

# 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 Student Roster Reports

Data Included in Student Roster Reports

## Assessment Coordinator Training Guide

## NOTE to Reader:

The **Assessment Coordinator Training Guide** is composed 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 **Quick Reference** chapter 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 Student Roster reports?
- ▶ What data is included in the Preliminary Student Roster reports?

## Which assessments provide Preliminary Reports?



**Preliminary Student Roster Report**  
 Year: 2019 | Assessment: M-STEP | ISD Code: 00000 | ISD Name: Demo ISD | District Code: 00000 | District Name: Demo | School Code: 00000 | School Name: Demo | Report Code: All  
 Grade 05 | English Language Arts | All Students

[Gray] = Preliminary Standard of Error    Most at risk of falling behind    Attention may be indicated    Adequate Progress    \* = Insufficient Data to Report

A Students (Total = 67)	B Preliminary Scale Score ▲	Preliminary Standard of Error	Preliminary Scale Score		D Reading	Writing	Listening	Research
			1203-1299 Below Benchmark	1300-1357 Above Benchmark				
Student, Demo A	i 1307	±5			Attention	Attention	Adequate	Adequate
Student, Demo B	i 1307	±5			Adequate	Adequate	Adequate	Adequate
Student, Demo C	i 1307	±5			Adequate	Adequate	Adequate	Attention
Student, Demo D	i 1307	±5			At Risk	Attention	Attention	Adequate
Student, Demo E	i 1306	±5			At Risk	Adequate	Attention	Attention
Student, Demo F	i 1306	±5			Adequate	Adequate	Adequate	Adequate

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 decision, such as grade or course placement, curricular evaluations, or 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 available in the Dynamic Score Reporting Site through the OEAA Secure Site.



## How do I access the Preliminary Student Roster reports?

To access the Preliminary Student Roster reports in 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 [M-STEP web page](#), under the 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 become available for online English language arts (ELA), mathematics, and social studies after a student has submitted all parts of the test.

Preliminary reports are not available for the M-STEP science test, because preliminary reports use performance-level cut scores and scale scores (which are computed based on proficient cut scores) for reporting. Performance-level cut scores were not set based on the Spring 2019 science field test data, but will be set after the Spring 2020 science operational administration data.

The data in the Preliminary Student Roster reports include:

- **Preliminary scale scores:** Performance levels are not available on the Preliminary Student Roster reports; preliminary scale scores are categorized as “Above Benchmark” or “Below Benchmark.”
- **Preliminary standard 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.