



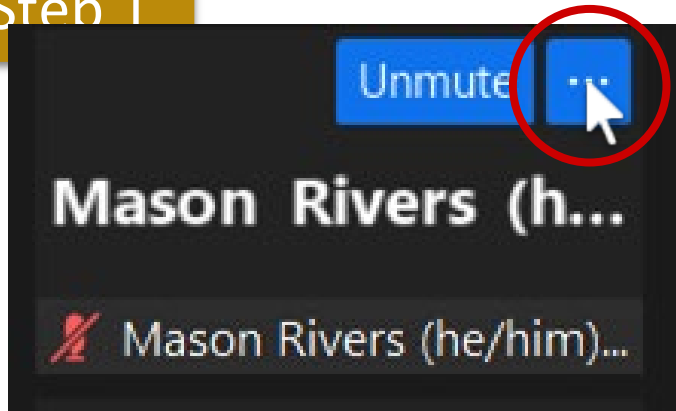
DTC Learning Session

Assessment Record Management in ARUA

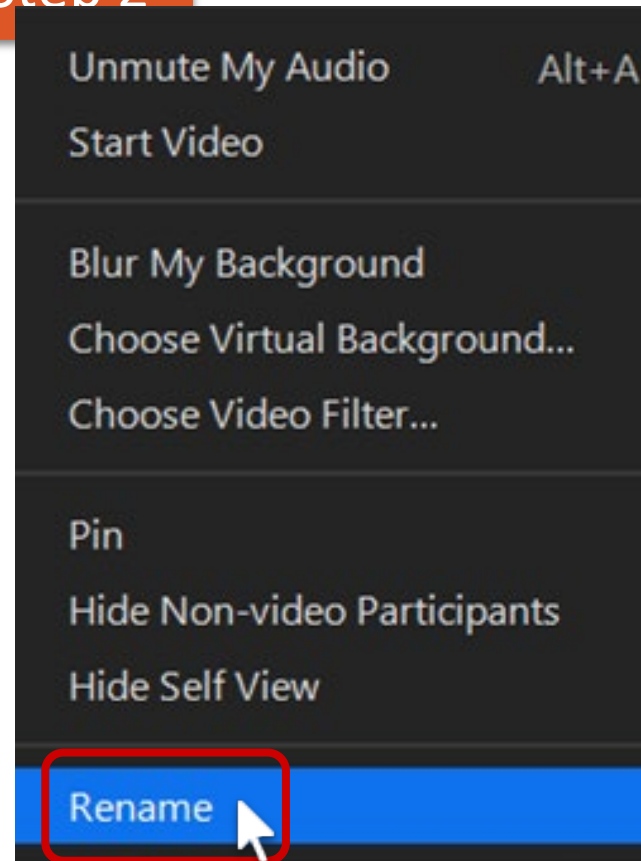
May 1, 2024

Please rename yourself...

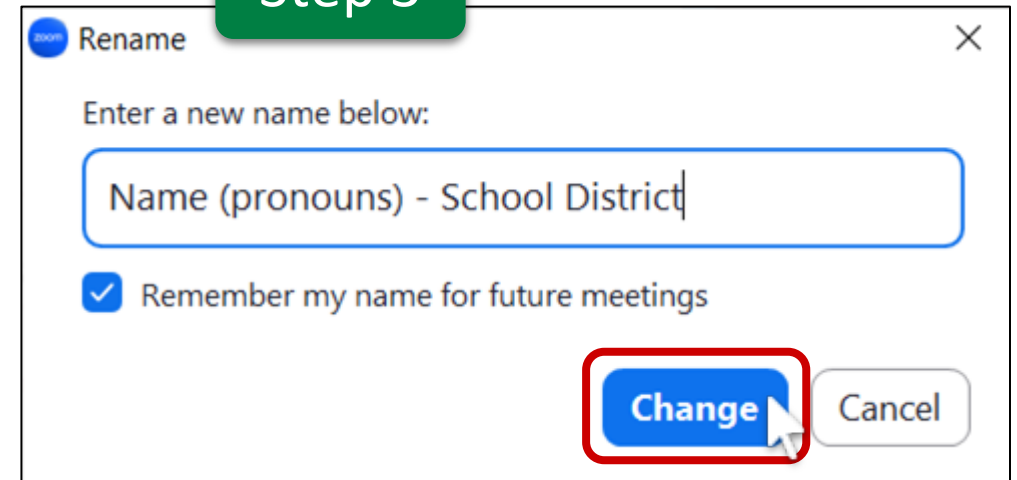
Step 1



Step 2



Step 3



Regional ESD Partners

Assessment Support:

Amy Rockwell, Regions 1 & 2

Shannon Lyon, Region 3

Data Collections/Accountability:

Karen Brown Smith (All Regions)

Peter Campbell (All Regions)



Regional ESD Partners are your best contact for Assessment and Accountability support

Assessment

Regions 1 and 2

Amy Rockwell

1-800-970-8372 ext. 1 or 503-540-4470

Amy.Rockwell@wesd.org

Region 3

Shannon Lyon

1-800-706-4447 ext. 3220 or 541-966-3220

Shannon.Lyon@imesd.k12.or.us

Data Collections & Accountability Support

All Regions

Karen Brown Smith

1-800-706-4447 ext. 3124 or 541-966-3124

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Assessment Team Contacts

[Andrea Lockard](#), Director of Assessment

[Tony Bertrand](#), English Language Arts and Social Sciences

[Andy Byerley](#), Math (and interim Science)

[Sody Fearn](#), K-2 Balanced Assessment

[Audrey Lingley](#), Survey Specialist

[Carla Martinez](#), Administrative Support

[Crys Plattner](#), Administrative Support

[Mason Rivers](#), Special Education

[Ben Wolcott](#), English Language Proficiency

Managing Test Records

ELPA Screener records are managed in the OSAS Portal in TIDE

All summative tests are managed in the ODE Central Login and Assessment Record Updating Application (ARUA).

- If you don't have access, contact your District Security Administrator (DSA)
Look up who your DSA is here:

<https://district.ode.state.or.us/apps/login/searchSA.aspx>

Managing ELPA Screener Test Records

If staff used a Temporary Identifier (Temp ID) to administer the 2023-24 ELPA screener, we encourage you to merge the Temp ID to the permanent SSID in TIDE.

- In TIDE, perform a search to see if any Temp IDs exist:
 1. Go to Preparing for Testing/Student Information/View-Edit-Export Student Test Settings and Tools
 2. In the School field, click on Select all
 3. In the Student ID Type, select “Temp ID”
 4. Click Search
 5. Select “View Results” “Export to Secure File Center” or “Modify Search”

Managing ELPA Screener Test Records

Merges must be completed no later than July 19

- To complete a Temp ID to SSID merge, the following rules must be met:
 1. Temp IDs must be merged in the school year they were created and before TIDE is taken offline (no later than July 19)
 2. The SSID must be in TIDE.
 3. Note that ODE will stop sending nightly SSID files on June 28
 4. The school and birth date fields must be an exact match on the Temp ID and SSID
 5. The legal first and legal last name fields must be a close match on the Temp ID and SSID

Managing ELPA Screener Test Records

Merge one record at a time (See [TIDE User Guide](#) pages 24-25)

1. In TIDE, go to Preparing for Testing/Student Information/View-Edit-Export Student Test Settings and Tools
2. Search for the student... Select the School, Enter the student's Temp ID in the SSID field, then click Search
3. Click on View Results
4. Click on the pencil icon to open the record
5. Click on the pencil icon for the SSID field, then enter the SSID number and click Save

Managing ELPA Screener Test Records

Upload a file to merge multiple Temp IDs to SSIDs (See [TIDE User Guide](#) pages 24)

1. In TIDE, go to Preparing for Testing/Student Information/Update Temp ID to SSID
 - On this page, download the Template “Update Temp ID to SSID”
2. Complete the Template- enter the Temp ID in column A and SSID it should be merged to in column B
3. Save the template and close it when you are finished
4. Go back to the path in step 1, and click on “Choose File” and select the file
5. Click Next, and preview the file.
6. Click Next to proceed to Validation step, and review errors/warnings
 - Choose to “Upload Revised File,” “Continue with Upload” or “Download Validation Report”

Managing Summative Test Records

If you are a district test coordinator who...

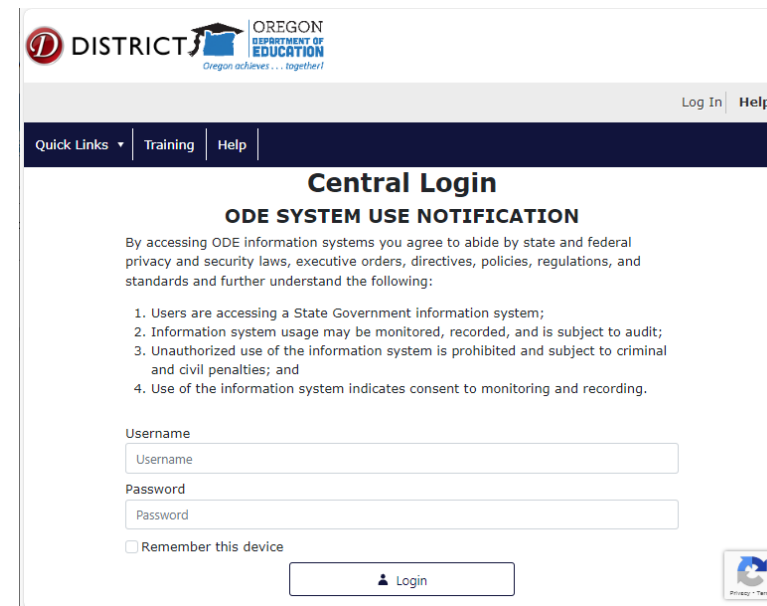
- Isn't sure if you are responsible for managing test records, or
- Doesn't work in the summer months

Please have a conversation with your Superintendent and District Security Administrator to ensure that someone is assigned rights to the Assessment Transactional Consolidated Collection and knows their responsibilities for test record management- including correcting errors and entering administration codes on test records prior to the August 23 deadline. All test records are slated to load by July 12.

Please ensure all opt-out forms, religious and disability exemption approvals, exemptions by medical practitioners, list of ESD registered home school and foreign exchange students, etc. are collected from all schools (including charter schools) and available for the district level person who is responsible for entering administration codes on the ODE website.

Managing Summative Test Records

Test records for the English language Arts (ELA), mathematics, science and English language proficiency summative assessments (ELPA) including Alt ELPA are managed in Consolidated Collections located in the [ODE Central login application](#).



The screenshot displays the 'Central Login' page of the ODE system. At the top, there are logos for 'DISTRICT' and 'OREGON DEPARTMENT OF EDUCATION' with the tagline 'Oregon achieves... together!'. Navigation links for 'Log In' and 'Help' are in the top right. A dark blue header contains 'Quick Links', 'Training', and 'Help'. The main content area is titled 'Central Login' and features an 'ODE SYSTEM USE NOTIFICATION' section. This notification states that users agree to abide by state and federal privacy and security laws and lists four points: 1. Users are accessing a State Government information system; 2. Information system usage may be monitored, recorded, and is subject to audit; 3. Unauthorized use of the information system is prohibited and subject to criminal and civil penalties; and 4. Use of the information system indicates consent to monitoring and recording. Below the notification are input fields for 'Username' and 'Password', a 'Remember this device' checkbox, and a 'Login' button. A 'Privacy / Terms' link is located in the bottom right corner.

ODE Central Login Application

If you don't have access, contact your District Security Administrator (DSA)

Lookup who your DSA is here:

<https://district.ode.state.or.us/apps/login/searchSA.aspx>

Locate District Security Administrator

Institution ID

District Name

Enter your institution ID or your district name (not both). For district name, enter the name or any part of it. If you enter the name, enter only the district name (not the school name). Enter the information in only one of the areas provided.



ODE Assessment Applications

Assessment Record Updating Application (ARUA)

(also known as the Assessment Transactional System)

- The only ODE assessment application that allows edits
- Test record management (correcting errors, looking up test records)
- Entering administration codes (opt-outs, foreign exchange/homeschool, etc.)

These applications will be discussed in a future session:

Secure Assessment Reports (SAR)

- “Official” pdf formatted reports: ISRs, Class Roster, Class Summary

Achievement Data Insight (ADI)

- Assessment Report Validations
 - Student Performance: English Language Arts, Mathematics, Science Next Gen
 - On-Track to English language proficiency

Accountability Warehouse Extract (AWE)

- Download “Official” Assessment records in a spreadsheet/table format

ODE Assessment Record Updating Application

When can I start entering administration codes in ARUA?

- The test record must load before an administration code can be added

Test record load schedule

- Completed tests load based on the schedule on page 46 in the [AA Checklist](#)
- May 31- ELPA summative (including Alt ELPA)
- June 4- Non-participation/virtual test records first created*
- June 7- ELPA summative (batch 4 honoring HS proficiency)
- June 28- Partial test records for science
- June 28- Extended assessments
- July 12- Partial test records for ELA and math

*Students enrolled on the first weekday in May are required to participate in statewide testing, if enrolled in a grade level that is required to test

ODE Assessment Record Updating Application

Test record load schedule, [AA Checklist](#) page 46

2023-2024 REPORTING/EDITING OF OREGON ASSESSMENT RESULTS Updated 7/28/2023			
District Website: https://odedistrict.oregon.gov/		ODE Public Website: https://www.oregon.gov/ode	
Reporting of Statewide Assessment Results			
Test Type / Subject	Preliminary Student Scores available in Centralized Reporting System	Records available on ODE District website for Downloading & Editing (ARUA)	Downloading & Reporting (Accountability Warehouse Extract) Individual Student Reports & Class Rosters (Secure Assessment Reports)
Science - including Braille	February 6, 2024 Within one business day of test completion	February 7, 2024 Within two business days of test completion	February 8, 2024 Within three business days of test completion
English Language Arts, Mathematics	High School – March 19, 2024 Grades 3-8 – April 16, 2024 Within ten business days of test completion	High School – March 19, 2024 Grades 3-8 – April 16, 2024 Within one business day of posting in CRS	High School – March 19, 2024 Grades 3-8 – April 16, 2024 Within one business day of posting in the ARUA
Oregon Extended Assessments (English Language Arts, Mathematics, Science)	N/A	June 28, 2024	June 28, 2024
ELPA (English Language Proficiency Assessment) Summative – including Remote administration Alt ELPA	March 12, 2024 April 3, 2024 May 7, 2024 May 31, 2024	March 12, 2024 April 3, 2024 May 7, 2024 May 31, 2024	March 12, 2024 April 3, 2024 May 7, 2024 May 31, 2024

ODE Assessment Record Updating Application

What test records can I edit in ARUA?

- To access a test record, the student must be a resident of your district.
- Changes to test records may only be entered at the school district level.
- The last day to edit 2023-24 test records in the ARUA is August 23, 2024.

ODE Assessment Record Updating Application

Reminder: The test record must load before an administration code can be added.

Note: NOT ALL RECORDS WILL HAVE AN ADMINISTRATION CODE.

- If a test record is not loaded for a required subject, a virtual test record will be created beginning June 4 for the student
 - If the student did not participate in testing, and you have a code to enter, enter the administration code on the virtual record
 - If the student partially completed a test, it will load late (June 28 or July 12), and administration codes should be entered on this record
- If a student has (or will have) a virtual and valid test record, the virtual record should disappear after the following weekend's processing of records
 - Be sure to enter administration codes on the valid record, administration codes are not transferred between records

ODE Central Login Application

Where do I enter assessment administration codes or check for errors?

1. Login the ODE Central Login Application:
<https://district.ode.state.or.us/apps/login/>
2. Select the Consolidated Collections Application from the Applications list (if you do not have access, contact your [DSA](#))

Applications

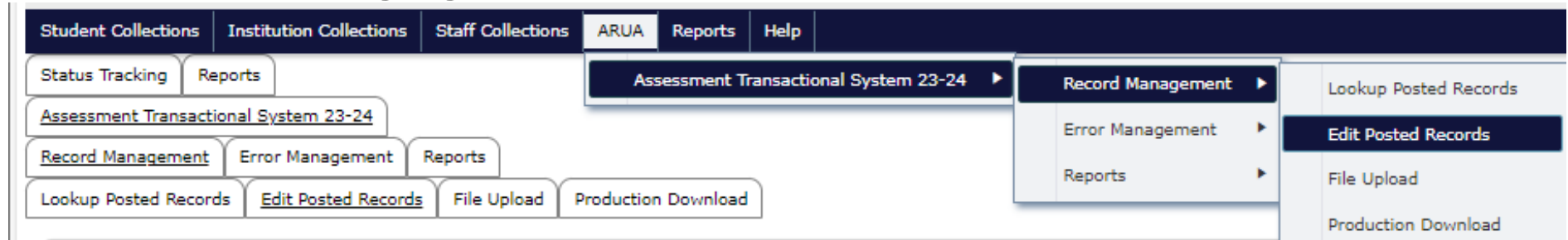
You have been granted access to the items displayed in this list. To access an application, select it from the list.

- [Accountability Warehouse Extract - Oregon Department of Education](#)
- [Achievement Data Insight - Oregon Department of Education](#)
- [Consolidated Collections - Oregon Department of Education](#)
- [Secure Assessment Reports 2.0 - Oregon Department of Education](#)

ODE Central Login Application- ARUA

How do I enter administration codes and make other changes?

3. To make changes one record at a time, select the ARUA menu/Assessment Transactional System 23-24/Record Management/Edit Posted Records (if you do not have access, contact your [DSA](#) and ask for access to the “Assessment Test Staging Consolidated Collection”)



ODE Central Login Application- ARUA

How do I enter administration codes and make other changes? (cont.)

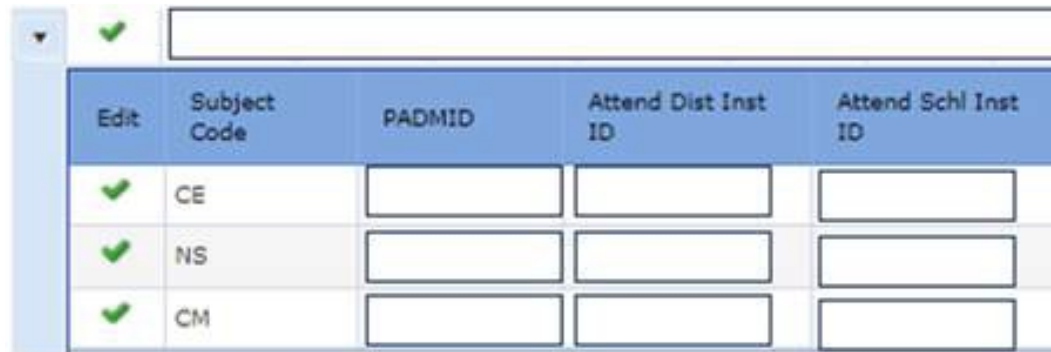
4. Search for the student (by entering their SSID, or, search by subject only)
5. Click search

The screenshot shows the 'Edit Pooled Records' form. The 'Subject' dropdown menu is open, showing options: ELA, ELPA, Math, and Next Gen Science. The 'Test Type' is a dropdown menu. The 'Date Type' has radio buttons for 'Test Date' (selected) and 'Update Date'. The 'Date Range' has two input boxes with a 'to' separator. The 'Institutions' field shows '(Count: 11)' and a scrollable list. The 'Enrolled Grade' field is a scrollable list. The 'District Student ID' field is empty. The 'SSID(s)' field is highlighted with a red box and contains the text '(Use "" to s'. Below it are fields for 'First Name', 'Last Name', and 'Date of Birth'. At the bottom are 'Search' and 'Reset' buttons.

ODE Central Login Application- ARUA

How do I enter administration codes and make other changes? (cont.)

6. Click on the small black triangle in the far-left margin to expand the view and see the subject codes that are loaded for the student
7. Click on the green checkmark for the subject code that you want to edit
(CE- Common Core ELA; CM- Common Core Math; NS- Next Gen Science; EL- ELPA)



The screenshot shows a web application interface. At the top, there is a search bar with a green checkmark icon to its left. Below the search bar is a table with a blue header and three data rows. Each row has a green checkmark in the first column. The table columns are labeled: Edit, Subject Code, PADMID, Attend Dist Inst ID, and Attend Schl Inst ID. The data rows contain subject codes CE, NS, and CM.

Edit	Subject Code	PADMID	Attend Dist Inst ID	Attend Schl Inst ID
✓	CE	<input type="text"/>	<input type="text"/>	<input type="text"/>
✓	NS	<input type="text"/>	<input type="text"/>	<input type="text"/>
✓	CM	<input type="text"/>	<input type="text"/>	<input type="text"/>

ODE Central Login Application- ARUA

How do I enter administration codes and make other changes? (cont.)

SSID: [REDACTED] Modified Date: 4/25/2024 8:11:05 AM

Attending District ID	<input type="text"/>	*	Attending School ID	<input type="text"/>	*	<input type="button" value="Change Student"/>
May 1 District ID	<input type="text"/>		May 1 School ID	<input type="text"/>		<input type="button" value="Change Resident School"/>
Academic Year	<input type="text" value="20232024"/>		Test Year	<input type="text" value="2324"/>		Test End Date <input type="text" value="04/23/2024"/>
PADMID	<input type="text" value="6013474"/>	*	Subject Code	<input type="text" value="CM"/>		Test Type Code <input type="text" value="T"/>
Overall Scale Score	<input type="text" value="2379"/>		Performance Level for Grade	<input type="text" value="1"/>		Performance Level for Benchmark <input type="text" value="1"/>
ELPA Proficiency Status Code	<input type="text"/>		Test Benchmark Code	<input type="text" value="4M"/>		Test Grade Band Code <input type="text"/>
Test Valid Flag	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N		Test Attempted	<input type="text" value="Y"/>		Enrolled Grade At Test <input type="text" value="11"/>
Best Score Flag	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N		Targeted Code	<input type="text"/>		<input type="text" value="Administration Code"/>
Accommodation Flag	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> *		Accommodation Code 1	<input type="text"/>		Accommodation Code 2 <input type="text"/>
Accommodation Code 1	<input type="text"/>		Accommodation Code 2	<input type="text"/>		Accommodation Code 3 <input type="text"/>
Accommodation Code 4	<input type="text"/>		Accommodation Code 5	<input type="text"/>		Accommodation Code 6 <input type="text"/>
Teacher Name	<input type="text"/>		Class Period	<input type="text"/>		

ODE Central Login Application- ARUA

- Administration Code field options are different depending on the subject selected
- Commonly forgotten codes: ESD registered home schoolers not receiving content instruction from public school; foreign exchange

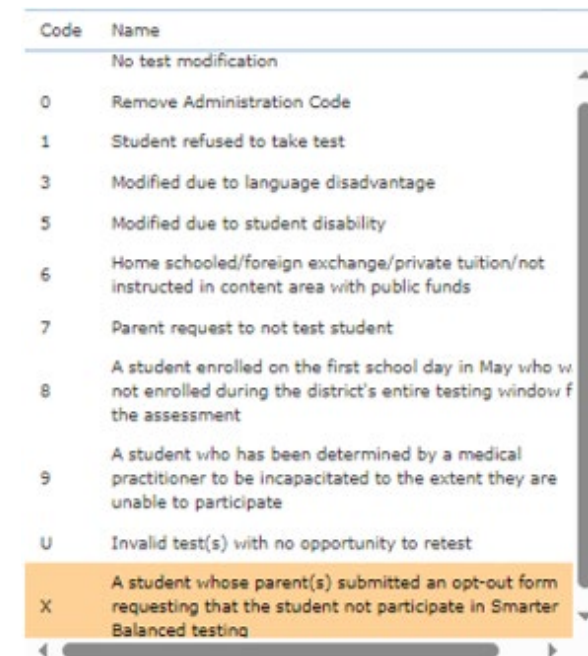
Code	Name
	No test modification
0	Remove Administration Code
1	Student refused to take test
3	Modified due to language disadvantage
5	Modified due to student disability
6	Home schooled/foreign exchange/private tuition/not instructed in content area with public funds
7	Parent request to not test student
8	A student enrolled on the first school day in May who was not enrolled during the district's entire testing window for the assessment
9	A student who has been determined by a medical practitioner to be incapacitated to the extent they are unable to participate
U	Invalid test(s) with no opportunity to retest
X	A student whose parent(s) submitted an opt-out form requesting that the student not participate in Smarter Balanced testing

Code	Name
	No test modification
0	Remove Administration Code
1	Student refused to take test
6	Home schooled/foreign exchange/private tuition/not instructed in content area with public funds
7	Parent request to not test student
8	A student enrolled on the first school day in May who was not enrolled during the district's entire testing window for the assessment
9	A student who has been determined by a medical practitioner to be incapacitated to the extent they are unable to participate
A	No ELPA Reading per IEP team
B	No ELPA Reading & Writing per IEP team
C	No ELPA Reading, Writing & Listening per team
D	No ELPA Reading, Writing & Speaking per team
F	No Reading & Listening per IEP team
G	No Reading, Listening & Speaking per IEP team
H	No Reading & Speaking per IEP team
J	No ELPA Writing per IEP team
K	No ELPA Writing & Listening per IEP team
L	No ELPA Writing, Listening & Speaking per team
M	No ELPA Writing & Speaking per IEP team
N	No ELPA Listening per IEP team
P	No ELPA Listening & Speaking per IEP team
Q	No ELPA Speaking per IEP team
U	Invalid test(s) with no opportunity to retest

ODE Central Login Application- ARUA

Common Administration codes

- Code 7 is an approved exemption for religious or disability related reasons (science & ELPA only)
- Code 8 is used for students who are enrolled on May 1, but not during the school's test window (ELPA & Alt ELPA only)
- Code X is used for Parent opt-out (ELA & math only)
All districts must enter opt-out codes on the records they received opt-out forms for in ELA & math

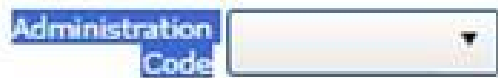


Code	Name
	No test modification
0	Remove Administration Code
1	Student refused to take test
3	Modified due to language disadvantage
5	Modified due to student disability
6	Home schooled/foreign exchange/private tuition/not instructed in content area with public funds
7	Parent request to not test student
8	A student enrolled on the first school day in May who was not enrolled during the district's entire testing window for the assessment
9	A student who has been determined by a medical practitioner to be incapacitated to the extent they are unable to participate
U	Invalid test(s) with no opportunity to retest
X	A student whose parent(s) submitted an opt-out form requesting that the student not participate in Smarter Balanced testing

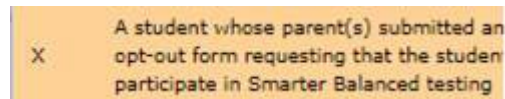
ODE Central Login Application- ARUA

How do I enter administration codes and make other changes? (cont.)

8. In the Administration Code field on the far-right select the appropriate Administration Code (see [TAM](#) tables 27 and 28).

A screenshot of a web form showing a dropdown menu labeled "Administration Code". The dropdown is currently empty, and a small downward-pointing arrow is visible on the right side of the box.

e.g. for ELA and math Opt Outs, select code X

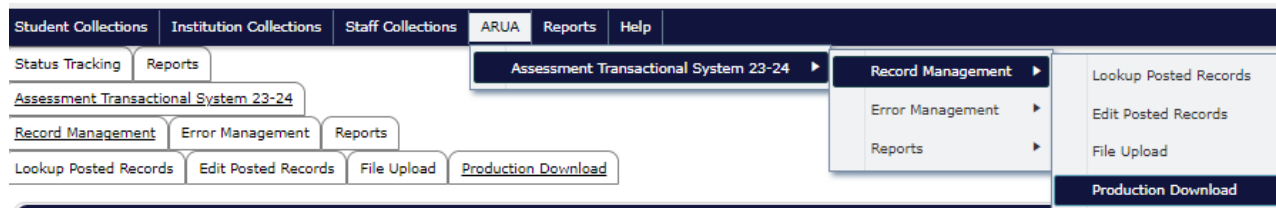
A screenshot of the dropdown menu showing the selected option. The option is "X" followed by the text "A student whose parent(s) submitted an opt-out form requesting that the student participate in Smarter Balanced testing". The text is displayed in a light orange background.

9. Click Save. Repeat above steps for other subjects/students.

ODE Central Login Application- ARUA

How do I make changes to multiple records with a file upload?

1. To make changes using a data file for multiple records, select the ARUA menu/Assessment Transactional System 23-24/Record Management/Production Download



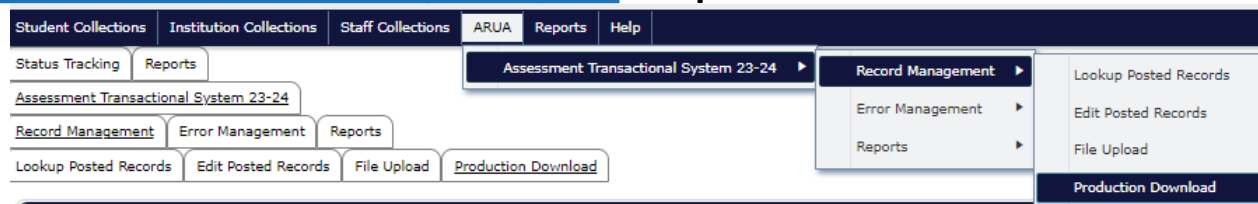
2. Narrow your search by filtering, or click Submit with no filters applied to download all records and subjects

A screenshot of the 'Production Download' form in the ARUA application. The form includes several input fields and dropdown menus: 'Subject' (with a dropdown menu showing 'ELA', 'ELPA', 'Math', and 'Next Gen Science'), 'Test Type' (a dropdown menu), 'Date Type' (radio buttons for 'Test Date' and 'Update Date'), 'Date Range' (two date pickers), 'Institutions' (a text input field with '(Count: 1)' below it), 'Enrolled Grade' (a dropdown menu showing 'Pre-Kindergarten (EnrlGrade)...PK', 'Kindergarten (EnrlGrade)...KG', 'First Grade (EnrlGrade)...01', 'Second Grade (EnrlGrade)...02', 'Third Grade (EnrlGrade)...03', and 'Fourth Grade (EnrlGrade)...04'), 'District Student ID' (a text input field), 'SSID(s)' (a text input field with a note 'Use commas to separate SSIDs'), 'First Name' (a text input field), 'Last Name' (a text input field), and 'Date of Birth' (a date picker). At the bottom of the form, there is a note: 'File will be downloadable as a CSV = A Comma Separated Values File or your basic spreadsheet.'

ODE Central Login Application- ARUA

How do I make changes to multiple records with a file upload?

3. A secure file transfer will be sent to your email inbox from Ode.helpdesk@ode.oregon.gov. Open it and download the file



- File format document can be found [here](#)- 53 columns wide
 - ❖ Column AO- CalcAdmnCd is the Current Administration Code. Be sure to enter the code only (see [TAM](#) tables 27 and 28)
 - ❖ Column U- SrtTstTypCd (E-ELPA; T-OSAS Online; X-Extended; V-Virtual)
- Be aware that each test record has a unique PADM ID. Virtual and valid records have different ids. Be sure to make changes on the correct record
- If you download records, try to upload them before the end of the week

ODE Central Login Application- ARUA

How do I make changes to multiple records with a file upload?

4. Make the necessary changes and save the file in a safe place, close it
5. Go back to the ARUA menu/Assessment Transactional System 23-24/Record Management/File Upload
6. Choose the file and then click Upload
7. You will be sent an email with a summary of the upload- number of records... saved, in error, etc.
8. After the file processes check for errors by going to ARUA menu/Assessment Transactional System 23-24/Error Management/Review District Errors
 - Correct any errors that exist
9. Order a production download again to ensure that the changes you uploaded saved
10. Let your Regional ESD Partner know if you have any questions

ODE Central Login Application- ARUA

How do I check for errors?

1. Go to the ARUA menu/Assessment Transactional System 23-24/Error Management/Review District Errors and also Review Vendor Errors
 - Common errors include
 - ❖ SSID merge
 - ❖ Special Education flag is not marked Y
 - ❖ Administration Code is not valid
2. Errors are organized by error type. Click on the small black triangle in the far-left margin to expand the error type, and click on the green checkmark to open the error record and fix it.
3. Click save

ODE Central Login Application- ARUA

Test Lookup Report

Allows user to look up what tests are associated with a student, regardless of where the student took the tests. No performance data is provided

1. Go to the ARUA menu/Assessment Transactional System 23-24/Reports/Test Lookup Report
2. Select a year from the “Test Year” drop-down list (2019-20 through 2023-24)
3. Enter one or more SSID numbers, separated by commas (maximum of 100 characters allowed)
4. Click Submit

The screenshot displays the ARUA web application interface. At the top, there is a navigation menu with tabs for 'Student Collections', 'Institution Collections', 'Staff Collections', 'ARUA', 'Reports', and 'Help'. Below this, a sub-menu is open for 'Assessment Transactional System 23-24', showing options for 'Record Management', 'Error Management', and 'Reports'. The 'Reports' sub-menu is further expanded to show 'Test Lookup Report', 'Reference Report', and 'Participation Report'. The 'Test Lookup Report' option is highlighted. Below the navigation, there is a form titled 'Test Lookup Report' with a 'Test Year' dropdown menu set to '2019-2020' and a text input field for 'Student SSIDs'. A 'Submit' button is located at the bottom right of the form.

ODE Central Login Application- ARUA

Test Lookup Report (cont.)

This report is helpful when you want to download historical test data for a student and want to confirm what year and subjects are available. If your school has claimed the student in the SSID System, you should be able to see results in the Accountability Warehouse Extract and Secure Assessment Reports applications.

Status	SSID	First Name	MI	Last Name	Resident District ID	Resident District Name	Resident School ID	Resident School Name	Subject	Bench	Test Type	Test Valid Flag	Test Date
Posted									CE	G6	T	Y	04/2023
Posted									CM	G6	T	Y	05/2023

ODE Central Login Application- ARUA

Reference Report

This report is organized by Resident School ID, Subject, and Enrolled Grade, includes counts of posted (non-error) records, a demographic breakdown of those records, and a count of records with errors in the last column.

A key under the table defines any asterisks that may be on the report.

Reference Report

Resident District Inst ID: []
 Test Year: 2022-2023
 Subject: ELA
 Best Score: N
 Enrolled May 1: Y

Resident District ID	Resident School ID	Subject	Grade	Number posted (non-errored) test records	Gender Code M	Gender Code F	Gender Code Non-Binary	Amer Ind / Alskn Ntv	Asian	Pacific Islndr	Black / African American	Hispanic	White	Multi-Racial	Special Ed*	TAG Ed*	Economic Disadvan	English Learner Code A or B**	English Learner Code M or G**	English Learner Code Y or E**	English Learner Code W or X**	Stay In District* (Full Academic Year in District)	Stay In School* (Full Academic Year in School)	District Special Ed*	Admin Code 1, 7, or X***	Admin Code 6***	Admin Code 9***	Challengi Code H	Challengi Code L	Test Valid	Number errored records
[]	[]	ELA	03	55	27	28	0	1	1	0	1	5	43	4	55	55	55	1	2	1	1	55	55	55	3	0	0	0	0	55	0
[]	[]	ELA	04	51	29	22	0	2	0	0	0	3	38	8	51	51	51	0	0	3	0	51	51	51	1	0	0	0	0	51	0
[]	[]	ELA	05	56	28	28	0	1	2	0	0	6	44	3	56	56	56	0	0	0	0	56	56	56	0	0	0	0	0	56	0
[]	[]	ELA	03	108	55	53	0	3	4	2	0	22	68	9	108	108	108	0	5	10	4	108	108	108	7	0	0	0	0	108	0

ODE Central Login Application- ARUA

Participation Report

This report is organized by Resident School ID, Subject, and Enrolled Grade, includes counts of posted (non-error) records in the Participation numerator and denominator columns, with a breakdown by types of Participants and Non-Participants.

The screenshot shows a web application interface for a Participation Report. At the top, there is a dark blue header with the text "Participation Report". Below the header, there are several filter fields: "Resident District Inst ID:" with a dropdown menu, "Test Year: 2022-2023", "Subject: ELA", and "Enrolled May 1: Y". A "Refresh" button is located in the top right corner of the table area. The table itself has 17 columns and 4 rows of data. The columns are: Resident District ID, Resident School ID, Test Year, Subject, Enrolled Grade, All Records, Not in Denominator, Participation Denominator, Tested under Standard Conditions*, Targeted Higher Benchmark, Extended, Beginning EL, Targeted Lower Benchmark, Student refusal, Parent request, and Other Non-Participants. The data rows show counts for different combinations of Test Year, Subject, and Enrolled Grade.

Resident District ID	Resident School ID	Test Year	Subject	Enrolled Grade	All Records	Not in Denominator	Participation Denominator	Tested under Standard Conditions*	Targeted Higher Benchmark	Extended	Beginning EL	Targeted Lower Benchmark	Student refusal	Parent request	Other Non-Participants
		2223	CE	03	55	0	55	51	0	0	0	0	0	0	4
		2223	CE	04	51	0	51	50	0	0	0	0	0	0	1
		2223	CE	05	56	0	56	55	0	1	0	0	0	0	0
		2223	CE	03	108	0	108	99	0	2	0	0	3	0	7

Resources

1. Assessment Transactional System (ARUA) User Guide
<https://odedistrict.oregon.gov/CollectionsValidations/Collections/Documents/ARUAUserGuide.pdf>
2. Assessment Transactional System (ARUA) file format
<https://odedistrict.oregon.gov/CollectionsValidations/FileFormats/Documents/asmtransactionfileformat.xlsx>
3. ARUA Walkthrough <https://www.youtube.com/watch?v=pUuew5MLtQE>
4. How to Edit Demographic and Program Fields for Assessment Records
https://odedistrict.oregon.gov/CollectionsValidations/Collections/Documents/ARUA_Edits_2324.pdf
5. ESD Partner handout – How to enter assessment administration codes
https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/1455/IMESD/4262555/EnterAdminCodes_in_ARUA_43024.pdf
6. Training- Assessment Record Updating Application (ARUA), Accountability Warehouse Extract (AWE), and Secure Assessment Reports 2.0 (SAR) 2023-24 (2/15/24) <https://youtu.be/3g1pBCUEIj4> ; and PowerPoint <https://odedistrict.oregon.gov/Training/Documents/aruawinter2324.pptx>
7. TIDE User Guide <https://osasportal.org/resources/manuals-and-user-guides/tide-user-guide>

Resources

8. ODE Upcoming training

- May 16 @ 2:00 pm- Editing and Checking Assessment Data, Third Period Cumulative ADM, and English Learners for Accountability Reporting 2023-24. Link to join:
<https://www.zoomgov.com/j/1614925925?pwd=UGVnREdwQ0tnZzIJM1FkZXZCU0l0Zz09>



Thank You!

Next Session: 5/22, 9:00 – 10:00 AM PT
ODE Assessment Applications and Assessment Data Validations