DRC INSIGHT™
ONLINE LEARNING SYSTEM

DRC INSIGHT Portal User Guide

Pennsylvania

Classroom Diagnostic Tools (CDT)
Interactive Reporting

Data Recognition Corporation (DRC)
13490 Bass Lake Road
Maple Grove, MN 55311

Customer Service: 1-800-451-7849
Email: PACustomerService@datarecognitioncorp.com
Pennsylvania Portal Website: https://pa.drcedirect.com
Revision Date: July 6, 2022

COPYRIGHT
Copyright © 2022 Data Recognition Corporation

The following items in DRC INSIGHT are protected by copyright law:

- The User Guide
- All text and titles on the software's entry and display, including the look and feel of the interaction of the windows, supporting menus, pop-up windows, and layout

DRC INSIGHT Online Learning System, DRC INSIGHT Portal, and eDIRECT are trademarked by Data Recognition Corporation.

Any individuals or corporations who violate these copyrights and trademarks will be prosecuted under both criminal and civil laws, and any resulting products will be required to be withdrawn from the marketplace.

The following are trademarks or registered trademarks of Microsoft Corporation in the United States and/or other countries:

Internet Explorer
Microsoft
Microsoft Edge
Windows, Windows Vista, Windows XP, Windows 7, Windows 8, Windows 10, Windows 11
Windows 10 S

The following are trademarks or registered trademarks of Apple Corporation in the United States and/or other countries:

Apple
iOS*
iPad
Macintosh
Mac
OS X and macOS
Safari

*iOS is a trademark or registered trademark of Cisco in the United States and other countries and is used under license.

The following are trademarks or registered trademarks of Google Corporation in the United States and/or other countries:

Chrome
Chrome OS
Chromebook
Google Play

Firefox is a trademark or registered trademark of Mozilla Corporation in the United States and/or other countries.

Linux is a registered trademark of Linus Torvalds.
Ubuntu and Canonical are registered trademarks of Canonical Ltd.
Gnome is a trademark of the Gnome Foundation.

Contents

■ Interactive Reporting

Introduction.....5
Using Page Filters.....7
Using Data Column Sorting and Filters.....8
Batch Download.....9

CDT Interactive Reporting

Introduction

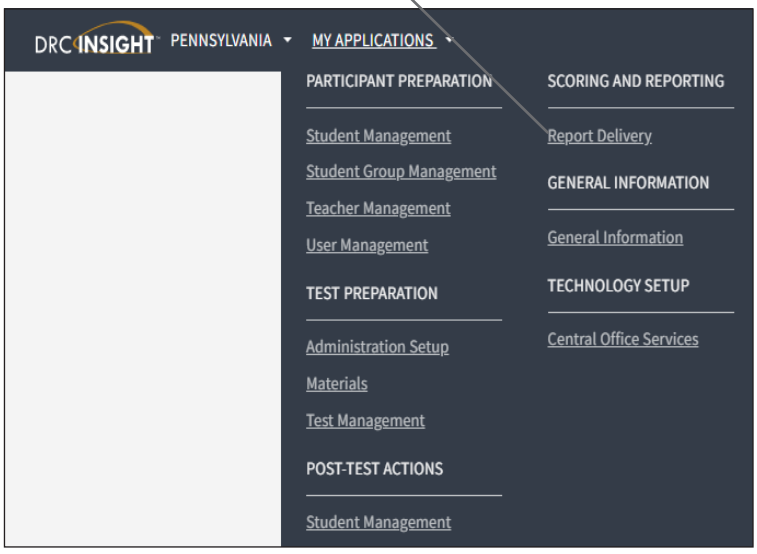
Classroom Diagnostic Tools (CDT) Interactive Reporting allows you to view and analyze student assessment results after students have completed diagnostic testing using the CDT system. CDT Interactive Reporting includes the following reports:

Learning Progression Map: Use the report to see Total Points Earned vs Total Points Possible within a Diagnostic Category for the selected student group or individual student. Individual and Group Learning Progressions are combined under one reporting tab. Learning Progression Map includes only the current administration year data (2020-2021).

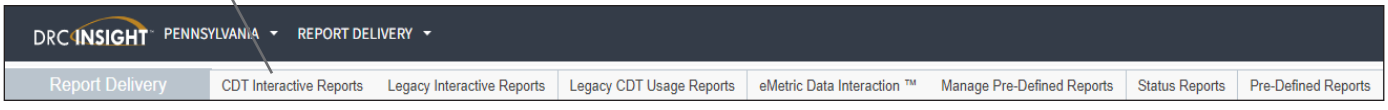
Growth & Focus: Compare test sessions for students by identifying a change in scale score and grouping students into focus groups. This information is intended to help teachers further modify instruction for those students not making progress or to further support those students excelling in the content area.

Batch Download: Provides users the ability to download District Data Files and Student Reports (Individual Maps and Student Conferencing Reports). **Note**: District Data Files are only available for District-level users—they are available at any time throughout the testing window. In addition, this report can be used to print an Individual Map or Student Conferencing Report for a select student or group of students.

1. To access the Interactive Reporting system, click **Report Delivery** from the My Applications menu. The Report Delivery menu displays.



2. Click **CDT Interactive Reports.** The Dashboard tab displays the CDT Interactive Reporting home page (shown on the following page).

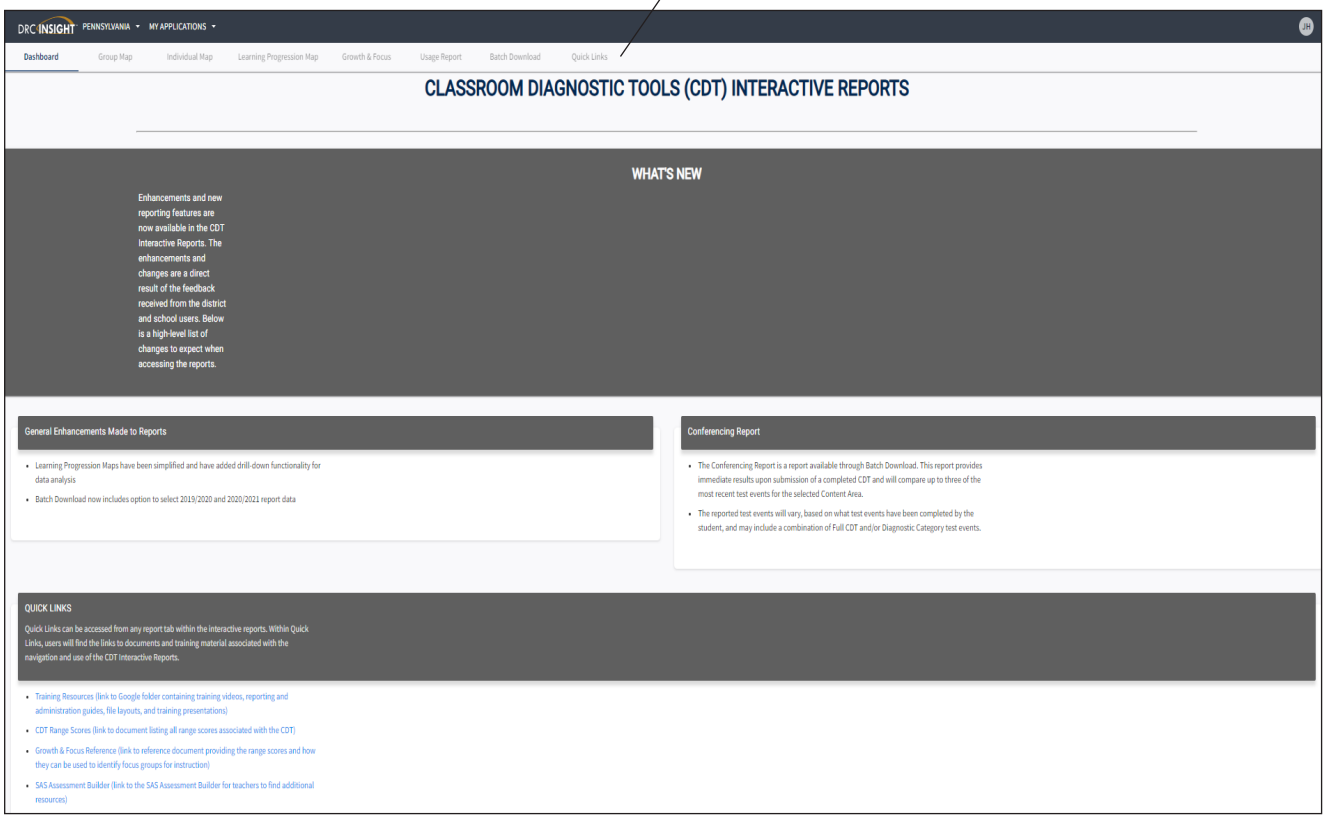


Introduction (cont.)

The Dashboard tab displays the available reports, announcements, and quick links to training and other information.

3. Select the report you would like to view from the list in the top menu. After selecting the report type, choose from the filters and select **Go** to load the report. Required filters are designated by a red circle.

Once loaded, the reports can be further filtered by different categories. Select the desired values for the filter and select **Add Filter**.

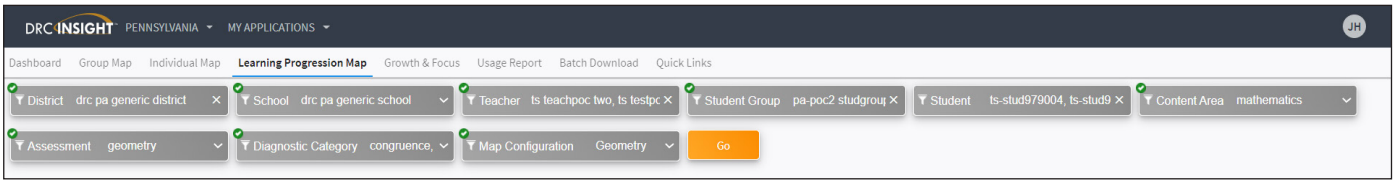


Using Page Filters

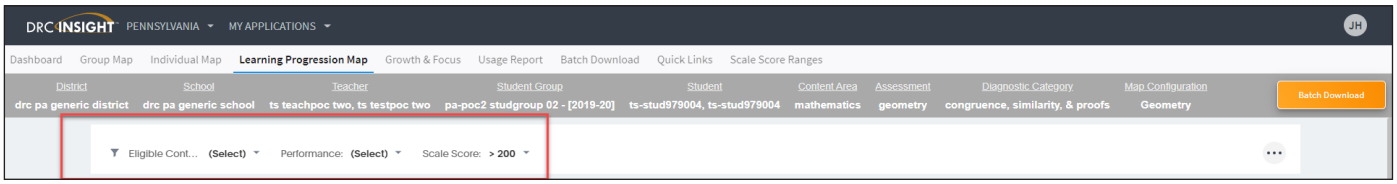
When you select a report, various filters allow you to narrow the scope of the information. Use the filtering options to select a particular administration, district, grade, and subject, for example.

Important: As shown below, you must select pre-filters for the report until the GO button displays in orange, which means the filter matches data in the system.

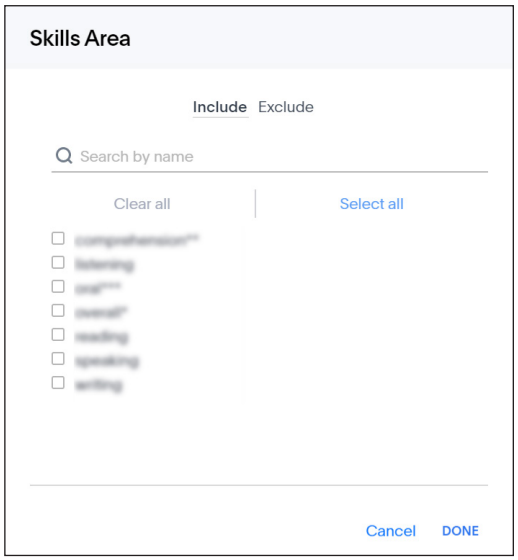
Click **GO** to display the report.



As shown below, after you click GO, the report results display and, depending on the report, additional page filtering options may display. Click **(Select)** next to a page filter to use it. As you add or remove filters, the information on the page updates accordingly.



The available page filtering options display in alphabetical order. You can click to select individual options or click **Select all** to filter by all options. Click **Clear all** to remove all filtering options. After you make selections, you can click **Include** or **Exclude** to change how the filtering options selected on the window are used.

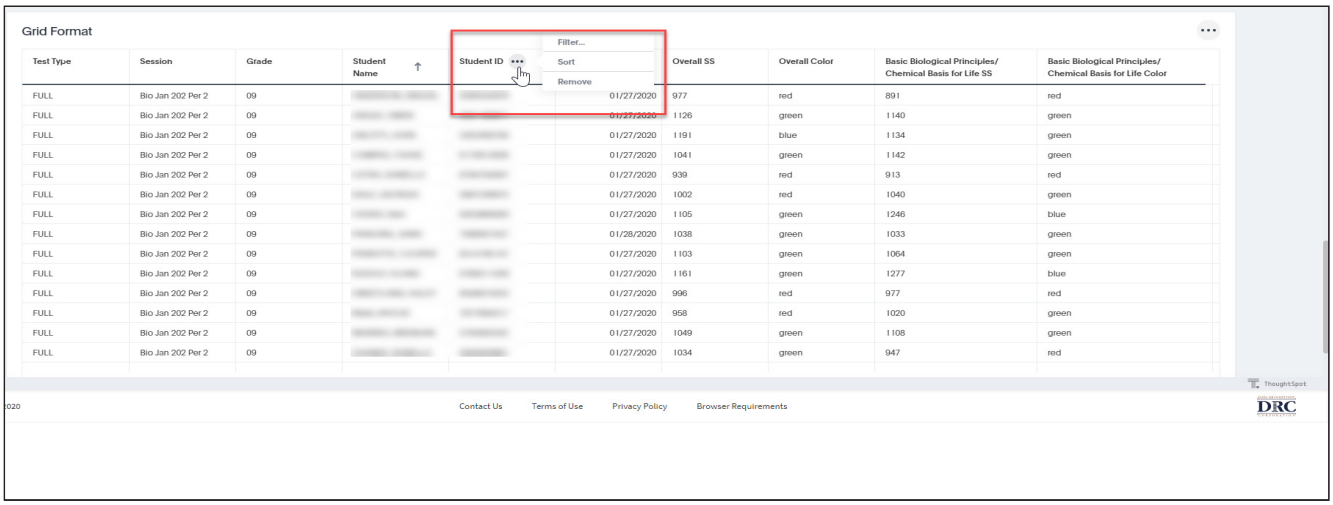


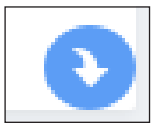
Using Data Column Sorting and Filters

You can change the sort order of each column in a data table (one column at-a-time) and set filters at the data column level. As shown in the image below, when you click a column head, such as Skills Area, an arrow displays indicating the direction of the sort. Click again to change the sort.

When you hover your cursor over a column head, three dots display. Click those dots to display a menu of filtering and sorting options (as shown below for the Student ID column). The menu options for sorting column data depend on the data in the column.

To remove all column sorting and filtering and return the display to the default, click the blue arrow (shown below) in the lower-right corner of the data table.

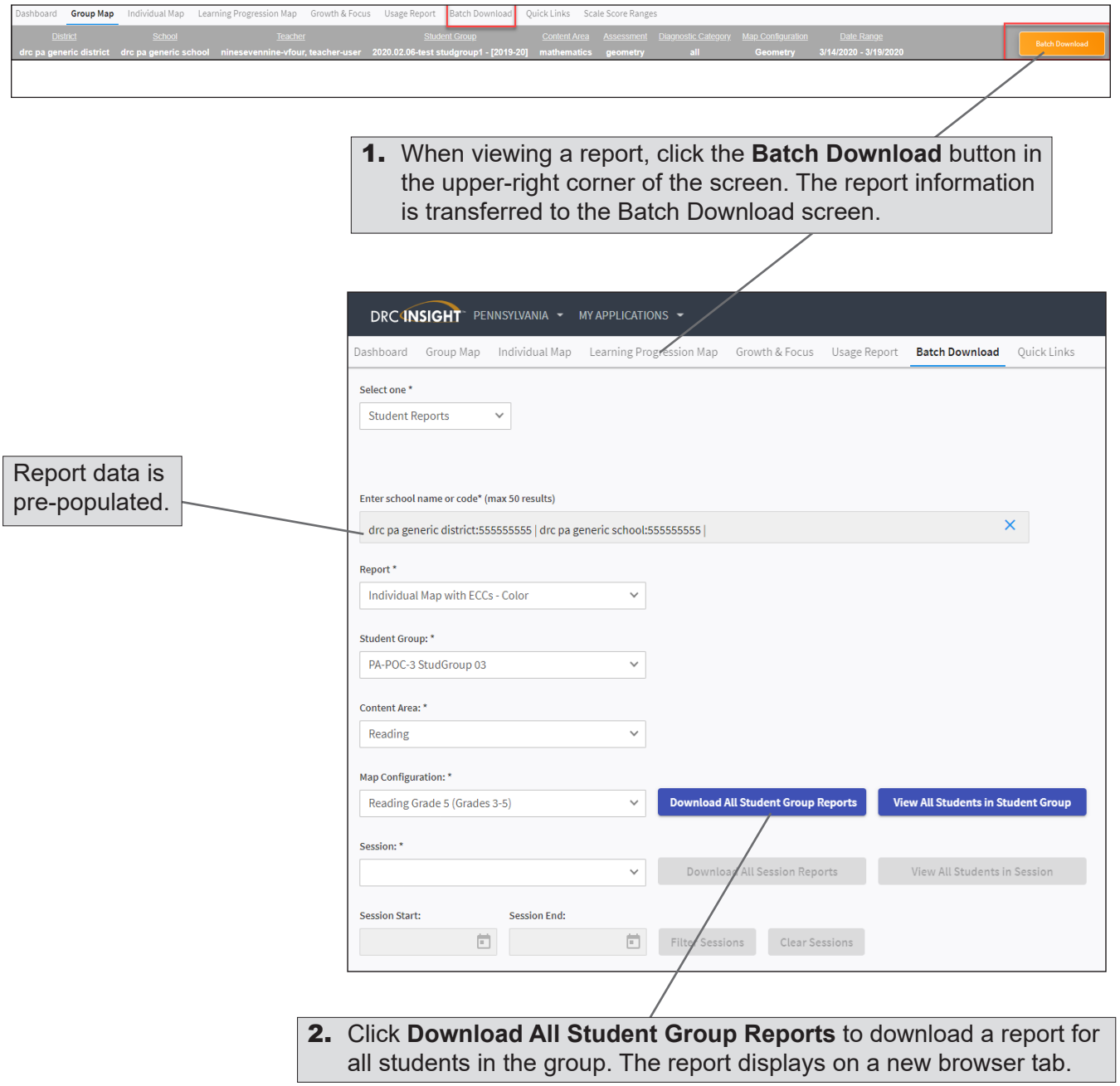




Batch Download

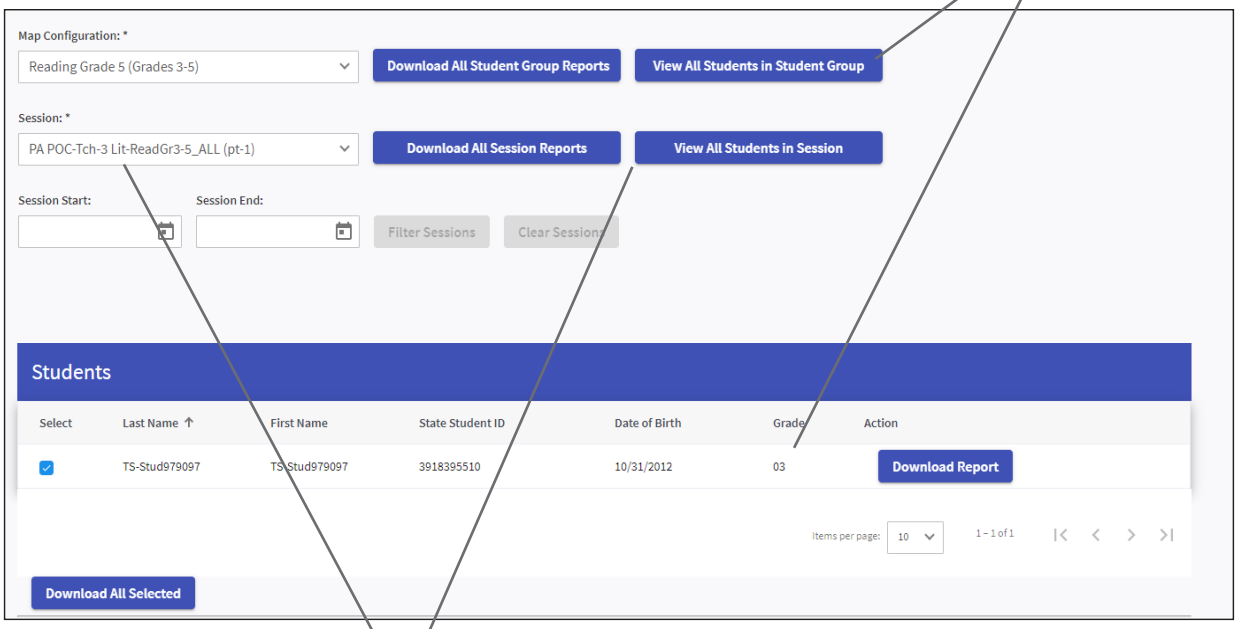
You can download data and graphical reports in PDF format and save the reports to your computer. To create a report step-by-step then download it, use the Batch Download tab, shown below. Using the Batch Download tab, you start with a blank page, then select a report, student group, content area, and so on.

The quickest way to download a report, is to click the **Batch Download** button (shown below) when you are viewing the report. By using the Batch Download button, the current report, student data, and all filtering options are transferred to the Batch Download screen, as shown in the example below.



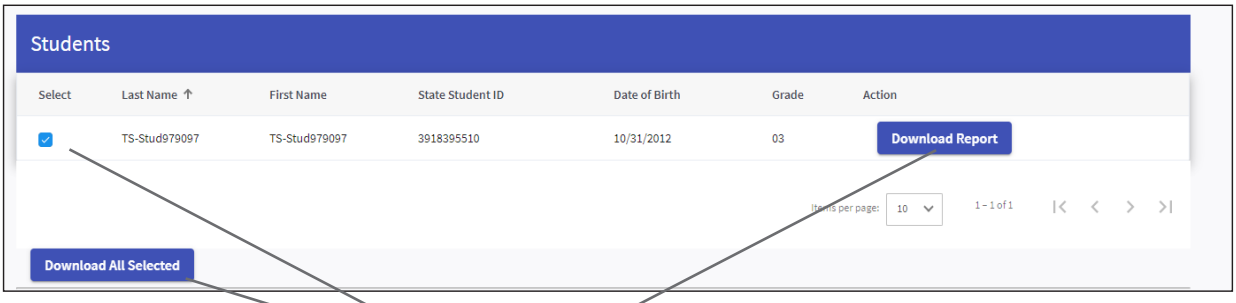
Batch Download (cont.)

3. Click **View All Students in Student Group** to display each student in the group at the bottom of the screen; you can download individual student reports (skip to **Step 5**).



4. You can filter the report by test session, then select session start and end dates. Click **Download All Session Reports** to download a report for all students in the session. The report displays on a new browser tab.

You can click **View All Students in Session** to display each student in the session at the bottom of the screen; you can download individual student reports.



5. If you clicked **View All Students in Student Group** or **View All Students in Session**, from the student list at the bottom of the screen, you can click **Download Report** for each student to download their report, or you can select multiple students from the list, then click **Download All Selected** to download reports for all selected students. The reports displays on a new browser tab.

Data Recognition Corporation (DRC)
13490 Bass Lake Road
Maple Grove, MN 55311

Customer Service: 1-800-451-7849
Email: PACustomerService@datarecognitioncorp.com
Pennsylvania Portal Website: https://pa.drcedirect.com
Revision Date: July 6, 2022