Exporting Data from ACCUPLACER into Student Information Systems

Agenda

- Overview
- Benefits
- Planning for Implementation
- Options Compared
- Score Web Service
- Fast Reporting
A 2-part process:

1. Setting up ACCUPLACER

2. Developing the programming for the campus Student Information System
Overview

- Data export extracts test scores and other information from ACCUPLACER
- Multiple options available for data export
- Import routines must be developed to take data exported from ACCUPLACER and load it into your SIS.
- This process can be used successfully with a variety of Student Information Systems including Banner, Datatel, Jenzabar, Peoplesoft, and others.

- This presentation discusses how to extract data from ACCUPLACER but does not discuss the process of configuring a student information system.
Benefits of Data Export
Making Your Case for Automating

► Testing staff can direct time used for entering scores to more productive activities helping students.
► Test score and placement input errors will be minimized.
► Score input will be more efficient and timely so students can be advised and registered more quickly.
► Fits with institution’s goals to provide better services without delaying students or causing them to make extra visits. One stop concept.
► Scores are readily available to Admissions, Advisement, Financial Aid, Special Services, etc.
► Uploading test scores may provide better support for institutional policies such as prerequisite enforcement and other mandates.

Planning
The Implementation Process
Who is Involved?

- Testing Staff Using ACCUPLACER
- Information Technology (IT)
- Other Student Services Areas:
  - Admissions
  - Financial Aid
  - Advisement
  - Other?

Important to Know

- How is ACCUPLACER set up to meet the needs of your institution?
  - Background questions
  - Branching profiles
  - Placement rules
  - Use of external data in placement
- Which data and reports are used? By whom? Purpose?
- Can you explain the ACCUPLACER system to the IT staff?
- What options are available for data export?
- What does an exported file look like?
Considerations

For testing staff, IT staff, and other student services areas:

• When do student services staff and students need to access ACCUPLACER results in the student system? Upon completion? Daily? Weekly?
• How are test results used in the overall student registration process?
• Can students register online? Is this a factor that impacts your timeframe for uploading ACCUPLACER results?
• What information would you like displayed and where?
• What can your IT department provide based upon their resources and the capacity of your institution’s student system?
• Other institution specific issues?

Options for Data Export
Data Export Options

Option 1: Score Web Service
The score service client retrieves data from ACCUPLACER and places it in a specified location.
- An individual file is created for each student at the conclusion of their testing experience.
- This is the preferred method of data export.

Option 2: Fast Reporting
ACCUPLACER sends data to a specific location upon completion of each student's testing
- Automated File Download
- Email
- Custom Reports for Automatic Download

Note that Fast Reporting depends on the Netscape Plugin API. Google is ending support for this plugin by September 2015. You will need to use Internet Explorer, Firefox, or Safari for testing and Fast Reporting...or... use the Score Web Service.

Options Compared

<table>
<thead>
<tr>
<th>Feature/Characteristic</th>
<th>Fast Reporting</th>
<th>Score Web Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data formats supported</td>
<td>Comma, pipe, or semicolon delimited as well as a Windows format</td>
<td>Comma, pipe, or semicolon delimited, XML, and Windows format</td>
</tr>
<tr>
<td>Java Dependency *</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Client Software</td>
<td>Must be set up on each testing computer</td>
<td>Must be set up on just one computer which can be located anywhere on campus</td>
</tr>
<tr>
<td>Testing Configuration</td>
<td>Test settings activating Fast Reporting must be used in every Branching Profile</td>
<td>All data for the entire institution is transferred automatically</td>
</tr>
<tr>
<td>Frequency of download</td>
<td>Ongoing upon test completion</td>
<td>Configurable from 5 minutes to 31 days</td>
</tr>
<tr>
<td>Automation</td>
<td>Data must be merged from individual download locations</td>
<td>All data is available in one specified folder location</td>
</tr>
</tbody>
</table>

* Note that Google Chrome is discontinuing support of the Netscape Plugin API which is required to run Fast Reporting. You should plan on using the Score Web Score or testing with Internet Explorer, Firefox, or Safari.
Score Web Service

- Preferred method of data export.
- More advanced, flexible, and secure than Fast Reporting.
- Standalone software installed on a single machine to extract data from ACCUPLACER.
- Available for Windows, Mac, and Linux.
- Data is downloaded in a variety of formats including Comma, Semicolon, and Pipe Delimited, XML, and Windows Format.
- Downloads can be scheduled and include all data created since the previous download.
- Data can be exported at the testing site or institution levels.
Overview of Score Web Service

Setting Up the Score Web Service

- Download the appropriate client from ACCUPLACER
- Note the User Manual is available download.
Installation

Enter appropriate ACCUPLACER credentials, then click Register.

To extract site level data, use a Site Manager login. For institution level data, use an IA credential.

Complete setup by choosing:
1. The directory to receive scores.
2. The time interval for downloads.
3. The email address to receive failure notifications.
4. The desired file format for downloads.

The Download Scores button can be used to download any available scores. Note that this will not download scores generated prior to installing the Web Service Client.

Fast Reporting
Fast Reporting

- Good option for testing smaller numbers of students on a limited number of machines.
- Software must be downloaded and installed on each machine before testing.
- Java is required and must be kept up-to-date. As noted earlier, support for Java in the Chrome browser is ending shortly.
- Data is transferred once the student has finished all tests in their Branching Profile.
- Transfer options:
  - Automatic file download
  - Automatic email

Overview of Fast Reporting

- Student takes ACCUPLACER
- Specified drive mapped to folder location on college network as determined by IT
- IT develops program to grab exported data
- IT program checks for exported data file and loads data in Student System
- IT reformats for upload to institution’s student system for use by college staff
- Results displayed on selected screens in student database
- Data is transferred once the student has finished all tests in their Branching Profile.
Examples of Default Delimited File Formats

Format selected when setting up file export in Fast Reporting

<table>
<thead>
<tr>
<th>Format</th>
<th>Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pipe delimited</td>
<td>5754353</td>
</tr>
<tr>
<td>Comma delimited</td>
<td>575435,45678,Student,Sample,A,123 Accuplacer Way, New York, New York; 23456, 4562345678, 19580101, 20071119, 17-0, 01; Reading Comprehension: 26.830172, 2.43, 0.1; Elementary Algebra: 21.973392, 2.28, 3.8962233; Arithmetic: 20.377947, 4.71, 0.818099</td>
</tr>
<tr>
<td>Semi-colon delimited</td>
<td>575435;45678;Student;Sample;A;123 Accuplacer Way, New York, New York; 23456; 4562345678; 19580101; 20071119; 17-0; 01; Reading Comprehension: 26.830172; Elementary Algebra: 21.973392; Arithmetic: 20.377947</td>
</tr>
<tr>
<td>Windows format (fixed width)</td>
<td>45678 Student Sample A 19580101 20071119 17-0 01</td>
</tr>
</tbody>
</table>

Setting Up Fast Reporting

- Fast Reporting is activated by creating or editing a Test Setting
- Must be done for every Branching Profile in use
Setting Up Fast Reporting

1. Default Separator File/Download
2. View Fast Reporting and Data Download Instructions (PDF)
3. View instructions on setting up your local computer for Automatic Download
4. Set up for Automatic File Download
5. Information: Use to enable Fast Reporting to multiple email addresses, separate each email with a comma.

Setting Options for Fast Reporting

Click the radio button to choose your preferred method of score delivery: Automatic Email or Automatic File Download.

Format
- Pipe Delimited
- Custom Delimited
- Custom Delimited File

Email Address

If using Automatic Email, enter the Email Address designated to receive ACCUPLACER scores.

If using Automatic File Download, choose Automatic Download as the Mode, then enter the path to the desired directory on your campus network.
Re-record to change the number of files at the top of the screen. Also...slow down.

Henry, Keith, 4/2/2015
Custom Report Export
An Example

Using Custom Reports
An Example

After creating and saving a custom report, it becomes available as a choice for either the Automatic Email or Automatic File Download options in Fast Reporting.
Recommended for Review

Conclusion
Responsibilities for Implementing Automated Score Upload Process

<table>
<thead>
<tr>
<th>Testing Staff</th>
<th>IT Technical Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>► Sets up ACCUPLACER Fast Reporting feature to enable immediate upload of individual test results.</td>
<td>► Determines with Testing Staff and other Student Services what data to export from ACCUPLACER</td>
</tr>
<tr>
<td>► Consults with other student services areas to determine what information is needed, when it is needed, where data should go in your institution’s student system, and how scores will be used within the system (registration, admissions, financial aid, advising, etc.)</td>
<td>► Decides which option, Fast Reporting or the Web Score Service, is most appropriate given the technology infrastructure and student information system on campus</td>
</tr>
<tr>
<td>► Consults with IT staff to determine data report format and timeframe for uploading information to student system</td>
<td>► Sets up central data location for exported student file and maps drive of testing computers to this Destination Directory within college’s network</td>
</tr>
<tr>
<td>► Designs custom ACCUPLACER report (if used)</td>
<td>► Writes programs to format and upload student ACCUPLACER results to institution’s student system</td>
</tr>
<tr>
<td>► Tests and retests score upload system and provides feedback to IT for problems, corrections, changes</td>
<td>► Consults with testing staff and other student services areas to determine where ACCUPLACER results are displayed in institution’s student system (PeopleSoft, Banner, Datatel, etc)</td>
</tr>
<tr>
<td>► After implementation reconciles Student Error Report provided by IT so that these results can be entered into your institution’s student information system</td>
<td>► Sets up system to identify student ACCUPLACER results that do not upload to student system and provides error report for testing staff to reconcile</td>
</tr>
</tbody>
</table>

Summary

- Automating the transfer of ACCUPLACER test scores and other data offers many benefits for both staff and students.
- Setting up the delivery of scores is only the first part of the process.
- Next is configuring the campus SIS to pick up data and display it properly.
- Ongoing discussion and collaboration among IT, Testing, and other stakeholders is important to success.
- Finally, training staff and faculty on accessing test results is essential.
User Resources

Resources Inside ACCUPLACER

- Getting Started with ACCUPLACER
- ACCUPLACER User’s Guide
- ACCUPLACER Program Manual
ACCUPLACER Implementation Resources Online

http://accuplacer.collegeboard.org/professionals/accuplacer-resources

► Multiple Weighted Measures
  ► Introduction
  ► White Paper
  ► Setting Multiple Weighted Measures Up in ACCUPLACER
► Intervention Tools
  ► Executive Summaries
  ► Individual Case Studies
  ► Software-based and non-software based intervention
  ► Best Practices Guide
► Student Preparation Tools
  ► Sample Questions
  ► Web Study App
  ► Validity Studies
  ► Overview
  ► Handbook
  ► Sample Report

Professional Development Resources

http://accuplacer.collegeboard.org/professionals/professional-development

► Live webcasts held on a monthly schedule
► Recorded sessions on a variety of topics
► ACCUPLACER Account Setup presentation
  ► Setup process overview
  ► Step by step instructions
  ► Links to video demonstrations
The Outreach Team

► Senior Assessment Managers
► Provide service to institutions at the campus, system, and state levels
► Consultation, training, professional development, and advocacy
► On campus, face-to-face service
► Virtual service via webcast and phone

ACCUPLACER Support

► Staff dedicated to troubleshooting, problem solving, Q/A
► Available 12 hours/day – 6 days/week
► Phone: 866-607-5223
► Email: info@accuplacer.org
► Live chat