

Welcome to the sixth training module in the Centralized Reporting System series: How to Track Student Performance Over Time Using the Longitudinal Report. This training module shows you how to track student performance across multiple school years, across related assessments and different types of tests. Users can quickly determine if student performance has improved or declined.

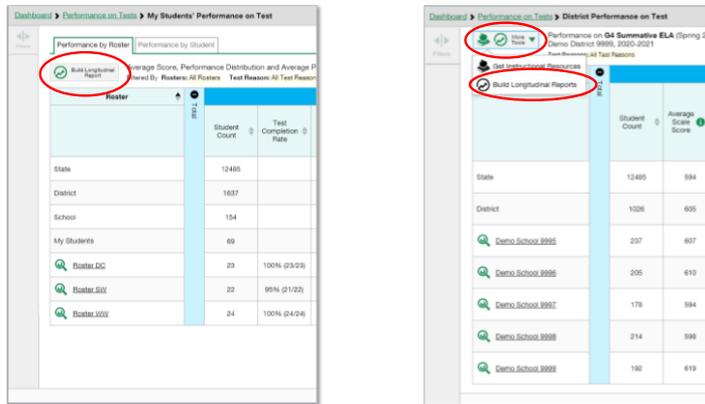
Objectives

- Buttons Used to Generate Longitudinal reports
- Differences in Longitudinal reports
- The Progressions Options Feature
- Interpreting Longitudinal reports
- Modifying Test Types
- Switching between Score Data and Performance Level Data
- Viewing different Reporting Categories
- Ways to Customize Your Report Chart



In this module we show you the buttons used to generate longitudinal reports, the differences in reports, and the progressions options feature. We cover how to interpret a longitudinal report and how to modify your test groups and how to switch between score data and performance level data. We show a report with multiple reporting categories and finish by displaying a chart summarizing your report customization options.

Longitudinal Report Buttons



The first screenshot shows the 'My Students' Performance on Test' page. A red circle highlights the 'Build Longitudinal Report' button in the top left corner. The page title is 'Performance on Test' and the sub-header is 'My Students' Performance on Test'. The main content area shows a table with columns for 'Student Count' and 'Test Completion Rate'.

	Student Count	Test Completion Rate
State	12485	
District	1637	
School	154	
My Students	69	
Roster_DC	23	100% (23/23)
Roster_SIV	22	95% (21/22)
Roster_WIV	24	100% (24/24)

The second screenshot shows the 'District Performance on Test' page. A red circle highlights the 'Build Longitudinal Reports' button in the top left corner. The page title is 'Performance on G4 Summative ELA (Spring 2022)'. The main content area shows a table with columns for 'Student Count' and 'Average Scale Score'.

	Student Count	Average Scale Score
State	12485	594
District	1026	605
Demo.School.9995	237	607
Demo.School.9996	205	610
Demo.School.9997	179	594
Demo.School.9998	214	598
Demo.School.9999	190	619



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Longitudinal reports are available for individual students and groups of students who have completed related assessments. They are also available when a student or groups of students have taken the same interim test more than once. They are sometimes called “trend reports” because they help you recognize patterns of performance.

You can tell that a test will generate a Longitudinal Report when the “Build Longitudinal Report” button or the “More Tools” button displays to the left of a report header. Click either of those buttons to display the Longitudinal Report window.

What Does the Longitudinal Report Look Like?

Longitudinal Report

Longitudinal report of scores and performance on State Standardized ELA History (State) - State Report - 2018-2019
 Parents: Test Scores - All Test Scores - School Year: All School Years - Reporting Date: 2019-02-20

Longitudinal Report with Progressions

Longitudinal report with Progressions of Scores and Performance of **Grade 4 ELA** History, 2010-2021
 Parents: Progression Summaries & Scores - Progression Of History - Test Progression - All Test Progressions

An Individual Student Who Took Related Tests

Multiple Students Who Took Related Tests with Multiple Reporting Categories

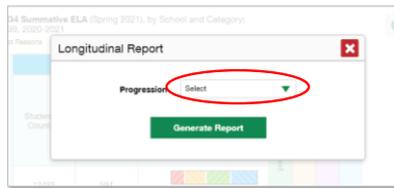
Date	Test Group	Test Label	Test Progress	Average Score	Level 1	Level 2	Level 3	Level 4
10/08/2019	Interim	Grade 4 ELA History (CS)	Fall 2019	2527 ± 99	23%	38%	32%	12%
05/01/2020	Interim	Grade 4 ELA History (CS)	Spring 2020	2551 ± 99	21%	38%	31%	16%
10/08/2020	Interim	Grade 4 ELA History (CS)	Fall 2020	2538 ± 95	18%	35%	34%	22%

Two sample reports are shown here; one for an individual student who took three related tests, and another for multiple students who took related tests with multiple reporting categories. You see graphs in the top half of the report and tables in the bottom half. The information is the same. It is simply displayed differently.

If different related tests belong to different test types, the Progression drop-down list appears before the trend report displays.

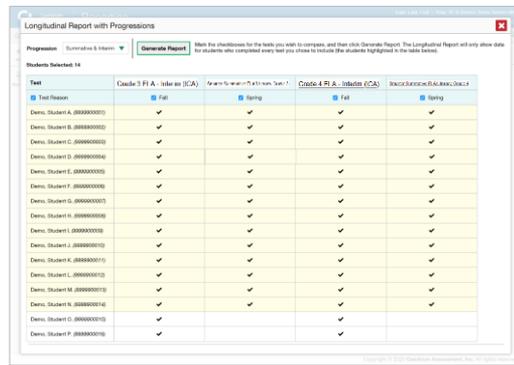
If you are a teacher looking at results for multiple students, a report options page appears before the trend report displays. Both of these windows are shown on the next slide.

Progression Options Feature



Drop-down options are:

- Summatives
- Interims
- Both



Test Reason	Grade 3 F1 A - Interim (ICA)		Grade 4 F1 A - Interim (ICA)		Grade 5 F1 A - Interim (ICA)	
	Fall	Spring	Fall	Spring	Fall	Spring
Demo Student A (000000001)	<input checked="" type="checkbox"/>					
Demo Student B (000000002)	<input checked="" type="checkbox"/>					
Demo Student C (000000003)	<input checked="" type="checkbox"/>					
Demo Student D (000000004)	<input checked="" type="checkbox"/>					
Demo Student E (000000005)	<input checked="" type="checkbox"/>					
Demo Student F (000000006)	<input checked="" type="checkbox"/>					
Demo Student G (000000007)	<input checked="" type="checkbox"/>					
Demo Student H (000000008)	<input checked="" type="checkbox"/>					
Demo Student I (000000009)	<input checked="" type="checkbox"/>					
Demo Student J (000000010)	<input checked="" type="checkbox"/>					
Demo Student K (000000011)	<input checked="" type="checkbox"/>					
Demo Student L (000000012)	<input checked="" type="checkbox"/>					
Demo Student M (000000013)	<input checked="" type="checkbox"/>					
Demo Student N (000000014)	<input checked="" type="checkbox"/>					
Demo Student O (000000015)	<input checked="" type="checkbox"/>					
Demo Student P (000000016)	<input checked="" type="checkbox"/>					

Only students highlighted in yellow will appear on the Longitudinal Report



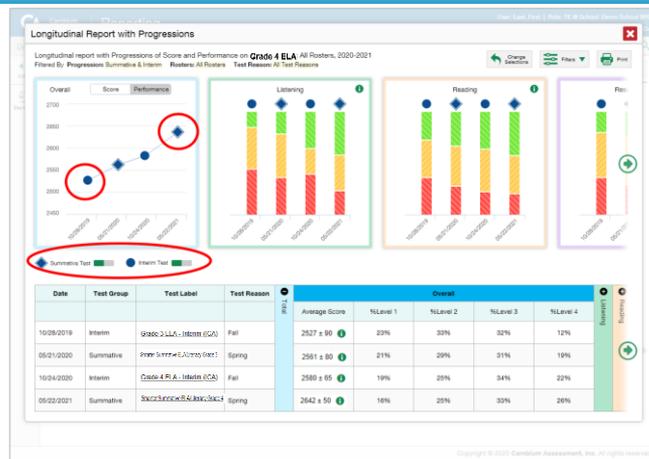
To generate longitudinal reports with progressions, you can either click on the “Build Longitudinal Reports” button or the “More Tools” button, depending on which page you are on. After you click on the More Tools button, a Longitudinal Report pop-up window may appear. If it does, you know the related tests on the report are of different types, meaning one of them must be a summative and another one must be an interim. Click the green drop-down arrow to select summative tests only, interim tests only, or a combination of both. Then click the green Generate Report button.

Teachers viewing a longitudinal report for multiple students are presented with the Longitudinal Report with Progressions pop-up window. The Progression drop-down menu is located at the top of their window followed by a table of their students and the related tests. Each test appears in its own column, with sub-columns below for each test reason (categories of tests, or, for a summative, a test window).

The cells in the columns display checkmarks to indicate which students completed which test and test reason combinations. The students highlighted in yellow have completed all the related tests and will appear on the longitudinal report, unless you change the tests you want included in the report.

Mark the checkbox for each test/test reason combination you wish to include in the report. Mark the Test Reason checkbox on the left to include all or clear it to remove all. Click the green Generate Report button at the top of the window to view the Longitudinal Report

Students' Overall Performance Over Time



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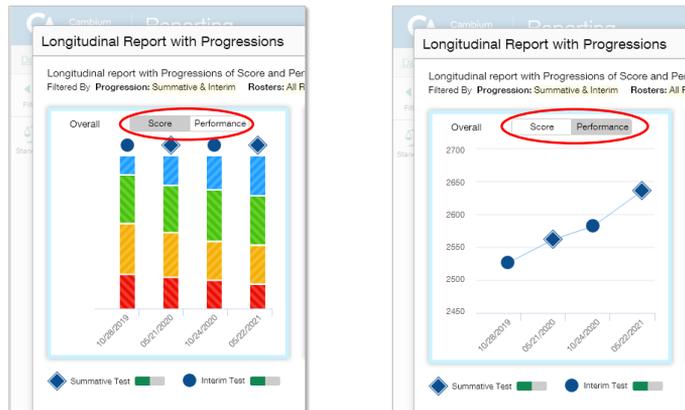
Look at the graph in the upper-left corner of the Longitudinal Report. It shows the scores or performance levels of the student(s) each time they took the tests.

Score data are plotted along a line. A symbol appears on each data point. When multiple test types are present, refer to the legend immediately below the graphs to find out which symbols correspond to which types.

The interim test is identified with a blue circle and the summative test is identified with a blue diamond to help you distinguish between the test types. Performance level data are shown either the same way or, for multiple students, in performance distribution bars.

Mouse over the data points in a line graph or the sections in a bar to get more information. Alternatively, in the table at the bottom of the report, the data is replicated.

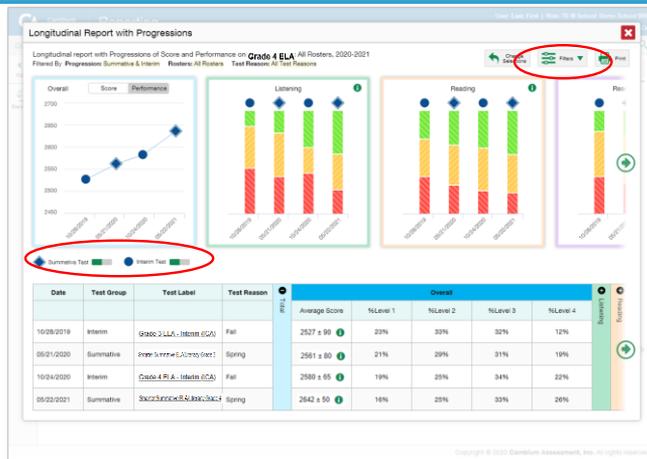
Switch Between Score Data & Performance Level Data



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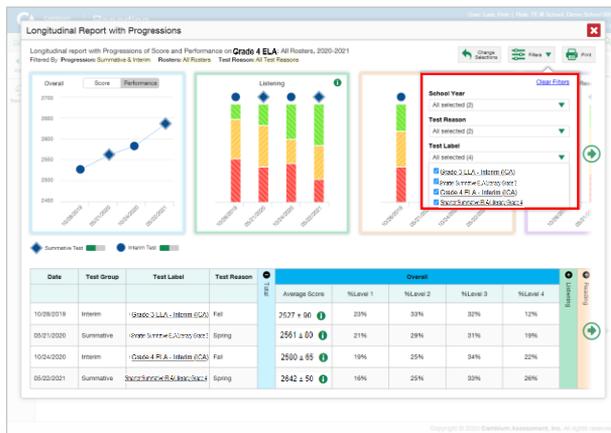
When a graph offers both score and performance level data, a toggle bar appears at the top of it. Click the toggle to switch from score to performance level data. You may want to do this if you find performance level data easier to read, or if you prefer the precision of score data. Sometimes a test includes only one type of data.

Modify Your Test Types



If your report contains multiple test types, click the test type toggles in the legend immediately below the graphs to hide and show data for each one. Note that these toggles do not affect report printouts or exports.

Filter Test Opportunities to Show Some and Not Others



School Year: By default, data is shown for all years. Selecting a date, such as “2020,” will filter the results for the 2020–2021 school year results.

Test Reason: Most helpful for numerous interim and benchmark tests that can be screened by category, omitting those you do not need to see. Test reasons for summative tests are determined by administration date, typically the end of the school year or the course.

Test Label: Deselect the names of the tests you don’t need to see.

You may want to filter a Longitudinal Report in order to focus on some test opportunities and not others. Note that filtering tests may affect the set of students whose data are included in the report.

Open the filter menu at the upper-right corner and select the filter options you prefer from the drop-down lists. You may want to filter by a particular school year or years.

Note that years are not calendar years. “2020” refers to the 2020–2021 school year. By default, Longitudinal Reports show data for all years.

Longitudinal Reports can show student performance from a time when the students were not yet associated with you. For example, if you are a fourth-grade teacher, you can use these reports to view your current students’ performance on last year’s third-grade tests.

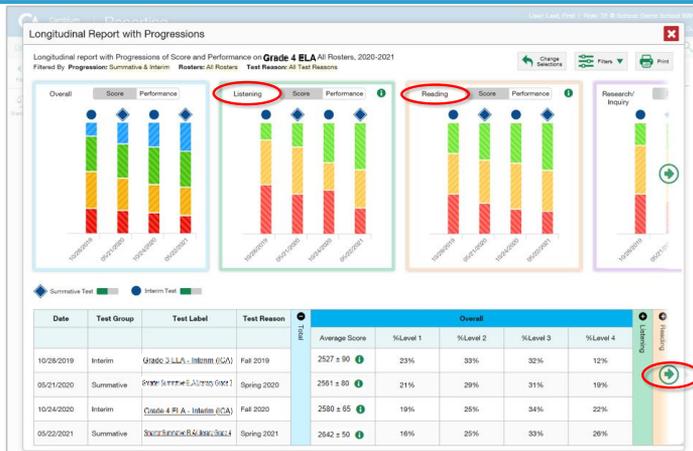
If the report includes interim assessments, you may wish to filter by a test reason (a category of test), which means excluding all other test reasons from the data. For example, you may want to narrow the report down to show only tests taken in the spring.

For summative assessments, test reasons are the same as test windows and are not useful.

Finally, you may find that certain individual tests are less relevant than others. In that case, you can use the Test Label options to deselect the names of the tests you don’t want to see. Click Apply.

Optional: To revert all filters to their defaults, open the filter menu again and click Clear Filters. Click Apply. A row of filter details appears below the report header, showing the test reasons and school years included in the report.

See Performance in Different Areas Over Time



You can see your students' performance in different areas of the test over time. Look at the reporting category graphs to the right of the overall performance graph or look at the expandable reporting category sections in the table at the bottom. Here, you can see at a glance how students are improving or declining in each area, and you can compare their trajectories in different areas.

To view more reporting category graphs, click the green arrow button on the right side of the page.

Longitudinal Reports—Ways to Customize

- Results from current & previous school years
- Results for current & former students
- Filter options: school year, test reason, test label





INDIVIDUAL REPORTS

- Multiple instances of the same test (interims and benchmarks)
- Related tests (typically related by standard and determined by school/district administration)



GROUP REPORTS

- Students who completed the same test multiple times (interims and benchmarks)
- Students who completed related tests


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To review, you can set up your Longitudinal Reports using results from current and previous school years, including data for your current and former students. Three filter options, school year, test reason, and test label, allow you to drill down into a Longitudinal Report to access specific data relevant to your needs.

The Reporting System Series

1. How to Navigate the Dashboard and Access Your Summative Results
2. How to Understand Measures for Standards and Writing Dimensions
3. How to Understand a Demographic Breakdown Report and a Student Portfolio Report
4. How to Drill Down into Your Results by Selecting Specific Tests & Classes
5. How to Drill Down into Your Results by Selecting Previous School Years & Previous Students
6. How to Track Student Performance Over Time Using the Longitudinal Report
7. How to Print Individual Student Reports (ISR) and Student Data Files
8. How to Print and Export Data You Can See in Your Reports
9. How to Use the Roster Manager to Add, Modify, and Upload Rosters

Interim and Benchmark
Assessments Only

10. How to Analyze a Basic Interim Test Report
11. How to Use the Advanced Features of Reporting to View Interim Data
12. How to Hand-Score Unscored Items and Modify Machine Scores



Thank you for viewing this training module on tracking student performance over time using the Longitudinal Report. The remaining training modules are available on the DeSSA portal.

Additional Information

DeSSA Portal:

- <https://de.portal.cambiumast.com/>

DeSSA Help Desk:

- **E-mail Support:** DeSSAHelpDesk@cambiumassessment.com
- **Support Toll-Free Number:** 877.560.8331
- **Hours:** 6:30 a.m. to 6:30 p.m. ET- Mondays–Fridays (except holidays)

DDOE Contact:

- **Phone number:** (302) 857-3391
- <https://helpdesk.doe.k12.de.us/>



Thank you for taking the time to view this training module. For additional information, refer to your *CRS User Guide* located on the DeSSA portal or contact the DeSSA Help Desk.