

Preliminary Reports

Relevant assessments:

- **M-STEP**
- **MI-Access**
 - » MI-Access Functional Independence (FI)
 - » MI-Access Supported Independence (SI)
 - » MI-Access Participation (P)
- **Early Literacy and Mathematics Benchmark Assessments (K–2)**

Preliminary Reports Provided

Accessing The Reports

Data Included

NOTE to Reader:

The **Assessment Coordinator Training Guide** is comprised of a series of documents published by the Michigan Department of Education (MDE) to provide information to District and Building Assessment Coordinators regarding their assessment-related roles and responsibilities. This guide provides the resources and knowledge base necessary to establish sound test administration practices and procedures that will allow for the reporting of valid and reliable test results. It will introduce you to Michigan's state assessment systems in general and will link you to the people, trainings, materials, tools, and resources needed throughout the process of coordinating state-provided assessments in your district.

This document is one chapter of the **Assessment Coordinator Training Guide** series. The **Assessment Coordinator Training Guide** is not meant to replace assessment-specific testing manuals, guides, training resources, or other documentation associated with each assessment program.

The web pages referenced in this document are active links. For the full URLs to these pages, please see the **Assessment Coordinator Training Guide Quick Reference** chapter. In that resource you will find an interactive list, along with the full URLs, of the assessment-related web pages you will need to access, as well as:

- A preface for the **Assessment Coordinator Training Guide**, which includes information on how to use the guide
 - An interactive **Table of Contents** for the training guide
 - A reference list of acronym definitions, and
 - Important contact information

It is recommended that you keep the **Assessment Coordinator Quick Reference** readily available for future use.



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Intro

Preliminary reports are available within 48 hours of testing for students who test online and take M-STEP, MI-Access, or Early Literacy and Mathematics Benchmark assessments. Preliminary reports are available through **Michigan’s Dynamic Score Reporting Site**, which is accessed through the Office of Educational Assessment and Accountability (OEAA) Secure Site. This chapter will give you an overview of the Preliminary Reports and how to access them, by answering the following questions:

- ▶ Which assessments provide Preliminary Reports?
- ▶ How do I access Preliminary Reports?
- ▶ What data is included on Preliminary Reports?

Which assessments provide Preliminary Reports?



The screenshot shows a 'Preliminary Student Roster Report' for Grade 05 English Language Arts. It includes a header with filters for Year (2018), Assessment (M-STEP), and Reporting Code (All). Below the header, there are performance indicators: a grey triangle for 'Preliminary margin of error', a yellow circle for 'Most at risk of falling behind', a yellow circle for 'Attention may be indicated', and a blue triangle for 'Adequate progress'. The main table has columns for 'Students (Total = 62)', 'Preliminary Scale Score', 'Preliminary Margin of Error', and 'Preliminary Scale Score' (1400-1499 Below Benchmark, 1500-1599 Above Benchmark). The table contains 8 rows of student data, each with a score and a performance indicator.

Students (Total = 62)	Preliminary Scale Score	Preliminary Margin of Error	1400-1499 Below Benchmark	1500-1599 Above Benchmark	Performance Indicators
	1456	±5	1400-1499	1500-1599	⚠ ⚠ ⚠ ⚠
	1513	±5	1400-1499	1500-1599	⚠ ⚠ ⚠ ⚠
	1478	±5	1400-1499	1500-1599	⚠ ⚠ ⚠ ⚠
	1510	±5	1400-1499	1500-1599	⚠ ⚠ ⚠ ⚠
	1491	±5	1400-1499	1500-1599	⚠ ⚠ ⚠ ⚠
	1471	±5	1400-1499	1500-1599	⚠ ⚠ ⚠ ⚠
	1499	±5	1400-1499	1500-1599	⚠ ⚠ ⚠ ⚠
	1499	±5	1400-1499	1500-1599	⚠ ⚠ ⚠ ⚠

Preliminary Student Roster Reports are available for M-STEP and MI-Access in **Michigan’s Dynamic Score Reporting Site**. Preliminary Student Roster Reports allow users to view student preliminary scale scores and claim and/or discipline scores by content area and grade. Preliminary scores are calculated using only machine-scored items available at the time the test is submitted. Preliminary scale scores and performance data are subject to change and should not be taken as a final evaluation of a student’s performance.

The Preliminary Student Roster reports are for school use only and may not be shared with the public. The data should not be used for any high-stakes decisions (e.g., grade or course placement, curricular evaluations, teacher evaluations).

NOTE: Early Literacy and Mathematics Benchmark Assessments **Student-Level Final Reports** are also available within 48 hours of students submitting all portions of a content area test. The Student-Level Final Reports are also available in the Dynamic Score Reporting Site through the OEAA Secure Site.

How do I access the Preliminary Student Roster Reports?



The **Preliminary Student Roster Reports** are available in **Michigan's Dynamic Score Reporting Site**. To access the Dynamic Score Reporting Site, users log into the [OEAA Secure Site](#), select the **Reports** tab at the top of the page and then select **Dynamic Score Reports** from the drop-down menu.

Detailed information about how to access and navigate the Dynamic Score Reporting Site is available in the **Dynamic Score Reporting Site User Guide** located on the [Secure Site Training web page](#) in the **Student Score/Reporting** section.

What data is included in the Preliminary Student Roster Reports?



The **Preliminary Student Roster Reports** contain student-level data based on machine-scored items available at the time the test is submitted. Preliminary reports are available for English language arts (ELA), mathematics, and social studies when a student has completed the test. Preliminary reports are not available for the M-STEP Science Field Test because individual student data is not reported for a field test (Science data is reported for MI-Access).

- **Preliminary scale scores:** Proficiency levels are not available on the Preliminary Student Roster Reports; preliminary scale scores are categorized as Above Benchmark or Below Benchmark.
- **Preliminary Margin of Error**
- **Claim and discipline data:** Claims are reported for ELA and mathematics; discipline raw score data—that is, points earned out of points possible—are reported for Social Studies.