



Import NWEA MAP Test Results Aeries Client Version

August 11, 2016

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Import NWEA MAP Test Results Overview

The **NWEA MAP Test Results** form is designed to load the NWEA MAP assessment results data into **Aeries®**. This form is available in both the District and School versions of **Aeries Client**. There are several NWEA MAP file layouts available for importing data. The difference between the layouts is the number of fields in each record.

- **MAP12 – 64 fields**
- **MAP13 – 62 fields**
- **MAP15 – 108 fields**
- **MAP15B – 114 fields**
- **MAP15C – 128 fields**

The School or District can select which record layout to use when loading their test scores. After the test scores are loaded they will be stored in a local table. **Remember that when a local table is used the data is not accessible from another machine.** If the Aeries Version has been updated on the workstation the data in the local table will need to be re-loaded.

Once the data is loaded it will be need to be compared to the **STU** table to find student matches. When a match is performed, the school number, student number and permanent ID number from the **STU** table is added to the local table.

After the match completes an option can be selected to list all unmatched students. A search function can be used to locate the unmatched students in Aeries and the permanent ID, school number and student number can then be updated from the search.

After as many students are matched as possible the local test table can then update the **Testing** tables with the student's scores using the **Update** button. The **MAP12** through **MAP15B** file layouts will only import overall testing information into the **TST** table. The **MAP15C** file layout will import overall testing information into the **TST** table and strand test scores into the **CST** table.

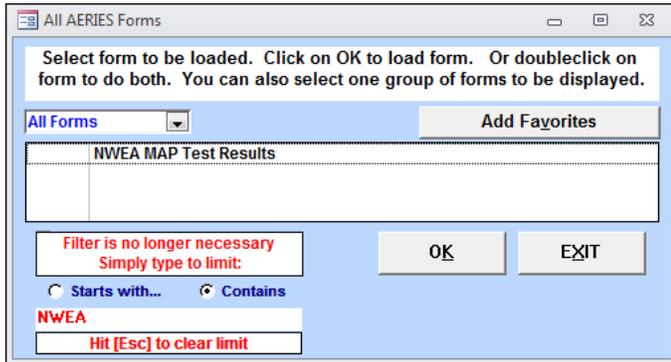
Security

The following permissions will need to be given to user accounts that will be importing the NWEA MAP test results:

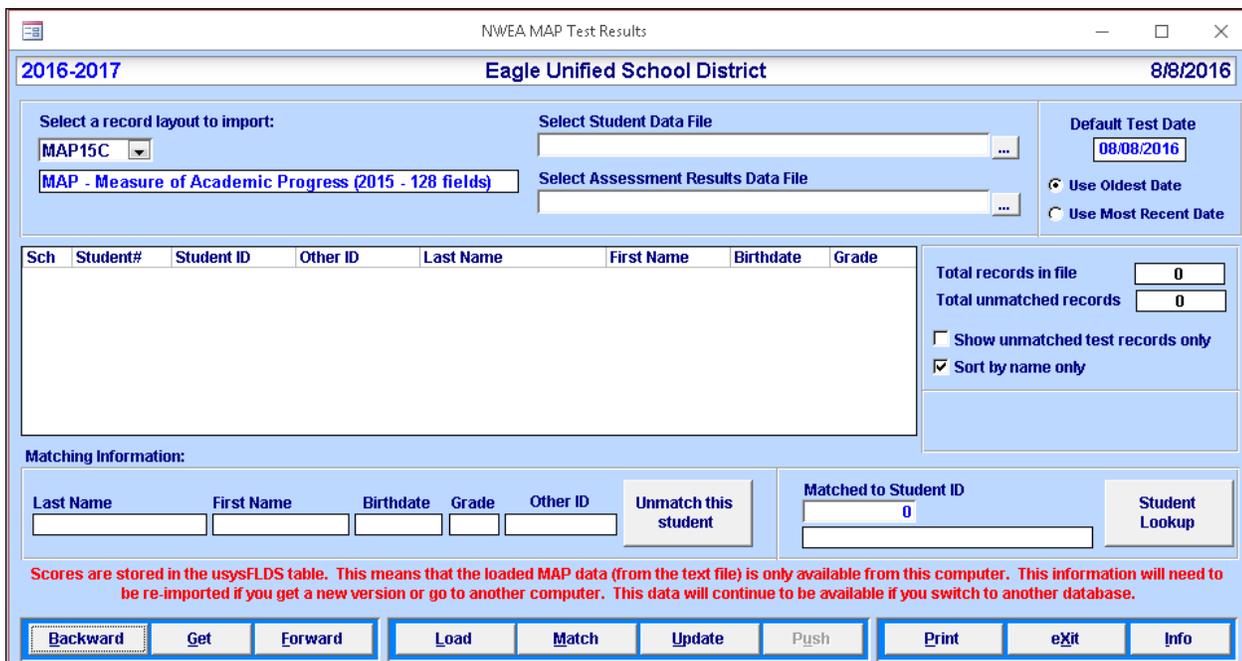
- | | |
|--|---|
| • Content Standard Names (CSN) | Full permissions |
| • Testing Control Table (CTL) | Full permissions |
| • Content Standards (CST) | Full permissions |
| • Student Data (STU) | At least Select permissions |
| • Testing Exclusions (TEX) | At least Select permissions to view the results |
| • Testing Number Possible (TNP) | Full permissions |
| • Testing Data (TST) | Full permissions |

NWEA MAP Test Results

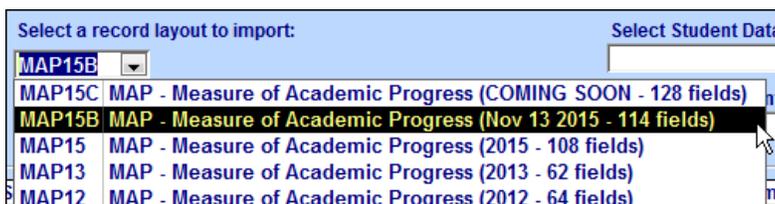
To access the **NWEA MAP Test Results** form, click the mouse on **View all Forms** from either the District or School Aeries Client Version. Filter for **NWEA**, click the mouse on **NWEA MAP Test Results** to highlight it and then click on **OK**.



The **CSN** and **TNP** tables may be updated with the most recent values if there have been changes to them since the last time test scores have been entered or certain reports have been run. Once the tables have finished updating the **NWEA MAP Test Results** form will display.

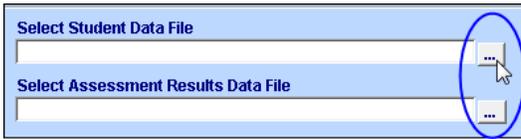


The current record layout will be selected when the form opens up. To select a different record layout, click the mouse on the **Select a record layout to import** dropdown and select the record layout that will match the number of fields in the Assessment Results file that is being loaded.

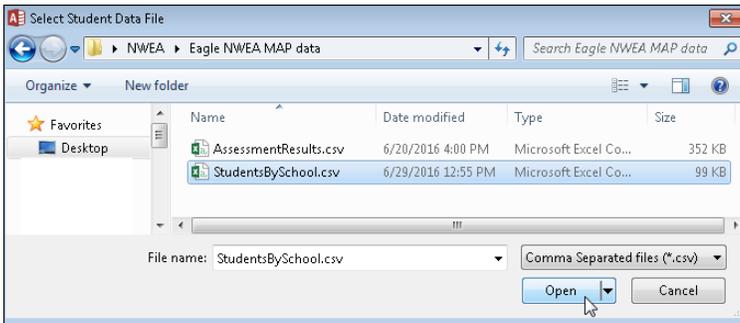


Selecting and Loading the Data Files

The **NWEA MAP** import consists of two files, a **Students By School** file and an **Assessment Results** file. Use the **File Selection** buttons to select the appropriate files to load.



The following file selection box will display. Navigate to the folder that contains the data files that will be imported. Click the mouse on the file and the file name will automatically display in the **File Name** field. In the below example the **Students By School** file has been selected. Click the mouse on the **Open** button.



Follow the above steps to also select the **Assessment Results** file. The path and selected files will display on the form.

Click the mouse on the **Load** button. A progress bar will display while the Student and Assessment data is loaded into the temporary table. When the data has finished loading the form will display basic matching information for the students in the local table.

NWEA MAP Test Results
2016-2017
Eagle Unified School District
8/9/2016

Select a record layout to import:

MAP15C

MAP - Measure of Academic Progress (2015 - 128 fields)

Select Student Data File

C:\NWEA\Eagle NWEA MAP data\StudentsBySchool.csv

Select Assessment Results Data File

C:\NWEA\Eagle NWEA MAP data\AssessmentResults.csv

Default Test Date

02/29/2016

Use Oldest Date

Use Most Recent Date

Sch	Student#	Student ID	Other ID	Last Name	First Name	Birthdate	Grade
0	0	0	99300002	Abbott	Alice	11/5/2002	8
0	0	0	99400001	Abbott	Allan	11/10/1998	12
0	0	0	99400001	Abbott	Allan	11/10/1998	12
0	0	0	99400004	Abdo	Arnold	12/24/2000	10
0	0	0	99400004	Abdo	Arnold	12/24/2000	10
0	0	0	99400005	Abea	Ayrianna	9/5/1999	12
0	0	0	99400006	Abejon	Tanya	2/26/2001	10
0	0	0	99400006	Abejon	Tanya	2/26/2001	10

Matching Information:

Last Name	First Name	Birthdate	Grade	Other ID	Unmatch this student	Matched to Student ID
Abbott	Alice	11/5/2002	8	99300002	[X]	0

Scores are stored in the usysFLDS table. This means that the loaded MAP data (from the text file) is only available from this computer. This information will need to be re-imported if you get a new version or go to another computer. This data will continue to be available if you switch to another database.

Backward
Get
Forward

Load
Match
Update
Push

Print
eXit
Info

NOTE: The NWEA Student By School and Assessment Results files must be comma delimited files with a .csv file extension.

Default Test Date

The **Default Test Date** is populated with the oldest date in the Assessment Results data file. The **Default Test Date** is used during the update of the test tables for any records that do not have a test date in the data file. The **Use Most Recent Date** option can be selected to use the newest test date in the data file as the default date.

Default Test Date
02/29/2016
 Use Oldest Date
 Use Most Recent Date

Match Test Data

The **Sch**, **Student#** and **Student ID** fields will display zeroes for all students when the data is first loaded. The **Total records in file** and **Total unmatched records** to the right of the form will display the number of records loaded into the local table and the number of records that are still unmatched.

Sch	Student#	Student ID	Other ID	Last Name	First Name	Birthdate	Grade	Total records in file	Total unmatched records
0	0	0	99300002	Abbott	Alice	11/5/2002	8	479	479
0	0	0	99400001	Abbott	Allan	11/10/1998	12		
0	0	0	99400001	Abbott	Allan	11/10/1998	12		

After the test table is loaded the **Match** can be performed. This option will compare the local test table to the school database. It will use various comparisons to locate the student in the **STU** table. If the student is located the student's permanent ID number, school number and student number will be copied into the local test table.

Backward Get Forward Load **Match** Update Push Print eXit Info

Click the mouse on the **Match** button and a message confirming that you wish to match the records to students will display. Click the mouse on the **Yes** button.

The following options will display in the order that the records will be matched. The order can be changed by highlighting the input field and using the up or down **arrow keys** on the right. Match criteria can also be removed by highlighting the criteria and selecting **Remove**.

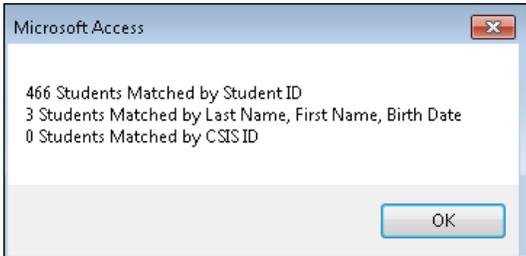
Matching Records Options

Input Field	STU Field	Order
ID	Perm ID	1
Other ID	Perm ID	2
LN, FN, Birth Date	LN, FN, Birth Date	3
ID	School Code & Stu Num	4
Other ID	School Code & Stu Num	5
Social Security	Social Security	6

Verify Birthdate:
Verify Name:
Only Un-Matched:

It is suggested that the records are **verified** by selecting the birthdate and/or name. This process can also be run for **Only Un-matched** records. After all selections have been made click the mouse on the **OK** button.

When the data match has completed a message will display. This message includes the number of students that were matched. Click the mouse on the **OK** button.



The **NWEA MAP Test Results** form will now display the **School #**, **Student #** and **Perm ID #** for students located in the **STU** table. Unmatched students will display zeroes in these fields. The **Total unmatched records** will display the number of remaining records that have not been matched to a student record.

Sch	Student#	Student ID	Other ID	Last Name	First Name	Birthdate	Grade
994	16	99400016	99400016	Acharya	Josiah	9/27/2000	11
994	23	99400023	9400023	Adame	Nambia	12/23/1999	12
994	35	99400035	99400035	Ahmad	Steven	10/28/2000	11
994	35	99400035	99400035	Ahmad	Steven	10/28/2000	11
993	44	99300014	99300014	Albert	Alison	11/7/2002	8
0	0	0		Alexander	Brandy	5/27/2000	11
0	0	0		Alexander	Brandy	5/27/2000	11
994	2	99400002	99400002	Avalos	Jorge	9/28/1999	11

Total records in file: 479

Total unmatched records: 10

Show unmatched test records only

Sort by name only

To display only unmatched students, click the mouse on the **Show unmatched test records only** box. The only students displayed will be students containing zeroes in the **Sch**, **Student#** and **Student ID** fields.

To sort students by name click the mouse on the **Sort by name only** box. The data will now display in student name order.

To locate a student in the **STU** table to be matched to the student displayed click the mouse on the **Stu Lookup** button.

Sch	Student#	Student ID	Other ID	Last Name	First Name	Birthdate	Grade
0	0	0		Alexander	Brandy	5/27/2000	11
0	0	0		Alexander	Brandy	5/27/2000	11
0	0	0	9402748	Woods	Erin	6/6/2000	11
0	0	0	9402748	Woods	Erin	6/6/2000	11
0	0	0	9402765	Young	Beth	1/3/2000	10
0	0	0	9402765	Young	Beth	1/3/2000	10
0	0	0		Zamora	Thomas	8/18/2000	9
0	0	0		Zamora	Thomas	8/18/2000	9

Total records in file: 479

Total unmatched records: 10

Show unmatched test records only

Sort by name only

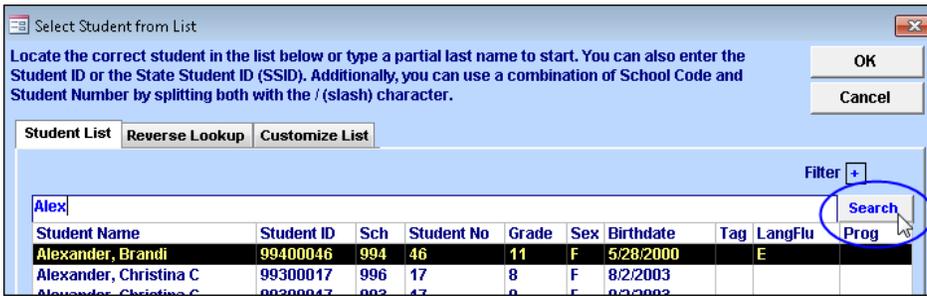
Matching Information:

Last Name	First Name	Birthdate	Grade	Other ID	
Alexander	Brandy	5/27/2000	11		Unmatch this student

Matched to Student ID: 0

Student Lookup

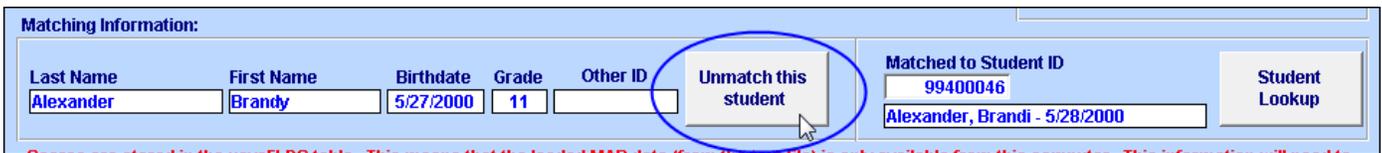
The following selection box will display. Enter part of the student's last name in the text field. Click the mouse on the **Search** button. A list of students will display.



If the student is located click the mouse on the student's name and click the mouse on the **OK** button. The **Sch**, **Student#** and **Student ID** numbers will be loaded into the temporary data table.

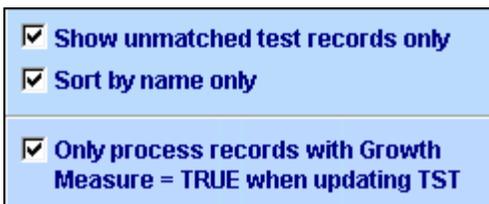
Unmatched students with more than one assessment record will need to be matched for each assessment record in the temporary table. In the above example most of the unmatched students have 2 assessment records and both records will need to be matched to the correct student in Aeries.

The **Unmatch this student** button can be used to remove the **Sch**, **Student#** and **Student ID** matching information from a record that was matched to the incorrect student in Aeries.



Growth Measure Option

In some cases students may have taken the same test twice during a testing administration. A field in the Assessment Results data file called **GrowthMeasureYN** indicates which record will be counted in the Growth Reporting. The **MAP12** through **MAP15B** file layouts have an additional option on the **NWEA MAP Test Results** form. When the **"Only process records with Growth Measure = TRUE when updating TST"** option is selected only the records that will be counted towards Growth Reporting are added to the **TST** table. When it is de-selected all records in the data table will be added to the **TST** table.



The **MAP15C** file layout does not have this option available on the **NWEA MAP Test Results** form. The option is selected by default and then hidden from the screen. This was done to facilitate loading the strand records into the **CST** table.

Print

Prior to running the **Update** function it is suggested that as many students as possible are matched. The **Unmatched MAP Records** report can be used to provide a list of unmatched records. Click the mouse on the **Print** button. The following report is created

Eagle Unified School District				8/10/2016
2016-2017		Unmatched MAP Records		Page 1
ID from File	Student Name	Grade	BirthDate	
	Alexander, Brandy	11	5/27/2000	
	Zamora, Thomas	9	8/18/2000	
	Zamora, Thomas	9	8/18/2000	
9402748	Woods, Erin	11	6/6/2000	
9402748	Woods, Erin	11	6/6/2000	
9402765	Young, Beth	10	1/3/2000	
9402765	Young, Beth	10	1/3/2000	
9402778	Zavaleta, Dolores	12	2/2/1999	
9402778	Zavaleta, Dolores	12	2/2/1999	

Update Test Tables

After the records in the temporary table have been matched and any remaining unmatched students have been manually updated, the data can be loaded into the Aeries **Testing** tables. Click the mouse on the **Update** button. A message will display asking if you wish to update the testing tables with records from the MAP table. To update the scores into the **Testing** tables click the mouse on the **Yes** button.



NOTE: Prior to updating the test scores it is the School or Districts responsibility to verify and match the students correctly to ensure the scores are loaded into the correct student record.

After the update has completed a message will display with total records processed, total records deleted that were previously added, and total new records added. Click the mouse on the **OK** button.



NOTE: The MAP12 through MAP15B file layouts will only import overall testing information into the TST table. The MAP15C file layout will import overall testing information into the TST table and strand test scores into the CST table.