TANGO DATA "CLEAN-UP"

FOR DISTRICT ASSESSMENTS



EXAMPLE I:VERIFY ALL YOUR STUDENTS HAVE TESTED

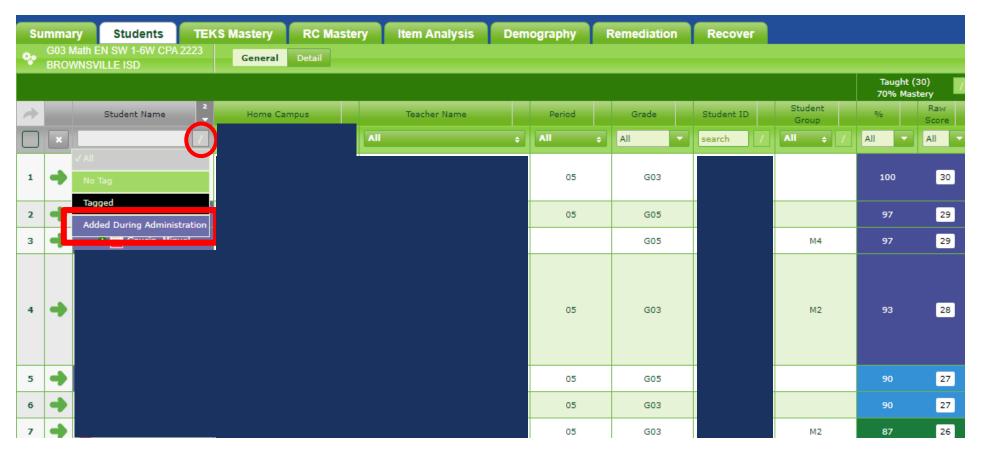
After accessing a specific assessment, you may identify any students pending the assessment if there is no data for them. These students will usually appear at the bottom of your list. Ensure that all pending students meet the assessment deadline.



This process should be completed before the testing window closes, so that you are able to test any pending students within the window.

EXAMPLE 2: IDENTIFY STUDENTS WHO WERE ADDED DURING ADMINISTRATION- DID THEY TAKE THE CORRECT ASSESSMENT?

YOU MAY FILTER THESE STUDENTS BY CLICKING ON THE "/" ICON ON THE STUDENT NAME COLUMN. A MENU WILL APPEAR. SELECT "ADDED DURING ADMINISTRATION". (THESE STUDENT NAMES ARE COLOR CODED IN PURPLE)



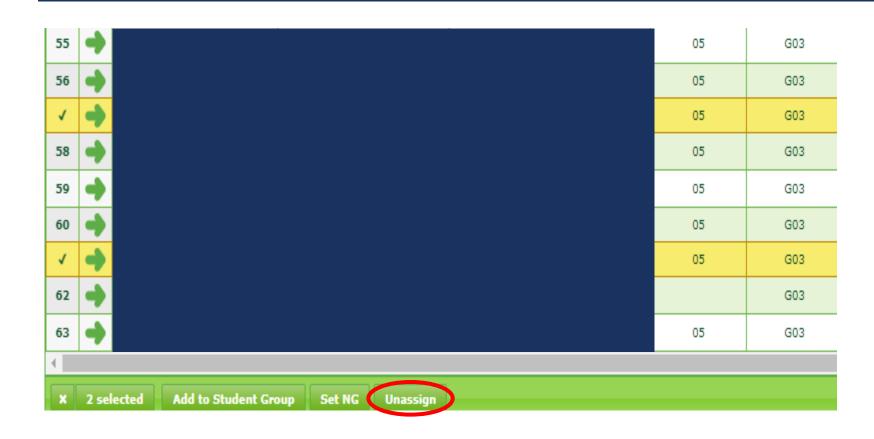


EXAMPLE 2: IDENTIFY STUDENTS WHO WERE ADDED DURING ADMINISTRATION- DID THEY TAKE THE CORRECT ASSESSMENT?

IF YOU HAVE ANY OF THESE STUDENTS, PLEASE VERIFY THAT THEY WERE SUPPOSED TO COMPLETE THAT ASSESSMENT. IF THEY WERE NOT SUPPOSED TO TAKE THIS ASSESSMENT, PLEASE LOOK AT EXAMPLE 3.



EXAMPLE 3: UNASSIGN ANY STUDENTS WHO SHOULD NOT BE ADMINISTERED THIS ASSESSMENT, FOR EXAMPLE STAAR ALT 2 STUDENTS



- Select row number for student/s. (You may select multiple students at a time.)
- 2. Click on the "Unassign" button at the bottom of the page.

PLEASE CONTACT YOUR A.R.E. COORDINATOR IF YOU NEED ASSISTANCE.

- ELEMENTARY-MS. RUBIO'S CLUSTER- JOANNA VILLARREAL- <u>JOANNAV@BISD.US</u>
- ELEMENTARY- MS. EMERSON'S CLUSTER- HADASSAH HERNANDEZ- HMHERNANDEZ@BISD.US
 - MIDDLE SCHOOLS/BAC- DEBRA JENNEY- <u>DJENNEY@BISD.US</u>
 - HIGH SCHOOLS/LINCOLN PARK/BLA- SANJUANITA GARZA- <u>SANJGARZA@BISD.US</u>