Pearson

On-Demand Reports Quick Guide for MCA

On-Demand Reports allow users to access preliminary online test results and are available within 60 minutes of test submission. This quick guide provides instructions on viewing, printing, downloading, and exporting results in PearsonAccess Next.
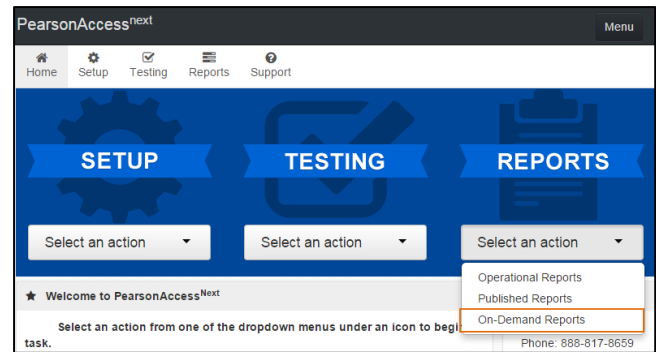
Verify Test Administration

Once you are signed into PearsonAccess Next, verify that the MCA 2017 test administration is selected. To change the test administration, select the current test administration to display a dropdown menu and then select **MCA 2017**.
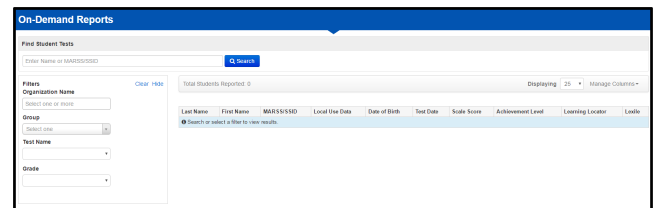

View Test Results

1. From the Home page, under **Reports**, select **On-Demand Reports**.
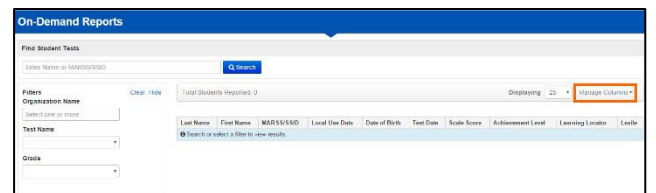

2. Find and select the student whose test results you want to view. Search for test results by student name or MARSS/SSID.
   You may also use filters to search by organization, group, test name, or grade.
   - **Organization Name:** Select one or more school entities to display
   - **Group:** Displays reporting group
   - **Test Name:** Displays results by grade and subject area
   - **Grade:** Displays all results by grade

3. Use the Manage Columns menu to add or remove fields from the display.

4. Select the **Information** icon next to the student's MARSS/SSID to view or print an individual student's test results.

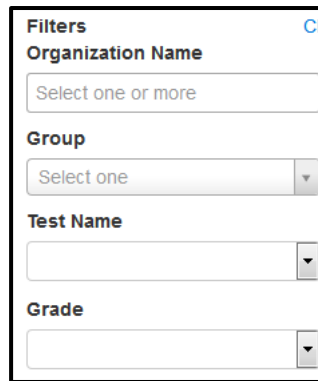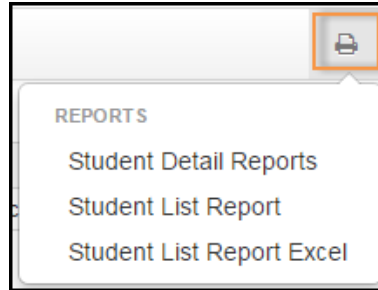**Print or Download Preliminary Test Results**

Select the printer icon to print or download report results.

There are three available On-Demand Report options:

1. Student Detail Reports (PDF)

    - Downloads a PDF containing multiple individual one-page preliminary Student Detail Reports in one file.

    - Student Detail Reports include strand/substrand scale scores and strand performance levels.

    - Download limited to 100 individual reports in the combined file.

The columns in options two and three can be added or removed through the 'Manage Columns' menu. Use the filter functions to add or remove students displayed before selecting the printer icon.

2. Student List Report (PDF)

    - Downloads a list view report in PDF format.

    - Student List Report (PDF) includes strand/substrand scale scores only.

    - Display and download limited to 350 student tests listed in the Student List Report (PDF).

3. Student List Report Excel

    - Downloads a list view report in Excel format.

    - Student List Report Excel includes strand/substrand scale scores only.

    - Display and download limited to 350 student tests listed in the Student List Report (Excel).

On-Demand Export
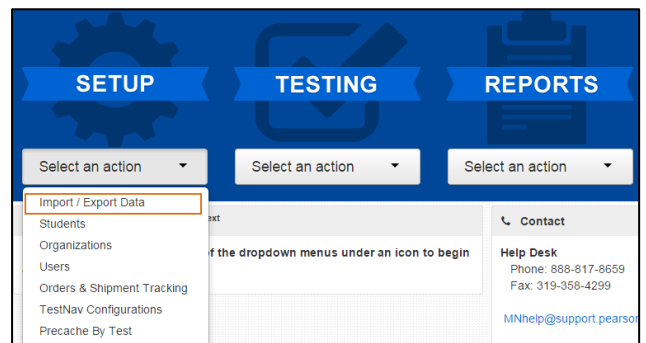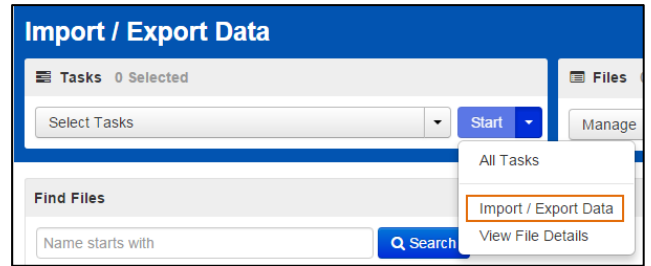
The On-Demand Export includes all student results in a CSV format. The On-Demand Export includes strand/substrand scale score and performance level details.

Only users with District Assessment Coordinator or Assessment Administrator roles have the permission to retrieve On-Demand Export files from PearsonAccess Next.
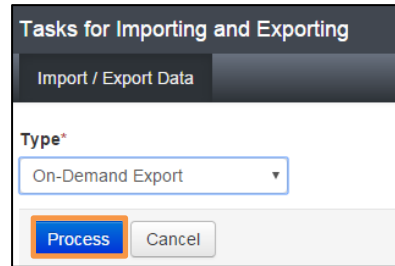
1. From the Home page, under **Setup**, select **Import / Export Data**.

2

2. Select the dropdown menu next to the **Start** button and select **Import / Export Data**.
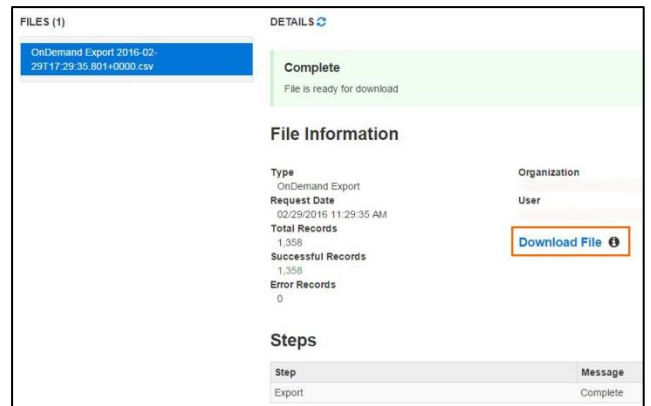
3. From the **Type** menu, select **On-Demand Export**.
4. Select **Process** to begin the download process.

5. When file is ready, select **Download File**.

The export file includes: Administration, District/School, Test Name, Test Date, Subject, Grade, MARSS/SSID Number, Local Use ID, Last Name, First Name, Date of Birth, Scale Score, Achievement Level, Learning Locator, Strand Scale Score and Strand Performance Level information.

In the export for each strand/substrand, a strand performance level is reported in addition to the strand/substrand scale score of 1 to 9.

The strand performance level are reported as below expectations (B); at or near expectations (N); and above expectations (A).

Sample On-Demand Export

A	B	C	D	E	F	G	H	I	J	K
ADMINISTRATION	DIST_CODE	DISTRICT	SCH_CODE	SCHOOL	TEST_NAME	TEST_DATE	SUBJECT	GRADE	MARSS_SSID_NUMBER	LOCAL_USE_ID
mnmca17	0005-11-000	SAMPLE DISTRICT	0005-11-005	SAMPLE SCHOOL	High School Science MCA	20170127	Science	10	4044310170247	
mnmca17	0005-11-000	SAMPLE DISTRICT	0005-11-001	SAMPLE SCHOOL	Grade 05 Science MCA Data Entry	20161219	Science	5	4044305170336	
mnmca17	0005-11-000	SAMPLE DISTRICT	0005-11-003	SAMPLE SCHOOL	Grade 06 Reading MCA	20161227	Reading	6	4044306170235	
mnmca17	0005-11-000	SAMPLE DISTRICT	0005-11-003	SAMPLE SCHOOL	Grade 07 Reading MCA	20170104	Reading	7	4044307170134	
mnmca17	0005-11-000	SAMPLE DISTRICT	0005-11-001	SAMPLE DISTRICT	Grade 03 Mathematics MCA	20170109	Math	3	4044303170007	
mnmca17	0005-11-000	SAMPLE DISTRICT	0005-11-001	SAMPLE DISTRICT	Grade 05 Mathematics MCA	20170104	Math	5	4044305170146	

L	M	N	O	P	Q	R	S	T	U	V	W
LAST_NAME	FIRST_NAME	DATE_OF_BIRTH	SCALE_SCORE	ACHIEVEMENT_LEVEL	LEARNING_LOCATOR	RS1	RS1_PL	RS2	RS2_PL	RS3	RS3_PL
PVLASTHNJA	PVFIRSTHAJN	20000805	1072	Exceeds	SHS16	7	Above Expectations	6	Above Expectations	7	Above Expectations
PVLASTCYMA	PVFIRSTCAMY	20050128	545	Partially Meets	S5087	5	At or Near Expectations	4	Below Expectations	4	At or Near Expectations
PVLASTDBJA	PVFIRSTDAJB	20040817	699	Exceeds	R616	9	Above Expectations	9	Above Expectations		
PVLASTEEFA	PVFIRSTEAFE	20030306	703	Does Not Meet	R701	1	Below Expectations	1	Below Expectations		
PVLASTAHAA	PVFIRSTAAAH	20070821	INV-S								
PVLASTCQFA	PVFIRSTCAFQ	20050322	577	Exceeds	M5258	8	Above Expectations	8	Above Expectations	9	Above Expectations

X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI
RS4	RS4_PL	SC5	SC5_PL	SC6	SC6_PL	SC7	SC7_PL	SC8	SC8_PL	SC9	SC9_PL
7	Above Expectations	9	Above Expectations	9	Above Expectations	8	Above Expectations	8	Above Expectations	6	At or Near Expectations
5	At or Near Expectations										
8	Above Expectations										

On-Demand Export File Layout

CSV Column	Field Name	CSV Header	Defaulting & Formatting rules	Comments / Sample Data
A	Admin	ADMINISTRATION		Example: mnmca17
B	District Code	DIST_CODE		If District code is null, will display MN Example: 1234-12-000
C	District Name	DISTRICT		If District name is null, will display MINNESOTA DEPT OF EDUCATION Example: District Area Schools
D	School Code	SCH_CODE		If School code is null, will display non-public school code Example: 1234-12-001
E	School Name	SCHOOL		If School name is null, will display non-public school name Example: Wilson Elementary
F	Test Name	TEST_NAME		Example: Grade 03 Mathematics MCA
G	Test Date	TEST_DATE	Format as: YYYYMMDD	Example: 20170306
H	Subject	SUBJECT		Example: Reading
I	Grade	GRADE	Include leading zero on single digit grades	Example: 03
J	MARSS ID	MARSS_SSID_NUMBER		Example: 1234567890123
K	Local Use ID	LOCAL_USE_ID		Example: 12345, abcde, <blank>
L	Last Name	LAST_NAME		Example: Smith
M	First Name	FIRST_NAME		Example: John
N	Date of Birth	DATE_OF_BIRTH	Format as: YYYYMMDD	Example: 20060101
O	Scale Score	SCALE_SCORE		Will display Condition Code in place of score based on attemptedness rules. Example: 0, 350, INV-S, NA, NC
P	Achievement Level	ACHIEVEMENT_LEVEL		Will be left blank when invalidated or not attempted. Example: Does Not Meet, Partially Meets, Meets, Exceeds, <blank>
Q	Learning Locator	LEARNING_LOCATOR		Will be left blank when invalidated or not attempted. Example: 12345, <blank>
R	Reporting Strand 1 Scale Score	RS1		Will be left blank when attemptedness determines this test does not have a Valid Score Example: 9, <blank>

CSV Column	Field Name	CSV Header	Defaulting & Formatting rules	Comments / Sample Data
S	Reporting Strand 1 Performance Level	RS1_PL		Will be left blank when attemptedness determines this test does not have a Valid Score Example: Below Expectations, At or Near Expectations, Above Expectations, <blank>
T	Reporting Strand 2 Scale Score	RS2		Will be left blank when attemptedness determines this test does not have a Valid Score Example: 9, <blank>
U	Reporting Strand 2 Performance Level	RS2_PL		Will be left blank when attemptedness determines this test does not have a Valid Score Example: Below Expectations, At or Near Expectations, Above Expectations, <blank>
V	Reporting Strand 3 Scale Score	RS3		Will be left blank when attemptedness determines this test does not have a Valid Score Example: 9, <blank>
W	Reporting Strand 3 Performance Level	RS3_PL		Will be left blank when attemptedness determines this test does not have a Valid Score Example: Below Expectations, At or Near Expectations, Above Expectations, <blank>
X	Reporting Strand 4 Scale Score	RS4		Will be left blank when attemptedness determines this test does not have a Valid Score Example: 9, <blank>
Y	Reporting Strand 4 Performance Level	RS4_PL		Will be left blank when attemptedness determines this test does not have a Valid Score Example: Below Expectations, At or Near Expectations, Above Expectations, <blank>
Z	Science Strand 5 Scale Score	SC5		Will be left blank when invalidated or not attempted. Only applies to HS Science Example:9, <blank>
AA	Science Reporting Strand 5 Performance Level	SC5_PL		Will be left blank when attemptedness determines this test does not have a Valid Score Only applies to High School Science Example: Below Expectations, At or Near Expectations, Above Expectations, <blank>
AB	Science Strand 6 Scale Score	SC6		Will be left blank when invalidated or not attempted. Only applies to HS Science Example:9, <blank>

CSV Column	Field Name	CSV Header	Defaulting & Formatting rules	Comments / Sample Data
AC	Science Reporting Strand 6 Performance Level	SC6_PL		Will be left blank when attemptedness determines this test does not have a Valid Score Only applies to High School Science Example: Below Expectations, At or Near Expectations, Above Expectations, <blank>
AD	Science Strand 7 Scale Score	SC7		Will be left blank when invalidated or not attempted. Only applies to HS Science Example:9, <blank>
AE	Science Reporting Strand 7 Performance Level	SC7_PL		Will be left blank when attemptedness determines this test does not have a Valid Score Only applies to High School Science Example: Below Expectations, At or Near Expectations, Above Expectations, <blank>
AF	Science Strand 8 Scale Score	SC8		Will be left blank when invalidated or not attempted. Only applies to HS Science Example:9, <blank>
AG	Science Reporting Strand 8 Performance Level	SC8_PL		Will be left blank when attemptedness determines this test does not have a Valid Score Only applies to High School Science Example: Below Expectations, At or Near Expectations, Above Expectations, <blank>
AH	Science Strand 9 Scale Score	SC9		Will be left blank when invalidated or not attempted. Only applies to HS Science Example:9, <blank>
AI	Science Reporting Strand 9 Performance Level	SC9_PL		Will be left blank when attemptedness determines this test does not have a Valid Score Only applies to High School Science Example: Below Expectations, At or Near Expectations, Above Expectations, <blank>

On-Demand Strands and Substrands

The tables below present the strand/substrand information included in On-Demand Reports for MCA.

Reading		
All Grades	RS1	RS2
	strand 1	**strand 2**
	Literature	Informational Text

Math				
Grades 3–5	RS1	RS2	RS3	RS4
	strand 1	**strand 2**	**strand 3**	**strand 4**
	Number and Operation	Algebra	Geometry and Measurement	Data Analysis
Grades 6–8	RS1	RS2	RS3	RS4
	strand 1	**strand 2**	**strand 3**	**strand 4**
	Number and Operation	Algebra	Geometry and Measurement	Data Analysis Probability
Grade 11	RS1	RS2	RS3	RS4
	strand 1	**strand 2**	**strand 3**	**strand 4**
	N/A	Algebra	Geometry and Measurement	Data Analysis Probability

Science								
Grades 5 & 8	RS1	RS2	RS3	RS4				
	strand 1	**strand 2**	**strand 3**	**strand 4**				
	Nature of Science and Engineering	Physical Science	Earth and Space Science	Life Science				
HS	RS1	RS2	RS3	RS4	SC5	SC6	SC7	SC8	SC9
	strand 1	substrand 1.1	substrand 1.2	substrand 1.3	**strand 4**	substrand 4.1	substrand 4.2	substrand 4.3	substrand 4.4
	Nature of Science and Engineering	Practice of Science	Practice of Engineering	Interactions among STEM and Society	Life Science	Structure and Functions in Living Systems	Interdependence among Living Systems	Evolution in Living Systems	Human Interaction with Living Systems