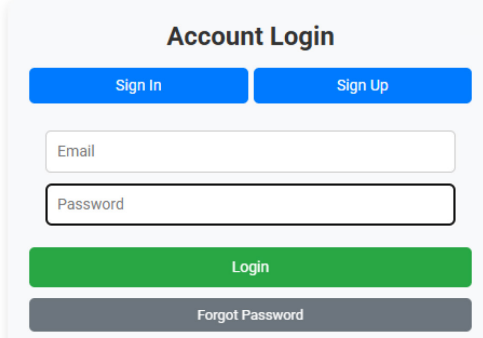


SRSN Data Guidebook

Upload Website Instructions

1. Go to <https://main.d2c452ydvq51y.amplifyapp.com/>
2. Click 'Sign Up' on your first login.



Account Login

Sign In Sign Up

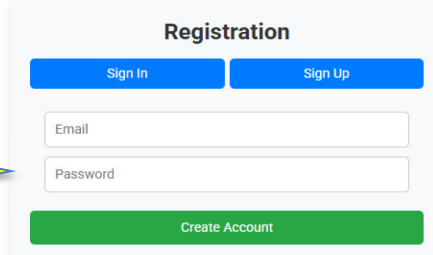
Email

Password

Login

Forgot Password

3. Enter your email and create a password for your account.
4. Click 'Create Account.'



Registration

Sign In Sign Up

Email

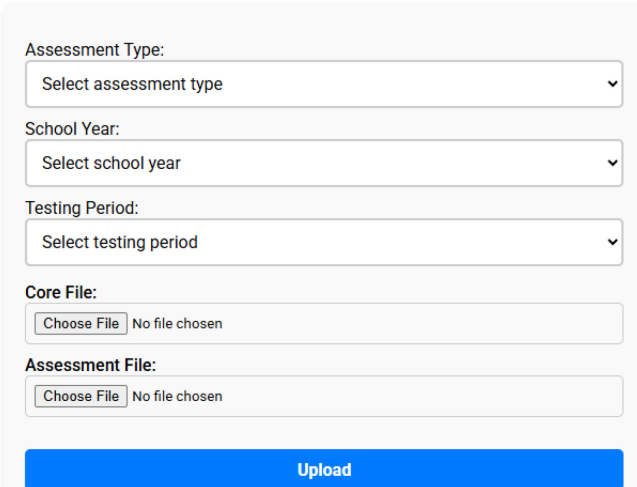
Password

Create Account

5. You'll be redirected back to the login page. If your information does not show up on the login screen, enter your email and newly created password, then click 'Login.'

Submitting Your Data

- Select Assessment Type.
- Select School Year.
- Select Testing Period.
- Upload the Core File using 'Choose File.'
 - Ensure your Core File meets the requirements listed below.
 - Use the Core File closest in time to your test period submission.



Assessment Type:
Select assessment type

School Year:
Select school year

Testing Period:
Select testing period

Core File:
Choose File No file chosen

Assessment File:
Choose File No file chosen

Upload

Core File Requirements

Each data submission must include a Core File with student demographic data submitted before the assessment file. The file structure is modeled on the MO DESE required CORE file. Only the following variables will be used for aggregation and identification.

Please remove any additional columns. The relevant columns should have this order.

COLUMN NAME	COLUMN LOCATION
CurrentSchoolYear	A
ReportingDistrictCode	B
ReportingSchoolCode	C
StudentID	D
StudentGradeLevel	E
Gender	F
RaceEthnicity	G
LunchStatus	H
ELLLanguage	I
LEPELL	J
IEPDisability	K

NOTE: For assessments with separate ELA and MATH submissions, ensure that your StudentID matches across the ELA, MATH, and CORE files. You must submit the same CORE file before each portion of the assessment.

NOTE: District and school code information will be used to identify each district and school. Codes are drawn from the 2024 DESE School Codes:

- <https://dese.mo.gov/media/pdf/2022-dese-school-codes>
- <https://dese.mo.gov/media/pdf/2023-dese-school-codes>
- <https://dese.mo.gov/media/pdf/2024-dese-school-codes>

Once the CORE file is uploaded, continue with the assessment file(s). Specific instructions for your district assessment are provided in the next section.



Evaluate – Math and ELA

Assessment File Format Overview

Evaluate assessment files must be exported from the Evaluate platform and submitted as CSV files. **Each file should retain its original column headers and positions as specified below.** Only relevant columns will be used by the system; extra data will be cleaned automatically.

Reach out to Chris for help restructuring your data after the recent update if needed

StudentID must match exactly across the Core and assessment files.

NOTE: For the Evaluate assessment, StudentID must also match across time and submissions. The StudentID for this assessment is required to establish the change in proficiency level from time to time as the current proxy for growth in this assessment. StudentID is held in the AWS server and is not available for view or connected to the data shown on the dashboard. You may use your state provided id and the match with the CORE file will already be established. If your district chooses to create a random ID, please maintain the created list and continue to use it across all submissions (CORE and assessment file) in a given year.

COLUMN NAME	COLUMN LOCATION
StudentID	E
Month	G
Subject	I
Score %	J
Proficiency	K

