



District Test Coordinator

School Test Coordinator

District Report Only

School Report Only

Published Reports

Accessing PDF Reports and Data Files in PearsonAccess^{next}

Accessing PDF Reports and Data Files in PearsonAccess^{next}

6 steps

The following is a list of district and school reports available in PearsonAccess^{next}:

- **District Reports**
 - AZELLA Placement District Roster Alphabetical* Δ
 - AZELLA Kindergarten Placement District Roster Proficiency*Δ (if applicable)
 - AZELLA Placement Student Data File* Δ
 - Cycle AZELLA Placement District Roster Alphabetical Δ
 - Cycle AZELLA Kindergarten Placement District Roster Proficiency Δ
 - Cycle AZELLA Placement Student Data File School Δ
- **School Reports**
 - AZELLA Placement Roster Alphabetical*
 - AZELLA Kindergarten Placement Roster Proficiency*
 - Cycle AZELLA Placement Roster Alphabetical
 - Cycle AZELLA Placement Roster by Group
 - Cycle AZELLA Kindergarten Placement Roster Proficiency
 - Cycle AZELLA Kindergarten Placement Proficiency Roster by Group
 - Cycle AZELLA Placement Student Report
 - Cycle AZELLA Placement Informe del Estudiante

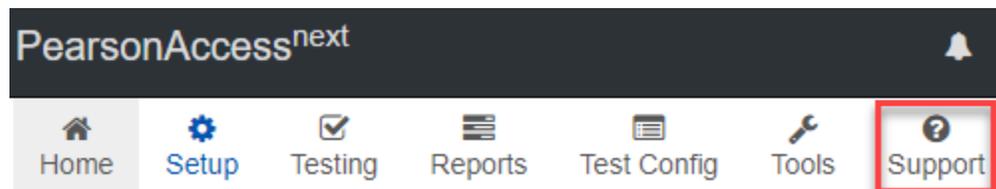
* Indicates a cumulative file that will update each reporting cycle to include all cycles tested within a district or school. After Cycle 12 (final cycle), there will be no further updates.

Δ Indicates that the report or data file is only available to District level users.

Spring 2021 AZELLA Reassessment PDF Reports and Data Files in PearsonAccess^{next}

- **District Reports**
 - Spring 2021 District Roster Alphabetical
 - Spring 2021 District Roster Proficiency
 - Spring 2021 Student Data File School
- **School Reports**
 - Spring 2021 AZELLA Alphabetical Roster
 - Spring 2021 AZELLA Alphabetical Roster by Group
 - Spring 2021 AZELLA Informe del Estudiante
 - Spring 2021 AZELLA Proficiency Roster
 - Spring 2021 AZELLA Proficiency Roster by Group
 - Spring 2021 AZELLA Student Report

The **Student Data File layout** is available on PearsonAccess^{next} on the **support page**. It is **required** for importing the Student Data File into your district's Student Information System.



Changing Between Available Test Administrations in PearsonAccess^{next}

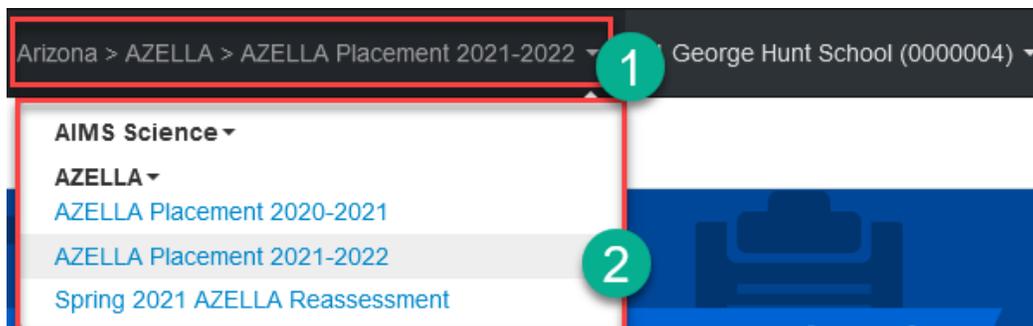
2 steps

Once logged in to PearsonAccess^{next}, make sure that the system is on the correct Testing Program and Test Administration.

To change the Arizona Testing Program or Test Administration:

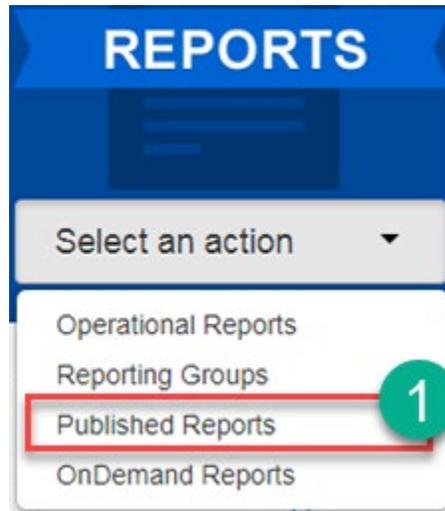
1. Select the **Test Administration name** in the black task bar across the top of the screen. This will open the Test Administration drop-down menu.
2. Select the appropriate **Test Administration name**.

Note: What is in the Test Administration name drop-down menu will be determined by your user role account permissions.



To access the reports in PearsonAccess^{next}:

1. Go to the **REPORTS** section, from the **Select an action** drop-down menu, select **Published Reports**.



2. On the **Published Reports** screen enter information into the **Find Reports** filter to filter by report type, or
3. Enter information into **Filters** section on the bottom left section to narrow the results by organization or date.
4. Select the **File Name** to download and view the report or student data file.

The image shows the 'Published Reports' interface. At the top, there are two task bars: 'Tasks 0 Selected' and 'Published Reports 0 Selected'. Below these are search and management buttons. The main area is divided into a 'Find Reports' section and a 'Filters' section. The 'Find Reports' section has a search box and a 'Search' button. The 'Filters' section has three filter categories: 'Organization Type', 'Organization Name', and 'Published Report Date Range'. Below the filters is a table of reports. The table has columns for 'File Name', 'Size (KB)', 'Date Published', and 'Organization Name'. The first row is highlighted with a red box, and a green circle with the number '4' is placed to its right.

File Name	Size (KB)	Date Published	Organization Name
AZELLA Kindergarten Placement Roster Proficiency	425	06/07/2018 07:18:41 PM	Prickly Pear Elementary (000004)
AZELLA Placement Roster Alphabetical	435	06/07/2018 07:18:41 PM	Prickly Pear Elementary (000004)
Cycle 02 AZELLA Kindergarten Placement Proficiency Roster by Group	421	09/05/2017 09:29:14 AM	Prickly Pear Elementary (000004)
Cycle 02 AZELLA Kindergarten Placement Roster Proficiency	422	09/05/2017 09:29:14 AM	Prickly Pear Elementary (000004)