

# Publish Test Scores and Structures

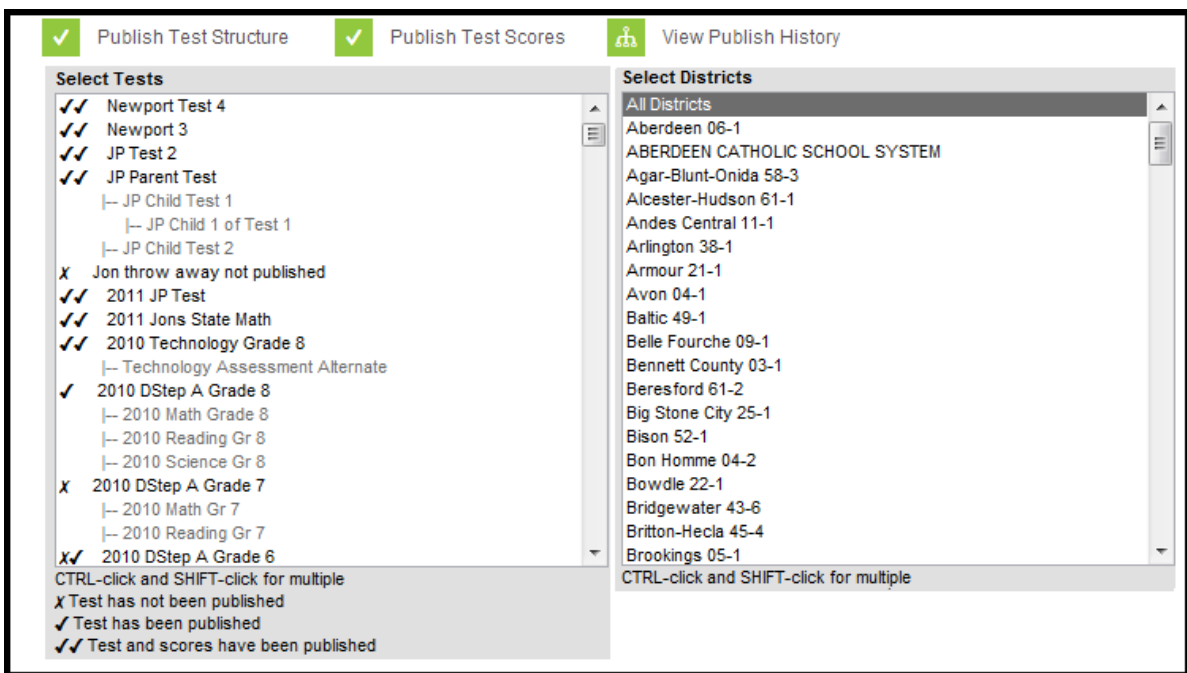
Last Modified on 10/22/2022 9:35 am CDT

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**Search Terms:** [Test Setup](#)

The Publish Test tool provides State Edition users with the ability to publish test structures and scores to DIS-connected District Edition users within the state. This tool allows states to efficiently create, update and share non-editable test structures and test scores.

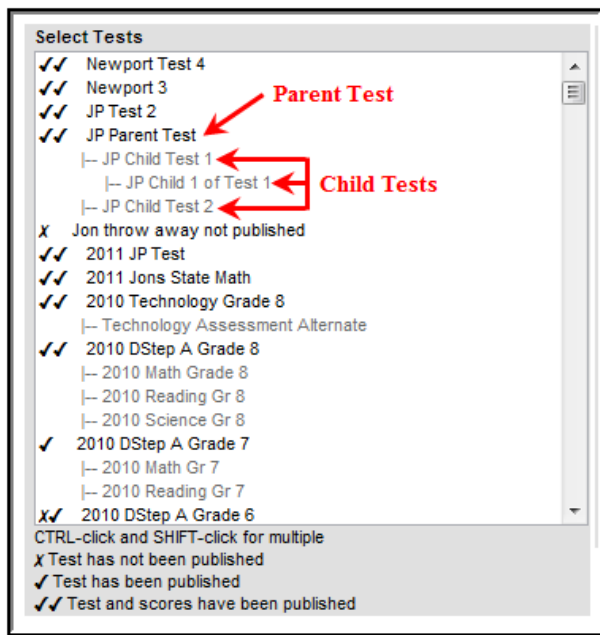


## Publish Tests

# Understand Test Hierarchy and Icons

Proper use of the Publish Test tool requires understanding how test hierarchies are displayed and what each set of icons within the Select Tests window indicate.

Tests are displayed in a parent - child hierarchy, where the parent test is displayed in black text and the child tests tied to the parent are staggered below the parent in grey text (see Image 2).



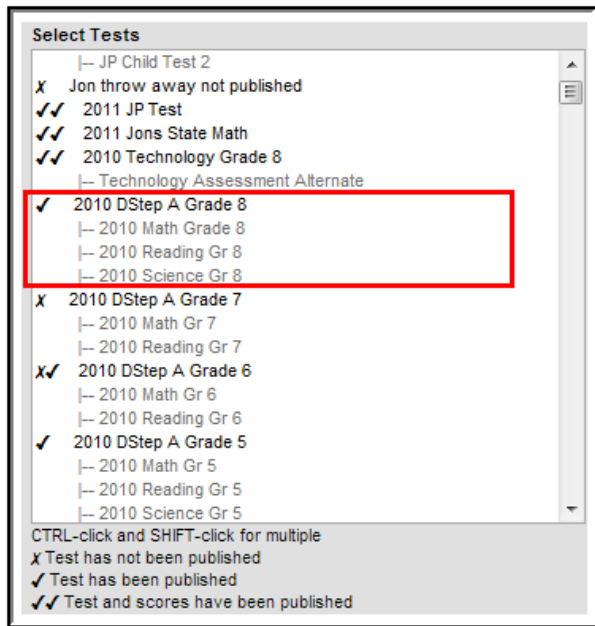
*Example of Test Hierarchy*

Publishing a test structure or test scores means everything contained within the parent and its child tests are published. Users cannot publish only the parent test or individual child tests. Because everything within a test (parent and child) is published, publishing indicators are only displayed next to the parent test.

This tool will not indicate changes made to specific child tests. If scores were added or a test structure was changed, icons will appear next to the parent and users will need to republish the test structure or scores in order to implement these changes.

## Test Has Been Published

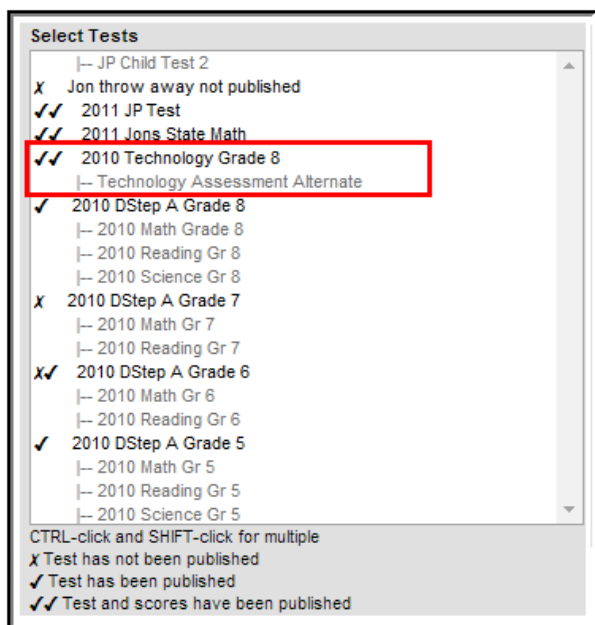
Tests displaying only a check mark indicate the test structure (and children) have been published to districts.



*Published Test Structure*

## Test and Test Scores Have Been Published

Tests displaying two check marks indicate the test structure has been published as well as all test scores (for the parent and all child tests).

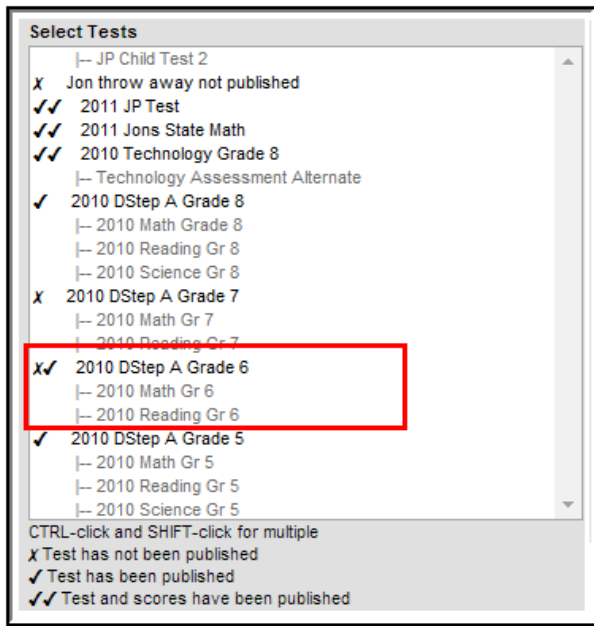


*Published Test Structure and Scores*

## Test Structure Has Been Published and Later Modified

Tests displaying an X and a check mark indicate the test structure was published but later modified and the modified test structure has not been published.

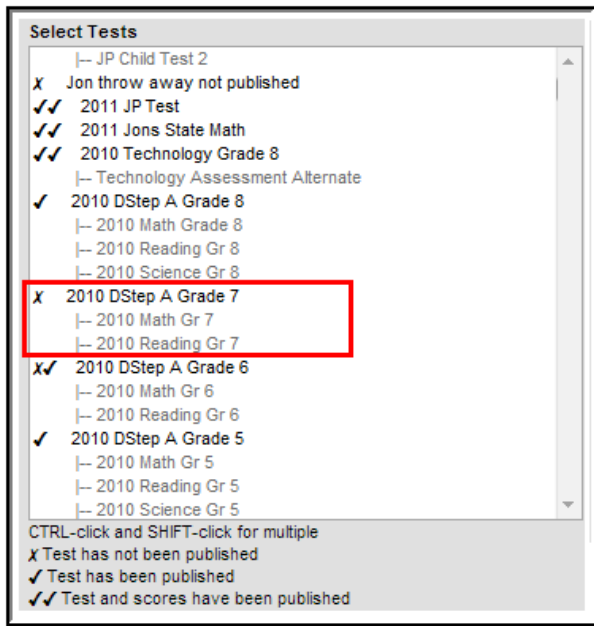
Assessment scores added after test scores have been published will not show indication of this within this tool. Only an adjustment made to the test structure will cause the test to show as modified after publication (an X and a check mark). Anytime users adjust test scores, add more test scores or modify the test structure, both the test structure and test scores **MUST** be republished in order for data to match properly between state and district.



*Published and then Modified Test*

## Test Has Not Been Published

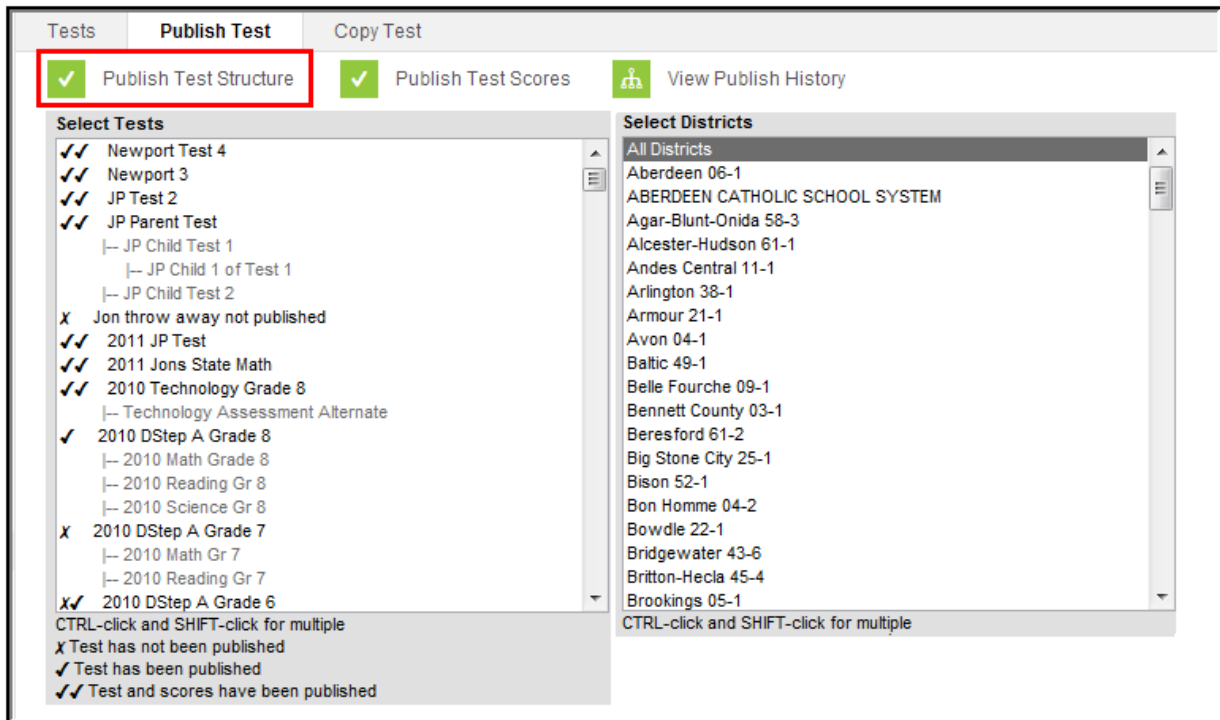
Tests with an X indicate the test structure and scores have not been published.



Test Structures

# Publish Test Structures

Assessments created at the state-level can be published to DIS-connected districts using the Publish Test tool.

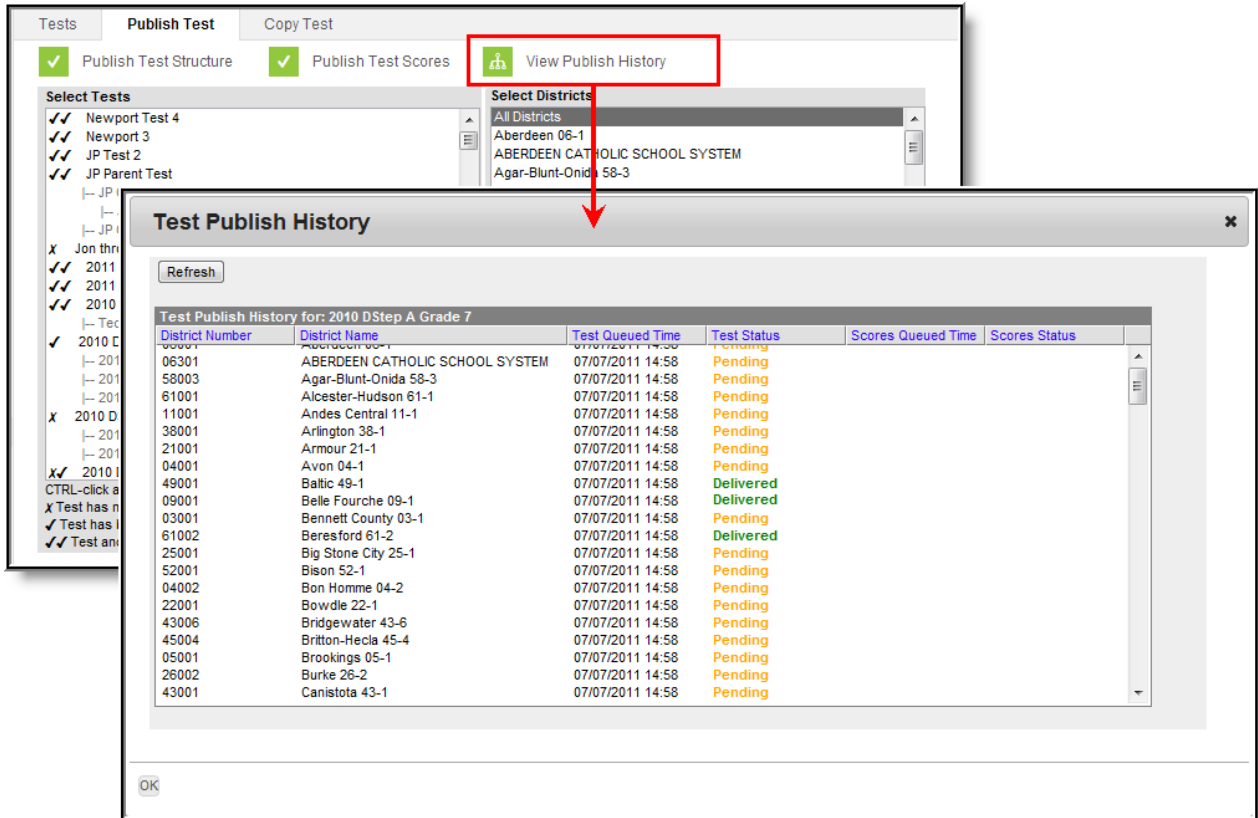


Publishing Test Structures

To publish an assessment(s) to districts:

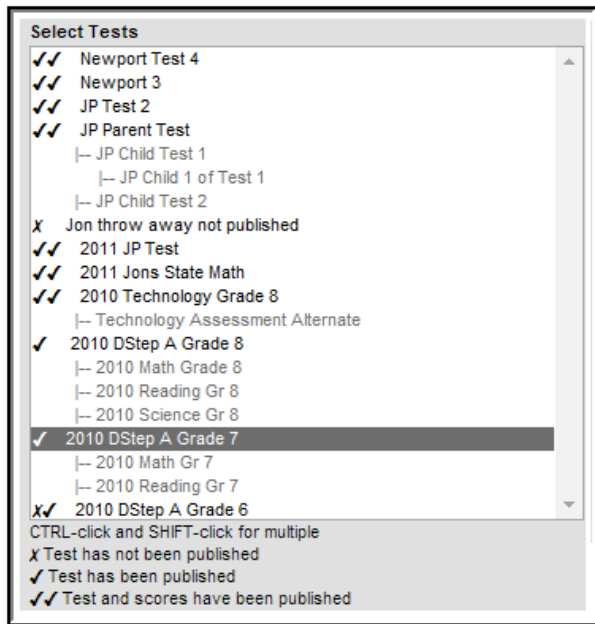
1. Select each parent test within the **Select Tests** window.
2. Select each district within the **Select Districts** window. Only selected district will receive the test structure.
3. Click the **Publish Test Structure** button. A notification appears, informing you that the test structure(s) has been published.

Once the test structure(s) has been published, select the **View Publish History** button. The **Test Publish History** window will appear, displaying the current status of the test structure per district. A Test Status of Delivered indicates the district successfully received the assessment structure. See the Viewing the Publish History section for more information about each Test Status.



### View the Test Publish History

Once at least one district has successfully been delivered the test structure, a check mark icon will appear next to the assessment within the **Select Tests** window. Also, a notification will appear in each district's **Process Alerts** (formerly **Process Inbox**), linking them to the published test structure.



### *Published Test Structure*

Published test structures are accessible within the District Edition however, because they are state owned and managed they cannot be modified by district users. The **Display in Portal** and **Display in Transcripts** fields are editable in the District Edition.

**Test Detail : State Test (District Users Cannot Edit)**

**\*Name**  
2010 DStep A Grade 7

**Parent Test**  
(no parent)

**Code** 10Gr7    **Subject**    **Year** 09-10

**Test Grade Level**  
07: Seventh Grade

**Assessment Type**  
ALT: Alternate

**Standards Type**  
A: Alternate

**Start Date**    **End Date**

**Test Type**

District Test     Display in Portal

**State Test**     Display in Transcripts

**State Code** SD: South Dakota     Scale Score     Result

National Test

ACT     PSAT     SAT     SAT2     NAEP

Select the score fields you want to use:

Date     Scale Score     Raw Score     Reason Code     Received Accommodation

Percentile     Percent     Normal Curve Equivalent     Result     Invalid

**Academic Achievement Standard**

**NCLB Alternative Test: Invalidation Codes**

SPED Teacher Did Not Administer Assessment     No Supporting Evidence Submitted

**Question Label**

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**Result Statuses**

Value	Result Code	Label	Passing Score
X			<input type="checkbox"/>

*Example of a Published Assessment at the District Level*

## Publish Test Scores

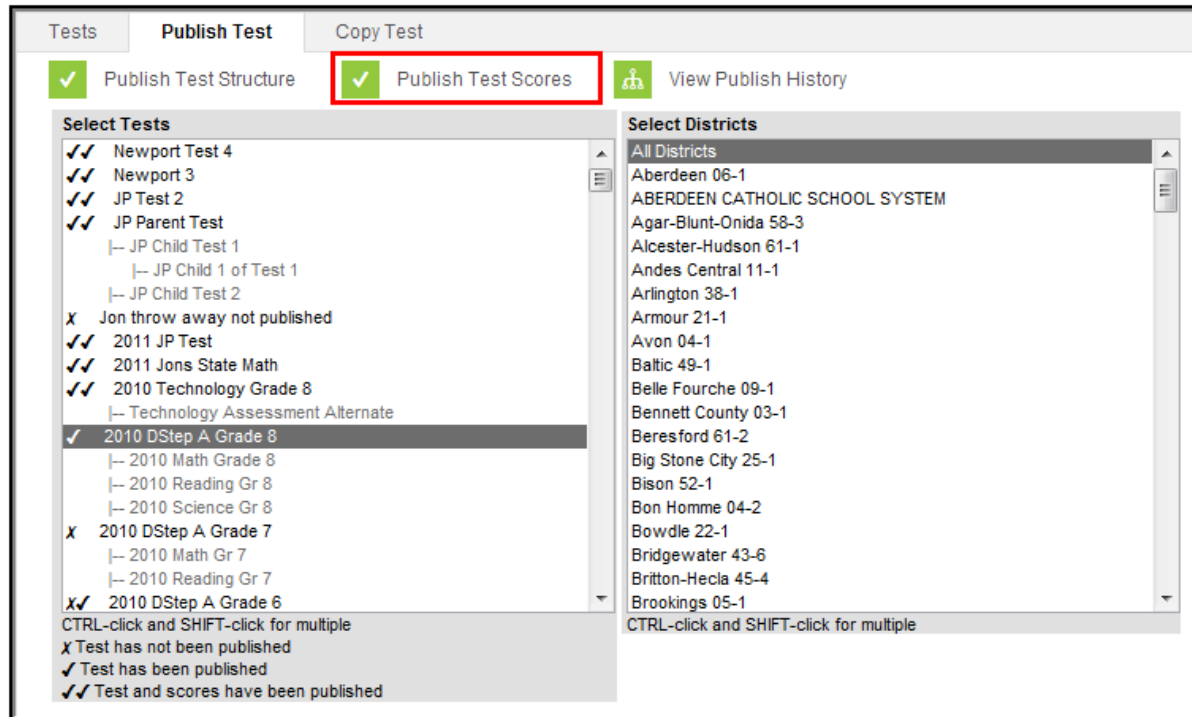
Test scores can be published to state published test structures using the Publish Test tool.

A test must be published before test scores can be published. Test scores are entered at the state level manually on a student's [Assessment tab](#) or by importing scores via the [Score Import Wizard](#).

**Only assessment scores in the active Zone Year are published from State to District.**



**For users who have more than one active Zone Year, logic looks at the year selected in the School Year field found in the Campus toolbar and validates it has a corresponding active Zone Year. Only test scores for that year will be published.**

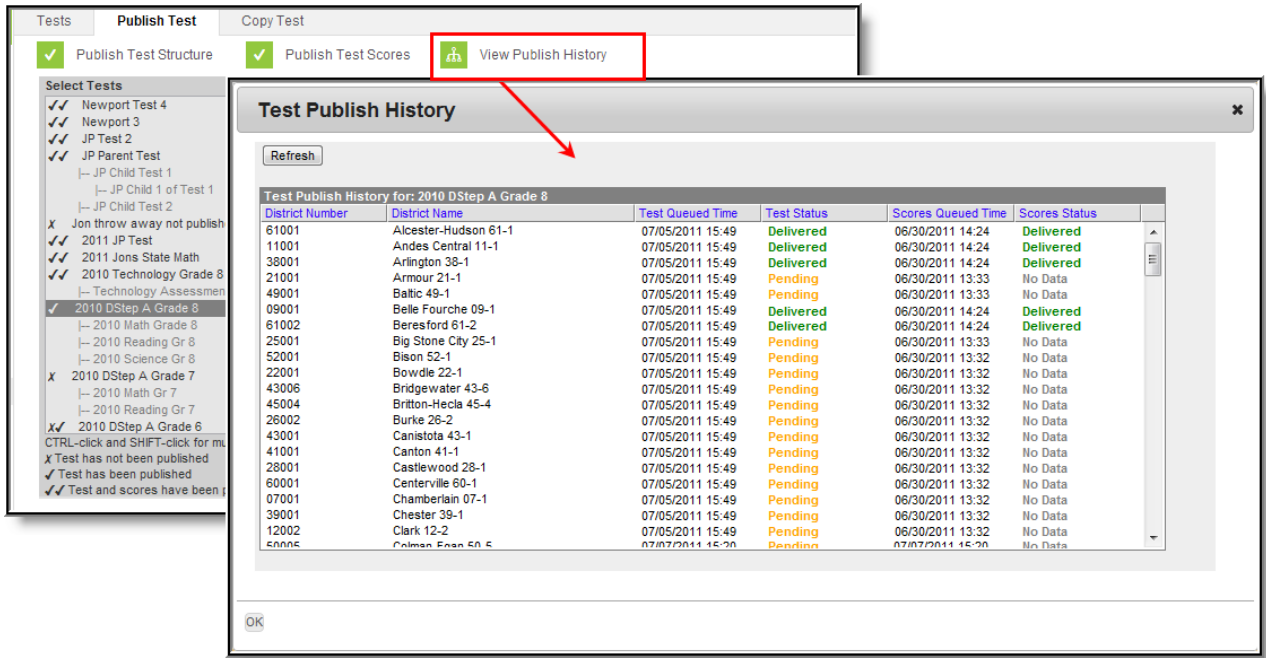


### *Publish Test Scores*

To publish test scores:

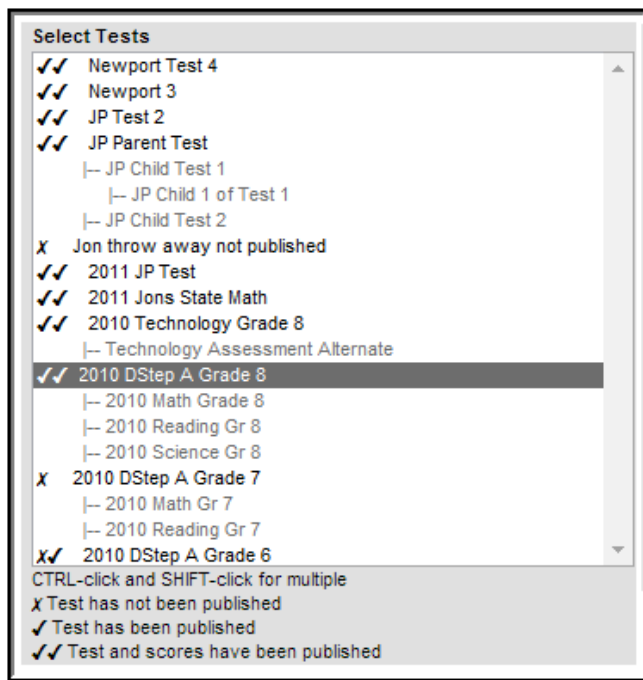
1. Select the parent test from the **Select Tests** window.
2. Select each district within the **Select Districts** window. Only selected districts will receive test scores. A district must have the published test in order to receive test scores.
3. Select the **Publish Test Scores** button. A notification appears, informing you that the test scores have been published.

Once the test scores have been published, select the **View Publish History** button. The **Test Publish History** window will appear, displaying the current status of the published test scores per district. A Scores Status of Delivered indicates the district successfully received the test scores. See the Viewing the Publish History section for more information about each Scores Status.



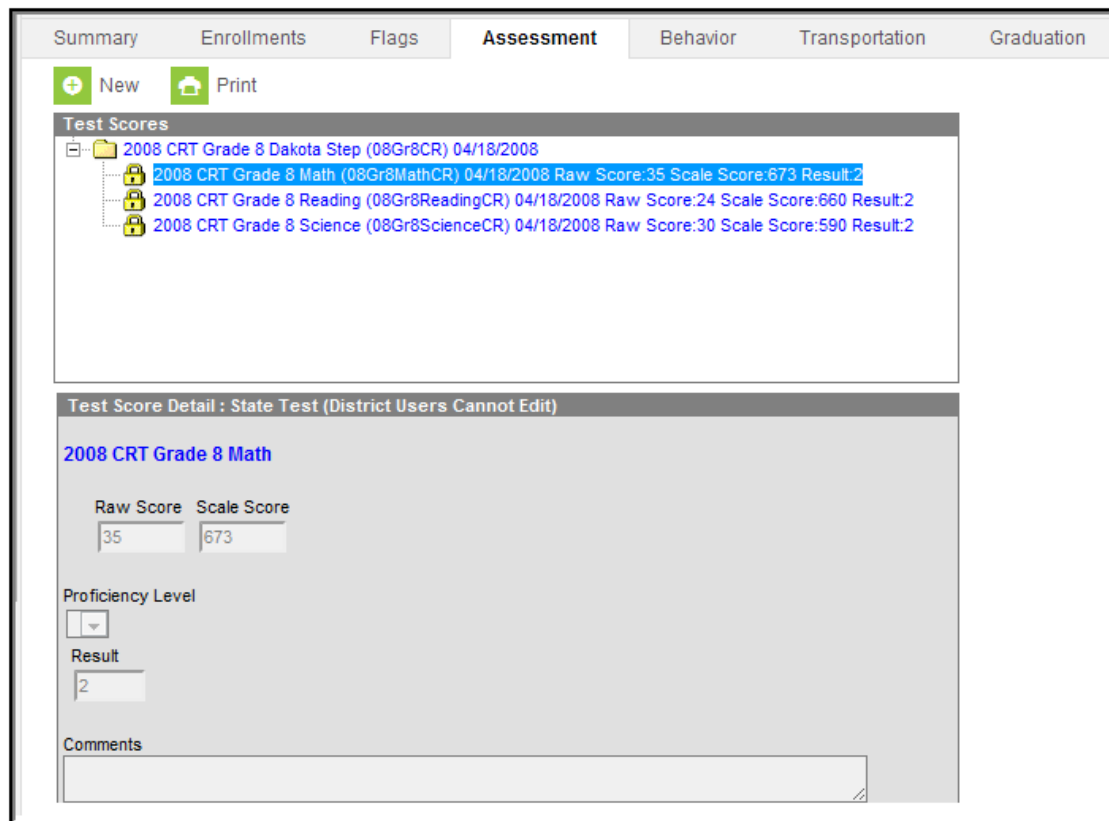
### View Test Score History

When at least one district has successfully been delivered test scores, two check mark icons will appear next to the assessment within the **Select Tests** window. Also, a notification will appear in each district's Process Inbox, linking them to corresponding test structure.



### Publish Test Structure and Test Scores

Published test scores are accessible within the District Edition via a student's [Assessment tab](#). However, if the Prohibit Districts from Editing State Test Scores checkbox is marked on the assessment within the [Test Setup](#) tab, these scores are locked and unmodifiable (see Image 10).



*Example of Published Test Scores at the District Level*

The image above is an example how a student's published test scores appear in the District Edition.

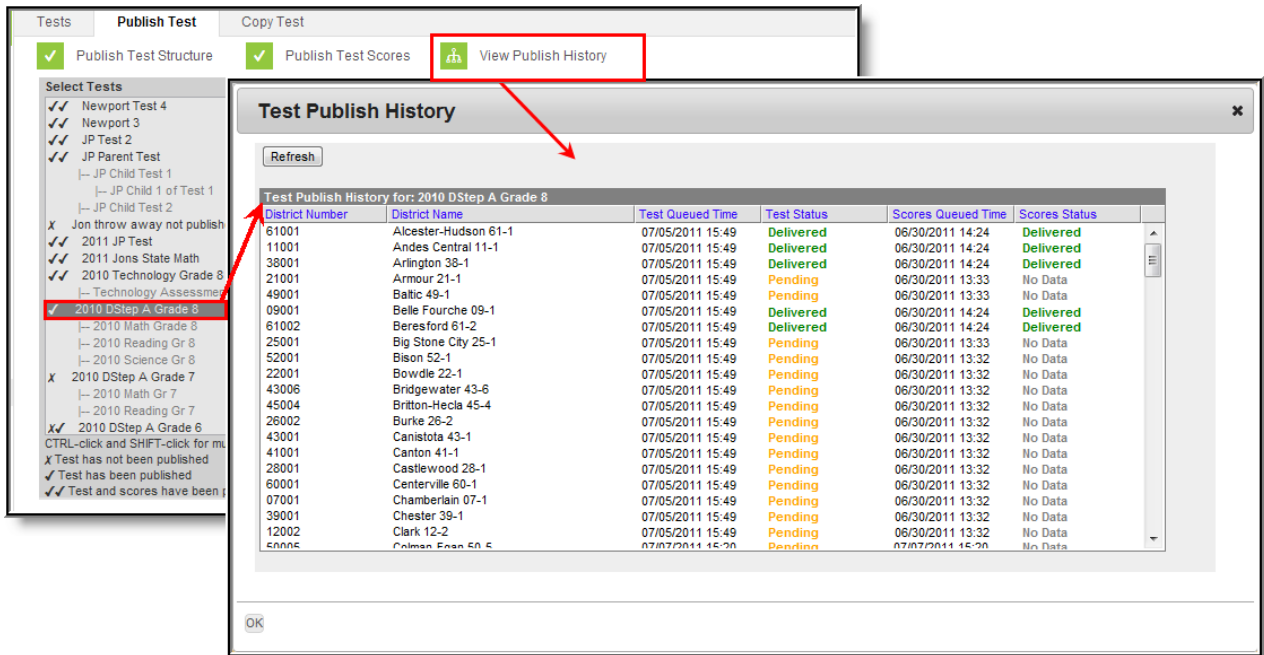
## Score Publishing Logic

The following describes the logic used when batch syncing test scores:

- Logic determines what test scores will be published based on the school year selected in the Campus toolbar and active DIS zone year.
  - If the test has a Year value - any test score that has a date between 07/01/XX - 06/30/XX will be published.
  - If the test has no Year value but has a Start Date and End Date populated - any test score that has a date between the Start Date and End Date will be published.
  - If the test has no Year value, no Start Date, and no End Date, but the parent test score record has a date between 07/01/XX - 06/30/XX of the scope year, the assessment will be published.
    - If children test score records have a date outside of 07/01/XX - 6/30/XX but the parent test score record date falls between 07/01/XX - 06/30/XX they will be published with the parent score.
  - If the test has no Year value, no Start Date, no End Date, and the test score records do not have a date, the records will be published.

## View the Publish History

The Test Publish History window displays the current status of the published test structure and/or test scores per district.



Test Publish History Window

Test and Score Statuses are defined as follows:

- **Pending:** The test structures/scores have been submitted for publishing by the state but the district has not yet responded to the publishing request.
- **Timeout/Error:** This means the publishing request has failed to receive a response from the district and was not published.
- **Delivered:** The test structure(s)/scores were received and published to the district.
- **No Data:** The state had no test scores to send districts.