

Guide to identifying NRS students eligible for post-testing via Pentaho

This guide has been created specifically to help programs identify students in the NRS Report who are currently eligible for post-testing. Data in this tool is based on all NRS reportable activity entered through the prior day and reflects the official assessment being used to evaluate outcomes for the NRS.

The guide uses the drillable links available through Pentaho to specifically identify two groups of NRS students eligible for a post-test. The two groups include 1) students who haven't yet been post-tested, but have the instructional hours necessary and 2) students who post-tested previously, had no level gain and then continued in the program to earn enough instructional hours to receive another post-test, but haven't yet had it administered.

This guide also shows how to easily exclude individuals who are currently in the ASE High level and also to filter to students who are currently active in the program.

The guide takes advantage of the Pivot Table function in Excel to help the user quickly identify active students by current class section who are eligible for post-testing. Both a summary and a detailed version are provided.

STEP 1 – Login...

Access either through the link in DAISI's Static Reports Center or access directly through v2.iccbdaisi.org

After entering Username and Password, click Login

STEP 2 – Access Reports...

ICCB DAISI Home

- Program Data Upload
- Reports

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Program Administrator
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STEP 3 – Select the NRS Core Performance Measures Report...

Be sure the correct Fiscal Year is selected and then click the Run Report link for the report.

Reports for Fiscal Year 2015

Fiscal Year: 2015

Select Fiscal Year

Pentaho

Pentaho Home Page [Go](#)

Program Level Reports

NRS - Core Performance Measures	Run Report
GED 2014 Series - Summary Match by Month	Run Report
GED 2014 Series - Detail Match by Student	Run Report

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STEP 4 – Finding the group to “drill” to for your export ...

The report will generate and the first table has drillable links to identify students.

File View Help

NRS - Core Performance Measures

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Fiscal Year: 2015 AH Filter: Yes Quarter: 4 Program: College: Include Restricted Funding: Not Specified Include Unrestricted Funding: Not Specified Output Type: HTML (Single Page)

View Report

version: 1.3.11

Printed: 02/03/2015

NRS Core Performance Measures

Program: Applied AH Filter: Not Specified Funding Restricted: Not Specified
 College: Not specified Fiscal Year: 2015 Funding Unrestricted: Not Specified
 Include Students with at least 12 hours of attendance Quarter: 4

Performance Measures	Group Breakdown				Number of students needed to meet state target for this level	Eligible for a post-test and no prior LG (Group 2 & 3)	Number who Entered at Level in Program	Number who Completed Level in Program	Percent who Completed Level in Program	FY2015 State Targets	Percent Difference vs. FY2015 State Targets
	Group 1: Level Gainers (LG)	Group 2: PT, but no LG	Group 3: Enough AH, but no PT	Group 4: Lacked AH for PT							
ABE Beginning Literacy	5	0	0	0		5	5	100%	45%	55%	
ABE Beginning Basic	10	8	1	7	2	1	26	38.46%	44%	-5.54%	
ABE Intermediate Low	76	72	12	21		21	181	41.99%	37%	4.99%	
ABE Intermediate High	50	83	11	29	2	19	173	28.9%	30%	-1.1%	
ASE Low	22	22	4	10		5	58				
ASE High	0	2	26	4		26	32				
Subtotal: ABE/ASE	163	187	54	71		72	475				
ESL Beginning Literacy	10	2	0	1			13				
ESL Low Beginning	19	6	0	6			31				
ESL High Beginning	66	29	9	6		9	110				
ESL Intermediate Low	75	122	6	27	18	7	230				
ESL Intermediate High	81	156	8	18	6	18	263				
ESL Advanced	54	233	14	21	21	25	322	54	16.77%	23%	-6.23%
Subtotal: ESL	305	548	37	79		59	968	305	31.48%		
Total	468	735	91	150		131	1,444	468	32.41%	N/A	N/A
<i>ABE/ASE, excluding ASE High</i>						46	443	163			
<i>Total, excluding ASE High</i>						105	1,412	468			

Level completion rate when ASE High is excluded: 33.14%

Appropriate information will be here

REMINDER:
 If you want to have this report without drilling to specific students, you can set "Output Type" to "PDF" to generate this as a PDF document.
 Keep in mind that if you wish to drill to specific student data, the format must be left in the HTML (Single Page)

Click the number link here to "drill" to all students eligible for a post-test (excluding ASE High)

STEP 5 – Displaying your group in Excel ...

After clicking the appropriate number, the following menu will appear...

The screenshot shows the daisi application interface. At the top right is the daisi logo. Below it are tabs for 'NRS - Core Performance Measures' and 'Group Details'. The main area contains a grid of filters for report generation, including Fiscal Year (2015), AH Filter (Applied), Program, College, Quarter (4), NRS Group (All), Exclude High NRS Levels (Yes), Is ESL (Not Specified), and Is ABE/ASE (Not Specified). Below these are filters for NRS Level, Active in ICCB, Completed Level In Program, Eligible for Post Test, Funding Restricted, and Funding Unrestricted. An 'Output Type' dropdown menu is open, showing options: HTML (Single Page), HTML (Paginated), HTML (Single Page), PDF, Excel, Excel 2007, Comma Separated Value (highlighted), Rich-Text-Format, and Text. A 'View Report' button is located at the bottom left of the filter area.

REMINDER:
The original Pentaho report is still available on this tab.

These fields will automatically be populated.

No need to alter any of the fields in this display. Simply use the "Output Type" option and select Comma Separated Value.

Once Comma Separated Value is selected you might notice the screen dim for a second. As soon as this dim ends Comma Separated Value will appear as the Output Type. You can now click the **View Report** option and the report will generate into Excel

STEP 6 – Cleaning up the raw data in Excel...

Remove unneeded rows to prepare the data for the Pivot Table...

version: 1.3.3

Fiscal Year: 2015

AH Filter: Applied

Program:

College:

Quarter: 4

NRS Group:

Exclude NRS High: Yes

Is ESL: Not Specified

Is ABE/ASE: Not Specified

NRS Level: Not Specified

Active in ICCB: Not Specified

Completed Level: Not Specified

Eligible Post Test: Yes

Fund Restricted: Not Specified

Fund Unrestricted: Not Specified

NRS Core Performance Measures: Sub-report Details

Group	Is active in	Attendanc	SSN	Student ID	Name	Test Type	Pre NRS L	Pre Date	Pre Test F	Pre Test L	Pre Raw	Pre Scale	Pre GLE	Post NRS I	Post Date	Post Test I	Post Test L	Pre Raw	F
19	2 N	58.63				CASAS	ESL Advan	6/4/2014	186R	C		226		ESL Advan	#####	185R	C		
20	3 N	42				TABE-M	ABE Interr	#####	10 D			507	6						
21	3 Y	135.14				TABE-M	ABE Interr	6/9/2014	10 M			479	5.2						
22	3 N	79.72				TABE-R	ABE Interr	6/5/2014	9 D		27	492	5.1						
23	2 Y	41.25				CASAS	ESL Intern	7/1/2014	82RX	AX		212		ESL Intern	#####	84R	B		
24	2 N	56.2				TABE-R	ABE Interr	#####	10 M		32	487	5	ABE Interr	#####	9 M		35	
25	3 N	46.2				CASAS	ESL High B	#####	81RX	AX		197							
26	2 N	40.05				CASAS	ESL Intern	#####	83R	B		216		ESL Intern	#####	84R	B		
27	3 N	49.5				CASAS	ESL Advan	8/4/2014	185R	C		226							

Average: 1009.5 Count: 31 Sum: 2019

STEP 7 – Inserting the PivotTable...

Since the extra rows have been removed, you can insert the PivotTable...

1

2

Select the Insert option on the Excel menu.

Select PivotTable and then chose PivotTable from the drop-down

	A	B	C	D	E	F	G	M	N	O	P	Q	R					
1	Group	Is active in	Attendance	SSN	Student ID	Name	Test Type	Pre Scale	Pre GLE	Post NRS	Post Date	Post Test	Post Test					
2	2	N	58.63			K	CASAS	ESL Advan	6/4/2014	186R	C	226	ESL Advan	#####	185R	C		
3	3	N	42			M	TABE-M	ABE Interr	#####	10	D	507	6					
4	3	Y	135.14			R	TABE-M	ABE Interr	6/9/2014	10	M	479	5.2					
5	3	N	79.72			t	TABE-R	ABE Interr	6/5/2014	9	D	27	492	5.1				
6	2	Y	41.25			J	CASAS	ESL Intern	7/1/2014	82RX	AX	212	ESL Intern	#####	84R	B		
7	2	N	56.2			a	TABE-R	ABE Interr	#####	10	M	32	487	5	ABE Interr	#####	9	M
8	3	N	46.2			,	CASAS	ESL High B	#####	81RX	AX	197						
9	2	N	40.05			M	CASAS	ESL Intern	#####	83R	B	216	ESL Intern	#####	84R	B		
10	3	N	49.5			F	CASAS	ESL Advan	8/4/2014	185R	C	226						
11	2	Y	40.05			c	CASAS	ESL Advan	#####	185R	C	232	ESL Advan	#####	186R	C		
12	3	N	46.6			er	TABE-M	ABE Interr	7/3/2014	10	A	538	7.5					
13	3	N	42			s	CASAS	ESL High B	9/4/2014	81RX	AX	192						

STEP 8 – A few options for setting up the PivotTable...

Preferences such as these can be changed at any time...

The screenshot shows the Microsoft Excel interface with the PivotTable Tools - Design tab selected. The ribbon includes options for Row Headers, Banded Rows, Column Headers, and Banded Columns. The PivotTable Styles section shows various styles. The PivotTable Field List pane on the right shows a list of fields to add to the report, including Group, Is active in iccb, Attendance Hours Since Last..., SSN, Student ID, Name, Test Type, Pre NRS Level, Pre Date, Pre Test Form, Pre Test Level, Pre Raw, Pre Scale, Pre GLE, Post NRS Level, Post Date, Post Test Form, Post Test Level, Pre Raw2, Pre Scale2, Pre GLE2, Attendance Hours Between P..., Level Gain, Point Gain, Number Of Tests In Series, Average Hours Between Tests, Current Class 1, and Current Class 2. The PivotTable is located in cell A3 and is currently empty.

1 Click the Design option

2 Select the Subtotals drop down and choose Do Not Show Subtotals

3 Select the Report Layout drop down and choose Show in Tabular Form

The initial PivotTable will look like this. While some are matters of preference, you might find organizing the PivotTable using the PivotTable Tools - Design option (#1) to adjust how the data is displayed to be helpful. To do this, do the following:

1. Click the Design option
2. Select the Subtotals drop down and choose Do Not Show Subtotals
3. Select the Report Layout drop down and choose Show in Tabular Form

STEP 9a – Using the PivotTable to identify students eligible to post-test by class (a summary view)...

This simple Pivot Table allows active students eligible for a post-test to be identified by class...

By applying "Y" to the field Is active in iccb, the user can pull in just the students who are currently enrolled in a class in their program.

This simple design allows the user to see by Current Class Section the number of students in each class who are eligible to post-test.

Other than adding the Report filter, only the Row label box and the Values box have been used to create the report.

Keep in mind that you can identify specific students and detailed testing information by simply double clicking the SSN count number for a Class Section.

Current Class 1	Count of SSN
1	1
1	1
2	2
1	1
1	4
1	1
2	3
1	1
1	3
1	1
2	2
1	3
1	3
1	1
1	1
1	1
1	1
1	1
1	1
1	1
1	1
1	1
1	3
1	1
1	2
1	3
1	2

STEP 9b – Using the PivotTable to identify students eligible to post-test by class (a summary view)...

This Pivot Table allows active students eligible for a post-test to be identified by class (along with name, test type and attendance hours since last test)...

The screenshot displays the Microsoft Excel interface with a PivotTable and its field list. The PivotTable is filtered for 'Current Class 1' and shows columns for Name, Test Type, and Attendance Hours Since Last Test. The PivotTable Field List on the right shows 'Current Class 1' in the Row Labels, and 'Name', 'Test Type', and 'Attendance Hours Since Last Test' in the Column Labels. A yellow callout box explains that with adjustments to include Name, Test Type, and Attendance Hours since Last Test, the user can see actual students eligible for post-testing by Current Class Section.

Current Class 1	Name	Test Type	Attendance Hours Since Last Test
Y	V...	CASAS	256
	P...	CASAS	48
	F...	TABE-M	42
	V...	TABE-R	80
	J...	TABE-M	90
	F...	TABE-M	158
	G...	TABE-M	128
	S...	TABE-M	84
	V...	TABE-M	110
	A...	CASAS	232
	A...	TABE-M	118
	C...	TABE-M	52
	C...	TABE-M	110
	M...	TABE-M	82
	H...	TABE-M	96
	M...	TABE-M	40
	Z...	TABE-M	96
	B...	TABE-M	104
	R...	TABE-M	148
	U...	TABE-M	126
	M...	TABE-R	104
	N...	TABE-M	78
	V...	TABE-M	150

STEP 10 – A few more basics regarding PivotTables...

A basic overview of using fields to filter, create columns and rows and determine values...

	CASAS	TABE-M	TABE-R	Grand Total
ABE Beginning Basic Education		1		1
ABE Intermediate Low		12	9	21
ABE Intermediate High		12	7	19
ASE Low		1	4	5
ESL High Beginning	9			9
ESL Intermediate Low	7			7
ESL Intermediate High	18			18
ESL Advanced	25			25
Grand Total	59	26	20	105

PivotTable Field List:

- Report Filter: Is active in iccb
- Column Labels: Test Type
- Row Labels: Pre NRS Level
- Values: Count of SSN

Callouts:

- 1: Report Filter (Is active in iccb)
- 2: Values (Count of SSN)
- 3: Row Labels (Pre NRS Level)
- 4: Column Labels (Test Type)

PivotTables allow the user to drop fields in various areas to create the report. Here are a few basics:

1. Report Filter - While other options exist for filtering to specific data sets, this area allows specific fields to be used to filter data. Multiple filters can be applied. For example, in this example data can be filtered to just those who are active using the drop down to select the Y value.
2. Column Labels - Any field dropped into this area box becomes its own column. In this example, the program uses CASAS, TABE-M and TABE-R so those values become the column headers.
3. Row Labels - Any field dropped into this area box becomes its own row. In this example, the student's NRS level (pre-test) has been selected to be a row value. It allows the user to see values for each row and column if the column area is used.
4. Values - Drop fields into this area box to get totals for various fields. Fields formatted as text (or general) will by default be counted. Fields with a numeric value will be default be summed. Options also exist to change values (i.e. instead of sum provide an average).