NEXT GENERATION ASSESSMENTS

OSSE

Next Generation Assessments

Partnership for Assessment of Readiness for College and Careers (PARCC) and National Center and State Collaborative (NCSC) Assessment Navigation in SLED

User Manual for School Administrators

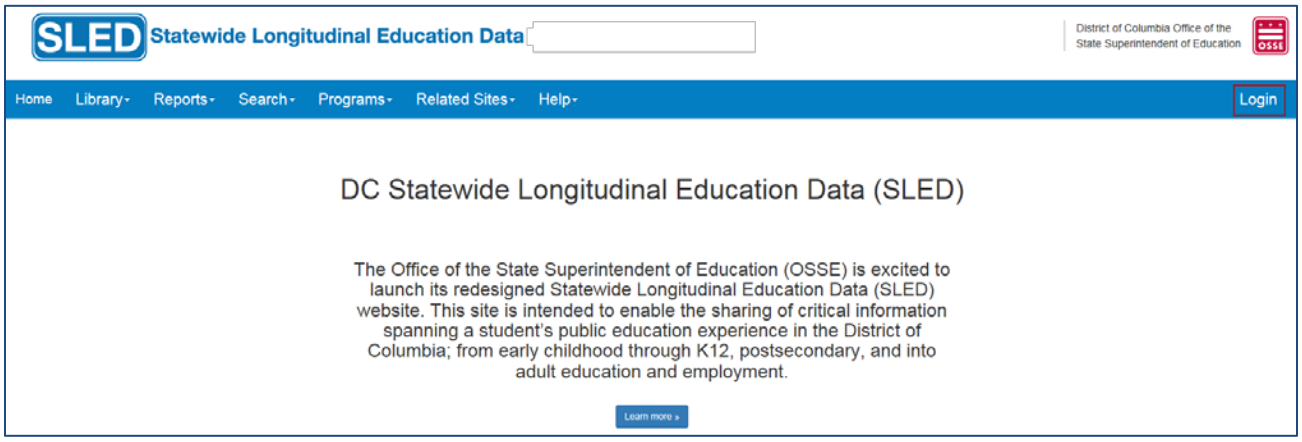
December 2015

SLED Next Generation Assessments Navigation

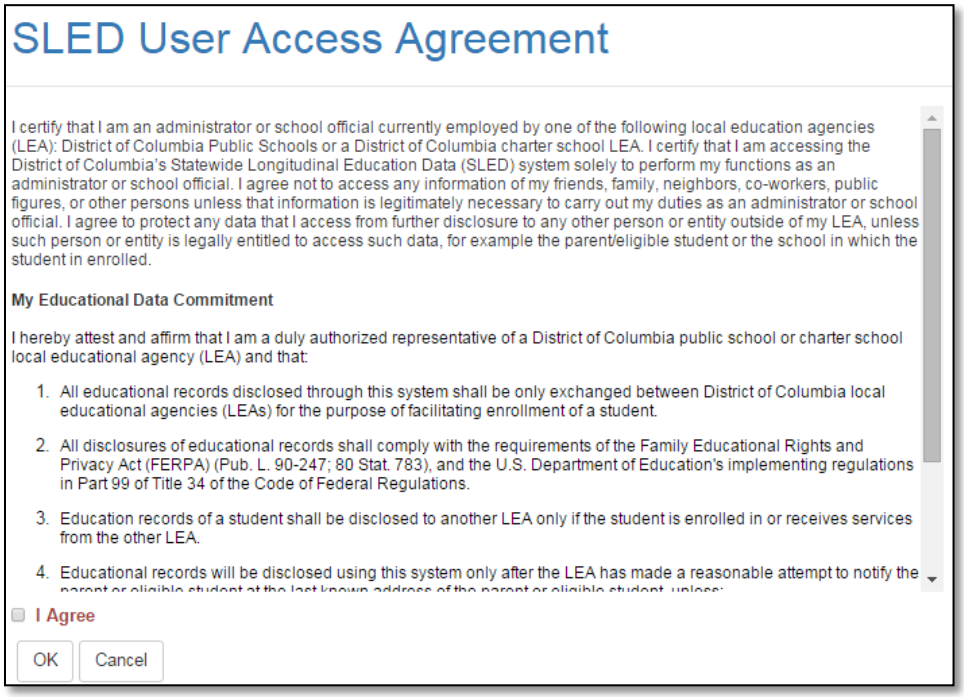
School Admin User

School Admin Users can view Next Generation Assessments scores for all students in their school regardless of educator assignments.

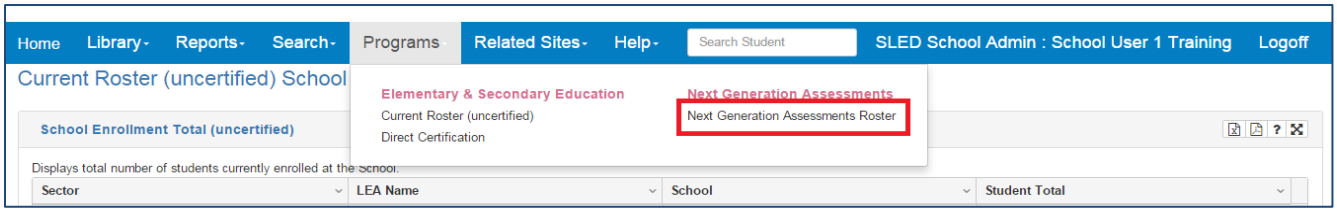
1. Log into SLED with your username and password.



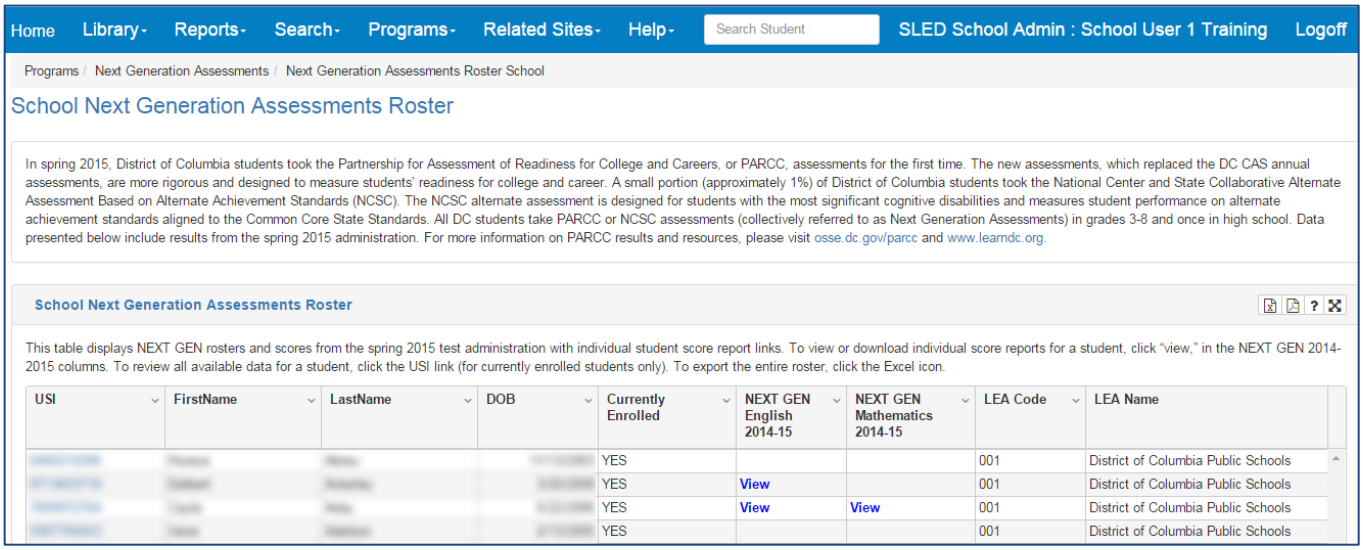
2. Accept the **SLED User Access Agreement**.



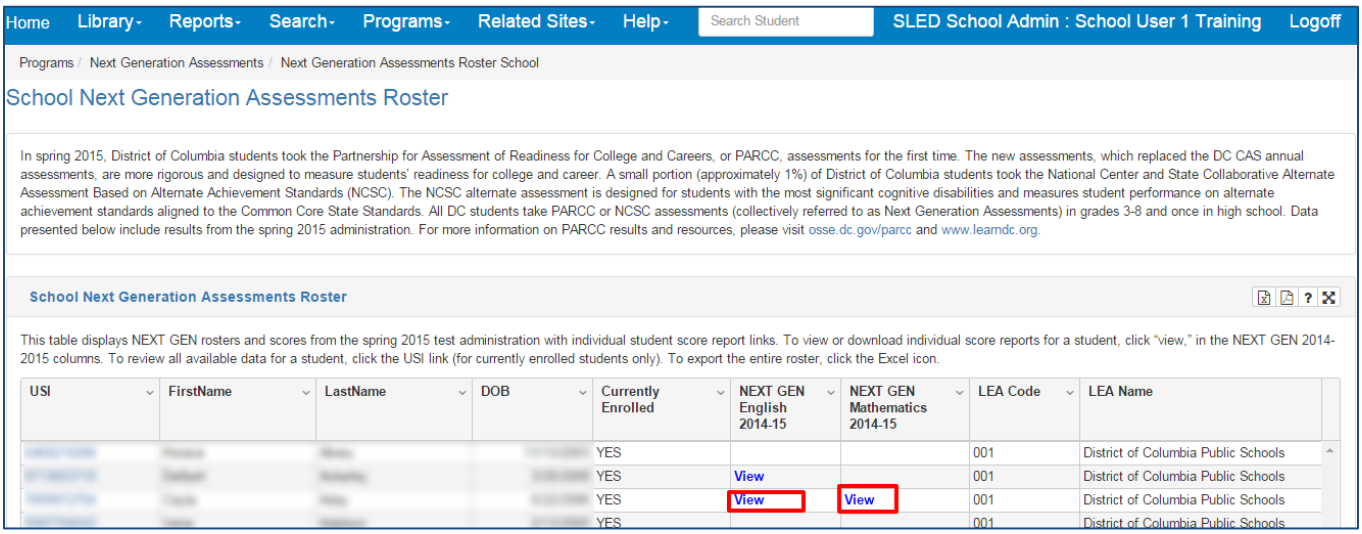
3. From the Current Roster (uncertified) School display select **Next Generation Assessments Roster** under the **Programs** menu.



4. The **School Next Generation Assessments Roster** will display along with a quick view of Mathematics and English Language Arts and Literacy results and performance levels.

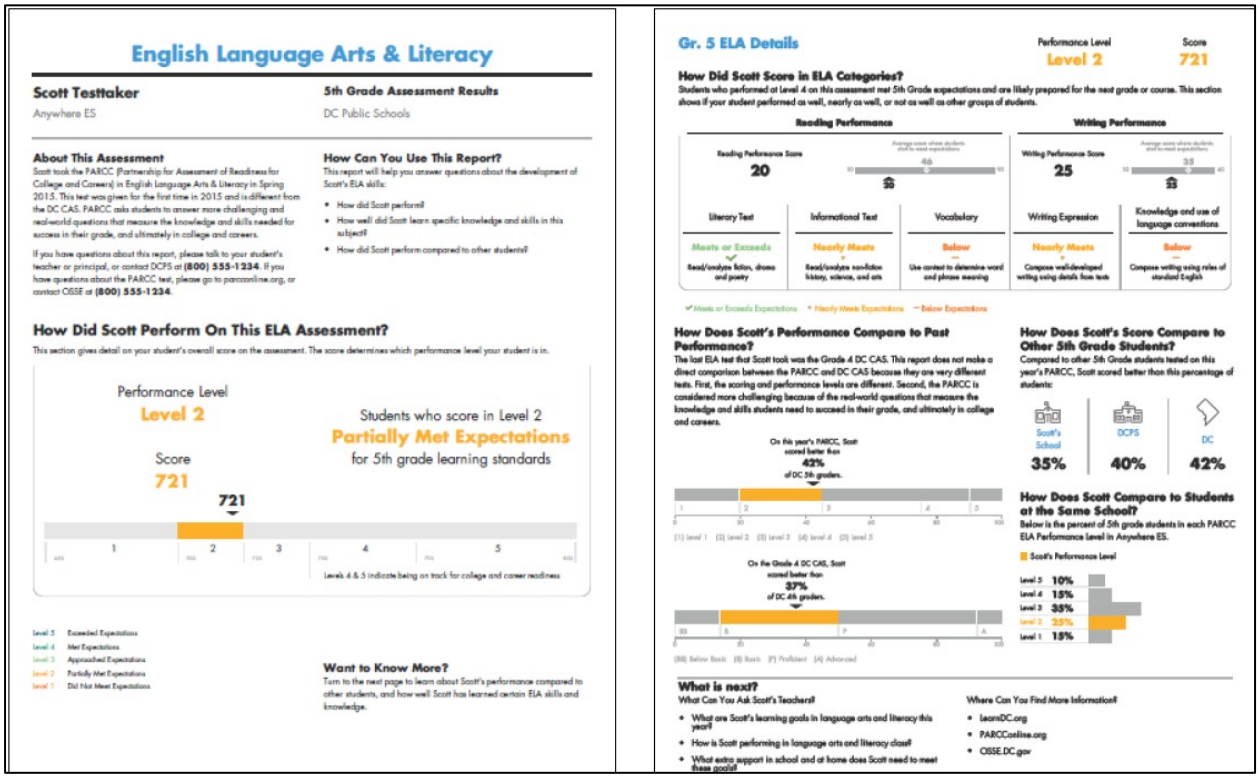


5. Click **View** to see the Next Generation Assessments score reports for a student.



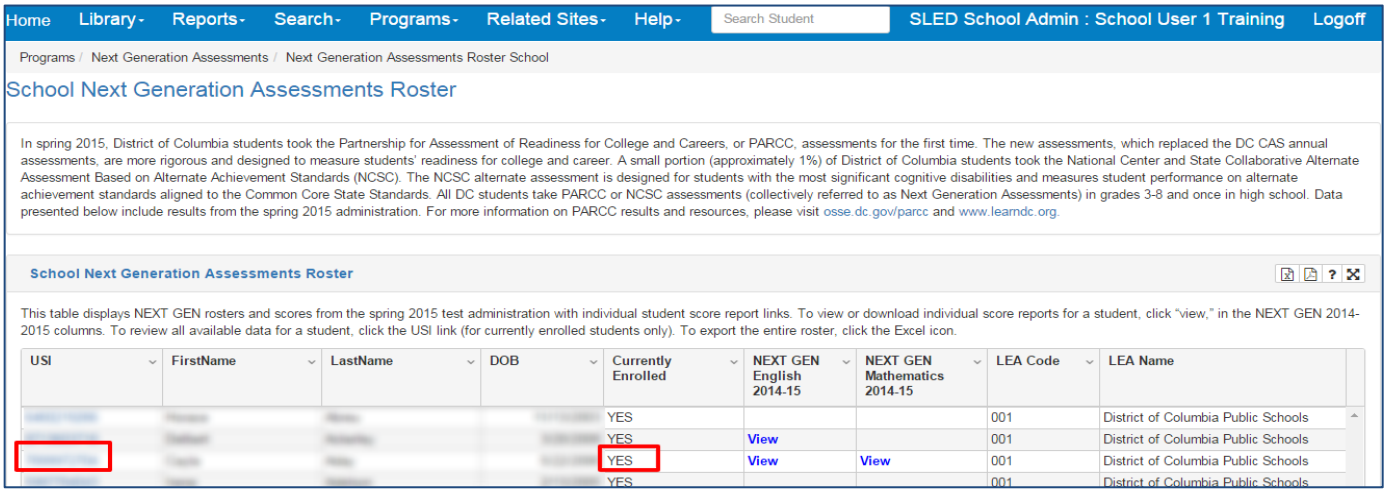
6. Click **Open** to view the file or **Save** for later viewing; or click **Cancel** to close the popup.

7. Next Generation Assessment sample English Language Arts and Literacy results view.

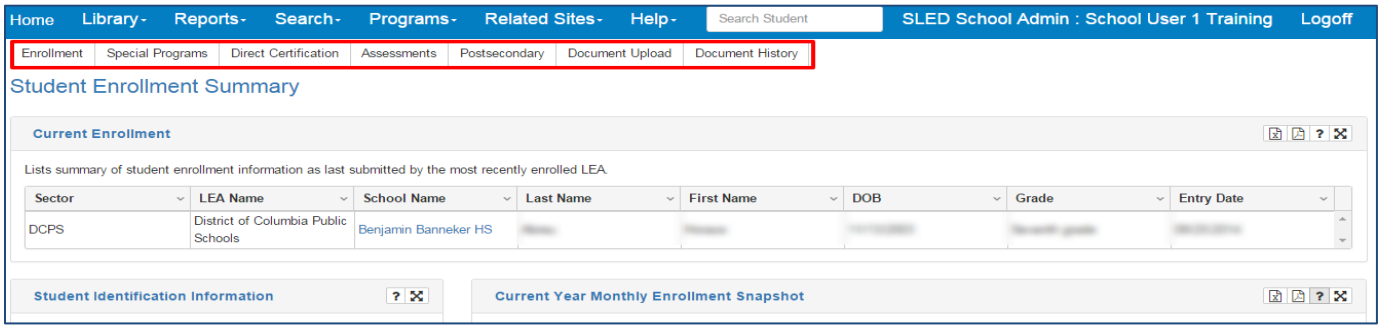


8. Click to close the document; or use the tools in Adobe Reader to print and/or save the document to a local computer.

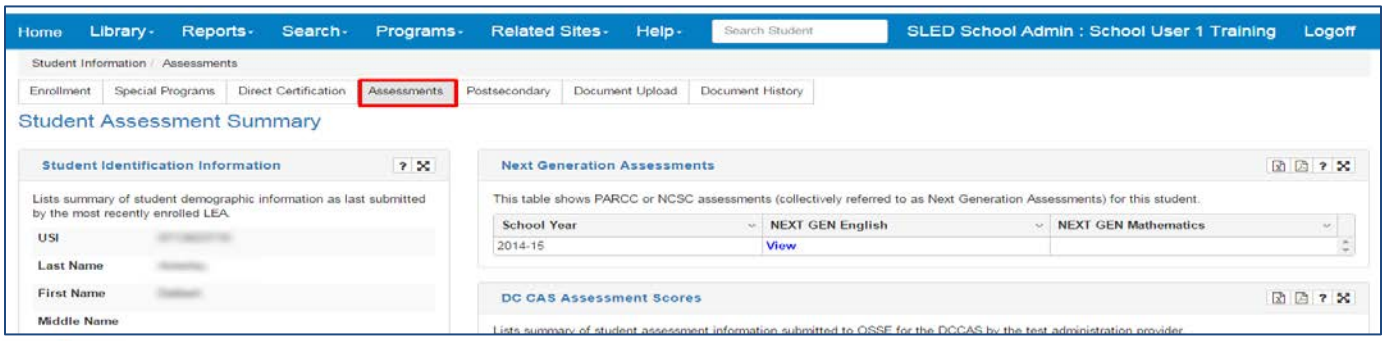
9. Click the **USI** link to see more information about a student. A USI link will be available only when the **Currently Enrolled** column of the display reads "**YES**".



10. The first set of data displayed is **Enrollment**. Click any of the available tabs to see more information.



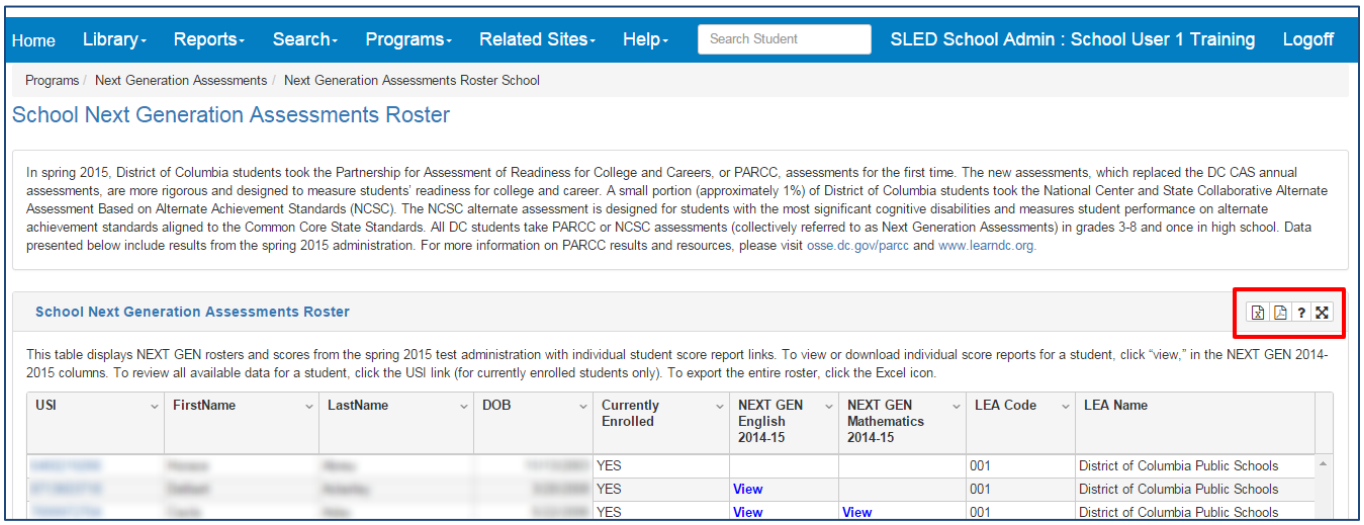
11. Click on the **Assessments** tab to review all assessments (including PARCC and NCSC) for a student.



*NOTE: Next Generation Assessments score reports can also be downloaded from this display by clicking **View** in the Next Generation Assessments data window.*

12. Click to return to the Next Generation Assessments Roster or click **Next Generation Assessments Roster** under the **Programs** menu.

13. This roster can be exported to a PDF file or Excel by clicking the icons above the display.



To review the Next Generation Assessments training webinar and download the Next Generation Assessments user manual, click Next Generation Assessments under **Training** in the Library menu. For additional information on SLED navigation and display manipulation (including sorting and filtering), please refer to the SLED Navigation Guide located under **Guides** in the Library menu.