Assessment Center- Publish Tests

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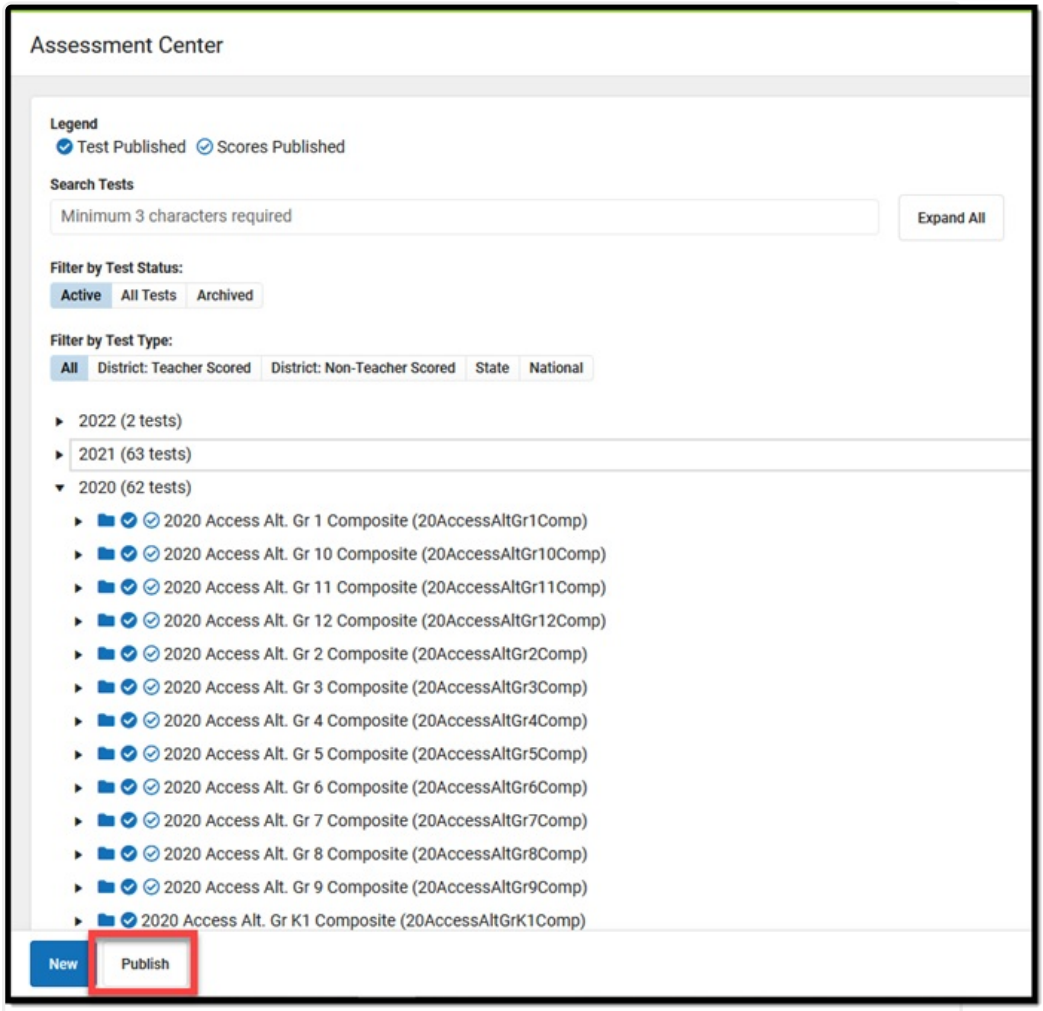
Tool Search: Assessment Center

This article describes the functionality of the Publish Test tool in the Assessment Center. Users can continue publishing test structures and scores using the Test Setup tool. However, it is strongly recommended that you do so using the Assessment Center. The Test Setup tool will be retired in a future release.

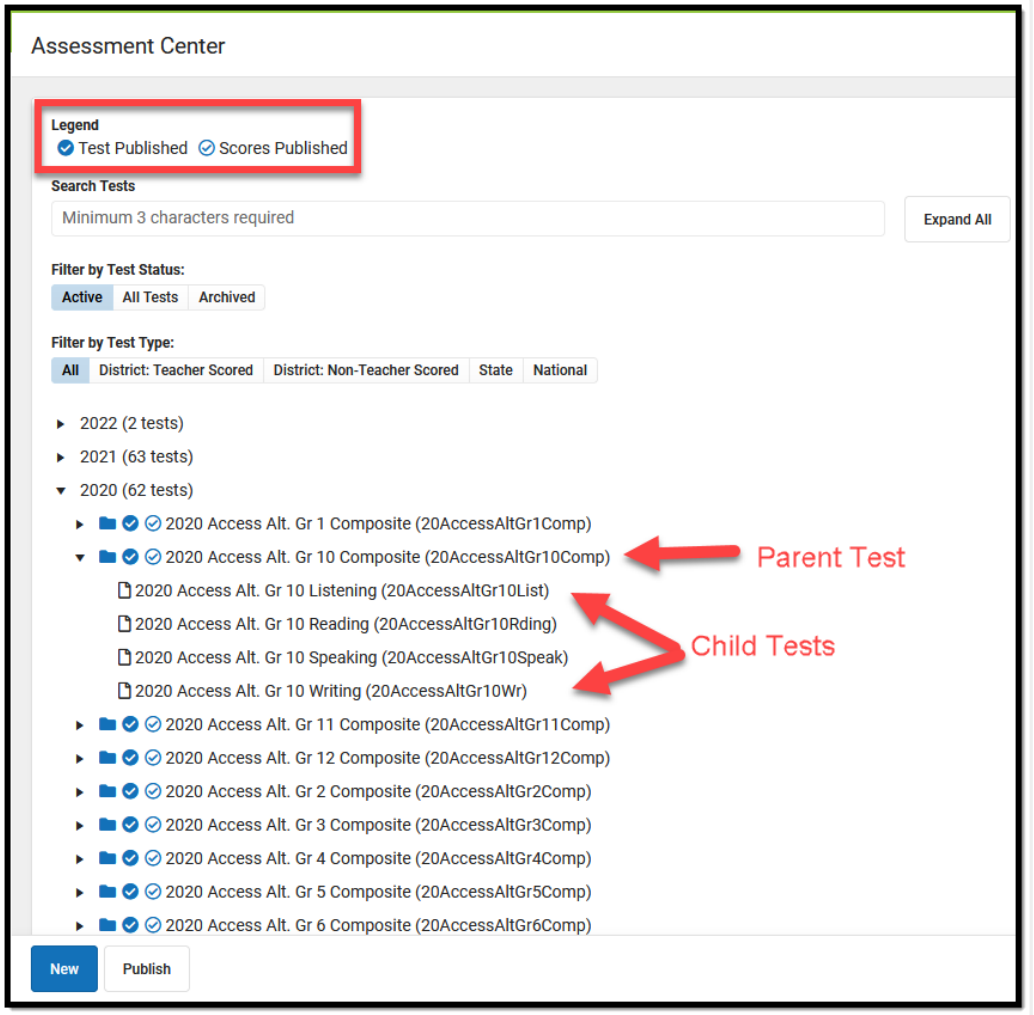
The Publish Test tool allows State Edition users to publish test structures and test scores to DIS-connected District Edition users within the state. This tool allows states to share test structures and scores directly from the Assessment Center.



Assessment Center-Publish Test (State Edition Only)

Assessment Hierarchy

Assessments are displayed in a parent-child hierarchy. The parent test is displayed first, with child tests tied to the parent staggered below. Publishing a test structure or test scores means everything contained within the parent and child tests is published. Users cannot publish only the parent test or individual child tests. Because everything within a test (parent and child) is published, indicators are only displayed next to the parent test.



Assessment Hierarchy / Publishing Indicators

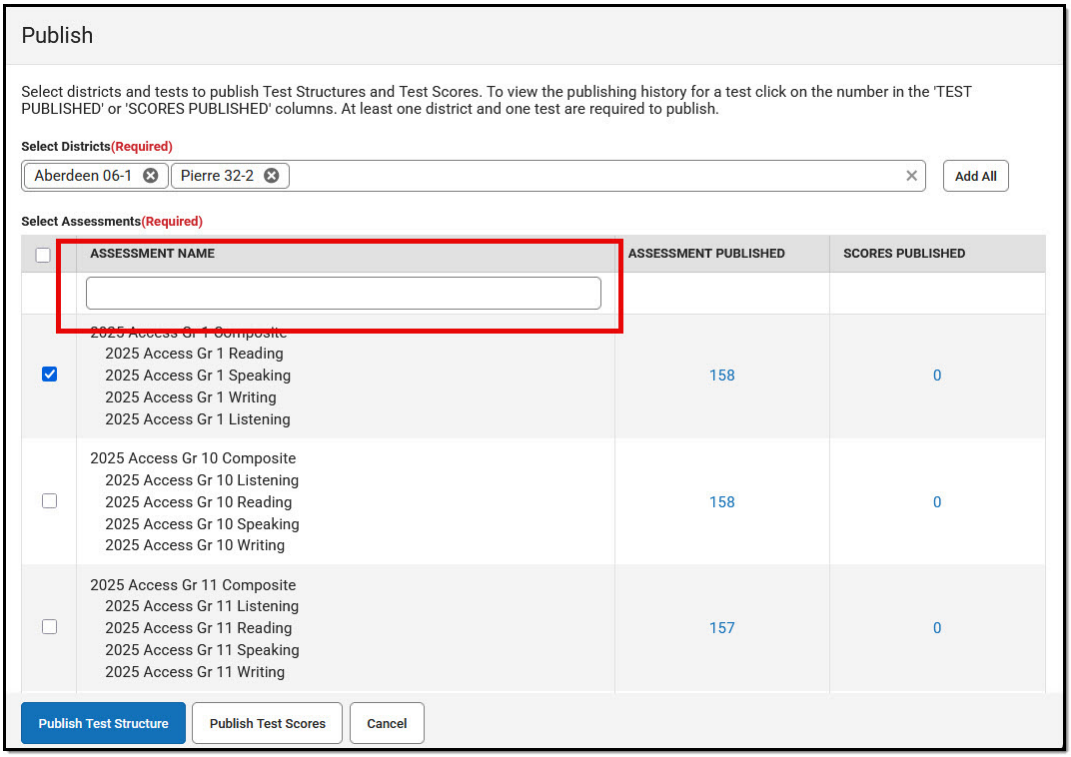
Publishing Indicators

Assessments displaying a white check mark inside a blue circle indicate that the test structure (and children) have been published to the selected districts. Assessments displaying a blue check mark inside a white circle indicate that the test scores (for the parent and all child tests) have been published to the selected districts.

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 must republish the test structure/scores to implement the changes.

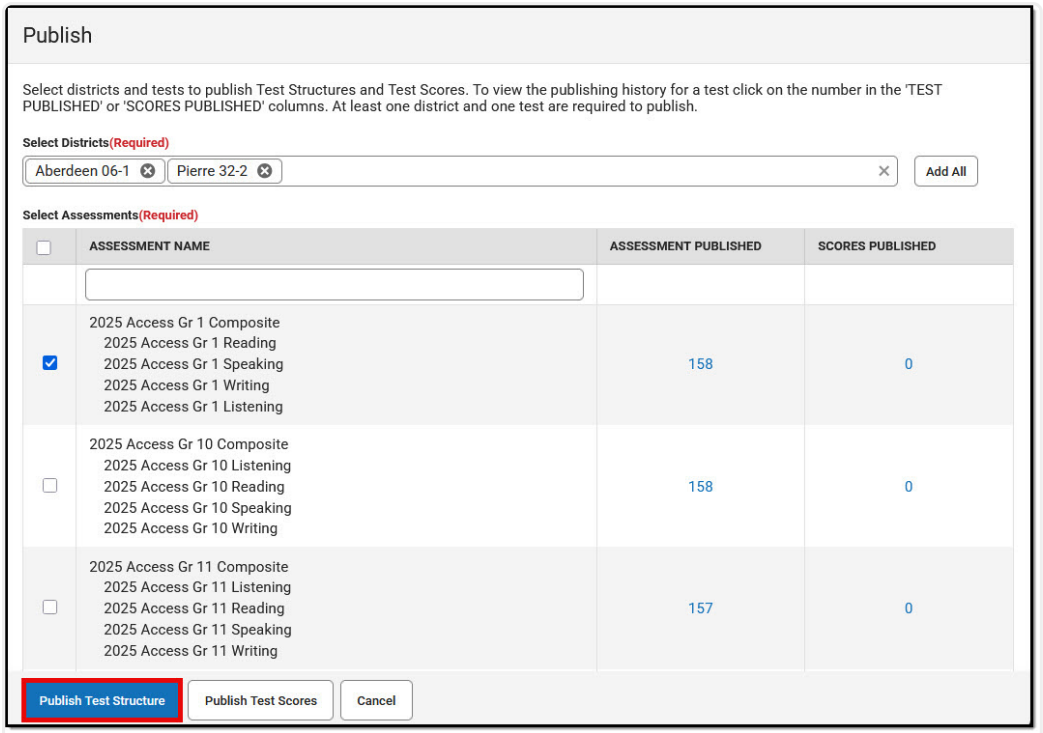
Publish Assessments

Use the search field in the Assessment Name column to locate the assessment you want to publish.



Publish Test Structures

Assessments can be published to DIS-connected districts using the Publish Test Structure option.

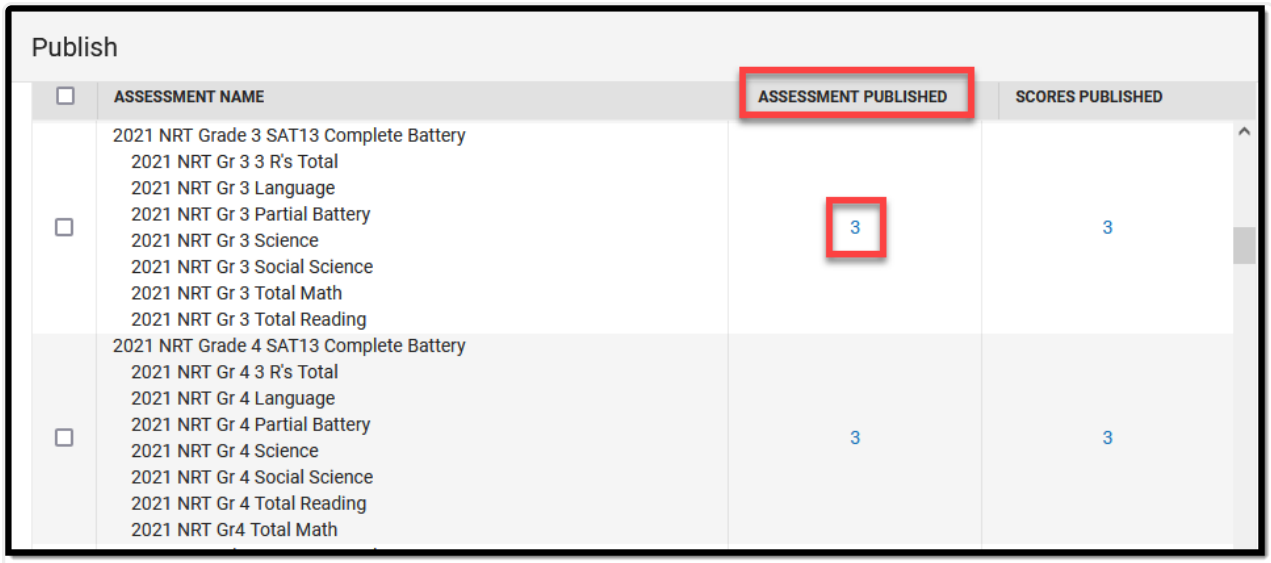


Publish Test Structures

To publish test structures to districts:

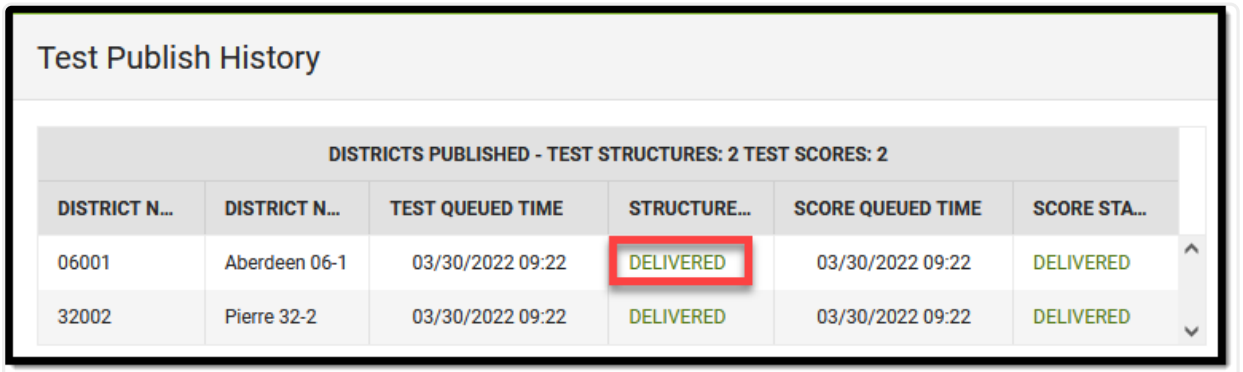
1. Select each district within the **Select Districts** window. Click the **Add All** button to select all connected districts.
2. Select each assessment within the **Select Assessments** window. Select the white box under 'Select Assessments' to indicate all assessments.
3. Click the **Publish Test Structure** button. A notification informs you that the test structures have been published. At least one district and one assessment must be selected to publish the test structures.

Once the test structures have been published, select the blue, hyperlinked number next to the assessment in the **'Assessment Published'** column.



Assessment Published

The **Test Publish History** window appears. It displays the current status of the test structure per district. A **Structure Status** of DELIVERED indicates that the district(s) received the test structure successfully.

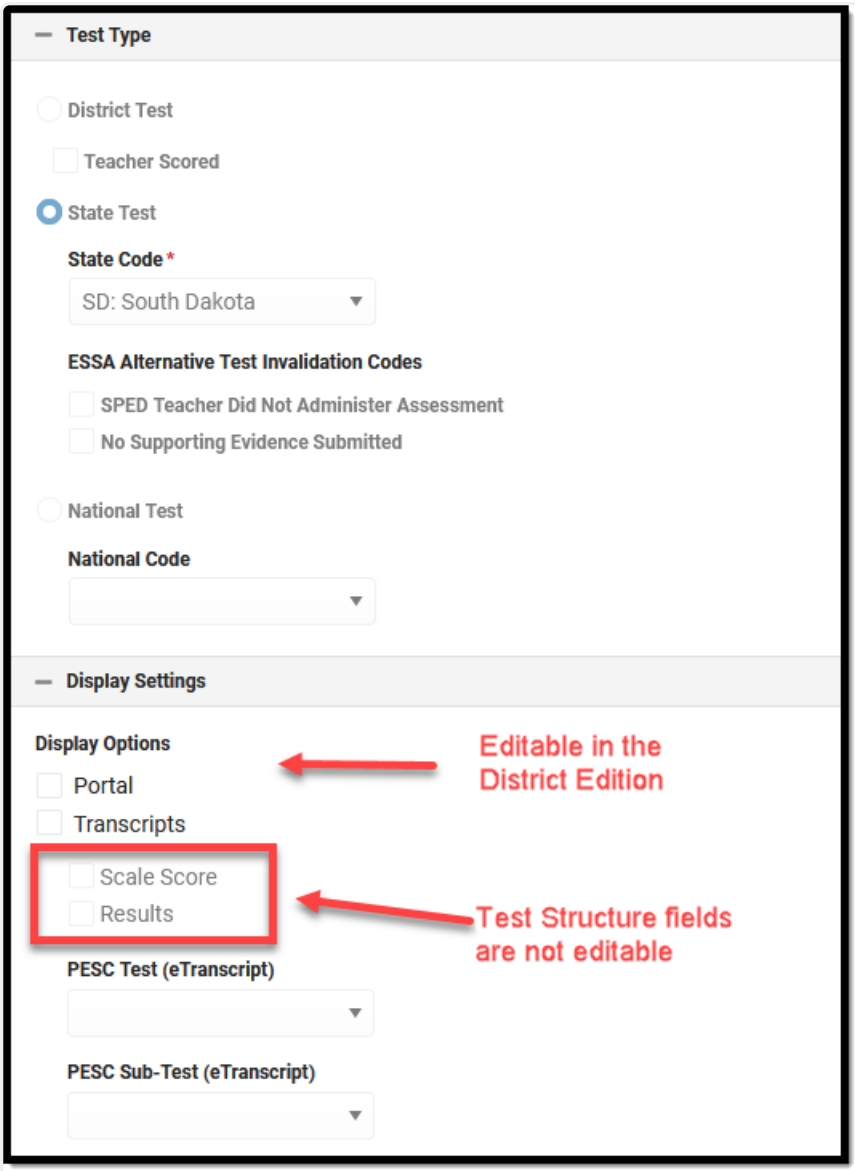


Published Test Structure

Test Structure and Test 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 indicates that the publishing request failed to receive a response from the district and was not published.
- **Delivered**: The test structures/scores were received and published to the district.
- **No Data**: The state had no test scores to send to districts.

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

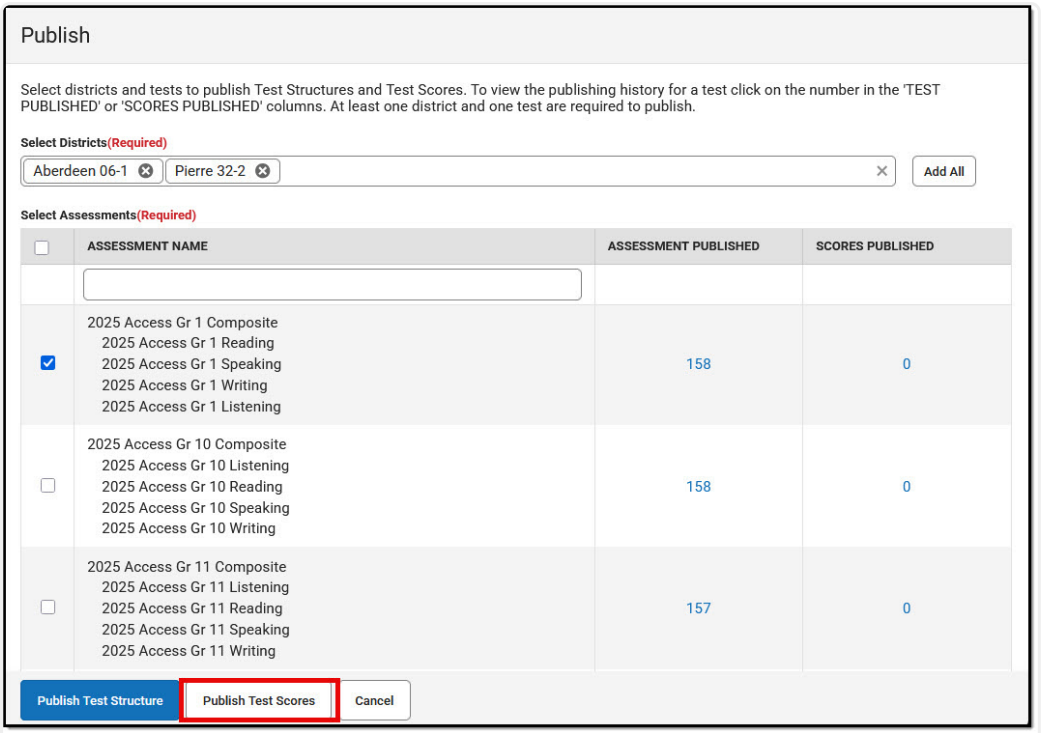


Display Settings

Publish Test Scores

The Publish Test tool allows users to publish test scores to state-published structures. A test must be published before test scores can be published. Test scores are manually entered at the state level using the student's Assessment tool or by importing scores via the Assessment Center.

Only assessment scores in the active Zone Year are published from the State to the District. If you have more than one active Zone Year, the logic checks the year selected in the School Year field, located in the campus toolbar, and ensures it corresponds to an active Zone Year. Only test scores for that year are published.

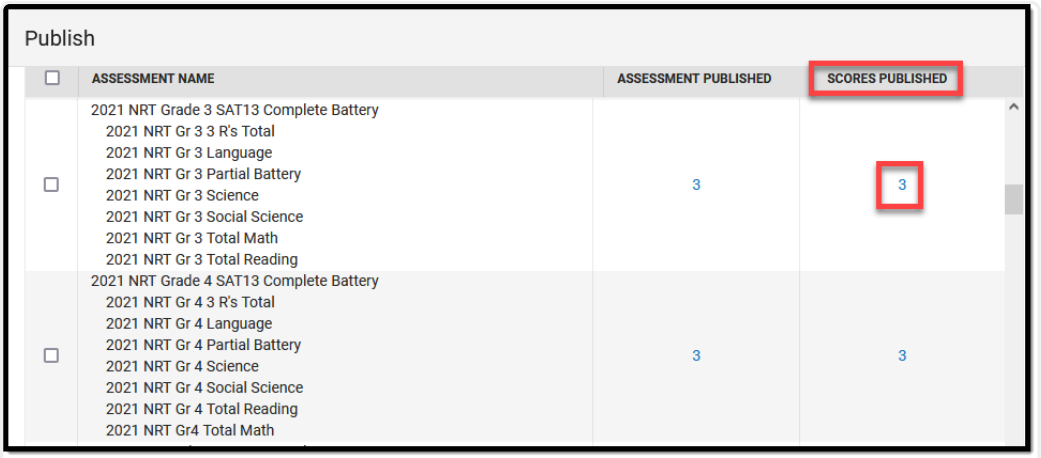


Publish Test Scores

To publish test scores:

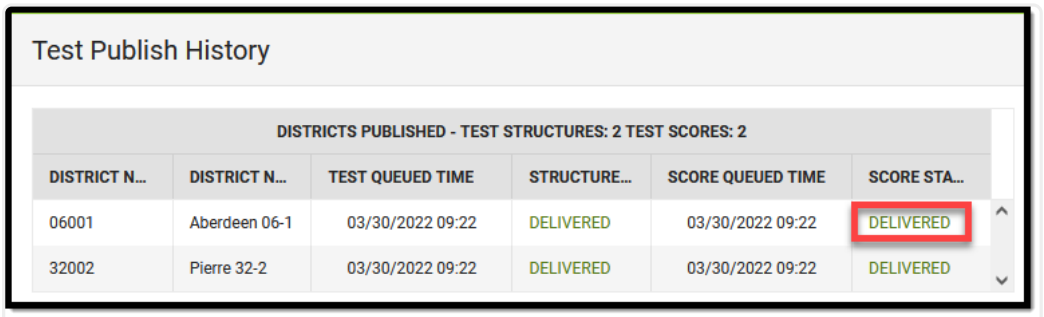
1. Select each district within the **Select Districts** window. Click the **Add All** button to select all connected districts.
2. You can select each assessment within the **Select Assessments** window. To select all assessments, check the box labeled "Select Assessments."
3. Click the **Publish Test Scores** button. A notification appears informing you that the test scores have been published. At least one district and one assessment must be selected to publish the test scores.

Once the test scores have been published, select the blue hyperlinked number next to the assessment in the **Scores Published** column.



Scores Published

The **Test Publish History** window will appear, displaying the current status of the test scores per district. A **Score Status** of DELIVERED indicates the district(s) successfully received the test scores.



Test Publish History

Test Structure and **Test Score Statuses** are defined as follows:

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- **Delivered**: The test structure(s)/scores were received and published to the district.
- **No Data**: The state had no test scores to send to districts.

Published test scores are accessible within the District Edition via a student's Assessment tool. However, if the **Prohibit Districts from Editing State Test Scores** checkbox is marked on the assessment Test Type under the Test Detail section, these scores are locked and cannot be modified.

Example of Published Test Scores at the District Level

Score Publishing Logic

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

- Logic determines the published test scores 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 between 07/01/XX and 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 with a date between the Start Date and End Date will be published.
  - If the test has no Year value, Start Date, or 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, Start Date, or End Date, and the test score records do not have a date, the records will be published.