



Spring 2017 ISTEP+ Parent Portal Quick Guide

Accessing Your Student's ISTEP+ Assessment Results

Preliminary Results Available from 6/16 – 7/7/17: Your student's ISTEP+ preliminary results are available for you to review through the ISTEP+ Parent Portal from 6/16 – 7/7/17. Through the secure Parent Portal website, you will be able to view preliminary results, including your student's score and performance level (Pass+, Pass, or Did-Not-Pass) and written responses to ISTEP+ Part 1 questions for each subject area of your student's test.

Please remember, the ISTEP+ test results displayed in the Parent Portal during this window are considered **preliminary**. Scores may increase as a result of rescore before scores are considered final.

Final Results Available Beginning 7/31/17: Your student's ISTEP+ final results are available beginning on 7/31/17. Your student's final score and performance level (Pass+, Pass, or Did-Not-Pass), as well as Results by Academic Standard have been finalized on this release date.

Parents who have questions about Indiana state testing are encouraged to contact their school or corporation.

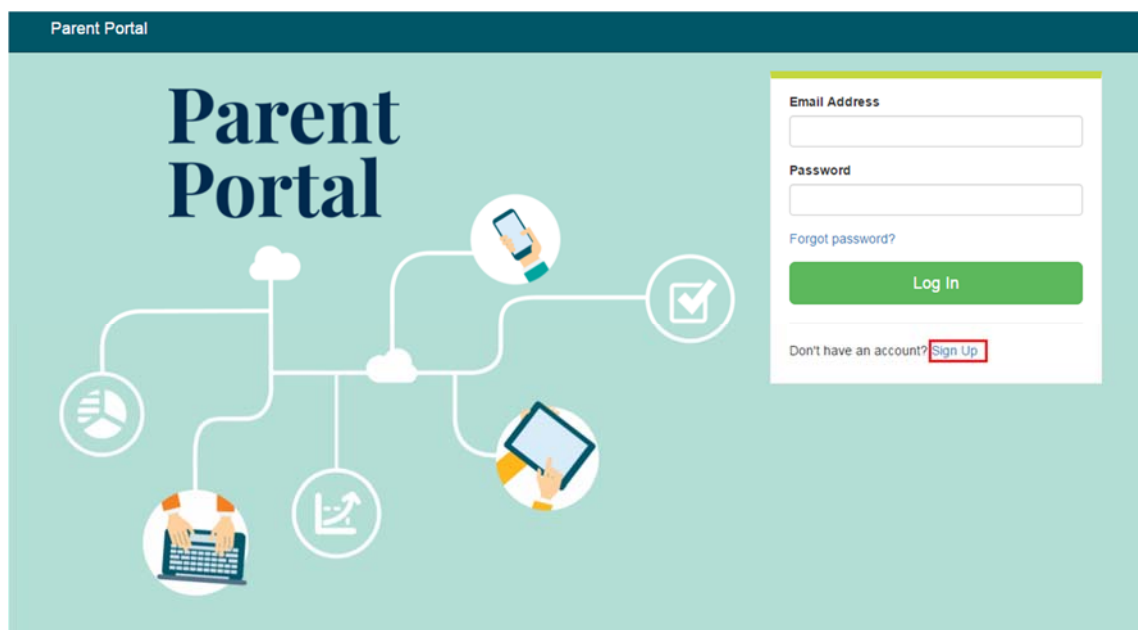
Security Notice to Parents & Guardians

At this time, all information displayed in Parent Portal is confidential and embargoed, meaning it may only be shared with you, your student and your student's teacher(s). Until the IDOE has released the contents contained in the Parent Portal, all information contained in the Parent Portal is secure and you are asked to not share any information with anyone, including members of your local school board and school staff.

This Quick Guide provides instructions on how to access and navigate the Parent Portal.

Step 1: Have Your Claim Code Ready

You will need your Claim Code to access your student's test results. Your confidential, personalized Claim Code was provided to you by your student's school. If you have not received your Claim Code, you will need to contact your student's school. Once you have your Claim Code, the Parent Portal can be accessed at <https://results.pearsonaccessnext.com/login> through a standard desktop, laptop, tablet, or smart phone browser. From the **Log In** page, you will first create an account by selecting **Sign Up**.

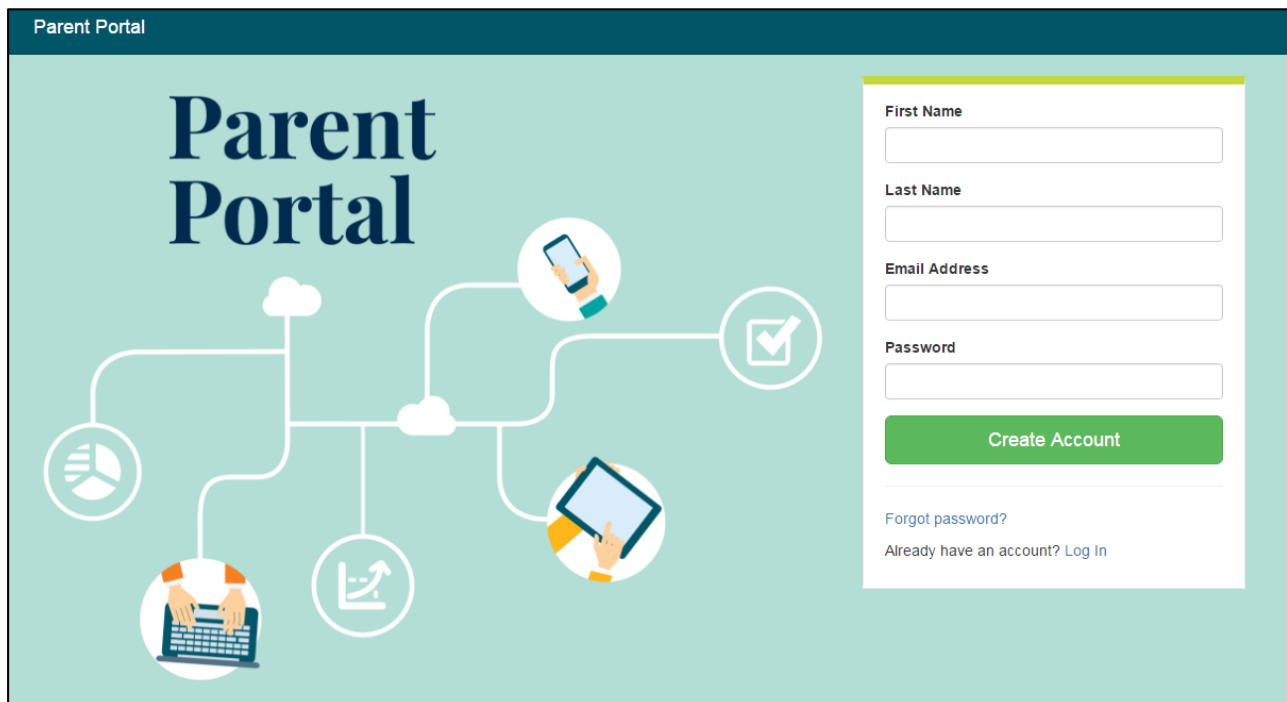


Step 2: Create an Account

After you select **Sign Up** on the Log In page, you will see the **Create Account** page. Create your Parent Portal account by entering **your** First Name, Last Name, Email address, and an initial Password. Passwords must contain a minimum of 8 characters and include at least one upper case letter (A-Z), one lower case letter (a-z), and one number (0-9).

For security purposes, after you select **Create Account**, you will immediately receive an email at the address you entered with a link to click to confirm your account. After you confirm your account in the email link, you will be taken back to the **Log In** page. Enter your Email Address and Password and select **Log In** to access the Parent Portal site.

If you do not have an email account, please contact your student's school. School representatives may, with your authorization, assist you in accessing your student's results.



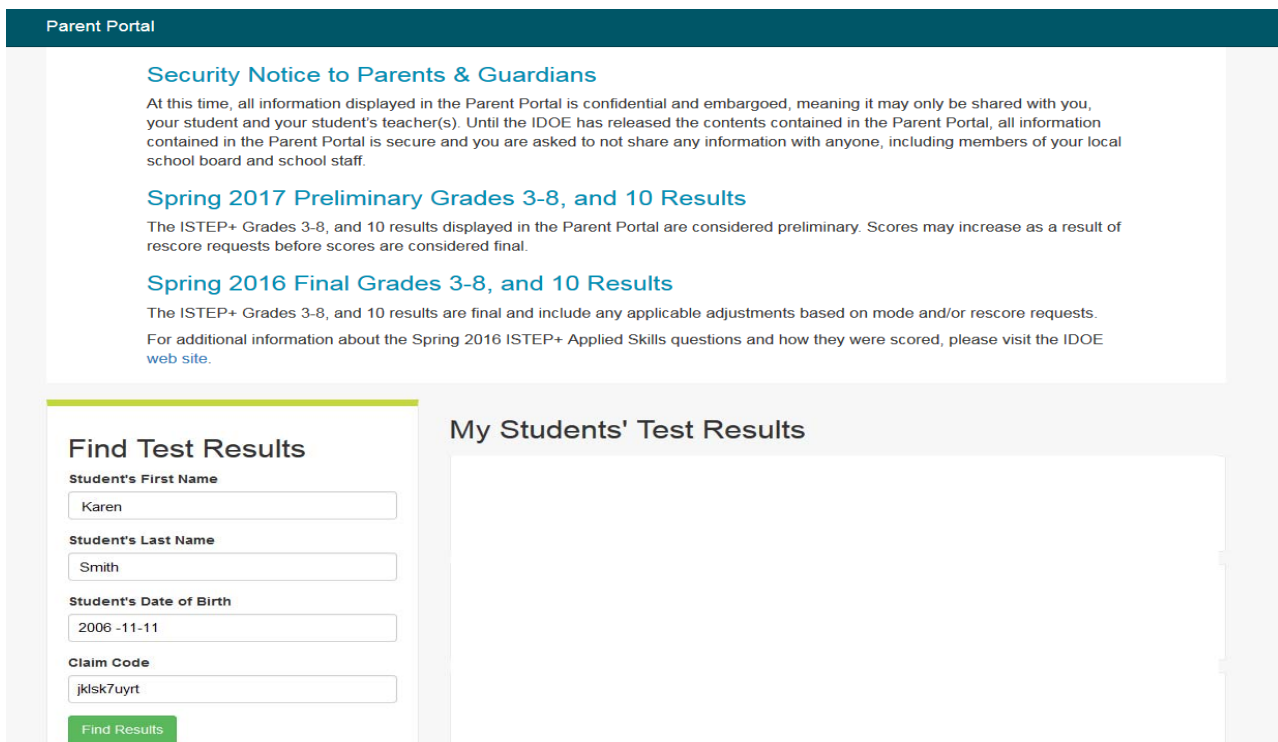
The screenshot shows the 'Parent Portal' login page. On the left, there is a large graphic with the text 'Parent Portal' and several icons representing a laptop, a smartphone, a tablet, and a checkmark. On the right, there is a registration form with the following fields: 'First Name', 'Last Name', 'Email Address', and 'Password'. Below the 'Password' field is a green 'Create Account' button. At the bottom of the form, there are two links: 'Forgot password?' and 'Already have an account? Log In'.

*Note: After you have created your account, if you forget your password or mis-typed it, please select the link, **Forgot password?** You will be prompted to enter your email address and an email will be immediately sent to you with a new link to reset your password.*

Step 3: Enter Your Student's Information

After logging in, you will see the **My Students' Test Results** page. On this page, you will enter **your student's** specific information in order to retrieve their results. This includes: Student's First Name, Student's Last Name, Student's Date of Birth, and the Student's unique Claim Code. If you have not received a Claim Code for your student, please contact your student's school. Each field must be entered exactly as it was provided to you. Claim Codes are case-sensitive.

After all fields are complete, select **Find Results**.



The screenshot shows the 'Parent Portal' interface. At the top, there is a dark teal header with the text 'Parent Portal'. Below this, there are three sections of text, each with a blue heading:

- Security Notice to Parents & Guardians**: A paragraph stating that all information in the Parent Portal is confidential and embargoed.
- Spring 2017 Preliminary Grades 3-8, and 10 Results**: A paragraph stating that these results are preliminary and scores may increase due to rescore requests.
- Spring 2016 Final Grades 3-8, and 10 Results**: A paragraph stating that these results are final and include adjustments based on rescore requests.

Below the text sections is a form titled 'Find Test Results' with the following fields:

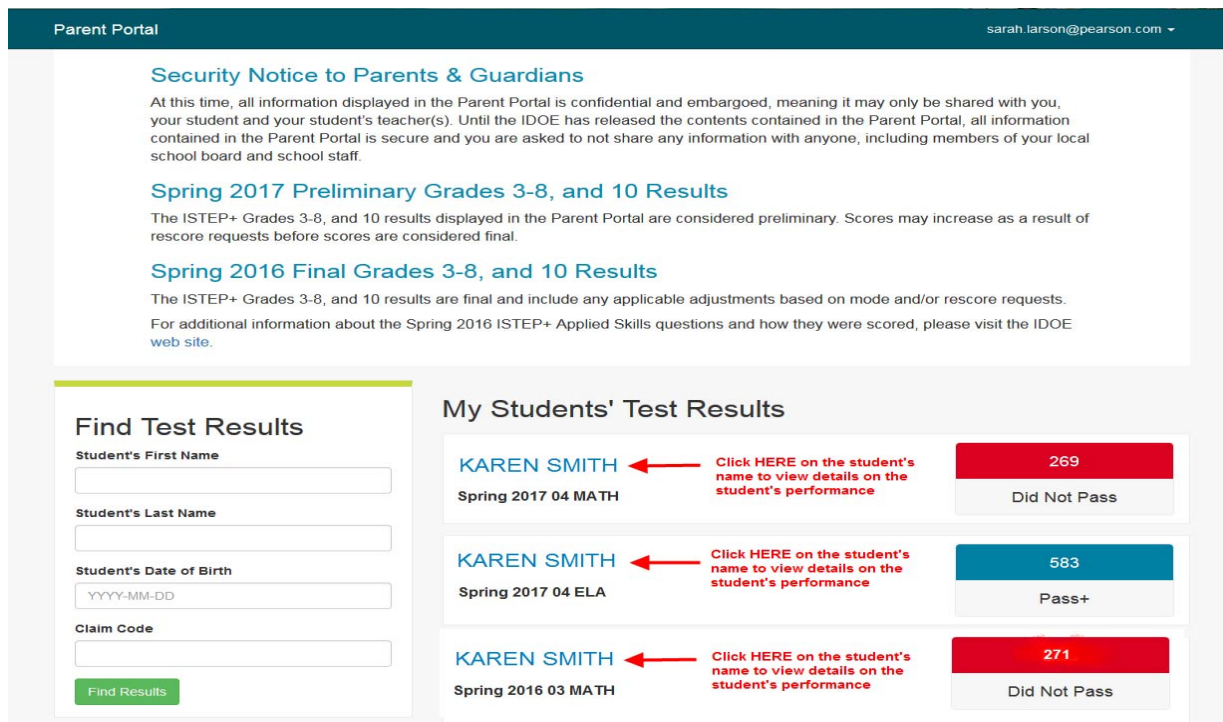
- Student's First Name**: Input field containing 'Karen'.
- Student's Last Name**: Input field containing 'Smith'.
- Student's Date of Birth**: Input field containing '2006 -11-11'.
- Claim Code**: Input field containing 'jklsk7uyrt'.
- Find Results**: A green button.

To the right of the form is a large, empty box titled 'My Students' Test Results'.

Note: You may enter information for more than one student using the same Parent Portal account. Each student will have a different Claim Code provided to you by his or her school.

Step 4: Review Your Student's Test Results

1. Your student's test results for each ISTEP+ assessment in which they participated will now be displayed. The screen shot below shows test results for a sample student, Karen Smith. You may see that the last test result is for the Spring 2016 assessment, the first two results displayed are for the Spring 2017 assessment.



The screenshot shows the 'Parent Portal' interface. At the top, there is a navigation bar with 'Parent Portal' on the left and 'sarah.larson@pearson.com' on the right. Below the navigation bar, there are three sections of text: 'Security Notice to Parents & Guardians', 'Spring 2017 Preliminary Grades 3-8, and 10 Results', and 'Spring 2016 Final Grades 3-8, and 10 Results'. The main content area is divided into two columns. The left column is titled 'Find Test Results' and contains a form with fields for 'Student's First Name', 'Student's Last Name', 'Student's Date of Birth', and 'Claim Code', along with a 'Find Results' button. The right column is titled 'My Students' Test Results' and displays a table of test results for Karen Smith.

Student Name	Test Date	Subject	Score	Performance Level
KAREN SMITH	Spring 2017 04	MATH	269	Did Not Pass
KAREN SMITH	Spring 2017 04	ELA	583	Pass+
KAREN SMITH	Spring 2016 03	MATH	271	Did Not Pass

2. On the **My Students' Test Results** page, select the [student's name](#) to review their assessment results detail and their score for each open-ended (essay and short-answer) test question for the selected subject area (data is available during the preliminary results window only).
3. The following is a sample screen showing this detail for Karen Smith's Spring 2017 **Grade 3 Math** test. The information displayed includes the following:
 - The student's overall score (in this case, 269),
 - The student's Performance Level (Did Not Pass),
 - The score range for each Grade 3 Math proficiency level (for example, Pass+ is a range of 480-690),
 - The student's scores on the Open Response Items for the selected test. In the following example, the student's score for Question 1, Standard Mathematical Process is 0 out of 2 points possible (Score 0/2). Data is available during the preliminary results window only.

- Links to the student’s responses to the Open Response Items (data is available during the preliminary results window only), and
- The student’s Results by Academic Standard. Please note, the Results by Academic Standards will **not** be available until final results are released.

Parent Portal

Print

KAREN SMITH

Spring 2017 03 MATH

Overall Score

269

Did Not Pass

Proficiency Level	Score Range
Pass+	480 - 690
Pass	425 - 479
Did Not Pass	185 - 424

Results by Academic Standard

Results by Academic Standards will not be available until results are finalized later this summer.

Perspective Study Materials tailored to these results.

Applied Skills

Rescore Status: Available

Responses for All Items

Select the Responses for All Items hyperlink to view and download the student's responses to this test.

Question 1

Standard	Score
Mathematical Process	0/2
Geometry and Measurement	0/2

Response

Select the Response hyperlink to view and download the student's response to this question.

Request Rescore

4. During the preliminary results window, and as shown on the sample screen above, you may view the student’s responses to Open Response Items (essay and short-answer questions) by selecting the [hyperlink](#) for each specific question. Please note, for some Applied Skills items, the score populated is the total of both parts of the item that were scored. By selecting the hyperlink, “Responses for All Items”, you can download and view all the items for your student’s specific test.
5. For additional information about the ISTEP+ open-response questions and the rubrics used to score student responses, please visit the IDOE web site at www.doe.in.gov/assessment/istep-grades-3-8, and <http://www.doe.in.gov/assessment/istep-grade-10>. **Please review this information carefully before deciding whether to request a rescore for your student’s response(s).**



6. After reviewing your student's responses, you may request a rescore for one or more responses by selecting the green **Request Re-score** button. *Once you select the **Request Re-score** button, you may not undo the rescore request.* When final results are released, rescore requests can no longer be made as student results are final.
7. Final scores will be available in the Parent Portal beginning July 31, 2017. When final scores are released, data in the Applied Skills section is no longer available.

Additional Information – If you need additional information or have questions regarding the Parent Portal, please contact your student's school and ask to speak with the School Test Coordinator. For questions regarding ISTEP+ Assessment or the Indiana Academic Standards, please visit <http://www.doe.in.gov/assessment/istep-grades-3-8>.

For grade 10 results, please visit <http://www.doe.in.gov/assessment/istep-grade-10>.