MAARS

Confidential Reporting Guide
Maine Assessment & Accountability Reporting System

Local Assessments Release 5/21

MAARS Support Site:
https://focalpointk12.zendesk.com/hc/en-us/categories/201877166-Maine-Assessment-Accountability
Help Desk Number: (866) 377-426

FOCALPOINT

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INTRODUCTION

The Maine Assessment & Accountability Reporting System (MAARS) is a web-based reporting application that provides interactive access to student assessment data. The application provides the ability to disaggregate the information by various student subgroups, offers dashboard and tabular views, provides 'click-thru' drilling into details, and supports exporting data to PDF and/or Excel.

Accessing the System

The Confidential Reporting module provides secured access (user ID and password) to more detailed assessment data with the ability to drill to rosters and individual student results. The scope of this user guide is to document the MAARS Confidential Reporting module.

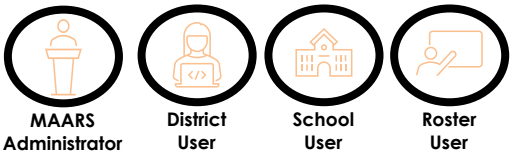
Confidential Reporting

The Confidential Reporting module requires a predefined user ID and password, and is accessible through the following link:

https://lms.backpack.education

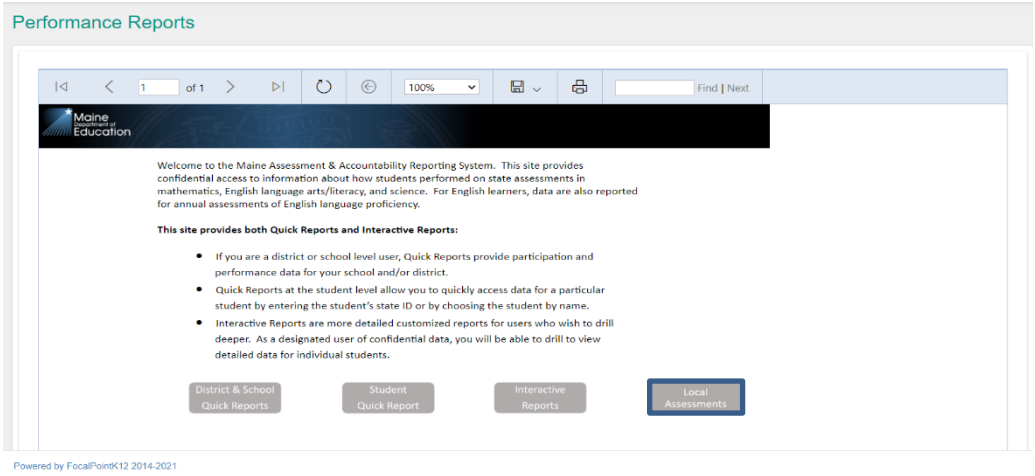
LOCAL ASSESSMENT RELEASE

We are excited to announce the release of Local Assessments in the Maine Assessment & Accountability Reporting System (MAARS)! This feature will allow districts and schools throughout the state to upload assessments to the reporting system and use the system to disaggregate data and analytics as needed. The MAARS dashboards/reports interact similarly for all roles, however there are cases where certain features/reports are available only to specific roles. More information on specific roles and the platform can be found here. You will notice the following role icons in this quick start guide to inform you of the specific feature/report that can only be done by that role.



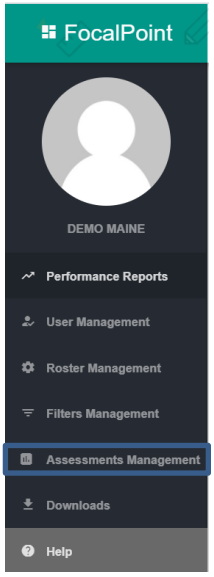
MAARS Local Assessments Tab

When the MAARS user logs into the application, they will encounter the Performance Reports landing page. Local assessment data is viewable by clicking the *Local Assessments* tab.



Uploading Assessment Data

To upload assessment data, you must either a MAARS Administrator or District User. To upload assessment data, click the "Assessments Management" tab on the navigation panel. Next, click the + icon and identify the assessment type (TSG/NWEA etc). From there, upload your assessment and click the Save button. If you *do not* see the assessment-type you need, contact your District Assessment Coordinator (DAC). Assessment data is processed nightly and will be readily available the following day. Once an assessment(s) has been uploaded, the following information will be on display.



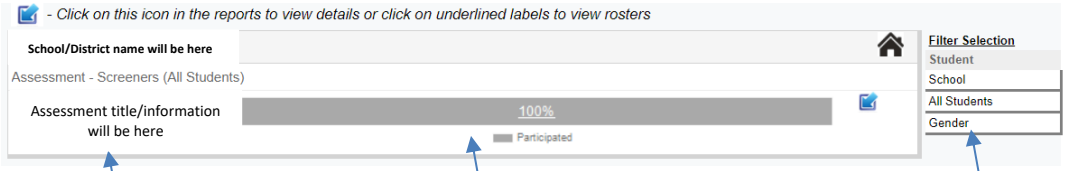
Title	Description
File Name	Title of the assessment.
Assessment Type	Type of assessment that was uploaded.
Uploaded On	Data assessment was uploaded.
Uploaded By	The user who uploaded the assessment.
Status	Status of the uploaded assessment. *Completed*- The assessment was successfully uploaded. *Uploaded*- The assessment is still processing. *Failed*- The assessment did not upload correctly. *If a *Failed* status appears, contact your DAC.

ACCESSING AND EXPORTING ASSESSMENT DATA

Once assessment data is uploaded, it can be accessed and analyzed by each role. When you click on the *Local Assessments* tab, you will find all applicable assessment data. Depending on your role, you will find different assessment data available. For example, a district user will see data across the district while a school user would only see data from their school. All reports under the *Local Assessments* tab are drillable by simply clicking the ••• icon. Below, we will investigate a sample data report.

Assessment Data Reports

Here you will find a sample report. Take note of each of the fields below:

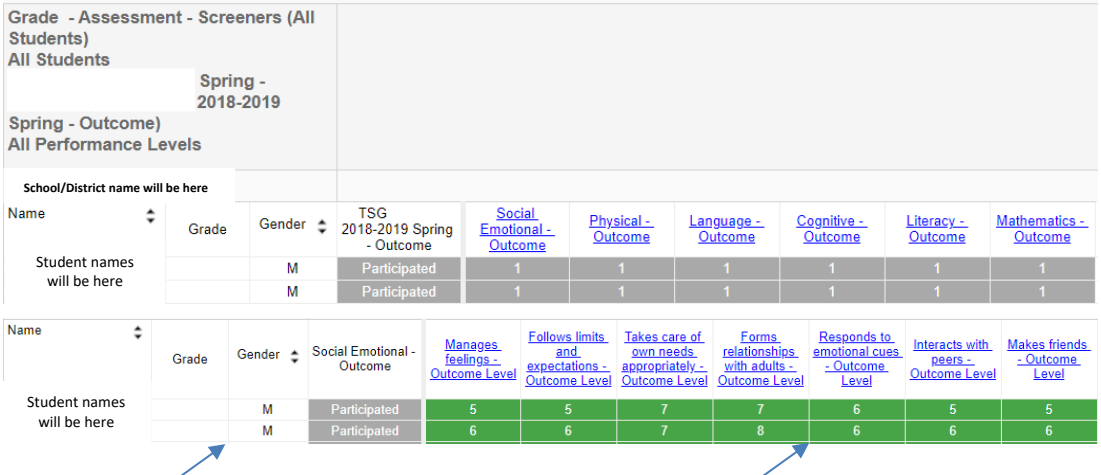


Assessment Name and Type

Assessment Results

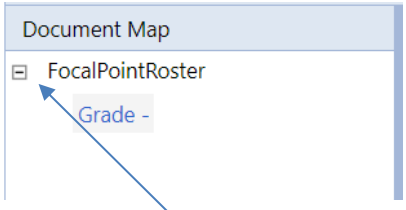
Filterable options. Certain options depend on your role

When you click on the assessment title, you will see a more detailed breakdown of the results. Notice how student names and outcomes are hyperlinked. By clicking on one of these items, you can further drill down the data.

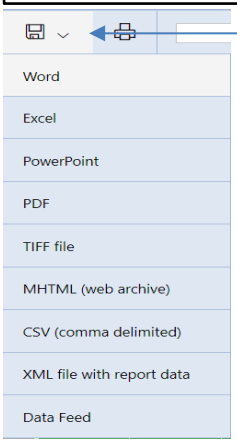


Data is filterable by grade, name, and gender

Grade-band colors are aligned to performance results



The *Document Map* allows you to filter by a variety of other data parameters



Depending on the results you need, assessment data can be downloaded and exported in a variety of formats

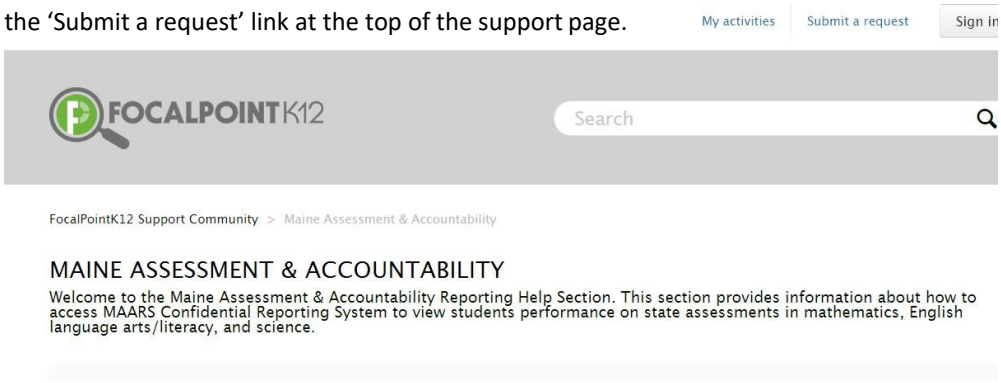
Support

The MAARS Support site is available at the following link:

https://focalpointk12.zendesk.com/hc/en-us/categories/201877166-Maine-Assessment-Accountability

The support site provides access to a variety of training materials, quick-start guides, and videos to assist you.

If you are unable to locate information needed, you can open a support ticket by clicking on the 'Submit a request' link at the top of the support page.



Additionally, you can call the help desk at (866) 377-4265