Data for Student Success
Dynamic Inquiry Tool Navigation Document

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USER'S MANUAL FOR THE DATA4SS DYNAMIC INQUIRY TOOL

SECTION 1: ACCESS AND ACCOUNT MANAGEMENT

1.1. Access to the Dynamic Inquiry (DI) web site

The Login Page of the Data4SS DI requires a username and password for access to the site. The DI tool is a secure, restricted, role-based access site for Michigan educators.

Participating intermediate school districts receive an administrative account to create accounts for users at the ISD, district and school levels. ISD account administrators can also create administrative accounts for a district or school. Once an account is created, a user will have access to data based on his/her role as identified by their account administrator. Roles include:

- Superintendent
- Assistant superintendent
- District superintendent
- Assistant district superintendant
- Principal
- Teacher

Once an account has been created, the user may login to the DI tool. To log in a user may go to the www.data4ss.org website and click on the "Dynamic Inquiry" link located on the left hand side navigation and selection bar.

Figure 1

Click on the "Dynamic Inquiry" link to access to the dynamic inquiry tool generic home page.

Figure 2

Click on the "Login" link located on the left hand side navigation tool bar to access the login page.
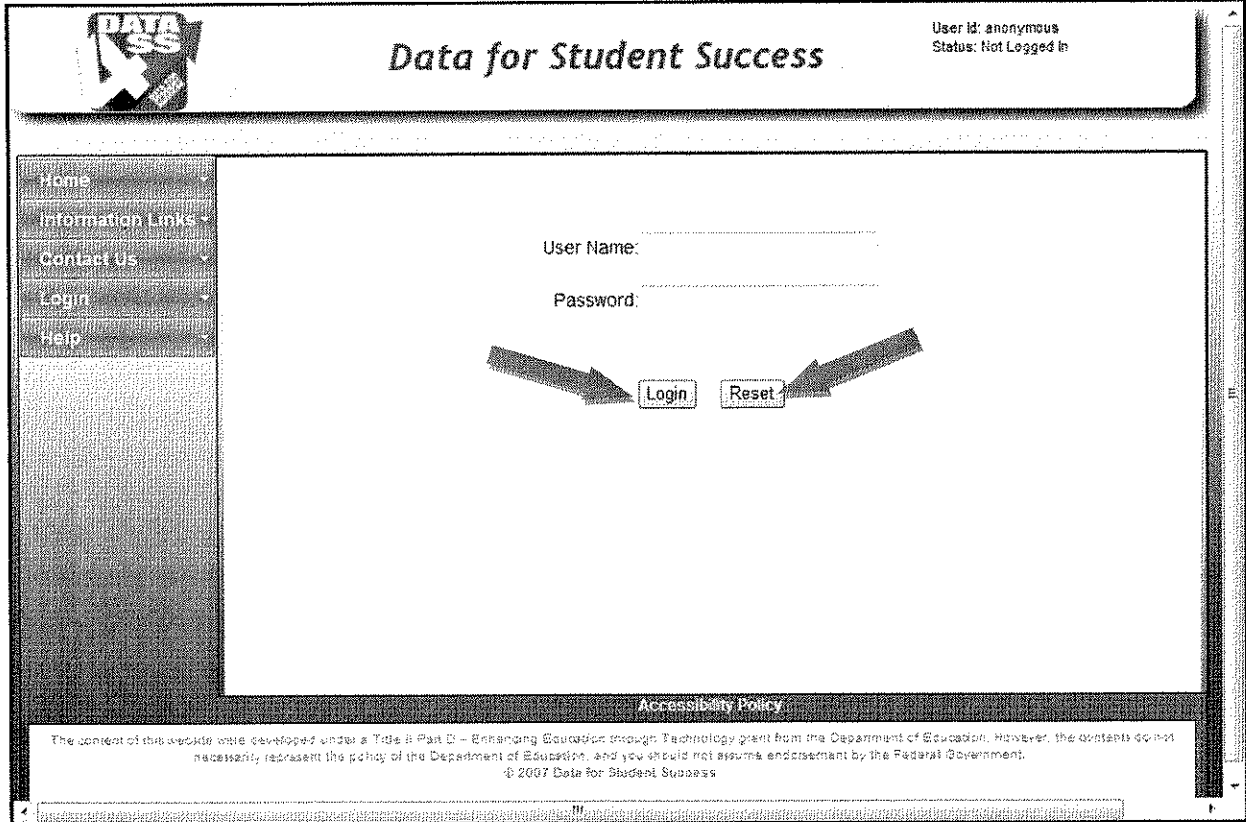
Figure 2

Enter your username and password and then click on the "Login" button. If you make a mistake typing in either your username or password, then click the "Reset" button to clear the screen so you may enter information again.

1.2. User Security Management

Account Management features will differ by the role of the user. Users with higher level permissions will have more options available in the Administer Users module to maintain accounts. Users at the highest permission level have the ability to create, modify and delete accounts for users at all levels below them in the permissions hierarchy.

If you are a supervisor or authorized user please refer to the "DATA4SS User Account Maintenance 2008" pdf available for viewing, printing, and download located in the Support section of the data4ss.org website.

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SECTION 2: USING DATA4SS DI TOOLS

2.1. MEAP Proficiency Dynamic Inquiry

Figure 3

The left navigation menu provides a quick selection of the Dynamic Inquiries available in the Data4SS inquiry tool.

- MEAP Proficiency
- Comparative Item Analysis
- Admin Review
- Cohort Proficiency
- Students Near Proficiency
- Student History

Click on the "MEAP Proficiency" link located in the left hand navigation menu to continue.
Each Dynamic Inquiry will have a set of "tabs".

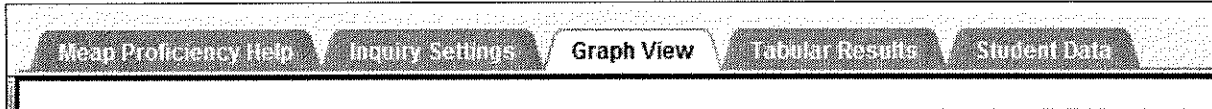| MEAP Proficiency Help | Inquiry Settings | Graph View | Tabular Results | Student Data |

Figure 4

MEAP Proficiency Help -The help tab provides information about the selected dynamic inquiry and instructions for how to generate a report.
Inquiry Settings - This tab allows you to select your location and topical settings for the selected dynamic inquiry.
Graph View – This tab will display the results of the selected location and topical settings.
Tabular Results – This tab provides any relevant statistical information for the selected dynamic inquiry.
Student Data – This tab provides student level drill down tables for the selected dynamic inquiry.

Each Dynamic Inquiry will have an initial set of inquiry settings. These inquiry settings may differ depending on whether you are logged in at the ISD, district or school level. Options may include:

MEAP Inquiry - Location Settings:
- Select an ISD from the drop down box and click on the "Select ISD" button
- Select a District (ISD level only) from the drop down box and click on the "Select District" button
- Select a School (ISD and District level only) from the drop down box and click on the "Select School" button

MEAP Inquiry – Topical Settings:
- Select a Grade (or all grades) from the drop down box
- Select a Subject from the drop down box (ELA, Reading, Writing, Mathematics, Science, and Social Studies)
- Select a Report Category from the drop down box (All Students, AYP Subgroups, Other Subgroups)
- Select a School Year for analysis (or all available schools years) from the drop down box

Figure 4

Note: Any user in the system will have the ability to select an ISD, District, or school other than the LEA that their user account was authorized for. All publicly available aggregated data is available for viewing by any user within the system. If a user has not been granted access to a specific ISD, District, or school than that user will not have access to student performance detail information.

Grade menus provide a dynamic list of only the grade options available at the selected school. If a grade does not appear in the menu then the school does not have data for that grade level for the Dynamic Inquiry selected.

For example: If an elementary school serves grades K – 4. The MEAP Proficiency DI grade menu has 3 options: 03, 04 or All Grades. If the Student History DI is selected the grade menu will include K – 4 options.

After all of the inquiry selections have been made click the "View Results" button to dynamically generate the requested inquiry.

Figure 5

The MEAP Proficiency Dynamic Inquiry:
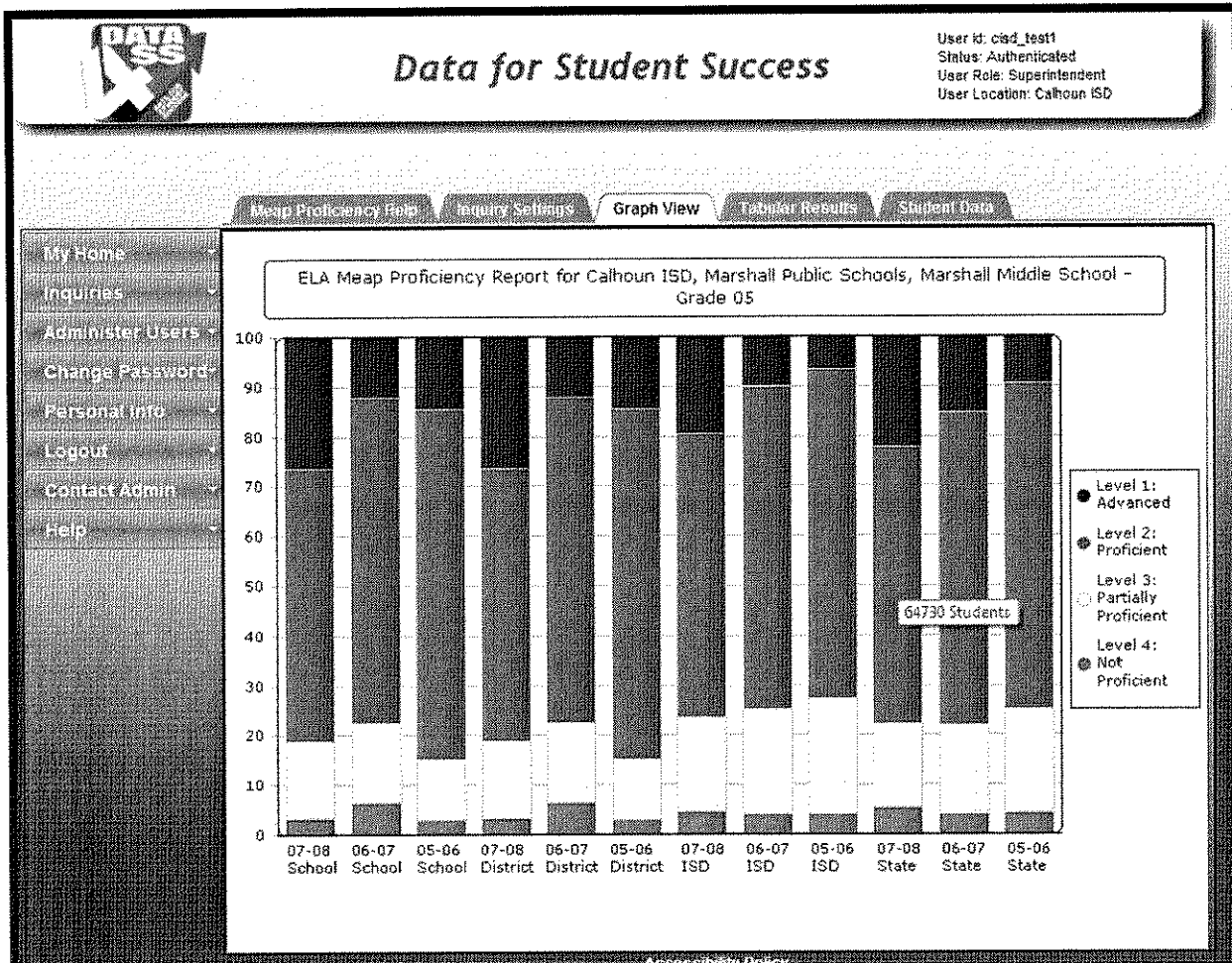
Figure 6

On the "Graph View" tab a comparative stacked bar chart provides an overview of student performance at the school level compared to district, ISD, and state performance of students. The number of students that make up each proficiency level may be viewed by mousing over a specific bar in the bar chart.

- Multiple years of data are plotted to provide visual view of performance trends.

- Each performance level is color coded:
    o Blue—Level 1 (Exceeded Standards)
    o Green—Level 2 (Met Standards)
    o Yellow—Level 3 (Basic)
    o Red—Level 4 (Apprentice)

On the "Tabular Results" tab:
- A detail table is provided for the chart:
  - Number and percentage of students for each performance level
  - Percentage of students who met or exceed standards (Percent Met)
  - Percentage of students who did not meet standards (Percent Not Met)
  - Total number of students assessed
  - Mean Scaled Score
  - Margin of Error

Data for Student Success

User Id: cisd_test1
Status: Authenticated
User Role: Superintendent
User Location: Calhoun ISD

Tabs: Meap Proficiency Help | Inquiry Settings | Graph View | **Tabular Results** | Student Data

Side menu: My Home | Inquiries | Administer Users | Change Password | Personal Info | Logout | Contact Admin | Help

ELA Meap Proficiency Report for Calhoun ISD, Marshall Public Schools, Marshall Middle School - Grade 05

Category	07-08 School	06-07 School	05-06 School	07-08 District	06-07 District	05-06 District	07-08 ISD	06-07 ISD	05-06 ISD	07-08 State	06-07 State	05-06 State
Level 1	48 (26.37%)	19 (12.18%)	25 (14.53%)	48 (26.37%)	19 (12.18%)	25 (14.53%)	344 (19.6%)	177 (10.17%)	127 (6.68%)	25947 (22.27%)	18384 (15.47%)	11657 (9.57%)
Level 2	100 (54.95%)	102 (65.38%)	121 (70.35%)	100 (54.95%)	102 (65.38%)	121 (70.35%)	999 (56.92%)	1124 (64.6%)	1258 (66.19%)	64730 (55.55%)	74233 (62.46%)	78644 (65.42%)
Level 3	28 (15.38%)	25 (16.03%)	21 (12.21%)	28 (15.38%)	25 (16.03%)	21 (12.21%)	335 (19.09%)	376 (21.26%)	442 (23.24%)	19301 (16.99%)	21482 (18.07%)	25239 (20.73%)
Level 4	6 (3.3%)	10 (6.41%)	5 (2.91%)	6 (3.3%)	10 (6.41%)	5 (2.91%)	77 (4.39%)	69 (3.97%)	74 (3.89%)	6052 (5.19%)	4752 (4%)	5211 (4.28%)
Number Met	148 (81.32%)	121 (77.56%)	146 (84.88%)	148 (81.32%)	121 (77.56%)	146 (84.88%)	1343 (76.52%)	1301 (74.77%)	1386 (72.87%)	90677 (77.81%)	92617 (77.93%)	91301 (74.99%)
Not Met	34 (18.68%)	35 (22.44%)	26 (15.12%)	34 (18.68%)	35 (22.44%)	26 (15.12%)	412 (23.48%)	439 (25.23%)	516 (27.13%)	25953 (22.19%)	26234 (22.07%)	30450 (25.01%)
Total Students	182	156	172	182	156	172	1755	1740	1902	116530	118851	121751

Hold mouse over row to highlight data or text.
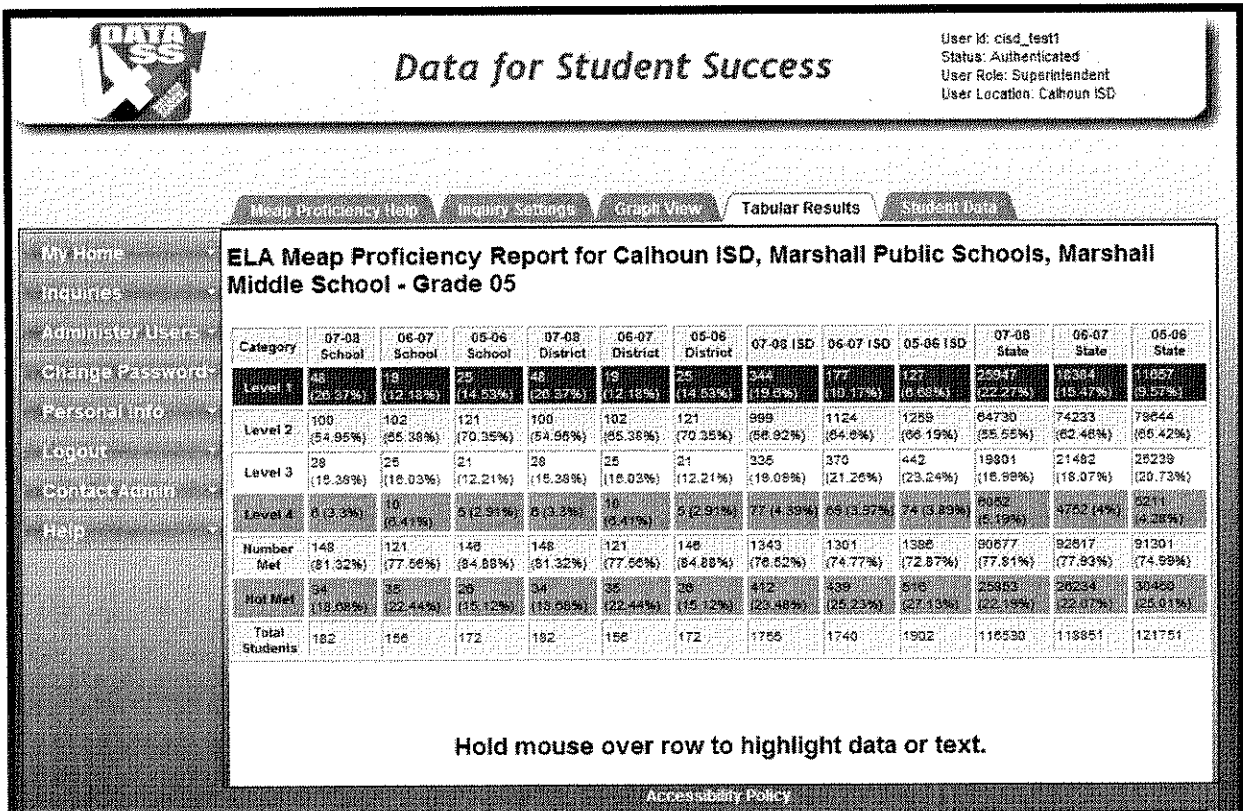
Accessibility Policy

Figure 7

To view student drill down information you must click on one of the school's bars located on the "Graph View" tab. The only bars in the bar chart that are interactive are the school level bars. A user will not be able to drill down to student data by clicking on the district, ISD, or State bars.

Report Categories

The MEAP Proficiency DI provides three report categories to view student performance.

- Performance of All Students
- Performance of AYP Subgroups
- Performance of Other Subgroups

AYP Subgroups are selected and displayed by year to provide you with a quick overview of the performance of the groups used in accountability for Adequate Yearly Progress. Subgroup performance can vary greatly from the performance of all subgroups. It is important to use the table to supplement the information interpreted in the stacked bars. Use the number of students reported in the table to keep the performance representation in context.
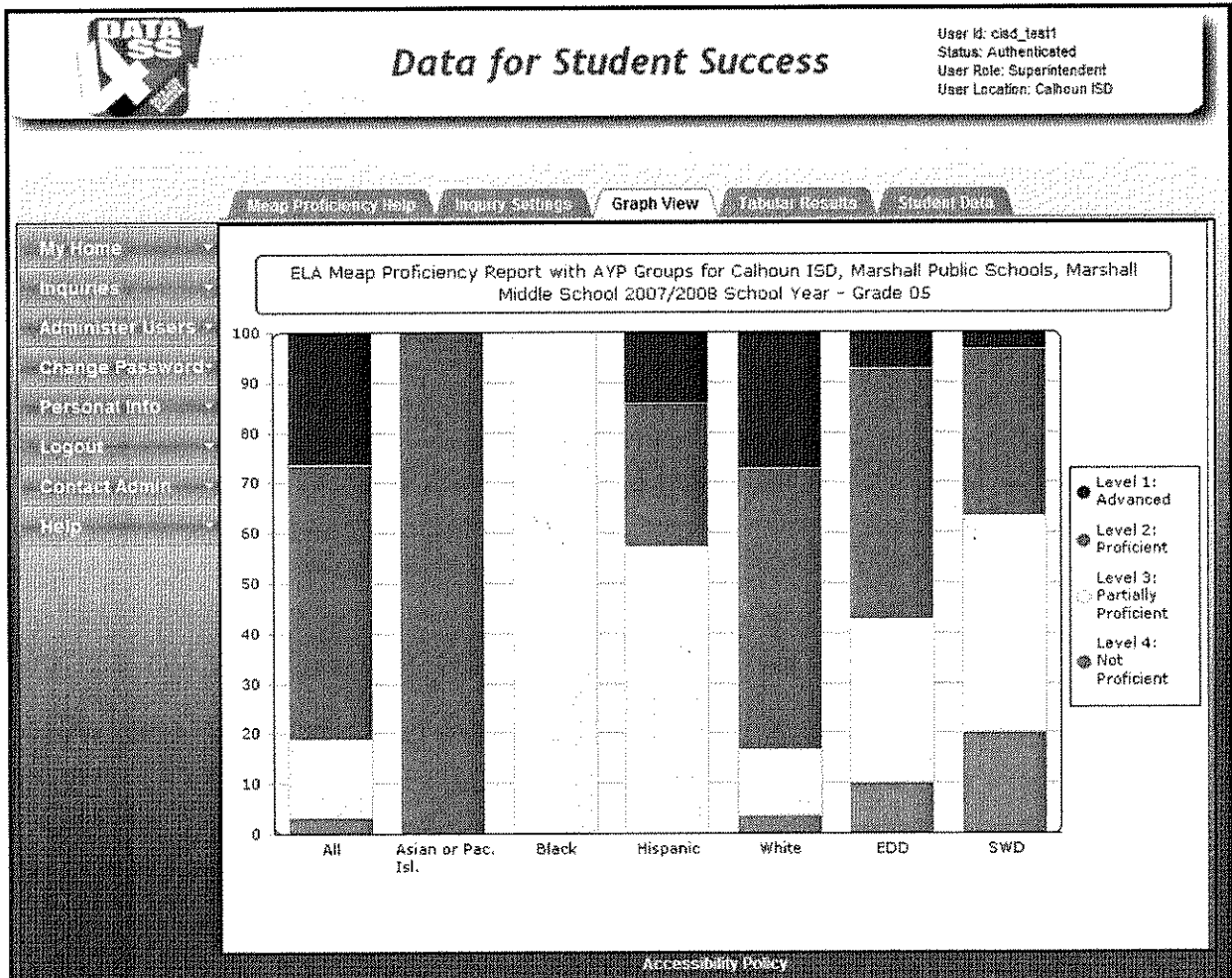

Figure 8

The AYP subgroups provided are:
- All Students
- American Indian/Alaskan Native
- Asian/Pacific Islander
- Black, Non-Hispanic Origin
- Hispanic
- White, Non-Hispanic Origin
- Economically Disadvantaged
- English Language Learners
- Students with Disabilities

Note: If a school does not have students classified as belonging to one of the AYP subgroups, then that subgroup will not be displayed in the graph results.
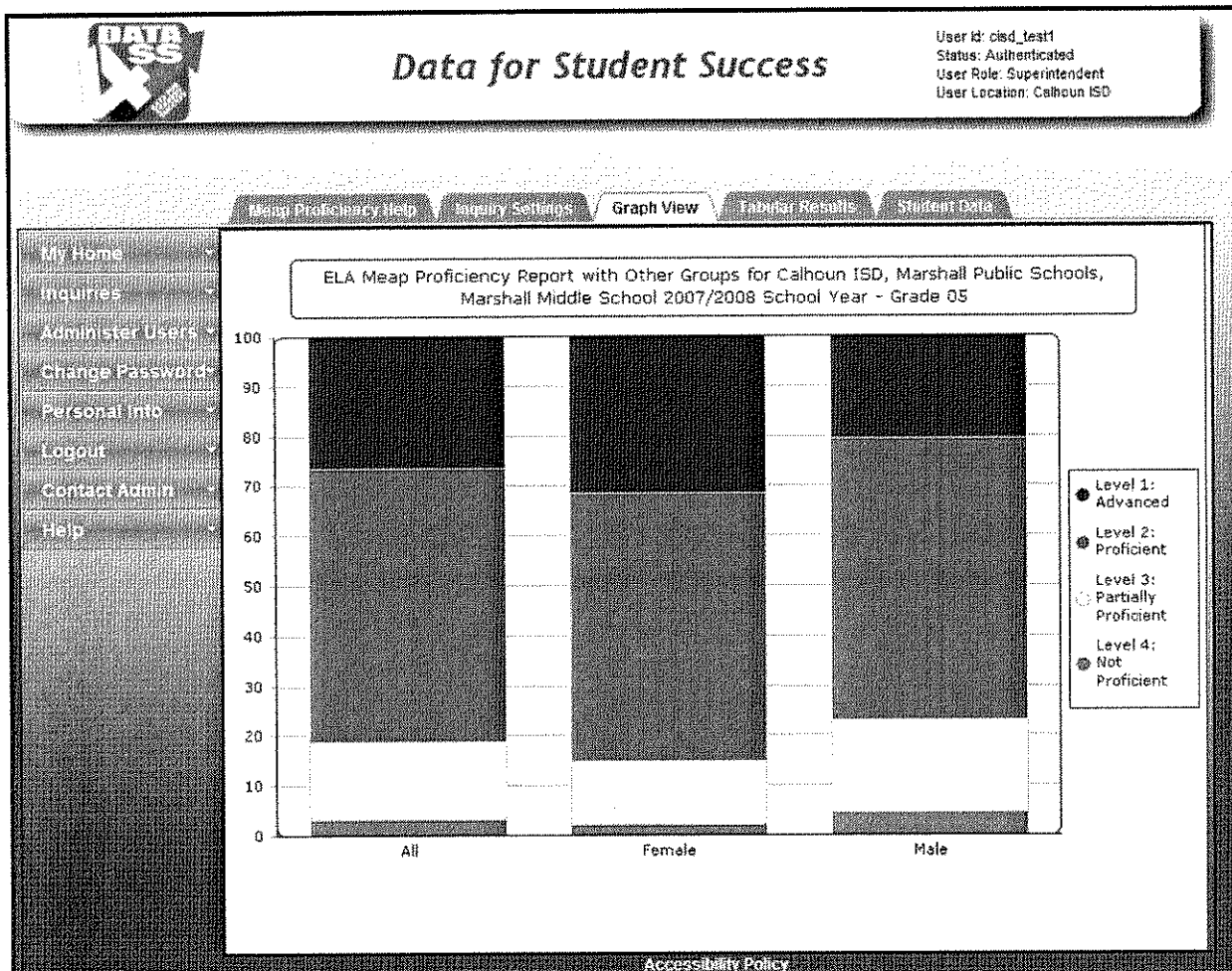
Other Subgroup Report provides similar performance data for additional subgroups that may be present in the school. The Other subgroups provided are:
- All Students
- Male
- Female
- Multiracial
- Other
- Unknown
- Migrant
- Formerly Limited English Proficient (FLEP)
- Homeless

Note: If a school does not have students classified as belonging to one of the Other subgroups, then that subgroup will not be displayed in the graph results.

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Data for Student Success

User Id: cisd_test1
Status: Authenticated
User Role: Superintendent
User Location: Calhoun ISD

Meap Proficiency Help | Inquiry Settings | Graph View | Tabular Results | Student Data

My Home
Inquiries
Administer Users
Change Password
Personal Info
Logout
Contact Admin
Help

ELA Meap Proficiency Report with Other Groups for Calhoun ISD, Marshall Public Schools, Marshall Middle School 2007/2008 School Year - Grade 05

Level 1: Advanced
Level 2: Proficient
Level 3: Partially Proficient
Level 4: Not Proficient

All   Female   Male

Accessibility Policy

Figure9

Drill Down Features

To investigate patterns of performance at a deeper level, click on a portion of the school stacked bar for the year of interest.

The Student drill down table automatically opens in the "Student Data" tab.
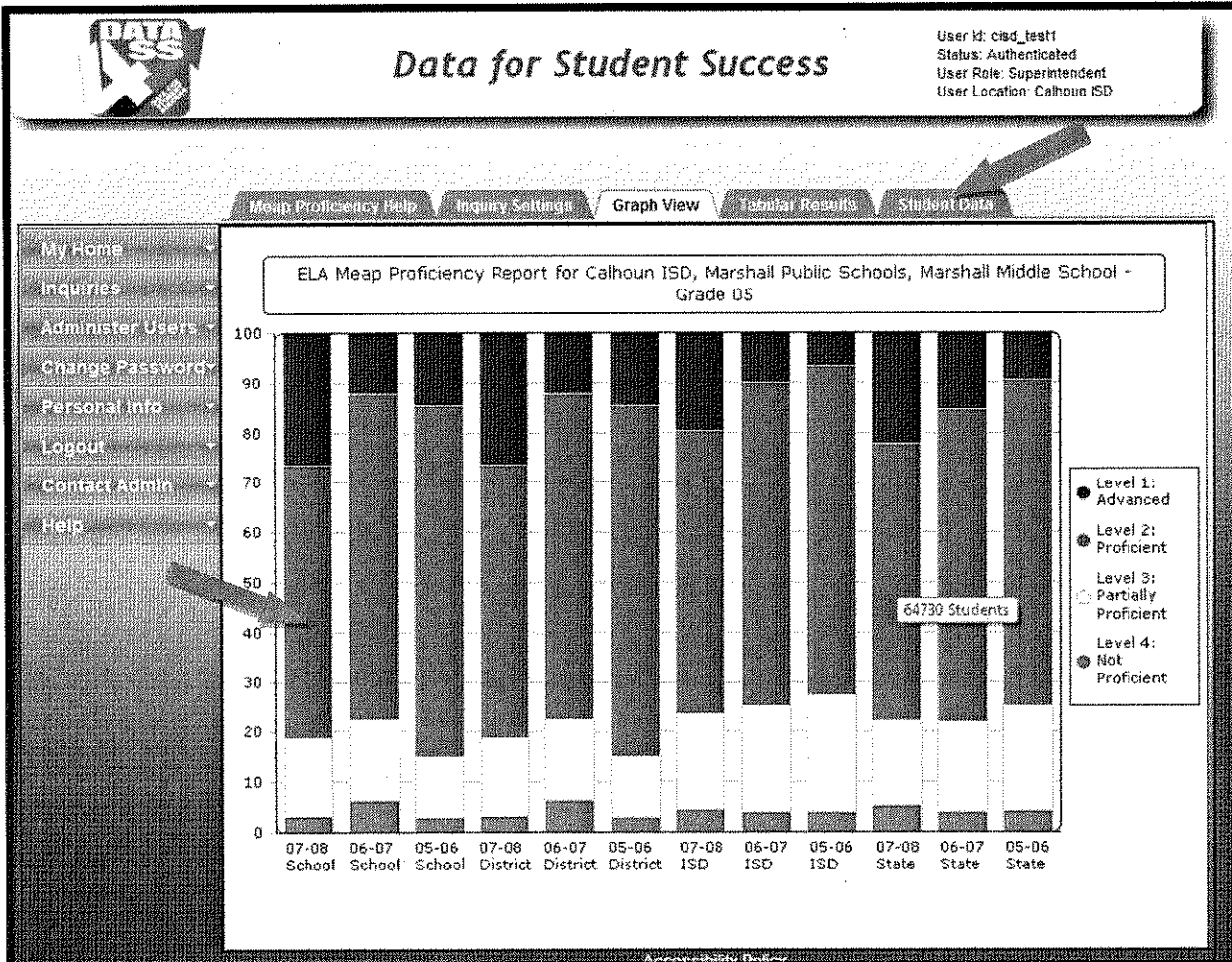
Figure 10

Student level drill down tables provide a granular view of student performance. The columns in the table are sorted by clicking on the column header. Click a second time to sort in the opposite order (ascending/descending).

Figure 11

Each column includes individual data elements that can be reviewed for performance patterns by using the sort features. The student tables can be printed or downloaded to a .csv or .xls file.

The following assessment information is provided by subject:
- ELA Student Drill Table
  - o   ELA Scaled Score
  - o   Reading Scaled Score
  - o   Reading Performance Level
  - o   Writing Scaled Score
  - o   Writing Performance Level

- Reading Student Drill Table
    - Reading Scaled Score
    - Word Study Strand
    - Narrative Text Strand
    - Informational Text Strand
    - Comprehension Strand
    - Critical Standards Strand (Not tested at all grade levels)
    - Multiple Choice Total Score
    - Constructed Response Item Score
- Writing Student Drill Table
    - Writing Scaled Score
    - Writing Genres Strand
    - Writing Process Strand
    - Personal Style Strand
    - Grammar and Usage Strand
    - Spelling Strand
    - Multiple Choice Total Score
    - Constructed Response Item 1
    - Constructed Response Item 2
- Mathematics Student Drill Table
    - Math Scaled Score
    - Number and Operations Strand
    - Algebra Strand
    - Measurement Strand
    - Geometry Strand
    - Data and Probability Strand
    - Multiple Choice Total Score
    - Constructed Response Item 1
- Science Student Drill Table
    - Science Scaled Score
    - Constructing New Scientific Knowledge Strand
    - Reflecting on Scientific Knowledge
    - Using Life Science Knowledge
    - Using Physical Science Knowledge
    - Using Earth Science Knowledge
    - Multiple Choice Total Score
    - Constructed Response Items 1 – 4
- Social Studies Drill Table
    - Social Studies Scaled Score
    - Historical Perspective Strand
    - Geographic Perspective Strand
    - Civics Perspective Strand
    - Economics Perspective Strand
    - Inquiry Perspective Strand
    - Decision Making Strand
    - Multiple Choice Total Score

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○ Constructed Response Item 1

2.2. Students Near Proficiency Dynamic Inquiry

This DI allows you to investigate patterns of performance of students within a selected range of points from proficiency. The DI returns results that include a graphic representation of the number of students at, above or below the proficient cut score. In addition, the number of students scoring within the selected range is presented in the context of the distribution of all the students' scores.

Figure 12

The Dynamic Inquiry selection options include:
- Grade
- Subject
- number of scaled score points for the range
- year

Select the subject, grade, scaled score point range and year. Click the "View Results" button.

Two charts display the magnitude of students near the proficiency cut point, as well as the total population of students.

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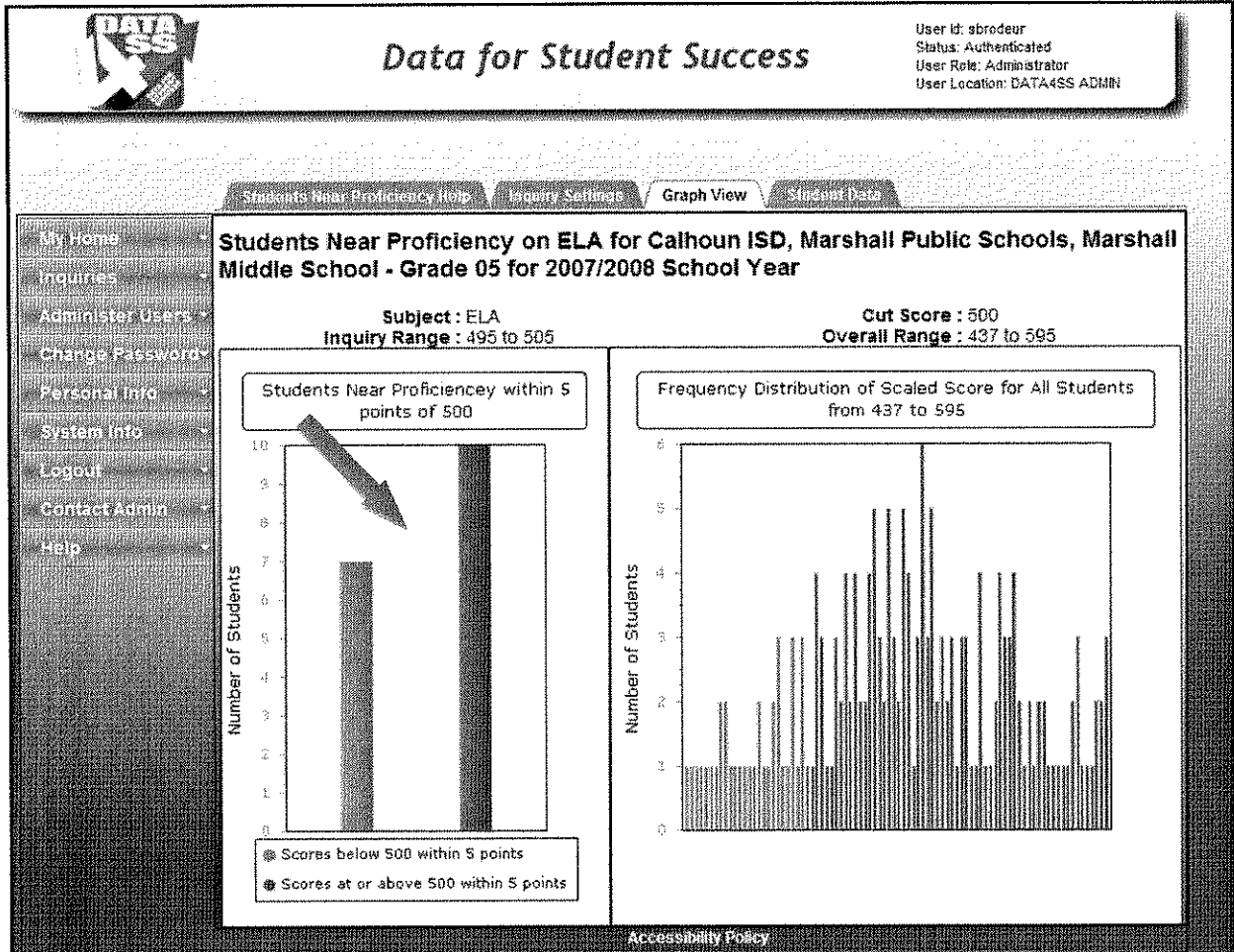
Figure 13

Students Near Proficiency For Selected Range Chart

The students below the proficiency cut score are represented by the red bar. The students at or above the cut score are represented by the green bar for the range of points selected.

The bars are drillable. Click on either bar to drill down to a list of the students in the selected range. The drill table includes each student's scaled score for the selected subject and the student's number and percentage of points earned for each strand tested in the subject.

The columns in the drill table are sortable. Click on the column header to sort the column in ascending order. Click a second time to sort in descending order.

Data for Student Success

Students Near Proficiency Help | Inquiry Settings | Graph View | **Student Data**

My Home
Inquiries
Administer Users
Change Password
Personal Info
System Info
Logout
Contact Admin
Help

Students Near Proficiency on ELA for Calhoun ISD, Marshall Public Schools, Marshall Middle School - Grade 05 for 2007/2008 School Year

UIC	Last Name	First Name	ELA Scaled Score	Reading Scaled Score	Reading Performance Level	Writing Scaled Score	Writing Performance Level
			496	497	3	493	3
			496	511	2	467	3
			496	497	3	495	3
			497	511	2	468	3
			498	504	2	485	3
			498	511	2	473	3
			501	508	2	488	3
			502	511	2	485	3
			503	508	2	492	3
			503	508	2	492	3

[Export to CSV] [Export to Word] [Export to Excel] [Export to PDF]

Click on UIC to view student history data.

Figure 14

Frequency Distribution of Scaled Score for All Students Chart
This chart is provided to put the performance of the students near proficiency in context with the overall grade level performance for the school.

Cut Score : 500
Overall Range : 437 to 595

Frequency Distribution of Scaled Score for All Students from 437 to 595
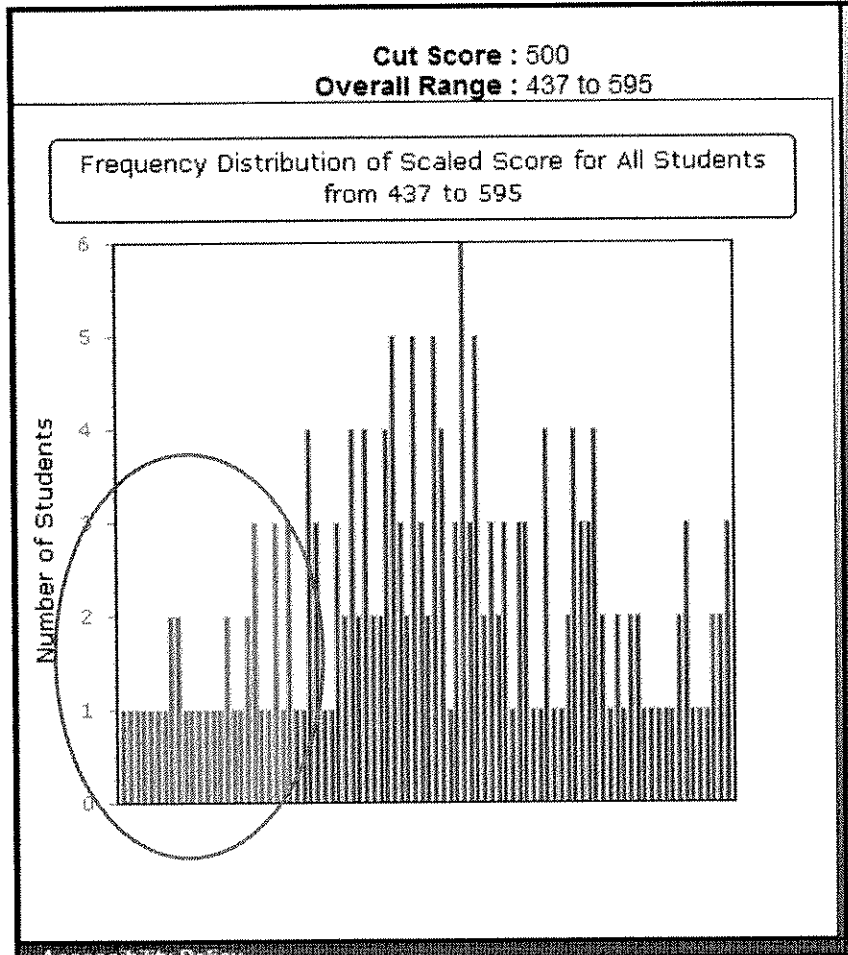
Figure 15

Color coding is used to provide a visual delineation in the distribution between students who meet standards and those who do not.

It is important to interpret the simple bar chart of students in the selected range surrounding the proficiency score within the context of the overall distribution. In both charts the vertical axis indicates the number of students in the bar. In the Frequency Distribution, the x axis indicates the scaled score earned by students for the selected subject and grade level.

It is important to note that when this is viewed in context of the entire distribution, it is evident there are areas of concern for this grade level. Focus on the students within the cut score range would not impact the large number of students at the lower end of the frequency distribution.

2.3. Cohort Proficiency Dynamic Inquiry

The Cohort Proficiency DI is a longitudinal view of performance for the cohort of students in your school with test scores from the prior year who could be matched using students' UIC, last name, first name, date of birth and gender.

Figure 16

Note: The grade level selections may be different by school because:
  * If the earliest grade level is grade 4. Grade 3 is unavailable because there are no prior year MEAP scores for these students.
  * Math, ELA, Reading and Writing are the only subjects available.
  * Science and social studies do not have contiguous grades for the cohort.

The Cohort Proficiency DI represents the change in student performance levels over a two year period summarized at the grade level for your school. The DI produces a pivot table with "bubbles" or circles at the intersection of the students' performance levels of the selected MEAP years.
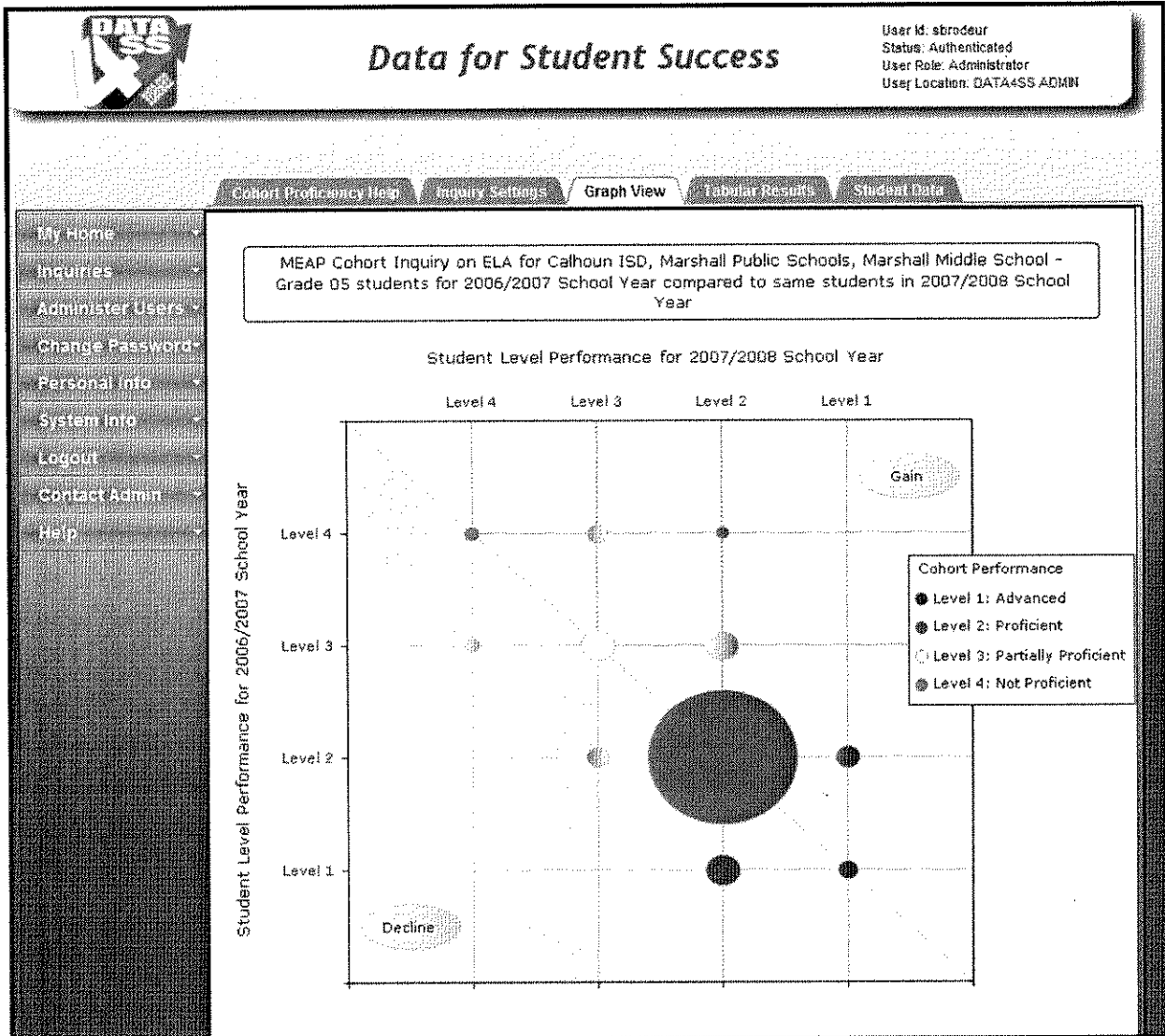
Figure 17

Note:
Bubbles are color coded to indicate positive or negative change in performance. Similar to MEAP, red represents Level 4, yellow is level 3, green is level 2 and blue is level 1. Bubble size represents the size of the group of students at the each intersection of year 2005/06 to 2006/07 performance

MEAP Cohort Inquiry on ELA for Calhoun ISD, Marshall Public Schools, Marshall Middle School - Grade 05 students for 2006/2007 School Year compared to same students in 2007/2008 School Year

Category	Level 4 2007/2008	Level 3 2007/2008	Level 2 2007/2008	Level 1 2007/2008	Total
Level 4 2006/2007	2 (1.33%)	5 (3.33%)	1 (0.67%)	0 (0%)	8 (5.33%)
Level 3 2006/2007	1 (0.67%)	13 (8.67%)	12 (8%)	0 (0%)	26 (17.33%)
Level 2 2006/2007	0 (0%)	6 (4%)	83 (55.33%)	8 (5.33%)	97 (64.67%)
Level 1 2006/2007	0 (0%)	0 (0%)	14 (9.33%)	5 (3.33%)	19 (12.67%)
Total Students	3 (2%)	24 (16%)	110 (73.33%)	13 (8.67%)	150 (100%)

Hold mouse over row to highlight data or text.

Figure 18

The Cohort DI pivot table is drillable. Click on a bubble to produce a list of students who comprise the bubble. T he drill tables are identical to the MEAP Performance and Students Near Proficiency drill tables. The columns are sortable to allow you to investigate any patterns in performance at the strand level that may be associated with students at the selected 2 – year performance level.

2.4. Student History Dynamic Inquiry

The Student History DI is designed to provide specific information on a single student. This DI returns general enrollment information for a student, attendance information, prior enrollment and attendance, program participation, and where available, MEAP assessment results.

This DI has two search options. The first option is By School. This option provides a selection of students enrolled in your school at the time of the last SRSD cycle. You select the grade level and student from the lists that are dynamically generated according to your role-based account.

- Select a District (ISD level only)
- Select a School (ISD and District level only)
- Select a Grade (all levels)
- Select a Student

The By Search option is available to a limited set of logins with specific permissions. These logins have the ability to search the state data base for a student by UIC, last name, first name, date of birth, and other demographics. Select the parameters to search for a student and then click the "View Results" button

Figure 19

Figure 22

After the "View Results" button has been selected a results table will provide all of the student that match the submitted set of parameters.

Click on the UIC number of the student whose history you want to review

The Student History Report is provided for the selected student. Each report consists of four separate tabs of information:
- Student Record
- Attendance
- Program Participation
- Achievement History

Student Record Tab:

Figure 21