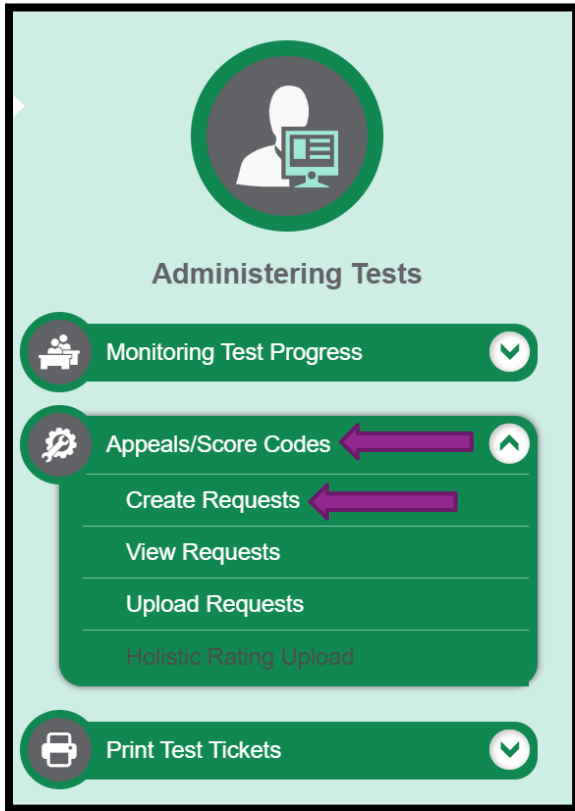
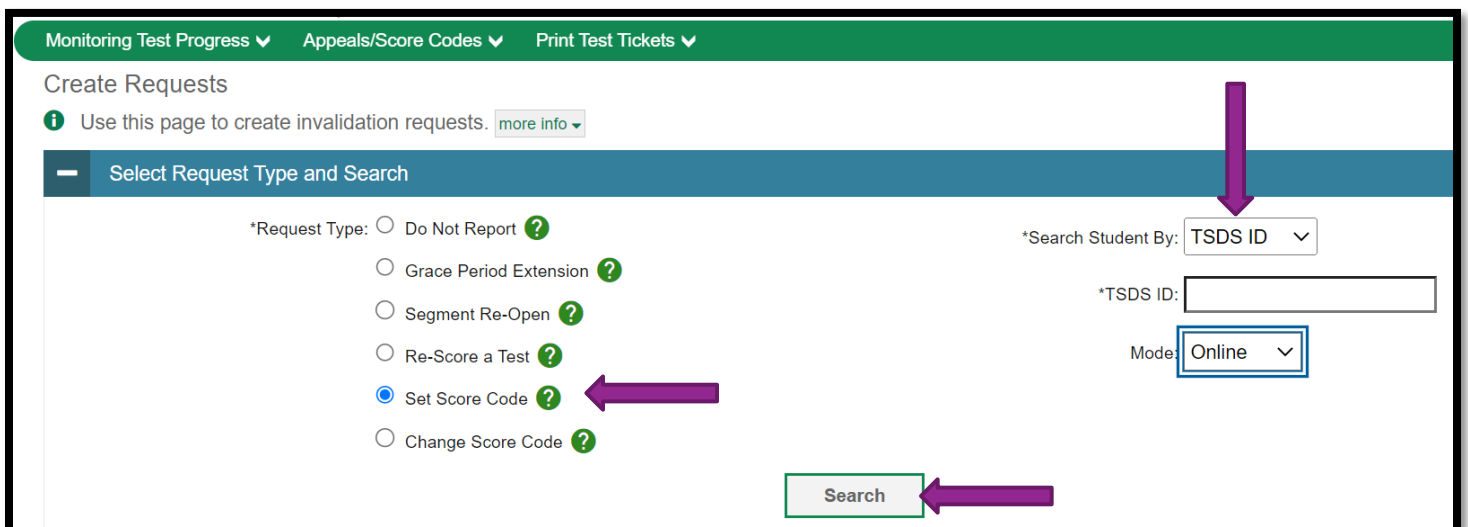


INSTRUCTIONS ON HOW TO ENTER SCORE CODES IN CAMBIUM (X,A,O,E,)

1. Go to www.texasassessment.gov
2. Select the TESTING PERSONNEL Tab
3. Click on Test Information Distribution Engine (TIDE)
4. From the **GREEN** area select APPEALS/SCORE CODES and click on CREATE REQUESTS



5. From this next screen make indicated selections: 1-SET SCORE CODE & 2 -TSDS ID & ONLINE. Click SEARCH.



- From this screen, place a checkmark right next to test for which you will need to set a score and Click NEXT.

REMEMBER:

TELPAS SCORE CODES IN TIDE

Score Codes for Online Tests			Score Codes for Holistic Assessments		
X	ARD-decision	An ARD committee, in conjunction with an LPAC, determined that a student should not be assessed in one more language domains due to a disability.	X	ARD-decision	An ARD committee, in conjunction with an LPAC, determined that a student should not be assessed in one more language domains due to a disability.
A	Absent	A student was absent each time he or she was scheduled to test or absent throughout the entire testing window.	E	Extenuating Circumstances	An eligible student cannot be rated in the specified domain due to extenuating circumstances. Due to the 6-week testing window, this should be rarely used.
O	Other	Examples for this score code include a student did not complete test due to illness or a test administration irregularity.			

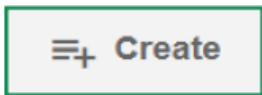
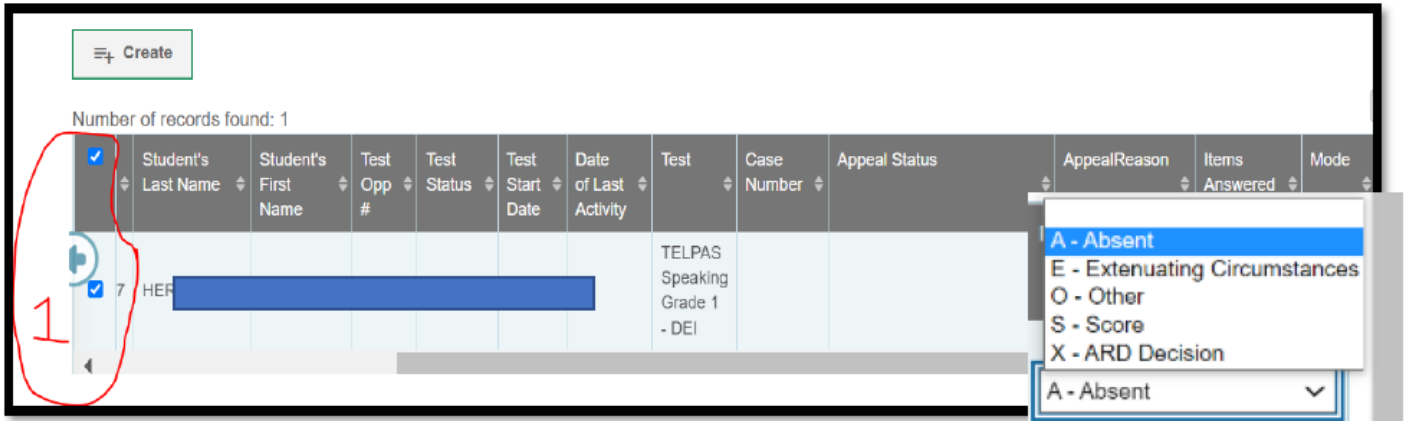
The score codes available in TIDE are by assessment program. It is important to know which TELPAS score codes apply to online tests, and which score codes apply to holistic assessments.

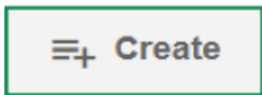
Number of records found: 4

<input type="checkbox"/>	Request Type	Campus ID	ResultID	TSDS ID	Student's Last Name	Student's First Name	Test Opp #	Test Status	Test Start Date	Date of Last Activity	Test	Case Number	Appeal Status
<input type="checkbox"/>	Set Score Code	031901121									TELPAS Writing Grade 1 - DEI		
<input type="checkbox"/>	Set Score Code	031901121									TELPAS Reading Grade 1 - DEI		
<input checked="" type="checkbox"/>	Set Score Code	031901121									TELPAS Speaking Grade 1 - DEI		
<input type="checkbox"/>	Set Score Code	031901121									TELPAS Listening Grade 1 - DEI		

- On the NEXT Screen ADD a checkmark in the tiny box located to left of kid's name and by scrolling all the way to the RIGHT you will find the area NEW SCORE CODE area where you will have to click on drop down arrow to select the code you must apply.

DO NOT SELECT S-SCORE!! This is ONLY used in very specific cases call ARE for Guidance!!!



8. Now go to the left of the screen and select  This will PROMPT you to **type a reason** for the selection of the code. Do not Leave it BLANK! Save it!