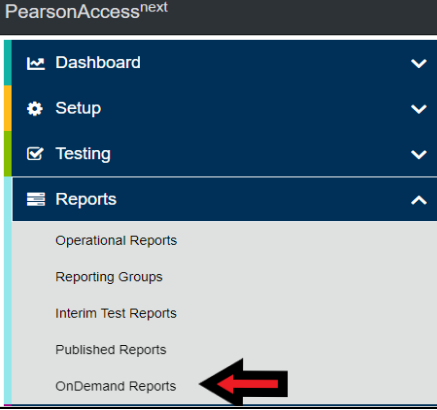
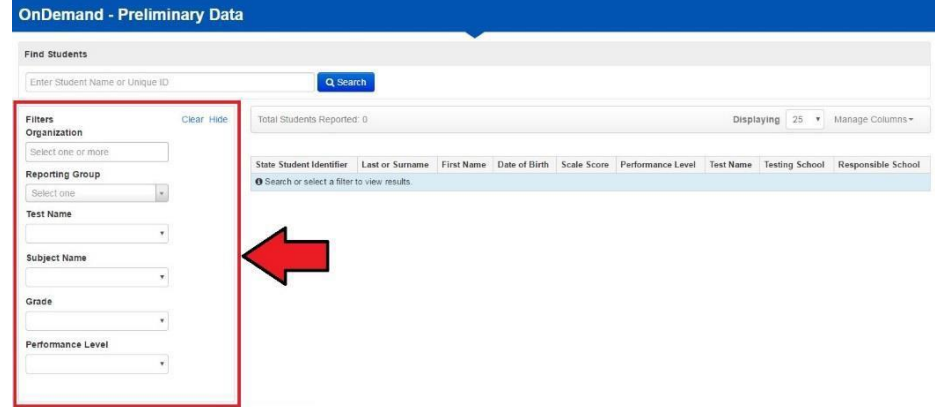


OnDemand Reports (ODR) allow users to access preliminary online test results. This document provides instructions for viewing OnDemand Reports in PearsonAccess<sup>next</sup>.

## View Reports

Step	Screen Shot/Directions
<p>Log in to PearsonAccess<sup>next</sup>, select the test administration scope, and then select <b>OnDemand Reports</b> from the <b>Reports</b> menu.</p>	
<p>Find and select the student whose test results you want to view. Search for test results by student name or SSID.</p> <p>You may also use filters to search by organization, group, test name, or grade.</p> <ul style="list-style-type: none"> <li>• <b>Organization Name:</b> Select one or more school entities to display</li> <li>• <b>Reporting Group:</b> Displays all results by reporting group</li> <li>• <b>Test Name:</b> Displays all results by grade and subject area</li> <li>• <b>Subject Name:</b> Displays all results by subject</li> <li>• <b>Grade:</b> Displays all results by grade</li> <li>• <b>Performance Level:</b> Displays all results by performance level</li> </ul>	

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

**OnDemand - Preliminary Data**

Find Students  
Enter Student Name or Unique ID

Total Students Reported: 0      Displaying: 25

State Student Identifier   Last or Surname   First Name   Date of Birth   Scale Score   Performance Level   Test Name   Testing

Search or select a filter to view results.

**Filters**    Clear   Hide

**Organization**

**Reporting Group**

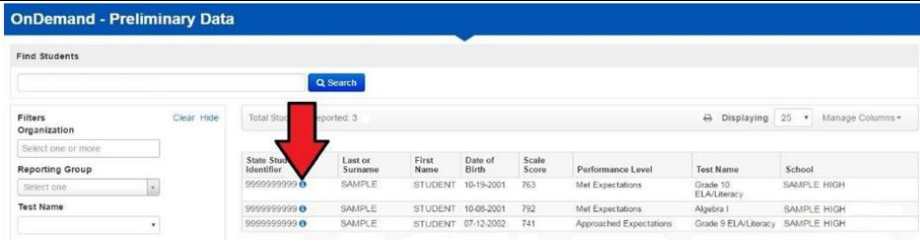

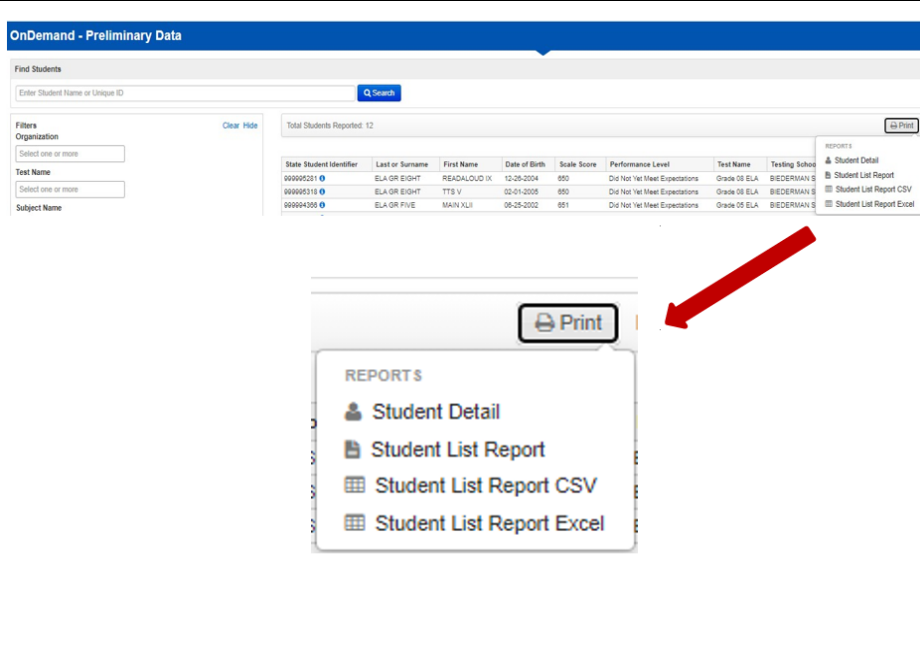
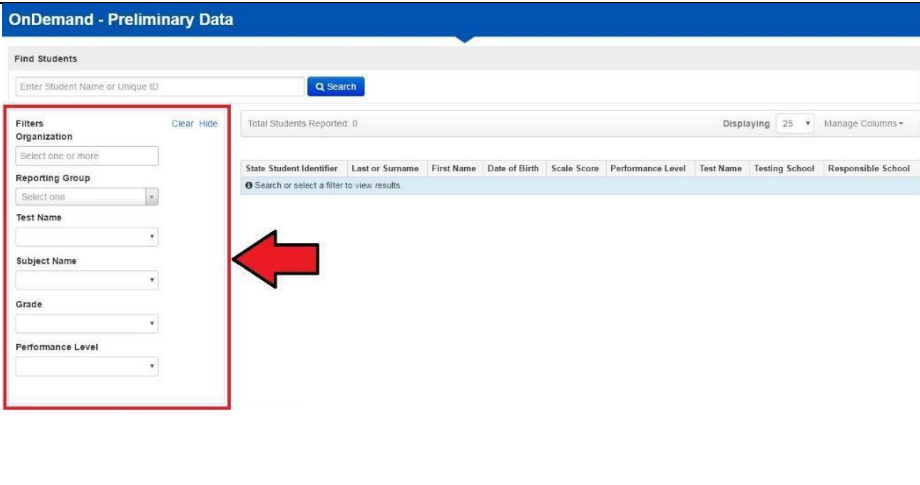
**Test Name**

**Subject Name**

**Grade**

**Performance Level**

- State Student Identifier
- Last or Surname
- First Name
- Date of Birth
- Scale Score
- Performance Level
- Test Name
- Testing School
- Responsible School
- Middle Name
- Local Student Identifier
- Testing District
- Reporting Group
- Grade
- Responsible District

Step	Screen Shot/Directions																																
<p>Select the Information icon next to the student's SSID to view or print the individual student test results.</p>	 <p><b>OnDemand - Preliminary Data</b></p> <p>Find Students</p> <p>Enter Student Name or Unique ID <input type="text"/> <input type="button" value="Q Search"/></p> <p>Filters <input type="button" value="Clear Hide"/> Total Students Reported: 3 <input type="button" value="Displaying 25"/> <input type="button" value="Manage Columns"/></p> <p>Organization <input type="text" value="Select one or more"/></p> <p>Reporting Group <input type="text" value="Select one"/></p> <p>Test Name <input type="text"/></p> <table border="1"> <thead> <tr> <th>State Student Identifier</th> <th>Last or Surname</th> <th>First Name</th> <th>Date of Birth</th> <th>Scale Score</th> <th>Performance Level</th> <th>Test Name</th> <th>School</th> </tr> </thead> <tbody> <tr> <td>9999999999</td> <td>SAMPLE</td> <td>STUDENT</td> <td>10-19-2001</td> <td>763</td> <td>Met Expectations</td> <td>Grade 10 ELA/Literacy</td> <td>SAMPLE HIGH</td> </tr> <tr> <td>9999999999</td> <td>SAMPLE</td> <td>STUDENT</td> <td>10-09-2001</td> <td>792</td> <td>Met Expectations</td> <td>Algebra I</td> <td>SAMPLE HIGH</td> </tr> <tr> <td>9999999999</td> <td>SAMPLE</td> <td>STUDENT</td> <td>07-12-2002</td> <td>741</td> <td>Approached Expectations</td> <td>Grade 9 ELA/Literacy</td> <td>SAMPLE HIGH</td> </tr> </tbody> </table>	State Student Identifier	Last or Surname	First Name	Date of Birth	Scale Score	Performance Level	Test Name	School	9999999999	SAMPLE	STUDENT	10-19-2001	763	Met Expectations	Grade 10 ELA/Literacy	SAMPLE HIGH	9999999999	SAMPLE	STUDENT	10-09-2001	792	Met Expectations	Algebra I	SAMPLE HIGH	9999999999	SAMPLE	STUDENT	07-12-2002	741	Approached Expectations	Grade 9 ELA/Literacy	SAMPLE HIGH
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<p>The print icon drop down provides options for printing OnDemand Report information.</p> <ul style="list-style-type: none"> <li>• <b>Student Detail</b> - PDFs of the individual student Quick Score Reports with individual scores.</li> <li>• <b>Student List Report</b> - PDF list of students, overall scale scores and performance levels.</li> <li>• <b>Student List Report CSV</b> - csv data file of students, overall scale scores and performance levels.</li> <li>• <b>Student List Report Excel</b> - Excel data file of students, overall scale scores and performance levels.</li> </ul>	 <p><b>OnDemand - Preliminary Data</b></p> <p>Find Students</p> <p>Enter Student Name or Unique ID <input type="text"/> <input type="button" value="Q Search"/></p> <p>Filters <input type="button" value="Clear Hide"/> Total Students Reported: 12 <input type="button" value="Print"/></p> <p>Organization <input type="text" value="Select one or more"/></p> <p>Test Name <input type="text" value="Select one or more"/></p> <p>Subject Name <input type="text"/></p> <table border="1"> <thead> <tr> <th>State Student Identifier</th> <th>Last or Surname</th> <th>First Name</th> <th>Date of Birth</th> <th>Scale Score</th> <th>Performance Level</th> <th>Test Name</th> <th>Testing School</th> </tr> </thead> <tbody> <tr> <td>00000221</td> <td>ELA OR EIGHT</td> <td>READLOU IX</td> <td>12-25-2004</td> <td>850</td> <td>Did Not Yet Meet Expectations</td> <td>Grade 08 ELA</td> <td>BIEDERMAN</td> </tr> <tr> <td>00000318</td> <td>ELA OR EIGHT</td> <td>TTS V</td> <td>02-01-2005</td> <td>850</td> <td>Did Not Yet Meet Expectations</td> <td>Grade 08 ELA</td> <td>BIEDERMAN</td> </tr> <tr> <td>00000400</td> <td>ELA OR FIVE</td> <td>MAIN XUJ</td> <td>08-25-2002</td> <td>851</td> <td>Did Not Yet Meet Expectations</td> <td>Grade 05 ELA</td> <td>BIEDERMAN</td> </tr> </tbody> </table> <p>REPORTS</p> <ul style="list-style-type: none"> <li>Student Detail</li> <li>Student List Report</li> <li>Student List Report CSV</li> <li>Student List Report Excel</li> </ul>	State Student Identifier	Last or Surname	First Name	Date of Birth	Scale Score	Performance Level	Test Name	Testing School	00000221	ELA OR EIGHT	READLOU IX	12-25-2004	850	Did Not Yet Meet Expectations	Grade 08 ELA	BIEDERMAN	00000318	ELA OR EIGHT	TTS V	02-01-2005	850	Did Not Yet Meet Expectations	Grade 08 ELA	BIEDERMAN	00000400	ELA OR FIVE	MAIN XUJ	08-25-2002	851	Did Not Yet Meet Expectations	Grade 05 ELA	BIEDERMAN
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<p>There is a limit on the number of records you can include in each report.</p> <p>Student Detail PDFs are limited to 350 records. The Student List Reports are limited to 1000 records.</p> <p>The Filters on the left of the screen can be used to reduce the number of records for download.</p> <p>For example, using Subject Name to show only Math records may reduce records to below the threshold limit.</p>	 <p><b>OnDemand - Preliminary Data</b></p> <p>Find Students</p> <p>Enter Student Name or Unique ID <input type="text"/> <input type="button" value="Q Search"/></p> <p>Filters <input type="button" value="Clear Hide"/> Total Students Reported: 0 <input type="button" value="Displaying 25"/> <input type="button" value="Manage Columns"/></p> <p>Organization <input type="text" value="Select one or more"/></p> <p>Reporting Group <input type="text" value="Select one"/></p> <p>Test Name <input type="text"/></p> <p>Subject Name <input type="text"/></p> <p>Grade <input type="text"/></p> <p>Performance Level <input type="text"/></p> <table border="1"> <thead> <tr> <th>State Student Identifier</th> <th>Last or Surname</th> <th>First Name</th> <th>Date of Birth</th> <th>Scale Score</th> <th>Performance Level</th> <th>Test Name</th> <th>Testing School</th> <th>Responsible School</th> </tr> </thead> <tbody> <tr> <td colspan="9">Search or select a filter to view results.</td> </tr> </tbody> </table>	State Student Identifier	Last or Surname	First Name	Date of Birth	Scale Score	Performance Level	Test Name	Testing School	Responsible School	Search or select a filter to view results.																						
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