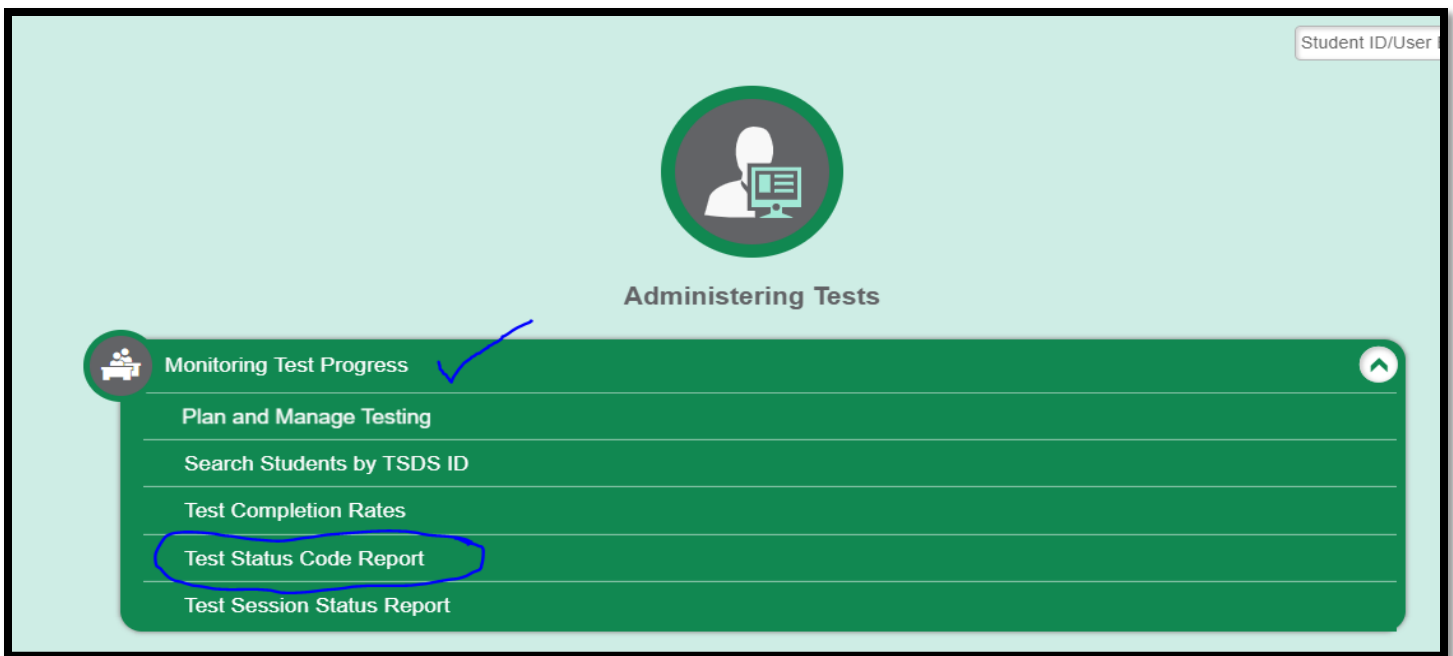


# INSTRUCTIONS ON HOW TO GENERATE THE TELPAS | TELPAS ALTERNATE TEST STATUS CODE REPORT

1. Go to [www.texasassessment.gov](http://www.texasassessment.gov)
2. Select TESTING PERSONNEL
3. Access the TIDE Card
4. Log in with your credentials
5. In the GREEN section locate **MONITORING TEST PROGRESS** and select TEST STATUS CODE REPORT



6. From the Test Instrument Window, use the drop down arrow to select TELPAS or if needed TELPAS Alternate and Click on Generate Report. Once ready click on EXPORT REPORT. This way you will download an Excel Report that will allow you to see the names of students that have completed the tests & the holistic ratings that have been UPLOADED to the system.

