



North Carolina Home Base Data and Reporting in Schoolnet Standards Mastery - District

Primary Audience: District leaders wanting to access standards mastery data by school.

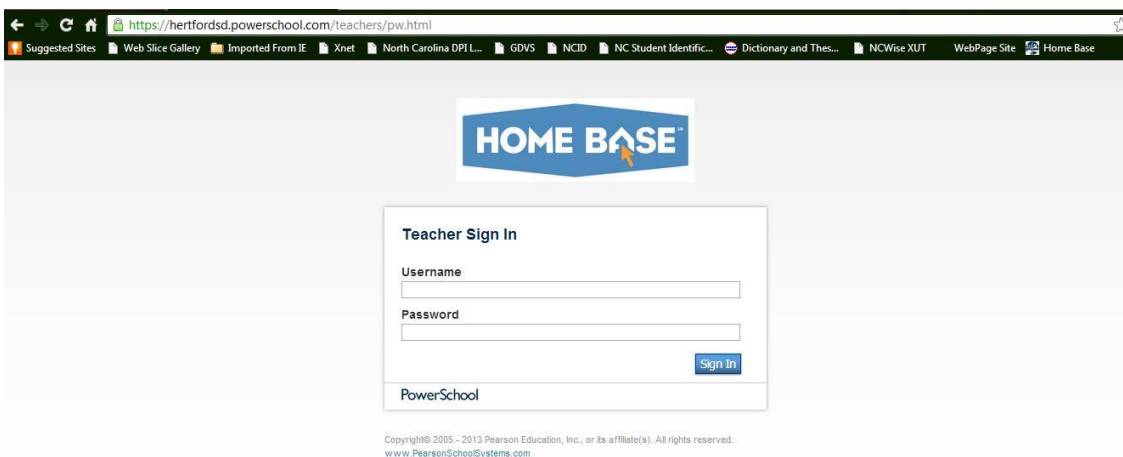
Purpose of Document: To provide a guide for district leaders on how to find and use standards mastery data for Benchmark assessments comparing schools and performance groups within the reporting functions of Schoolnet.

Roles Required: A user will need the role of Leadership or the role of Staff with the additional role of “Access to Report Manager.”

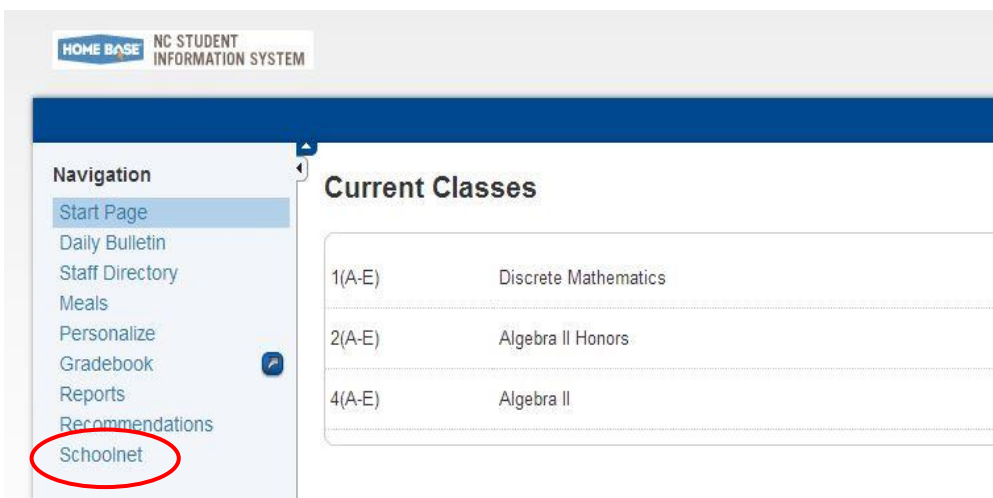
You can find more information about the roles and permissions at <http://www.ncpublicschools.org/homebase/getting-ready/implementation/category?category=User%20Roles%20and%20Access>. Please work with your district data manager to make sure that you have the appropriate roles.

Create a District Level Standards Mastery Report by School

Log-in to Home Base (remember the Home Base URL is specific to your district)



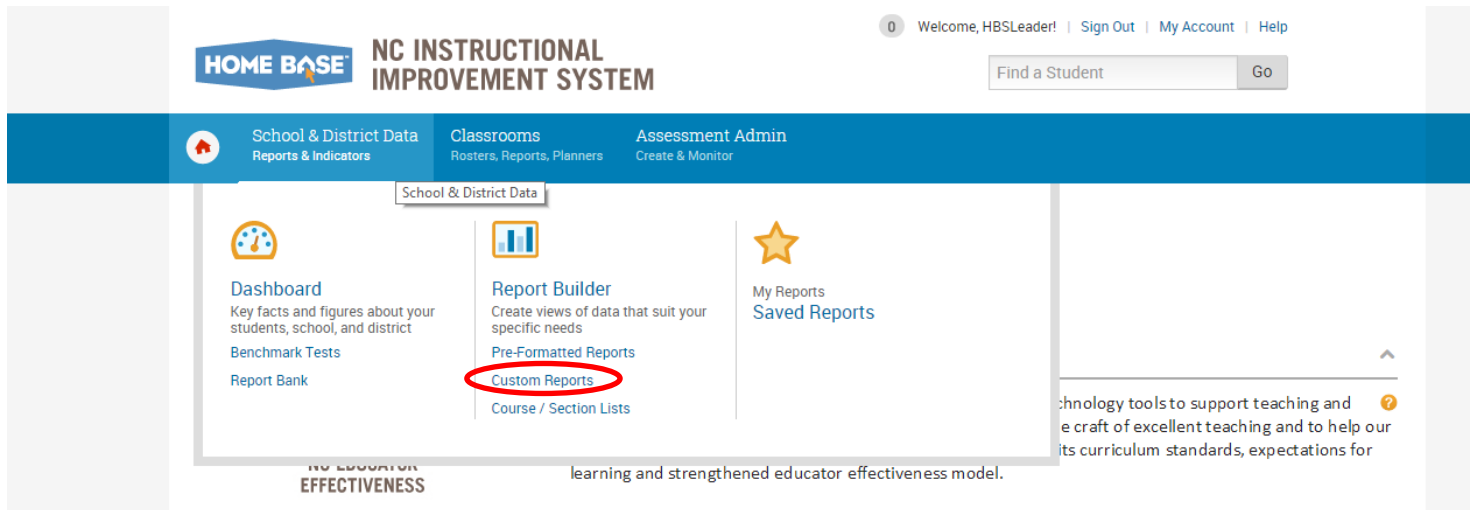
Access Schoolnet through PowerSchool





North Carolina Home Base Data and Reporting in Schoolnet Standards Mastery - District

Hover over the School & District Data to choose Custom Reports



Start Building your Custom Report

To build a custom report, you have to first define your student set. You can build the report with All Students, with a Saved Student Set, or you can define a new student set before you begin.

Custom Reports

Start building your Custom Report or Analysis Spreadsheet

- **Define Student Set**
Create a Student Set to use in your custom report.
- **Build a Custom Report With All Students**
Build your custom report with all available students.
- **Choose a Saved Student Set**
Build your custom report with a Saved Student Set
- **Course / Section Lists**
Find courses and sections. Run reports on the students enrolled in those courses and sections



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After you have a student set, you will choose the type of report from the options on the left hand side of the screen. For this report, choose **Benchmark Performance by Standard**.

Select the Type of Analysis Report Go to Viewing Options

Standardized Test
Benchmark Performance by Standard
Benchmark Performance by Subject
Benchmark Item
Grade/Mark
School Enrollment
Program Enrollment
Section Enrollment
Attendance & Discipline Totals
Number of Attendance Events
Dates of Attendance Events
Number of Disciplinary Infractions

1. Select when, where and in which grade students are enrolled.

School Year

School Type

School

Grade

2. Narrow your set according to the benchmark test(s) taken and the performance level.

Subject

Fill in the parameters for sections 1-3 on the "Select Report Type and Data" screen based on what you are trying to get in this particular report.

For #1 – Select when, where and in which grade students are enrolled.

1. Select when, where and in which grade students are enrolled.

School Year

District

School Type

School

Grade

Select all that apply using the drop down options:

- School Year
- District
- School Type
- School
- Grade

If you want to include all of the schools in your district, you can leave the options open for Any School Type and Any School.



North Carolina Home Base Data and Reporting in Schoolnet Standards Mastery - District

For #2 – Narrow your set according to the benchmark test(s) taken and the performance level.

2. Narrow your set according to the benchmark test(s) taken and the performance level.

Subject

Test Focus

Test Standard Set

Test Category District Benchmark District Benchmark NCEXTEND2
 School Assessment School Assessment NCEXTEND2

Test Level

Test Instance

Topic

Subtopic

Standard Mastery 100 - 90 89 - 80 79 - 70 69 - 60
 59 - below

Select all that apply using the drop down menu:

- Subject
- Test Focus
- Test Standard Set
- Test Categories
- Test Level
- Test Instance

(To look at more than one test in a report, leave the Test Instance set to Any Benchmark Administration.)

**Topic must be set to Any Topic.
 *Subtopic must be set to Any Subtopic.
 Since this is a standards Mastery report, all score groups should be checked.

***KEY POINT: Any Topic and Any Subtopic must be selected. This allows the report to show granular standards information. Users also need to select all the score groups for standards mastery.**

For #3 – Narrow your set by section where student took the test.

3. Narrow your set by section where student took the test.

Department

Course

Teacher

Section

[Go to Viewing Options](#)

Since this is a district level report, you will probably want to leave Department, Course, Teacher, and Section open to Any.

But as necessary, use the options to narrow the scope of your report.



North Carolina Home Base Data and Reporting in Schoolnet Standards Mastery - District

After you have filled in all the relevant options in sections 1-3 (Double check to be sure that Topic and Subtopic are both set to Any and make sure you have checked the boxes next to all the score groups for Standards Mastery), click on Go to Viewing Options.

[Go to Viewing Options](#)

On the viewing options screen, make the selections as shown in the screenshot below.

Department: Math [Run Report](#)

View Options

View Options

- Table
- Pie Chart
- Vertical Bar Graph
- Vertical Stacked Bar Graph
- Line Graph
- Horizontal Bar Graph
- Horizontal Stacked Bar Graph

Define Rows and Columns

Columns: Score Group

Sub-Columns: School

Rows: Subtopic

Sub-Rows: -- None --

View Data in Cells As

Student Count

Value

Row and Column Totals

No totals

Paging

Divide this report into multiple pages, one for each:

School

Define Rows and Columns

Columns: Score Group

Sub-Columns: School

Rows: Subtopic

Sub-Rows: None

View Data in Cells As*

Student Count

Value

Row and Column Totals

Choose totals or no totals depending on whether you want totals for rows or columns included in your report.

Paging

School

[Reset Selections](#)

***Note: "View Data in Cells As" option definitions:**

- Student Count- Number of students that completed the assessment.
- Percent Proficient- Percent of students who scored 80 or above on the assessment.
- Percent Correct- Percent of the total number of items on the assessment that were answered correctly.



North Carolina Home Base Data and Reporting in Schoolnet Standards Mastery - District

Click Run Report to generate your report.

Run Report

The screenshots below are an example of this report, the district level Standards Mastery by School and Score Group.

Benchmark Performance by Standard Report (Subject by Benchmark Performance Level by School)																								
	100 - 90					89 - 80					79 - 70					69 - 60					59 - below			
	Charles P Murray Middle	Emma B Trask Middle	Holly Shelter Middle	M C S Noble Middle	Roland-Grise Middle	Charles P Murray Middle	Emma B Trask Middle	Holly Shelter Middle	M C S Noble Middle	Roland-Grise Middle	Charles P Murray Middle	Emma B Trask Middle	Holly Shelter Middle	M C S Noble Middle	Roland-Grise Middle	Charles P Murray Middle	Emma B Trask Middle	Holly Shelter Middle	M C S Noble Middle	Roland-Grise Middle	Charles P Murray Middle	Emma B Trask Middle	Holly Shelter Middle	M C S Noble Middle
CCSS.Math.Content.7.RP.Ratios and Proportional Relationships	22	1	3	9	19	33	4	7	36	23	46	11	8	53	21	38	12	7	35	14	117	79	3	
CCSS.Math.Content.7.RP.A: Analyze proportional relationships and use them to solve real-world and mathematical problems.	22	1	3	9	19	33	4	7	36	23	46	11	8	53	21	38	12	7	35	14	117	79	3	
CCSS.Math.Content.7.RP.A.1: Compute unit rates associated with ratios of fractions, including ratios of lengths, areas and other quantities measured in like or different units. For example, if a person walks 1/2 mile in each 1/4 hour, compute the unit rate as the complex fraction 1/2/1/4 miles per hour, equivalently 2 miles per hour.	53	11	7	37	33	0	0	0	0	0	0	0	0	0	0	73	32	12	60	48	130	64	9	
CCSS.Math.Content.7.RP.A.2: Recognize and represent proportional relationships between quantities	16	2	4	18	24	30	11	12	52	27	50	12	7	41	18	44	21	4	45	12	116	61	1	

Clicking on the blue hyperlinked numbers will show a list of the individual students in each score group.

Reports can be saved so that you can easily access the same report again. Reports can also be created as a PDF or exported to Excel .

Note: This document describes a specific report for a district level standards mastery by school. You can choose other options based on what you are trying to accomplish with this same type of report. For example you could narrow to a specific school, subject, and/or test to adjust the results displayed to meet your specific needs. These options are in 1-3 on the Select Report Type and Data screen as show above on pages 3 and 4.

On the View Options screen (page 5 above), you can aslo change the view using any of the options provided: Table, Pie Chart, Vertical Bar Graph, Vertical Stacked Bar Graph, Line Graph, Horizontal Bar Graph, or Horizontal Stacked Bar Graph.