User Manual

Contents:  
- Navigating
- Instructional Reports
- Demographic Reports
- Trend Reports
- Comparison Reports
- Student Reports
- Search
- Dashboards

Click here to watch Online Tutorial
State Assessment Reports

Log in to DMAC Solutions® at https://www.dmac-solutions.net
*Teacher passwords are automatically generated based on class roster uploads sent to DMAC. The DMAC District/Campus Administrators can create logins for other user roles.

Click on State Assessment

Navigating

> Choose STAAR, TELPAS or TAKS

STAAR & TELPAS Data:
The STAAR tab is the default landing page; however, the top drop-down menu allows access to other sections such as TAKS and TELPAS. Each assessment type has various reports available under the Reports tab (i.e., TELPAS reports). Additional TELPAS information is located under DMAC Training and Resources on the website.
Instructional Reports

- **Reports** tab displays the types of reports available (e.g., Instructional, Demographic, Trend, Comparison, and Student reports).

- **Select data criteria tab:**

  - **Criterion Tabs** reflect the scope of assessment data for which reports will be available. The users login credentials will determine the data the user will have access to.

  - **District** - data for district
  - **Campus** - data for a specific campus
  - **Teacher** - data for a teacher/or selected teachers (Teacher logins only permit access to their current students based on class roster data)
  - **Class** - data for a specific class/period of students
  - **Student** - data for students specific to user login
  - **Search** - data for a custom search group
Select source and Test criteria

Source determines the data to be included in report. Select from the following:

- **Admin** - Displays all students who were at the location when the test was administered (district and campus tab)
- **Snapshot** - Displays assessed students at the location for fall snapshot (district and campus tabs)
- **Current** - Displays data for students currently enrolled (Note: Current is the default source on Teacher, Class and Student tabs)
- **Archive** - view archived data available on Teacher, Campus or Student tab for administrative logins only

Select from each of the following columns:

- **Year** - administration year of the test
- **Subject** - Content Area tested
- **Curriculum** - Grade of subject area or EOC curriculum tested
- **Test** - Tests are identified by: administration month/year/subject/grade/language/version (S - Scored, A - Accommodated, L - LAT, T - Alt 2)

**NOTE:** A and L will only apply to reports from the 2015-16 test year.

*Use drop-down menus to select Region, District, campus, or teacher after selecting criteria tab*
Select **Demographics** (defaults to ALL students):

- Demographics Groups; Ethnicity, Accountability, AYP
- The state reports a Race Reporting Code as well as individual Race Codes
- Select one or more demographics using the drop-down
- Click clear to reset selection
- Select **options** to modify how data is displayed (i.e., sort order, test version, performance flag, etc.) and/or filter for demographics
- Select reports using the tabs and check boxes (Note: additional reports are available under the Teacher, Class and Student tabs. These reports include individual student response data.)

- Click **Generate**

Click **generate** to view reports.
Additional STAAR Reports

- The data for STAAR-Alt2 version is different; thus, separate tabs are included. Tabs for STAAR-Alt and STAAR-M are still available.
- Use Writing tab for tests involving either a short answer response or a composition (e.g., Writing grade 4 and 7 or English EOCs)
- Select report(s) to be generated
- Note: STAAR M and STAAR Alt were administered for the last time in 2014. In order to pull a report you must select 2012-2014 in the Year.
Additional Notes: Instructional Reports

Teacher Tab

➢ District or Campus logins may select a teacher or multiple teachers to run reports
➢ When logging in as a Teacher, only current students’ test data is accessible
➢ Teachers displayed in the drop-down are currently assigned students who have taken the selected test based on the Class Roster data file uploaded to DMAC
➢ Reports that provide students individual results are not available at the District or Campus levels

Class Tab

➢ District or Campus logins may select a teacher or multiple teachers to run reports
➢ When logging in as a Teacher, only current students’ test data is accessible
➢ Select class(es) for viewing reports
➢ Class(es) are generated from the Class Roster data file uploaded to DMAC
➢ To combine all selected classes on the same report, check Combine classes on reports option

Student Tab

➢ Choose Student(s) from window (check All students or individuals)
➢ Students displayed in the window are students who took the selected test based on the Class Roster data file uploaded to DMAC.
   • Note: When logging in as a Teacher, only your current students’ test data is accessible.
➢ To print individual student reports, check Print individual reports option. Note: Limit of 25 reports may be selected at a time.
**Example Reports: Instructional**

**STAAR Results by Demographic**
- Available for all tabs (District, Campus, etc.)
- Complete drop-down/check boxes
- Select Options
- Select demographics to be included on report
- Select Results by Demographics report

**STAAR SE Comparison Level of Concern**
- Available for all tabs (District, Campus, etc.)
- Complete drop-down/check boxes
- Select Options (i.e. by level of concern)
- Select SE Comparison report

**STAAR Reporting Category SE Performance**
- Available for all tabs (District, Campus, etc.)
- Complete drop-down/check boxes
- Select Options (i.e., show Not Tested)
- Select Reporting Category SE Performance

**STAAR Writing Results - Composition**
- Available for all tabs (District, Campus, etc.)
- Complete drop-down/check boxes
- Select Writing tab and desired options
- Select Writing Results composition
(Instructional Reports cont’d)

STAAR Student Reporting Category Trend
- Available on tabs for Teacher/Class/Student/Search
- Complete drop-down/check boxes
- Select Student Reporting Category Trend

STAAR Item Analysis by Item
- Available for all tabs (District, Campus, etc.)
- Complete drop-down/check boxes
- Options (Item/Level of Concern/RC/SE)
- Select Item Analysis report

SE Performance by Item Trend
- Available for all tabs (District, Campus, etc.)
- Complete drop-down/check boxes
- Options (dual coding/sort/level of concern)
- Select SE Performance by Item Trend

STAAR SE Tutorial by Level of Concern
- Available on tabs for Teacher/Class/Student/Search
- Complete drop-down/check boxes
- On Class tab you have the ability to combine classes
- Select SE Tutorial report
STAAR Student Reporting Category Performance
- Available on tabs for Teacher/Class/Student/Search
- Complete drop-down/check boxes
- On Class tab you have the ability to combine classes
- Select Student Reporting Category Performance

STAAR Student Quintile
- Available on tabs for Teacher/Class/Student/Search
- Complete drop-down/check boxes
- Options (divided into five equal groups/local ID/highlight demographic)
- Select Student Quintile report

STAAR Student Performance (110%)
- Available on tabs for Teacher/Class/Student
- Complete drop-down/check boxes
- Select the “At Risk” Under demographics
- Options (divided into five equal groups)
- Select Student Performance (110%)
Demographic Reports

- Select either District or Campus tab
- Indicators defaults to None to allow a user to select Reports. Changing Indicators to State allows a user to select Demographic Indicator Reports (Accountability).
- Select Source (Admin or Snapshot)
- Select Demographics
- Select Test information (Year and Language)
- Check report(s) to generate
  - By Grade - choose Subject in Options; report generated for all grades that are tested in that Subject
  - By Subject - choose Grade in Options; report generated for all Subjects tested in that Grade
  - By Curriculum - choose Subject; report generated for all grades that are tested in that Curriculum
  - By Statewide - choose Subject/Curriculum; report generated comparing District/Campus - Region - State
  - Select options to define how results are displayed (i.e., test version, subject, grade, etc.)
- Click generate
Example Report:

STAAR Demographics by Curriculum
- Demographic Reports
- District/Campus tabs
- Complete drop-down/check boxes
- By Curriculum
- Options: Select Subject Area
- Select report based on mastery level

Trend Reports

> Select District or Campus tab
> Select Source
  - Admin, Current or Snapshot
> Select Demographics
  - Group
  - Race
  - Sub-pops
> Select Test Information
  - Year and Subject
> Select tab by Content, Demographic, or Grade
> Select options to specify additional report criteria, such as test version, curriculum, etc.
> Check report(s) you wish to generate
  - Cohort Reports show the same group of students over different grade levels
  - Longitudinal Reports show the same grade level over time
> Click Generate
Example Reports: Trend Reports

Demographic Cohort (3-8)
- Trend Reports
- Scope: District/Campus levels
- Subject
- Report Tab: Demographic
- Options: Test Version and Curriculum
- Select Demographic Cohort (3-8)

STAAR Demographic Longitudinal - All Subjects
- Trend Reports
- Scope: District/Campus levels
- Select Demographic Tab
- DO NOT select Subject
- Check Desired Demographics
- Select demographic Longitudinal - All Subjects

STAAR Grade Performance by Reporting Category
- Trend Reports
- Scope: District/Campus levels
- Subjects: ELA-EOC, Math, Science, Social Studies, Reading 3-8, Writing
- Report Tab: Grade
- Options: Test Version and Level of Concern
- Select Report: STAAR Grade Performance by Reporting Category
Comparison Reports

> Select **District** or **Campus** tab
  > Select **Source**
  > Admin, Current or Snapshot
> Select **Compare by**
  > Campus or teacher
> Select **Test Information**
  > Year, Subject, Curriculum, Language
> If comparing by **teachers**; utilize 🔄 and/or 🔄
> Select **Performance, Demographic, or Compare** tab
> Select **Demographics** 🔄
  > Only available when selecting Demographic Tab
> Select **options** to specify additional report criteria, such as test version, standard
> Check **report(s)** you wish to generate
> Click **Generate**

**Example Report: Comparison Reports**

**STAAR Demographic Performance Comparison by Teacher**

- Comparison Reports
- Scope: District/Campus levels
- Compare by Teacher
- Filter teachers
- Select Demographic Report Tab
- Select Performance Comparison by Demographic
Student Reports

Note: Contains confidential data

> Select report criterion tab
  > District/Campus/Teacher/Class/Student Search

> Select Enrolled Grade

> Source

> Select Demographics
  > Group, Race or Individual groups

> Select options to specify additional report criteria

> Select EOC or ALT Tabs
  > EOC- Reports for students who have taken an End of Course exam
  > ALT- Reports for students who have taken an ALT Exam.

> Check report(s) you wish to generate.
  > EOC Cumulative Summary or Detail

> Click Generate.

Example Reports: Student Reports

**STAAR EOC Summary**
- Available for all Group Tabs
- Complete drop-down/check boxes
- Highlights non-passing Scores
- Select EOC Summary

**STAAR EOC Student Detail**
- Available for all Group Tabs
- Complete drop-down/check boxes
- Select EOC Student Detail
TELPAS Reports Basics

Select TELPAS (top navigation bar under STAAR):

- Select report section (e.g., Instructional, Demographic, etc.)
- Select Tab; District, Campus, Teacher, Class
- Complete information using drop down and check boxe-
- Select Options
- Check the desired Reports
- Click Generate
Search

Create advanced custom Search queries to include targeted groups of students. Reports can be generated by using the Search tab in State Assessment – Instructional and Student Reports OR exported to Excel.

- Select **STAAR, TELPAS** or **TAKS**
- Make criteria selections by clicking on headings
- Close by same method
- Click **Search** in navigation bar

- In Grid view, column headers allow for sort features.
- Select **List, Grid** or **History** to view data within the parameters of the Search.
- Click on the magnifying glass before a student’s name to access individual reports.
In History view, expand to view or print a student’s complete test history.

Click to remove all filters.

All queries can be exported

Query results may be used to generate reports through Instructional Reports > Search Tab

**Narrow Search**

**Location:**
- Current Campus references most recent Class Roster
- Administration Campus references students who were administered the test at selected campus
- Fall Campus references students enrolled during the Fall previous to the administration of the test

**Administration:** Narrows the search for a particular test(s)

**Student:** Narrows the search for a group or individual student

**Demographics:** Narrows by subgroup for each separate box selected. Example- At Risk and Hispanic will mean the students included in the Search will have to be At Risk and Hispanic

- Note: Making multiple selections within the same box will broaden the search. Example- Within the ESL Box if you choose ESL pull out and No Participation, the search will render students who do not participate in ESL and the students who participate in ESL pull out.

**Broaden Search**

When multiple subject areas are selected, query results will contain data where any of the subjected areas data is true. For example, if No for Level II Satisfactory is selected for Math and Science, then all the students who did not meet satisfactory in math plus all the students who did not meet satisfactory in Science will be generated into one list.

Choose Settings and select ‘AND’ when data being collected is true for more than one area. Click Search. For example, if No is selected for Level II Satisfactory for Math and Science, then the students on the list would not have had to not met satisfactory for both subjects thus a smaller list will generate if this setting is turned on.
Dashboards

Click Dashboards to access a quick overview of District and Campus’ Academic Performance and State Indicators. Drill down by clicking Campus name, Demographic, Subject or Curriculum.

Academic Performance - available for all levels of logins. Choose from Drill down filters to access data. Click on 📊 to generate report.

State Indicators - available only for District/Campus Admin/Manager/Users. Click on column graphics to see reports.

> Click 📊 to print Report.