
Chapter 7. Score Status

CALIFORNIA
Assessment of Student Performance and Progress

Test Operations Management System Pre-Administration Guide for CAASPP Testing

- ◆ Adding and Managing Users ◆ Passwords, Access, and Logon ◆ Test Administration Setup ◆
 - ◆ Student Test Assignment ◆ Student Test Settings ◆
 - ◆ Score Status ◆ Uploads ◆ Reports ◆
-

Smarter Balanced Summative and Interim Assessments
California Science Test
California Alternate Assessment
California Spanish Assessment



Measuring the Power of Learning.™



California Assessment of
Student Performance and Progress



Using Score Status Functions



Resources in This Section:

- *California Assessment of Student Performance and Progress (CAASPP) Interim Assessment User Guide* web document—<http://www.caaspp.org/rsc/pdfs/CAASPP.interim-assessment-guide.2018-19.pdf>



Notes:

- This tab is available to local educational agency (LEA) CAASPP coordinators and test site coordinators.
- See [Chapter 8 File Uploads](#) for instructions on how to use the Test Operations Management System (TOMS) batch upload functionality to assign condition codes for multiple students.
- Information about how to access the Interim Assessment Reporting System, is found in the [CAASPP Interim Assessment User Guide](#).

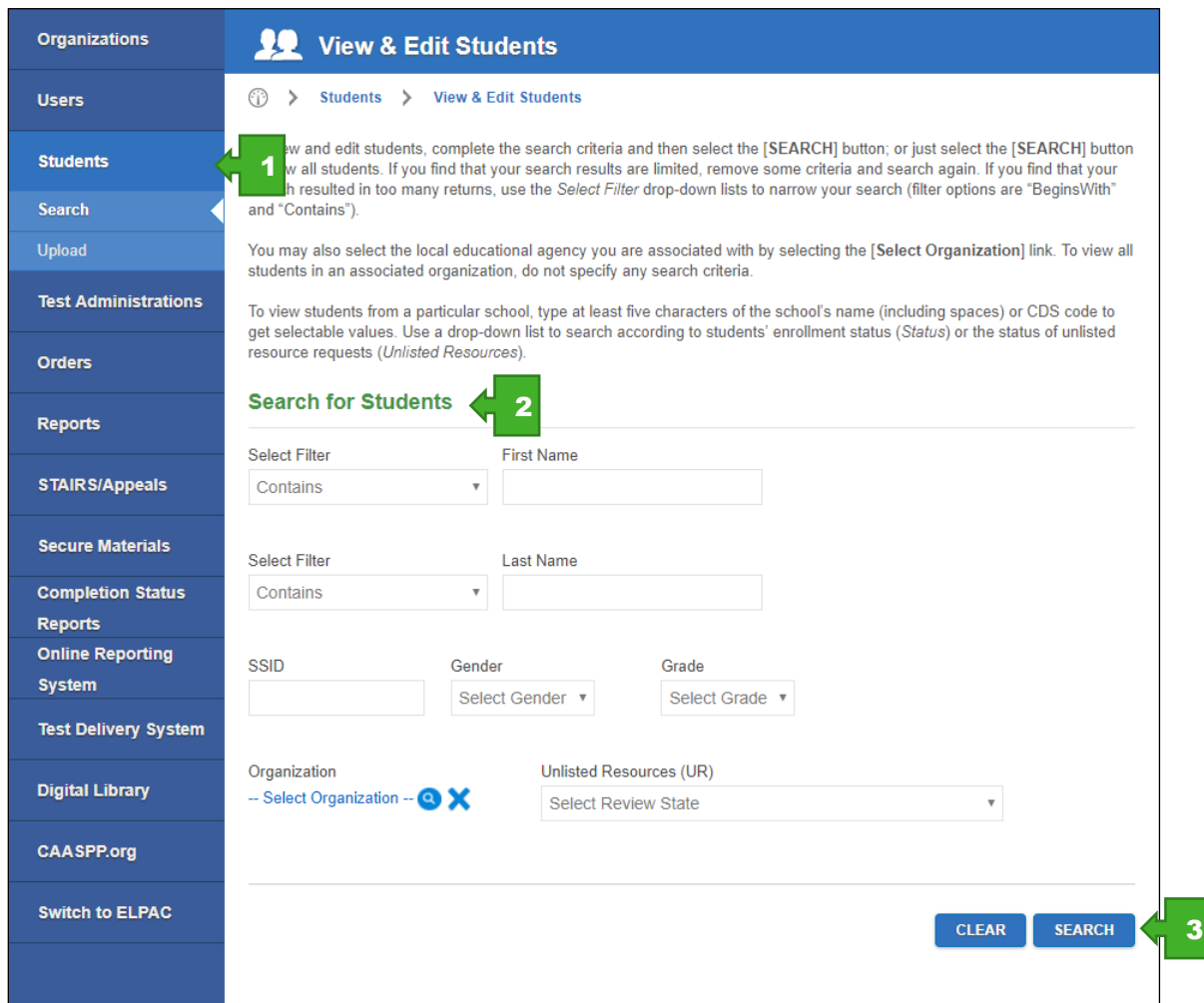
The [**Score Status**] tab in TOMS permits LEA CAASPP coordinators and CAASPP test site coordinators to set condition codes for individual students before testing. As testing progresses, LEA CAASPP coordinators and CAASPP test site coordinators also will use this tab to access the following:

- student's scoring status
- downloadable CAASPP Student Score Report
- the language of the Student Score Report
- the status of the appeal submitted on behalf of the student

View Students

In the *View & Edit Students* web form, you can search, view, and edit individual student data.

1. Select the **[Students]** button on the left navigation bar (Figure 62).



The screenshot shows the 'View & Edit Students' web form. On the left is a navigation bar with the following items: Organizations, Users, **Students** (highlighted with a green arrow and '1'), Search, Upload, Test Administrations, Orders, Reports, STAIRS/Appeals, Secure Materials, Completion Status Reports, Online Reporting System, Test Delivery System, Digital Library, CAASPP.org, and Switch to ELPAC. The main content area has a breadcrumb trail: Students > View & Edit Students. Below this is a 'Search for Students' section with a green arrow and '2' pointing to it. This section contains two search filters: one for 'First Name' and one for 'Last Name', both with a 'Contains' dropdown menu. Below these are fields for 'SSID', 'Gender' (with a 'Select Gender' dropdown), and 'Grade' (with a 'Select Grade' dropdown). At the bottom, there is an 'Organization' dropdown with a search icon and an 'Unlisted Resources (UR)' dropdown with a 'Select Review State' dropdown. At the bottom right, there are 'CLEAR' and 'SEARCH' buttons, with a green arrow and '3' pointing to the 'SEARCH' button.

Figure 62. Search for Students web form

2. Enter details about the student in the search fields in the “Search for Students” section (shown in Figure 62); use the *Select Filter* drop-down lists to narrow your search (options are *BeginsWith* and *Contains*).
or
Select the LEA you are associated with by selecting the [Select Organization] link.
 - a. To pull up all students in an associated organization, do not specify any search criteria.

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- b. To view students from a particular school, type at least five characters of the school's name (including spaces) or County-District-School code to get selectable values.
3. Select the **[SEARCH]** button.



Note: Check your California Longitudinal Pupil Achievement Data System student records if students are not listed.


We found 7 entries matching your search criteria. Results Per Page 20

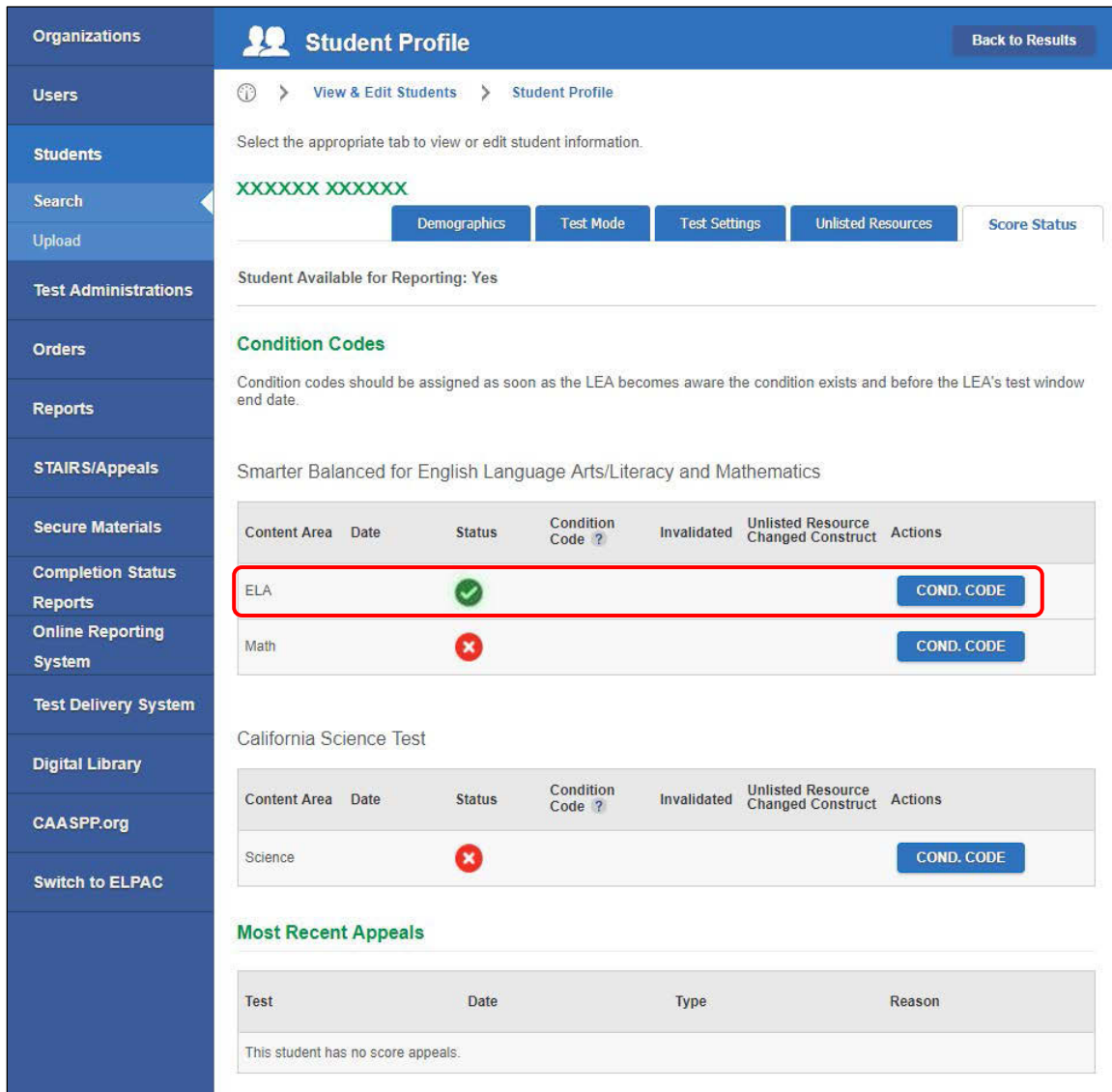
To view or edit the student information, select the **[View]** (magnifying glass) icon. Hover your mouse over the other icons (if present) in the *Actions* column for a description of additional actions available to some users.

| # | Name | SSID | School | Grade | Actions | Unlisted Resources | UR Submitted Date |
|---|--------------|------------|-----------------------------------|-------|--|---|-------------------|
| 1 | XXXXX, XXXXX | 0000000000 | Demo School A (99999999999999) | 03 |  | | |
| 2 | XXXXX, XXXXX | 0000000000 | Demo School A (99999999999999) | 10 |  4 | | |
| 3 | XXXXX, XXXXX | 0000000000 | Demo School A (99999999999999) | 11 |  |  | |
| 4 | XXXXX, XXXXX | 0000000000 | Demo School A (99999999999999) | 07 |  |  | |
| 5 | XXXXX, XXXXX | 0000000000 | Demo School A (99999999999999) | 07 |  | | |
| 6 | XXXXX, XXXXX | 0000000000 | Demo School A (99999999999999) | 09 |  | | |
| 7 | XXXXX, XXXXX | 0000000000 | Demo School A (99999999999999) | 03 |  | | |

Showing 1 of 1

Figure 63. Student search results

4. Select a **[View]** magnifying glass  icon in the *Actions* column shown in Figure 63 to access the *Student Profile* screen. The Student Profile opens with the **[Demographics]** tab selected.
5. Select the **[Score Status]** tab (Figure 64).



Student Profile Back to Results

View & Edit Students > Student Profile

Select the appropriate tab to view or edit student information.

XXXXXXXX XXXXXX

Demographics Test Mode Test Settings Unlisted Resources **Score Status**

Student Available for Reporting: Yes

Condition Codes

Condition codes should be assigned as soon as the LEA becomes aware the condition exists and before the LEA's test window end date.

Smarter Balanced for English Language Arts/Literacy and Mathematics

| Content Area | Date | Status | Condition Code ? | Invalidated | Unlisted Resource Changed Construct | Actions |
|--------------|------|--------|------------------|-------------|-------------------------------------|------------|
| ELA | | ✓ | | | | COND. CODE |
| Math | | ✗ | | | | COND. CODE |

California Science Test

| Content Area | Date | Status | Condition Code ? | Invalidated | Unlisted Resource Changed Construct | Actions |
|--------------|------|--------|------------------|-------------|-------------------------------------|------------|
| Science | | ✗ | | | | COND. CODE |

Most Recent Appeals

| Test | Date | Type | Reason |
|------------------------------------|------|------|--------|
| This student has no score appeals. | | | |

Figure 64. [Score Status] tab

Assign Condition Codes



Note: Condition codes do not apply to the California Spanish Assessment field test.

There are only two condition codes LEA CAASPP coordinators and CAASPP test site coordinators may set: **NTE** (Not tested medical emergency) and **PGE** (Parent/Guardian exemption). All other condition codes are determined through students' data, responses, and appeals.

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A condition code should be assigned for each content area assessment when the LEA has documentation supporting that the condition exists for the student. Setting condition codes prior to the start of the LEA's selected testing window will ensure that a student is not inadvertently tested. Condition codes may be assigned one by one or in a batch upload.

Please note the following about testing and condition code assignments when the condition code has been assigned after the start of the LEA's selected testing window:

- A condition code cannot be assigned if a student has submitted all parts of a content area assessment.
- If a student does start an assessment for which the **PGE** (Parent/Guardian exemption) code is later assigned, the student will be prevented by the system from completing the assessment after the code is assigned and the test will expire following Smarter Balanced test expiration rules (10 calendar days for performance tasks [PTs] and 45 calendar days for computer adaptive tests).
- If a student does start an assessment for which the **NTE** code is later assigned, the student will have an opportunity to complete a test he or she has started despite the condition code. If not completed, the test will expire following Smarter Balanced test expiration rules (10 calendar days for PTs and 45 calendar days for computer adaptive tests).
- **NTE** or **PGE** condition codes cannot be entered for students who complete both the PT and computer adaptive portions for a content area test and will have results reported.
- Student Score Reports will not be produced for students with **PGE** assigned for all content areas (neither paper nor PDF reports); nor will these students have results in the Online Reporting System.

Note that condition codes cannot be set after the last day of the LEA's selected testing window. In addition, neither of these condition codes can be accepted if the student has submitted all parts of an assessment. In this case, the student would receive a Student Score Report.

Take the following steps to set a condition code for a student:

1. Follow the instructions in the "[View Students](#)" subsection to open a Student Profile.
2. Select the [**Score Status**] tab.
3. In the condition codes table in the "Condition Codes" section, select the [**COND. CODE**] button for the content area assessment for which you are setting the code; this is circled in Figure 64. Note that the test name appears above this table.
4. In the *Select Condition Codes* dialog box, use the *Select the condition code for this student* drop-down list to select a condition code (Figure 65).

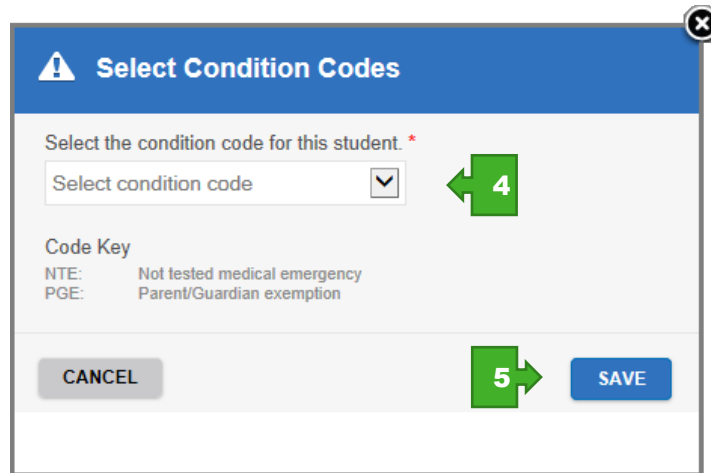


Figure 65. Select Condition Codes dialog box

5. Select [**SAVE**] to assign the condition code or [**CANCEL**] to exit this dialog box without assigning a code.
6. Repeat for another content area assessment.

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