# MAARS

Confidential Reporting Guide Maine Assessment & Accountability Reporting System

Local Assessments Release 5/21





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

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#### Introduction

## 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://Ims.backpack.education

### Local Assessments

Local Assessments in the Reporting System

# 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 <u>here</u>. 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.

Performance Reports				
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Welcome to the Maine Assessment & Accountability Reporting System. This site provides confidential access to information about how students performed on state assessments in mathematics, reglish language artificarex, and science. For English learners, data are also reported for annual assessments of English language proficiency.   This site provides both Quick Reports and Interactive Reports:   • If you are a district or school level user, Quick Reports provide participation and performance data for your school and/or district.   • Quick Reports at the student level allow you to quickly access data for a particular student by entering the student by atten iD or by choosing the student to year.   • Interactive Reports are cleaking Curving the student for users who wish to drill deeper. As a designated user of confidential data, you will be able to drill to view detailed data for individual students.				
	District & School Student Interactive Local Quick Reports Quick Report Reports Assessments			

### **Uploading Assessment Data**

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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



FocalPoint	(TSG/NWEA etc). From there, upload your assessment and click the Administrator Save button. If you <i>do not</i> 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	
DEMOMAINE	File Name	Title of the assessment.	
Performance Reports	Assessment	Type of assessment that was uploaded.	
User Management	Туре		
	Uploaded On	Data assessment was uploaded.	
Roster Management	Uploaded By	The user who uploaded the assessment.	
Filters Management	Status	Status of the uploaded assessment.	
Assessments Management		Completed- The assessment was successfully uploaded.	
Downloads		Uploaded- The assessment is still processing.	
		Failed- The assessment did not upload correctly.	
Help		*If a Failed status appears, contact your DAC.	

# Navigation & Parameters

# ACCESSING AND EXPORTING ASSESSMENT DATA

Accessing and analyzing local 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:



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.



# Support

Help and on-demand support resources

**Additional Resources** 

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. My activities Submit a request Sign in



FocalPointK12 Support Community > Maine Assessment & Accountability

#### MAINE ASSESSMENT & ACCOUNTABILITY

Welcome to the Maine Assessment & Accountability Reporting Help Section. This section provides information about how to access MAARS Confidential Reporting System to view students performance on state assessments in mathematics, English language arts/literacy, and science.

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