Viewing ELA and Math Pre-Assessment Results in eDoctrina
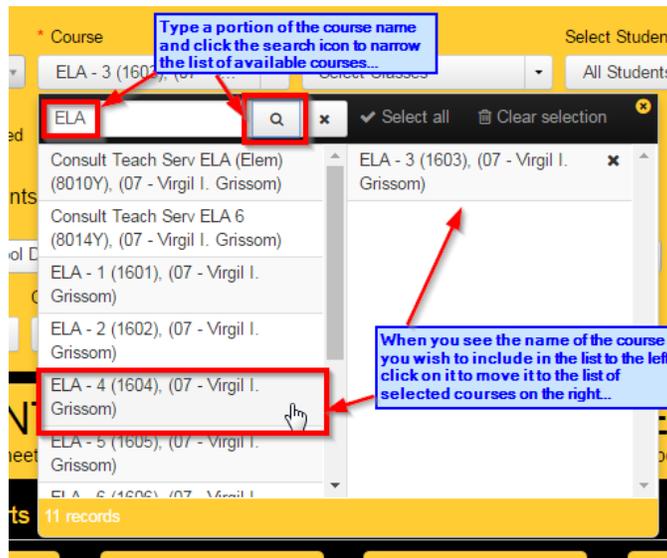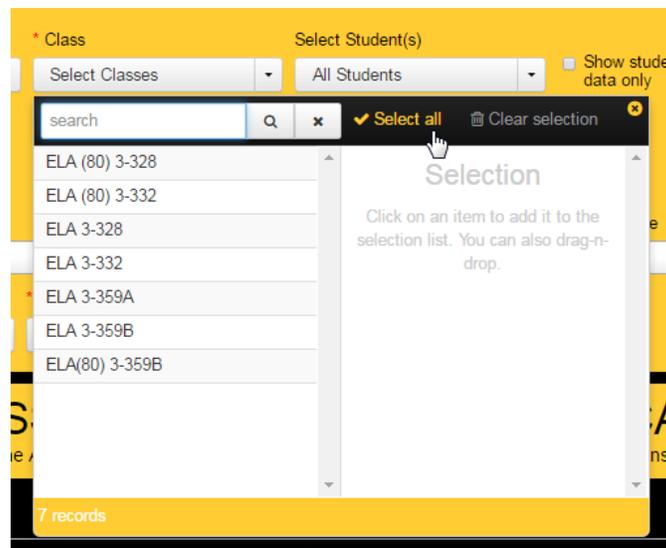
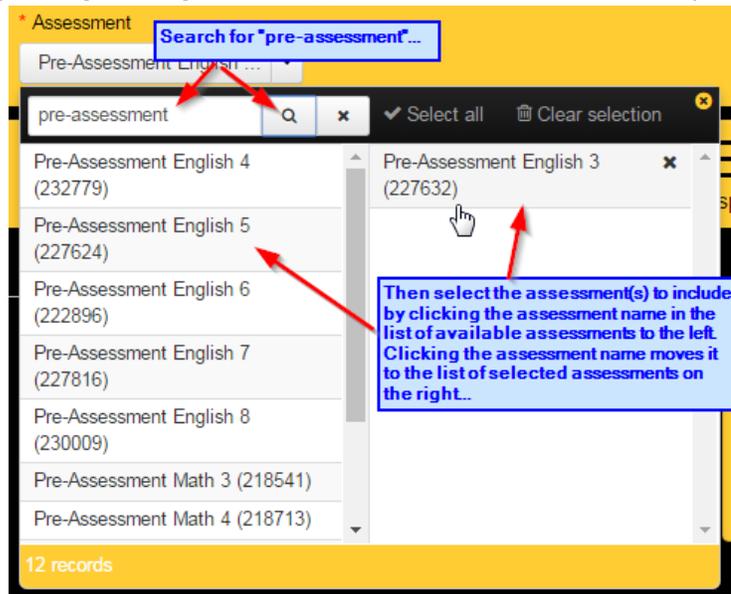1. Log into eDoctrina and click the "Teachers Dashboard" button from the homepage…

2. Use the filters on your dashboard to select the students and assessment(s) you wish to view results for
3. First select the Course and Class(es) to include in the 'Select students' area of the filters…
   a. Select the Course (by clicking the 'Course' filter and clicking the course name in the list of available courses). You may type any portion of the course name in the 'search' box and click the magnifying glass to search for course names containing the text you entered…
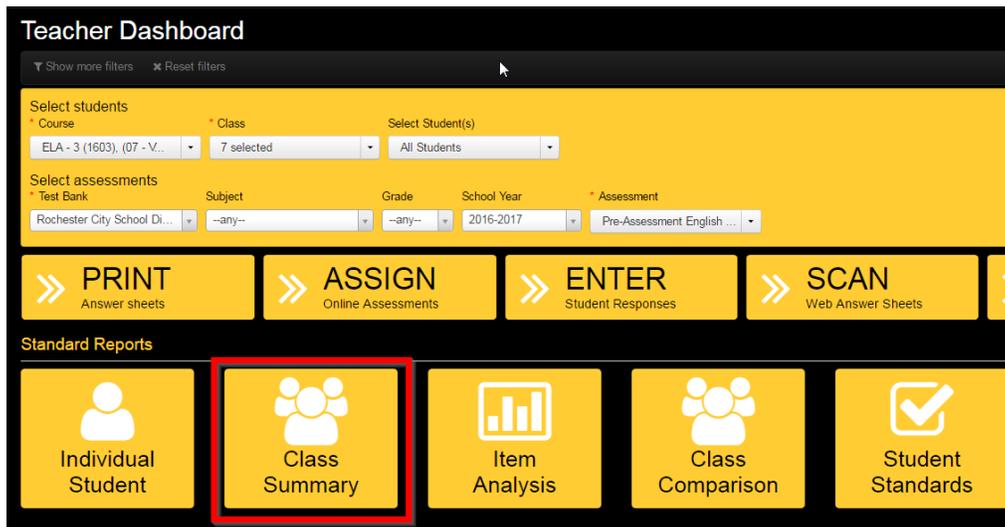

   b. Select the Class(es) by clicking the 'Class' filter and clicking the class name(s) from the list of available classes on the left. Clicking a class name will move it to the 'Selection' list on the right; select as many classes as you would like to include in the report. Use the 'Select all' option as a shortcut if you wish to include all classes…
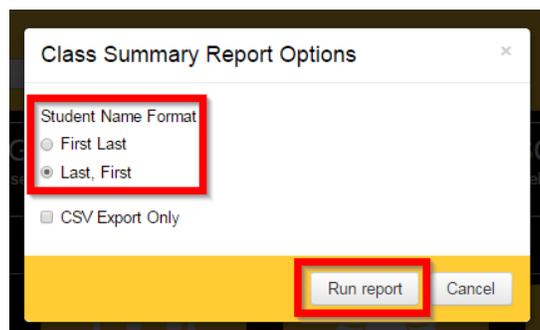
4. Next select the assessment you wish to view scores for by clicking the "Assessment" filter (on the far right of the 'Select assessment' area of the filters) and clicking the exam name in the list. Use the 'search' bar to search for the assessment by name. To locate the pre-assessments it is best to search for "pre-assessment" and then pick the assessment(s) corresponding to the grade level(s) of the courses selected in Step 3a…

5. Click the "Class Summary" report button in the Standard Reports section below the filters…

6. Choose how you would like the student names to appear, then click 'Run Report'…

7. The report will display in a new tab in your browser….

8. Optionally you may use the controls in the upper right-hand corner of the report to save the report in the format of your choice…

9. eDoctrina offers several additional standard reports that may be utilized as well. The filters selected in steps 1-4 will remain selected in the original tab; if you return to that tab in your browser you may click another report to view that report for the same population of students. (Of course you can adjust your filters at any time to view results for a different population of students or a different exam). Reports that may be of interest would be the "Individual Student Report" for item-level detail of each individual student result, "Item Analysis" report to view how the selected population performed as a whole on each individual item, "Class Comparison" report to view a comparison of results between different classes, and the "Student Standards" and "RTI Progress" reports, which will provide different views of how individual students performed on the standards aligned to the assessment.

If you have any questions please e-mail APPR@RCSDK12.org