
Part V: Interim Assessment Reporting System

CALIFORNIA
Assessment of Student Performance and Progress

2017-18 Interim Assessment User Guide

Smarter Balanced Interim Assessments for English
Language Arts/Literacy and Mathematics

- ◆ Interim Assessment Viewing System
 - ◆ Interim Assessment Administration
 - ◆ Interim Assessment Hand Scoring System
 - ◆ Interim Assessment Reporting System
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Measuring the Power of Learning.™



California Assessment of
Student Performance and Progress



The Interim Assessment Reporting System

On September 5, 2017, Smarter Balanced released a new reporting system. This section of the *Interim Assessment User Guide* provides general information about the reporting system. For detailed information on using the Interim Assessment Reporting System, see the *Smarter Balanced Reporting System User Guide*, which is available online at <https://portal.smarterbalanced.org/library/en/reporting-system-user-guide.pdf>.



Note: California local educational agencies (LEAs) will use the Online Reporting System for accessing results from Smarter Balanced Online Summative Assessments.

What's New

The new Interim Assessment Reporting System allows users to

- create and manage student groups,
- view aggregate results by student group,
- compare test results by student group,
- use advanced filtering options,
- view student responses to test items,
- view detailed item information,
- view test-item results within a group, and
- access links to related Digital Library resources.

In addition to the features just listed, interim assessment results are now generally available within 20 minutes after all scoring, including hand scoring, has been completed.



Note: New user roles must be used to create and manage groups. See page 3 of the [Smarter Balanced Reporting System User Guide](#) for additional information.

Access to the IA Reporting System

LEA CAASPP coordinators are designated as authorized personnel by their superintendent at the beginning of the school year. The California Department of Education (CDE) will provide IA Reporting System access to the CAASPP coordinator of each California LEA. Each LEA CAASPP coordinator, in turn, will be authorized to grant access to LEA and school staff through the Smarter Balanced Administration and Registration Tools (ART) interface.

- ✓ Verify that you have received your login credentials from Smarter Balanced to the IA Reporting System. This is the same login used for the Smarter Balanced Digital Library. LEA CAASPP coordinators should contact the California Technical Assistance

Center by telephone at 800-955-2954 or by e-mail at caltac@ets.org for assistance with login credentials.



Note: Prior to granting access to users, the LEA CAASPP coordinator should consider state and federal privacy laws as well as local LEA policies. Instructions for adding educators to ART are provided in [Appendix B](#).

Before CAASPP coordinators grant other LEA staff members access to the IA Reporting System, they should read and understand the user roles that are available as well as the implications of assigning the roles to authorized educators.

IA Reporting System users are an integral part in ensuring that the security controls provide the intended level of protection. All LEA representatives who are authorized to access the IA Reporting System are required to protect interim assessment reporting information in any form. This includes information contained on printed reports, data downloaded onto computers and computer media (e.g., compact discs, thumb/flash drives), information on user computer monitors, files transmitted via e-mail, or information in any other format.

Data Security and Privacy

Personally identifiable information (PII) is protected through the latest encryption and security technology. Educators are only permitted to view data for students at either a school and/or LEA they have been explicitly authorized to view. Follow state and federal laws, as well as LEA policy, and only provide access to authorized individuals.

The Smarter Balanced IA Reporting System collects and maintains educational records that contain PII about students.

Smarter Balanced security controls are implemented to protect the information processed and stored within the system. Specifically, these control settings are designed to do the following:

- protect the privacy and confidentiality of the system information
- ensure that only authorized users (educators) access the system
- ensure that educators are uniquely identified when using the system
- associate and connect certain actions performed—within the system—to specific educators
- ensure that educators have access to perform only the actions they have been authorized to carry out



Alert: Access to student PII is strictly regulated by state and federal laws and LEA policies. The CDE does not provide legal interpretation of state or federal privacy laws. LEAs should consult with their local legal offices to ensure that local processes are in compliance with applicable state and federal laws and regulations.



Note: Interim assessment results are available within the IA Reporting System **only** for the LEA and school in which the student completed the test. The IA Reporting System does **not currently** account for student mobility throughout the year.

Logging In to the IA Reporting System

Follow the steps below to log in to the IA Reporting System. Users are only permitted to view data for students that they have been explicitly authorized to view by their LEA CAASPP coordinator.

1. Go to the CAASPP Portal Web site (<http://www.caaspp.org/>) and select the [**Smarter Balanced Interim Assessments**] button (Figure 87).



Figure 87. Buttons on CAASPP Portal Web Site

- This will open the Interim Assessment Administration Resources Web page. Select the **[Interim Assessment Reporting System]** button (Figure 88).



Figure 88. Buttons on Interim Assessment Administration Resources Web Page

- This will open the Smarter Balanced Reporting System Web page (Figure 89).

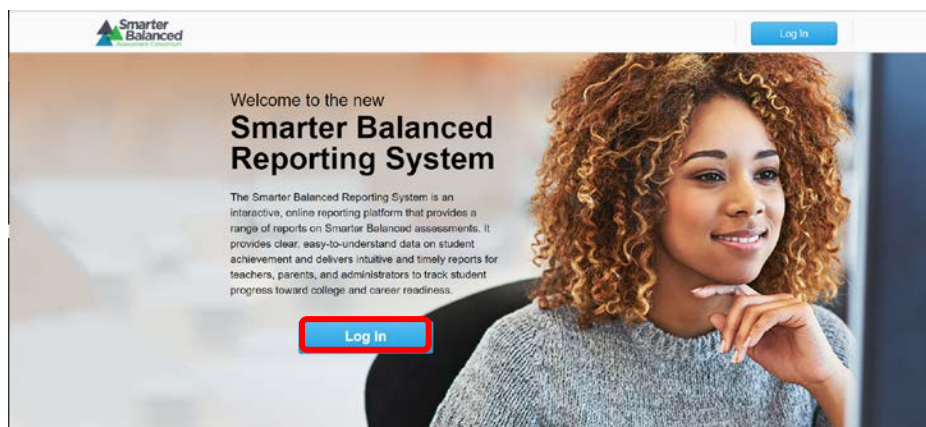


Figure 89. Smarter Balanced Reporting System Web Page

4. On the landing page, select the [**Log In**] button. This will open the *Smarter Balanced Log In* screen (Figure 90).

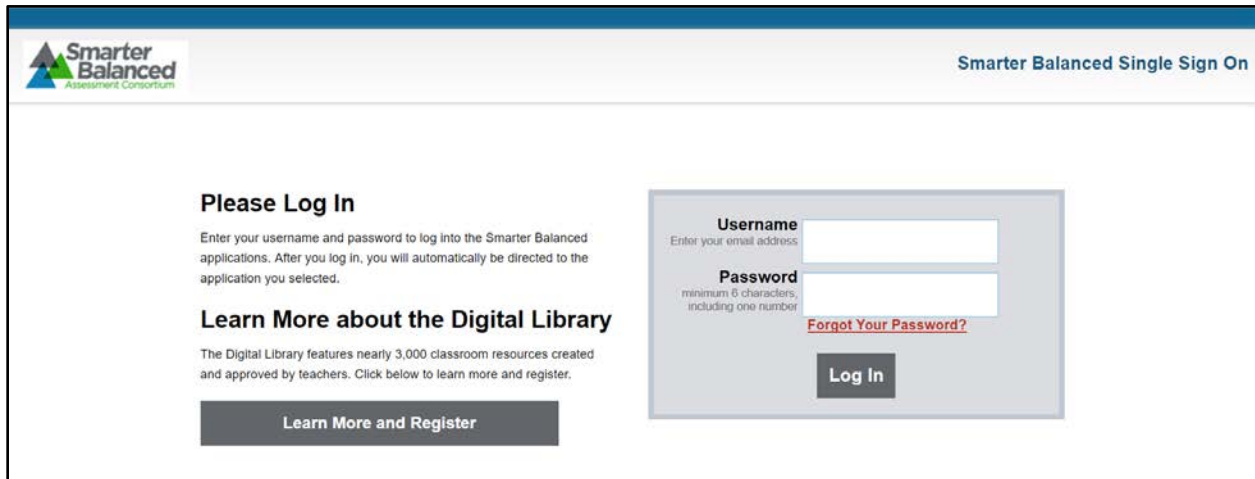


Figure 90. Smarter Balanced Log In Screen

5. On the *Log In* screen, enter your username and password—this will be the same information you use to access the Smarter Balanced Digital Library.

For instructions on how to use the Interim Assessment Reporting System, please read the [Smarter Balanced Reporting System User Guide](#).

In addition, the [Smarter Balanced Interim Assessments Interpretive Guide](#) is available to help educators, parents, and other stakeholders interpret interim assessment reports. The guide addresses questions of how to evaluate group, student, and item-level data from these assessments to improve teaching and learning.