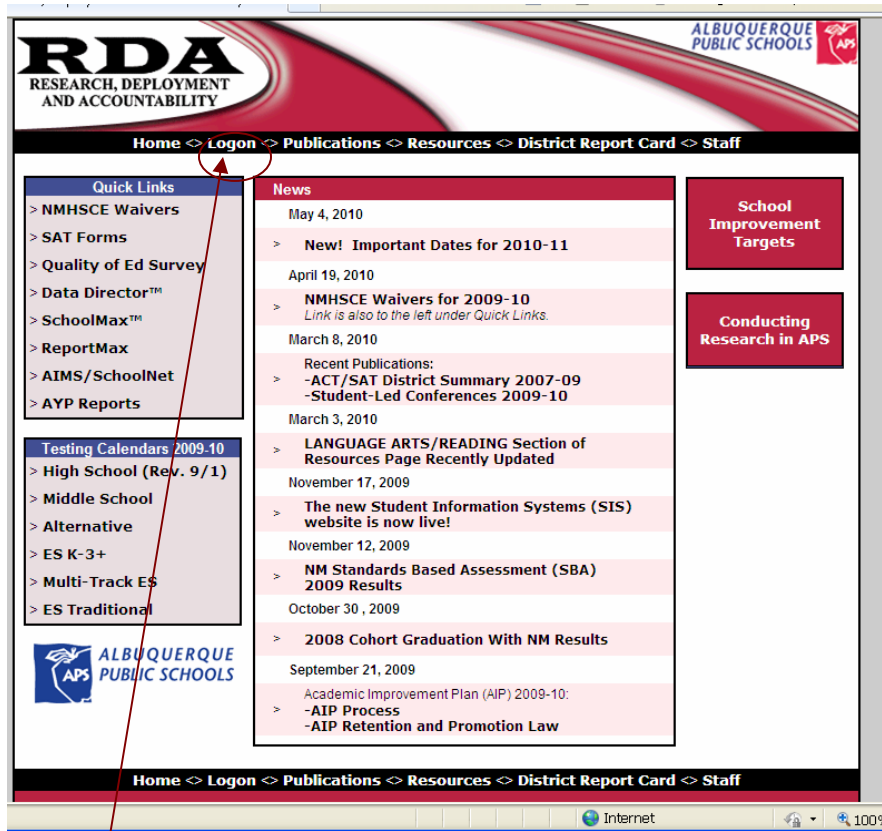


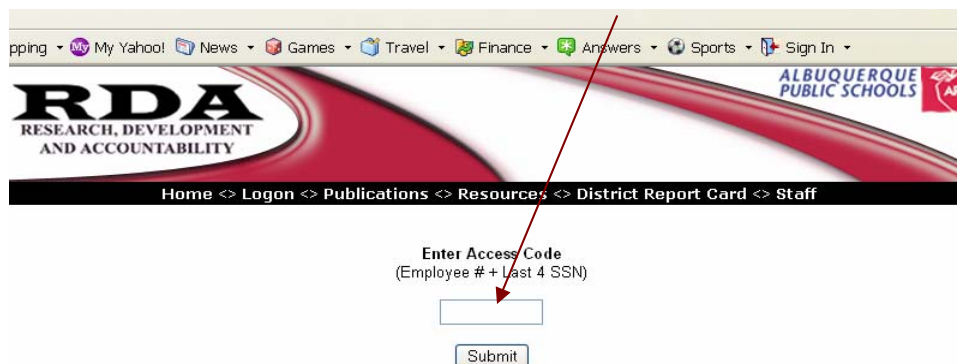
Untested Report Web Site

Instructions for Use

1. Type **rda.aps.edu** in your web browser address field and hit **Enter** on your keyboard. The RDA web page will display:



2. Click **Logon** on the top menu. Log in to the RDA web site using your access code (your employee # and the last 4 of your social security number, with no punctuation or spaces).



3. If this is the first time you have logged in to the RDA site this school year, a screen asking for your current email address and phone number will display. You may also indicate the type of communications you would like to receive from RDA. Click **Submit My Preferences** after you are finished.

Untested Report Web Site Instructions for Use

- A **Welcome** screen will display with your class list. If you do not have a class, all students for the school location you are viewing will display. Click on the **Untested Rpt** link in the blue menu bar:

Research, Deployment and Accountability - A...

Page Safety 100%

Home <> Logon <> Publications <> Resources <> District Report Card <> Staff

WELCOME JOANN [redacted] CURRENTLY VIEWING LOC: 282 (La Luz E)

[RAD](#) <> [NMELPASP](#) <> [ID Finder](#) <> **Untested Rpt** <> [SBPR](#)

Secure Fast Links...

Legend: ABC = not applicable to student X = Incomplete O = In-progress ✓ = Complete

Note: A list of your school's AIP eligible students is available to your principal via the *Principals' Docs* application. View By:

Create PDF Report

#	Student ID	Student Name	Grade	Interventions			Assessments		
				AIP	CIP	SAT	DRA	KDPR	Alternative
001	970		K	AIP	CIP	SAT	DRA2 ✓	KDPR X	ALT X
002	970		K	AIP	CIP	SAT	DRA2 ✓	KDPR ✓	ALT
003	970		K	AIP	CIP	SAT	DRA2 ✓	KDPR X	ALT
004	970		K	AIP	CIP	SAT	DRA2 ✓	KDPR X	ALT
005	970		K	AIP	CIP	SAT	DRA2 ✓	KDPR X	ALT X
006	970		K	AIP	CIP	SAT	DRA2 ✓	KDPR X	ALT X
007	970		K	AIP	CIP	SAT	DRA2 ✓	KDPR X	ALT
008	970		K	AIP	CIP	SAT	DRA2 ✓	KDPR ✓	ALT
009	970		K	AIP	CIP	SAT	DRA2 ✓	KDPR X	ALT X

- The **Untested Report Selection** screen displays. Change drop-down selections if needed, and click **Get Data**. Note: *DRA2/EDL is the only Test available at this time.*

Back to Class List

Untested Report Selection



School: 282 (La Luz E)
Employee Logged In: JOANN L...

Choose Test DRA2/EDL ▾

Choose Test Window Spring 10 ▾

Untested Report Web Site Instructions for Use

6. The **Untested Report Results – DRA2** screen displays.
 - a. In the heading, please note information regarding 3rd graders, as well as sorting instructions.
 - b. The results displayed reflect any DRA2/EDL assessments entered on the RDA site up to the time you run this untested report.
 - c. The report shows all untested students (for whom the assessment is required) at your school, but does not list untested students who have had an ALT assessment entered on the RDA web site.
 - d. Students with more than one teacher are listed only with their primary teacher.
 - e. You may click **Printable Report** to create a printable PDF. When the PDF opens, select File/Print on the top menu bar of the PDF. This PDF will have the original sort order of the report (in order by teacher, and then student). It does not reflect sorting by headings that you may have done.

[Back to Class List](#) <> [Back to Report Selection](#)

Untested Report Results - DRA2

Testing Window: Spring 10
School: 282 La Luz Elementary School **Employee Logged In:** JOANN

Please note that 3rd graders are included on this report.
 Teachers will have to determine if they are actually "untested," since they may have been tested in DBA.

Click on any heading below to sort by that column.

Stu	Grade:	Teacher Name:
1046	03	AMANDA
1211	03	AMANDA
7127	03	AMANDA
7224	03	AMANDA
9707	03	AMANDA
*103	03	PAUL
*103	03	PAUL
9700	02	MO, YOLANDA

TOTAL UNTESTED STUDENTS: 54

* = May be taking Alternative Assessment because of SPED or ELL status - if so, please disregard.

This report was generated on Monday May 17, 2010 at 1:37 PM

[Printable Report](#)

Technical Support:
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