BIE Assessment Report

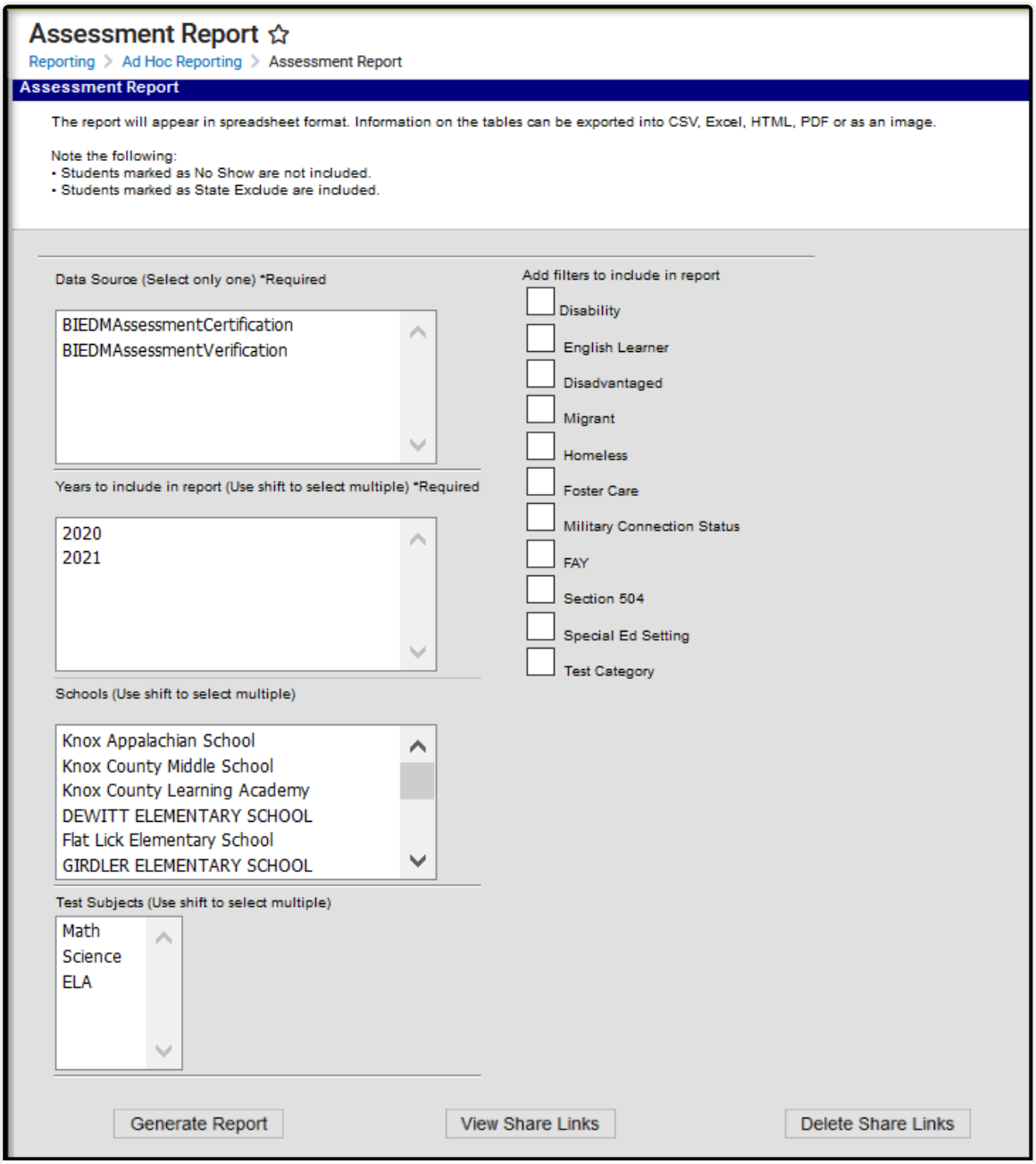
Last Modified on 07/22/2026 1:39 pm CDT

Tool Search: Assessment Report

The BIE Assessment Report enables BIE district-level and NASIS state-level administrators to analyze and interpret student assessment data previously collected by the BIE Assessment Data Mart tool. This tool relies on data collected by the Assessment Data Mart and does not retrieve data from any other sources or locations in Campus. Once generated, data represented in the report can be filtered, manipulated, and viewed in a variety of formats that a user can externally export and share.

The Assessment Report uses pivot table functionality. A pivot table is a data summation tool often found in spreadsheets and other business intelligence software. Pivot table tools can sort, count, and total data in a table or spreadsheet, then display it in a new table or chart. See the Pivot Designer article for more information on pivot tables.

This report only uses data stored on the BIE Assessment Data Mart table. Any data not collected by the Assessment Data Mart is **not** included.



Assessment Report Editor

Read - Select and view Assessment Report links
Write - Save and share Assessment Report links.
Add - View all shared Assessment Report links.
Delete - Delete shared Assessment Report links.

Users must also have tool rights to the Pivot Designer tool. Recipients of a shared URL link must have at least **Read** rights to the Assessment Report and Pivot Designer to follow and view a link that was shared with them. For more information about Tool Rights and how they function, see the Tool Rights article.

Assessment Report Editor

Before generating the Assessment Report, review and select all data elements and filters the report should include from the report editor. Selections made here determine which of the BIE Assessment Data Mart's data tables the report uses and provides additional filtering options to cross reference and analyze the student data. If the report has already been generated, and important data or filtering selections were missed, close the window where the report generated and run a new report after all desired selections are made.

Report Logic

Click here to expand...

BIE Assessment Data Mart

- This report ONLY uses student data records from the BIE Assessment Data Mart table. If no records exist or the data mart has not been created, this report will not work.
- Student data records contained in a data mart are year-specific. To include a year in the Assessment Report, there must be a BIE Assessment Data Mart created for that year.

Students:

- Students marked as No Show are not included.
- Students marked as State Exclude are included.

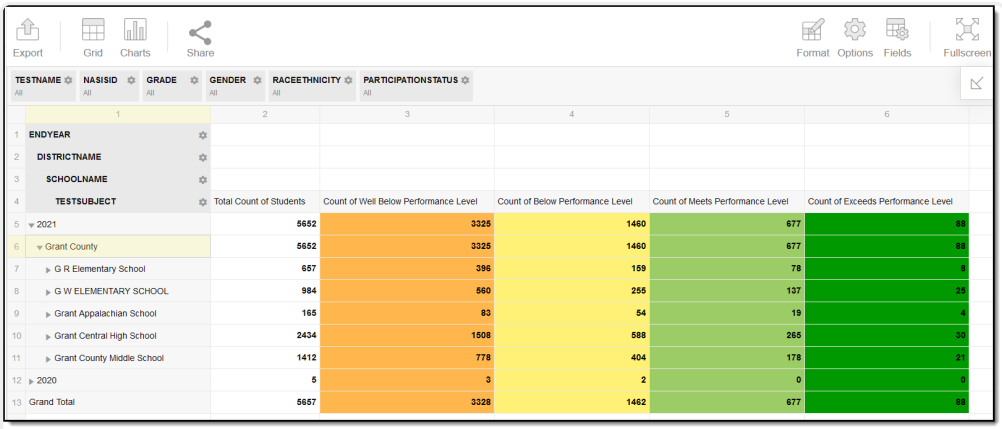
Assessment Report Editor Field Descriptions

Field	Description
Data Source **Required*	Identifies the data table the report will use to generate results. Only one Data Source can be selected. **BIEDMAssessmentVerification** • Data generates from the Validation table of the BIE Assessment Data Mart. **BIEDMAssessmentCertification** • Data generates from the Authentication table of the BIE Assessment Data Mart. ◦ The authentication data table is a snapshot of the records in the validation data table. Reporting outputs may be different if the validation table was updated with a more recent snapshot and the authentication table was not. ***Only student data stored in the BIE Assessment Data Mart is included in this report.*

Field	Description
Years to include in report **Required*	Identifies all the school years the report should include. When the report is generated, years will display as an expandable dimension and can be filtered to a specific year(s). *Each year requires its own BIE Assessment Data Mart. If a data mart does not exist for a year, a report cannot be generated.*
Schools	Identifies which schools the report should include. When the report is generated, each selected school will appear as an expandable dimension. Filtering is available to include/exclude specific schools when viewing the report.
Test Subjects	Identifies which assessment test subjects to include in the report. When the report generates, each Test Subject selected will display as an expandable dimension. Filtering is available to include/exclude specific test subjects when viewing the report.
Add filters to include in report	Select any additional filters you would like to use when viewing the report. Filters selected here become an available filter option in the report but are not automatically applied.
Generate Report	When generated, the Assessment Report opens in a new window in Pivot Designer.
View Share Links	Populates a CSV list of all shared links.
Delete Share Links	Deletes all shared links. Selecting Delete Share Links will override the URL's expiration date. Expiration dates are entered at the time the URL was generated and automatically deleted on the specified date and time.

Generate the Assessment Report

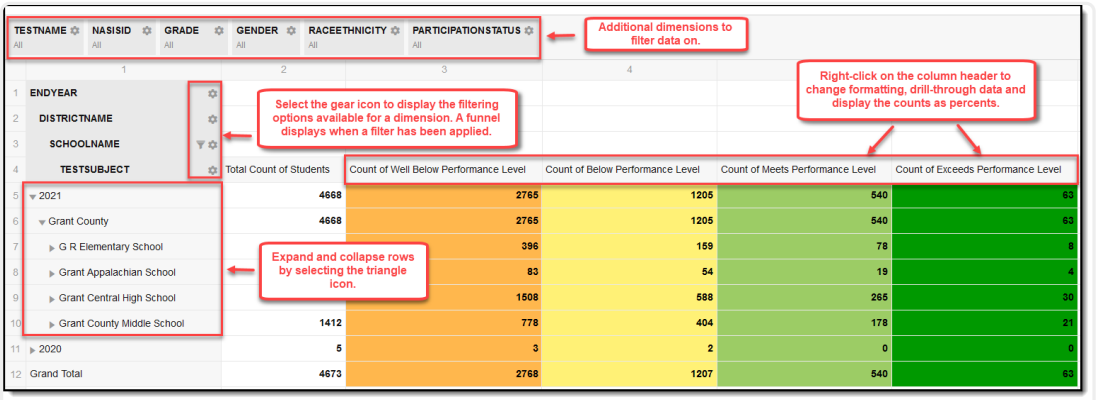
1. Select one **Data Source**.
2. Select a year from the **Years to Include** list. Use the CTRL or SHIFT keys to make multiple selections.
3. Select a school from the **Schools** list. Use the CTRL or SHIFT keys to make multiple selections.
4. Select a **Test Subject**. Use the CTRL or SHIFT keys to make multiple selections.
5. Select one or more **filters** to add to the report (optional).
6. Select **Generate Report**. The report opens in a new window on a pivot table.



Grid View of Generated Assessment Report

Understand the Assessment Report

The Assessment Analysis Report opens in Pivot Designer, where pivot table functionality can be used to sort, group, summarize, and count student assessment records pulled from the BIE Assessment Data Mart's data tables. By default, the report is generated in grid view using default formats. Reporting **dimensions** (School Year, District, School, Test Subject) display in the first column along the left side of the grid. Each dimension can be expanded and filtered on to narrow down, manipulate, and focus on specific data points. Additional dimensions, or labels, are displayed in a row at the top of the report and include any previously selected filters from the report editor.



Assessment Report in Pivot Designer

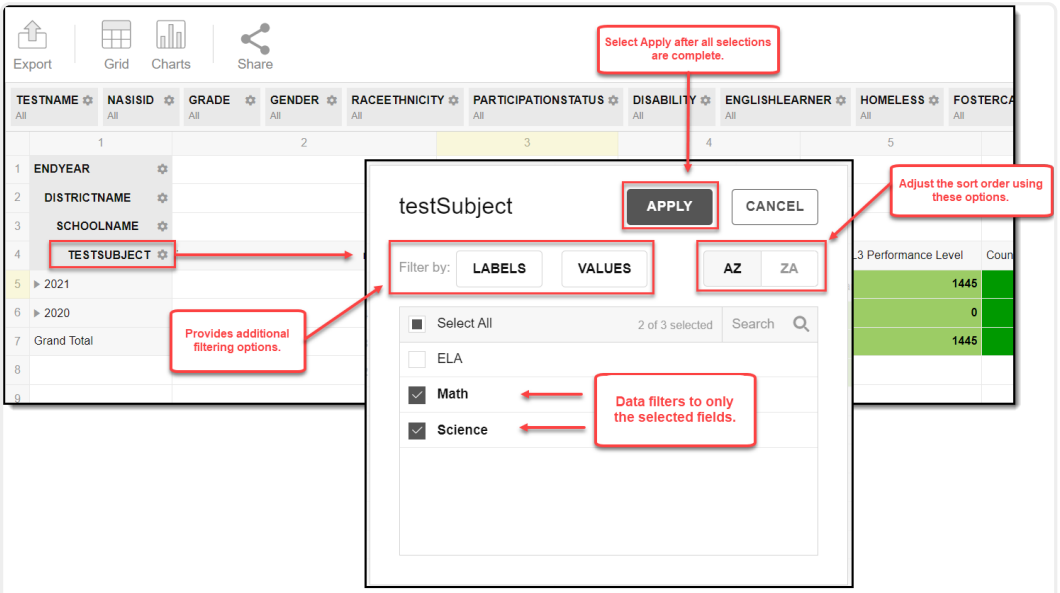
Filtering

Filtering options are available, allowing users to cross-reference and analyze specific data points. Users may find filtering necessary to compare yearly totals, understand how demographics affect overall counts, and simply reduce the amount of data displayed.

When a filter is applied, excluded data is hidden until the filter is either removed or the report is closed. Filters are not automatically applied when the report generates and are not saved when the report is closed.

More information on filtering can be found in the Pivot Designer article, under the "Understand Pivots" section.

Add a Filter



Filtering a Dimension

1. Select the gear icon to the right of the dimension header.
2. Remove the check mark from the fields the filter should not include.
3. Select Apply. All report counts will filter to include only students who meet the filter criteria.

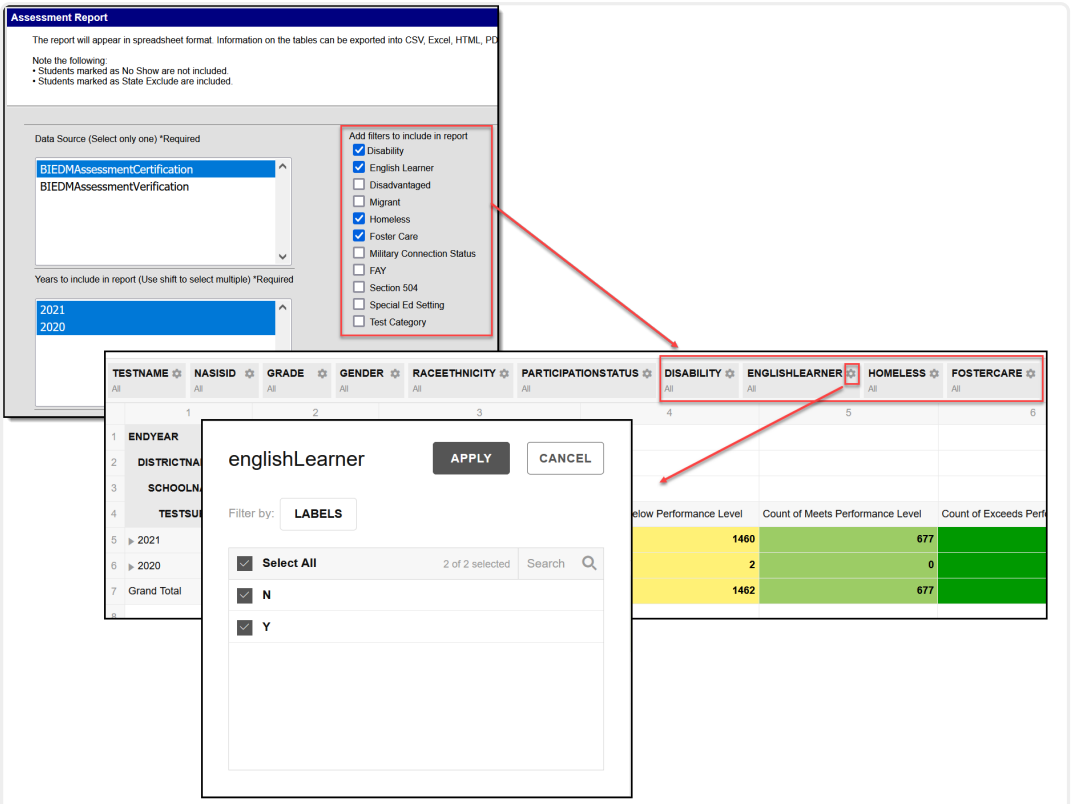
Remove a Filter

1. Select the gear icon associated with the dimension you wish to remove the filter from.
2. Select the "Select All" checkbox to select all boxes. The filter is removed when all boxes are selected.
3. Select Apply.

Assessment Report Editor Filter Options

Before generating the report, additional filters are available in the Assessment Report editor. Filters selected here are optional and are not required for the report to generate.

When the report is generated, any filters selected here will display along the top of the report as a 'Label'. A user must select the gear icon to the right of the label's name to apply a filter.



Assessment Report Editor Filters

Add a Report Editor Filter

The following steps only apply to the additional filter options available for selection in the report editor. Selections must be made prior to generating the report. Additional filter options can not be added once the report has been generated. If a filter is missed, close the window the report was generated in and start over.

1. *From the Assessment Report* editor screen, select all additional filters you wish to include. Once all data and filter selections have been made, select **Generate Report**.
2. After the report has generated, select the gear icon for the label you wish to apply a filter to. A pop-up window displays with available filtering options.
    - 'All' appears below a label's name when no filter is applied. By default, filters are not applied when the report is generated.
3. Remove the check mark from the fields you do not want included in the filter.
    - In this example, by removing the selection from the 'N' (No) checkbox, the report will filter to only include EL student counts.
4. Select Apply. The report counts filter to only include students who meet the criteria of the filter.

Note - If applying a filter to one of the report's default labels, ignore step one. Default labels cannot be selected/unselected in the report editor and automatically display when the report is generated.

Default labels include: TestName, NASISID, Grade, Gender, RaceEthnicity, ParticipationStatus.

Remove a Filter

1. Select the label you wish to remove the filter from.
2. Select the "Select All" checkbox to select all boxes. All boxes must be selected to remove filtering.
3. Select Apply.

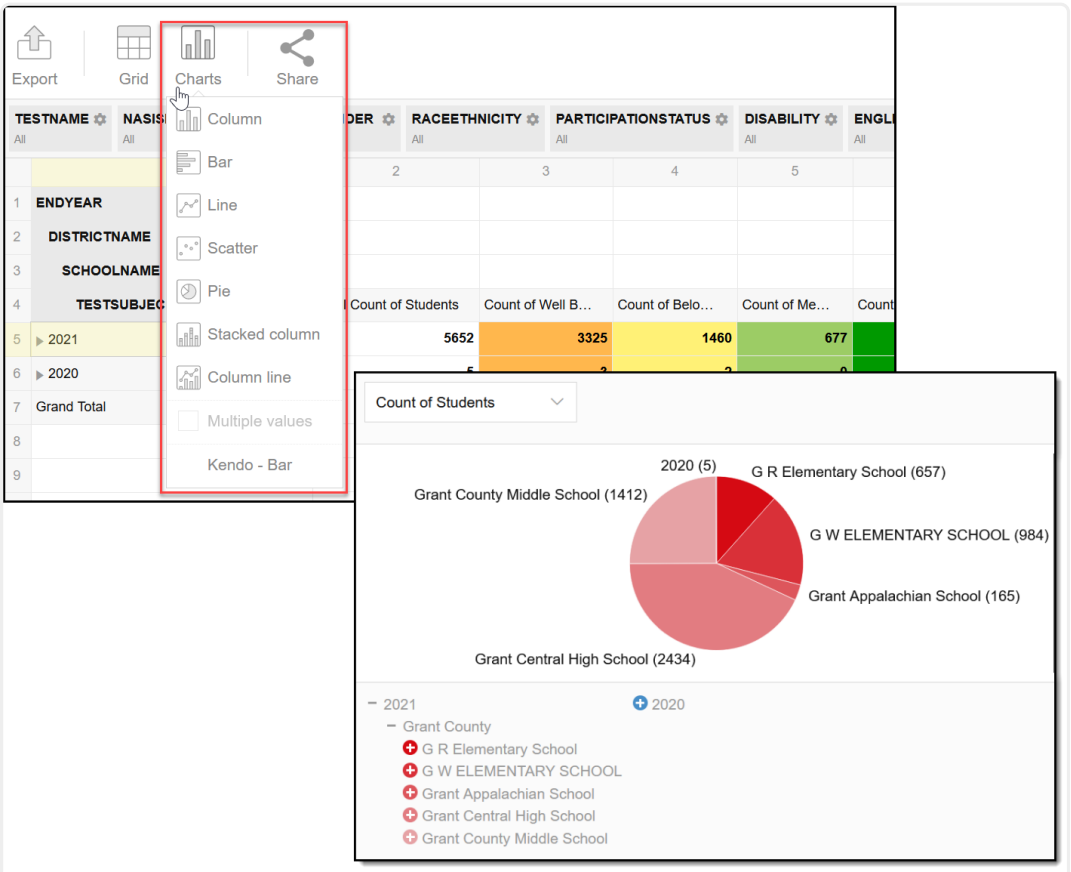
Note: This process can also be used to remove filters applied to any default report labels. Default labels include: *TestName, NASISID, Grade, Gender, RaceEthnicity, ParticipationStatus.*

Charts and Graphs

Charts and graphs provide users with a way to analyze and interpret data in different formats. To view the information in a chart, click the Charts icon and select an option from the list. Additional information on charts and graphs can be found in the Create Charts from Pivot Data section of the Pivot Designer article.

Charts and graphs reflect any filtering applied to the report.

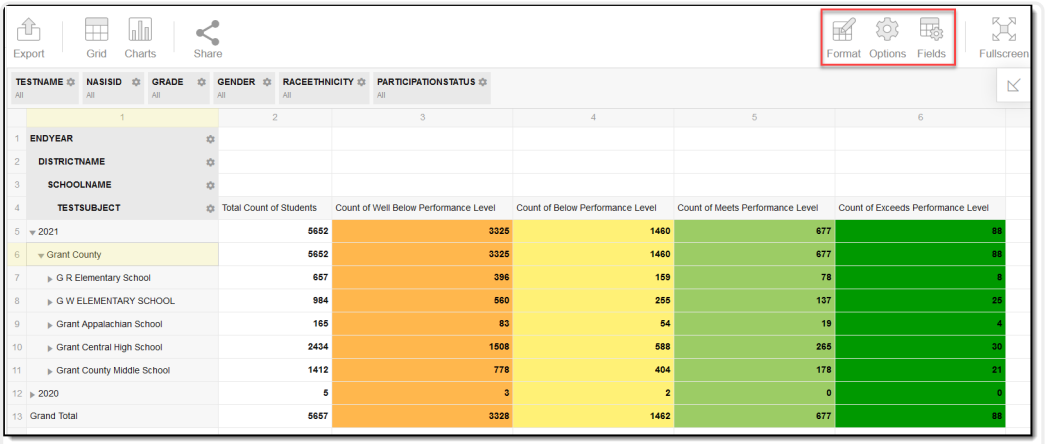
Select **Grid** to return the report to its default format.



Example of Pie Chart

Format and Layout Options

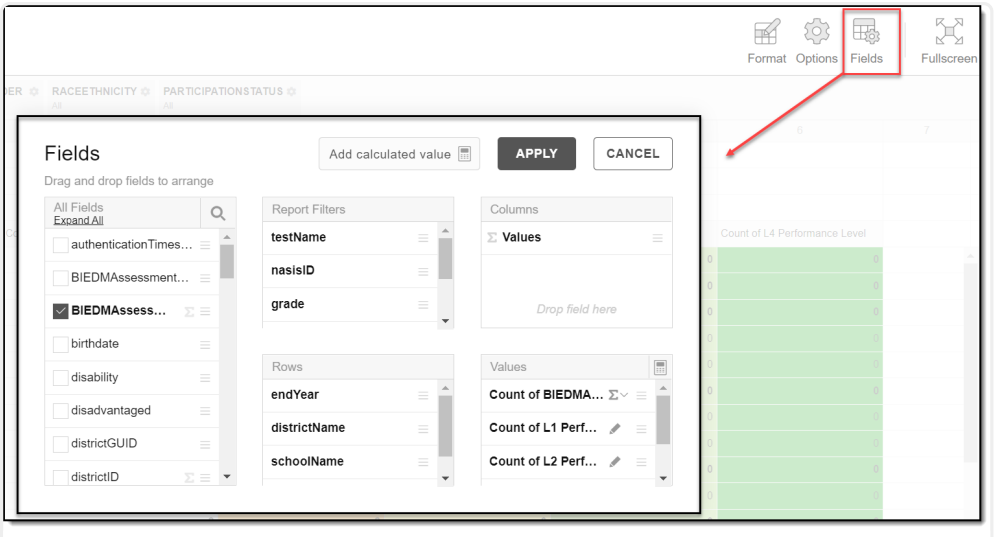
Formatting and layout options are available to customize how the report's data is displayed. Default selections are applied when the report is first generated. Additional information about Format, Options, and Fields is available in the Format and Layout Options section of the Pivot Designer article.



Format and Layout Options

Fields

Fields allow you to manipulate the order in which data displays in the report. Using the drag-and-drop method, users control the placement of all reported fields.

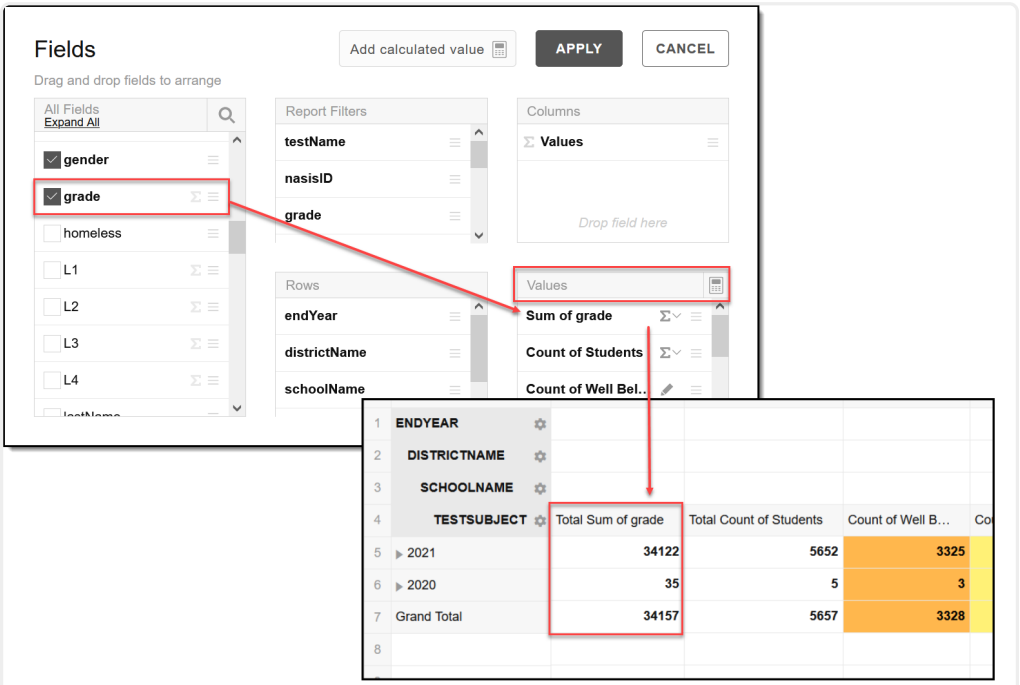


Fields

Values

To get a count of a data set, drag and drop the selected field(s) into *Values* and select Apply. A new column for the field will display in the report with student subtotals. To remove a field, drag

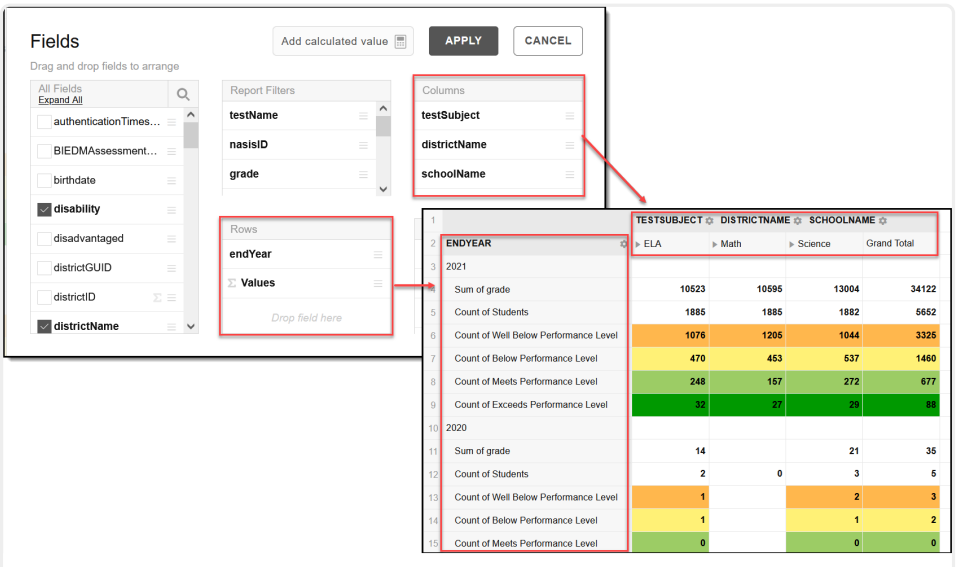
and drop the field back to the All Fields list.



Editing Field Values

Rows and Columns

Using drag-and-drop, users can add and reorder fields to display data in different ways when viewing the report. To remove a field, drag and drop the field back to the All Fields list.



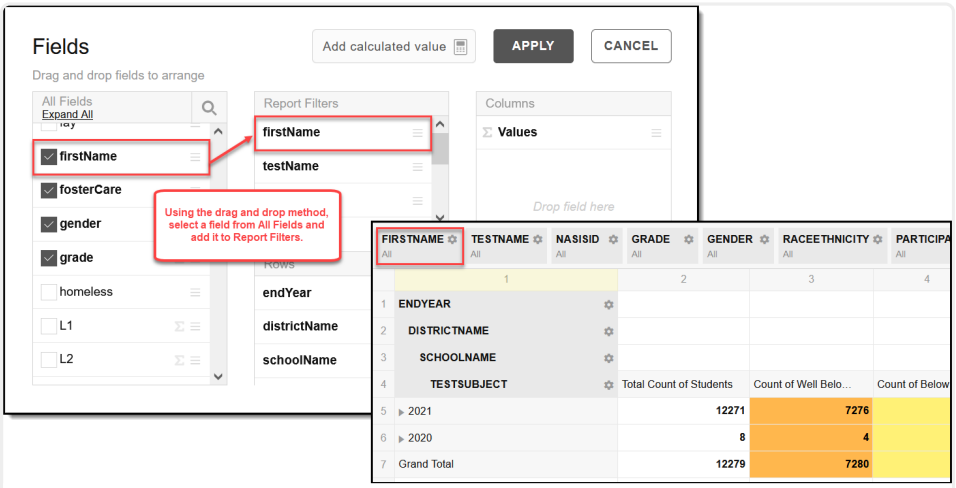
Editing Rows and Columns

Report Filters

Using drag-and-drop, users can add fields to *Report Filters* as additional filtering options for the report. Fields added to Report Filters appear as labels at the top of the report. To remove a field,

drag and drop the field back to the All Fields list.

Refer to the Filtering section of this article on how to apply a filter.

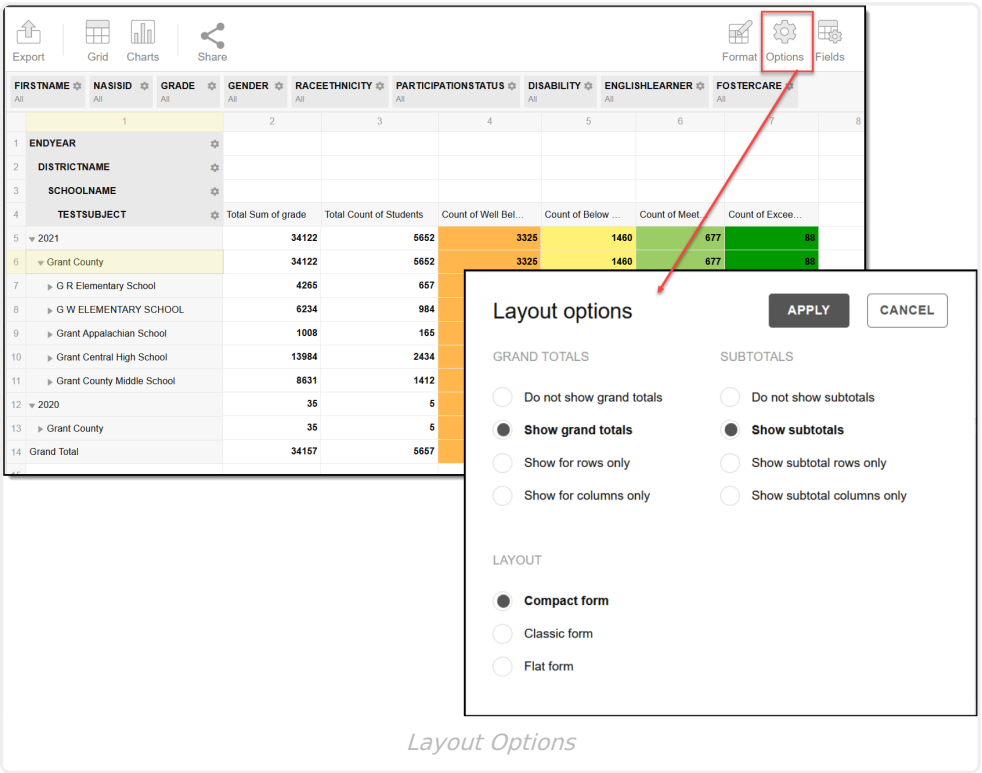


Editing Report Filters

Options

Options allow a user to adjust the report layout, including the display of subtotals and grand totals. More information about Options is available in the Format and Layout Options section of the Pivot Designer article.

Click here to expand...



Layout Options

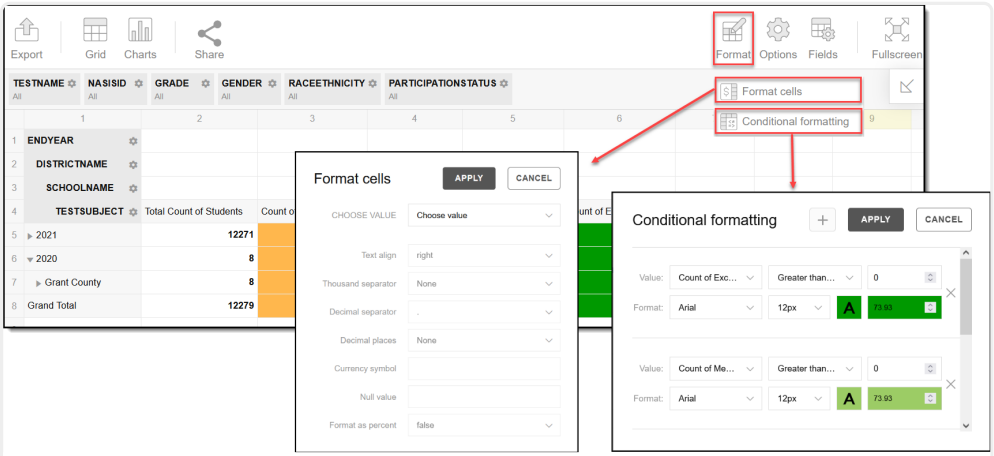
Format

Format options allow you to modify how cells represent data within the pivot table.

To access format options, click the Format button and select one of the following options:

- **Format cells** - This editor allows you to control how text within the cell is aligned, what value is reported in the cells, how decimals are used, the current symbol used, any default null value you want the table to display, and whether or not you want data displayed as a percentage.
- **Conditional formatting** - This editor allows you to set cell value thresholds as to whether or not the data is reported for each cell (less than or greater than a certain value) as well as modify the cell text size and font.

Refer to the Format Options and Layout section of the Pivot Designer article for additional information.

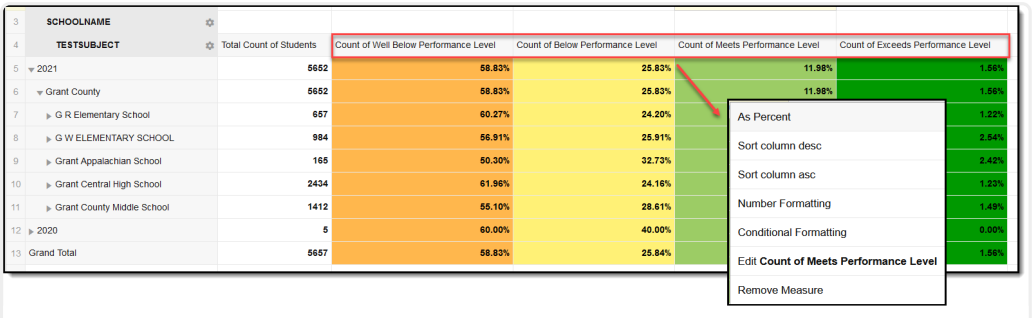


Format Options

Other Formatting Options

Right-click on any of the column headers to select from a list of additional formatting options.

To change the reported values from displaying as a **Count** to display as a **Percent**, right-click on any of the column headers and select "As Percent".



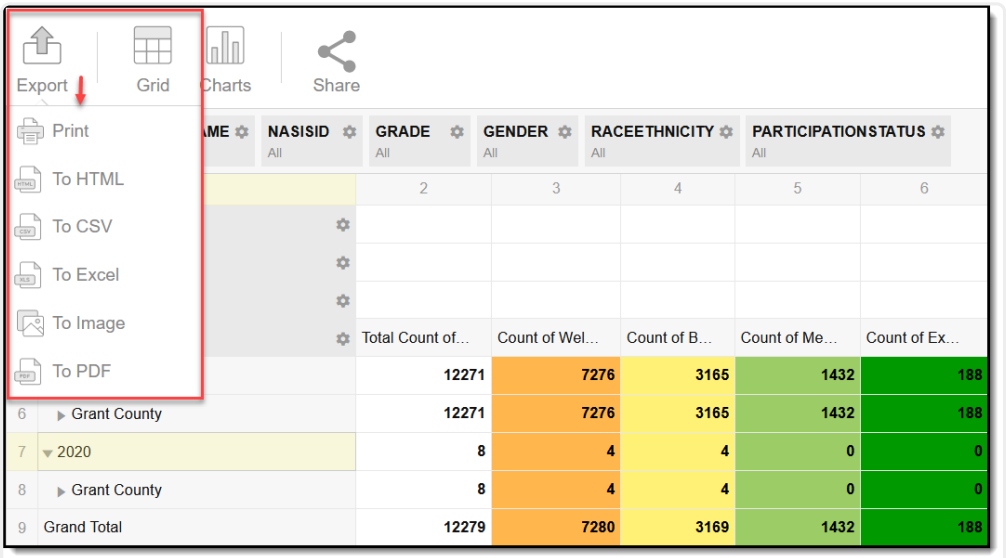
Formatting Options - Right-click on Column Header

Export and Share

Users may choose to *Export* the report to a number of external formats, or *Share* the report's URL with another Campus user. More information about Export and Share is available in the Export and Share Pivots section of the Pivot Designer article.

Export

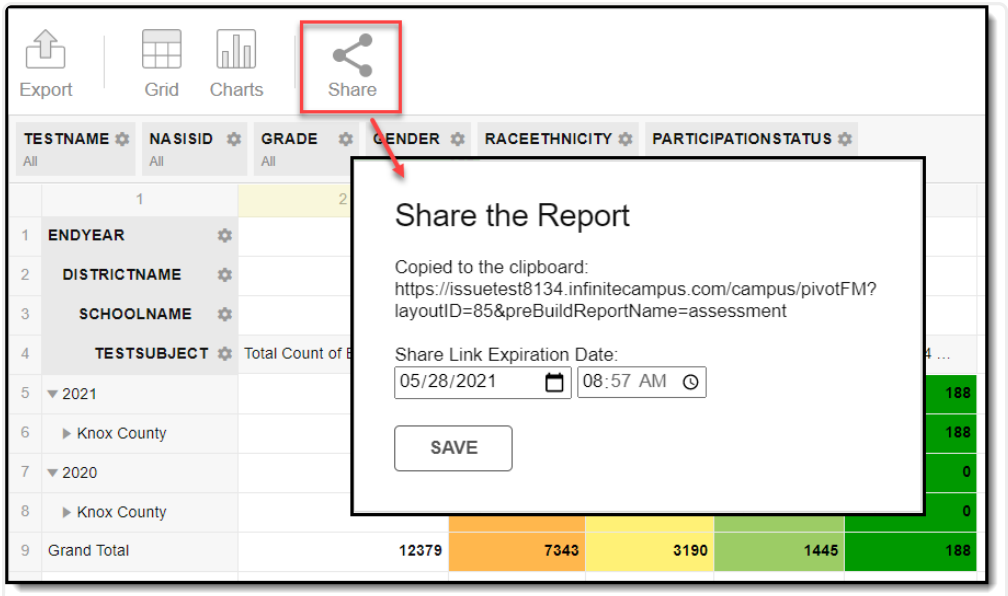
When a report is exported to another format, such as PDF, CSV, or HTML, the reported data elements are no longer linked to Campus's data tables. At this point, the exported data is static and represents only the state at the time the report was generated. Using the Export option, reported findings can be added to non-Campus tools for external reporting or to share with stakeholders who may not otherwise have access to them. Export can be used with any chart format.



Export Assessment Report

Share

Use the Share option to share a link of the current view of the Assessment Report with another user. The recipient of the URL must (minimally) have **R**ead rights to the Assessment Report and Pivot Designer tool to view what was shared. Access to the report using a shared link will expire based on the date and time entered in the *Share Link Expiration Date* fields.



Share Assessment Report

View Share Links

In the Assessment Report editor, users assigned (W)rite tool rights to the report can view a CSV list of only the links they have created by selecting the *View Share Links* button. If a user is also assigned (A)dd and (D)elete tool rights, they will be able to see all shared links created by any user in a CSV list.

Delete Share Links

Users who have (D)elete tool rights or who hold the *Student Information System* Product Security role can delete all shared links by selecting the Delete Share Links button (all links will be deleted if *Delete Share Links* is selected).

