



IOWA Assessment™ School Reporting Update

Seton Testing Services is pleased to introduce an enhanced and more flexible way for schools to receive and access their IOWA assessment results. These improvements provide faster delivery, expanded reporting access, and greater convenience for your school. *Printed score reports will no longer be automatically mailed after results have been processed; however, schools may request printed copies through Seton for an additional fee.*

1. Seton Testing Services will email your official PDF score reports directly to you.

This allows immediate access and secure digital delivery as soon as reports are finalized. You will be able to print individual student scores and group reports from this file. Seton will also still be uploading all individual reports into your account, so you will have a permanent record of all your students' scores.

2. You will receive a second email from Riverside DataManager.

(Sent from info-datamanger@riversideinsights.com) containing your school's unique Reporting Key and login instructions. This provides access to additional online reporting tools so your school can generate reports at your convenience and on your own schedule.

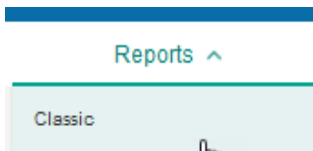
A screenshot of the DataManager web application's login page. At the top left, the text "DATA MANAGER" is displayed in a large, black, sans-serif font, followed by a small bar chart icon with three vertical bars in blue, orange, and red. Below this, there are two tabs: "Access DataManager" (which is active and highlighted with a blue border) and "Proctor a Test Session". Under the "Access DataManager" tab, there are two input fields: "EMAIL ADDRESS" with a placeholder "Email address" and "PASSWORD" with a placeholder "Password". Below these fields is a prominent blue button labeled "Sign In". Underneath the button is a link that says "Forgot your password?". At the bottom of the form area, there is a link that reads "Create a new user with a DataManager Reporting Key", with a mouse cursor hovering over the word "a".

3. You will sign in on DataManager www.riversidedatamanager.com/BalancedManagement/user/signin under "Create a New User with a DataManager Reporting Key".

4. You will need to “Add DataManager Reporting User”. Please fill out the information on the following page including the Reporting Key found in the email from info-datamanager@riversideinsights.com. Then select “Add User”.

The screenshot shows a form titled "Add DataManager Reporting User". It contains six input fields arranged in two columns. The left column has fields for "FIRST NAME" (with placeholder "First Name"), "LAST NAME" (with placeholder "Last Name"), and "PASSWORD" (with placeholder "Password"). The right column has fields for "MIDDLE NAME" (with placeholder "Middle Name (optional)"), "EMAIL ADDRESS" (with placeholder "Email Address"), and "REPORTING KEY" (with placeholder "Reporting Key"). At the bottom left is a "Close" button, and at the bottom right is a blue "Add User" button.

5. Click the DataManager Reports at the top of the page, which will look something like the picture below:



6. The next step will be creating your reports. You will need to select your “test admin date” which is the month in which your school tested. Then select the report type. The 5 reports that Seton has run for you are the List of Student Scores, Group Summary, Group Performance Profile, Student Profile Narrative, Individual Performance Profile.

The screenshot shows the "REPORTS CENTER" interface. At the top, there is a navigation bar with "Reports" circled in red and a mouse cursor pointing to it. Below the navigation bar are tabs for "Create a Report", "Saved Criteria", and "Report Library". The "Create a Report" tab is active, showing "Report Criteria for Riverside" with a "Change" link. The form contains several fields: "ASSESSMENT" (Iowa Assessments), "TEST ADMIN DATE" (08/25/2020 - ESC EG Fall 2020), "REPORT TYPE" (Group Profile), "GRADE/LEVEL" (Grade 3 / Level 8), "LEVEL OF ANALYSIS" (Test and Composite Analysis), "DISPLAY OPTIONS" (Bar Graph), "SCORE(S)" (National Percentile Rank/National Stanine), "CONTENT SCOPE" (14 selected), and "DISTRICT" (All). There are also checkboxes for "Include Students Coded in Office Use", "Include Math Computation in Math Total", and "Include Extended ELA Total in Core and Complete Composite Calculation". At the bottom, there are buttons for "Reset Criteria", "Save Criteria", "Run Report in Background", and "Run Report".

7. The remaining types of reports are listed on the following page, along with a brief description of what information the reports provide. For any further information how to run the reports, please click the hyperlink in the heading for the report. Each hyperlink leads to the help page on DataManager containing further information.

Student Roster

The student roster provides scores by test and composite or skill domain for each student in the selected group. This report can be helpful for creating aggregated reports. By exporting the file as an excel file, the reports can be combined into aggregated reports for scholarship students.

Multimeasure Student Roster

The multimeasure student roster provides scores by test and composite or skill domain with up to ten columns of data. This report also includes performance bands which isolates students' test scores with color coding by level of proficiency. There will be a footnote at the bottom of the report containing the legend for the colors and their corresponding proficiency levels.

Group Roster

The group roster provides scores by test and composite or skill domain for each group selected. The available groups are: class, building, district, system, region, and state.

Subgroup Roster

The subgroup roster provides scores by test and composite or skill domain for each subgroup selected. The available subgroups are: gender, race/ethnicity, programs, and administrative codes.

Group Profile

The group profile provides the average score for a selected group by test, skill domain, content, cognitive level, proficiency level, and/or any population parameters you specify, with some reports offering the option to view longitudinal information where relevant data exists.

Class Item Response Record (Scoring Service Print Style)

The class item response record provides each student's response percentage for each skill set tested.

8. For any questions on how to run additional reports, please contact Seton Testing at 540-636-1250.