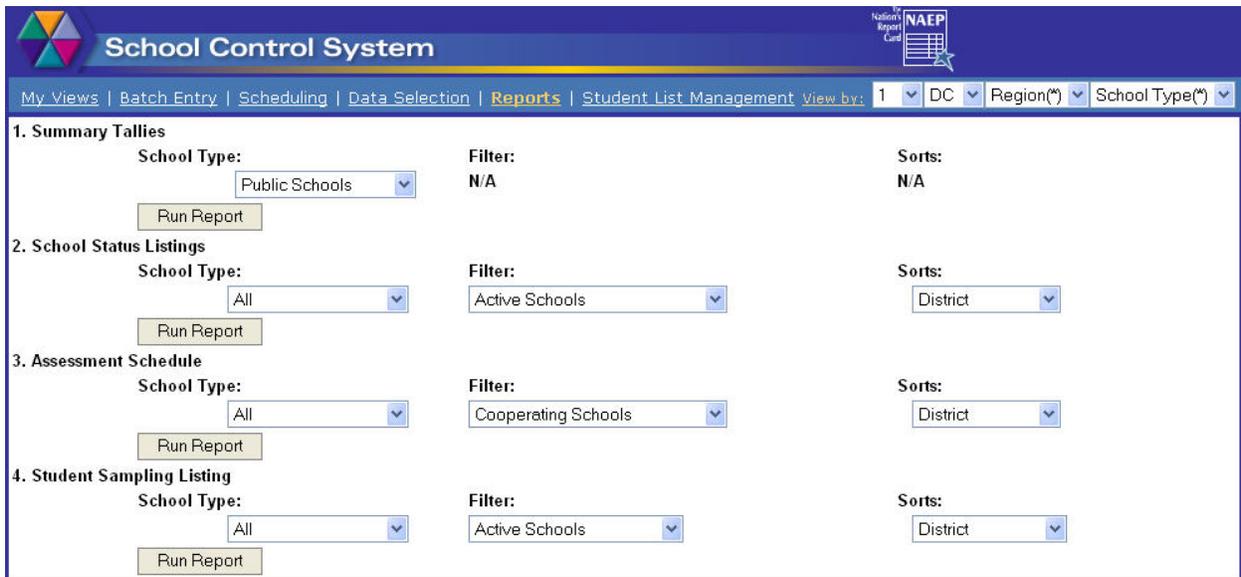


7 REPORTS

7.1 Overview

On the menu options at the top of the SCS screen, click on Reports and you can select which report you want to work with as you see below.



The screenshot displays the 'School Control System' interface. At the top, there is a navigation bar with the following options: My Views, Batch Entry, Scheduling, Data Selection, Reports, and Student List Management. The 'Reports' option is highlighted. To the right of the navigation bar, there are dropdown menus for 'View by:' (set to 1), 'DC', 'Region(*)', and 'School Type(*)'. Below the navigation bar, there are four report categories, each with its own set of controls:

- 1. Summary Tallies:** School Type: Public Schools (dropdown), Filter: N/A, Sorts: N/A. Run Report button.
- 2. School Status Listings:** School Type: All (dropdown), Filter: Active Schools (dropdown), Sorts: District (dropdown). Run Report button.
- 3. Assessment Schedule:** School Type: All (dropdown), Filter: Cooperating Schools (dropdown), Sorts: District (dropdown). Run Report button.
- 4. Student Sampling Listing:** School Type: All (dropdown), Filter: Active Schools (dropdown), Sorts: District (dropdown). Run Report button.

Report Menu

Filter and sort options are available for all except the first, summary report. There is no sort available for it, but you can select the school type (as explained below) and elect to see just one region or all regions for which you are responsible.

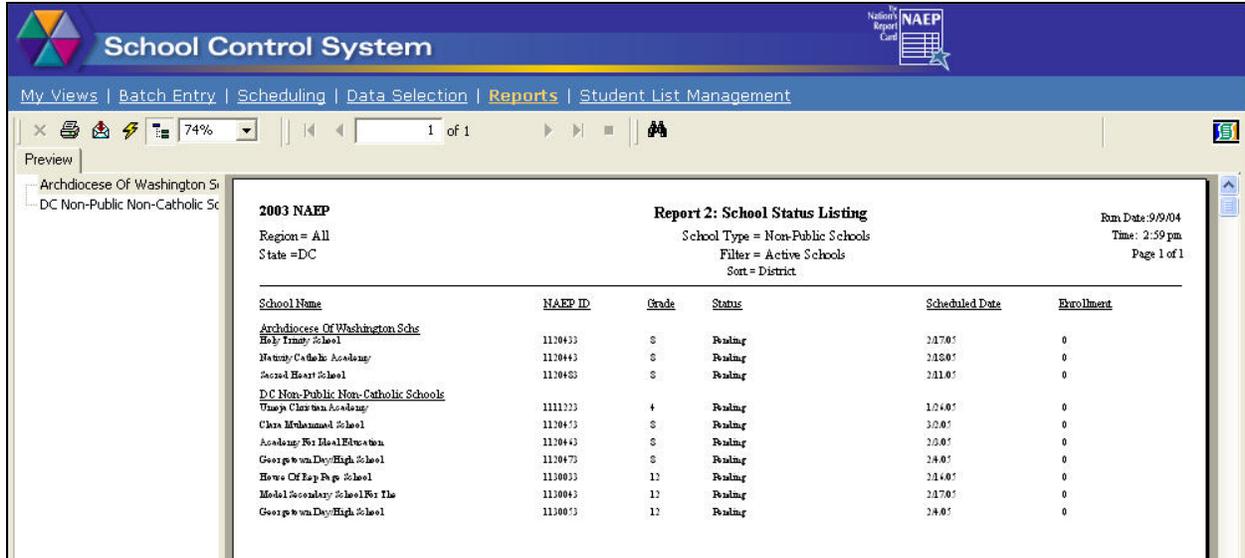
To run a report, first select the “school type” that you want. The options are:

All	All public and non-public schools in the area and region.
Public	Only the public schools.
Non-Public	Only the non-public schools.
District	Only the schools participating in the Trial Urban District Assessment (TUDA) if there are any in your region.

After selecting the school type, set the filter and sort options (explained below), and click on the **Run** button. After the report is “run”, it will be displayed on the screen. If you want to print the report, you must do so before closing the report (see below). The reports can also be saved as Word files or as Excel files.

7.1.1 Viewing Reports

Below is an example of Report 2 for nonpublic schools viewed on the screen.



School Control System

My Views | Batch Entry | Scheduling | Data Selection | **Reports** | Student List Management

74%

1 of 1

Preview

Archdiocese Of Washington Sc
DC Non-Public Non-Catholic Sc

2003 NAEP

Region = All
State = DC

Report 2: School Status Listing

School Type = Non-Public Schools
Filter = Active Schools
Sort = District

Run Date: 9/9/04
Time: 2:59 pm
Page 1 of 1

School Name	NAEP ID	Grade	Status	Scheduled Date	Enrollment
<u>Archdiocese Of Washington Sch</u>					
Holy Trinity School	1120433	S	Refusing	2/17/05	0
Herman Catholic Academy	1120443	S	Refusing	2/18/05	0
Immaculate Heart School	1120483	S	Refusing	2/11/05	0
<u>DC Non-Public Non-Catholic Schools</u>					
Thomas Christian Academy	1111233	4	Refusing	1/24/05	0
Class Muhammad School	1120473	S	Refusing	3/2/05	0
Academy For Ideal Education	1120443	S	Refusing	2/2/05	0
Georgetown Day High School	1120473	S	Refusing	2/4/05	0
Howe Of Key Bq School	1120013	12	Refusing	2/4/05	0
Model Secondary School For The	1120043	12	Refusing	2/7/05	0
Georgetown Day High School	1120013	12	Refusing	2/4/05	0

Report 2

The reports have a different look for NAEP 2003. On the left, the Preview pane shows you the list of districts by which the report was sorted. If you click on one of the district/county names, the system will jump to that part of the report.

For this report, we had selected the following criteria:

- School type = Non-public schools
- Filter = All schools (pending, cooperating, refusing, etc.)
- Sort = District

The report menu bar is explained in the following section.

The default size for the report is for it to be seen without having to scroll across the screen. The size can be increased as explained below if you cannot read the report.

7.1.2 Report Menu Bar

The menu bar at the top of the report screen is shown below with explanations for each of the icons. When you pause the mouse pointer over an icon, its label is displayed. Some of these are more fully discussed in the following sections.



- X -- The first icon (an X) is inactive.
- Printer -- Use this icon if you want to print the report.
- Envelope -- Use this icon, labeled “Export Report”, to save the report to your hard drive.
- Lightning bolt -- This icon will not be used.
- “Toggle Group Tree” -- When you click on this icon, the “Preview” panel on the left closes. Click the icon again to reveal the Preview pane.
- X% -- The size of the report as you see it. You can change the size by clicking on the down arrow next to this field.

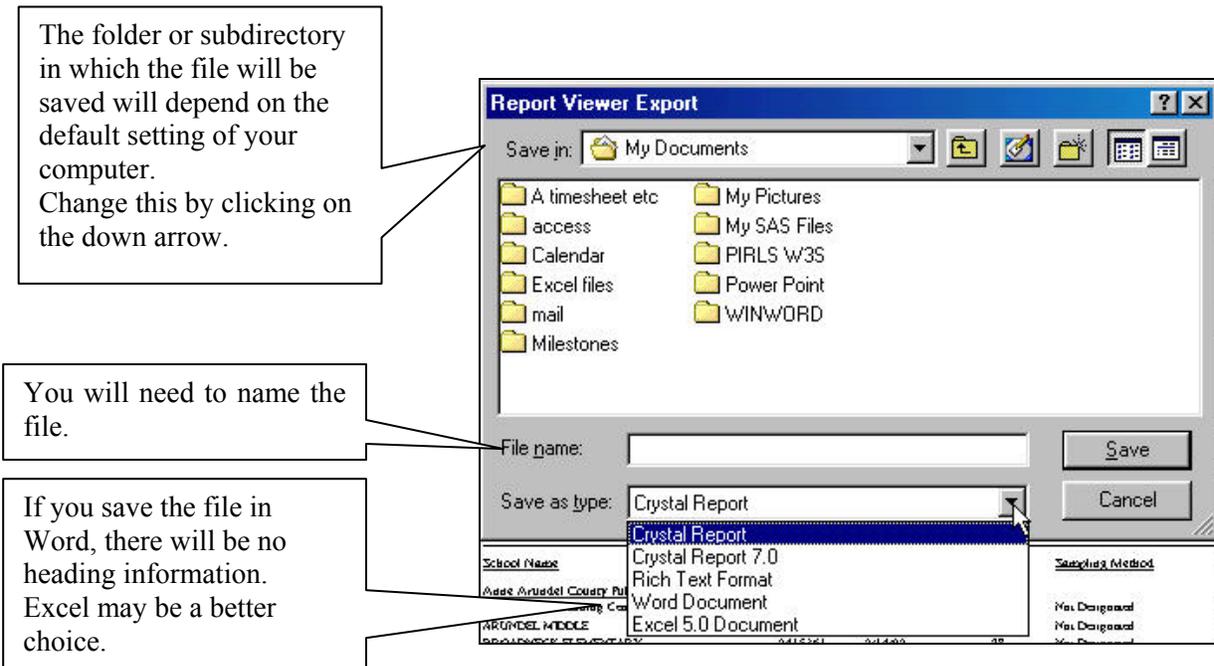
The next series of icons allow you to move from page to page, to jump to the last page of the report by clicking on this icon . After you have moved beyond page 1, the left facing arrows become active so that you can go back one page at a time or jump to the first page. Click in the field with the page number and change the number to jump directly to a page.



The search icon will function in the reports. If you want to find one particular school in the list, for example, click on the icon and enter the school’s name. The system will jump to that school and outline its name on the report.

7.1.3 Exporting Reports

The report that you are looking at can be “exported to” or saved on your hard disk. As shown below, after you click on the envelope icon, a dialog box will appear allowing you to name the file, select what type of file you want it to be (a Word or Excel file, for example), and where the file will be saved.



7.2 Report 1: Summary Tallies

This report (shown below) provides summary numbers on the status of the recruitment activities for all sampled schools in a region. This report summarizes the participation status of all originally sampled schools as well as the status of activated substitute schools.

The report provides a breakdown of the participation status for all three grades including unweighted response rates and indicates the progress you have made in entering enrollment information and sampling related information.

To accommodate the number of columns in the report, it prints in landscape on two pages. (You do not need to do anything different to the paper as it feeds into the printer.)

My Views | Batch Entry | Scheduling | Data Selection | **Reports** | Student List Management

91% | 1 of 1+

Preview

NAEP 2005 **Report 1: Summary Tallies** Run Date: 9/9/04
 Region = All School Type = Public Schools Time: 3:01 pm
 State = DC Page 1

	Grade 4 Number	Percent	Grade 8 Number	Percent	Grade 12 Number	Percent
1. Status of Original School						
A. Pending	120	100	43	100	3	100
B. School Contacted, Pending	0	0	0	0	0	0
C. Cooperating	0	0	0	0	0	0
D. District Refusal - All Schools	0	0	0	0	0	0
E. School Refusal	0	0	0	0	0	0
F. Interim Refusal	0	0	0	0	0	0
G. School Refusal - by District	0	0	0	0	0	0
H. School Closed	0	0	0	0	0	0
I. Ineligible - Has Grade/No Eligible Students	0	0	0	0	0	0
J. Ineligible - Does Not Have Grade	0	0	0	0	0	0
K. Ineligible - Not a Regular School	0	0	0	0	0	0
L. Ineligible - Other	0	0	0	0	0	0
M. Total Original Schools	120	100	43	100	3	100
2. Status of Activated Substitute Schools						
A. Pending	0	0	0	0	0	0
B. School Contacted, Pending	0	0	0	0	0	0
C. Cooperating	0	0	0	0	0	0
D. District Refusal - All Schools	0	0	0	0	0	0
E. School Refusal	0	0	0	0	0	0
F. Interim Refusal	0	0	0	0	0	0
G. School Refusal - by District	0	0	0	0	0	0
H. School Closed	0	0	0	0	0	0
I. Ineligible - Has Grade/No Eligible Students	0	0	0	0	0	0
J. Ineligible - Does Not Have Grade	0	0	0	0	0	0
K. Ineligible - Not a Regular School	0	0	0	0	0	0
L. Ineligible - Other	0	0	0	0	0	0
M. Total Original Schools	0	0	0	0	0	0
3. Status of Activities (Cooperatives Schools Only)						
A. Total Cooperating Schools (% of Originals)	0	0	0	0	0	0
B. Enrollment Data Entered (% of Cooperatives)	0	0	0	0	0	0

Report 1

7.2.1 Interpreting the Report

Report 1 is divided into four sections briefly explained below:

- Status of Original Schools
- Status of Activated Substitute Schools
- Status of Activities (Cooperating Schools Only)
- All School Summary

7.2.2 Status of Original Schools

This section gives the distribution of participation status codes assigned to all schools in the original sample for all three grades. Activated substitutes are not included.

The base of the percentages is the total number of sampled schools in the original sample at that grade. Initially, the status for all schools is set to Pending.

7.2.3 Status of Activated Substitute Schools

If you have activated any substitutes, a distribution of their status codes appears here.

7.2.4 Status of Activities (Cooperating Schools Only)

This portion of the report focuses on the progress made with cooperating schools.

- Total Cooperating Schools. This number is the same as reported in 1C.
- Enrollment Data Entered shows the number and percentage of cooperating schools for which enrollment information has been entered.
- Scheduled Date Entered shows the number and percentage of cooperating schools for which an assessment date is present for all sessions.
- Sampling Completed shows the number and percentage of cooperating schools for which sampling has been completed within the Student Data System or at Westat.

Note: If the region has schools sampled for multiple grades, these schools will be tallied separately in the three columns (Grades 4, 8, and 12) of this report. Accordingly, summing the corresponding entries across grades will yield totals higher than the number of sampled schools in the region.

7.2.5 All School Summary

This section of the report brings together information about original and substitute schools:

- Total Pending Schools equals the sum of original and substitute pending (1A + 2A).
- Total Cooperating Schools equals the sum of original and substitute cooperating (1C + 2C).
- Unweighted Response Rate Before Substitution is a measure of school cooperation similar to that calculated in the final reports provided by NAEP. The response rate before substitution is calculated as follows **using only schools in the original sample**.

COOPERATING SCHOOLS
PENDING + # COOPERATING + # REFUSING SCHOOLS

- Unweighted Response Rate After Substitution. The after-substitution response rate uses the same formula as the before-substitution rate except that the numerator includes the number of original cooperating schools plus the number of cooperating substitutes.
- Weighted Response Rate Before Substitution. These are calculated the same as the unweighted rates with the addition of a statistical weighting factor that is applied to all schools.
- Weighted Response Rate After Substitution. These are calculated the same as the unweighted rates with the addition of a statistical weighting factor that is applied to all schools.
- Original Refusals Without Substitutes. This item tallies the number of original sample refusals for which a substitute grade is not available.

7.3 Report 2: School Status Listing

School Name	NAEP ID	Grade	Status	Scheduled Date	Enrollment
2003 NAEP					
Region = All					
State = DC					
Report 2: School Status Listing					
School Type = Non-Public Schools					
Filter = Active Schools					
Sort = District					
Run Date: 9/9/04					
Time: 2:59 pm					
Page 1 of 1					
Archdiocese Of Washington Sch					
Holy Trinity School	1120433	8	Refusing	2/27/05	0
Marymount Catholic Academy	1120443	8	Refusing	2/25/05	0
Assault Heart School	1120453	8	Refusing	2/11/05	0
DC Non-Public Non-Catholic Schools					
Therapy Class And Academy	1111223	4	Refusing	1/24/05	0
Chase Mohammed School	1120453	8	Refusing	2/20/05	0
Academy For Ideal Education	1120443	8	Refusing	2/20/05	0
Georgetown Day High School	1120473	8	Refusing	2/4/05	0
Howe Of Day High School	1120033	12	Refusing	2/4/05	0
Model Secondary School For The	1120043	12	Refusing	2/27/05	0
Georgetown Day High School	1120053	12	Refusing	2/4/05	0

Report 2

This report is useful as a general reference for reviewing information about sampled schools. A variety of filters and sorting options (described below) are available. For each school, the report lists:

- The district (or county, depending on the sort selected) in which the school is located;
- The school name and NAEP ID;
- The current participation status;

- The scheduled assessment date; and
- The enrollment for the sampled grade (based on your entry).

To access the filter and sort options, click on the down arrow next to the appropriate box.

7.3.1 Report Filters

The filter options for Report 2 are:

<u>Filter</u>	<u>Effect on Report</u>
Active Schools	All active schools in the original sample as well as activated substitute schools will be listed.
Original Schools	All schools in the original sample will be listed.
Substitute schools	All substitutes that have been activated by the refusal of original schools will be listed.
Pending Schools	All original and substitute schools with a status of pending will be listed.
Cooperating Schools	All original and substitute schools with a status of cooperating will be listed.
Cooperating/ Pending Schools	All original and substitute schools with a status of pending or cooperating will be listed.
Refusal Schools	All original and substitute school with refusals at the district-level, school-level, or districts refusing for a specific school will be listed.

7.3.2 Report Sorting Options

Report 2 may be sorted in any of the following ways to meet a specific requirement:

<u>Sort</u>	<u>Effect on Report</u>
District	Schools are listed in alphabetical order under district header lines. Districts appear in alphabetical order.
County	Schools are listed in alphabetical order under county header lines. Counties appear in alphabetical order.
School	Schools are listed in alphabetical order (no header line.)
Status	Schools are listed in alphabetical order under status code header lines.

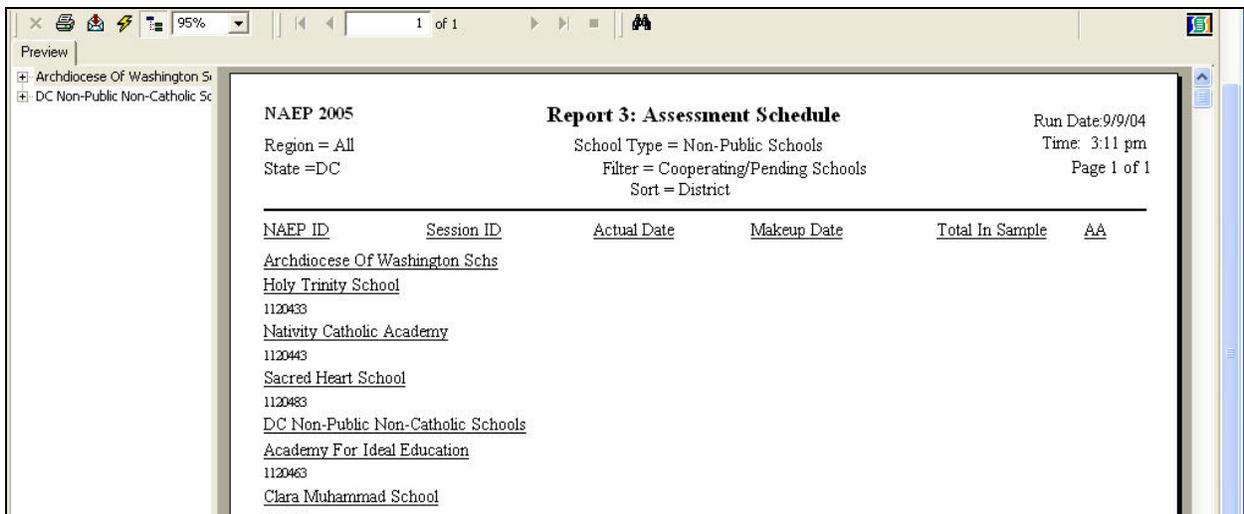
NAEP ID Schools are listed in order of their NAEP ID number.

Area Schools are listed in order of their area assignment.

School Type Schools are listed in order of their type

Note: Report 2 is a grade-level report. Schools sampled for both 4th and 8th grades, for example, will be listed twice on this report.

7.4 **Report 3: Assessment Schedule**



NAEP 2005 **Report 3: Assessment Schedule** Run Date: 9/9/04
Region = All School Type = Non-Public Schools Time: 3:11 pm
State = DC Filter = Cooperating/Pending Schools Page 1 of 1
Sort = District

<u>NAEP ID</u>	<u>Session ID</u>	<u>Actual Date</u>	<u>Makeup Date</u>	<u>Total In Sample</u>	<u>AA</u>
<u>Archdiocese Of Washington Schs</u>					
<u>Holy Trinity School</u>					
1120433					
<u>Nativity Catholic Academy</u>					
1120443					
<u>Sacred Heart School</u>					
1120483					
<u>DC Non-Public Non-Catholic Schools</u>					
<u>Academy For Ideal Education</u>					
1120463					
<u>Clara Muhammad School</u>					
1120463					

Report 3

This report is useful for reviewing the assessment schedule.

For each cooperating or pending school, the report lists:

- The school name and NAEP ID number for the sampled grade;
- The session ID for each session;
- The actual assessment date(s) and time(s) for each session;
- The makeup date (if needed); and
- The number sampled.

7.4.1 Report Filters

Filters that may be selected to restrict the output of this report are:

<u>Filter</u>	<u>Effect on Report</u>
Cooperating	All original and substitute schools with a status of cooperating will be listed.
Cooperating/ Pending	All cooperating and pending schools will be listed.

7.4.2 Report Sorting Options

Report 3 may be sorted in any of the following ways:

<u>Sort</u>	<u>Effect on Report</u>
District	Sessions are listed in school order under district header lines. Districts appear in alphabetical order.
County	Sessions are listed in school order under county header lines. Counties appear in alphabetical order.
School	Sessions are listed in school order (no header line).
Status	Sessions are listed in order of their status code.
Date	Assessment date. Sessions are listed in school order under assessment date header lines.
NAEP ID	Schools are listed in order of their NAEP ID number.
State School ID	Sessions are listed in State School ID order.
Area	Sessions are listed in area order.

7.5 Report 4: School Sampling Listing

This report lists cooperating schools and the procedure that will be followed to sample the students – electronic file or manual sampling at the school (with the SLF).

An example of how Report 4 will look is shown below:

Report 4: Student Sampling Listing

Region = All
State = DC

School Type = Non-Public Schools
Filter = Active Schools
Sort = District

Run Date: 9/9/04
Time: 3:12 pm
Page 1 of 1

School Name	NAEP ID	Scheduled Date	Sampling Method	Student On SLF	Student Sampled
<u>Archdiocese Of Washington Schools</u>					
Holy Trinity School	1120433	2/17/05	Not Designated		
Nativity Catholic Academy	1120443	2/18/05	Not Designated		
Sacred Heart School	1120453	2/11/05	Not Designated		
<u>DC Non-Public Non-Catholic Schools</u>					
Academy For Moral Education	1120443	2/18/05	Not Designated		
Class Muhammad School	1120453	3/2/05	Not Designated		
Georgetown Day High School	1120473	2/4/05	Not Designated		
Georgetown Day High School	1130053	2/4/05	Not Designated		
Howe Of Bay Ridge School	1130033	2/14/05	Not Designated		
Model Secondary School For The	1130043	2/17/05	Not Designated		
Umayyad Christian Academy	1111123	1/24/05	Not Designated		

Report 4

The report shows the sampling “Method” or procedure to be followed in each cooperating school. This information will usually be updated by the home office. Additionally, the report shows the area, number of eligible students, and number sampled.

7.5.1 Report Filters

Filters that may be selected to restrict the output of this report are:

Filter

Effect on Report

Active	All active schools will be listed.
Not Designated	Schools for which the method has not been updated.
E-File by State	Schools for which the state has notified Westat they will submit a file for all schools.
E-File by District	Schools for which the district has notified Westat they will submit a file for all schools.
E-File by School	Schools that have at least started the E-Filing process.
SDS in State Office	Schools that have submitted lists to the state coordinator.
SDS in Home/Hotel	Schools that have submitted lists to the supervisor.
SDS in School	Schools that have not submitted lists and will need to be sampled in the school.

7.5.2 Report Sorting Options

Report 4 may be sorted in any of the following ways:

Sort

Effect on Report

District	Sessions are listed in school order under district header lines. Districts appear in alphabetical order.
County	Sessions are listed in school order under county header lines. Counties appear in alphabetical order.
School	Sessions are listed in school order (no header line).
Status	Schools are listed in order of their status.
NAEP ID	Schools are listed in order of their NAEP ID number.
Date	Schools are listed in order of their assessment date.
NAEP ID	Schools are listed in order of their NAEP ID
State School ID	Schools are listed in order of the State School ID
Area	Schools are listed in order of their area.
Method	Schools are listed in order of their student sampling method.

8 SHIPMENTS

Pearson is working on an on-line materials shipment tracking system that can be accessed by NAEP field staff as well as home office staff. The target date for this to be available is early December 2004.

When this system is available, documentation will be provided to you.

9 Student List Management

9.1 Introduction

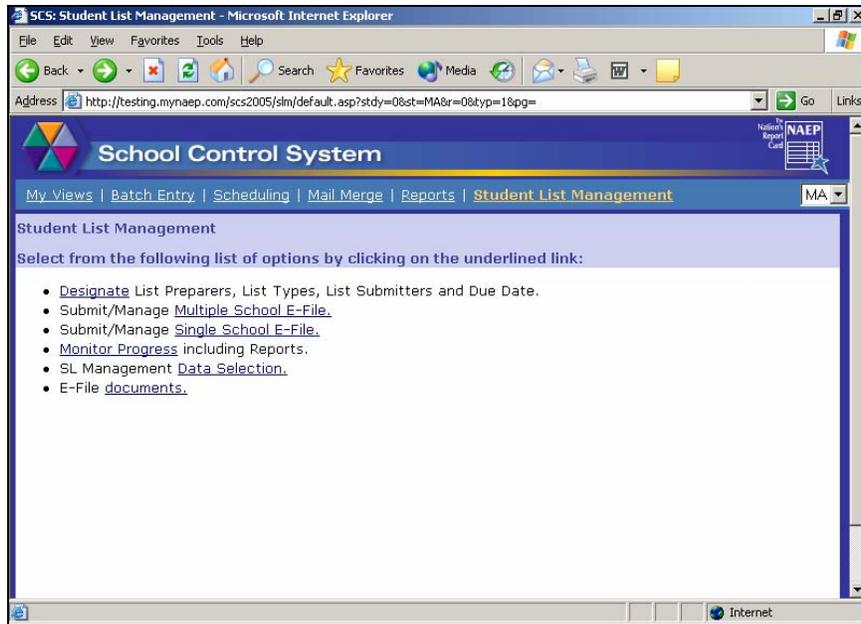
The Student List Management (SLM) option of the SCS is a new option that enables state and TUDA coordinators to perform the following tasks:

- Assign the responsibility for compiling the list of students for hard copy or electronic filing (E-Filing);
- Assign the responsibility for submitting the list of students;
- Verify the E-File data;
- Monitor the progress of E-Filing;
- Display reports and lists that facilitate E-Filing;
- Select and download data for review.

You will want to refer to this option as you monitor the progress of student list submission for the schools (public and nonpublic) in your region.

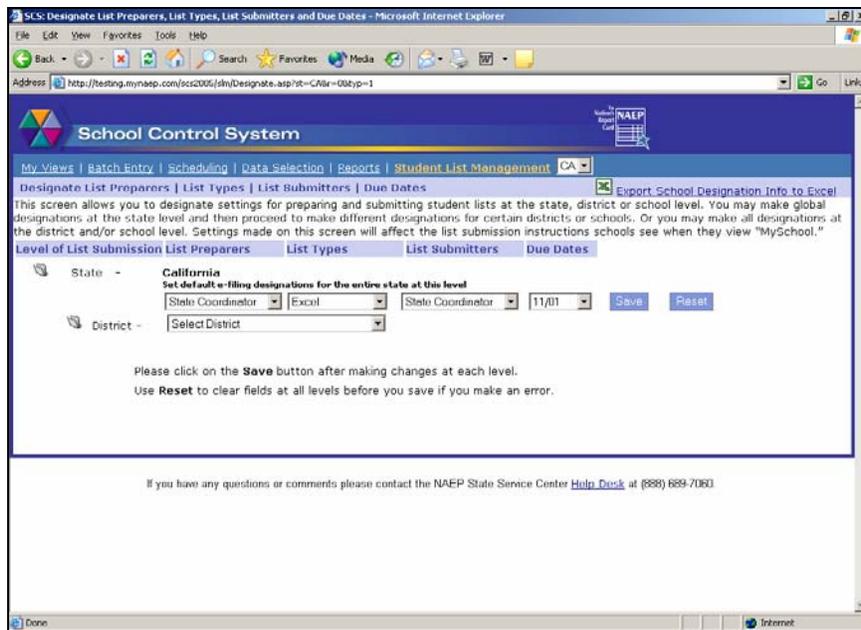
9.2 Overview of the Designation Process

The first step in the E-Filing process is to designate the List Preparers, List Types, List Submitters and Due Dates. To do this, the coordinator will select the first bulleted option, Designate, from the SLM Main Menu.



The Main Menu Screen of the SLM

This will display the fields for the List Preparers, List Types, List Submitters, and Due Dates.



List Preparers, List Types, List Submitters, and Due Dates Screen

The purpose of this screen is to allow state and TUDA coordinators to change the default setting for schools in their states and districts. The default is to allow schools to choose whether to

electronically file student lists prior to November 19th, or to provide hard-copy listings of student names to the state coordinator.

It is important to note that coordinators do not have to change the default designation. However, if they want to do state- or district-level E-Filing, or change settings for a specific district or school, they must use this screen to make these designations before they mail information to the schools that will encourage schools to register for their MySchool site.

The choices made on this designation screen affect the text that is displayed on MySchool Step 2 under “Student List Status.” If a coordinator uses the designation screen to set up state-wide E-Filing, the message that appears on MySchool will explain that submission of student listings will be handled by the state or TUDA coordinator.

The Student List Management option allows coordinators to choose one or more districts or schools within districts to follow different directions for list submission than the rest of the state. The district and school level settings are used to do this and the message text that appears on MySchool Step 2 will reflect these designations.

The “State” level designation is used for indicating how the entire state will submit files.

For one or more districts in a state, the “District” level designation is used.

If the coordinator wants to set the designations for one or more schools in a district, the district designation is set first and then the schools’ designations are set.

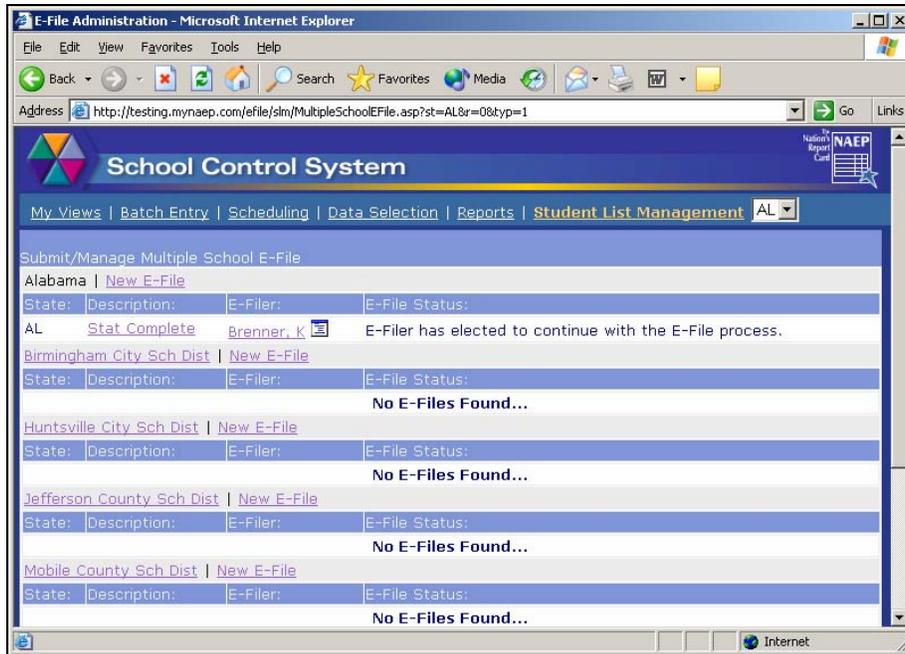
Since it is possible to have different designations for various districts and schools within a state, the coordinator can export their settings to an Excel file. This will enable them to keep track of all of these settings. However, it is not expected that many of the states will set up complicated variations of these designations.

It is expected that all of the TUDA coordinators will submit electronic files for all of their schools and not expect any schools to be involved in the process.

9.3 Submit/Manage Multiple School E-Files

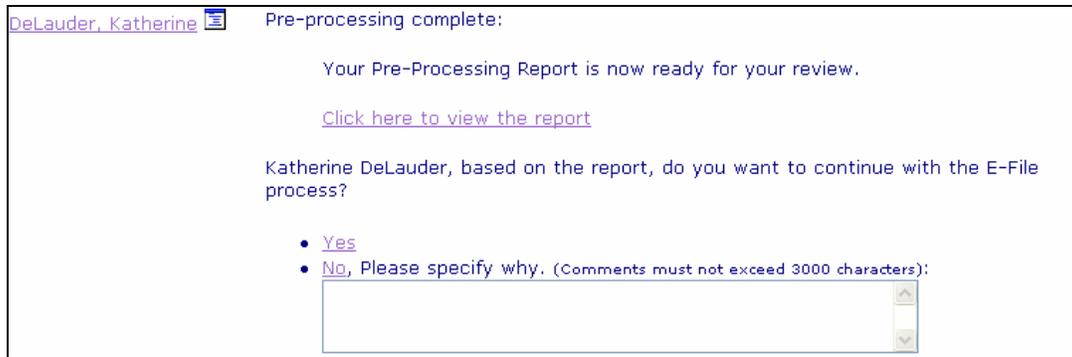
State coordinators will use the Submit/Manage Multiple-School E-File menu option to submit electronic files for multiple schools after setting the designation at the state level.

This screen contains the state name and a list of all of the districts in the state with 10 or more schools (for which individual files could also be submitted). Immediately after the state and district names are links for beginning the E-Filing process. Also displayed is the status of the E-Filing process for the state and for each district.



The Submit/Manage Multiple School E-File Screen

The first step in multiple school E-Filing is to upload the file and identify the contents of each column in the Excel file. The system then informs the filler that they will be notified within 24 hours when they can return to review a pre-processing report. When notified by e-mail that the report is ready, the coordinator will return to the Submit/Manage screen to access the report and either approve it or modify the file as necessary and resubmit it.



Pre-Processing Report Notification

After the coordinator has approved the report, the system records the fact that the filer has reviewed the report and elected to continue with the E-File process. Thus, you can track the process of multiple school E-Filing for each state and TUDA coordinator.

Pre-processing is a basic uniformity data check and the report contains information about the file and alerts the coordinator to any immediate problems with the column mapping, missing or duplicate student names, year of birth range problems, or invalid NAEP IDs. There will be warning flags for any variable that fails the uniformity check. Coordinators are asked to review each check closely to ensure that the data have been submitted as intended.

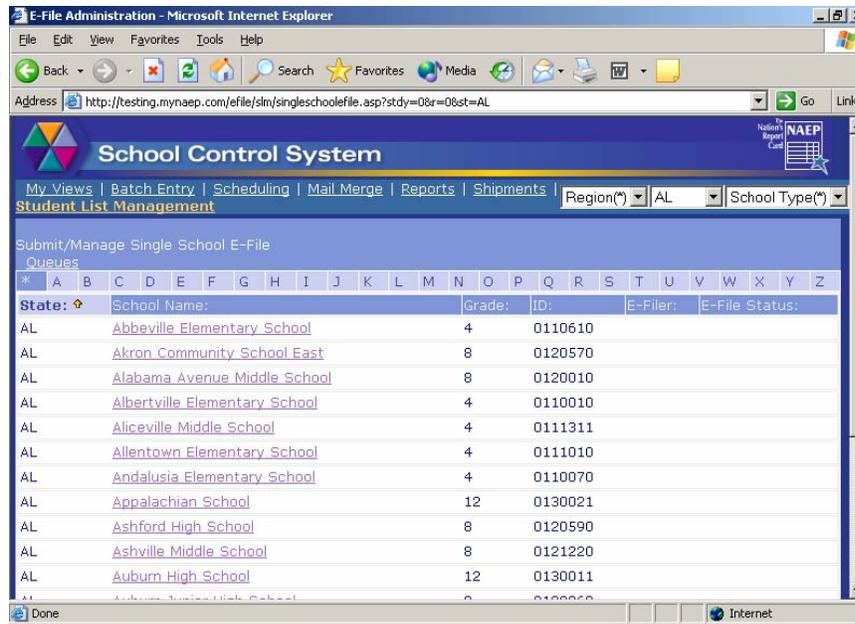
Once the pre-processing report has been approved by the coordinator, he/she can continue with the E-File procedure and match the state's codes for each of the demographic variables (gender, race/ethnicity, etc.) with the NAEP codes.

At the completion of E-Filing, the coordinator is again notified that a report will be available within 24 hours for him/her to review. This is the Final Verification Report which is a detailed summary of the variable code matching and counts and percentages that must be thoroughly reviewed by the coordinator. Once again, this page of the system will indicate when this report is ready and the coordinator will receive an e-mail to this effect as well.

9.4 **Submit/Manage Single School E-Files** [section revised 10/13/04]

This option of the system will allow coordinators to submit a file for an individual school and/or to monitor the process of E-Filing by individual schools. You can use this option to monitor the E-File progress of public schools, but not the nonpublic schools.

This option displays a list of the sampled schools in the state, the sampled grade, the NAEP ID, and, if a file has been submitted, name of the person who submitted the E-File and the E-File status.



The Single School E-File Screen

You can search for a school by scrolling down to the bottom of the screen to display a search function. To go to the school's record in the SCS, click on the school's name.

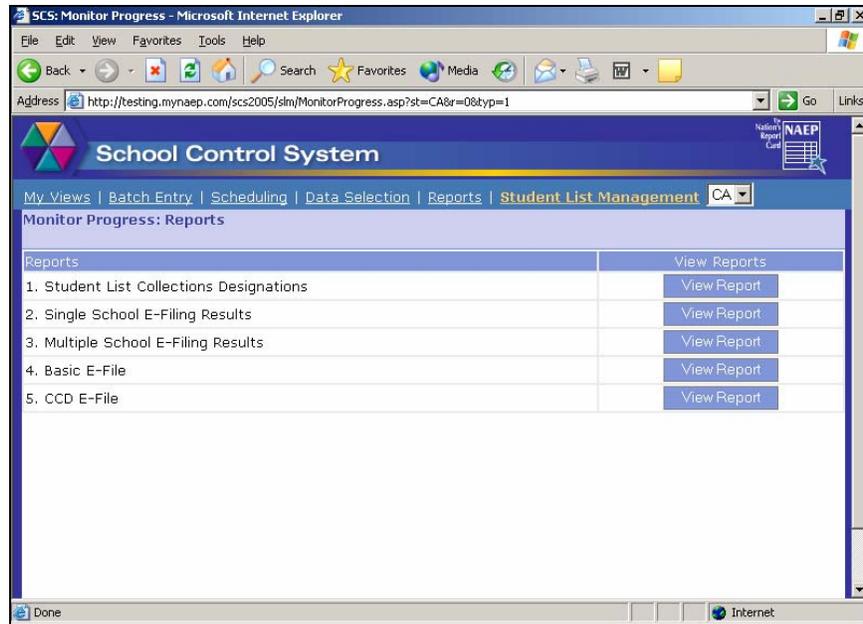
The coordinator can submit a file for an individual school by clicking on the school's NAEP ID on this page. This will open the school's MySchool page allowing the coordinator to proceed with E-Filing as though he/she were a school representative.

The main difference between filing for one school versus filing for several schools in one Excel file is that the process is not interrupted for report verification when filing for one school as it is for multiple-school E-Filing.

A "user guide" to E-Filing (both for multi-school and single school E-Filing) is available to all users of the SCS in the E-File Documents option of the menu page of Student List Management. Schools will have access to the document for single school E-Filing on Step 2 of MySchool.

9.5 Monitor Progress and Display Reports

Several reports are available that monitor the progress of E-Filing in the fourth menu option, Monitor Progress.



Monitor Progress Reports Menu

The reports are:

- Student List Collections Designations;
- Single School E-Filing Results;
- Multiple School E-Filing Results;
- Basic E-File; and
- CCD E-File

To view a report, click on the corresponding button.

Return to the main reports menu by clicking on the words Monitor Progress, at the top of the screen.

The report can be exported to an Excel file by clicking on the words Export to Excel at the top of the screen.

9.5.1 The Student List Collections Designations Report

The Student List Collections Designations Report enables coordinators to track student list files. The report contains the following columns:

- Jurisdiction – Total for the state, total public schools, total for each district;
- Number of Schools – The number of schools in the jurisdiction;
- Sampled – The number of sampled schools in the jurisdiction;
- In-Field Hard Copy – The number of hard-copy sampled schools in the jurisdiction;
- E-Sampled – The number of electronically sampled schools in the jurisdiction;
- Prep Not Des – Preparer not designated.

- Prep State – Preparer is the state coordinator.
- Prep TUDA – Preparer is the TUDA coordinator.
- Prep District – Preparer is the district coordinator.
- Prep Schl – Preparer is the school coordinator.
- Type Not Des – The type of file (either Excel or hard copy) is not designated.
- Type Excel – The file is in the Excel format, prepared for electronic submission.
- Type Hard Copy – The file is in a hard copy format (on paper).
- Subm Not Des – The submitter of the file has not been designated.
- Subm State – The state coordinator is the submitter of the file.
- Subm District – The district coordinator is the submitter of the file.
- Subm School – The school coordinator is the submitter of the file.
- Due Date – The date on which the submissions are due.

School Control System

My Views | Batch Entry | Scheduling | Mail Merge | Reports | Shipments | **Student List Management**

District: | Report for the State of **Alabama** | **Monitor Progress** | [Export](#)

Student List Collections Designations

Jurisdiction	Num of School	Sampled	In-Field Hard Copy	E-Sampled	Prep Not Des	Prep State
Alabama	345	0	0	0	0	345
Al Non-Public Non-Catholic Schools	36	0	0	0	0	36
Alberville City Sch Dist	2	0	0	0	0	2
Andalusia City Sch Dist	1	0	0	0	0	1
Anniston City Sch Dist	1	0	0	0	0	1
Archdiocese Of Mobile	3	0	0	0	0	3
Attalla City Sch Dist	1	0	0	0	0	1
Auburn City Sch Dist	2	0	0	0	0	2
Autauga County Sch Dist	3	0	0	0	0	3
Baldwin County Sch Dist	9	0	0	0	0	9
Bessemer City Sch Dist	2	0	0	0	0	2
Bibb County Sch Dist	1	0	0	0	0	1
Birmingham City Sch Dist	16	0	0	0	0	0
Blount County Sch Dist	5	0	0	0	0	5

Sample Student List Collections Designations Report

Use the scroll bar at the bottom of the screen to display additional columns to the right.

9.5.2 The Single School E-Filing Results Report

The Single School E-Filing Results Report contains the following columns:

- District Name
- State Name
- Number of Single School E-Files
- Number of Status Errors

- Total Warnings

The screenshot shows a web browser window titled "SCS: Monitor Progress - Microsoft Internet Explorer". The address bar shows the URL: http://testing.mynaep.com/scs2005/slm/step02.asp?st=CA&r=0&typ=1. The page header includes "School Control System" and "NAEP National Assessment of Educational Progress". The navigation menu includes "My Views", "Batch Entry", "Scheduling", "Data Selection", "Reports", and "Student List Management". The "District" dropdown is set to "Select District" and the "Report for the State of" is set to "California". The "Monitor Progress" link is active. Below the navigation, there is an "Export to Excel" button and a section titled "Single School E-Filing Results".

District Name	State Name	Number of Single School E-File	Number of Status Errors	Total Wa
Alameda City Unified	California	2	0	10
Alisal Union Elementary	California	2	0	12
Alum Rock Union Elementary	California	4	0	19
Alvord Unified	California	2	0	11
Anaheim Elementary	California	4	0	19
Apple Valley Unified	California	13	1	58
Arcadia Unified	California	2	1	12
Atwater Elementary	California	2	1	11
Bakersfield City Elementary	California	8	2	46
Barstow Unified	California	2	1	9
Bassett Unified	California	2	1	10
Beardsley Elementary	California	2	0	10
Bellevue Union Elementary	California	2	0	11

Sample Single School E-Filing Results Report

9.5.3 The Multiple School E-Filing Results Report

The Multiple School E-Filing Results Report contains the following columns:

- Jurisdiction – The jurisdiction from which the file was sent.
- State Name – The state from which the file was sent.
- File Name – The name assigned to the file.
- Upload Date – The date on which the file was sent.
- File Size – The number of bytes in the file.
- Current Record Count – The total number of current records.
- Rows Deleted – The number of rows deleted from the file.
- Total Warnings – The total number of warnings sent.
- E-File Status – The status of the E-File.