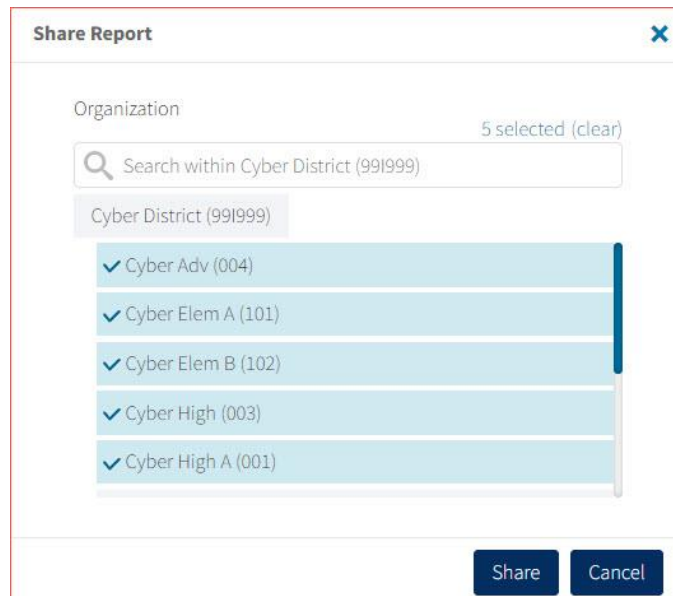
Folder: My Saved Reports

Save this report as :

My New Saved Report
Save

Shared Report Demo



A window will open showing organizations with whom you can share the saved report. Choose any or all **organizations** with whom you want to share the report and click **Share**.



The "Share Report" dialog box is shown with a close button (X) in the top right corner. It features a search bar labeled "Search within Cyber District (99I999)". Below the search bar, a list of organizations is displayed, all of which are selected, indicated by blue checkmarks in the left margin. The organizations listed are: Cyber Adv (004), Cyber Elem A (101), Cyber Elem B (102), Cyber High (003), and Cyber High A (001). At the bottom right, there are two buttons: "Share" and "Cancel".

Organization 5 selected (clear)

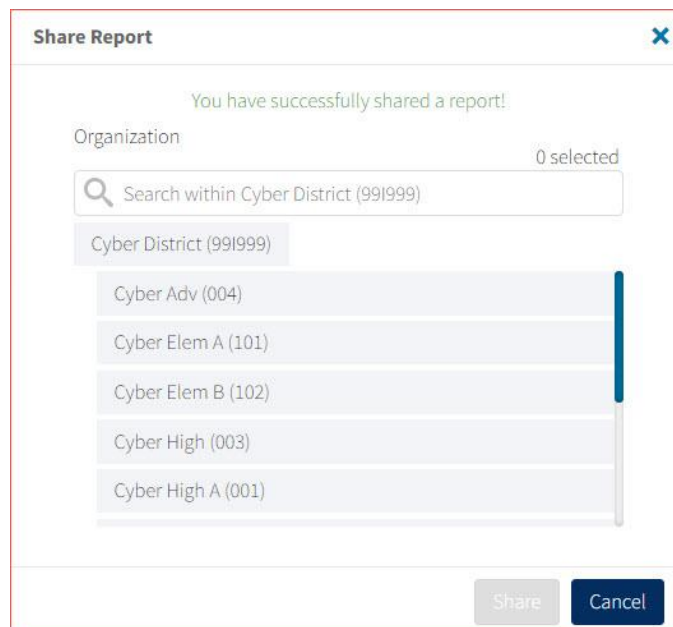
Search within Cyber District (99I999)

Cyber District (99I999)

- ✓ Cyber Adv (004)
- ✓ Cyber Elem A (101)
- ✓ Cyber Elem B (102)
- ✓ Cyber High (003)
- ✓ Cyber High A (001)

Share Cancel

**Note:** A success message will display once a report has been shared



The "Share Report" dialog box is shown with a close button (X) in the top right corner. A green success message "You have successfully shared a report!" is displayed at the top. Below the message, the search bar is labeled "Search within Cyber District (99I999)". The list of organizations is shown, but none are selected, indicated by the "0 selected" text and the lack of checkmarks. The organizations listed are: Cyber Adv (004), Cyber Elem A (101), Cyber Elem B (102), Cyber High (003), and Cyber High A (001). At the bottom right, there are two buttons: "Share" and "Cancel".

Share Report

You have successfully shared a report!

Organization 0 selected

Search within Cyber District (99I999)

Cyber District (99I999)


- Cyber Adv (004)
- Cyber Elem A (101)
- Cyber Elem B (102)
- Cyber High (003)
- Cyber High A (001)

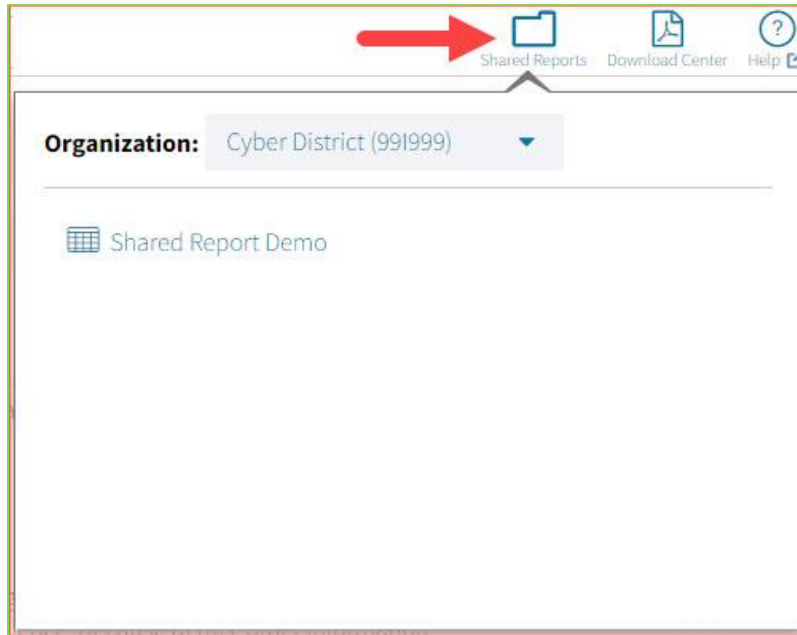
Share Cancel

## Accessing Shared Reports


Once the report has been shared, users within the organizations you shared with will be able to access the report.

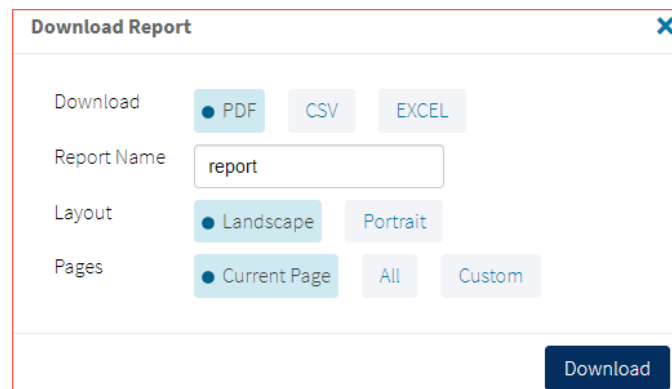
Once a user logs in, they can access reports shared with their organization(s) by clicking on the **Shared Reports**

icon  in the top of the page. Upon clicking, a box will open that provides a list of reports that have been shared with the user's organization(s). The desired report may be retrieved by clicking on the report name.



## Download Reports

To download a report, click on  at the top of the report. A pop-up box will appear allowing you to select between three formats (PDF, CSV, or Excel), type your Report Name, select your Layout, and choose which pages to appear. Once your selections are made, click the Download button.



**Download Report**

Download ☒ PDF ☐ CSV ☐ EXCEL

Report Name

Layout ☒ Landscape ☐ Portrait

Pages ☒ Current Page ☐ All ☐ Custom

**Download**

## Download Center

Queued PDF is a feature that is used to download several PDFs at a single time. When the download report icon is selected, the Download Report button will appear.

Download Report

Download

PDF

Report Name

ISRQueuedPDF

Layout

Landscape

Portrait

Pages

Current Page

All

Custom

Download

If the number of records is greater than 200 for a roster report or greater than 100 for Student ISRs, the request will be sent to the **Download Center** and will be available within 24 hours.

Demo District

[Back to Oklahoma Portal](#)

Individual Student Report: OSTP, Cyber District (991999), 2022, Grade 03, Final

Doe001, John001

Your report will be available in the Download Center within 24 hours.

2022

Student ID (State): 1010918001

District Name: Cyber District

School Name: Cyber Elem A

Enrolled Grade: Grade 03

Program: OSTP

Reporting Window: Final

Navigate to the Download Center to view the request table. Click the PDF icon on a completed request in order to view the generated PDFs.

Demo District

[Back to Oklahoma Portal](#)

Queued PDF

	Report Name	Status	Date	Pages
	ISRQueuedPDF	finished	05/24/2022 16:35:32	10546

## Print Reports



To print a report, click on [Print](#) at the top of the report. The print dialog screen will appear based on your browser.

**Group Summary: Performance Levels: OSTP, 2022, Grade 03, Final**

Group	Administration	Total	Score	To a Good Performance Level				Rising Status				Reading/Writing Process				Critical Reading/Writing				Vocabulary				Language	
				Met	Exceeded	Below	Below	Below	Below	Below	Below	Below	Below	Below	Below	Below	Below	Below	Below	Below	Below	Below	Below		
Osborne School	2022	6,001	6,777	200	72	15	4	1	67	33	6,777	98	5	1	6,777	82	18	2	6,777	100	0	0	6,777	87	3
Osborne School A	2022	2,334	2,136	200	77	15	7	1	67	33	2,136	94	5	1	2,136	81	19	3	2,136	100	0	0	2,136	88	3
Osborne School B	2022	3,727	4,641	200	74	15	5	1	68	32	4,641	98	4	1	4,641	84	16	2	4,641	100	0	0	4,641	90	5

**Print** 2 sheets of paper

**Destination**  KitchenColorPrinter (H) ▼

**Pages** All ▼

**Copies** 1

**Layout** Landscape ▼

**Color** Black and white ▼

**More settings** ▼

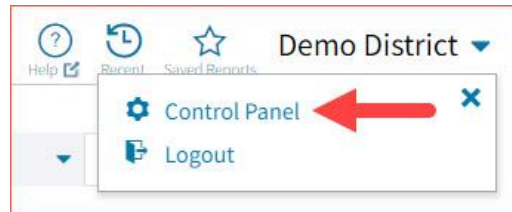
Print Cancel

Report information will be printed as displayed in the print preview. If a large number of columns are selected, the printed report may be difficult to read. If so, please reduce the number of columns in the report.



## Control Panel

The **Control Panel** provides access to both of the User Activity Reports: View User Activity and User Activity Summary. These reports allow users to see who at their organization has been accessing online reporting and what they are doing. To navigate to the **Control Panel**, select the user drop-down in the top right corner of the page and click **Control Panel**.



## View User Activity

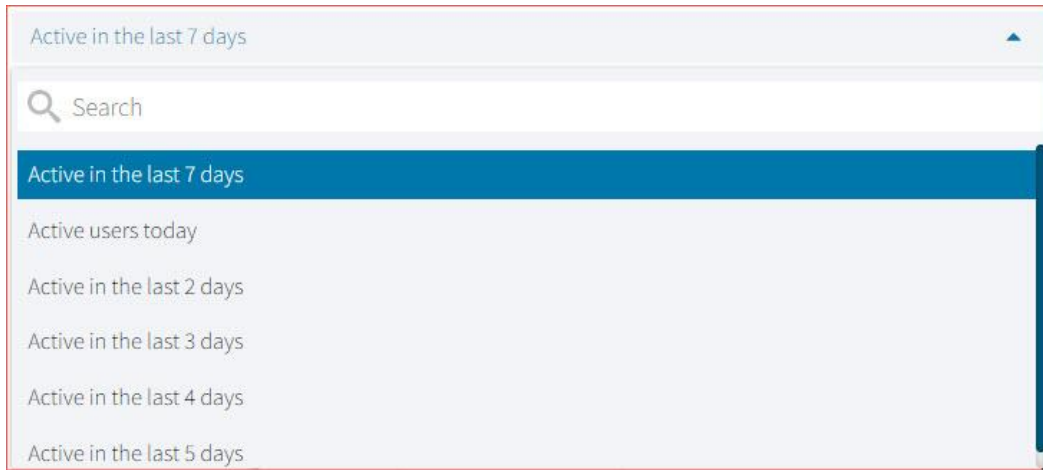
View user activity by clicking on the **View User Activity** link. By default, user activity for the previous 7 days will be shown. User activity details include username, IP address, time stamp, and module visited.

Username	IP Address	Time Stamp	Module
Demo District	13.83.106.33	05/24/22 3:09:47 PM	View User Activity
Demo District	13.83.106.33	05/24/22 3:00:59 PM	Main Page
Demo District	13.83.106.33	05/24/22 2:57:51 PM	User Activity Summary
Demo District	13.83.106.33	05/24/22 2:57:05 PM	User Activity Summary
Demo District	13.83.106.33	05/24/22 2:51:46 PM	View User Activity
Demo District	13.83.106.33	05/24/22 2:51:34 PM	User Activity Summary
Demo District	13.83.106.33	05/24/22 2:51:32 PM	User Activity Summary
Demo District	13.83.106.33	05/24/22 2:51:29 PM	User Activity Summary
Demo District	13.83.106.33	05/24/22 2:51:26 PM	User Activity Summary
Demo District	13.83.106.33	05/24/22 2:51:21 PM	User Activity Summary
Demo District	13.83.106.33	05/24/22 2:48:39 PM	User Activity Summary
Demo District	13.83.106.33	05/24/22 2:48:17 PM	View User Activity
Demo District	13.83.106.33	05/24/22 2:43:55 PM	CCRA, Group Summary: Performance Levels
Demo District	13.83.106.33	05/24/22 2:42:32 PM	Main Page
Demo District	13.83.106.33	05/24/22 2:42:32 PM	Login Page
Demo District	13.83.106.33	05/24/22 12:52:26 PM	OSTP, Data Tools
Demo District	13.83.106.33	05/24/22 12:52:05 PM	OSTP, Data Tools
Demo District	13.83.106.33	05/24/22 12:50:36 PM	OSTP, Data Tools
Demo District	13.83.106.33	05/24/22 12:47:58 PM	Main Page

Page 1 of 9  
Displaying 1-20 of 178

Jump to: 1 Go

To view user activity details for a different period of time, click on the drop-down menu and make a different time window selection.



## User Activity Summary

The **User Activity Summary** report shows summary-level data for user activity within the reporting component. There are four tabs within the report: Summary, By User, By Report, and By Organization.

### Summary

The Summary tab shows three metrics:

- **# of Unique Logins:** The number of unique users that logged in for the given time period. A single user that logs in multiple times in one day will be counted once.
- **# of Total Logins:** The number of total logins for a given time period. A single user that logs in five times in one day will be counted five times.
- **# of Reports Accessed:** The total number of reports that were accessed for a given time period.

Additionally, users are able to select one of four displays for each metric: Daily, Weekly, Monthly, and Yearly. Daily and Weekly metrics will be shown as a bar graph while Monthly and Yearly will be shown in a table. Users can mouse hover on the bars within the Daily and Weekly view to see exact numbers.



## By User

The **By User** tab allows users to see summary statistics for site usage by user. The information shown can be filtered by date range or username. The following pieces of information can be seen in this tab:

- User: Username
- Home Orgs: a list of orgs that the user belongs to
- Role: the level of user access
- Login Page: the number of times a user logged in
- Report Page: the number of reports a user generated
- Main Page: the number of times a user navigated to the home page (excluding initial login)
- Other: the number of times a user accessed a page other than the three previously mentioned pages.

**Activity Report**

Summary By User By Report By Organization

User Totals Date Range: 05/10/2022 to 05/24/2022 Filter by Username:

User	Home Orgs	Role	Login Page	Report Page	Main Page	Other
Demo District	Cyber District (991999)	0	3	143	15	15

Page 1 of 1  
Displaying 1-1 of 1

Jump to:

## By Report

The **By Report** tab gives users insight into which reports are most commonly created at their organization(s). The information in this table can be filtered by program, report, and date range. This view shows four pieces of information:

- Program: the test the report was being generated for
- Report: the generic name of the report being generated
- Report Type: the type of report being generated (e.g., roster, summary, etc.)
- Count: the number of times this report was generated

**Activity Report**

Summary By User By Report By Organization

Program:  Report:  Date Range: 05/10/2022 to 05/24/2022

☐ Disaggregate by View

Program	Report	Report Type	Count
OSTP	Roster	roster	121
OSTP	Group Summary: Performance Levels	summary	13
OSTP	Student Search	search	4
OSTP	Student Search Cumulative Report	cumulative	1
OSTP	Data Tools	analyze	3
CCRA	Group Summary: Performance Levels	summary	1

Page 1 of 1  
Displaying 1-6 of 6

Jump to:

Users also have the option to select the **Disaggregate by View** checkbox to add the report views that the user was accessing, such as a chart view versus a table view.

**Activity Report**

Summary **By User** By Report By Organization

Program:  Report:  Date Range:  to

☒ Disaggregate by View

Program	Report	Report Type	Report View	Count
OSTP	Roster	roster	isr	110
OSTP	Roster	roster	roster	11
OSTP	Group Summary: Performance Levels	summary	chart	4
OSTP	Group Summary: Performance Levels	summary	table	8
OSTP	Group Summary: Performance Levels	summary	transpose	1
OSTP	Student Search	search	usearch	4
OSTP	Student Search Cumulative Report	cumulative	cumulative	1
OSTP	Data Tools	analyze	distribute	1
OSTP	Data Tools	analyze	summarize	2
CCRA	Group Summary: Performance Levels	summary	table	1

Page 1 of 1  
Displaying 1-10 of 10

Jump to:  Go

### By Organization

The **By Organization** tab allows users to view usage statistics based on the organization that the user belongs to. The data in this table can be filtered by view, date range, and org type. This view shows four pieces of information:

- Organization
- Type: the org-level of the organization (state, district, or school)
- View (Login, Report, Main, Other): the number of times that organization accessed the selected page.
- Bar Visual: a visual representation of the date provided in the View column.

**Activity Report**

Summary By User By Report **By Organization**

View:  Date Range:  to  Type:

Organization	Type	Login	
CyberCity	District	5	<div></div>
CyberCity HighSchool 1	School	6	<div></div>

Page 1 of 1  
Displaying 1-2 of 2

Jump to:  Go

## Working with Summary Reports

There are four types of summary reports available in the reporting component for Preliminary and Final reporting windows.

1. **Group Summary: Performance Levels** provides school, district, and state group performance data in a table or graphical format and allows customization using various summary statistics. (e.g., number of students tested, mean OPI, etc.)
2. **Group Summary PL: All Grades** provides the same data as the Group Summary: Performance Levels report but shows multiple grades and administrations if selected.
3. **Summary Counts of Total Tested** provides a summary report of test results for one or more buildings.
4. **Group Summary PL: All Selections** provides the same data as the Group: Summary Performance Levels report but shows all scores and disaggregate variables by default.

**Note:** Summary level reports will only be available for the Final reporting and will not be available for Preliminary reporting.

## Generate a Group Summary Report

From the reporting homepage:

The screenshot shows the Oklahoma Education reporting interface. At the top is the Oklahoma Education logo and navigation links: Shared Reports, Download Center, Help, Saved Reports, and Demo District. Below the header are filters for Program (OSTP), Report (Group Summary: Performance Levels), Admin (2022), Grade (Grade 03), and Release (Final). A text box for Last Name is also present. A paragraph of text explains that state tests serve as a snapshot for evaluating instructional programs. Below this is an Organization section with a search bar and a list of selected organizations: Cyber District (99I999), Cyber Elem A (101), and Cyber Elem B (102). A Get Report button is at the bottom right.

Back to Oklahoma Portal

Program: OSTP

Last Name: Please enter at least 4 characters

Report: Group Summary: Performance Levels

Admin: 2022 2021 2019 2018 2017

Grade: Grade 03 Grade 04 Grade 05 Grade 06 Grade 07 Grade 08

Release: Final

State tests serve as a snapshot that helps schools and districts evaluate their instructional programs by providing information about student readiness in math, English language arts, and science. Because of this, other information (e.g., opportunity to learn, mode of learning, access to grade-level content, attendance, course grades) should be considered when reviewing your data. More information and resources to support the interpretation and comparison of the 2022 school year test scores will be posted at <https://sde.ok.gov/assessment-guidance>

Organization: 3 selected (clear)

Search within Cyber District (99I999)

State



Cyber District (99I999) X ^

Cyber Elem A (101)


Cyber Elem B (102)

Get Report

1. Select the desired program from the Program drop-down menu.
2. Select **Group Summary: Performance Levels** from the report drop-down menu.
3. Select the administration from the Admin section.

4. Select a Grade.
5. Select an available time frame for the report from the Release section, **Preliminary** or **Final**.
6. Use the Organization menu to choose the State, District, or School. Use  to expand the menu options below state and districts.
  - Once you have selected State, District, and/or Schools, a count of the selected organizations will display above the selection menu. Click on the blue “selected” link to view a list of the organizations you have chosen, click on “clear” to reset your selected organizations.
  - Select  to choose all districts or schools in a group.
7. Click **Get Report** to generate a report with the default selections. Reports can be customized on the next page.

The Report page displays the report data. The selected parameters appear at the top of the page.



[Back to Oklahoma Portal](#)

Group Summary: Performance Levels: OSTP, 2022, Grade 03, Final

?

Help

Demo District

Options

Save

Download

Print

Table

Chart

Transpose

Group	Administration	Total N	Valid N	Mean OPI	% in Each Performance Level				RSA Status		Reading/Writing Process			Critical R		
					Below Basic	Basic	Proficient	Advanced	Does Not Meet	Meets	Valid N	Approaching Expectations	Near/At Expectations	Achieving Expectations	Valid N	Approaching Expectations
					%	%	%	%	%	%		%	%	%		%
Cyber District (991999)	2022	4,931	4,777	255	78	15	6	1	67	33	4,777	95	5	1	4,777	82
Cyber Elem A (101)	2022	2,204	2,136	256	77	15	7	1	67	33	2,136	94	5	1	2,136	81
Cyber Elem B (102)	2022	2,727	2,641	255	79	15	5	1	68	32	2,641	95	4	1	2,641	84

Page 1 of 1

Jump to: 1 Go

## Viewing Options

Select one of the available buttons to change a chart or transpose view of your selected data options. (Note: Table is the default view shown above).

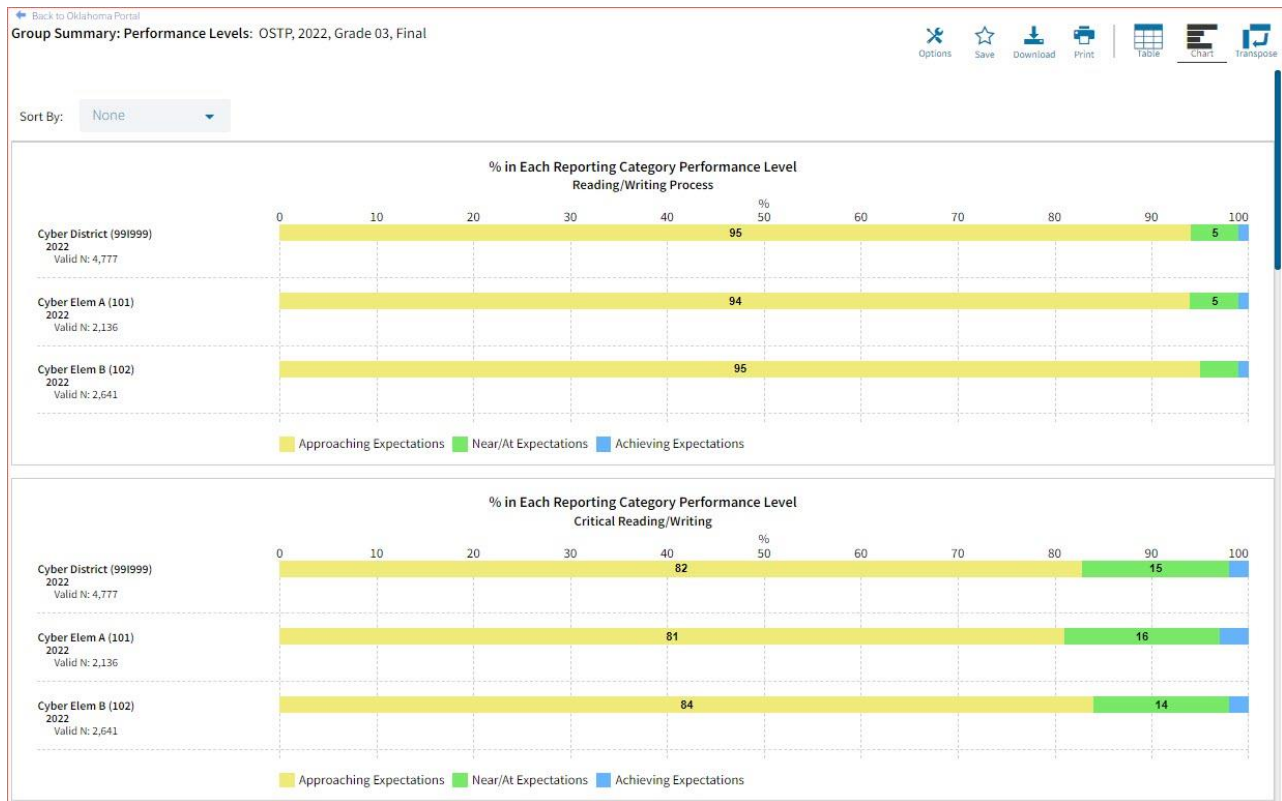


## Chart View

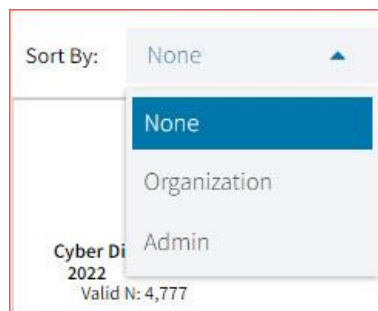
Select the Chart button to view a graphical representation of the selected data:







**Note:** When in Chart View, you can choose to sort the table by Organization or Admin using the **Sort By:** drop-down menu.





### Transpose View

Select the Transpose button to view a transposed view of your selected data options (columns rearranged to rows):



Back to Oklahoma Portal

Group Summary: Performance Levels: OSTP, 2022, Grade 03, Final

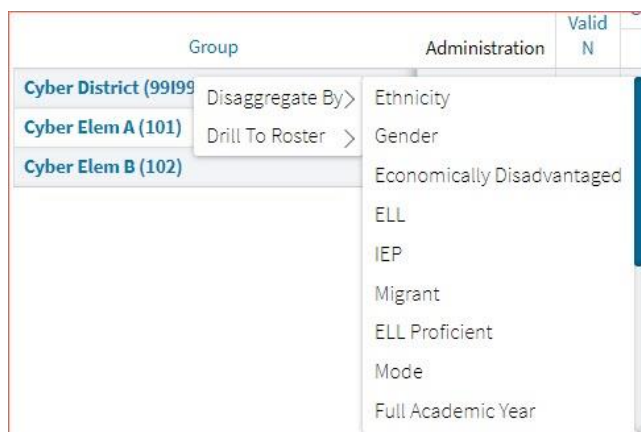
Options Save Download Print Table Chart Transpose

Group	Subject	Administration	Valid N	% in Each Reporting Category Performance Level		
				Approaching Expectations	Near/At Expectations	Achieving Expectations
				%	%	%
Cyber District (991999)	Reading/Writing Process	2022	4,777	95	5	1
Cyber District (991999)	Critical Reading/Writing	2022	4,777	82	15	2
Cyber District (991999)	Vocabulary	2022	4,777	100	0	0
Cyber District (991999)	Language	2022	4,777	97	3	0
Cyber District (991999)	Research	2022	4,777	91	9	0
Cyber District (991999)	Number & Operations	2022	4,764	100	0	0
Cyber District (991999)	Algebraic Reasoning	2022	4,764	100	0	0
Cyber District (991999)	Geometry & Measurement	2022	4,764	97	3	0
Cyber District (991999)	Functions	2022	4,764	100	0	0
Cyber Elem A (101)	Reading/Writing Process	2022	2,136	94	5	1
Cyber Elem A (101)	Critical Reading/Writing	2022	2,136	81	16	3
Cyber Elem A (101)	Vocabulary	2022	2,136	100	0	0
Cyber Elem A (101)	Language	2022	2,136	98	2	0
Cyber Elem A (101)	Research	2022	2,136	91	9	0
Cyber Elem A (101)	Number & Operations	2022	2,126	100	0	0
Cyber Elem A (101)	Algebraic Reasoning	2022	2,126	100	0	0
Cyber Elem A (101)	Geometry & Measurement	2022	2,126	97	3	0
Cyber Elem A (101)	Functions	2022	2,126	100	0	0
Cyber Elem B (102)	Reading/Writing Process	2022	2,641	95	4	1
Cyber Elem B (102)	Critical Reading/Writing	2022	2,641	84	14	2
Cyber Elem B (102)	Vocabulary	2022	2,641	100	0	0
Cyber Elem B (102)	Language	2022	2,641	97	3	0

Page 1 of 1 Jump to: 1 Go

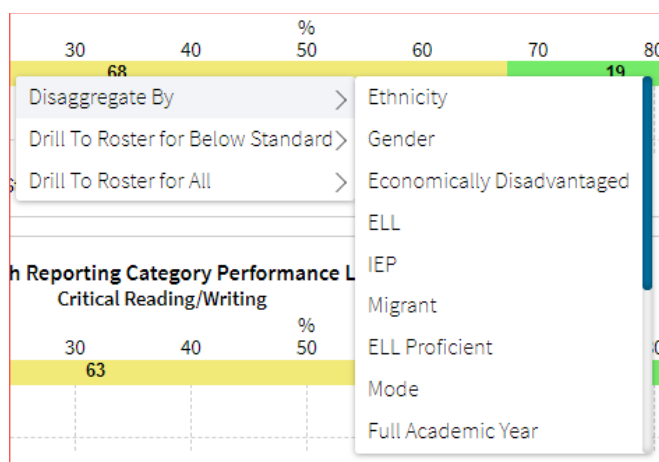
### General Functionality

- Clicking on a group's name will allow you to disaggregate the group or drill to a roster report.
  - Disaggregate By: This functionality allows you to disaggregate a specific group by the different demographic variables.



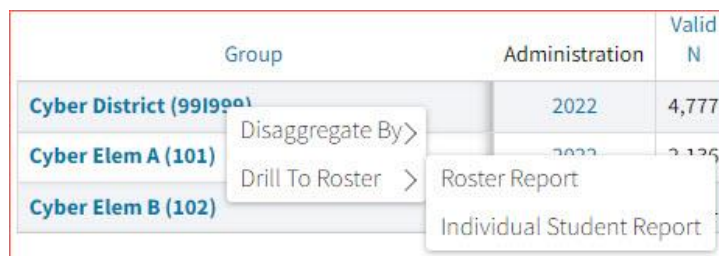
Group		Administration		ELA											
				Reading/Writing Process				Critical Reading/Writing				Vocabulary			
				Valid N	Approaching Expectations	Near/At Expectations	Achieving Expectations	Valid N	Approaching Expectations	Near/At Expectations	Achieving Expectations	Valid N	Approaching Expectations	Near/At Expectations	Achieving Expectations
					%	%	%		%	%	%		%	%	
Cyber District (991999)	2022	4,777	95	5	1	4,777	82	15	2	4,777	100	0	0		
American Indian/Alaskan Native	2022	158	90	9	1	158	82	15	3	158	100	0	0		
Black/African American	2022	963	98	2	0	963	89	10	1	963	100	0	0		
Asian	2022	72	92	7	1	72	72	24	4	72	100	0	0		
Hispanic/Latino	2022	2,334	97	3	0	2,334	86	13	2	2,334	100	0	0		
White	2022	768	86	12	2	768	67	27	7	768	100	0	0		
Native Hawaiian/Other Pacific Islander	2022	42	98	0	2	42	95	2	2	42	100	0	0		
Two or more Races	2022	440	93	7	0	440	80	17	3	440	100	0	0		

- From the Chart view, clicking on the bar(s) will reveal the option to Disaggregate By:






- Drill to Roster View: Clicking on a group name in the tabular view or a bar in the chart view displays a menu allowing you to drill to a Roster Report or set of Individual Reports for that group/test/content area combination.



From the chart view, you can determine if the Roster Report contains students that fall in the selected Performance Level or for all Performance Levels.



- Download: Clicking on the  button allows you to download the Summary Report as a PDF, CSV, or Excel file.

Download Report

Download

PDF
CSV
EXCEL

Report Name

report

Layout

Landscape
Portrait

Pages

Current Page
All
Custom

Download



- Print: Clicking on the [Print](#) at the top of the report to print. Information will be printed as displayed in the print preview.

Group Summary: Performance Levels: OSTP, 2022, Grade 03, Final

Group	Year	Total Score	% in Each Performance Level				Risk Status	Reading/Writing Process			Critical Reading/Writing			Vocabulary			Language						
			Exceeding	Meeting	Approaching	Below		Exceeding	Meeting	Approaching	Below	Exceeding	Meeting	Approaching	Below	Exceeding	Meeting	Approaching	Below				
Grade 03 (Overall)	2022	4,937	4,937	100	0	0	0	1	97	98	5	1	4,937	83	15	2	4,937	100	0	0	4,937	87	3
Grade 03-A (575)	2022	2,384	2,384	100	0	0	0	1	97	98	5	1	2,384	81	16	3	2,384	100	0	0	2,384	84	3
Grade 03-B (575)	2022	2,553	2,553	100	0	0	0	1	98	98	4	1	2,553	84	14	2	2,553	100	0	0	2,553	87	3

Print
2 sheets of paper

Destination

KitchenColorPrinter (H)

Pages

All

Copies

1

Layout

Landscape

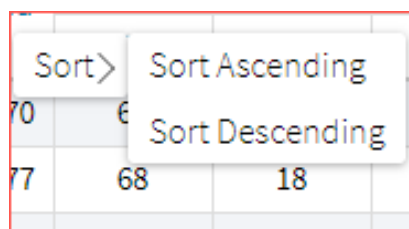
Color


Black and white

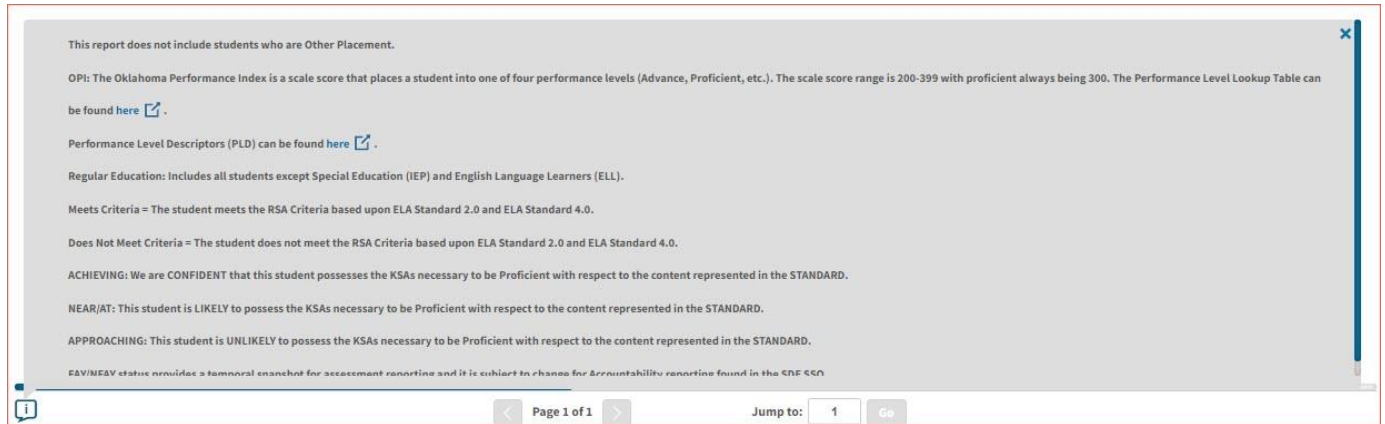
More settings

Print
Cancel


- Sort: Columns can be sorted into ascending or descending order by clicking on the column header and selecting Sort.



- Footnotes: Clicking the  button will display footnotes regarding the Group Summary data. Click again to hide the footnotes.



## Customize your Summary Report

Click the **Options** icon  in the top-right corner for quick modification and customization of reports. Changes may be made to multiple tabs at once before clicking Update.

**Note:** Specify the number of groups shown per page (e.g., selecting 20 means that 20 student records will display on a single page) by choosing Groups per page on any tab of the Options menu.

### Organization

The Organization tab allows you to update the report with data from different organizations that are available to you. Select the desired organization and click Update to refresh the report.

*Stats*

This tab can be used to select stats or scores to view on the report. Select a button to choose a specific stat or score. To view all stats, click the Select All link, to clear click Reset. Click Update to view the selections in the report.

Options Save Download Print Table Chart Transpose

Organization **Stats** Filter Disaggregate Suppression

Subjects [Select All / Reset](#)

	Total N	Valid N	Mean OPI	% in Each Performance Level	RSA Status
ELA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mathematics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	-

ELA Reporting Categories [Select All / Reset](#)

	Valid N	% in Each Performance Level
Reading/Writing Process	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Critical Reading/Writing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Vocabulary	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Research	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Mathematics Reporting Categories [Select All / Reset](#)

	Valid N	% in Each Performance Level
Number & Operations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Algebraic Reasoning	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Geometry & Measurement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Data & Probability	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Groups Per Page 20 [Cancel](#) [Update](#)

**Note:** The options on the Stats tab adjust based on the report view. For example, when viewing the Chart View, you will have the option to adjust the stats graphed as well as the chart type.

Options Save Download Print Table Chart Transpose

Organization Stats **Filter** Disaggregate Suppression

☐ % in Each Performance Level

☐ RSA Status

☒ % in Each Reporting Category Performance Level

ELA Select All / Reset

☒ Reading/Writing Process ☒ Critical Reading/Writing ☒ Vocabulary ☒ Language

☒ Research

Mathematics Select All / Reset

☒ Number & Operations ☒ Algebraic Reasoning ☒ Geometry & Measurement

☒ Data & Probability

Chart Type

☒ basic ☐ centered

Groups Per Page 20 Cancel Update

### Filter

Use this tab to include or exclude students based on demographic characteristics. To include a subgroup, click on the desired demographic variable from the drop-down list. To select more than one subgroup, simply click on another demographic variable. Click on the word “And” or “Or” to specify the logical relationship between the subgroups selected. “And” will only show students who fall under all selected characteristics, whereas “Or” will show students who fall under any one or more of the selected characteristics.

For example, to view students who are either Hispanic or female, select Female and Hispanic. Then, click the “Or” link and click Update.

Options Save Download Print Table Chart Transpose

Organization Stats **Filter** Disaggregate Suppression

**Add Filter** Reset

Showing students who are

Relationship ☒ And ☐ Or

Hispanic/Latino ✕

Female ✕

Groups Per Page 20 Cancel Update

Selections display as boxes under “Showing students who are.” Click on the trash can icon displayed to remove the selection.



### Disaggregate

Use this tab to disaggregate the report by different subgroups.

The screenshot shows the 'Disaggregate' tab in the reporting interface. At the top, there are icons for Options, Save, Download, Print, Table, Chart, and Transpose. Below these are tabs for Organization, Stats, Filter, Disaggregate (selected), and Suppression. The 'Subgroup' section includes a 'Select All / Reset' link and several filter buttons: Ethnicity, Gender, Economically Disadvantaged (checked), ELL, IEP, Migrant, ELL Proficient, Mode, Full Academic Year, Regular Education, 504, ELL Accommodations, IEP Accommodations, 504 Accommodations, Class, Foster, Military, and Gifted/Talented (checked). There is a checkbox for 'Display disaggregate combinations'. At the bottom, there is a 'Groups Per Page' dropdown set to 20, and 'Cancel' and 'Update' buttons.

**Note:** Click the “Display disaggregate combinations” checkbox when two or more subgroups are selected to include the subgroups as columns on the report.

Group	Administration	Economically Disadvantaged	Gifted/Talented	Reading/Writing Process							
				Valid N				Critical Reading/Writing			
				Valid N	Approaching Expectations %	Near/At Expectations %	Achieving Expectations %	Valid N	Approaching Expectations %	Near/At Expectations %	Achieving Expectations %
Cyber District (991999)	2022			4,777	95	5	1	4,777	82	15	2
	2022	Economically Disadvantaged	Not Gifted/Talented	4,039	97	3	0	4,039	86	12	2
	2022	Not Economically Disadvantaged	Not Gifted/Talented	738	83	15	2	738	64	29	7
Cyber Elem A (101)	2022			2,136	94	5	1	2,136	81	16	3
	2022	Economically Disadvantaged	Not Gifted/Talented	1,799	97	3	0	1,799	85	13	2
	2022	Not Economically Disadvantaged	Not Gifted/Talented	337	81	18	2	337	61	32	7
Cyber Elem B (102)	2022			2,641	95	4	1	2,641	84	14	2
	2022	Economically Disadvantaged	Not Gifted/Talented	2,240	97	3	0	2,240	87	12	1
	2022	Not Economically Disadvantaged	Not Gifted/Talented	401	85	12	3	401	66	27	7

### Suppression

Use the **Suppression** feature to apply dynamic data suppression when viewing data on the Summary Report.

1. Click on the desired variable from the drop-down list to select the number of students tested.
2. Choose **Less Than**, **Greater Than**, or **Equal To** to specify the logical relationship between the subgroup selected.
3. Enter an N count in the text box provided to suppress data if the group is less than, greater than, or equal to the N count.
4. Click Add to add the Suppression rule.
5. Click **Update**. The summary level data will be suppressed according to the rule selected.



The screenshot shows the 'Suppression' tab in the reporting tool. At the top, there are icons for Options, Save, Download, Print, Table, Chart, and Transpose. Below these are tabs for Organization, Stats, Filter, Disaggregate, and Suppression. The Suppression section has a 'Reset' link. A search bar contains 'Mathematics Valid N' (callout 1) and a dropdown menu set to 'less than' (callout 2). Below the search bar is a text input field with '50' (callout 3). An 'Add' button (callout 4) is located below the input field. Below the 'Add' button, a list item 'ELA Valid N less than "50"' is shown with a trash icon. At the bottom, there is a 'Groups Per Page' dropdown set to '20' and a message 'Please update your selection(s).' (callout 5) next to an 'Update' button.

## Data Tool Features

Access data tool options by clicking on any blue text within the column headers.

**Note:** Data Tools will only be available for the Final reporting and will not be available for Preliminary reporting.

### Show N Count for Percentages

To view how many students scored in each performance level under a particular subject, ensure that % in Each Performance Level is shown on the report. Click the % column header and select Show N Count.

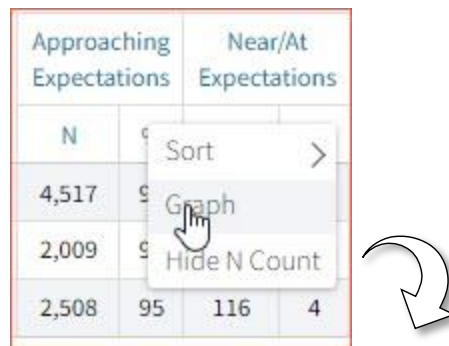
Reading/Writing Process	
Approaching Expectations	Near/At Expectations
95	4



Valid N	Approaching Expectations		Near/At Expectations		Achieving Expectations	
	N	%	N	%	N	%
4,777	4,517	95	231	5	29	1
2,136	2,009	94	115	5	12	1
2,641	2,508	95	116	4	17	1

## Graph

View a graph by clicking on the header of a score column of interest, then on Graph. This will display the chart view, allowing further analysis and customization as desired.



**Note:** When viewing the Chart View, you will have the option to adjust the stats graphed as well as the chart type in the Stats tab.

Options Save Download Print Table Chart Transpose

Organization Stats Filter Disaggregate Suppression

☐ % in Each Performance Level

☐ RSA Status

☒ % in Each Reporting Category Performance Level

ELA Select All / Reset

☒ Reading/Writing Process ☒ Critical Reading/Writing ☒ Vocabulary ☒ Language

☒ Research

Mathematics Select All / Reset

☒ Number & Operations ☒ Algebraic Reasoning ☒ Geometry & Measurement

☒ Data & Probability

Chart Type

☒ basic ☐ centered

Groups Per Page: 20 Cancel Update

## Working with Roster Reports

There are three types of roster reports available in the reporting component for Preliminary and Final reporting window:

1. **Roster report** provides dynamic access to individual student results. Interactive data tools features allow users to dig deeper into the data.
2. **Roster: All Selections** provides the same data as the Roster report but shows all scores by default.
3. **District All Grades Roster** report provides the same data as the roster report but contains all grades selected by default.
4. **Longitudinal Roster** report provides data for individual students across multiple administrations.

**Note:** Early RSA data is released prior to Preliminary and Final reporting data. The Early RSA data is only available in the roster reports for 3<sup>rd</sup> grade data.

### Generate a Roster Report

From the reporting homepage.

The screenshot shows the Oklahoma Education Reporting Interface. At the top, there is a navigation bar with the Oklahoma Education logo, a 'Back to Oklahoma Portal' link, and icons for 'Shared Reports', 'Download Center', 'Help', and 'Saved Reports'. The user is logged in as 'Demo District'. The main form has the following fields:

- Program:** A dropdown menu currently set to 'OSTP'.
- Report:** A dropdown menu currently set to 'Roster'.
- Admin:** A series of buttons for years: 2022 (selected), 2021, 2019, 2018, and 2017.
- Grade:** A series of buttons for grades: Grade 03 (selected), Grade 04, Grade 05, Grade 06, Grade 07, and Grade 08.
- Release:** A series of buttons: Final (selected), Preliminary, and Early RSA.

Below the form, there is a paragraph of text explaining that state tests serve as a snapshot and providing a link for more information: <https://sde.ok.gov/assessment-guidance>.

The **Organization** section shows 'Cyber District (991999)' with a search box and a list of results: 'Cyber District (991999)' (selected), 'Cyber Elem A (101)', and 'Cyber Elem B (102)'. A 'Get Report' button is located at the bottom right of the form.

1. Select the desired program.
2. Select Roster, **Roster: All Selections**, **District All Grades Roster**, or **Longitudinal Roster** from the Report drop-down menu.
3. Select the administration from the Admin section.
4. Select a grade.
5. Select the data release you would like to view from the Release section Final, Preliminary or Early RSA.

- Use the organization menu to choose a District or School, depending on your level of access. Choose a single organization to view a roster report for that organization.
- Click **Get Report** to generate a report with the default selections. Reports can be customized on the next page.

The Report page displays the report data. The selected parameters appear at the top of the page.

Back to Oklahoma Portal

Roster: OSTP, Cyber District (991999), 2022, Grade 03, Final

Options Save Download Print Roster Student

Last Name	First Name	English Language Arts			Mathematics	
		OPI	Performance Level	RSA Status	OPI	Performance Level
Doe001	John001	276	Below Basic	Meets Criteria	284	Basic
Doe001	John001	276	Below Basic	Meets Criteria	251	Below Basic
Doe001	John001	281	Basic	Meets Criteria	284	Basic
Doe001	John001	281	Basic	Meets Criteria	251	Below Basic
Doe001	John001	227	Below Basic	Does Not Meet Criteria	203	Below Basic
Doe003	John003	291	Basic	Meets Criteria	275	Basic
Doe003	John003	247	Below Basic	Does Not Meet Criteria	251	Below Basic
Doe004	John004	281	Basic	Meets Criteria	280	Basic
Doe004	John004	227	Below Basic	Does Not Meet Criteria	236	Below Basic
Doe004	John004	278	Basic	Does Not Meet Criteria	304	Proficient
Doe004	John004	254	Below Basic	Does Not Meet Criteria	275	Basic
Doe004	John004	254	Below Basic	Does Not Meet Criteria	205	Below Basic
Doe004	John004	206	Below Basic	Does Not Meet Criteria	275	Basic
Doe004	John004	206	Below Basic	Does Not Meet Criteria	205	Below Basic
Doe004	John004	302	Proficient	Meets Criteria	296	Basic
Doe005	John005	254	Below Basic	Does Not Meet Criteria	236	Below Basic
Doe005	John005	207	Below Basic	Does Not Meet Criteria	217	Below Basic
Doe005	John005	207	Below Basic	Does Not Meet Criteria	280	Basic
Doe005	John005	219	Below Basic	Does Not Meet Criteria	217	Below Basic
Doe005	John005	219	Below Basic	Does Not Meet Criteria	280	Basic

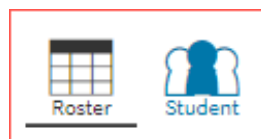
Page 1 of 528  
Displaying 1-20 of 10546

Jump to: 1 Go

To see a list of scoring and exclusion codes, click the **Footnotes** icon  in the bottom-left corner of the page.

## Viewing Options

Select one of the available buttons to change the view to a set of individual reports or view a roster list for all students in the selected group. (Note: Roster Report table view is the default view.)



### Individual Report View

Select the Student button to view a detailed student report for each student in the Roster Report.



Demo District

Back to Oklahoma Portal
Individual Student Report: OSTP, Cyber District (991999), 2022, Grade 03, Final
Options Save Download Print Roster Student

Doe001, John001 2022
Student ID (State): 1010918001 District Name: Cyber District School Name: Cyber Elem A
Enrolled Grade: Grade 03 Program: OSTP Reporting Window: Final

ELA Detailed Results	OPI	Performance Level	Prior Performance Level	Reporting Category Performance	RSA Status	Points Earned	Points Possible	Lexile Score	Form
English Language Arts	227	Below Basic	Below Basic		Does Not Met Criteria				
Reading/Writing Process				Approaching Expectations		3	20		
Critical Reading/Writing				Approaching Expectations		2	8		
Vocabulary				Approaching Expectations		5	12		
Language				Approaching Expectations		1	6		
Research				Approaching Expectations		1	6		

Mathematics Detailed Results	OPI	Performance Level	Prior Performance Level	Reporting Category Performance	Points Earned	Points Possible	Quantile	Form
Mathematics	203	Below Basic	Below Basic					
Number & Operations				Approaching Expectations	3	23		
Algebraic Reasoning				Approaching Expectations	1	7		
Geometry & Measurement				Approaching Expectations	2	14		
Data & Probability				Approaching Expectations	1	6		

Page 1 of 10546
Jump to: 1 Go

### Individual Report Navigation:

- From the Individual Report View, use the navigation arrows at the bottom of the report to page through the reports. You may also jump to a specific page/report.
- Search: Utilize the Search and Filter tables to refine the group of individual reports being viewed based on score and/or demographic criteria. (See the "Customize your Roster Report" section of this guide for further details.
- Download: Download one or more individual reports as PDF files. Select the **Download** icon at the top of the page and enter the download criteria as desired:

Download Report

Download
PDF
Report Name
report
Layout
Landscape Portrait
Pages
Current Page All Custom
Download

- Print: Clicking on the **Print** icon at the top of the report to print. Information will be printed as displayed in the print preview.

Individual Student Report: OSTP, Cyber District (991999), 2022, Grade 03, Final

**Doe001, John001** 2022

Student ID (State): 1010918001 District Name: Cyber District School Name: Cyber Elem A  
Enrolled Grade: Grade 03 Program: OSTP Reporting Window: Final

ELA Detailed Results	OPI	Performance Level	Prior Performance Level	Reporting Category Performance	RSA Status	Points Earned	Points Possible	Lexile Score	Form
English Language Arts	227	Below Basic	Below Basic		Does Not Met Criteria				
Reading/Writing Process				Approaching Expectations		3	20		
Critical Reading/Writing				Approaching Expectations		2	8		
Vocabulary				Approaching Expectations		5	12		
Language				Approaching Expectations		1	6		
Research				Approaching Expectations		1	6		

Mathematics Detailed Results	OPI	Performance Level	Prior Performance Level	Reporting Category Performance	Points Earned	Points Possible	Quantile	Form
Mathematics	203	Below Basic	Below Basic					
Number & Operations				Approaching Expectations	3	23		
Algebraic Reasoning				Approaching Expectations	1	7		
Geometry & Measurement				Approaching Expectations	2	14		
Data & Probability				Approaching Expectations	1	6		

**Print** 2 sheets of paper

Destination KitchenColorPrinter (H) ▼

Pages All ▼

Copies 1

Layout Landscape ▼

Color Black and white ▼

More settings ▼

**Print** **Cancel**

## General Functionality

- **Drill to Individual Report:** In addition to selecting the Individual Report View button to see a set of individual reports for all students in the group, you can click on a student name in the roster report in order to view an individual report for only that student.

Last Name	First Name	OPI	Performance Level
Doe001	John001	276	Below Basic
Doe001	John001	276	Below Basic
Doe001	John001	281	Basic
Doe001	John001	281	Basic
Doe001	John001	227	Below Basic



[Back to Oklahoma Portal](#)


**Individual Student Report: OSTP, Cyber District (991999), 2022, Grade 03, Final**

Drill To Selection: Students whose Last Name is Doe001, First Name is John001

**Doe001, John001**

**Student ID (State):** 1010305001 **District Name:** Cyber District  
**Enrolled Grade:** Grade 03 **Program:** OSTP



- Download: Click on the **Download** icon  to download the Roster Report as a PDF, CSV, or Excel file.

Download Report

Download

PDF

CSV

EXCEL

Report Name

report

Layout

Landscape

Portrait


Pages

Current Page

All

Custom


Download

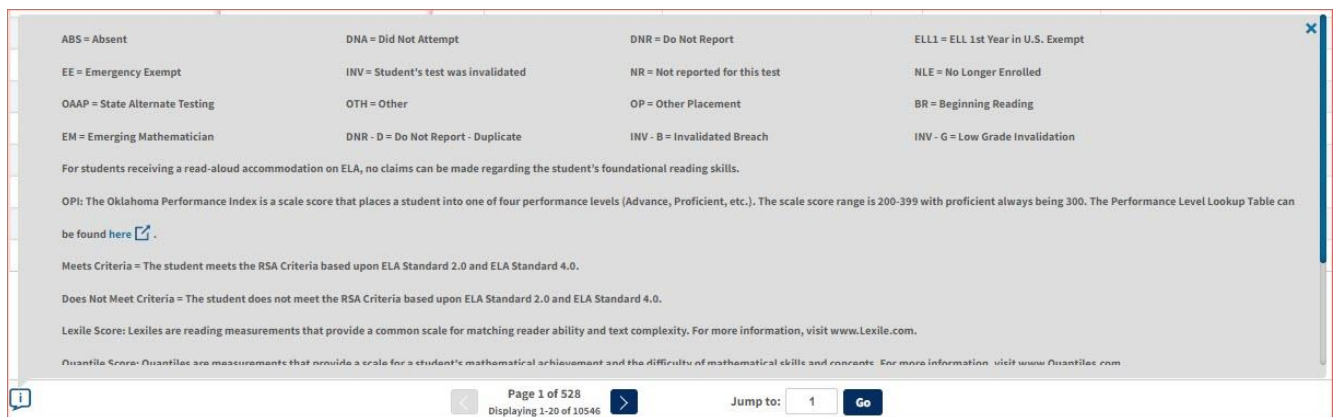
- **Print:** Clicking on the **Print** icon  [Print](#) at the top of the report to print. Information will be printed as displayed in the print preview.

[illegible]


- Sort: Columns can be sorted into ascending or descending order by clicking on the column header and selecting Sort.



- Footnotes: Clicking the **Footnotes** icon  will display footnotes regarding the Roster Report data. Click again to hide the footnotes.



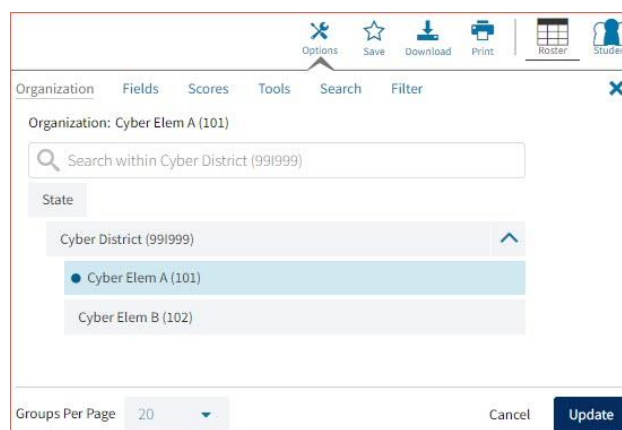
## Customize your Roster Report

Click the **Option** icon  in the top-right corner for quick modification and customization of reports. Changes may be made to multiple tabs at once before clicking Update.

**Note:** Specify the number of groups shown per page (e.g., selecting 20 means that 20 student records will display on a single page) by choosing Groups per page on any tab of the Options menu.

### Organization

The Organization tab allows you to update the report with data from different organizations that are available to you and provides the ability for you to view only data for a selected class. Select the desired organization and click Update to refresh the report.





## Fields

The Fields tab allows you to select student identification information, test information, and demographics to view on the report. Select the appropriate demographics and click update to add these fields as columns to the report.

Options Save Download Print Roster Student

Organization Fields Scores Tools Search Filter X

Student Information Select All / Reset

MI Student ID (State) Student ID (Local) District Name District ID

School Name School ID Enrolled Grade Birth Date Other Placement

Test Information Select All / Reset

Class Condition FAY in FAY in FAY in ELL

Name Form Mode Code Braille State District School Accommodations

ELA

Mathematics

Demographics Select All / Reset

Gender Ethnicity Economically Disadvantaged ELL IEP 504

ELL Proficient Regular Education Migrant Title X, Part C Foster Military

Gifted/Talented

Groups Per Page 20 Cancel Update

## Scores

The Scores tab can be used to select scores to view on the report. Select checkboxes for OPI, Performance Level, Prior Performance Level, RSA Status, Lexile Score, and/or Reporting Categories. To view all scores and reporting categories, click the Select All link. Click Update to view the selections in the report.

Options Save Download Print Roster Student

Organization Fields Scores Tools Search Filter X

Subjects Select All / Reset

OPI Performance Level Prior Performance Level RSA Status Lexile Score

English Language Arts

Mathematics

English Language Arts Reporting Categories Select All / Reset

Reading/Writing Process Critical Reading/Writing Vocabulary Language

Research

Groups Per Page 20 Cancel Update

## Tools

The Tools tab can be used to select tool usage and accommodation usage to view on the report. To view specific tools and accommodations, select the checkbox under the desired tool or accommodation. To view all tools and accommodations, click the Select All link. Click Update to view the selections in the report.

Tool Usage		Select All / Reset				
	Answer Masking	Calculator	Guideline Tool	References	Sketch	
ELA	<input checked="" type="checkbox"/>	-	<input checked="" type="checkbox"/>	-	<input checked="" type="checkbox"/>	
Mathematics	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Accommodation Usage		Select All / Reset				
	Color Chooser	Reverse Contrast	Custom Masking	Read Aloud	Screen Zoom	
ELA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Mathematics	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Groups Per Page: 20 Cancel Update

## Search

The Search features allows you to search for students by name, Student ID, scores, or other research options. For example, to find students in the district or school Roster Report with 504 accommodations, select (1) the 504 Accommodations for each subject from the drop-down menu. Then, (2) select 504 with accommodations, (3) click Add and finally, (4) choose the relationship and click Update. The report will refresh showing only the students matching the search criteria.

Search Reset

Mathematics - 504 Accommodations

☒ 504 with accommodations ☐ 504 without accommodations

Add

Relationship ☒ And ☐ Or

Mathematics - 504 Accommodations is one of 504 with accommodations

ELA - 504 Accommodations is one of 504 with accommodations

Groups Per Page: 20 Cancel Update



Back to Oklahoma Portal

Roster: OSTP, Cyber District (991999), 2022, Grade 03, Final

Search: Mathematics - 504 Accommodations is one of 504 with accommodations, and ELA - 504 Accommodations is one of 504 with accommodations

Options Save Download Print Roster Student

Last Name	First Name	English Language Arts			Mathematics	
		OPI	Performance Level	RSA Status	OPI	Performance Level
Doe035	John035	283	Basic	Meets Criteria	262	Below Basic
Doe116	John116	311	Proficient	Meets Criteria	314	Proficient
Doe123	John123	278	Basic	Meets Criteria	301	Proficient
Doe125	John125	247	Below Basic	Does Not Meet Criteria	254	Below Basic
Doe168	John168	209	Below Basic	Does Not Meet Criteria	245	Below Basic
Doe212	John212	343	Advanced	Meets Criteria	322	Advanced
Doe213	John213	278	Basic	Meets Criteria	301	Proficient
Doe305	John305	302	Proficient	Meets Criteria	298	Basic
Doe359	John359	243	Below Basic	Does Not Meet Criteria	241	Below Basic
Doe404	John404	260	Below Basic	Does Not Meet Criteria	282	Basic
Doe436	John436	302	Proficient	Meets Criteria	286	Basic
Doe464	John464	302	Proficient	Meets Criteria	291	Basic
Doe526	John526	283	Basic	Meets Criteria	267	Below Basic
Doe547	John547	281	Basic	Meets Criteria	271	Below Basic
Doe553	John553	243	Below Basic	Does Not Meet Criteria	231	Below Basic
Doe575	John575	238	Below Basic	Does Not Meet Criteria	204	Below Basic
Doe686	John686	254	Below Basic	Does Not Meet Criteria	217	Below Basic
Doe726	John726	283	Basic	Meets Criteria	267	Below Basic
Doe806	John806	254	Below Basic	Does Not Meet Criteria	264	Below Basic
Doe934	John934	254	Below Basic	Does Not Meet Criteria	231	Below Basic

### Filter

The Filter feature allows you to include or exclude students based on demographic statistics. To include a subgroup, click on the desired demographic variable from the drop-down list. To select more than one subgroup, simply click on another demographic variable. Then, click “And” or “Or” to specify the logical relationship between the subgroups selected. “And” will only show students who fall under all selected characteristics, whereas “Or” will show students who fall under any one or more of the selected characteristics.

For example, to view students who are either Hispanic or female, select Female and Hispanic/Latino. Then, click the “Or” link and click Update.

Options Save Download Print Roster Student

Organization Fields Scores Tools Search Filter

Add Filter Reset

Showing students who are

Relationship And Or

Hispanic/Latino

Female

Groups Per Page 20 Cancel Update

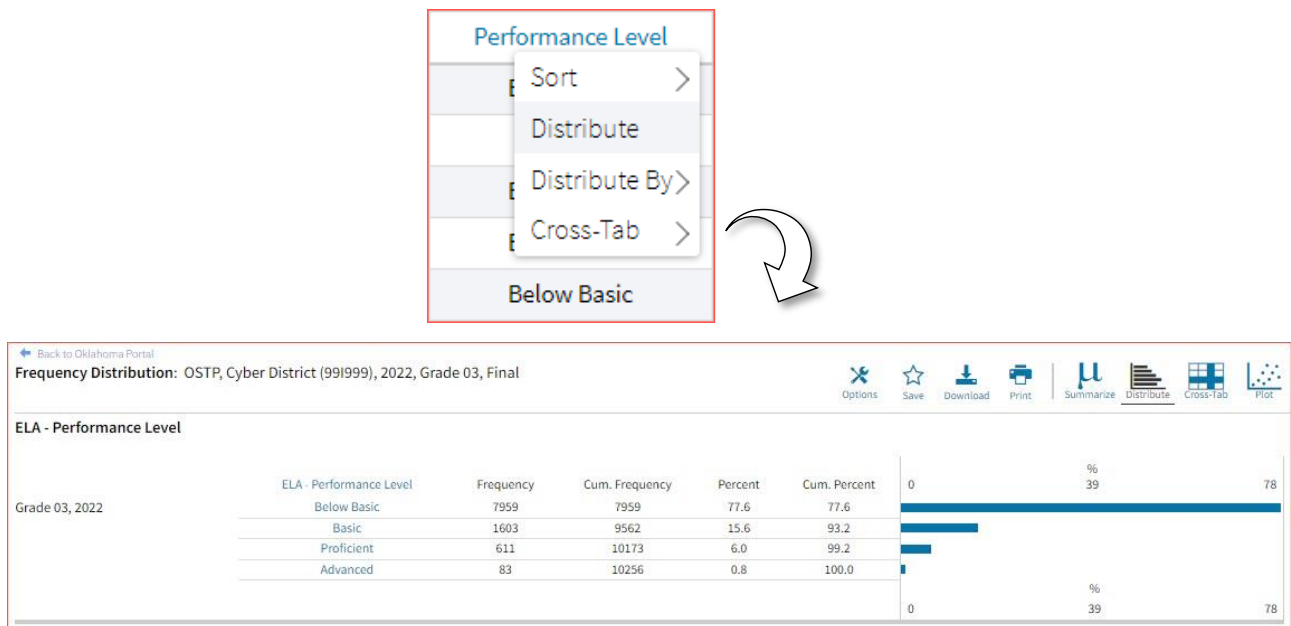
Selections display as boxed under “Showing students who are.” Click on the trash can icon displayed to remove the selection.

## Data Tools and Features

Click on column headers in the Roster Report to reveal data tool options or choose to view the Data Tools report from the main selections page. Both options will provide a special view intended to streamline data analysis. The Data Tools report view displays the roster of students within a selected organization/group and allows you to view frequency distributions, summary statistics, and cross-tab reports across available score and field data points all within a single report view.

### Data Tools Report View

Navigate to the Data Tools view by selecting an analysis option from the Roster View, such as Distribute.



Alternatively, you can navigate directly to the Data Tools report from the main selections page. Selection options are the same as the Roster View selections. (See Generate Roster Report for further details).

OKLAHOMA Education

Back to Oklahoma Portal

Program: OSTP

Report: Data Tools

Admin: 2022 2021 2019 2018 2017

Grade: Grade 03 Grade 04 Grade 05 Grade 06 Grade 07 Grade 08

Release: Final

Last Name: Please enter at least 4 characters

State tests serve as a snapshot that helps schools and districts evaluate their instructional programs by providing information about student readiness in math, English language arts, and science. Because of this, other information (e.g., opportunity to learn, mode of learning, access to grade-level content, attendance, course grades) should be considered when reviewing your data. More information and resources to support the interpretation and comparison of the 2022 school year test scores will be posted at <https://sde.ok.gov/assessment-guidance>

Organization: Cyber District (991999)

Search within State

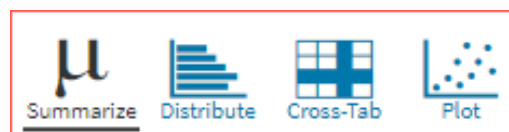
State

Cyber District (991999)

Get Report

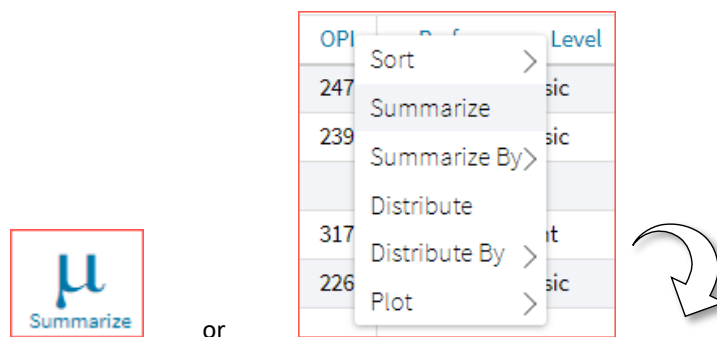
### Data Tools Report View Options

From the Data Tools report view, select from four analysis options indicated by the buttons below:



#### 1. Summarize:

Instantly see summary statistics, such as mean and standard deviation, by clicking on the Summarize button or by selecting Summarize or Summarize By from the Roster Report view.



Back to Oklahoma Portal

Summary Statistics: OSTP, Cyber District (991999), 2022, Grade 03, Final

Options Save Download Print Summarize Distribute Cross-tab Plot

ELA - OPI

Population	Valid N	Mean	S.D.	Minimum	Maximum
10546	10256	255.4	28.9	203	399

You can also view summary statistics by demographic subgroups, such as gender and ethnicity by clicking



the **Options** icon, selecting the Disaggregate tab and then clicking on a demographic group and choosing Update,

Options Save Download Print Summarize Distribute Cross-tab Plot

Stats Disaggregate Search Filter

Subgroup

Ethnicity Gender Economically Disadvantaged ELL IEP Migrant

ELL Proficient Regular Education Other Placement 504 Foster Military

✓ Gifted/Talented

Cancel Update

or from the Roster Report View by clicking on a demographic under Summarize By.

ODI	Performance Level	RSA Status
2	Basic	Does Not Meet Crite
2	Basic	Does Not Meet Crite
3		
2		
203	Below	
243	Below	
321	Profic	
277	Basic	

Sort >

Summarize

Summarize By >

Distribute

Distribute By >

Plot >

Gender

Ethnicity

Economically Disadvantaged

ELL

IEP

504

ELL Proficient

Regular Education

Migrant



Back to Oklahoma Portal

Summary Statistics: OSTP, Cyber District (991999), 2022, Grade 03, Final

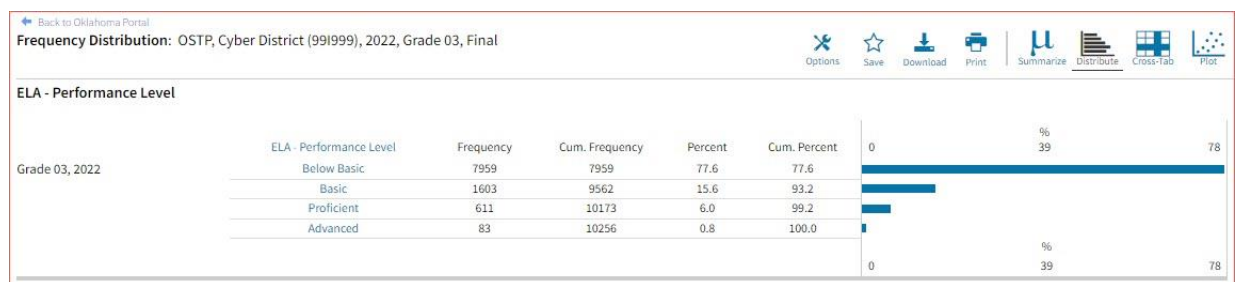
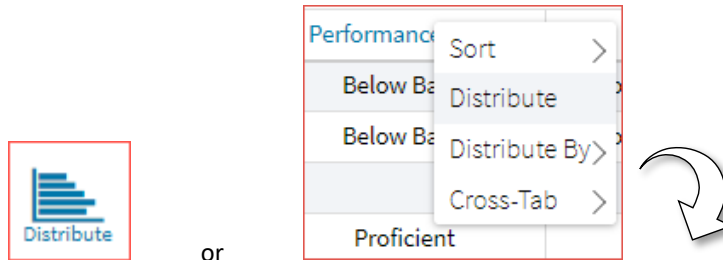
Options Save Download Print Summarize Distribute Cross-tab Plot

ELA - OPI

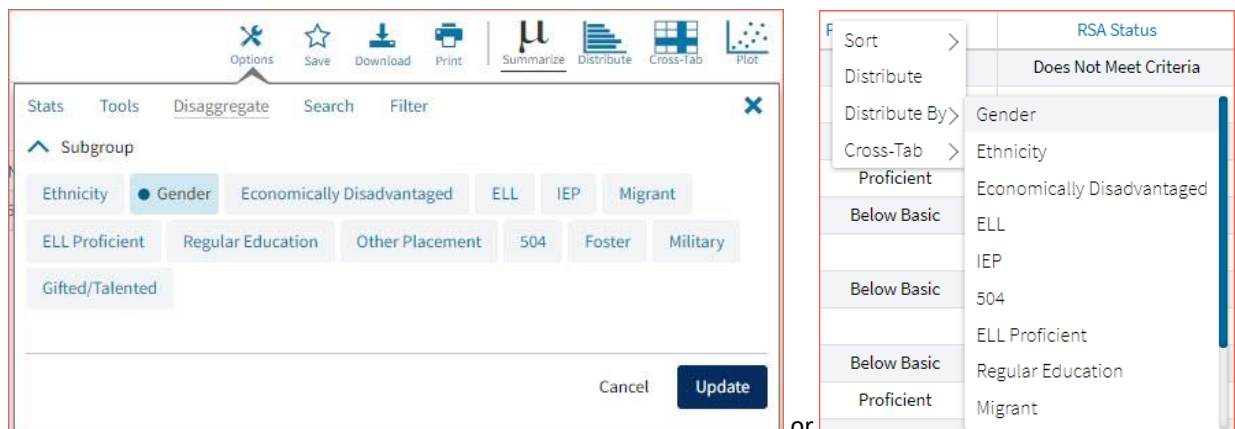
Gender	Population	Valid N	Mean	S.D.	Minimum	Maximum
Female	5096	4964	257.0	28.8	203	367
Male	5450	5292	253.9	29.0	203	399

2. Distribute:

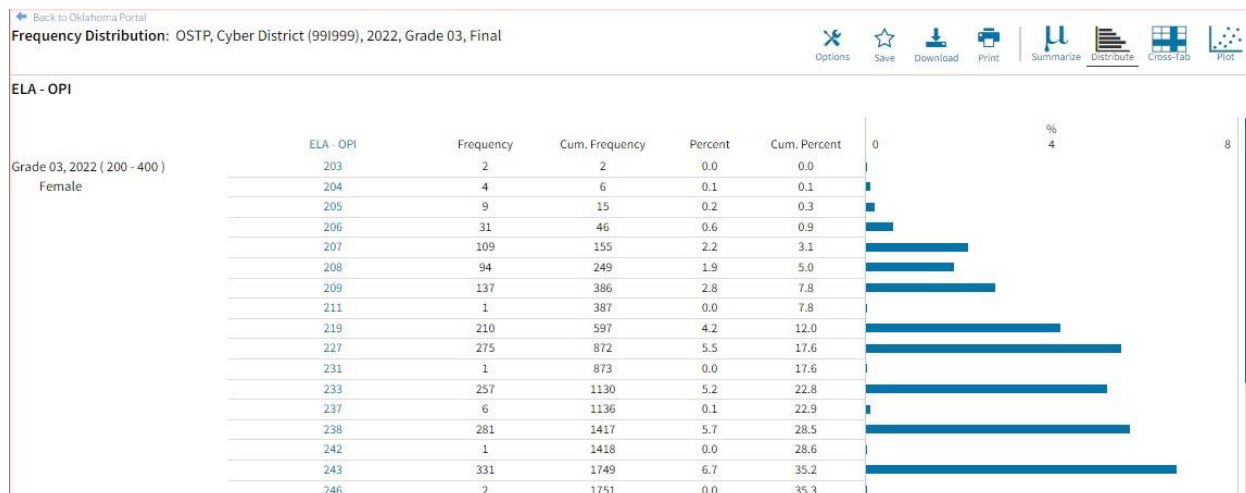
Generate a frequency distribution for a score or performance level by clicking on the Distribute button in the Data Tools report view, or by clicking on a column header in the Roster Report view and selecting Distribute or Distribute By.



View a frequency distribution by demographic subgroups by clicking on a demographic group in the Disaggregate tab, or from the Roster Report view by clicking on a demographic option under Distribute By.







### 3. Cross-Tab:

Generate a Cross-Tab report based on subject standards or demographics by selecting the Cross-Tab button from the Data Tools report view or by clicking Cross-Tab and the desired variables from the Roster Report view. Clicking any of the blue number links in the cross-tab will display the corresponding roster of students.



Back to Oklahoma Portal

Cross-Tab: OSTP, Cyber District (991999), 2022, Grade 03, Final

Options Save Download Print Summarize Distribute Cross-Tab Plot

Mathematics - Performance Level by ELA - Performance Level

Number Tested

ELA - Performance Level	Mathematics - Performance Level				Total
	Below Basic	Basic	Proficient	Advanced	
Below Basic	6148	1380	245	78	7851
Basic	694	676	196	24	1590
Proficient	172	185	179	67	603
Advanced	28	6	16	33	83
Total	7042	2247	636	202	10127

**Note:** If you navigate from a frequency distribution or summary statistics with only one variable selected, a message will pop-up instructing you to add a second variable (score or field) in order to view a cross-tab report.

Options
Save
Download
Print
Summarize
Distribute
Cross-Tab
Plot

Stats
Fields
Search
Filter
✕

This is a bivariate analysis and requires two variables to be selected from the Stats and/or Fields tab. Once two variables have been selected, the 'Update' button will become available.

⤴ ELA

Performance Level
RSA Status
Reading/Writing Process
Critical Reading/Writing

Vocabulary
Language
Research

⤴ Mathematics

Performance Level
Number & Operations
Algebraic Reasoning

Geometry & Measurement
Data & Probability

Cancel
Update

From the Roster Report view, choose Cross-Tab and the desired score and/or demographic variables for which to view a cross-tab report:

English Language Arts			Mathematics	
OPI	Performance Level	RSA Status	OPI	Performance Level
227	Basic	Does Not Meet Criteria	203	Below Basic
276	Basic	Meets Criteria	284	Basic
276	Basic	Meets Criteria	251	Below Basic
281	Basic	Meets Criteria	284	Basic
281	Basic	Meets Criteria	251	Below Basic
247	Below Basic	Meets Criteria	251	Below Basic
291	Basic	Meets Criteria	251	Below Basic
278	Basic	Does Not Meet Criteria	304	Proficient

Sort
>

Distribute
>

Distribute By
>

Cross-Tab
>

Demographics
>

Student Information
>

English Language Arts Reporting Categories
>

Subjects
>

Mathematics Reporting Categories
>

English Language Arts
>

Mathematics
>

Performance Level
>

Back to Oklahoma Portal

Options
Save
Download
Print
Summarize
Distribute
Cross-Tab
Plot

**Cross-Tab:** OSTP, Cyber District (991999), 2022, Grade 03, Final

**Mathematics - Performance Level by ELA - Performance Level**

Number Tested
▼

ELA - Performance Level	Mathematics - Performance Level				Total
	Below Basic	Basic	Proficient	Advanced	
Below Basic	6148	1380	245	78	7851
Basic	694	676	196	24	1590
Proficient	172	185	179	67	603
Advanced	28	6	16	33	83
Total	7042	2247	636	202	10127

Adjust the variables displayed on the Cross-Tab report by choosing from the drop-down menu.

**ELA - Performance Level by Gender**

Percent of Total

Number Tested

Percent of Total

Percent of Gender Total

Percent of ELA - Performance Level Total



Back to Oklahoma Portal


Cross-Tab: OSTP, Cyber District (991999), 2022, Grade 03, Final

Options Save Download Print Summarize Distribute Cross-Tab Plot

**ELA - Performance Level by Mathematics - Performance Level**

Percent of Total

Mathematics - Performance Level	ELA - Performance Level				Total
	Below Basic	Basic	Proficient	Advanced	
Below Basic	60.7	6.9	1.7	0.3	69.5
Basic	13.6	6.7	1.8	0.1	22.2
Proficient	2.4	1.9	1.8	0.2	6.3
Advanced	0.8	0.2	0.7	0.3	2.0
Total	77.5	15.7	6.0	0.8	100.0

You can also change cross-tab selections in the Stats and/or Fields tabs listed under **Options** . Filter the results shown on the Cross-Tab report using the Filter tab.

*Note:* You can make selections among various tabs before clicking Update to refresh the report with new selections.

#### 4. Scatter Plot:

Generate a Scatter plot report based on the available scores by selecting the Plot button from the Data Tools report view, or by clicking Plot and the desired variables from the Roster Report view. Clicking on any of the blue number links in the cross-tab will display the corresponding roster of students.





**Note:** If you navigate from a frequency distribution or summary statistics with only one variable selected, a message will pop-up instructing you to add a second variable (score or field) in order to view a cross-tab report.

Options Save Download Print Summarize Distribute Cross-Tab Plot

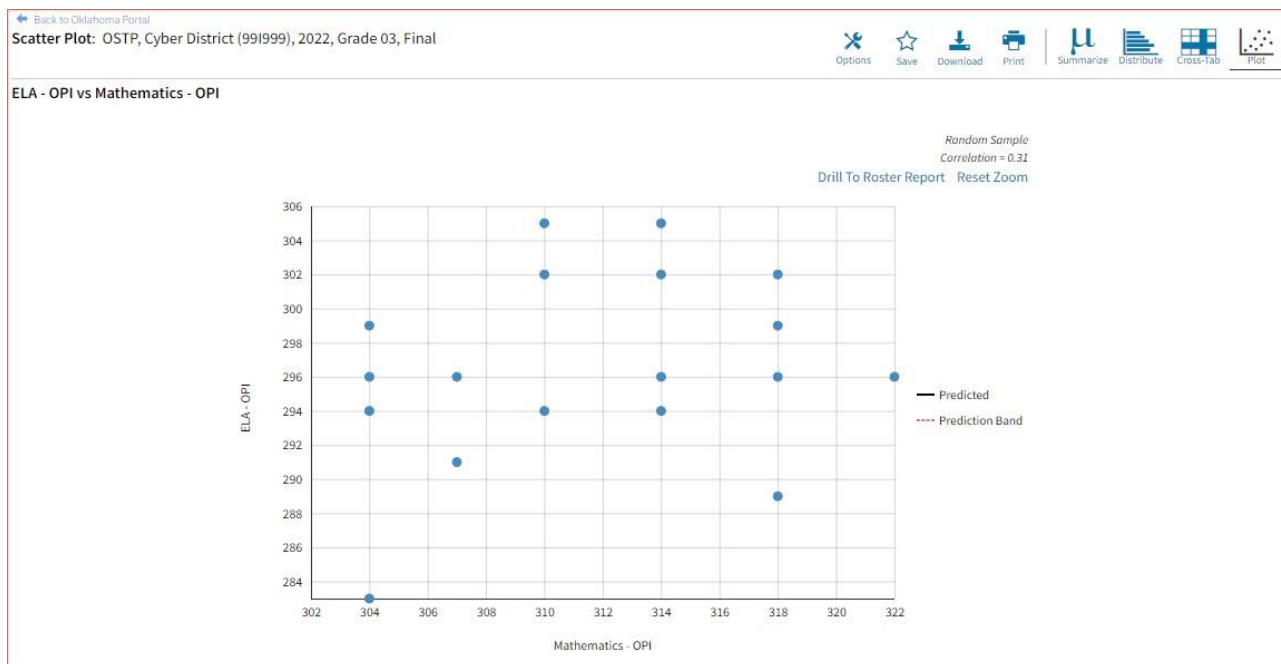
Stats Search Filter

This is a bivariate analysis and requires two variables to be selected from the Stats and/or Fields tab. Once two variables have been selected, the 'Update' button will become available.


☐ ELA  
☒ OPI  
☐ Mathematics  
☐ OPI

Cancel Update

You may zoom in on sections of the scatter plot by clicking and dragging to draw a box around the section of the graph you wish to zoom in on.



You can click Drill to Roster in the top-right corner of the graph to drill to a roster report view for the students shown in the current scatter plot view.

You can also change scatter plot selection in the Stats tab under **Options**  and search the results shown on the scatter plot report using the Search tab.

**Note:** You can make selections among various tabs before clicking Update to refresh the report view with new selections.