ARIZONA'S ACADEMIC STANDARDS ASSESSMENT

AASA Reporting Guide

ELA and Math

Grades 3–8

Pearson

ARIZONA DEPARTMENT OF EDUCATION

Arizona Department of Education

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Introduction

Arizona's Academic Standards Assessment (AASA)

Arizona's Academic Standards Assessment (AASA) is the statewide achievement test for Arizona students in Grades 3-8. AASA assesses the Arizona English Language Arts (ELA) Standards and Arizona Mathematics (Math) Standards adopted by the Arizona State Board of Education in December 2016. The grade-level ELA and math tests are administered each spring to all public school students enrolled in Grades 3-8.

AASA Scores

All score report data are based on the total number of students whose tests have been scored. Score report data in PearsonAccess^{next} is considered preliminary. PearsonAccess^{next} is not the system used for accountability purposes. All score report data in PearsonAccess^{next}, except for individual students' score reports, can be disaggregated into testing groups if these were set up by the school during the specified time frame.

For each content area of AASA, students will receive a scale score. Both ELA and math content areas have their own scale score ranges.

For each content area, student performance is reported as one of four performance levels:

Level 1–Minimally Proficient, **Level 2–Partially Proficient**, **Level 3–Proficient**, and **Level 4–Highly Proficient**. Students who score at **Level 1–Minimally Proficient** or **Level 2–Partially Proficient** are likely to need support to be ready for the next grade. Students who score at **Level 3–Proficient** or **Level 4–Highly Proficient** are likely to be ready for the next grade.

Within each content area, there are reporting categories that describe the knowledge and skills assessed. Student performance on reporting categories is reported as one of three levels of mastery: **Below Mastery**, **At/Near Mastery**, or **Above Mastery**. Students who score "Below Mastery" demonstrated performance in the reporting category that was below Proficient. Students who score "At/Near Mastery" demonstrated performance in the reporting category that was exactly at or immediately above/below Proficient. Students who score "Above Mastery" demonstrated performance in the reporting category that was Proficient or higher.

Reporting Categories by Content Area and Grade Level

Subject	Grade	Reporting Category	Sort Order
ELA	3	Reading for Information	1
		Reading for Literature	2
		Writing and Language	3
	4-8	Reading for Information	1
		Reading for Literature	2
		Writing and Language	3
Subject	**Grade**	**Reporting Category**	**Sort Order**
Math	3-5	Operations, Algebraic Thinking, and Numbers in Base Ten	1
		Numbers and Operations – Fractions	2
		Measurement, Data, and Geometry	3
	6-7	Ratio and Proportional Relationships	1
		The Number System	2
		Expressions and Equations	3
		Geometry, Statistics and Probability	4
	8	Expressions and Equations	1
		Functions	2
		Geometry	3
		Statistics and Probability and The Number System	4

The Grade 3 ELA score reports include a "Met the Move On When Reading Requirement?" indicator which displays whether the third-grade student has met the Move On When Reading (MOWR) requirement.

The Grade 8 student test scores from the AASA are linked to the American College Testing (ACT) scale to obtain an ACT predicted score range for each subject tested. The *AASA Confidential Student Score Reports* for Grade 8 English Language Arts (ELA) and Mathematics (Math) will include a "Predicted ACT Score" chart. This chart will include the student's "Score" and "Score Range." The student's score can vary. The score range included is the score the student would likely receive if they were to be tested again.

Students who score at or above the ACT score indicated on the *AASA Confidential Student Score Report* are more likely to be successful in college courses taken by first-year students. For information on the ACT college readiness benchmarks, please refer to the ACT Technical Manual at https://www.success.act.org.

AASA Reports

AASA online reports are accessed via PearsonAccess^{next} (**https://az.pearsonaccessnext.com**). Only authorized district and school personnel may access score reports in PearsonAccess^{next} since they contain confidential student information. Access to the score reports in PearsonAccess^{next} requires an appropriate user role. Assigning user roles in PearsonAccess^{next} must be done with care to ensure that student privacy is protected.

All District Test Coordinators are urged to download and securely store these electronic records.

The following reports and student data file will be accessible in PearsonAccess^{next} based on the user's role:

- District-level user roles
  - *AASA Student Data File* (in **.txt** format)
  - *AASA District Confidential Roster Report with Summary* (district-level, student roster by grade level and content area) (in **PDF** format)
  - *AASA Confidential Roster Report with Summary* (school-level, student roster by grade level and content area) (in **PDF** format)
  - AASA Performance Level Dashboards and Historical Student Data
- School-level user roles
  - *AASA Confidential Roster Report with Summary* (school-level, student roster by grade level and content area) (in **PDF** format)
  - *AASA Student Report* (individual student reports, by grade level and content area) (in **PDF** format)
  - *AASA Informe del Estudiante* (individual student reports, by grade level and content area, in Spanish) (in **PDF** format)
  - AASA Performance Level Dashboards and Historical Student Data

AASA paper reports are shipped to districts after the end of a testing administration. Two copies of each *AASA Confidential Student Score Report* will be provided. One copy must be provided to the student's family along with the *AASA Family Report Guide*. One copy is for the student's cumulative folder.

AASA Student Data File

The *AASA Student Data File* is available in PearsonAccess^{next} as a .txt file and includes a complete listing of student scores for the district, as well as a breakdown of the Reporting Categories assigned to each content area and grade level. The *AASA Student Data File* can be converted to an **Excel** or **CSV** file with standard columns. For support in understanding the information provided in the *AASA Student Data File* columns, the *AASA Student Data File Layout* will be available in PearsonAccess^{next}: **https://az.pearsonaccessnext.com**. This layout will list all of the columns included in the *AASA Student Data File* along with a description of the information contained in each column.

ELA Writing codes:

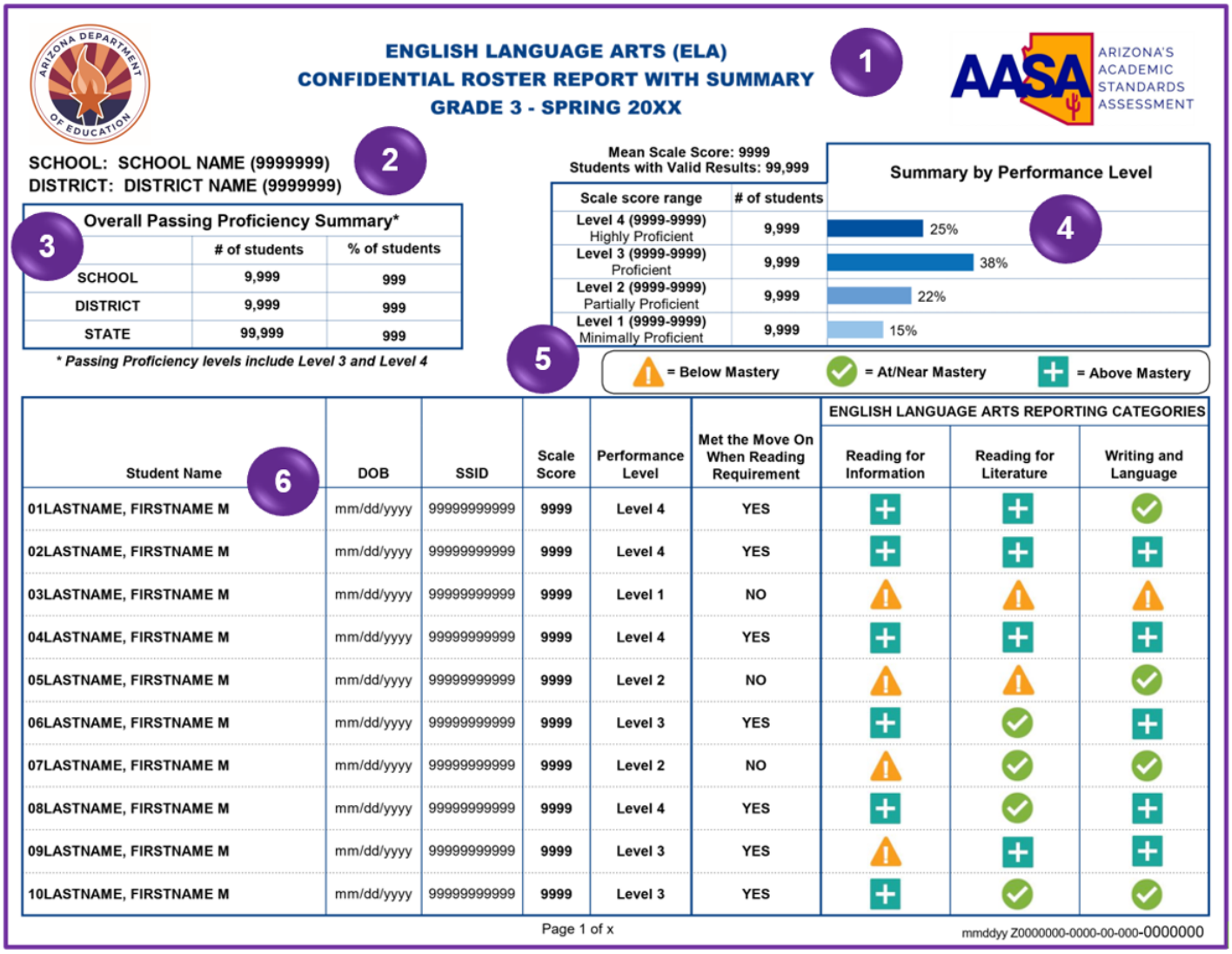
This table provides descriptions of ELA Writing Codes in the *AASA Student Data File*.

Code	Meaning
A	Blank - no response written
B	Not Enough Data - student response is less than 11 words
C	Prompt Copy Match - there is insufficient student writing due to significant, direct copying from the stimulus; student has not provided any original thought in response to the prompt
D	Duplicate Text - the majority of the writing provided is copied repeatedly (using the same words, phrases, or sentences) throughout the response with no attempt at completing the given task
E	Non-Scorable - the student writing is non-scorable; writing cannot be understood at all; writing is in a language other than English; writing is not related to the topic

AASA Confidential Roster Report with Summary

The *AASA Confidential Roster Report with Summary* displays for a specified grade and content area and is a student roster that includes each student's: name, date of birth (DOB), state-issued identification number (SSID), scale score, performance level, and mastery level for each reporting category. For ELA reports, writing essay performance, the student's rubric scores for the writing portion, are included. For Grade 3 ELA reports, an indicator for whether the student has met the Move On When Reading (MOWR) requirement is also included. Average scale scores for school, district, and state are shown for comparison.

AASA Confidential Roster Report with Summary–English Language Arts (ELA)



ENGLISH LANGUAGE ARTS (ELA)
CONFIDENTIAL ROSTER REPORT WITH SUMMARY
GRADE 3 - SPRING 20XX

1

ARIZONA'S ACADEMIC STANDARDS ASSESSMENT

SCHOOL: SCHOOL NAME (9999999)
DISTRICT: DISTRICT NAME (9999999)

2

Mean Scale Score: 9999
Students with Valid Results: 99,999

Scale score range	# of students
Level 4 (9999-9999) Highly Proficient	9,999
Level 3 (9999-9999) Proficient	9,999
Level 2 (9999-9999) Partially Proficient	9,999
Level 1 (9999-9999) Minimally Proficient	9,999

Summary by Performance Level

4

25%
38%
22%
15%

3

Overall Passing Proficiency Summary*

	# of students	% of students
SCHOOL	9,999	999
DISTRICT	9,999	999
STATE	99,999	999

* Passing Proficiency levels include Level 3 and Level 4

5

= Below Mastery = At/Near Mastery = Above Mastery

Student Name	DOB	SSID	Scale Score	Performance Level	Met the Move On When Reading Requirement	ENGLISH LANGUAGE ARTS REPORTING CATEGORIES: Reading for Information	Reading for Literature	Writing and Language
01LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 4	YES	+	+	✓
02LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 4	YES	+	+	+
03LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 1	NO	!	!	!
04LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 4	YES	+	+	+
05LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 2	NO	!	!	✓
06LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 3	YES	+	✓	+
07LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 2	NO	!	✓	✓
08LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 4	YES	+	✓	+
09LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 3	YES	!	+	+
10LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 3	YES	+	✓	✓

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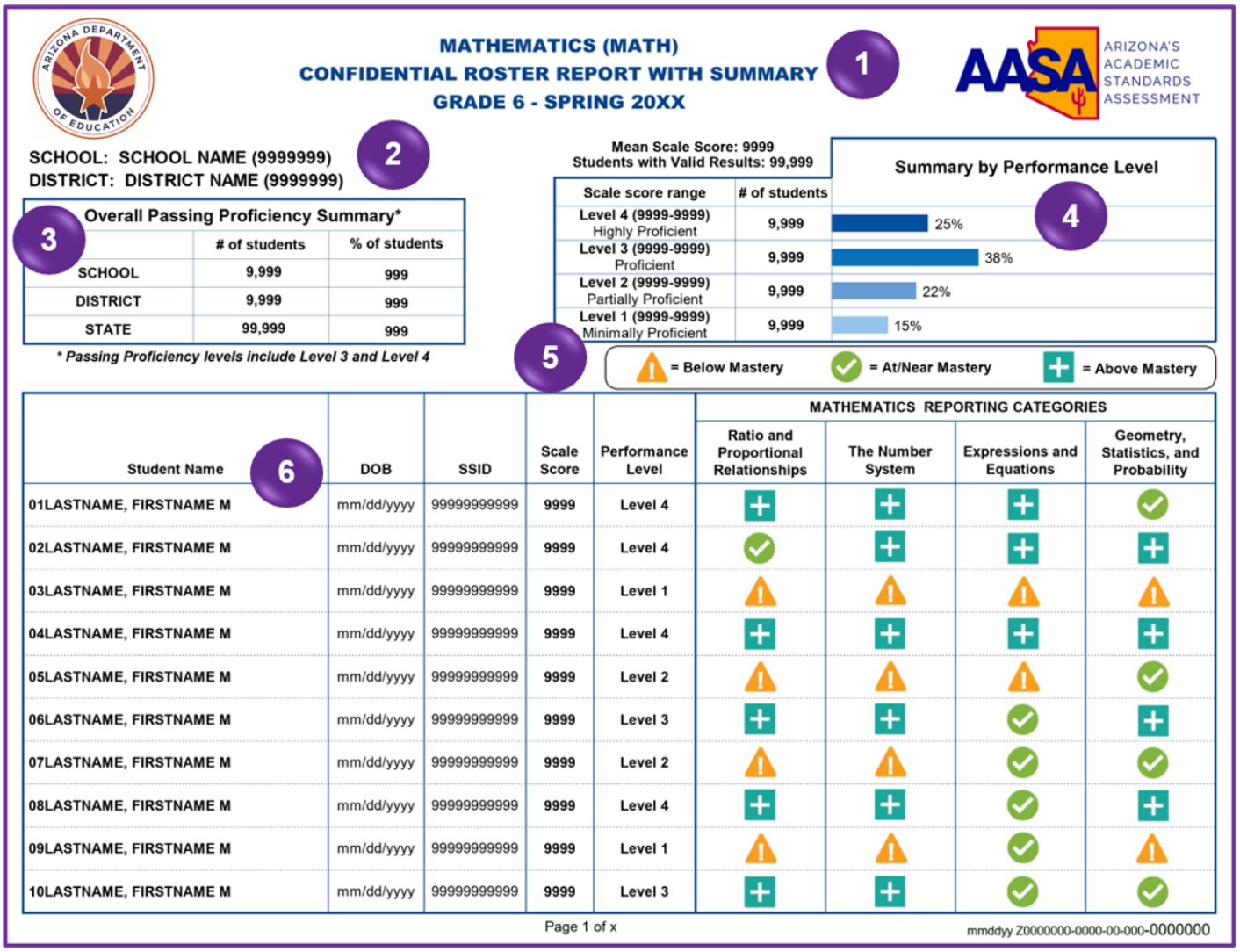
AASA Confidential Roster Report with Summary–Mathematics (Math)



MATHEMATICS (MATH)
CONFIDENTIAL ROSTER REPORT WITH SUMMARY
GRADE 6 - SPRING 20XX

1

ARIZONA'S ACADEMIC STANDARDS ASSESSMENT

SCHOOL: SCHOOL NAME (9999999)
DISTRICT: DISTRICT NAME (9999999)

2

Mean Scale Score: 9999
Students with Valid Results: 99,999

Scale score range	# of students
Level 4 (9999-9999) Highly Proficient	9,999
Level 3 (9999-9999) Proficient	9,999
Level 2 (9999-9999) Partially Proficient	9,999
Level 1 (9999-9999) Minimally Proficient	9,999

Summary by Performance Level

4

25%
38%
22%
15%

3

Overall Passing Proficiency Summary*

	# of students	% of students
SCHOOL	9,999	999
DISTRICT	9,999	999
STATE	99,999	999

* Passing Proficiency levels include Level 3 and Level 4

5

= Below Mastery = At/Near Mastery = Above Mastery

Student Name 6	DOB	SSID	Scale Score	Performance Level	MATHEMATICS REPORTING CATEGORIES: Ratio and Proportional Relationships	The Number System	Expressions and Equations	Geometry, Statistics, and Probability
01LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 4	+	+	+	✓
02LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 4	✓	+	+	+
03LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 1	!	!	!	!
04LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 4	+	+	+	+
05LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 2	!	!	!	✓
06LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 3	+	+	✓	+
07LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 2	!	!	✓	✓
08LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 4	+	+	✓	+
09LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 1	!	!	✓	!
10LASTNAME, FIRSTNAME M	mm/dd/yyyy	99999999999	9999	Level 3	+	+	✓	✓

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1 **Report Name–**The content area, name of the score report, and specified grade are displayed on the top of the report.

2 **School and District Information–**The school name and code (entity ID number), as well as the district name and code (entity ID number) are displayed.

3 **Overall Passing Proficiency Summary Table–**This table includes number (#) of students and percentage (%) of students at the school, district, and state level. Passing Proficiency levels include "Level 3" and "Level 4."

4 **Summary by Performance Level Table–**This table includes mean scale score and students with valid test results associated with this group of students. This table will also display the scale score ranges for the group, the number of students in each range, and the percentage for each performance level.

- **Performance Levels–**Student performance is reported as one of four performance levels. Students who score at "Level 1–Minimally Proficient" or "Level 2–Partially Proficient" are likely to need support to be ready for the next grade. Students who score at "Level 3–Proficient" or "Level 4–Highly Proficient" are likely to be ready for the next grade.

5 **Legend–Mastery Levels:**

- **Mastery Levels–**Student performance on reporting categories is reported as one of three levels of mastery. Students who score " = Below Mastery" demonstrated performance in the reporting category that was below Proficient. Students who score " = At/Near Mastery" demonstrated performance in the reporting category that was exactly at or immediately above/below Proficient. Students who score " = Above Mastery" demonstrated performance in the reporting category that was Proficient or higher.

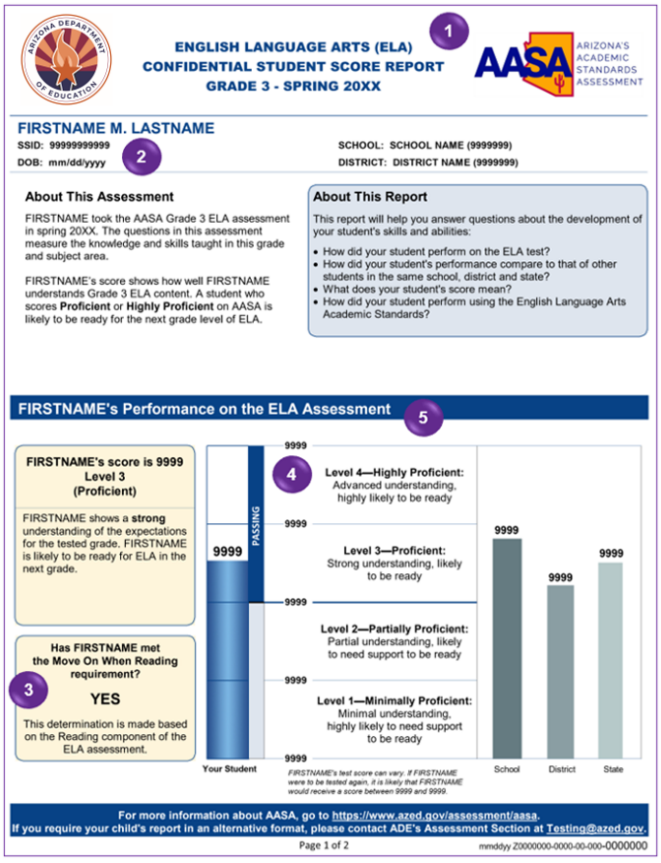
6 **Report Table–**The content area specific detail report table will contain the following information:

- **Student Name–**The name of the student you are viewing.
- **DOB–**The date of birth of the student you are viewing.
- **SSID–**The student's state-issued identification number.
- **Scale Score–**The score of each student who completed the test.
- **Performance Level–**The performance level classification associated with the student's score for the test.
- **Reporting Categories–**The student's mastery level in each of the reporting categories for the specific test being reviewed.

AASA Confidential Student Score Report–English Language Arts (ELA)

The *AASA Confidential Student Score Report* is a one-page, two-sided report. Each report includes results for one student and one content area. The *AASA Confidential Student Score Report–ELA* displays a student's identification information, scale score, performance level, mastery level for each reporting category, and writing essay performance that includes the student's rubric scores for the writing portion of the ELA test. For Grade 3 ELA, an indicator for whether the student has met the Move On When Reading (MOWR) requirement is also displayed. For Grade 8 ELA reports, there is a "Predicted ACT Score" table that includes the student's predicted ACT test "Score" and "Score Range." For Grades 3–8 score reports, the average scale scores for the school, district, and state are displayed for comparison.

AASA Confidential Student Score Report–Grade 3 English Language Arts (ELA): Pages 1 and 2


ENGLISH LANGUAGE ARTS (ELA)
CONFIDENTIAL STUDENT SCORE REPORT
GRADE 3 - SPRING 20XX

FIRSTNAME M. LASTNAME
SSID: 99999999999
DOB: mm/dd/yyyy
SCHOOL: SCHOOL NAME (9999999)
DISTRICT: DISTRICT NAME (9999999)

About This Assessment

FIRSTNAME took the AASA Grade 3 ELA assessment in spring 20XX. The questions in this assessment measure the knowledge and skills taught in this grade and subject area.

FIRSTNAME's score shows how well FIRSTNAME understands Grade 3 ELA content. A student who scores **Proficient** or **Highly Proficient** on AASA is likely to be ready for the next grade level of ELA.

About This Report

This report will help you answer questions about the development of your student's skills and abilities:

- How did your student perform on the ELA test?
- How did your student's performance compare to that of other students in the same school, district and state?
- What does your student's score mean?
- How did your student perform using the English Language Arts Academic Standards?

FIRSTNAME's Performance on the ELA Assessment

FIRSTNAME's score is 9999
Level 3
(Proficient)

FIRSTNAME shows a **strong** understanding of the expectations for the tested grade. FIRSTNAME is likely to be ready for ELA in the next grade.

Has FIRSTNAME met the Move On When Reading requirement?

YES

This determination is made based on the Reading component of the ELA assessment.

Level 4—Highly Proficient: Advanced understanding, highly likely to be ready
Level 3—Proficient: Strong understanding, likely to be ready
Level 2—Partially Proficient: Partial understanding, likely to need support to be ready
Level 1—Minimally Proficient: Minimal understanding, highly likely to need support to be ready

PASSING

Your Student | School | District | State

FIRSTNAME's test score can vary. If FIRSTNAME were to be tested again, it is likely that FIRSTNAME would receive a score between 9999 and 9999.

For more information about AASA, go to https://www.azed.gov/assessment/aasa.
If you require your child's report in an alternative format, please contact ADE's Assessment Section at Testing@azed.gov.

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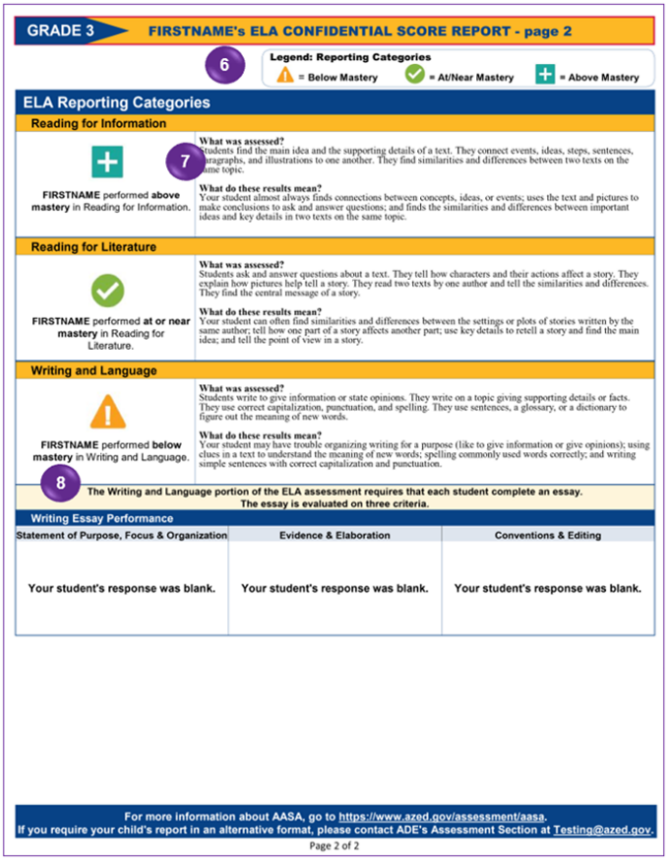
GRADE 3 FIRSTNAME's ELA CONFIDENTIAL SCORE REPORT - page 2

Legend: Reporting Categories
= Below Mastery = At/Near Mastery = Above Mastery

ELA Reporting Categories

Reading for Information

FIRSTNAME performed **above mastery** in Reading for Information.

What was assessed?
Students find the main idea and the supporting details of a text. They connect events, ideas, steps, sentences, paragraphs, and illustrations to one another. They find similarities and differences between two texts on the same topic.

What do these results mean?
Your student almost always finds connections between concepts, ideas, or events; uses the text and pictures to make conclusions to ask and answer questions; and finds the similarities and differences between important ideas and key details in two texts on the same topic.

Reading for Literature

FIRSTNAME performed **at or near mastery** in Reading for Literature.

What was assessed?
Students ask and answer questions about a text. They tell how characters and their actions affect a story. They explain how pictures help tell a story. They read two texts by one author and tell the similarities and differences. They find the central message of a story.

What do these results mean?
Your student can often find similarities and differences between the settings or plots of stories written by the same author; tell how one part of a story affects another part; use key details to retell a story and find the main idea; and tell the point of view in a story.

Writing and Language

FIRSTNAME performed **below mastery** in Writing and Language.

What was assessed?
Students write to give information or state opinions. They write on a topic giving supporting details or facts. They use correct capitalization, punctuation, and spelling. They use sentences, a glossary, or a dictionary to figure out the meaning of new words.

What do these results mean?
Your student may have trouble organizing writing for a purpose (like to give information or give opinions); using clues in a text to understand the meaning of new words; spelling commonly used words correctly; and writing simple sentences with correct capitalization and punctuation.

The Writing and Language portion of the ELA assessment requires that each student complete an essay. The essay is evaluated on three criteria.

Writing Essay Performance

Statement of Purpose, Focus & Organization	Evidence & Elaboration	Conventions & Editing
Your student's response was blank.	Your student's response was blank.	Your student's response was blank.

For more information about AASA, go to https://www.azed.gov/assessment/aasa.
If you require your child's report in an alternative format, please contact ADE's Assessment Section at Testing@azed.gov.

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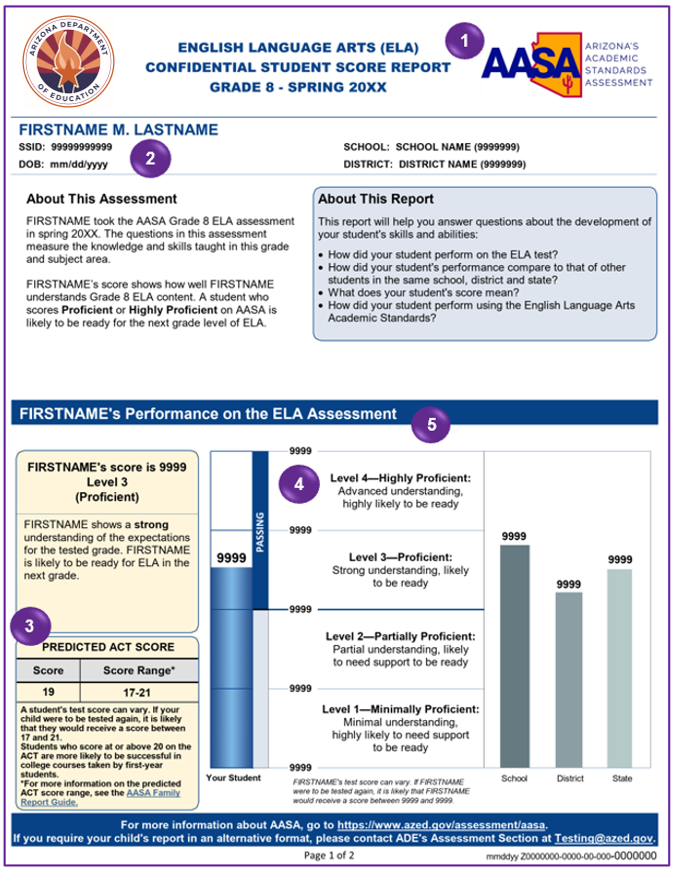
AASA Confidential Student Score Report–Grade 8 English Language Arts (ELA): Pages 1 and 2



ENGLISH LANGUAGE ARTS (ELA)
CONFIDENTIAL STUDENT SCORE REPORT
GRADE 8 - SPRING 20XX

ARIZONA'S ACADEMIC STANDARDS ASSESSMENT

FIRSTNAME M. LASTNAME
SSID: 99999999999
DOB: mm/dd/yyyy
SCHOOL: SCHOOL NAME (9999999)
DISTRICT: DISTRICT NAME (9999999)

About This Assessment

FIRSTNAME took the AASA Grade 8 ELA assessment in spring 20XX. The questions in this assessment measure the knowledge and skills taught in this grade and subject area.

FIRSTNAME's score shows how well FIRSTNAME understands Grade 8 ELA content. A student who scores **Proficient** or **Highly Proficient** on AASA is likely to be ready for the next grade level of ELA.

About This Report

This report will help you answer questions about the development of your student's skills and abilities:

- How did your student perform on the ELA test?
- How did your student's performance compare to that of other students in the same school, district and state?
- What does your student's score mean?
- How did your student perform using the English Language Arts Academic Standards?

FIRSTNAME's Performance on the ELA Assessment

FIRSTNAME's score is 9999
Level 3
(Proficient)

FIRSTNAME shows a **strong** understanding of the expectations for the tested grade. FIRSTNAME is likely to be ready for ELA in the next grade.

PREDICTED ACT SCORE

Score	Score Range*
19	17-21

A student's test score can vary. If your child were to be tested again, it is likely that they would receive a score between 17 and 21.
Students who score at or above 20 on the ACT are more likely to be successful in college courses taken by first-year students.
*For more information on the predicted ACT score range, see the AASA Family Report Guide.

PASSING

Level 4—Highly Proficient: Advanced understanding, highly likely to be ready
Level 3—Proficient: Strong understanding, likely to be ready
Level 2—Partially Proficient: Partial understanding, likely to need support to be ready
Level 1—Minimally Proficient: Minimal understanding, highly likely to need support to be ready

9999

Your Student | School | District | State

FIRSTNAME's test score can vary. If FIRSTNAME were to be tested again, it is likely that FIRSTNAME would receive a score between 9999 and 9999.

For more information about AASA, go to https://www.azed.gov/assessment/aasa.
If you require your child's report in an alternative format, please contact ADE's Assessment Section at Testing@azed.gov.

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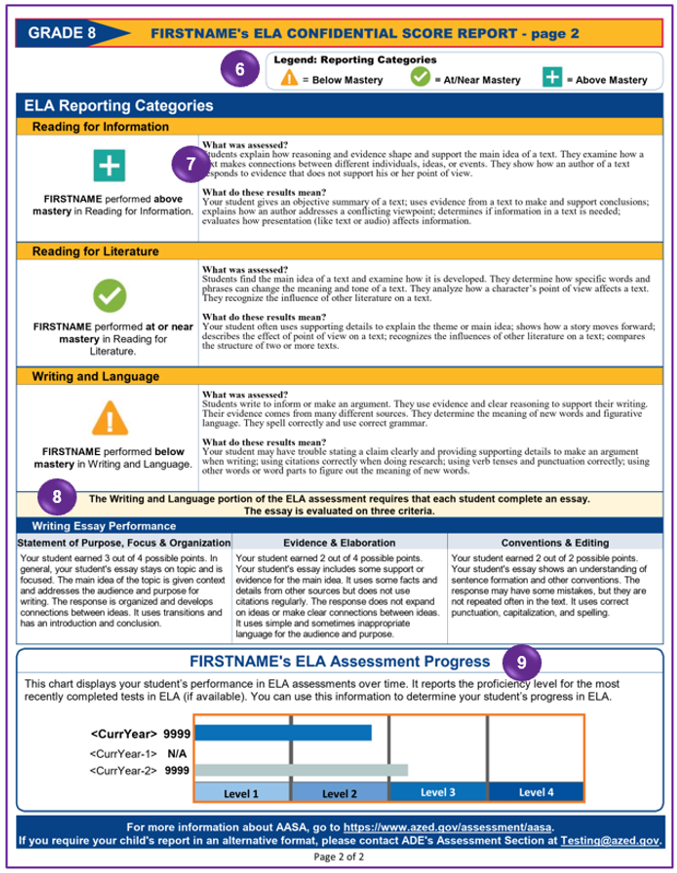


GRADE 8 FIRSTNAME's ELA CONFIDENTIAL SCORE REPORT - page 2

Legend: Reporting Categories
= Below Mastery = At/Near Mastery = Above Mastery

ELA Reporting Categories

Reading for Information

FIRSTNAME performed **above mastery** in Reading for Information.

What was assessed?
Students explain how reasoning and evidence shape and support the main idea of a text. They examine how a text makes connections between different individuals, ideas, or events. They show how an author of a text responds to evidence that does not support his or her point of view.

What do these results mean?
Your student gives an objective summary of a text; uses evidence from a text to make and support conclusions; explains how an author addresses a conflicting viewpoint; determines if information in a text is needed; evaluates how presentation (like text or audio) affects information.

Reading for Literature

FIRSTNAME performed **at or near mastery** in Reading for Literature.

What was assessed?
Students find the main idea of a text and examine how it is developed. They determine how specific words and phrases can change the meaning and tone of a text. They analyze how a character's point of view affects a text. They recognize the influence of other literature on a text.

What do these results mean?
Your student often uses supporting details to explain the theme or main idea; shows how a story moves forward; describes the effect of point of view on a text; recognizes the influences of other literature on a text; compares the structure of two or more texts.

Writing and Language

FIRSTNAME performed **below mastery** in Writing and Language.

What was assessed?
Students write to inform or make an argument. They use evidence and clear reasoning to support their writing. Their evidence comes from many different sources. They determine the meaning of new words and figurative language. They spell correctly and use correct grammar.

What do these results mean?
Your student may have trouble stating a claim clearly and providing supporting details to make an argument when writing; using citations correctly when doing research; using verb tenses and punctuation correctly; using other words or word parts to figure out the meaning of new words.

The Writing and Language portion of the ELA assessment requires that each student complete an essay. The essay is evaluated on three criteria.

Writing Essay Performance

Statement of Purpose, Focus & Organization	Evidence & Elaboration	Conventions & Editing
Your student earned 3 out of 4 possible points. In general, your student's essay stays on topic and is focused. The main idea of the topic is given context and addresses the audience and purpose for writing. The response is organized and develops connections between ideas. It uses transitions and has an introduction and conclusion.	Your student earned 2 out of 4 possible points. Your student's essay includes some support or evidence for the main idea. It uses some facts and details from other sources but does not use citations regularly. The response does not expand on ideas or make clear connections between ideas. It uses simple and sometimes inappropriate language for the audience and purpose.	Your student earned 2 out of 2 possible points. Your student's essay shows an understanding of sentence formation and other conventions. The response may have some mistakes, but they are not repeated often in the text. It uses correct punctuation, capitalization, and spelling.

FIRSTNAME's ELA Assessment Progress

This chart displays your student's performance in ELA assessments over time. It reports the proficiency level for the most recently completed tests in ELA (if available). You can use this information to determine your student's progress in ELA.

<CurrYear> 9999
<CurrYear-1> N/A
<CurrYear-2> 9999

Level 1 | Level 2 | Level 3 | Level 4

For more information about AASA, go to https://www.azed.gov/assessment/aasa.
If you require your child's report in an alternative format, please contact ADE's Assessment Section at Testing@azed.gov.

Page 2 of 2

1 **Report Name–**The content area, name of the score report, specified grade, and test administration year are displayed on the top of the report.

2 **Report Data (top of page 1)–**The student name, state-issued identification number (SSID), date of birth (DOB), school name, and district name are displayed. The sections "About this Assessment" and "About this Report" will help answer questions about the development of the student's skills and abilities.

3 **Grade 3 ELA Only: Move On When Reading (MOWR) Requirement–**For Grade 3 ELA score reports, an indicator for whether or not the student has met the Move On When Reading (MOWR) requirement is included. This determination is made based on the Reading component of the ELA assessment.

Grade 8 Only: ACT Predicted Scores–For Grade 8 students, test scores from the AASA are linked to the ACT scale to obtain an ACT predicted score range for each subject tested.
The *AASA Confidential Student Score Report* for Grade 8 will include a "Predicted ACT Score" chart. This chart will include the student's test "Score" and "Score Range." The student's score can vary. The score range included is the score the student would likely receive if they were to be tested again.

4 **Performance Levels–**Student performance is reported as one of four performance levels. Students who score at "Level 1–Minimally Proficient" or "Level 2–Partially Proficient" are likely to need support to be ready for the next grade. Students who score at "Level 3–Proficient" or "Level 4–Highly Proficient" are likely to be ready for the next grade.

5 **Student Performance on the ELA Assessment–**This table will contain the following:

- **Name–**The name of the student you are viewing.
- **Scale Score–**The score this student received on the selected test.
- **Performance Level–**The performance level classification associated with the student's score for the test.
- **Met the Move On When Reading Requirement?–**For Grade 3 ELA score reports, an indicator for whether the student has met the Move On When Reading (MOWR) requirement is also reported.
- **Predicted ACT Score–**For Grade 8 score reports, a "Predicted ACT Score" chart is displayed. This chart will include the student's test "Score" and "Score Range."
- **Scale Score Performance–**This barrel chart visually depicts the student's scale score and performance level. Brief performance level descriptors are included for all four performance levels.
- **Comparison Scores Table–**This table includes average scale scores for the school, district, and state associated with this student.

6 **Legend: Reporting Categories (Mastery Levels)–**Student performance on reporting categories is reported as one of three levels of mastery. Students who score "⚠ = Below Mastery" demonstrated performance in the reporting category that was below Proficient. Students who score "✓ = At/Near Mastery" demonstrated performance in the reporting category that was exactly at or immediately above/below Proficient. Students who score "+ = Above Mastery" demonstrated performance in the reporting category that was Proficient or higher.

7 **Student Performance (Mastery Levels) on Reporting Categories–**This table includes the student's level of mastery for each of the reporting categories, descriptions of what was assessed in each reporting category, and what the student's reporting category results mean.

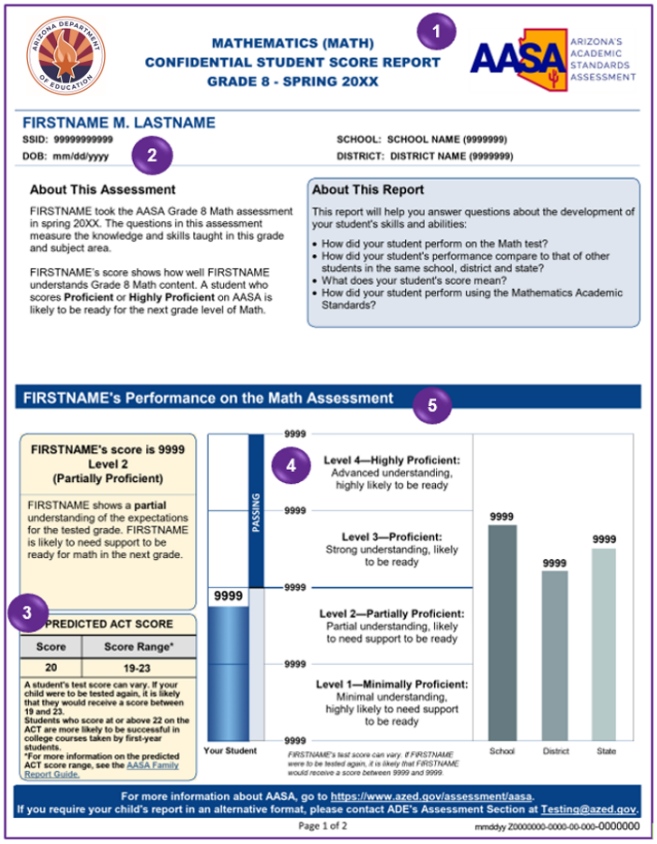
8 **Writing Essay Performance—**This table includes the student's rubric scores for the writing portion of the ELA test and descriptions of what those rubric scores mean. ELA writing codes are located in the *AASA Student Data File*.

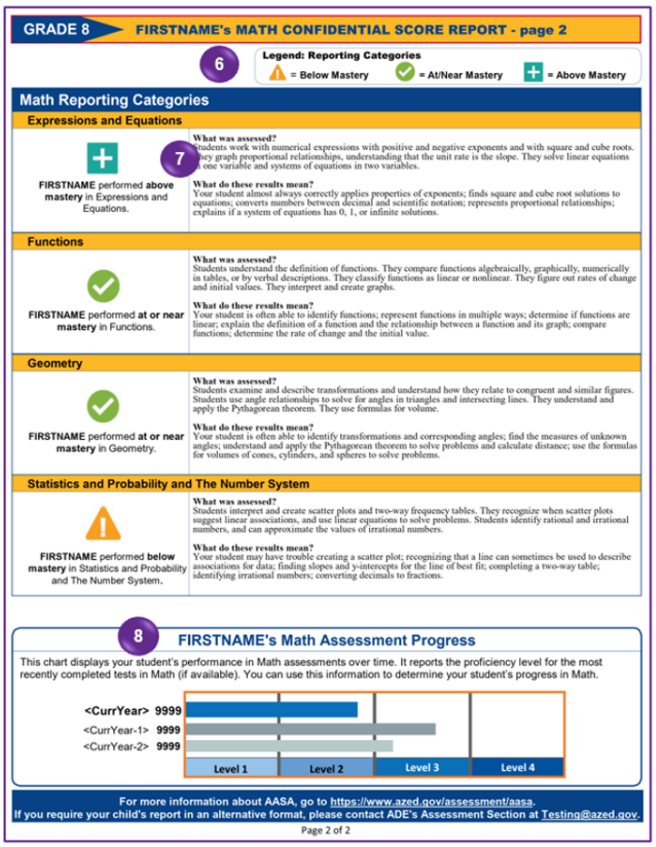
9 **Student ELA Assessment Progress—**This chart displays the student's performance in ELA assessments over time. It reports the proficiency level for the most recently completed tests in ELA (if available). This information can be used to determine the student's progress in ELA.

AASA Confidential Student Score Report–Mathematics (Math)

The *AASA Confidential Student Score Report–Mathematics (Math)* displays a student's identification information, scale score, performance level, and mastery level for each reporting category. Average scale scores for the school, district, and state are displayed for comparison.

AASA Confidential Student Score Report–Mathematics (Math): Pages 1 and 2





1 **Report Name–**The content area, name of the score report, specified grade, and test administration year are displayed on the top of the report.

2 **Report Data (top of page 1)–**The student name, state-issued identification number (SSID), date of birth (DOB), school name, and district name are displayed. The sections "About this Assessment" and "About this Report" will help answer questions about the development of the student's skills and abilities.

3 **Grade 8 Only: ACT Predicted Scores–**For Grade 8 students, test scores from the AASA are linked to the ACT scale to obtain an ACT predicted score range for each subject tested.
The *AASA Confidential Student Score Report* for Grade 8 will include a "Predicted ACT Score" chart. This chart will include the student's "Score" and "Score Range." The student's score can vary. The score range included is the score the student would likely receive if they were to be tested again.

4 **Performance Levels–**Student performance is reported as one of four performance levels. Students who score at "Level 1–Minimally Proficient" or "Level 2–Partially Proficient" are likely to need support to be ready for the next grade. Students who score at "Level 3–Proficient" or "Level 4–Highly Proficient" are likely to be ready for the next grade.

5 **Student Performance on the Math Assessment–**This table will contain the following:

- **Name–**The name of the student you are viewing.
- **Scale Score–**The score this student received on the selected test.
- **Performance Level–**The performance level classification associated with the student's score for the test.
- **Predicted ACT Score–**For Grade 8 score reports, a "Predicted ACT Score" chart is displayed. This chart will include the student's test "Score" and "Score Range."
- **Scale Score Performance–**This barrel chart visually depicts the student's scale score and performance level. Brief performance level descriptors are included for all four performance levels.
- **Comparison Scores Table–**This table includes average scale scores for the school, district, and state associated with this student.

6 **Legend: Reporting Categories (Mastery Levels)–**Student performance on reporting categories is reported as one of three levels of mastery. Students who score "⚠ = Below Mastery" demonstrated performance in the reporting category that was below Proficient. Students who score "✓ = At/Near Mastery" demonstrated performance in the reporting category that was exactly at or immediately above/below Proficient. Students who score "+ = Above Mastery" demonstrated performance in the reporting category that was Proficient or higher.

7 **Student Performance/Mastery Levels on Reporting Categories–**This table includes the student's level of mastery for each of the reporting categories, descriptions of what was assessed in each reporting category, and what the student's reporting category results mean.

8 **Student Math Assessment Progress–**This chart displays the student's performance in Math assessments over time. It reports the proficiency level for the most recently completed tests in Math (if available). This information can be used to determine the student's progress in Math.

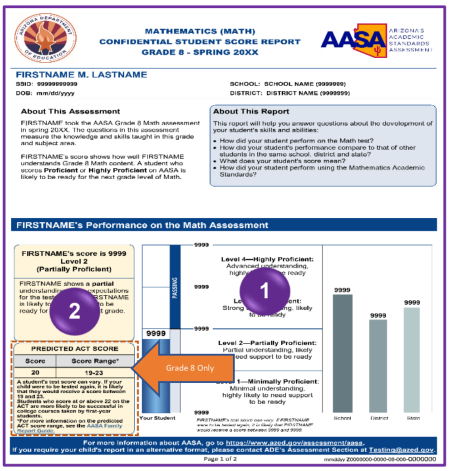
AASA Family Report Guide

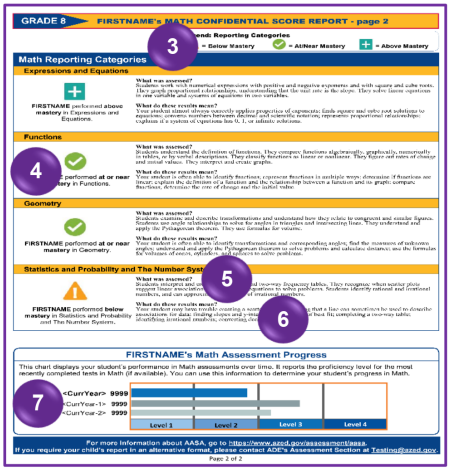
The *AASA Family Report Guide* is provided to help parents interpret and use information contained in their student's *AASA Confidential Student Score Report*. This guide is provided in both English and Spanish.

AASA Family Report Guide

ARIZONA'S ACADEMIC STANDARDS ASSESSMENT (AASA)

AASA FAMILY REPORT GUIDE





1. Barrel Chart
This "barrel chart" shows the range of scores and the four performance levels possible on this test. Your student's numeric score is shown along with the averages for your student's school, district, and the state of Arizona.

2. Performance Levels
Your student's performance level is identified in this box. There are four performance levels that describe the general skills and abilities for students who take the AASA. Students who score **Level 4–Highly Proficient** or **Level 3–Proficient** on AASA are likely to be ready for the next grade or course. Students who score **Level 2–Partially Proficient** or **Level 1–Minimally Proficient** are likely to need support to be ready for the next grade or course.

3. Legend: Reporting Categories
Each test has three or more reporting categories that describe the content of different parts of the test.

4. Mastery Levels
Your student's ability level for each of these reporting categories is indicated. Students with the symbol + or ✓ show a good understanding of the content covered in this reporting category. Students with the symbol ⚠ likely need more support with the content covered in this reporting category.

5. What Was Assessed?
This short paragraph describes what type of content is covered in this reporting category.

6. What Do These Results Mean?
This short paragraph describes your student's understanding of the content in this reporting category based on his or her ability level.

7. Progress Chart
This graphic displays your student's assessment progress over time. It reports the proficiency level for the most recently completed tests in ELA or Math.

Grade 8 Only: ACT Predicted Scores-For Grade 8 students, test scores from the AASA were linked to the ACT scale to obtain an ACT predicted score range for each subject tested. The Confidential Student Score Reports for Grade 8 English Language Arts (ELA) and Mathematics (Math) will include a "Predicted ACT Score" chart. This chart will include your student's "Score" and "Score Range." The student's score can vary. The score range included is the score your student would likely receive if they were to be tested again.

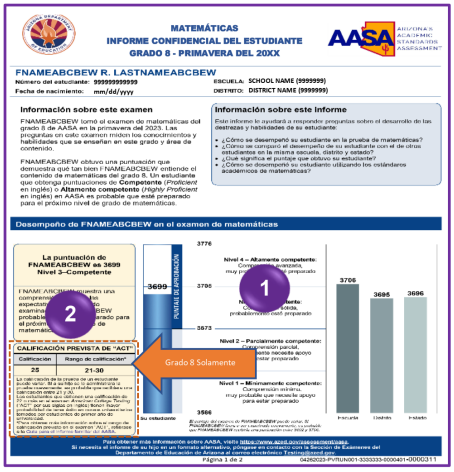
Students who score at or above the ACT score indicated on the Confidential Student Score Report are more likely to be successful in college courses taken by first-year students. For information on the ACT college readiness benchmarks, please refer to the ACT Technical Manual at https://www.act.org/.

For more information about your student's academic performance, contact your student's teacher or school.

AASA Family Report Guide (in Spanish)

ARIZONA'S ACADEMIC STANDARDS ASSESSMENT (AASA)

GUÍA PARA EL INFORME FAMILIAR DEL AASA



1. Gráfica de barras

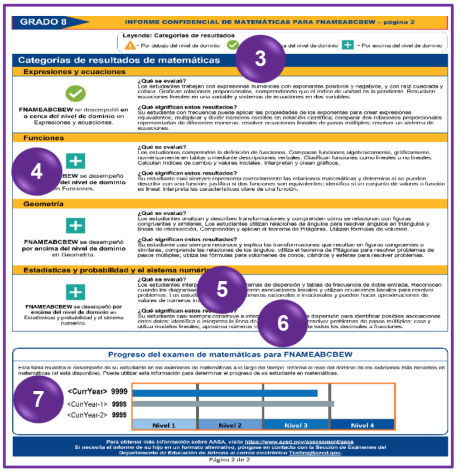
Esta "gráfica de barra" muestra el rango de puntajes y los cuatro niveles de desempeño posibles para este examen. El puntaje numérico de su estudiante se muestra junto con los promedios de la escuela y distrito de su estudiante, así como del estado de Arizona.

2. Niveles de rendimiento

En este cuadro se identifica el nivel de rendimiento de su estudiante. Existen cuatro niveles de rendimiento que describen las habilidades y destrezas de los estudiantes que toman el AASA. Es probable que los estudiantes que califican en el **Nivel 4**–**Altamente competente** (*Level 4–Highly Proficient* en inglés) o **Nivel 3**–**Competente** (*Level 3–Proficient* en inglés) estén preparados para el siguiente grado o curso. Los estudiantes que califican en el **Nivel 2**–**Parcialmente competente** (*Level 2–Partially Proficient* en inglés) o **Nivel 1**–**Mínimamente competente** (*Level 1–Minimally Proficient* en inglés) probablemente necesiten apoyo para estar preparados para el siguiente grado o curso.

3. Leyenda: Categorías de resultados

Cada examen tiene tres o más categorías de resultados que describen el contenido de las diferentes partes del examen.



4. Niveles de dominio

Estos indican el nivel de desempeño de su estudiante en cada una de estas categorías de resultados. Los estudiantes con los símbolos ➕ o ✅ demuestran buena comprensión del contenido cubierto en esta categoría de resultado. Los estudiantes con el símbolo ⚠️ probablemente necesiten más apoyo con el contenido cubierto en esta categoría de resultado.

5. ¿Qué se evaluó?

Este breve párrafo describe qué tipo de contenido se cubre en esta categoría de resultado.

6. ¿Qué significan estos resultados?

Este breve párrafo describe la comprensión que su estudiante tiene acerca del contenido de esta categoría de resultado, con base en su nivel de desempeño.

7. Tabla de progreso

Esta gráfica muestra el progreso de su estudiante a través del tiempo. Muestra su nivel de desempeño en los exámenes más recientes de artes del lenguaje en inglés o matemáticas.

Grado 8 solamente: Calificación prevista de "ACT": Para los estudiantes de grado 8, los puntajes de las pruebas del AASA se vincularon con la escala de resultados del examen *American College Testing* ("ACT" por sus siglas en inglés) para obtener un rango de calificación o resultados previstos de ACT para cada materia evaluada. Los Informes confidenciales de los estudiantes para artes del lenguaje inglés ("ELA" por sus siglas en inglés) y matemáticas del grado 8 incluirán una tabla de "Calificación prevista de ACT". Esta tabla incluirá la "Calificación" y el "Rango de calificación" de su estudiante. La puntuación del estudiante puede variar. El rango de calificación incluido es la calificación que su estudiante probablemente recibiría si fuera a ser evaluado nuevamente.

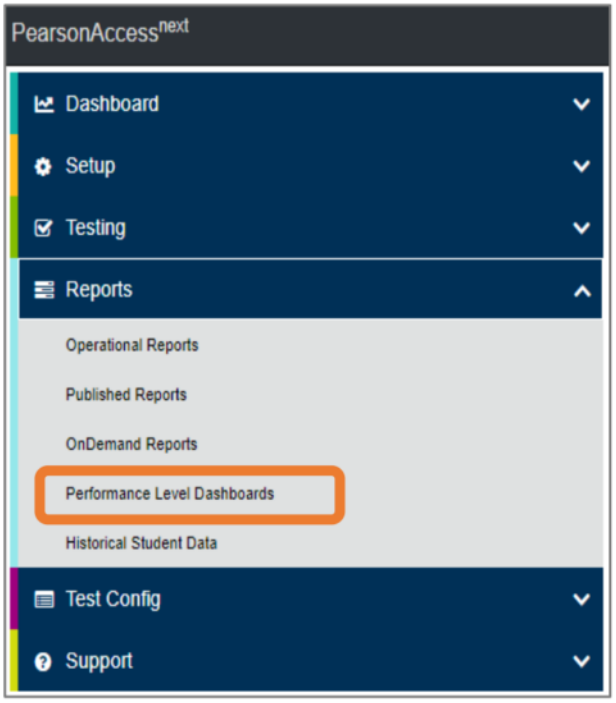
Los estudiantes cuyos resultados sean iguales o superiores a la calificación de ACT indicada en el Informe confidencial del estudiante tienen mayor probabilidad de éxito en los cursos universitarios que toman los estudiantes de primer año de universidad. Para obtener información sobre las Normas de preparación para estudios superiores de ACT, consulte el Manual técnico (*Technical Manual* en inglés) de ACT en https://www.act.org/.

Para obtener más información acerca del rendimiento académico de su estudiante, póngase en contacto con los maestros o la escuela de su estudiante.

Performance Level Dashboards

The AASA *Performance Level Dashboards* will be available online in the PearsonAccess^{next} platform at **https://az.pearsonaccessnext.com**. This reporting feature will allow users to view AASA performance level reports for a district, school, or group of students.

Performance Level Dashboards will be accessible to Achievement District Test Coordinators, who will be assigned the "Historical Report Viewer" user role, in PearsonAccess^{next}. Achievement District Test Coordinators can then assign the "Historical Report Viewer" user role to other users in their assigned district/charter or school(s) as determined by the district/charter.



Reporting Groups and "Teacher Report Viewer" user role:
Achievement District Test Coordinators and School Test Coordinators are able to create and manage Reporting Groups. This includes assigning users to Reporting Groups.

The "Teacher Report Viewer" user role is used to assign users to Reporting Groups. This user role will have access to view reporting data for the students in their assigned Reporting Group(s) and will have access to the following screens in PearsonAccess^{next}: **Reports > Performance Level Dashboards**, **Reports > Historical Student Data**, and **Support > Documentation**.

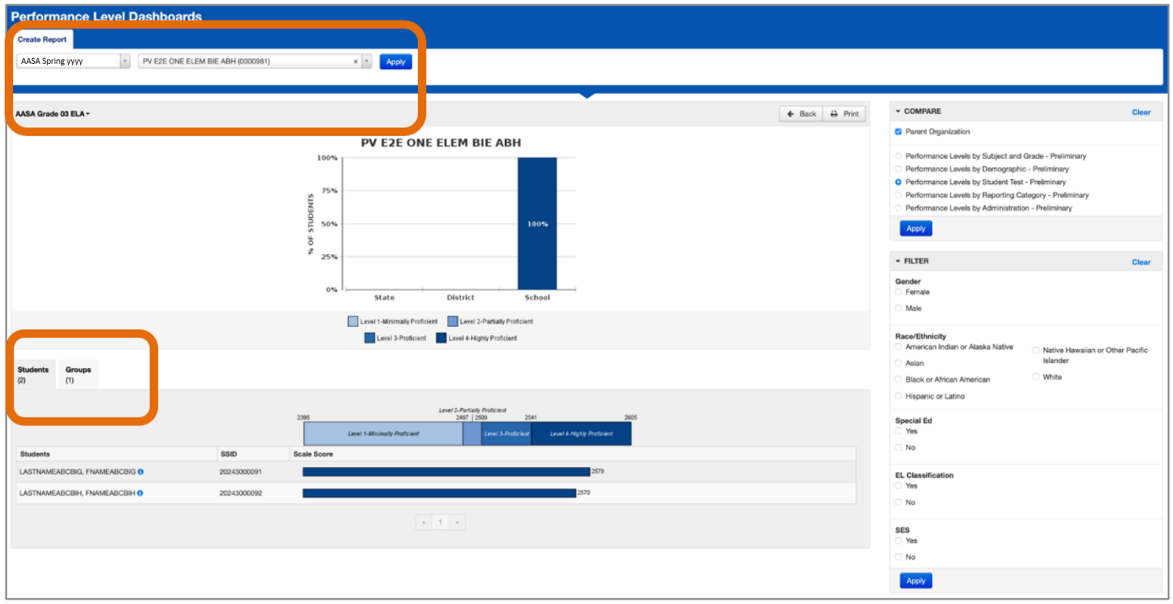
To access the *Performance Level Dashboards*, users will select **Performance Level Dashboards** from the **Reports** dropdown.

When the user is logged into PearsonAccess^{next} at the district level, the **Create Report** filter can be used to create reports at the district level or for individual schools. If a user is logged in at the school level, the data will be generated only for that school.

Select the preferred option in the dropdown menu and click the blue **Apply** button.

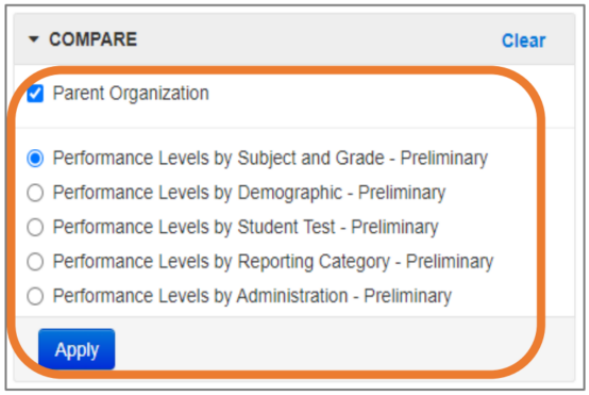
The *Performance Level Dashboards* will show student information for students within the assigned Reporting Group. Select the correct test at the top left of the screen when viewing the *Performance Level Dashboard*. Any test a student has completed for the selected test administration and organization will display. A user will only have access to their assigned organization(s).

Note: If a user is assigned to multiple Reporting Groups, all students assigned to their Reporting Groups will be available for viewing. To view completed tests for students within all assigned Reporting Groups, at the top of the *Performance Level Dashboards* screen, the user must select a test administration and organization followed by selecting the corresponding test. There are filters on the right of this screen that can be selected to further refine the student data.



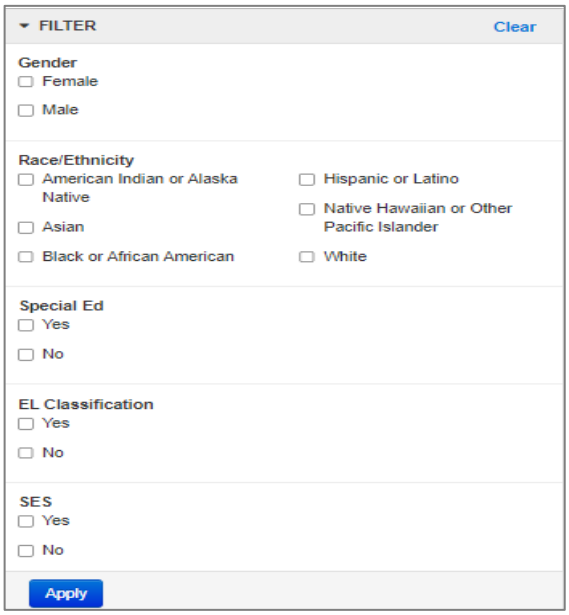
Performance Level Dashboards options:

1. Select the corresponding Performance Level Dashboard:
   - Performance Levels by Subject and Grade–Preliminary
   - Performance Levels by Demographic–Preliminary
   - Performance Levels by Student Test–Preliminary
   - Performance Levels by Reporting Category–Preliminary
   - Performance Levels by Administration–Preliminary
2. Click the blue **Apply** button.

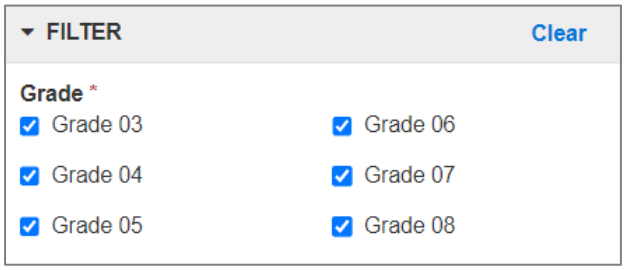


Filter options:

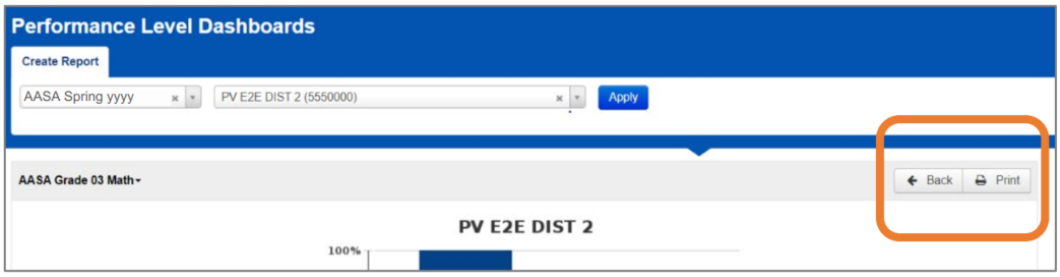
- To help filter the data, select the check box next to the corresponding filter options.
- Click the blue **Apply** button.



Note: For the *Performance Levels by Subject and Grade–Preliminary* report, as well as the *Performance Levels by Demographic–Preliminary* report, the grade filter is a separate filter that is available for these two reports only. The grade filter is defaulted to all of the grade values so that all of the data initially appears for comparison. Users are able to change the filter and deselect values down to a single grade.



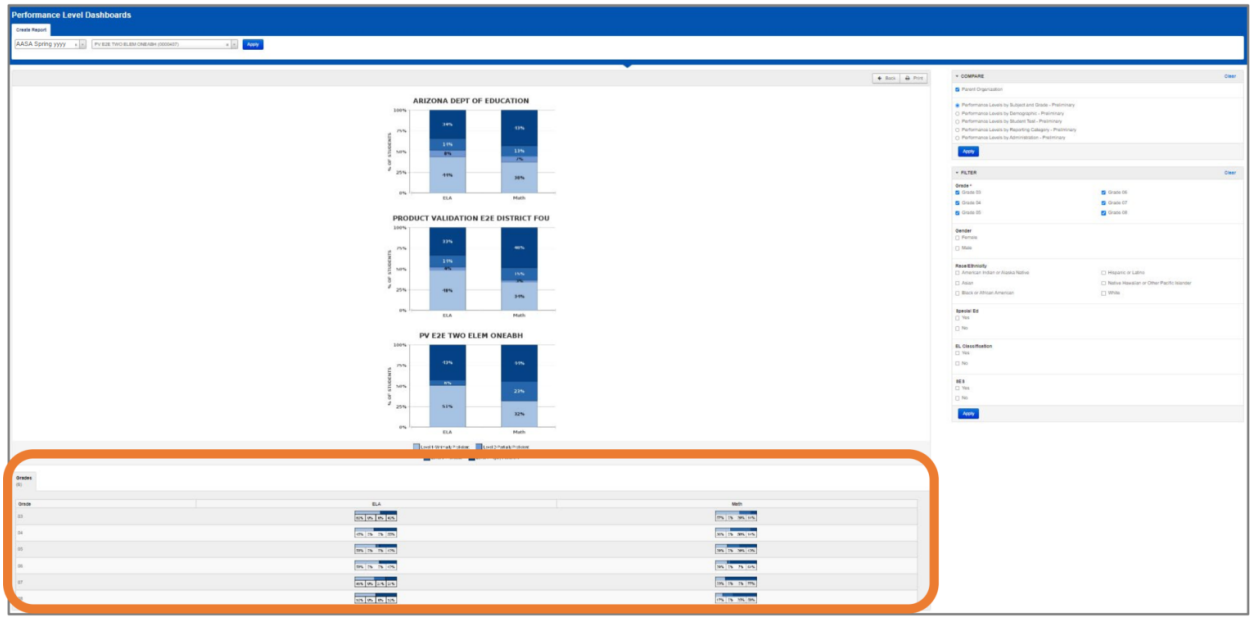
Users can change filters to access and view the available online reports and navigate among the available reports' details. The PDF reports may be printed using the **Print** button on the screen. A **Back** button is also available to navigate back to previously viewed reports.



Performance Levels by Subject and Grade–Preliminary

The *Performance Levels by Subject and Grade–Preliminary* report displays the percentage of students by subject and grade that obtained the following performance levels: Level 1-Minimally Proficient, Level 2-Partially Proficient, Level 3-Proficient, and Level 4-Highly Proficient. The "Grades" tab found at the bottom of this report's screen will display additional detailed information by grade and subject.

For the *Performance Levels by Subject and Grade–Preliminary* report, the grade filter is a separate filter that is available for this report. The grade filter is defaulted to all of the grade values so that all of the data initially appears for comparison. Users are able to change the filter and deselect values down to a single grade.



Performance Levels by Demographic–Preliminary

The *Performance Levels by Demographic–Preliminary* report displays the percentage of students by subject that obtained the following performance levels: Level 1–Minimally Proficient, Level 2–Partially Proficient, Level 3–Proficient, and Level 4–Highly Proficient. At the bottom of this report's screen, the following tabs will be displayed: **Gender**, **Race/Ethnicity**, and **Other Demographics**.

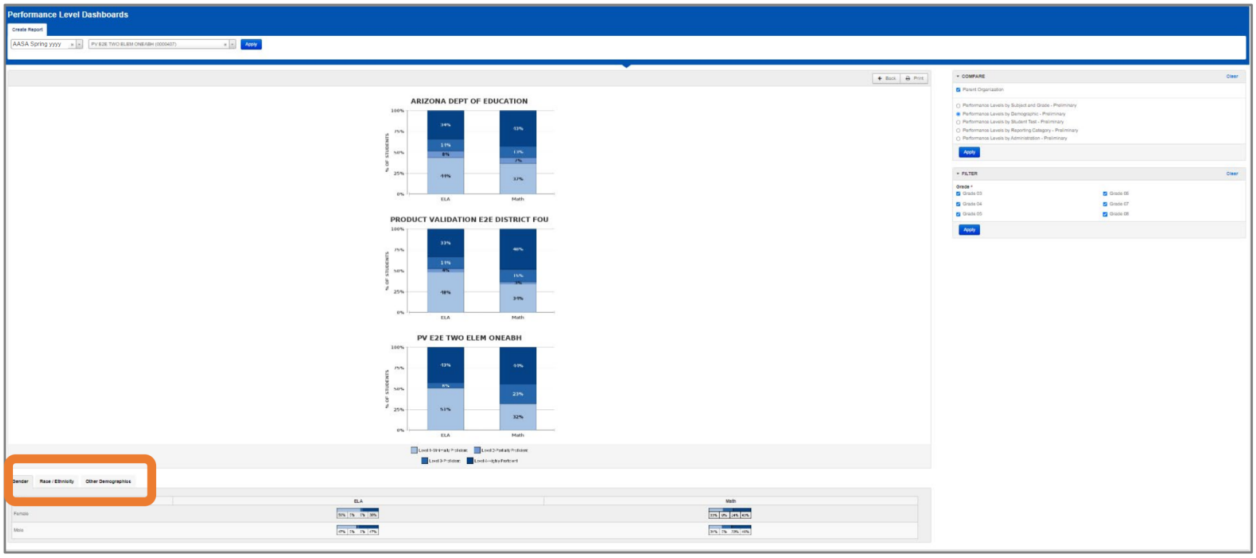
Each tab will have additional details specific to the demographic information being reported.

- **Gender–**contains a breakdown of the students' performance levels for each subject by gender.
- **Race/Ethnicity–**contains a breakdown of the students' performance levels for each subject by student race/ethnicity.
- **Other Demographics–**contains a breakdown of the students' performance levels for each subject by other demographics that include: Special Education, English Language (EL) Classification, and Supplemental Education Services (SES).

For the *Performance Levels by Demographic–Preliminary* report, the grade filter is a separate filter that is available for this report. The grade filter is defaulted to all of the grade values so that all of the data initially appears for comparison. Users are able to change the filter and deselect values down to a single grade.

District and School level:

Note: Under **Create Report**, the dropdown will need to be selected for the district or school-level report. School-level users will only have access to select school-level reports.

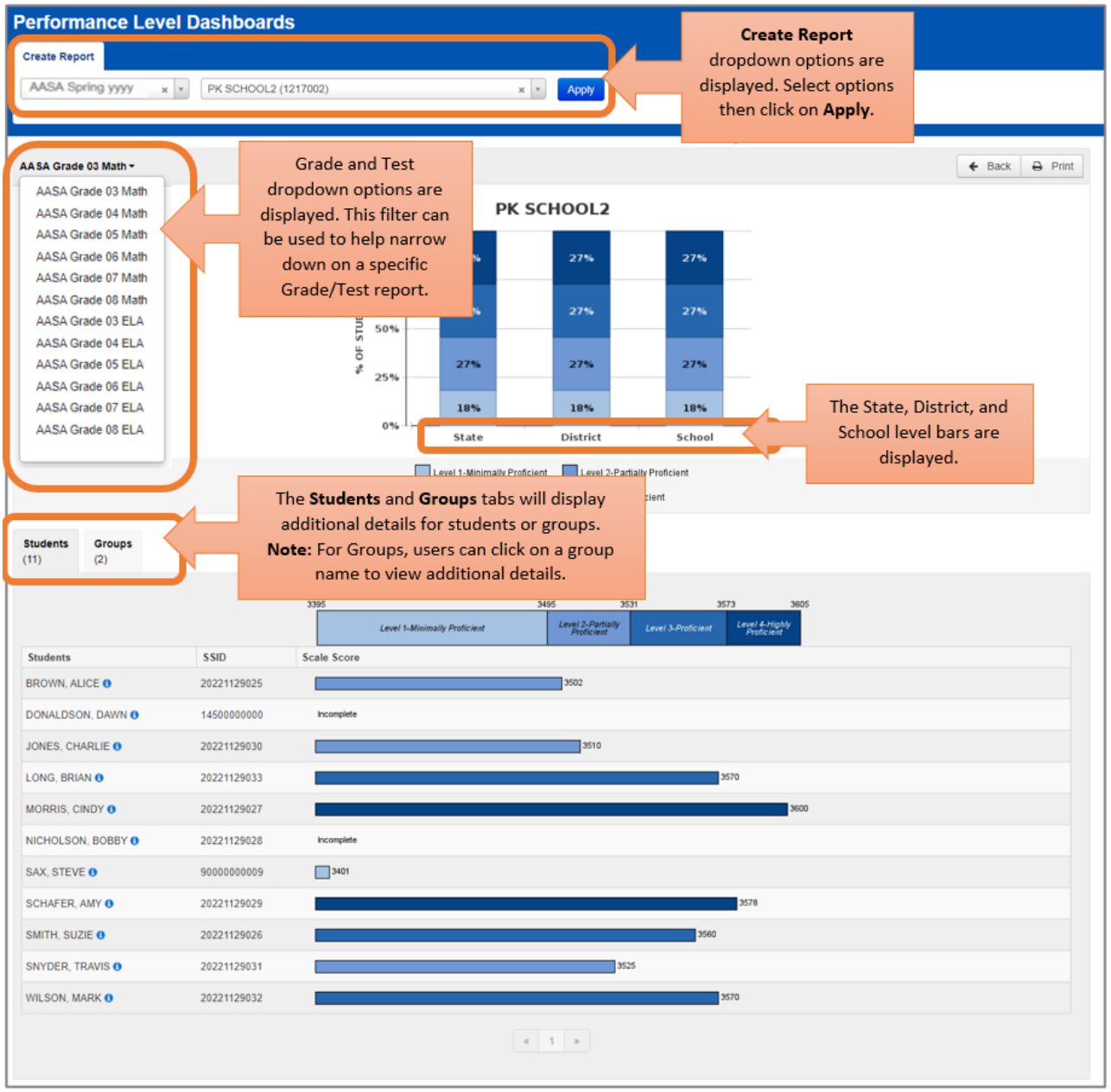


Performance Levels by Student Test–Preliminary

The *Performance Levels by Student Test–Preliminary* report displays the percentage of students that obtained the following performance levels: Level 1–Minimally Proficient, Level 2–Partially Proficient, Level 3–Proficient, and Level 4–Highly Proficient. At the bottom of this report's screen, the following tabs will be displayed for a school report: **Students** and **Groups**. Each tab will have additional details.

Users can select the test administration from the dropdown menu on the left side of the screen, and for school reports, users can select **Students** or **Groups** as an additional filter option. Users can view results by Testing Groups and Reporting Groups if these were set up by the school or district within the specified time frame.

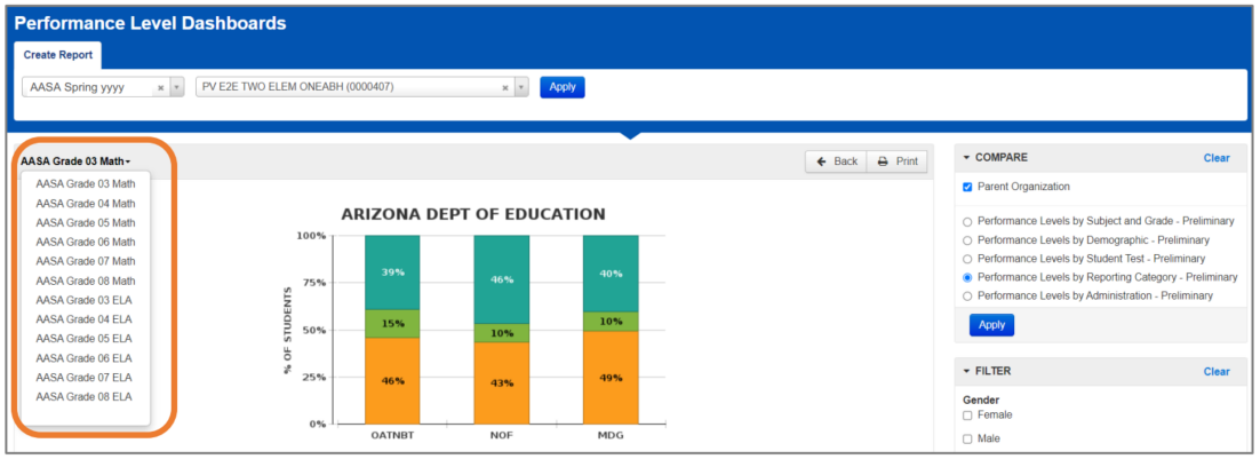
Grade 3 Math–Students:



Performance Levels by Reporting Category–Preliminary

The *Performance Levels by Reporting Category-Preliminary* report displays the percentage of students' performance on reporting categories that describe the knowledge and skills assessed by content area and grade level. The students' performance is reported as one of three levels of mastery: Below Mastery, At/Near Mastery, or Above Mastery.

The Test and Grade filter dropdown option will be available at the top left of the *Performance Levels by Reporting Category* screen. The user can select this filter to narrow down on a specific test and grade report.



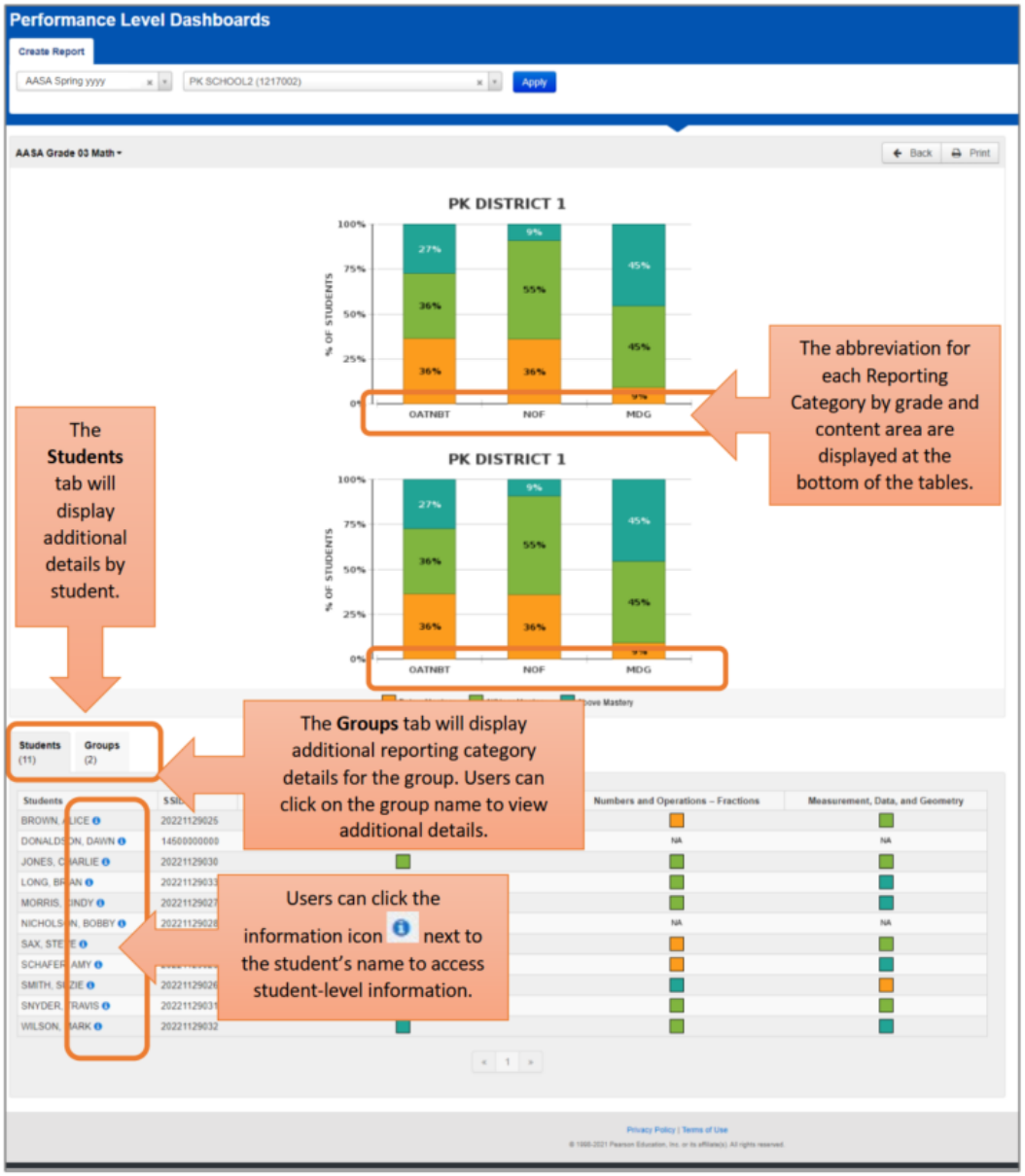
At the bottom of this report's screen, the following tabs will be displayed: **Students** and **Groups**. These tabs will provide additional details for each reporting category. Users can view results by Testing Groups and Reporting Groups if these were set up by the school or district within the specified time frame.

The AASA Reporting Categories by content area and grade level will be abbreviated for the *Performance Levels by Reporting Category–Preliminary* reports in PearsonAccess^{next} (PAN). These abbreviations as shown in PAN are included in the table below as a reference.

Reporting Categories by Content Area and Grade Level

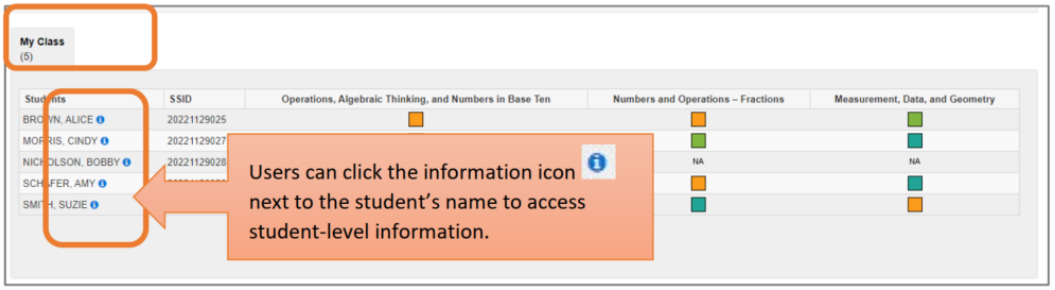
Subject	Grade	Reporting Category	Sort Order
ELA	3	Reading for Information *(Abbreviation in PAN: RFI)*	1
		Reading for Literature *(Abbreviation in PAN: RFL)*	2
		Writing and Language *(Abbreviation in PAN: WL)*	3
	4-8	Reading for Information *(Abbreviation in PAN: RFI)*	1
		Reading for Literature *(Abbreviation in PAN: RFL)*	2
		Writing and Language *(Abbreviation in PAN: WL)*	3
Subject	**Grade**	**Reporting Category**	**Sort Order**
Math	3-5	Operations, Algebraic Thinking, and Numbers in Base Ten *(Abbreviation in PAN: OATNBT)*	1
		Numbers and Operations – Fractions *(Abbreviation in PAN: NOF)*	2
		Measurement, Data, and Geometry *(Abbreviation in PAN: MDG)*	3
	6-7	Ratio and Proportional Relationships *(Abbreviation in PAN: RPR)*	1
		The Number System *(Abbreviation in PAN: NS)*	2
		Expressions and Equations *(Abbreviation in PAN: EE)*	3
		Geometry, Statistics and Probability *(Abbreviation in PAN: GSP)*	4
	8	Expressions and Equations *(Abbreviation in PAN: EE)*	1
		Functions *(Abbreviation in PAN: FUNC)*	2
		Geometry *(Abbreviation in PAN: GEOM)*	3
		Statistics and Probability and The Number System *(Abbreviation in PAN: SPNS)*	4

Grade 3 Math–Students and Groups:



In the **Groups** tab, the user can select the corresponding group name to view additional details specific to the students assigned to that group.

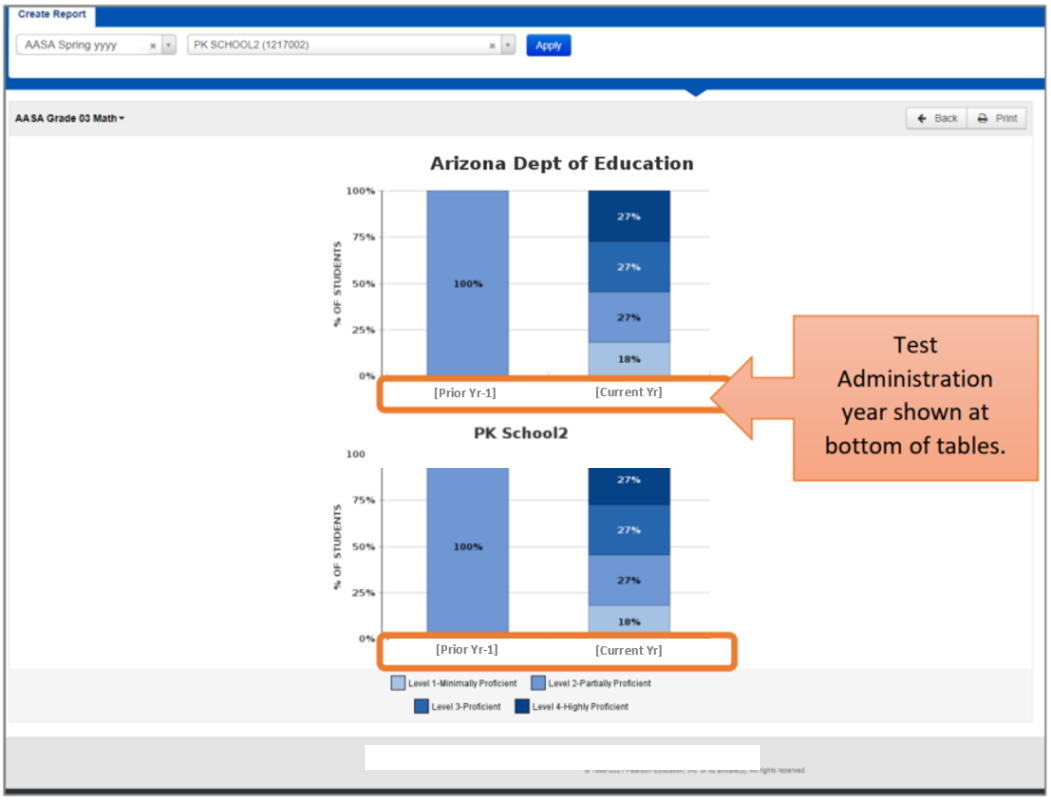
Group name "My Class" displaying additional student details:



Performance Levels by Administration–Preliminary

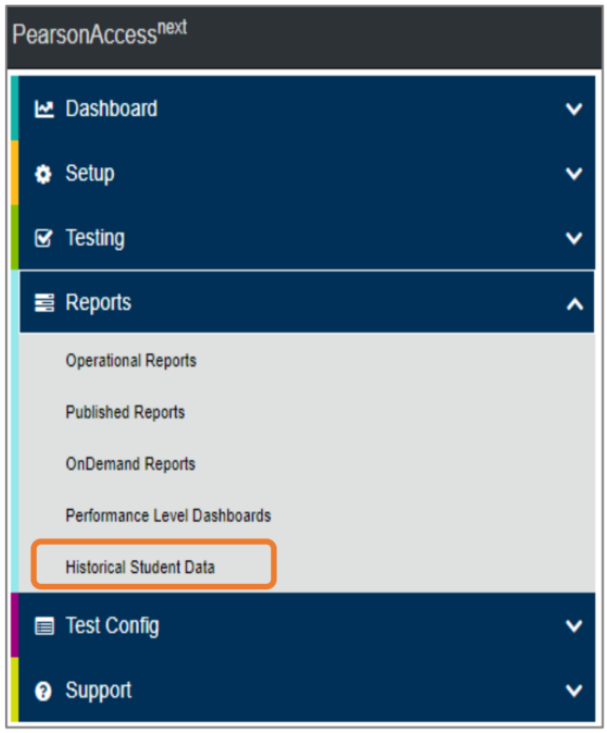
The *Performance Levels by Administration-Preliminary* report displays the percentage of students that obtained each of the following performance levels for the current and previous test administrations: Level 1–Minimally Proficient, Level 2–Partially Proficient, Level 3–Proficient, and Level 4–Highly Proficient.

Grade 3 Math:



Historical Student Data

The AASA *Historical Student Data* reporting feature will be available online in the PearsonAccess^{next} platform at **https://az.pearsonaccessnext.com**.
This reporting feature will allow users to view AASA historical score information for a student or a group of students in a school or district.



Historical Student Data will be accessible to Achievement District Test Coordinators, who will be assigned the "Historical Report Viewer" user role. Achievement District Test Coordinators can then assign the "Historical Report Viewer" user role to other users in their assigned district/charter or school(s) as determined by the district/charter.

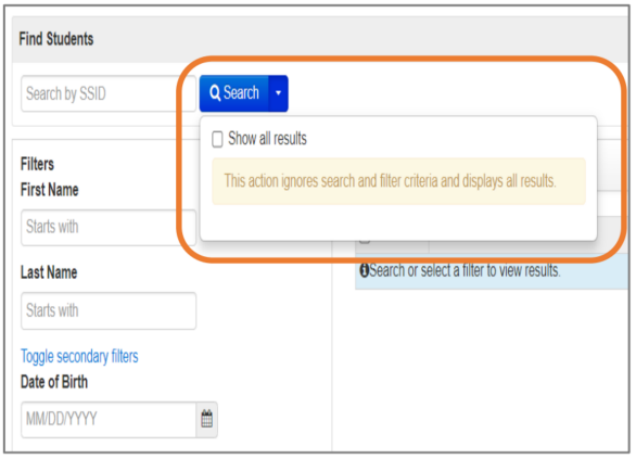
Reporting Groups and "Teacher Report Viewer" user role:

Achievement District Test Coordinators and School Test Coordinators are able to create and manage Reporting Groups. This includes assigning users to Reporting Groups.

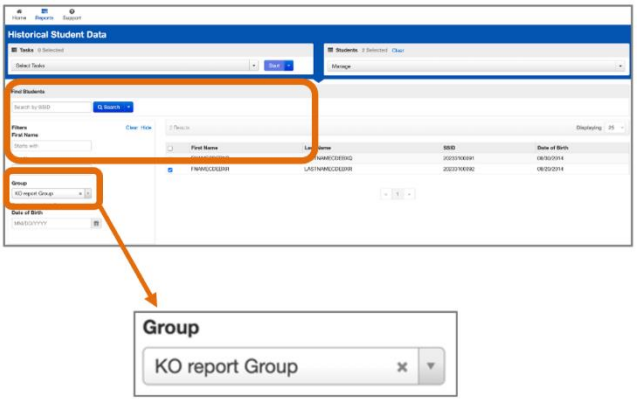
The "Teacher Report Viewer" user role is used to assign users to Reporting Groups. This user role will have access to view reporting data for the students in their assigned Reporting Group(s) and will have access to the following screens in PearsonAccess^{next}: **Reports > Performance Level Dashboards**, **Reports > Historical Student Data**, and **Support > Documentation**.

To access the *Historical Student Data*, users will select **Historical Student Data** from the **Reports** dropdown.

Filter and sort options will be available for use in *Historical Student Data*. Using the **Search** dropdown, users can select **Show all results** to display all students in their assigned school or district. The use of filters will help narrow down the list of students displayed. Data can display by Testing Groups and Reporting Groups if these were set up by the school during the specified time frame. The “Group” filter is a multi-select field, meaning the user will be able to choose one of the available options from the list.

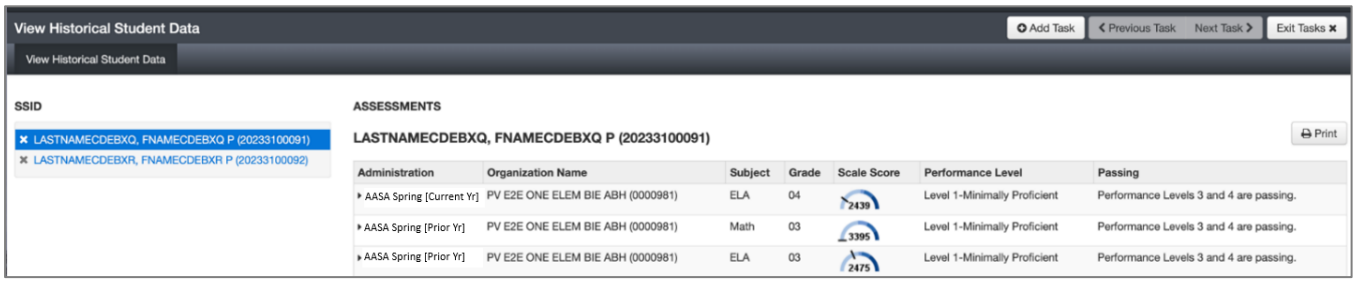


The “Teacher Report Viewer” user role can select their assigned Reporting Group from the “Group” filter and only the students in the Reporting Group will be listed. **Note:** If a user is assigned to multiple groups, then all students in the assigned multiple groups can be viewed by using the “Find Students” option and selecting, **Search > Show all results**. Individual students can be searched by SSID. When the “Group” filter is selected, all students from the selected group will appear.

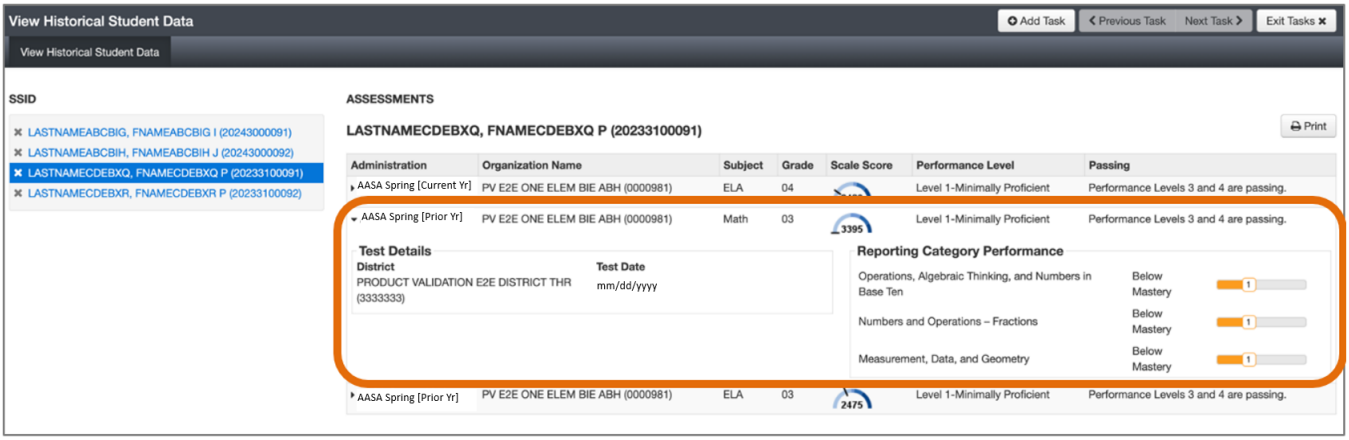


The following *View Historical Student Data* screen will display for the "Teacher Report Viewer" user role.

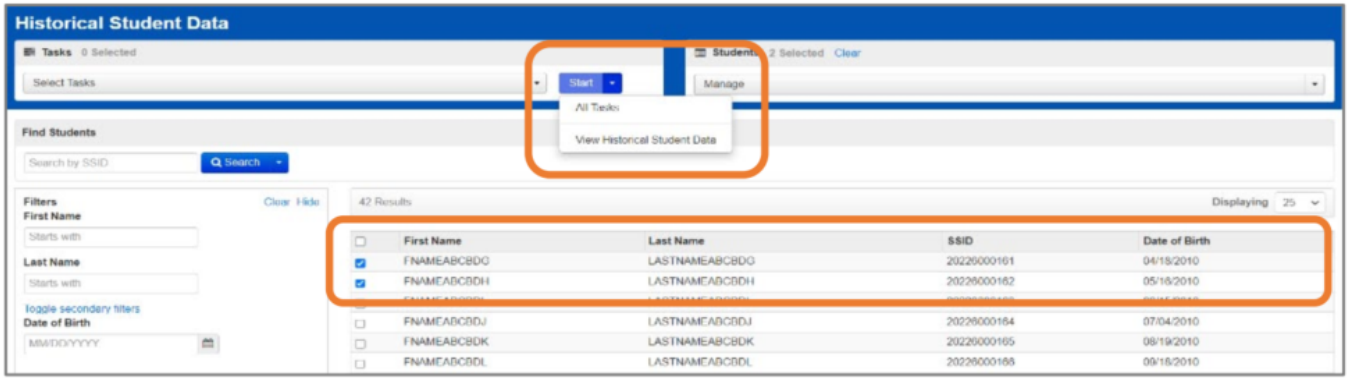
This screen will display the students assigned to the Reporting Group. All available student tests for current year and prior year test administrations will be shown.



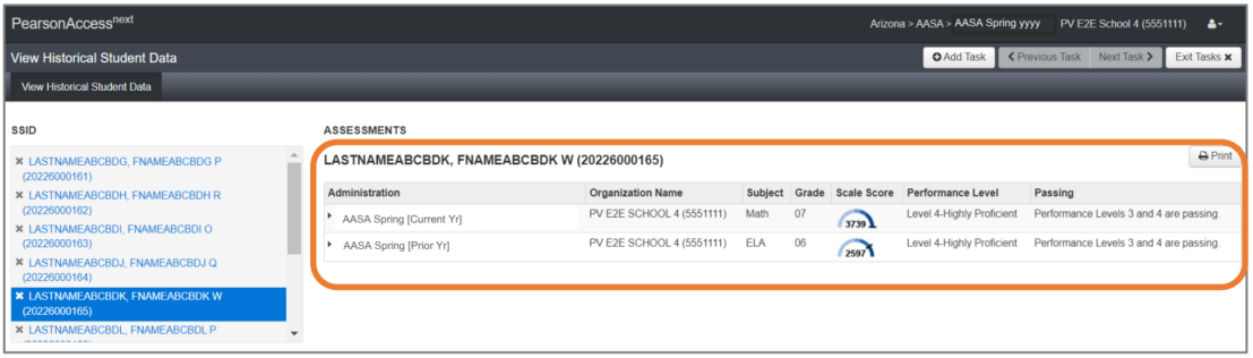
The test administration can be expanded to show the student data for all available tests for students assigned to the Reporting Group.



The historical data for a student or group of students can also be searched by placing a check mark in the box next to the student(s) name, then from the **Start** dropdown, selecting **View Historical Student Data.**



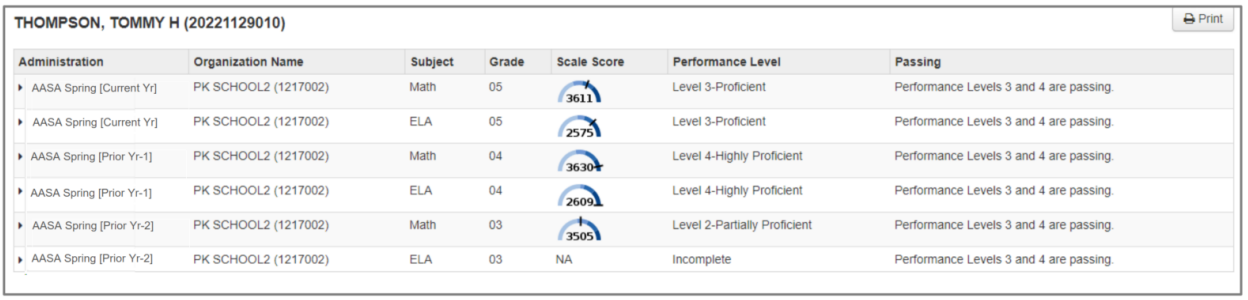
The *View Historical Student Data* screen will display. The students selected on the *Historical Student Data* screen will be listed under the SSID section on the left of the screen. Users can select the student's record from the SSID section and the student's test information will display to the right of this screen.
The scroll bar in the SSID section can be used to scroll down and select additional student records.



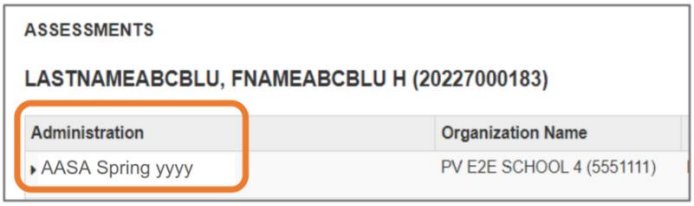
Overview of the **View Historical Student Data** screen columns:

- **Administration**–This is the test administration year associated with the student's test results.
- **Organization Name**–This is the organization's name associated with the student's test results.
- **Subject**–This is the subject (Math or ELA) associated with the student's test results.
- **Grade**–This is the grade level associated with the student's test results.
- **Scale Score**–This is the student's test score for completed tests.
- **Performance Level**–This is the performance level classification associated with the student's score for the test.
- **Passing**–The following message will display as a reminder of the Performance Levels considered "Passing": Performance Levels 3 and 4 are passing.

Tests for a single student will be shown year over year:

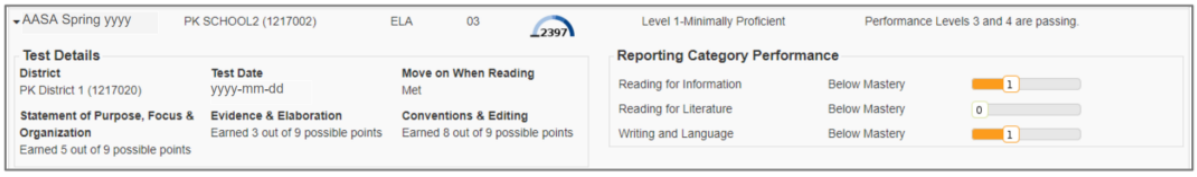


Clicking on the arrow to the left of the Administration name will display additional data for the student for that test administration, including the student's test date, scale score, performance level, and reporting category performance.
The **Print** option will allow a user to print a *Student History Report* (PDF) or a *Historical Student Data Summary List* (PDF).



Below are some samples of how the *Historical Student Data* will be displayed. The samples provided in this guide contain test data to show the configuration for different student data information.

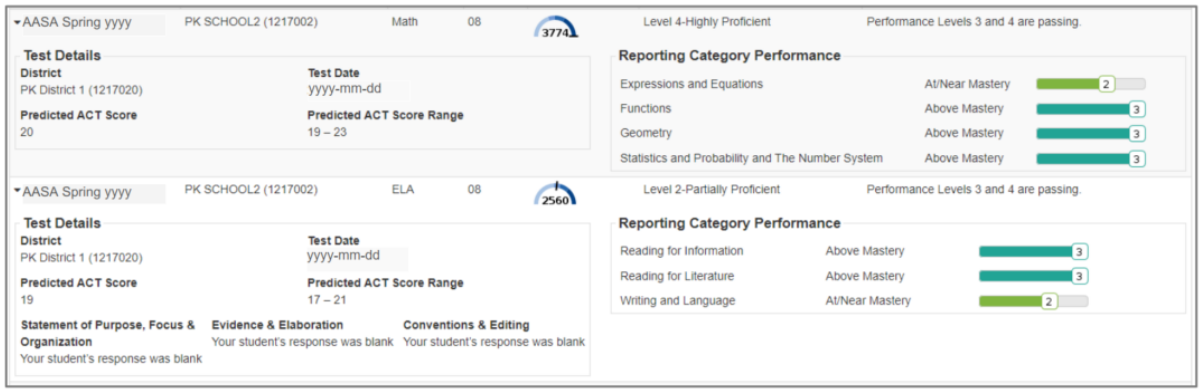
Grade 3 ELA–Historical Student Data:



Note: The "Move on When Reading" (MOWR) requirement indicator, for whether or not the student has met the MOWR requirement, and the Writing Trait scores are displayed.

Grades 3–5 Math–Historical Student Data:

Grade 8 ELA and Math–Historical Student Data:



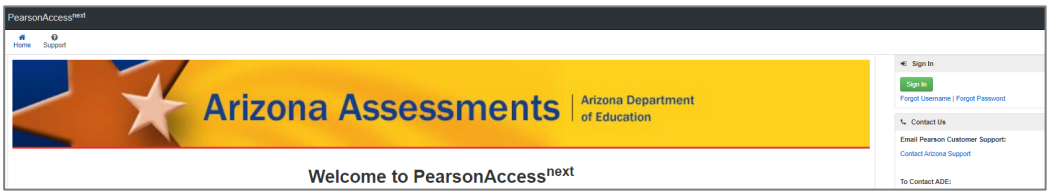
Note: The "Predicted ACT Score" and "Predicted ACT Score Range" are displayed in the above sample.

Accessing Reports in PearsonAccess^{next}

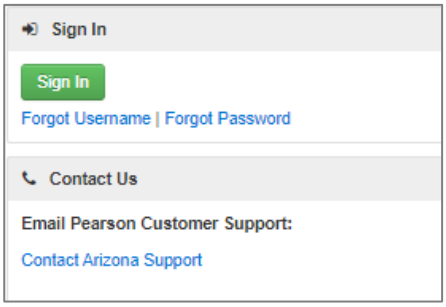
Access to the online reports and data depends on user roles in the PearsonAccess^{next} platform and the school and district associations. For more information on creating and managing user roles in PearsonAccess^{next}, please refer to the *PearsonAccess^{next} User's Guide*, available at **https://az.pearsonaccessnext.com**. To log in to PearsonAccess^{next}, users must have an authorized username and password.

How to Log Into PearsonAccess^{next}

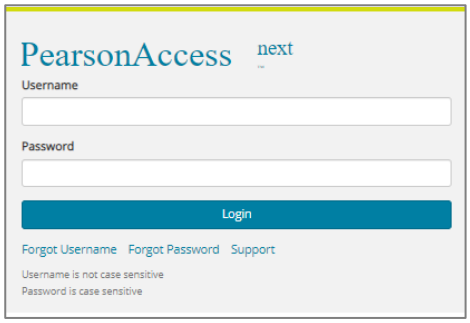
1. Open your web browser and navigate to the PearsonAccess^{next} platform (**https://az.pearsonaccessnext.com**).



2. Click on the green **Sign In** button that is located on the right side of the Home Page. The **Login** page appears.



3. Enter your Username (email address) and password on the **Login** page.



4. Click on the blue **Login** button. You will be logged into PearsonAccess^{next} provided you have entered the correct login credentials.

Note: Your Username will be your email address. Passwords must be reset each year. If you forgot your password, use the "Forgot Password" link to have the password reset.

How to View the Online Reports

When you first log into PearsonAccess^{next} (**https://az.pearsonaccessnext.com**), the **Home Screen** is displayed.

1. Select the Test Administration in the black task bar across the top of the screen. This will open the **Test Administration** dropdown menu.
2. From the **Test Administration** dropdown menu, select the corresponding dropdown option for the test administration year and program.
3. On the black task bar across the top of the screen, select the **Organization Name**. This will open the **Organization** dropdown menu.
4. To search for reports, on the **Organization** dropdown menu:
    - School-level users should select the **School** radio button to search for their school reports.
    - District-level users should select the **District** radio button to search for all schools' reports and student data files assigned to their district.
5. To view information for a specific school, select the school name from the list of schools in the dropdown menu. You can also enter the school name in the Search box.

    Note: District-level users can leave the Organization Name as their District name and use the reporting filters on the **Published Reports** screen, detailed further in this section, to search for specific school reports and student data files.
6. Go to **Reports**, select **Published Reports**.

7. On the **Published Reports** screen, there are two ways to find reports.
    - Enter search information into the **Find Reports** filter.
    - Enter search information into the **Filters** section.
        - **Organization Type** (select School or District, as applicable)
        - **Organization Name** (type in the partial or full school name)

          Note: Your assigned organization will be automatically populated in this filter. If your assigned organization is at the district-level, remove this filter selection to see school-level reports.
        - **Published Report Date Range** (mm/dd/yyyy)
8. You can download and view one or multiple reports. To download a single report or student data file (district-level only), select the hyperlink **File Name**.
9. To download multiple reports or student data files (district-level only), check box(es) left of the file name and then select **Download**.

   Note: The selected reports will download to your computer. Print or save using your computer's print function. Depending on the number of reports selected, the download may occur as a zip file, and you will need to extract the files.

If you have questions about PearsonAccess^{next}, or for trouble logging in, contact 1-888-705-9421 (option 3 for AASA), Monday through Friday, 7:00 a.m. to 7:00 p.m. CST, except holidays.

For email support, please select the **Contact Arizona Support** link under the **Contact Us** section of the **Home Screen**.

AASA Online Reports in the Parent Portal

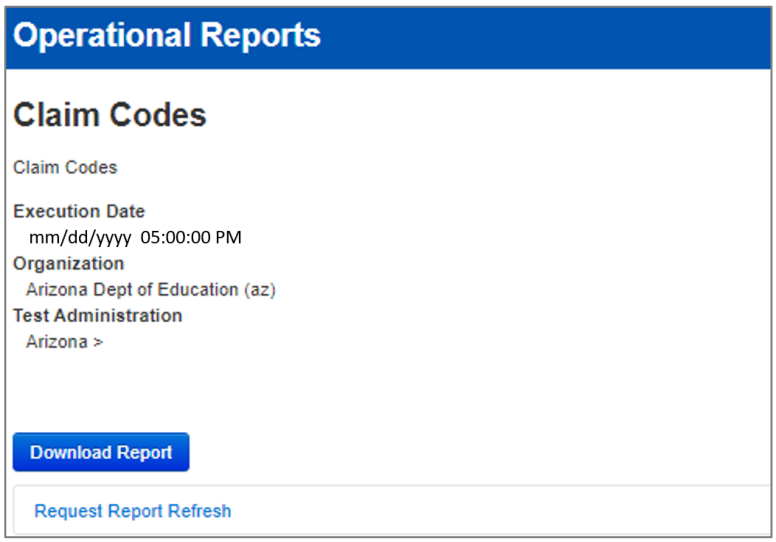
The AASA score reports are also available in the **Parent Portal**, which is an optional resource for schools and districts to use. The **Parent Portal** allows families to securely access and view their student's online *AASA Student Report* (individual student report). After creating a user account, families will enter the student's information, including the student's claim code, to retrieve the *AASA Student Report*.

The *AASA Parent Portal User Guide* is available to share with families. This guide includes the steps that should be followed to access their student's information on the **Parent Portal**.

The following user roles will have access to request and download the **Claim Codes** file (in **CSV** format) available in PearsonAccess^{next} :

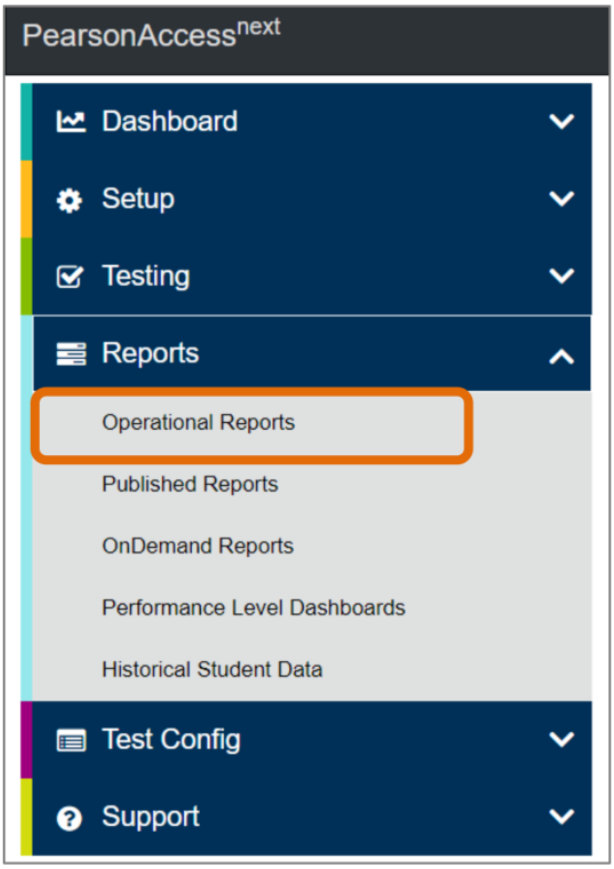
- District-level users with user roles:
  - AASA District Test Coordinator
  - AASA District Report Only
- School-level users with user roles:
  - AASA School Test Coordinator
  - AASA School Report Only

The **Claim Codes** file (in **CSV** format) is available for request on the following PearsonAccess^{next} screen: **Reports > Operational Reports > Students & Registrations > Claim Codes**. The following student information required to access student reports will be available on this file: Claim Code, Student's First Name, and Student's Last Name. This personalized student information may be provided to the parents using the *AASA Parent Portal User Guide*.

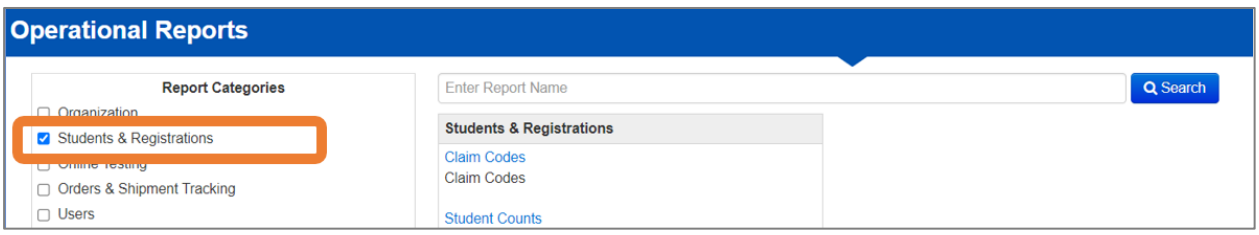


To request the Claim Codes files (in CSV format) in PearsonAccess^{next}:

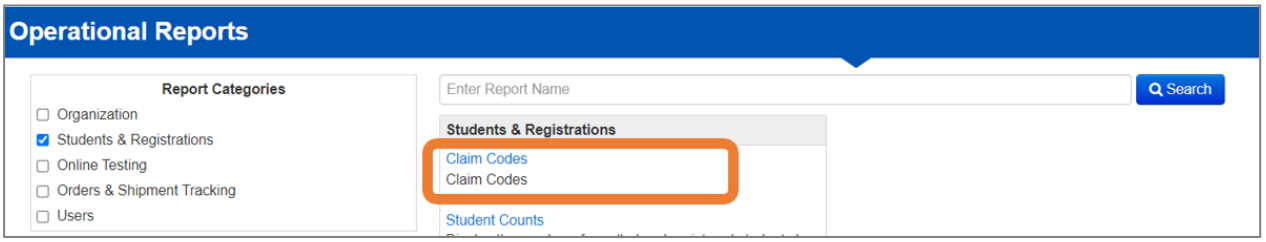
1. Select **Operational Reports** in the Reports dropdown menu.



2. Check the box next to **Students & Registrations** on the **Operational Reports** screen.

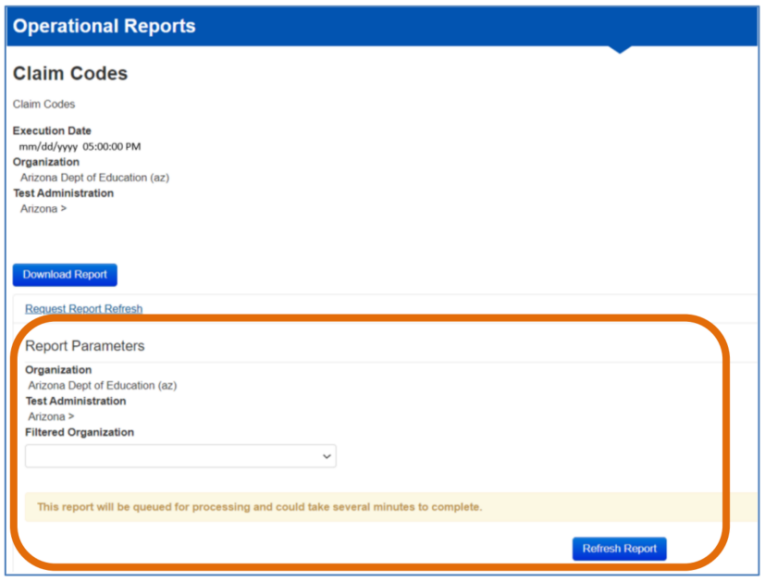


3. Click on the **Claim Codes** blue hyperlink.

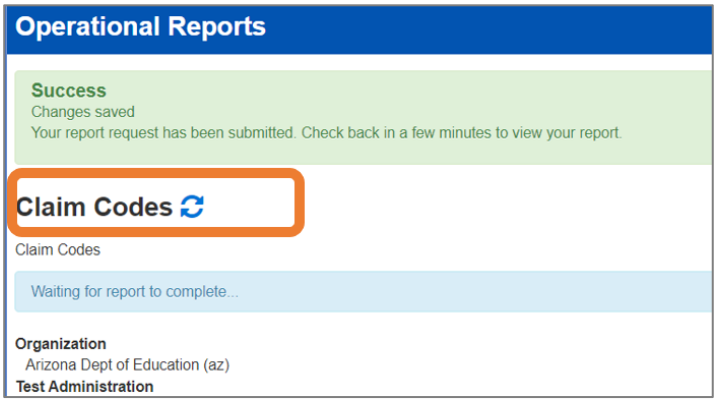


4. The **Claim Codes** screen will display. Click the **Download Report** button on this screen. For district-level users that want to view a specific school's **Claim Codes** file, select the blue hyperlink **Request Report Refresh**.

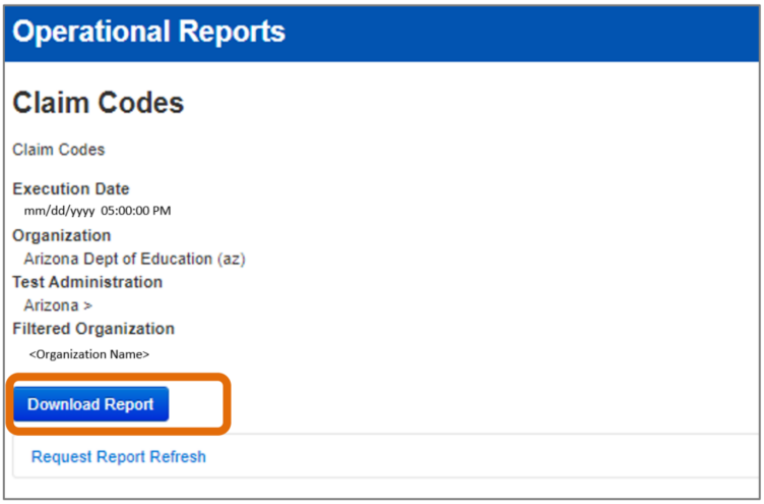
5. If the blue hyperlink **Request Report Refresh** is selected, the screen will expand to show additional fields at the bottom of the screen. On this screen, the district-level users can select a specific school in the **Filtered Organization** dropdown or, if preferred, can leave this field blank for a default view of the District report. Click the **Refresh Report** button.



6. Once the request has been submitted, the report will be queued for processing and could take a few minutes to complete. To refresh this screen, click on the **Claim Codes refresh button** found at the top of the screen.

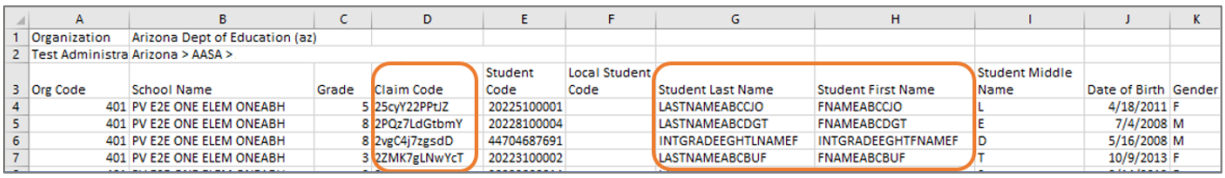


7. Once the **Claim Codes** file completes processing, the **Download Report** button will appear. Click on the **Download Report** button to download the file onto your computer.



8. Once the **Claim Codes** file is downloaded onto your computer, you will be able to use the sort and filter options available as part of the file format.

   Sample of **Claim Codes** file (in **CSV** format)



	A	B	C	D	E	F	G	H	I	J	K
1	Organization	Arizona Dept of Education (az)									
2	Test Administra	Arizona > AASA >									
3	Org Code	School Name	Grade	Claim Code	Student Code	Local Student Code	Student Last Name	Student First Name	Student Middle Name	Date of Birth	Gender
4	401	PV E2E ONE ELEM ONEABH	5	25cyY22PPtJZ	20225100001		LASTNAMEABCCJO	FNAMEABCCJO	L	4/18/2011	F
5	401	PV E2E ONE ELEM ONEABH	8	2PQz7LdGtbmY	20228100004		LASTNAMEABCDGT	FNAMEABCDGT	E	7/4/2008	M
6	401	PV E2E ONE ELEM ONEABH	8	2vgC4j7zgsdD	44704687691		INTGRADEEGHTLNAMEF	INTGRADEEGHTFNAMEF	D	5/16/2008	M
7	401	PV E2E ONE ELEM ONEABH	3	2ZMK7gLNwYcT	20223100002		LASTNAMEABCBUF	FNAMEABCBUF	T	10/9/2013	F

   The columns **Claim Code**, **Student First Name**, and **Student Last Name**, listed on the **Claim Codes** file (in **CSV** format), will be needed by the parents to access their student's reports in the **Parent Portal**.

   Use of the **Parent Portal** is optional for schools and districts. If a school or district decides to use the **Parent Portal**, then the school or district will be responsible for providing their students' parents with this information via the *AASA Parent Portal User Guide,* which will need to be personalized with each student's information.