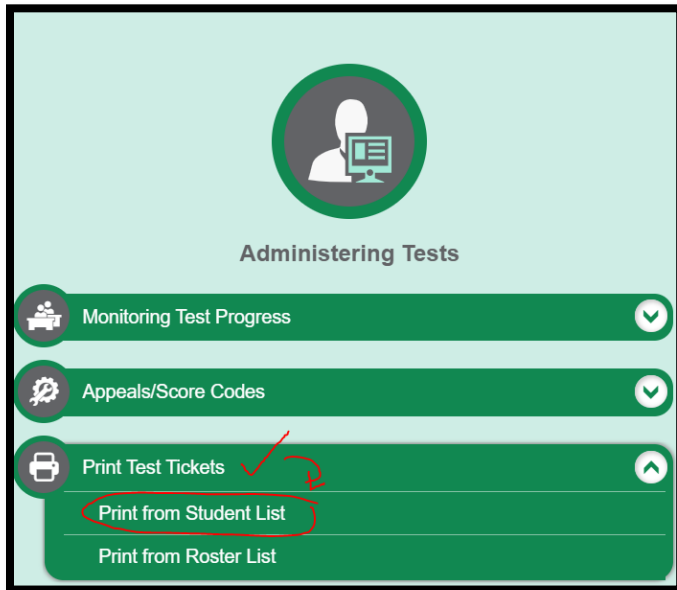


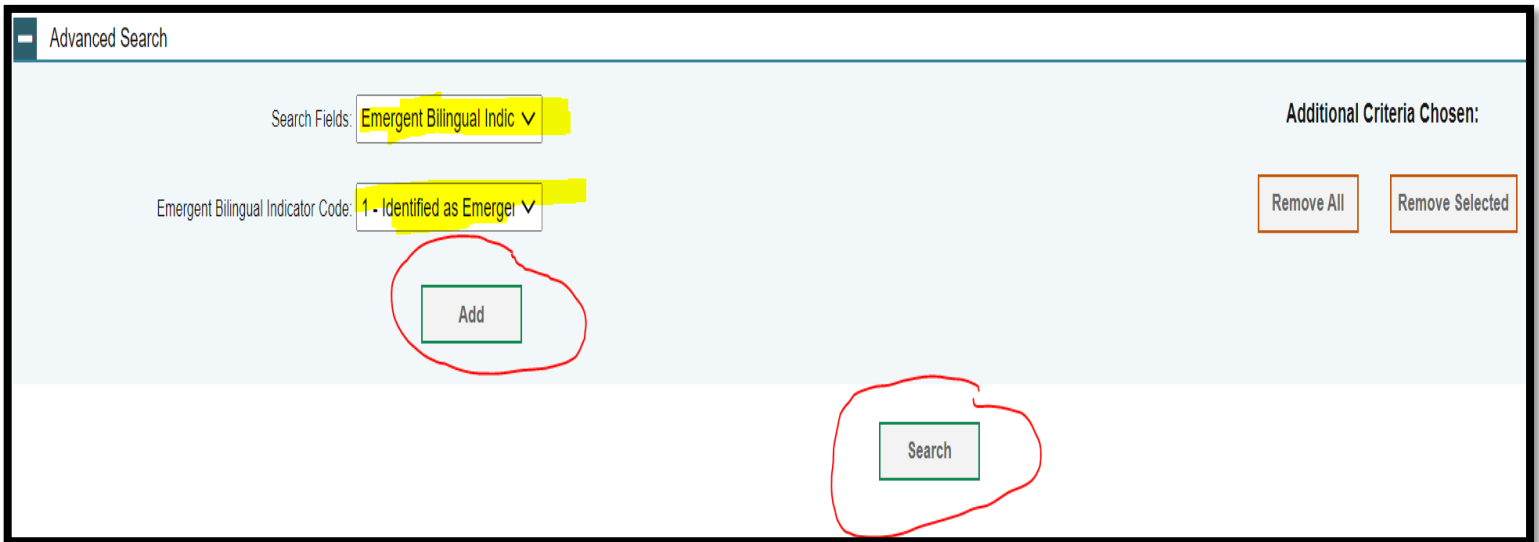
INSTRUCTIONS ON HOW TO GENERATE STUDENTS TEST TICKETS

1. Go to www.texasassessment.gov
2. Select TESTING PERSONNEL
3. Access the TIDE Card
4. Log in with your credentials
5. From the **GREEN Section** select PRINT TEST TICKETS followed by PRINT from STUDENT LIST Option

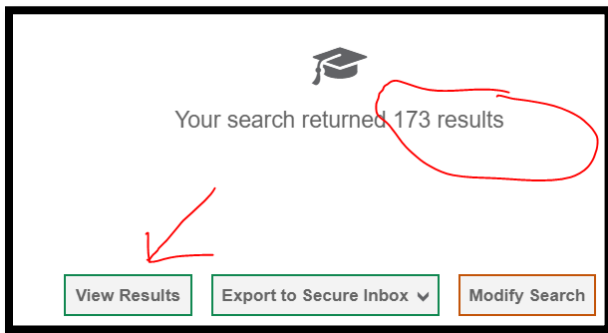


6. From this next screen, click on the **+** sign right next to the ADVANCED SEARCH option

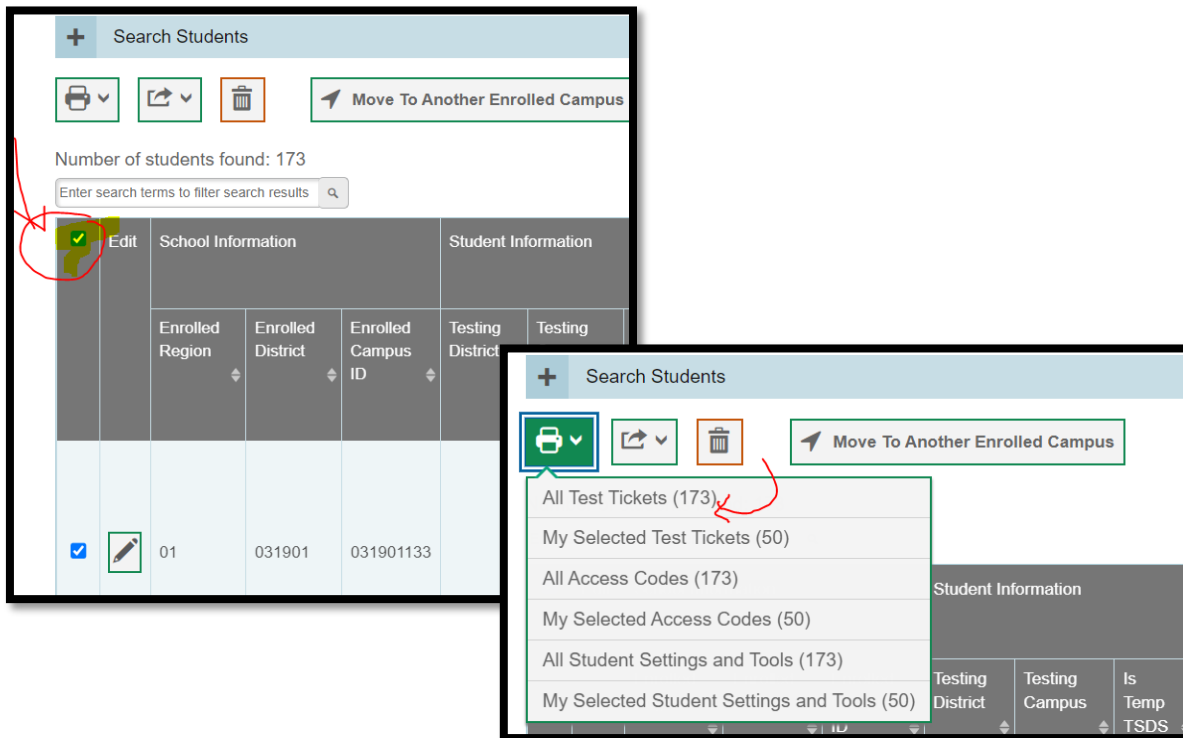
7. Now, use the drop down arrow in the SEARCH FIELDS area to locate the option of EMERGENT BILINGUAL INDICATOR CODE. Then, under the second field labeled as EMERGENT BILINGUAL INDICATOR CODE use the drop down arrow to select **"1- Identified as Emergent Bilingual"** and **CLICK ADD**. And, click **SEARCH**. Also, under the **GRADE** option select only **GRADES 2,3,4,5**.



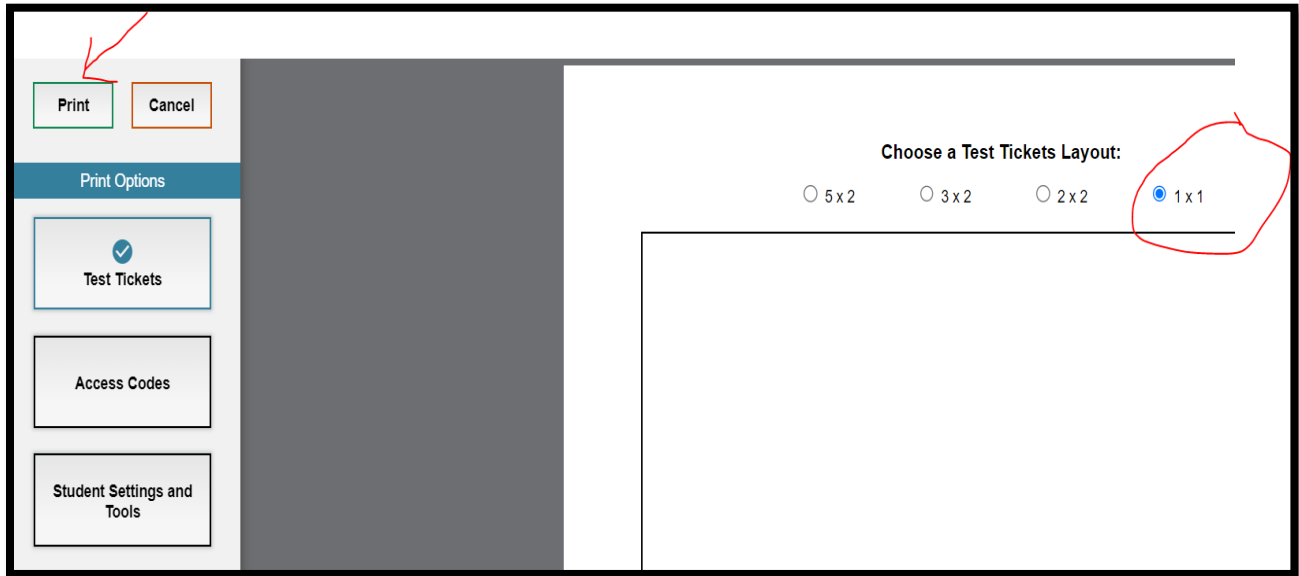
8. The system will show you the number of Emergent Bilingual students. Click on VIEW RESULTS



9. Click the fine box located on the far upper left corner (to select all students) and go to printer icon and select the option ALL TEST TICKETS.



10. Choose the number of tickets that you'd like to see per page (I recommend selecting 1X1 to avoid cutting) and click PRINT



11. The system will generate a PDF file just open it and send them to your printer.

