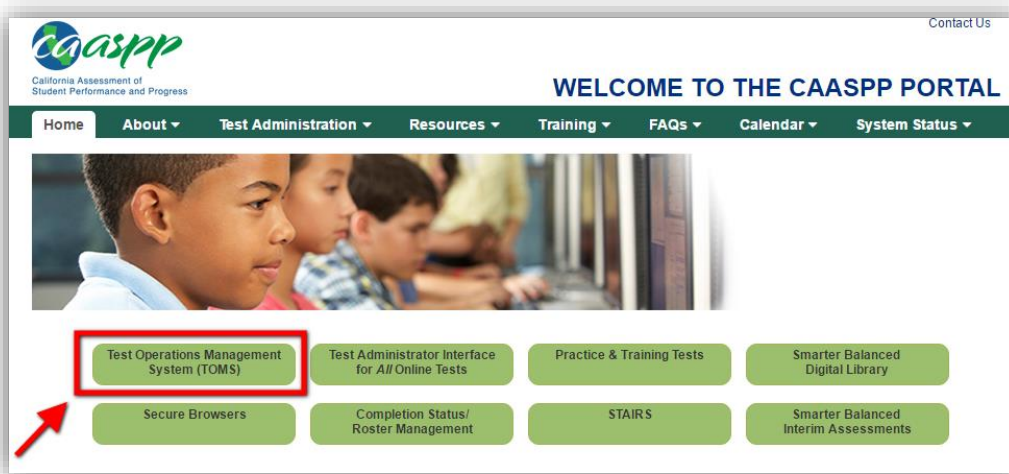


SBAC Grade Level Assignment and Test Setting Report

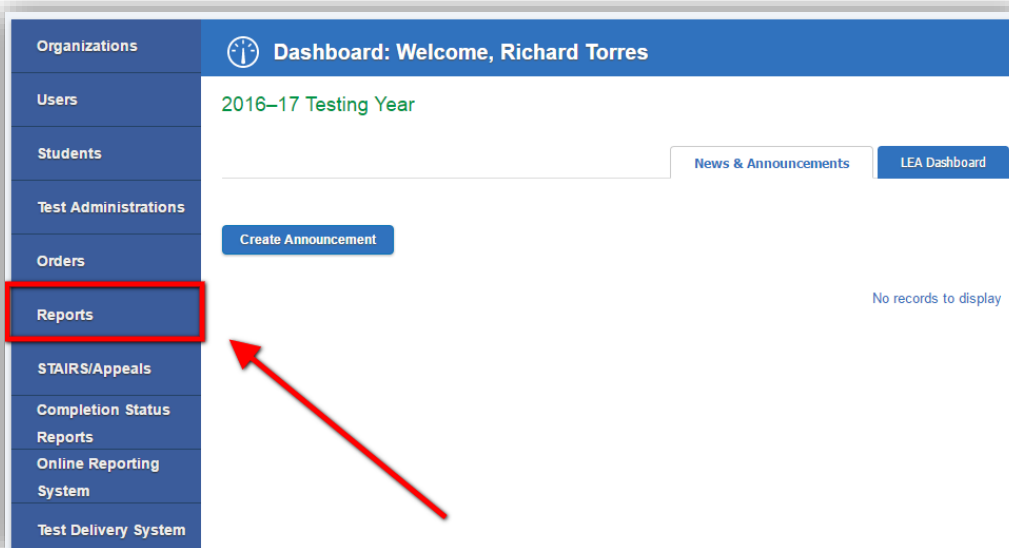
Purpose:

- Running the Test Setting Report will allow you to ensure students have the correct test settings cited in their IEP and 504 plan. Additionally, teachers may want to review the report to determine if appropriate designated supports have been selected.
- Running Grade Level Assignment report must be reviewed in order to ensure the correct grade level is indicated for testing.

Begin at www.caaspp.org , and select the Test Operations Management System (TOMS) button.



Select "Reports" from the TOMS dashboard.



Midway down the page, you will find:

(1) Student Test Assignment Report. Select your organization (school) to download the appropriate spreadsheet.

(2) To generate a Test Setting Report, select your organization to create settings report. In the report, look to columns H and J for grade level enrolled and grade assessed.

1

School-Level Student Test Assignment Report

This report displays students and their test assignments per School. School selection is required.

School *
-- Select School -- X

[DOWNLOAD REPORT](#)

LEA-Level Student Test Assignment Report

Download this report to see test assignments for students in your LEA. Select your organization and then select the **[REQUEST NEW REPORT]** button to generate a new report. Return here after you have received an e-mail notification that your report is ready and then select the **[DOWNLOAD REPORT]** button to download a .csv file that shows the tests to which students have been assigned.

Important: if you are requesting a new report by selecting **[REQUEST NEW REPORT]**, you will receive an e-mail notification when it is ready.

Organization *
-- Select Organization -- X

[REQUEST NEW REPORT](#) [DOWNLOAD REPORT](#)

2

School-Level Student Test Settings Report

This report displays school-level student test settings. To download the report, select an organization and then select the **[DOWNLOAD REPORT]** button.

School *
-- Select School -- X

[DOWNLOAD REPORT](#)