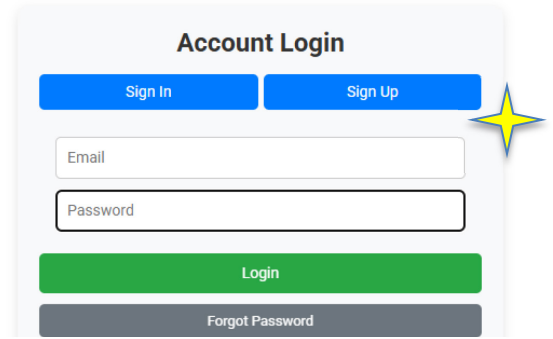


SRSN Data Guidebook

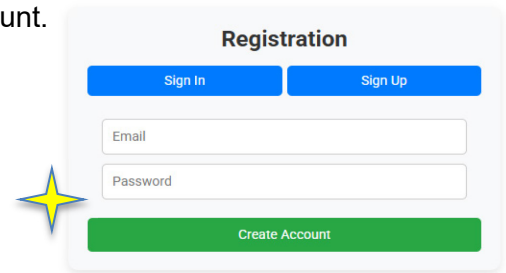
Upload Website Instructions

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



The 'Account Login' form features a title 'Account Login' at the top. Below the title are two blue buttons: 'Sign In' and 'Sign Up'. A yellow starburst graphic is positioned to the right of the 'Sign Up' button. Underneath the buttons are two input fields: 'Email' and 'Password'. Below these fields is a green 'Login' button, and at the bottom is a grey 'Forgot Password' button.

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

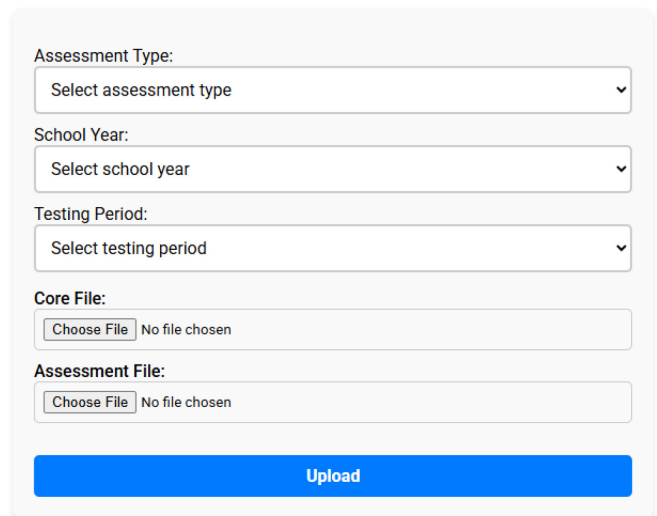


The 'Registration' form has a title 'Registration' at the top. Below the title are two blue buttons: 'Sign In' and 'Sign Up'. A yellow starburst graphic is positioned to the left of the 'Sign Up' button. Underneath the buttons are two input fields: 'Email' and 'Password'. Below these fields is a green 'Create Account' button.

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.



The 'Data Submission' form contains several dropdown menus and file upload sections. It starts with 'Assessment Type:' followed by a dropdown menu with 'Select assessment type'. Next is 'School Year:' with a dropdown menu 'Select school year'. Then 'Testing Period:' with a dropdown menu 'Select testing period'. Below these are two sections for file uploads: 'Core File:' and 'Assessment File:'. Each section has a 'Choose File' button and the text 'No file chosen'. At the bottom of the form is a large blue 'Upload' button.

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.



FastBridge – Math and ELA

Assessment File Format Overview

FastBridge assessment files must be exported from the FastBridge 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.

Submit separate files for Math and ELA. Each assessment file must be preceded by a Core File submission. StudentID must match exactly across the Core and assessment files.

FastBridge – Math Assessment File Format

COLUMN NAME	COLUMN LOCATION
Assessment	A
StudentID	G
Grade	O
Fall Percentile at School	Q
Fall Risk Level	T
Fall Final Date	U
Winter Percentile at School	W
Winter Risk Level	Z
Winter Final Date	AA
Growth Score from Fall to Winter	AB
Growth Percentile by Start Score from Fall to Winter	AF
Spring Percentile at School	AH
Spring Risk Level	AK
Spring Final Date	AL
Growth Score from Fall to Spring	AM
Growth Percentile by Start Score from Fall to Spring	AQ
Growth Score from Winter to Spring	AR
Growth Percentile by Start Score from Winter to Spring	AV



FastBridge – ELA Assessment File Format

COLUMN NAME	COLUMN LOCATION
Assessment	A
StudentID	G
Grade	O
Fall Percentile at School	Q
Fall Risk Level	T
Fall Final Date	U
Winter Percentile at School	W
Winter Risk Level	Z
Winter Final Date	AA
Growth Score from Fall to Winter	AB
Growth Percentile by Start Score from Fall to Winter	AF
Spring Percentile at School	AH
Spring Risk Level	AK
Spring Final Date	AL
Growth Score from Fall to Spring	AM
Growth Percentile by Start Score from Fall to Spring	AQ
Growth Score from Winter to Spring	AR
Growth Percentile by Start Score from Winter to Spring	AV

