



DRC INSIGHT Portal User Guide

Pennsylvania

Classroom Diagnostic Tools (CDT) Interactive Reporting

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■ **Interactive Reporting**

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CDT Interactive Reporting

Introduction

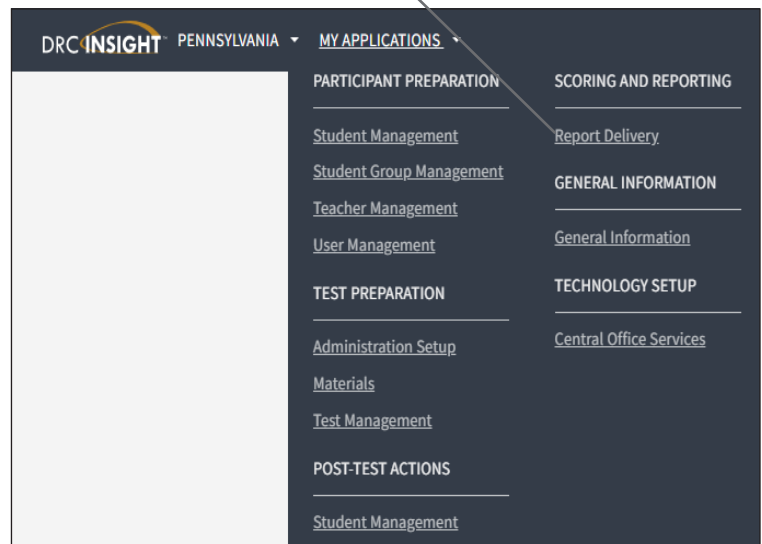
Classroom Diagnostic Tools (CDT) Interactive Reporting allows you to view and analyze student assessment results after students have completed diagnostic testing using the CDT system. CDT Interactive Reporting includes the following reports:

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).

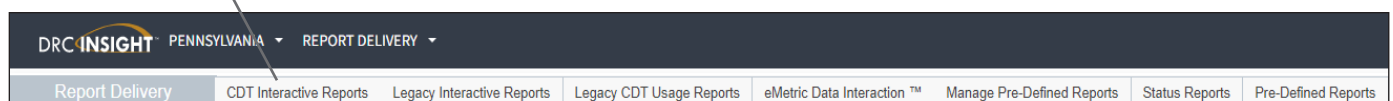
Growth & Focus: Compare test sessions for students by identifying a change in scale score and grouping students into focus groups. This information is intended to help teachers further modify instruction for those students not making progress or to further support those students excelling in the content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

CLASSROOM DIAGNOSTIC TOOLS (CDT) INTERACTIVE REPORTS

WHAT'S NEW

Enhancements and new reporting features are now available in the CDT Interactive Reports. The enhancements and changes are a direct result of the feedback received from the district and school users. Below is a high-level list of changes to expect when accessing the reports.

General Enhancements Made to Reports

- Learning Progression Maps have been simplified and have added drill-down functionality for data analysis
- Batch Download now includes option to select 2019/2020 and 2020/2021 report data

Conferencing Report

- The Conferencing Report is a report available through Batch Download. This report provides immediate results upon submission of a completed CDT and will compare up to three of the most recent test events for the selected Content Area.
- The reported test events will vary, based on what test events have been completed by the student, and may include a combination of Fall CDT and/or Diagnostic Category test events.

QUICK LINKS

Quick Links can be accessed from any report tab within the interactive reports. Within Quick Links, users will find the links to documents and training material associated with the navigation and use of the CDT Interactive Reports.

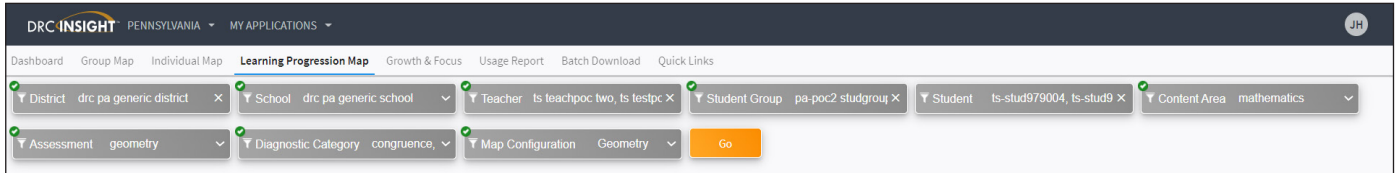
- Training Resources (link to Google folder containing training videos, reporting and administration guides, file layouts, and training presentations)
- CDT Range Scores (link to document listing all range scores associated with the CDT)
- Growth & Focus Reference (link to reference document providing the range scores and how they can be used to identify focus groups for instruction)
- SAS Assessment Builder (link to the SAS Assessment Builder for teachers to find additional resources)

Using Page Filters

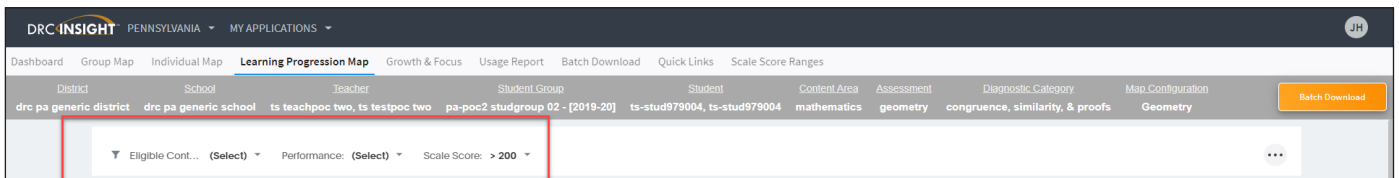
When you select a report, various filters allow you to narrow the scope of the information. Use the filtering options to select a particular administration, district, grade, and subject, for example.

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.

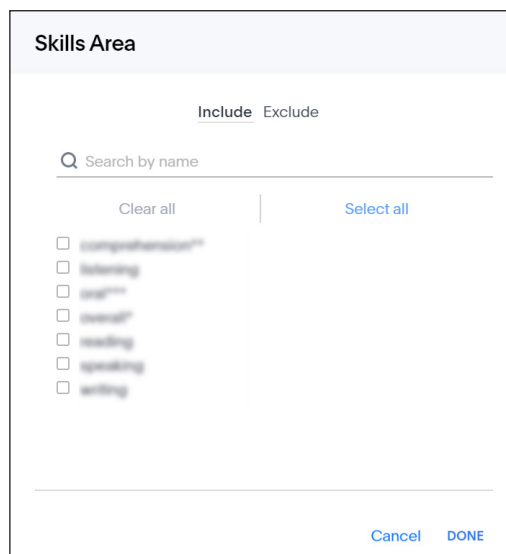
Click **GO** to display the report.



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.

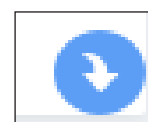
When you hover your cursor over a column head, three dots display. Click those dots to display a menu of filtering and sorting options (as shown below for the Student ID column). The menu options for sorting column data depend on the data in the column.

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.

Grid Format

Test Type	Session	Grade	Student Name	Student ID	Overall SS	Overall Color	Basic Biological Principles/ Chemical Basis for Life SS	Basic Biological Principles/ Chemical Basis for Life Color
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	977	red	891	red
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	1126	green	1140	green
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	1191	blue	1134	green
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	1041	green	1142	green
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	939	red	913	red
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	1002	red	1040	green
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	1105	green	1246	blue
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	1038	green	1033	green
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	1103	green	1064	green
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	1161	green	1277	blue
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	996	red	977	red
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	958	red	1020	green
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	1049	green	1108	green
FULL	Bio Jan 202 Per 2	09	[REDACTED]	[REDACTED]	1034	green	947	red

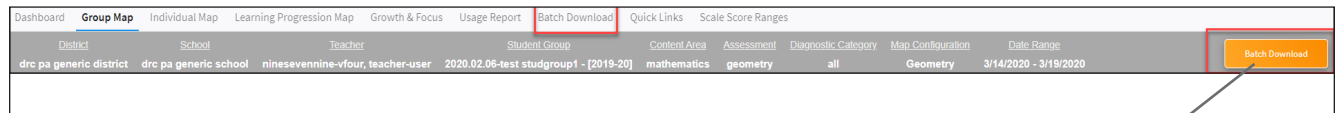
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Batch Download

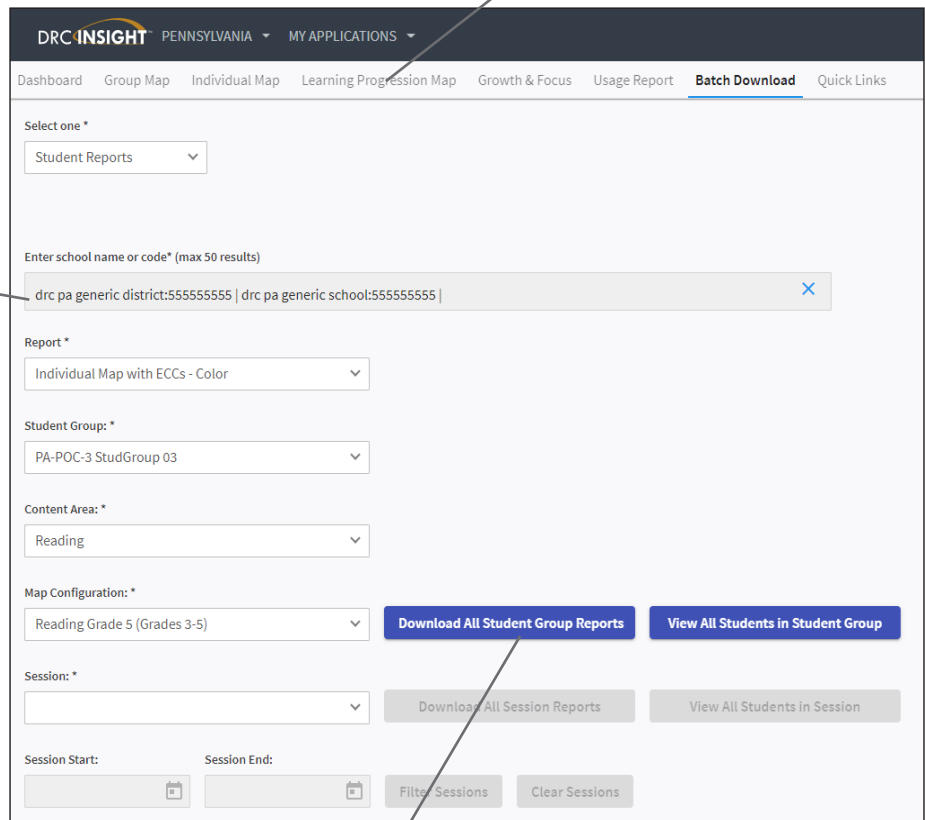
You can download data and graphical reports in PDF format and save the reports to your computer. To create a report step-by-step then download it, use the Batch Download tab, shown below. Using the Batch Download tab, you start with a blank page, then select a report, student group, content area, and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



1. When viewing a report, click the **Batch Download** button in the upper-right corner of the screen. The report information is transferred to the Batch Download screen.

Report data is pre-populated.



2. Click **Download All Student Group Reports** to download a report for all students in the group. The report displays on a new browser tab.

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**).

The screenshot shows the interactive reporting interface. At the top, there are two filter sections: 'Map Configuration: *' with a dropdown set to 'Reading Grade 5 (Grades 3-5)' and 'Session: *' with a dropdown set to 'PA POC-Tch-3 Lit-ReadGr3-5_ALL (pt-1)'. Below these are date pickers for 'Session Start' and 'Session End', along with 'Filter Sessions' and 'Clear Sessions' buttons. A 'Download All Student Group Reports' button is positioned between the map and session filters, and a 'View All Students in Student Group' button is to its right. Below the filters is a table titled 'Students' with columns: Select, Last Name ↑, First Name, State Student ID, Date of Birth, Grade, and Action. The table contains one row with a checked 'Select' box, 'TS-Stud979097' for both last and first names, '3918395510' for State Student ID, '10/31/2012' for Date of Birth, and '03' for Grade. The 'Action' column has a 'Download Report' button. At the bottom of the table area are 'Items per page: 10', '1 - 1 of 1', and navigation arrows. A 'Download All Selected' button is at the bottom left.

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.

This is a close-up screenshot of the 'Students' table from the previous image. It shows the table header and the single data row. The 'Action' column contains a 'Download Report' button. Below the table, the pagination information 'Items per page: 10' and '1 - 1 of 1' is visible, along with navigation arrows. A 'Download All Selected' button is located at the bottom left of the table area.

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.



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