

# **Publish Test Scores and Structures**

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The new Publish Tests tool was released for State Edition users in Campus.2239 (September 2022) as part of the Assessment Center. Additional information is available in the Publish Tests (Assessment Center) article. This article describes the functionality of the Publish Test tool under Test Setup. The Test Setup tool will be deprecated in a future release.

Tool Search: Publish Test

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The Publish Test tool provides State Edition users with the ability to publish test structures and scores to DIS-connected District Edition users within the state. This tool allows states to efficiently create, update and share non-editable test structures and test scores.



## **Understand Test Hierarchy and Icons**

Proper use of the Publish Test tool requires understanding how test hierarchies are displayed and what each set of icons within the Select Tests window indicate. Tests are displayed in a parent - child hierarchy, where the parent test is displayed in black text and the child tests tied to the parent are staggered below the parent in grey text.



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> Publishing a test structure or test scores means everything contained within the parent and its child tests are published. Users cannot publish only the parent test or individual child tests. Because everything within a test (parent and child) is published, publishing indicators are only displayed next to the parent test.

This tool does not indicate changes made to specific child tests. If scores were added or a test structure was changed, icons appear next to the parent and users will need to republish the test structure or scores in order to implement these changes.

#### **Test Has Been Published**

Tests displaying only a check mark indicate the test structure (and children) have been published to districts.



#### **Test and Test Scores Have Been Published**

Tests displaying two check marks indicate the test structure has been published as well as all test scores (for the parent and all child tests).



### **Test Structure Has Been Published and Later Modified**

Tests displaying an X and a check mark indicate the test structure was published but later modified and the modified test structure has not been published.



Assessment scores added after test scores have been published will not show indication of this within this tool. Only an adjustment made to the test structure will cause the test to show as modified after publication (an X and a check mark). Anytime users adjust test scores, add more test scores or modify the test structure, both the test structure and test scores **MUST** be republished in order for data to match properly between state and district.



#### **Test Has Not Been Published**

Tests with an X indicate the test structure and scores have not been published.



## **Publish Test Structures**

Assessments created at the state-level can be published to districts using the Publish Test tool.

Tests Publish Test	Copy Test		
✓ Publish Test Structure	✓ Publish Test Scores	<b>க்</b> View Publish History	
Select Tests		Select Districts	
<ul> <li>Newport Test 4</li> <li>Newport 3</li> <li>JP Test 2</li> <li>JP Parent Test <ul> <li>JP Child Test 1</li> <li>JP Child 1 of Test 1</li> <li>JP Child 1 of Test 1</li> </ul> </li> <li>JP Child Test 2</li> <li>Jon throw away not published</li> <li>2011 JP Test</li> <li>2011 JP Test</li> <li>2010 Technology Grade 8</li> <li>Technology Assessment</li> <li>2010 DStep A Grade 8</li> <li>2010 DStep A Grade 8</li> <li>2010 DStep A Grade 7</li> <li>2010 DStep A Grade 7</li> <li>2010 DStep A Grade 6</li> <li>CTRL-click and SHIFT-click for mu X Test has not been published</li> <li>Test and scores have been p</li> </ul>	ed Alternate tiple	 All Districts Aberdeen 06-1 ABERDEEN CATHOLIC SCHOOL SYSTEM Agar-Blunt-Onida 58-3 Alcester-Hudson 61-1 Andes Central 11-1 Arlington 38-1 Armour 21-1 Avon 04-1 Baltic 49-1 Belle Fourche 09-1 Bennett County 03-1 Beresford 61-2 Big Stone City 25-1 Bison 52-1 Bon Homme 04-2 Bowdle 22-1 Bridgewater 43-6 Britton-Hecla 45-4 Brookings 05-1 CTRL-click and SHIFT-click for multiple	

To publish an assessment(s) to districts:



- 1. Select each parent test within the **Select Tests** window.
- 2. Select each district within the **Select Districts** window. Only selected district will receive the test structure.
- 3. Click the **Publish Test Structure** button. A notification appears, informing you that the test structure(s) has been published.

Once the test structure(s) has been published, select the **View Publish History** button. The **Test Publish History** window will appear, displaying the current status of the test structure per district. A Test Status of Delivered indicates the district successfully received the assessment structure. See the Viewing the Publish History section for more information about each Test Status.

Tests     Put       Publish     Publish       Select Tests     // Newport       // Newport     // JP Test 2       // JP Test 2     // JP Parent       // JP (     // DP (	Test 4 3 Test	Copy Test  Publish Test Scores  Publish Test Scores  Select Dist  All Districts  All Districts  All Districts  All Districts  All Aberdeen I  Aberdeen	Publish History rricts 16-1 CAT IOLIC SCHOOL S -Onid 58-3	YSTEM	C H	
   JP I X Jon thri ✓✓ 2011 ✓✓ 2011 ✓✓ 2010	Test Pub	lish History	•	_	_	×
1ec ✓ 2010 C   201   201 X 2010 D   201 X 2010 I CTRL-click a X Test has I ✓ Test and	District Numbe 06301 58003 61001 11001 21001 04001 04001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09001 09000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 19000 190000 19000 19000 19000 19000 19000 19000	ABERDEEN CATHOLIC SCHOOL SYSTEM Agar-Blunt-Onida 58-3 Alcester-Hudson 61-1 Ardes Central 11-1 Artington 38-1 Armour 21-1 Battic 49-1 Belle Fourche 09-1 Bernett County 03-1 Bernett County 03-1 Bernett County 03-1 Bernett County 03-1 Bison 52-1 Bison 52-1 Bison 52-1 Bindge water 43-6 Birtiton-Hecla 45-4 Brookings 05-1 Burke 28-2 Canistota 43-1	Test Oueued Time 07/07/2011 14:58 07/07/2011 14:58	Test Status Pending Pending Pending Pending Pending Pending Delivered Delivered Pending Delivered Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending Pending	Scores Queued Time Scores Statu	IS A E
	OK	View th	ne Test Publi	sh History	,	

Once at least one district has successfully been delivered the test structure, a check mark icon will appear next to the assessment within the **Select Tests** window. Also, a notification will appear in each district's Process Alerts (formerly Process Inbox), linking them to the published test structure.

Published test structures are accessible within the District Edition however, because they are state owned and managed they cannot be modified by district users. The **Display in Portal** and **Display in Transcripts** fields are editable in the District Edition.

Test Detail : State Test (District Users Cannot Edit)	
*Name	
2010 DStep A Grade 7	
Parent Test	
(no parent)	
07: Seventh Grade	
Assessment Type	
Al T: Alternate	
Standards Type	
A: Atternate	
Start Date End Date	
Test Type	
District Test	
	Display in Portal
State Code	Display in Transcripts
	Scale Score 🗹 Result
ACT PSAT SAT SAT2 NAEP	
Select the score fields you want to use: Date Scale Score Raw Score Reas Percentile Percent Normal Curve Equivalent Reas Academic Achievement Standard	son Code Received Accommodation
NCLB Alternative Test: Invalidation Codes	vidence Submitted
Question Label	
Value Result Code Label	Passing Score
×	
Add Result Status	

## **Publish Test Scores**

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Test scores can be published to state published test structures using the Publish Test tool.

A test must be published before test scores can be published. Test scores are entered at the state level manually on a student's Assessment tab or by importing scores via the Score Import Wizard.

Only assessment scores in the active Zone Year are published from State to



#### District.

For users who have more than one active Zone Year, logic looks at the year selected in the School Year field found in the Campus toolbar and validates it has a corresponding active Zone Year. Only test scores for that year will be published.

10010	Publish Test	Copy Test				
🗸 Pu	blish Test Structure	V Publish	Test Scores	ഫ്	View Publish History	
Select T	ests			Se	elect Districts	
select 1       I       N       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I       I <th>every ort Test 4 ewport Test 4 ewport 3 2 Test 2 2 Parent Test JP Child Test 1   JP Child 1 of Test 1 JP Child Test 2 throw away not publish 011 JP Test 011 Jons State Math 010 Technology Grade 8 Technology Assessmen 10 DStep A Grade 8 2010 Math Grade 8 2010 Math Grade 8 2010 Reading Gr 8 2010 Reading Gr 7 2010 Reading Gr 7 10 DStep A Grade 6 ck and SHIFT-click for mu as not been published as been published and scores have been []</th> <th>ed t Alternate ultiple published</th> <th></th> <th>A A A A A A A A A B B B B B B B B B C T</th> <th>II Districts berdeen 06-1 BERDEEN CATHOLIC SCHOOL SYSTEM gar-Blunt-Onida 58-3 lcester-Hudson 61-1 ndes Central 11-1 rilington 38-1 rrmour 21-1 von 04-1 aktic 49-1 elle Fourche 09-1 ennett County 03-1 eresford 61-2 ig Stone City 25-1 ison 52-1 on Homme 04-2 owdle 22-1 ridgewater 43-6 ritton-Hecla 45-4 rookings 05-1 RL-click and SHIFT-click for multiple</th> <th>Ē</th>	every ort Test 4 ewport Test 4 ewport 3 2 Test 2 2 Parent Test JP Child Test 1   JP Child 1 of Test 1 JP Child Test 2 throw away not publish 011 JP Test 011 Jons State Math 010 Technology Grade 8 Technology Assessmen 10 DStep A Grade 8 2010 Math Grade 8 2010 Math Grade 8 2010 Reading Gr 8 2010 Reading Gr 7 2010 Reading Gr 7 10 DStep A Grade 6 ck and SHIFT-click for mu as not been published as been published and scores have been []	ed t Alternate ultiple published		A A A A A A A A A B B B B B B B B B C T	II Districts berdeen 06-1 BERDEEN CATHOLIC SCHOOL SYSTEM gar-Blunt-Onida 58-3 lcester-Hudson 61-1 ndes Central 11-1 rilington 38-1 rrmour 21-1 von 04-1 aktic 49-1 elle Fourche 09-1 ennett County 03-1 eresford 61-2 ig Stone City 25-1 ison 52-1 on Homme 04-2 owdle 22-1 ridgewater 43-6 ritton-Hecla 45-4 rookings 05-1 RL-click and SHIFT-click for multiple	Ē

To publish test scores:

- 1. Select the parent test from the **Select Tests** window.
- 2. Select each district within the **Select Districts** window. Only selected districts will receive test scores. A district must have the published test in order to receive test scores.
- 3. Select the **Publish Test Scores** button. A notification appears, informing you that the test scores have been published.

Once the test scores have been published, select the **View Publish History** button. The **Test Publish History** window will appear, displaying the current status of the published test scores per district. A Scores Status of Delivered indicates the district successfully received the test scores. See the Viewing the Publish History section for more information about each Scores Status.

Select Tests						
/ Newport Test 4						
/ Newport 3	Test Publis	sh History				
// IP Test 2		<b>\</b>				
// IP Parent Test	Refresh	X				
I JP Child Test 1	Iterrean					
I JP Child 1 of Test 1						_
I JP Child Test 2	Test Publish His	tory for: 2010 DStep A Grade 8				
Jon throw away not publish	District Number	District Name	Test Queued Time	Test Status	Scores Queued Time Scores Status	
2011 JP Test	61001	Alcester-Hudson 61-1	07/05/2011 15:49	Delivered	06/30/2011 14:24 Delivered	*
2011 Jons State Math	11001	Andes Central 11-1	07/05/2011 15:49	Delivered	06/30/2011 14:24 Delivered	=
2010 Technology Grade 8	36001	Arington 36-1	07/05/2011 15:49	Delivered	06/30/2011 14:24 Delivered	-
I Technology Assessmen	49001	Ratio 49.1	07/05/2011 15:49	Pending	06/30/2011 13:33 No Data	
2010 DStep A Grade 8	09001	Belle Fourche 09-1	07/05/2011 15:49	Pending	06/20/2011 13:33 NO Data	
L= 2010 Math Grade 8	61002	Beresford 61-2	07/05/2011 15:49	Delivered	06/30/2011 14:24 Delivered	
- 2010 Reading Gr 8	25001	Big Stone City 25-1	07/05/2011 15:49	Pending	06/30/2011 13:33 No Data	
- 2010 Science Gr 8	52001	Bison 52-1	07/05/2011 15:49	Pending	06/30/2011 13:32 No Data	
2010 DStep A Grade 7	22001	Bowdle 22-1	07/05/2011 15:49	Pending	06/30/2011 13:32 No Data	
- 2010 Math Gr 7	43006	Bridgewater 43-6	07/05/2011 15:49	Pending	06/30/2011 13:32 No Data	
	45004	Britton-Hecla 45-4	07/05/2011 15:49	Pending	06/30/2011 13:32 No Data	
2010 DStep A Grade 6	26002	Burke 26-2	07/05/2011 15:49	Pending	06/30/2011 13:32 No Data	
TRI -click and SHIFT-click for mi	43001	Canistota 43-1	07/05/2011 15:49	Pending	06/30/2011 13:32 No Data	
Test has not been published	41001	Canton 41-1	07/05/2011 15:49	Pending	06/30/2011 13:32 No Data	
Test has been published	28001	Castlewood 28-1	07/05/2011 15:49	Pending	06/30/2011 13:32 No Data	
Test and scores have been t	60001	Centerville 60-1	07/05/2011 15:49	Pending	06/30/2011 13:32 No Data	
	07001	Chamberlain 07-1	07/05/2011 15:49	Pending	06/30/2011 13:32 No Data	
	39001	Chester 39-1	07/05/2011 15:49	Pending	06/30/2011 13:32 No Data	
	12002	Clark 12-2	07/05/2011 15:49	Pending	06/30/2011 13:32 No Data	-

When at least one district has successfully been delivered test scores, two check mark icons will appear next to the assessment within the **Select Tests** window. Also, a notification will appear in each district's Process Inbox, linking them to corresponding test structure.



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> Published test scores are accessible within the District Edition via a student's Assessment tab. However, if the Prohibit Districts from Editing State Test Scores checkbox is marked on the assessment within the Test Setup tab, these scores are locked and unmodifiable.



Summary	Enrollments	Flags	Assessment	Behavior	Transportation	Graduation
+ New	合 Print					
Test Scores						
2008	CRT Grade 8 Dakota S 008 CRT Grade 8 Math	ep (08Gr8CR) (08Gr8MathCF	04/18/2008 R) 04/18/2008 Raw Sco	re:35 Scale Score:	673 Result:2	
	008 CRT Grade 8 Read	ing (08Gr8Rea	dingCR) 04/18/2008 Ra	w Score:24 Scale	Score:660 Result:2	
······ 🔂 20	JUS CRI Grade S Scier	ce (USGISSCI	enceur) 04/18/2008 Ra	w Score:30 Scale	Score:590 Result:2	
Test Score	Detail : State Test (D	istrict Users	Cannot Edit)			
2008 CRT G	rade 8 Math					
2000 0111 0						
Raw Sco	re Scale Score					
100	1013					
Proficiency Le	evel					
2						
1-						
Comments						
	Fyan	nnle of Pu	hlished Test Sco	res at the Dis	strict Level	
	LAUN			es ac the Dis		

The image above is an example how a student's published test scores appear in the District Edition.

# **Score Publishing Logic**

The following describes the logic used when batch syncing test scores:

- Logic determines what test scores will be published based on the school year selected in the Campus toolbar and active DIS zone year.
  - If the test has a Year value any test score that has a date between 07/01/XX 06/30/XX will be published.
  - If the test has no Year value but has a Start Date and End Date populated any test score that has a date between the Start Date and End Date will be published.
  - If the test has no Year value, no Start Date, and no End Date, but the parent test score record has a date between 07/01/XX - 06/30/XX of the scope year, the assessment will be published.
    - If children test score records have a date outside of 07/01/XX 6/30/XX but the parent test score record date falls between 07/01/XX - 06/30/XX they will be published with the parent score.
  - If the test has no Year value, no Start Date, no End Date, and the test score records do not have a date, the records will be published.



## **View the Publish History**

The Test Publish History window displays the current status of the published test structure and/or test scores per district.

✓ Newport 2st ✓ JP Test 2 ✓ JP Parent Test   JP Child Test 1   JP Child 1 of Test 1	Refresh	sh History					_
I JP Child Test 2	Test Publish Hi	story for: 2010 DStep A Grade 8	7.10.17	7 1011	0.017	0.011	
Jon throw away not publish	Canod	Alegater Hudges S4.4	Test Queued Time	Test Status	Scores Queued Time	Scores Status	
✓ 2011 JP Test	11001	Alcester-Hudson 61-1	07/05/2011 15:49	Delivered	06/30/2011 14:24	Delivered	<u>^</u>
✓ 2011 Jons State Math	28001	Ariaston 22.1	07/05/2011 15:49	Delivered	06/30/2011 14:24	Delivered	=
2010 Technology Grade 8	21001	Armour 21.1	07/05/2011 15:49	Denvered	06/30/2011 14.24	Delivered	
I Technology Assessmer	49001	Baltic 49-1	07/05/2011 15:49	Pending	06/30/2011 13:33	No Data	
2010 DStep A Grade 8	09001	Belle Fourche 09-1	07/05/2011 15:49	Delivered	06/30/2011 13:33	Delivered	
L 2010 Math Grade 8	61002	Beresford 61-2	07/05/2011 15:49	Delivered	06/30/2011 14:24	Delivered	
- 2010 Reading Gr 8	25001	Big Stone City 25-1	07/05/2011 15:49	Pending	06/30/2011 13:33	No Data	
- 2010 Science Gr 8	52001	Bison 52-1	07/05/2011 15:49	Pending	06/30/2011 13:32	No Data	
2010 DStep A Grade 7	22001	Bowdle 22-1	07/05/2011 15:49	Pending	06/30/2011 13:32	No Data	
L 2010 Math Gr 7	43006	Bridgewater 43-6	07/05/2011 15:49	Pending	06/30/2011 13:32	No Data	
2010 Reading Gr 7	45004	Britton-Hecla 45-4	07/05/2011 15:49	Pending	06/30/2011 13:32	No Data	
2010 DStop A Grada 6	26002	Burke 26-2	07/05/2011 15:49	Pending	06/30/2011 13:32	No Data	
2010 DStep A Grade 6	43001	Canistota 43-1	07/05/2011 15:49	Pending	06/30/2011 13:32	No Data	
RE-Click and Shir I-click for the	41001	Canton 41-1	07/05/2011 15:49	Pending	06/30/2011 13:32	No Data	
Test has been published	28001	Castlewood 28-1	07/05/2011 15:49	Pending	06/30/2011 13:32	No Data	
Test and operas have been r	60001	Centerville 60-1	07/05/2011 15:49	Pending	06/30/2011 13:32	No Data	
reat and acores have been ;	07001	Chamberlain 07-1	07/05/2011 15:49	Pending	06/30/2011 13:32	No Data	
	39001	Chester 39-1	07/05/2011 15:49	Pending	06/30/2011 13:32	No Data	
	12002	Clark 12-2	07/05/2011 15:49	Pending	06/30/2011 13:32	No Data	-
	OK	Colman Fran 50 5	07/07/2011 15:20	Pendina	N7/N7/2011 15-20	No Data	

Test and Score Statuses are defined as follows:

- **Pending**: The test structures/scores have been submitted for publishing by the state but the district has not yet responded to the publishing request.
- **Timeout/Error**: This means the publishing request has failed to receive a response from the district and was not published.
- **Delivered**: The test structure(s)/scores were received and published to the district.
- No Data: The state had no test scores to send districts.