

Assessment Verification Error Resolution

Change Log

Date	Section Number/Name	Change Description
11/12/19		Updates for 19/20

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Assessment Verification FAQ:



When do I run Assessment Verifications?

Assessment Verifications can be run at any time. **Not all assessments have a verification process.** The chart below contains specific reporting periods for each of the Assessments.

ASSESSMENT	REPORTED PERIOD A	REPORTED PERIOD G	REPORTED PERIOD D
AASCD Grades 3-8 (GA)	✓		
AASCD High School (GX)	✓		
ACT (AC)	✓	✓	
Advanced Placement Exam (AP)	✓	✓	
CTE Student Assessments (GY)	✓		✓
DPR Growth (GD)	✓		
End of Course (GE)	✓	✓	
Industry Credentials (GW)	✓	✓	✓
International Baccalaureate (IB)	✓	✓	
KRA (GO)	✓		
Next Generation Assessment (GN)	✓		
OELPA (GF)	✓		
OGT (GX)	✓	✓	
Preschool COS (GM)	✓		
Preschool ELA (GB)	✓		
SAT (SA)	✓	✓	
WorkKeys (WK)	✓	✓	



Why do I run Assessment Verifications?

The Assessment Verification finds EMIS reporting errors and helps you clean-up or perfect your data before reporting to ODE.



Does the Assessment Verification fix the errors?

No, the Assessment Verification only finds the errors. It is up to you to fix the errors and then run the Assessment Verification again to verify the errors are no longer present. The Assessment Verification now has hyperlinks for the students' names and clicking on them will take the user to the appropriate assessment maintenance page to make the required updates.



Can the Assessment Verification be run multiple times?

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Yes, the Assessment Verification can be run multiple times.



Can Assessment Verification be run from the building level as well as from the district and ITC levels?

No, it can only be run at the District Level.



Is there anything else I should review prior to running the Assessment Verification?

Yes. For all imported assessments, you should go to the Assessment Import History and check the Assessment Import Management errors tab for records that could not be loaded because of mismatches. These records need to be corrected prior to running the Assessment Verification validations.

Task 1 - Run Assessment Verification for any Assessment

1. Change your context to the district level and the current year.
2. Navigate to **StudentInformation** » **EMIS** » **Assessment Reporting Collection (A)**.
3. On the **Request Type** tab, choose the **Verify Assessment Data** option.
4. Click .
5. Next, choose the buildings in the district you would like to run the Assessment Verification for.
6. Next, select from the following choices the test type for which you would like to run the Assessment Verification:


Test Type:

 - Verify - Preschool COS (GM)**
 - Verify - Preschool ELA (GB)**
 - Verify - KRA(GO)**
 - Verify - Student Achievement OAA (GA)**
 - Verify - OGT(GX)**
 - Verify - End of Course (GE)**
7. Click .
8. Once the process is complete, the Assessment Verification errors will display on the page.



Note: The Verify – Student Achievement OAA (GA) and the Verify – OGT (GX) have not been updated to provide accurate results. The Student Achievement OAA is no longer taken by students, and the OGT is only taken by a handful of students each year.

Task 2 - Correcting Assessment Verification – Preschool COS (GM) Errors

1. Assessment Verification errors are interactive links. You can print the list from the screen to review. Additionally, you can click the student's name and then review each of the student's records to make the necessary corrections or to add an assessment record. You may also need to review the student's profile for a correction to a disability condition or grade level.

Building IRN	Building	EMIS ID	Student Number	Name	Severity	Issue
000274	Clear Fork Preschool			BE	E	PS student is missing a Spring COS assessment record.
000274	Clear Fork Preschool			BO	E	PS student is missing a Spring COS assessment record.
000274	Clear Fork Preschool			CO	E	PS student is missing a Spring COS assessment record.

2. For updates to the profile, correct the error and save your changes to the profile.
3. For updates to the Preschool COS record, correct or add the record and save your changes.



Refer to the FY20 Period A Assessment Checklist to review valid options and requirements for the Preschool COS (Child Outcome Summary) assessment.

Task 3 - Correcting Assessment Verification – Preschool ELA (GB) Errors

1. Assessment Verification errors are interactive links. You can print the list from the screen to review. Additionally, you can click the student's name and then review each of the student's records to make the necessary corrections or to add an assessment record. You may also need to review the student's profile for a correction to a disability condition or grade level.

Building IRN	Building	EMIS ID	Student Number	Name	Severity	Issue
015745	Mansfield Springmill STEM Elementary			CH	E	PS student is missing a Fall ELA assessment record.
015745	Mansfield Springmill STEM Elementary			EN	E	PS student is missing a Fall ELA assessment record.
015745	Mansfield Springmill STEM Elementary			EN	E	PS student is missing a Fall ELA assessment record.

2. For updates to the profile, correct the error and save your changes to the profile.
3. For updates to the Preschool ELA record, correct or add the record and save your changes.



Refer to the FY20 Period A Assessment Checklist to review valid options and requirements for the Preschool ELA assessment.

Task 4 - Correcting Assessment Verification - KRA (GO) Errors

1. Assessment Verification errors are interactive links. You can print the list from the screen to review. Additionally, you can click the student's name and then review each of the student's records to make the necessary corrections or to add an assessment record. You may also need to review the student's profile for a correction to a disability condition or grade level.

Building IRN	Building	EMIS ID	Student Number	Name	Severity	Issue
022152	Madison South Elementary			Ac	E	KG Student is missing a KRA test record.
024646	Madison Mifflin Elementary			Ak	E	KG Student is missing a KRA test record.
022152	Madison South Elementary			Al	E	KG Student is missing a KRA test record.

2. For updates to the profile, correct the error and save your changes to the profile.
3. For errors in the KRA testing record, either add or edit the KRA record as required and save your changes.



Refer to the FY20 Period A Assessment Checklist to review valid options and requirements for the KRA assessment.

Task 5 - Correcting Assessment Verification - End of Course (GE) Errors

1. Assessment Verification errors are interactive links. You can print the list from the screen to review. Additionally, you can click the student's name and then review each of the student's records to make the necessary corrections or to add an assessment record. You may also need to review the student's profile for a correction to a disability condition or grade level.

Building IRN	Building	EMIS ID	Student Number	Name	Severity	Issue
022178	MADISON HIGH SCHOOL			Ru	E	EOC Algebra 1 with a Score Not Reported value of "Y" has an invalid Score value.
022178	MADISON HIGH SCHOOL			Ru	E	EOC American / United States History with a Score Not Reported value of "Y" has an invalid Score value.
022178	MADISON HIGH SCHOOL			Ru	E	EOC Biology with a Score Not Reported value of "Y" has an invalid Score value.

2. For updates to the profile, correct the error and save your changes to the profile.
3. For errors in the KRA testing record, either add or edit the KRA record as required and save your changes.



Refer to the FY20 Period A Assessment Checklist to review valid options and requirements for the End of Course assessment.