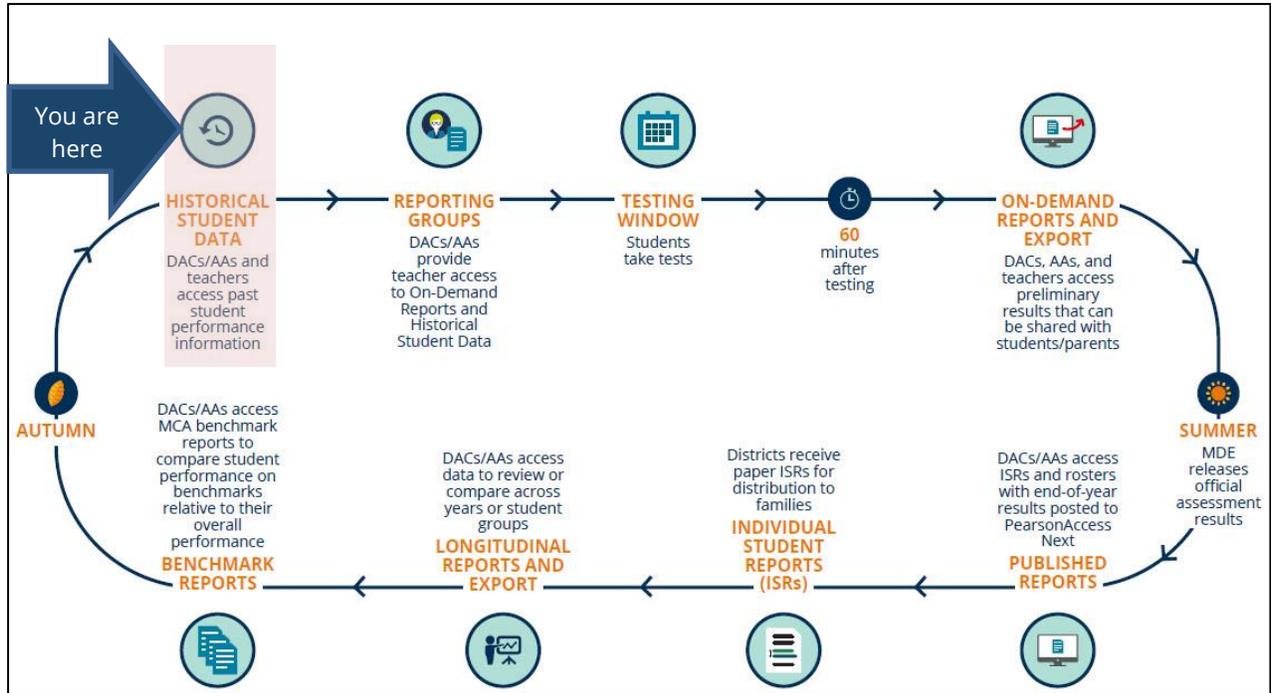


Historical Student Data User Guide

This guide provides instructions on viewing historical student data in PearsonAccess Next.

Note for 2019-20: Due to COVID-19, a limited number of completed tests with valid scores for individual students are available in Historical Student Data for 2020.

Note: The individual student information available in the secure PearsonAccess Next system is private student data. Ensure student data privacy is maintained when accessing, printing, or sharing information from the system.



Overview

Access to Historical Student Data provides users two ways to view previous assessment history for an individual student based on the student's status:

- 1) Currently enrolled in the user's district.
- 2) Previously tested in the user's district.

Both paths include the following data:

- Test administration and year
- Where the student tested
- Grade
- Subject
- Scale score
- Achievement level

Additional test and performance details are available once an individual assessment record is selected.



Overview (continued)

Where and when Historical Student Data for an individual student is accessed in PearsonAccess Next depends on whether the student is currently enrolled in your district or has previously tested in your district. Data is available in both locations for students who are currently enrolled *and* previously tested in your district.

	Student Currently Enrolled in Your District	Student Previously Tested in Your District
Location in PearsonAccess Next	<i>Setup > Students</i>	<i>Reports > Historical Student Data</i>
When Data is Available in PearsonAccess Next	October – June	All year* *Results from the most recent test administration are available in late summer.
Steps to Navigate to Other Location in PearsonAccess Next	To jump to <i>Reports > Historical Student Data</i> (to view data for students who have previously tested in your district): from the Students page, select the Select Tasks dropdown menu and then select Go To Historical Student Data .	To jump to <i>Setup > Students</i> (to view data for students who are currently enrolled in your district): from the Historical Student Data page, select the Select Tasks dropdown menu and then select Go To Students .

Historical Student Data is currently available for the following test administrations:

- MCA 2011–present*
- MTAS 2011–present*
- MCA Modified 2011–2014
- OLPA 2014–2017

*Results from the most recent test administration will be available in late summer.

Access by User Role

Users with the District Assessment Administrator (DAC) or Assessment Administrator (AA) role in PearsonAccess Next have access to historical student data. If teachers (i.e., users with the Test Monitor/Data Entry or MTAS Score Entry user role) need access to historical student data, the DAC or AA must first assign reporting groups to these users in order for them to access historical student data; see table below.

Instructions for creating reporting groups in PearsonAccess Next are available in the [Reporting Groups User Guide](#) (PearsonAccess Next > Reporting Resources > Additional Reporting Resources).

Report Access by User Role

User Role	Historical Student Data is available
District Assessment Coordinator (DAC)	Yes
Assessment Administrator (AA)	Yes
Test Monitor/Data Entry	Yes, if assigned to a Reporting Group
MTAS Score Entry	Yes, if assigned to a Reporting Group

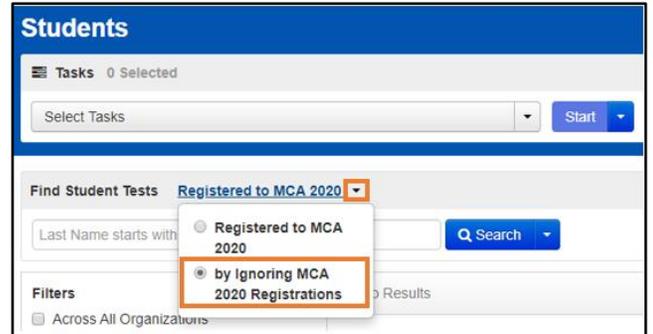
View Historical Student Data – Currently Enrolled Students

Follow these steps to view historical student data for students currently enrolled in your district.

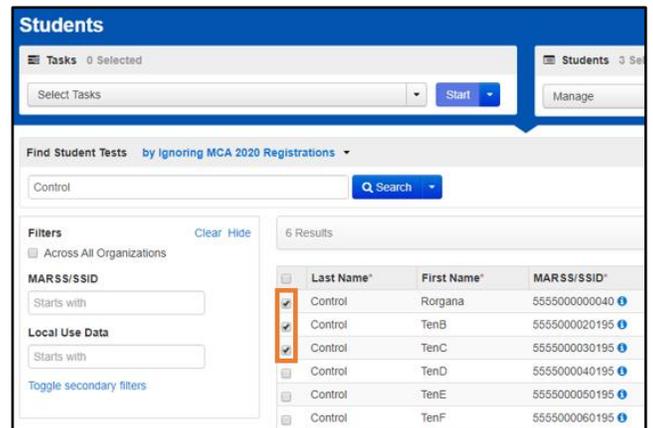
1. From the Home page, under **Setup**, select **Students**.



2. To the right of **Find Student Tests**, select “by Ignoring MCA 2020 Registrations” and then select **Search**. This ensures all enrolled students are included in the search.

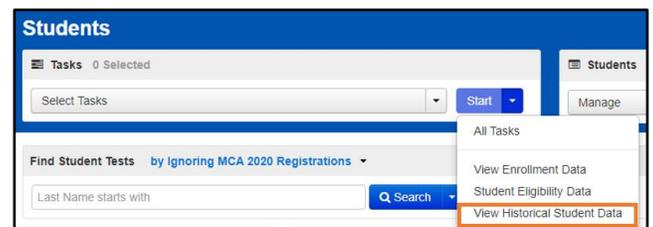


3. Search for a student by MARSS/SSID or use the filters to search by First Name, Last Name or Date of Birth, and then select **Search**. Students are listed by last name, first name, and then MARSS/SSID.



4. Select the box(es) to the left of the individual student(s). Note: Selecting the box next to **Last Name** selects all students in the list.

5. Select the dropdown menu to the right of the **Start** button and select **View Historical Student Data**.



6. The student(s) selected are displayed on the panel on the left. If you selected multiple students, confirm that the students for whom you want to view historical student data are selected (highlighted in blue).



Note: All user roles have access to some information for students within their organization on the Students page. If a teacher selects a student(s) who is not in their assigned reporting group(s), they will receive an error message when attempting to view Historical Student Data. For more information on creating reporting groups refer the [Reporting Groups User Guide](#) (PearsonAccess Next > Reporting Resources > Additional Reporting Resources).

- To see additional test and performance details for a specific assessment, under the Administration column, select the arrow to the left of the administration (e.g., MCA 2020).
Tests are ordered by most recent administration then by test date in descending order.

Tip: To quickly jump to historical student data for students who have previously tested in your district, select the **Select Tasks** dropdown menu and then select **Go To Historical Student Data**. This will navigate you to Historical Student Data located under *Reports > Historical Student Data*.

ASSESSMENTS

⚠ This task is only allowed for students in your group(s)

Administration	Organization Name	Subject	Grade	Score	Achievement Level
MCA 2020	CFL ELEMENTARY 101 (5555-09-101)	Reading	03	399	Exceeds Standards
Test Details District: CFL CONTROL DISTRICT 5555 (5555-09-000) Learning Locator: R316		Performance Details Percentile Rank: 99 Strand Scale Score: 9 / 9 Above Expectations Informational Text: 8 / 9 Above Expectations			
MCA 2019	CFL ELEMENTARY 101 (5555-09-101)	Math	03	NC	Not Completed
MCA 2018	CFL ELEMENTARY 101 (5555-09-101)	Reading	03	397	Exceeds Standards
MCA 2018	CFL ELEMENTARY 101 (5555-09-101)	Math	03	341	Partially Meets Standards

Students

Tasks: 0 Selected

Select Tasks Start

- View Enrollment Data
- Student Eligibility Data
 - Student Eligibility Data
 - View Student Tests
 - View Historical Student Data

Go To Historical Student Data

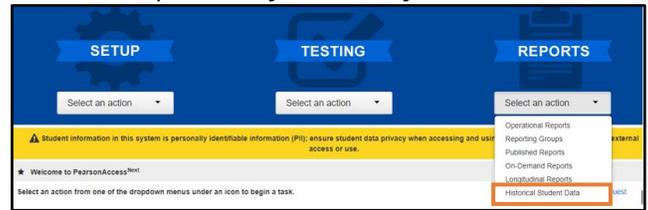
MCA 2018 Registrations Search

No Results

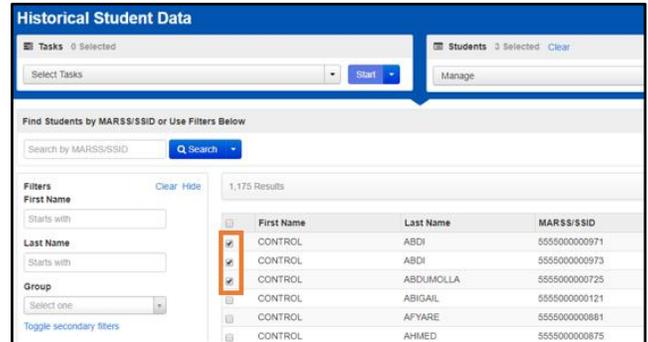
View Historical Student Data – Previously Tested Students

Follow these steps to view historical student data for all students who have previously tested in your district.

- From the Home page, under **Reports**, select **Historical Student Data**.



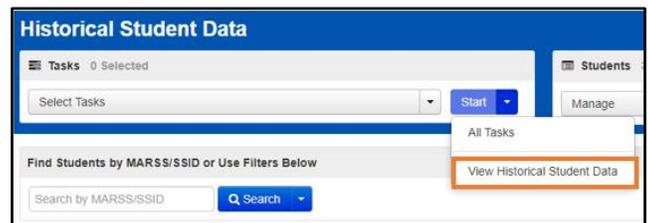
- Search for a student by MARSS/SSID or use the filters to search by First Name, Last Name or Date of Birth, and then select **Search**.
 - Students listed are ordered by last name, first name then MARSS/SSID.
 - If a student is not appearing for a user, verify with the DAC or AA that both the student and user have been added to the same reporting group.



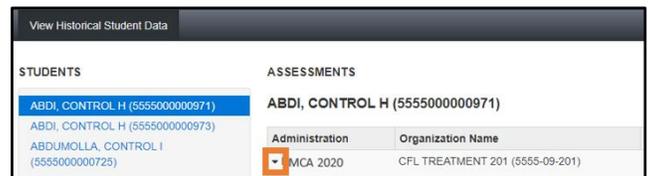
- Select the box(es) to the left of the individual student(s).

Note: Selecting the box next to **First Name** selects all students in the list.

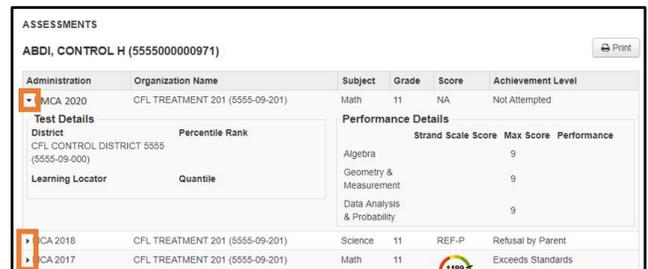
- Select the dropdown menu to the right of the **Start** button and select **View Historical Student Data**.



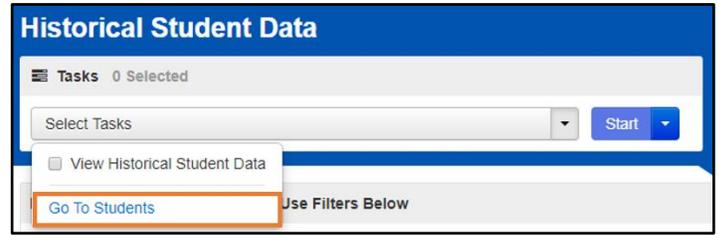
- The student(s) selected are displayed on the panel on the left. If you selected multiple students, confirm that the students for whom you want to view historical student data are selected (highlighted in blue).



- To see additional test details and performance details about a specific assessment, under the Administration column, select the arrow to the left of the administration (e.g., MCA 2020). Tests are ordered by most recent administration then by test date in descending order.



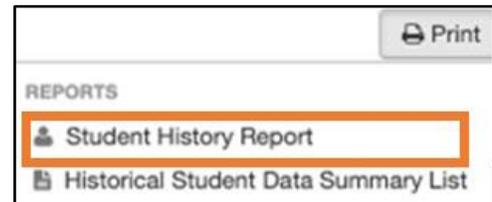
Tip: To quickly jump to historical student data for students who are currently enrolled in your district, select the **Select Tasks** dropdown menu and then select **Go To Students**. This will navigate you to *Setup > Students*.



Download and Print Historical Student Data

There are two options to download and print historical student data.

- A **Student History Report** contains all available assessments for a single student, including overall test and performance details.
- **New for 2019-20:** A **Historical Student Data Summary List** includes all assessments for all students displayed on the page.

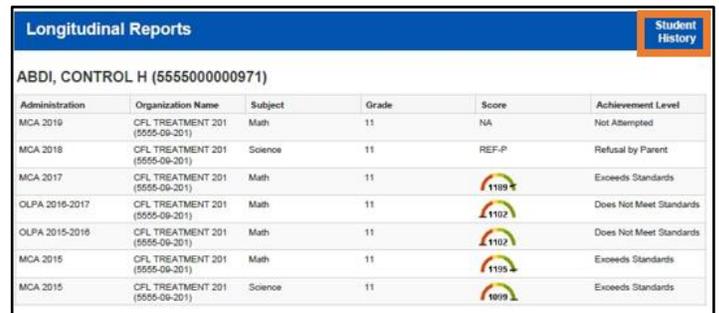


1. To download a **Student History Report** as a PDF, select the student displayed in the panel on the left, then select **Print** and **Student History Report**.

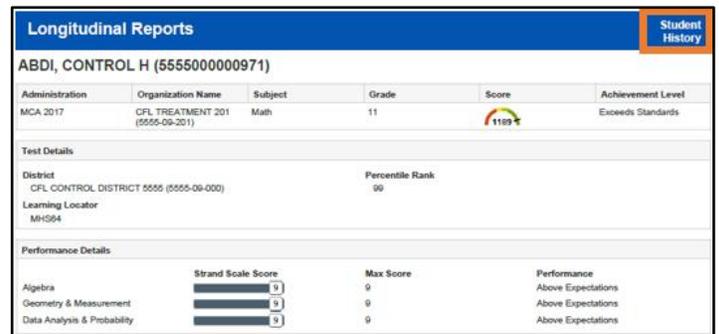
Note: The PDF report will download to your computer. Print or save the PDF using your browser's print function.



- The multi-page **Student History Report** PDF includes an overview of each available test result on the first page.



- Additional pages include the test and performance details for each test in chronological order starting with the most recent test.



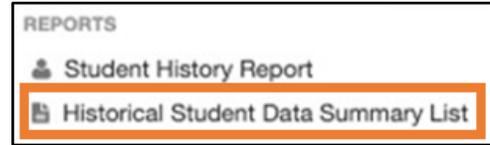
- To download a **Historical Student Data Summary List** report for all students displayed in the panel on the left, select **Print** and **Historical Student Data Summary List**.

Note: The PDF report will download to your computer. Print or save the PDF using your browser's print function.

- The multi-page **Historical Student Data Summary List** PDF has a page for each student with an overview of all available test results.

Note: You will receive an error message when printing this report if more than 50 students are selected and displayed in the panel on the left. Return to the previous page and reduce the number of students selected, either manually or using the filters.

- Select **Exit Tasks** at the top right to return to the **Historical Student Data** screen.



View Historical Student Data

STUDENTS	ASSESSMENTS																																				
<ul style="list-style-type: none"> ABDI, CONTROL H (5555000000971) ABDI, CONTROL H (5555000000973) ABDUMOLLA, CONTROL I (5555000000725) 	<p>ABDI, CONTROL H (5555000000971)</p> <table border="1"> <thead> <tr> <th>Administration</th> <th>Organization Name</th> <th>Subject</th> <th>Grade</th> <th>Score</th> <th>Achievement Level</th> </tr> </thead> <tbody> <tr> <td>MCA 2020</td> <td>CFL TREATMENT 201 (5555-09-201)</td> <td>Math</td> <td>11</td> <td>NA</td> <td>Not Attempted</td> </tr> <tr> <td>MCA 2018</td> <td>CFL TREATMENT 201 (5555-09-201)</td> <td>Science</td> <td>11</td> <td>REF-P</td> <td>Refusal by Parent</td> </tr> <tr> <td>MCA 2017</td> <td>CFL TREATMENT 201 (5555-09-201)</td> <td>Math</td> <td>11</td> <td>1189</td> <td>Exceeds Standards</td> </tr> <tr> <td>OLPA 2016-2017</td> <td>CFL TREATMENT 201 (5555-09-201)</td> <td>Math</td> <td>11</td> <td>1182</td> <td>Does Not Meet Standards</td> </tr> <tr> <td>OLPA 2015-2016</td> <td>CFL TREATMENT 201 (5555-09-201)</td> <td>Math</td> <td>11</td> <td>1182</td> <td>Does Not Meet Standards</td> </tr> </tbody> </table>	Administration	Organization Name	Subject	Grade	Score	Achievement Level	MCA 2020	CFL TREATMENT 201 (5555-09-201)	Math	11	NA	Not Attempted	MCA 2018	CFL TREATMENT 201 (5555-09-201)	Science	11	REF-P	Refusal by Parent	MCA 2017	CFL TREATMENT 201 (5555-09-201)	Math	11	1189	Exceeds Standards	OLPA 2016-2017	CFL TREATMENT 201 (5555-09-201)	Math	11	1182	Does Not Meet Standards	OLPA 2015-2016	CFL TREATMENT 201 (5555-09-201)	Math	11	1182	Does Not Meet Standards
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Longitudinal Reports

ABDI, CONTROL H (5555000000971)

Administration	Organization Name	Subject	Grade	Score	Achievement Level
MCA 2019	CFL TREATMENT 201 (5555-09-201)	Math	11	NA	Not Attempted
MCA 2018	CFL TREATMENT 201 (5555-09-201)	Science	11	REF-P	Refusal by Parent
MCA 2017	CFL TREATMENT 201 (5555-09-201)	Math	11	1189	Exceeds Standards
OLPA 2016-2017	CFL TREATMENT 201 (5555-09-201)	Math	11	1182	Does Not Meet Standards
OLPA 2015-2016	CFL TREATMENT 201 (5555-09-201)	Math	11	1182	Does Not Meet Standards
MCA 2015	CFL TREATMENT 201 (5555-09-201)	Math	11	1195	Exceeds Standards
MCA 2015	CFL TREATMENT 201 (5555-09-201)	Science	11	1019	Exceeds Standards

