

Printing Your Student Profile Reports

**Step 1: Login to**  
**[www.edperformance.com](http://www.edperformance.com)**

# Step 2

Site Administration - Windows Internet Explorer

https://admin.edperformance.com/home/admin.ssp

File Edit View Favorites Tools Help

Search web...

Favorites MSN Suggested Sites Free Hotmail Get More Add-o...

K12 TotalView School Site Administration

*Hoosier Academies Virtual Pilot School*

Home Classroom District Reports District Tests Performance Tests Item Banks Resources Site Admin

Site Administration

**Site Admin**

- Students
  - [Search Students](#)
  - [Profile Reports](#)
- Classes
  - [List](#)
- Security
  - [Your Password](#)
- Scan Station
  - [Download Scan Station](#)

1. Click on Site Admin

Select a menu item.

2. Choose Profile Reports

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# Step 3

Student Profile Reports - Windows Internet Explorer

https://admin.edperformance.com/students/print.ssp

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Search web...

K12 TotalView School Student Profile Re...

Hoosier Academies Virtual Pilot School

School: Hoosier Academies Virtual Pilot School

Student Profile Reports

Select Report Contents  
Step 1 of 5

Student Profile report will display the latest test scores for the students who took tests within the selected time period.

Select Timeframe

☐ Testing Period 1: 8/1/09 - 10/30/09

☐ Testing Period 2: 4/1/10 - 6/30/10

☐ Full Year: 8/1/09 - 6/30/10

From July 1 2009 to September 30 2009

Select Subjects

☐ Mathematics ☐ Language Arts ☐ General Science ☐ Reading

Toggle all checkboxes on this page

Other Options

Include District Averages: ☒ Yes ☐ No

Choose Students: ☒ From Student List ☐ By Class

Include Footer in Report: ☒ Yes ☐ No

Select Report Contents  
Step 1 of 5

Cancel Next

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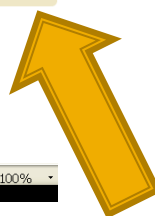
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Done Internet 100%

Choose testing period 1

Toggle all checkboxes to  
Choose all subjects.

1. Do not include district averages
2. Choose Students From Class List
3. Yes include footer
4. Click next.....



# Step 4

Student Profile Reports - Windows Internet Explorer

https://admin.edperformance.com/students/print.ssp

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Student Profile Re... K12: Public, Private ...

Page Safety Tools

Logout

School: Hoosier Academies Virtual Pilot School

Student Profile Reports

Select Students From Student List  
Step 2 of 5

Previous Cancel Next

Select the student you would like to include then click "Next".

Toggle all checkboxes on this page Index: A - Ch Page 1 of 5 >>

Select	Student	Student ID	Grade
<input checked="" type="checkbox"/>	Allen, Brice R.	1000000	5
<input type="checkbox"/>	Andersen, Nicolai B.		4
<input type="checkbox"/>	Armes, Devon P.		5
<input type="checkbox"/>	Armes, ShellieAnne M.		3
<input type="checkbox"/>	Barnhill, Ethan		1
<input type="checkbox"/>	Barnhill, Kali N.		2
<input type="checkbox"/>	Barton, Lauren R.		4
<input type="checkbox"/>	Benacka, Sydney E.		4
<input type="checkbox"/>	Bennett, Christopher C.		5
<input type="checkbox"/>	Betz, Rebecca L.		4
<input type="checkbox"/>	Betz, Tylor H.		1
<input type="checkbox"/>	Bottorff, Avery G.		2
<input type="checkbox"/>	Bottorff, Olivia C.		4
<input type="checkbox"/>	Bowser, Bodhi W.		4
<input type="checkbox"/>	Bucksot, Brandalyn P.		3
<input type="checkbox"/>	Bucksot, Raegan		2
<input type="checkbox"/>	Buis, Emma F.		1
<input type="checkbox"/>	Ruis, Parker W.		4

Choose a student and click next. Can't choose multiple kids and save individual files.

If you want to print a class set, choose the whole class and print them out. You could hand them out at the center.

start AIM Student Profile ... K12 TotalView S... K12 Online Scho... Inbox - Microso... Goebel Progress My Documents Microsoft Powe... Search Desktop 100% 1:32 PM

# Step 5

Student Profile Reports - Windows Internet Explorer

https://admin.edperformance.com/students/print.ssp

File Edit View Favorites Tools Help

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K12 TotalView School Student Profile Re...

**Select Report Template**  
Step 3 of 5

Previous Cancel Next

▶ The templates below are for (4) subjects.

Select	Template Name	Description	Examples
<input type="radio"/>	Portfolio Record	Report contains an extended current score list and a continuous test administration table for each subject selected. (2-4 subjects possible per page)	
<input type="radio"/>	Parent Review	Report contains a current score list and a longitudinal progress graph for each subject selected. (2 subjects possible per page)	
<input type="radio"/>	Parent Summary	Report contains a brief score list and a longitudinal progress graph for each subject selected. (4 subjects possible per page)	
<input type="radio"/>	Parent Extended	Report contains a complete current score list, a longitudinal progress graph, and guidance on the next skills appropriate to the student's instructional level for each subject selected. (2 subjects possible per page)	
<input type="radio"/>	Student Goals Summary	Report contains a high level current score list, a longitudinal progress graph, and guidance on the next skills appropriate to the student's instructional level for each subject selected. (2 subjects possible per page)	
<input type="radio"/>	Extended Student Profile	Report contains both current score and longitudinal progress data in graphical format, along with a short narrative. (2 subjects possible per page)	

**Select Report Template**  
Step 3 of 5

Previous Cancel Next

1. Extended Student Profile Report

2. Next

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Done

# Step 6

- Confirm on the next screen.
- The reports will appear in a pop-up. Make sure you click on the bar at the top to “allow pop-ups from this site”
- You will have to save the reports and then kmail them out individually.
- Repeat the process for each kid if you aren’t sending them from the center.

# Msg. to Families

- Families may not understand the data. Please include in your kmail an explanation of the scores. You will want to list what the target score is for each grade level and subject, so that they can understand if their child is on target. You have that info. in the email that Laura sent (The K12 STI indicator chart) This is the most important piece of the report.
- The NPR is a familiar indicator for families. They are used to seeing the national rankings in other assessments.
- **What is the SIP score?**  
SIP scores express the probability of a student correctly answering each item within the item pool for his/her enrolled grade in that state. For example, a fifth grade student who scores a SIP of 85 is expected to correctly answer 85% of the items aligned to the fifth grade standards. Both the overall subject score and the units are currently displayed with SIP scores. This can be an indicator of how the student will perform on their state test.