



Easy Access for Report Viewing

1. Log into Achievement Series (www.achievementseries.com).
2. Click on the **Staff Login** section.



3. Enter your **Site ID** number, your **Staff ID**, and your **Password**.

Administrative Login

Site ID:

Staff ID:

Password:

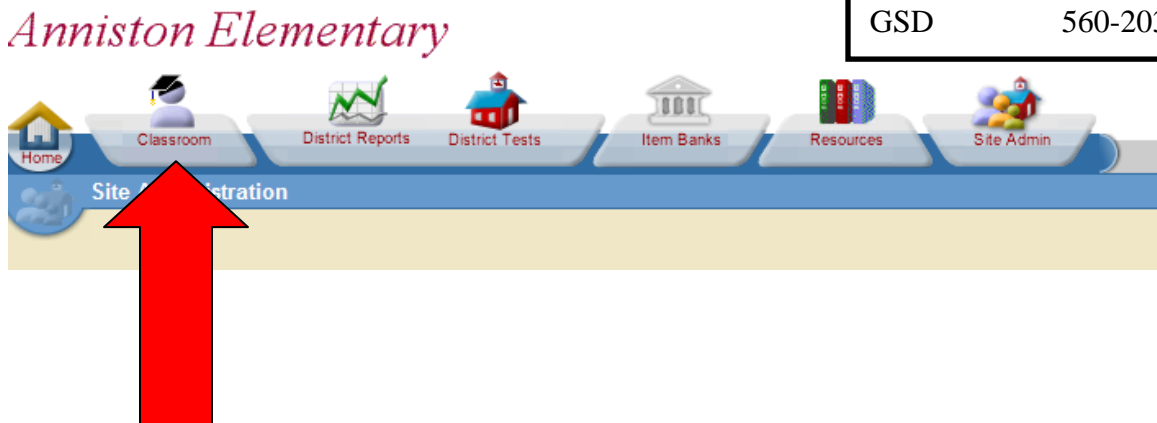
Login

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VeriSign

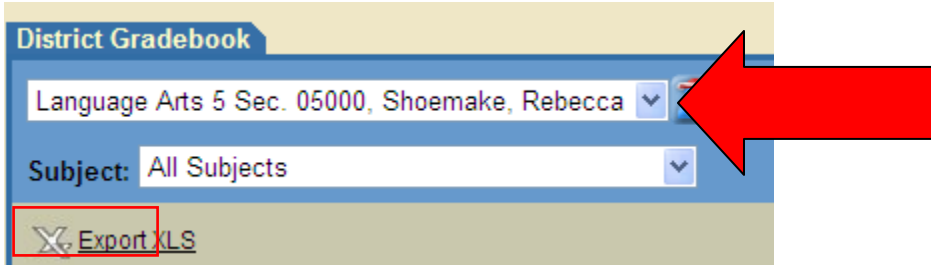
SITE ID NUMBERS	
AAE	43-4499-1421
BVE	27-0311-5694
CE	215-826-1669
GPE	91-5176-0358
PRE	284-970-6440
WE	325-859-9554
TES	970-991-3535
BVMS	62-4176-1630
GCMS	975-634-7177
GHS	94-4688-7399
TLC	32-7037-7563
GSD	560-203-5710

4. Select **Classroom**.



- 5.

Choose your class from the down arrow under the **District Gradebook** tab.



6. A student list will appear which will show the Cumulative Average and the tests given by date.

Student	Cumulative Average	9/1/09
		0910 RLA 5 Q1.1

7. If the most current test is not displayed first, scroll to the bottom of the page and click on the Change button in the blue box titled “Set Gradebook Options”.

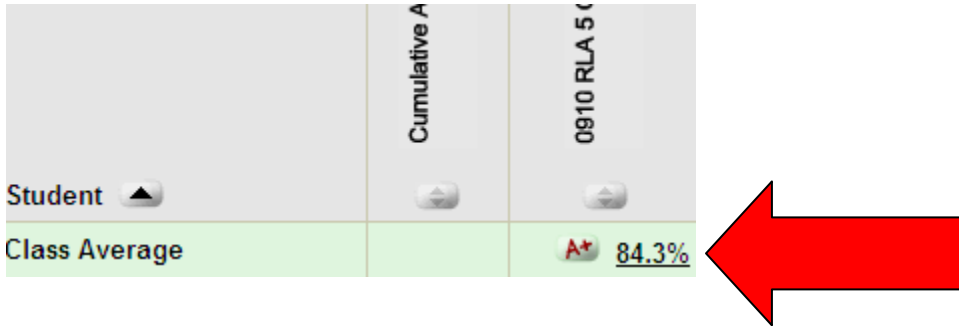


You will be given several options:

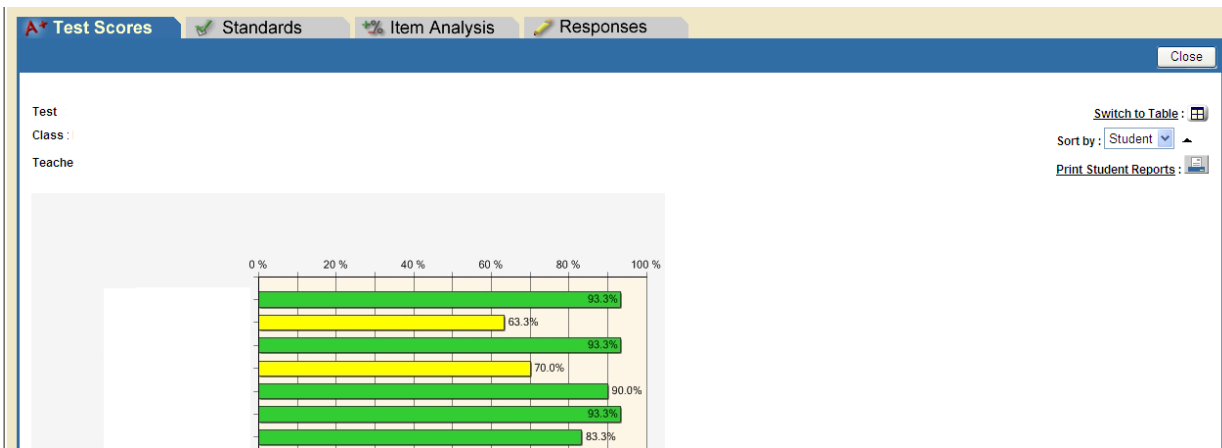
Set Column Order	
<input type="radio"/>	Chronological Order List tests in chronological order. The most recent test will occur at the end of the list.
<input checked="" type="radio"/>	Reverse Chronological Order List tests in reverse chronological order. The most recent test will occur at the beginning of the list.

Include Additional Tests	
<input type="checkbox"/>	Include district tests from previous years.

8. Then click on the Class Average percent to get the overall scores and charts.

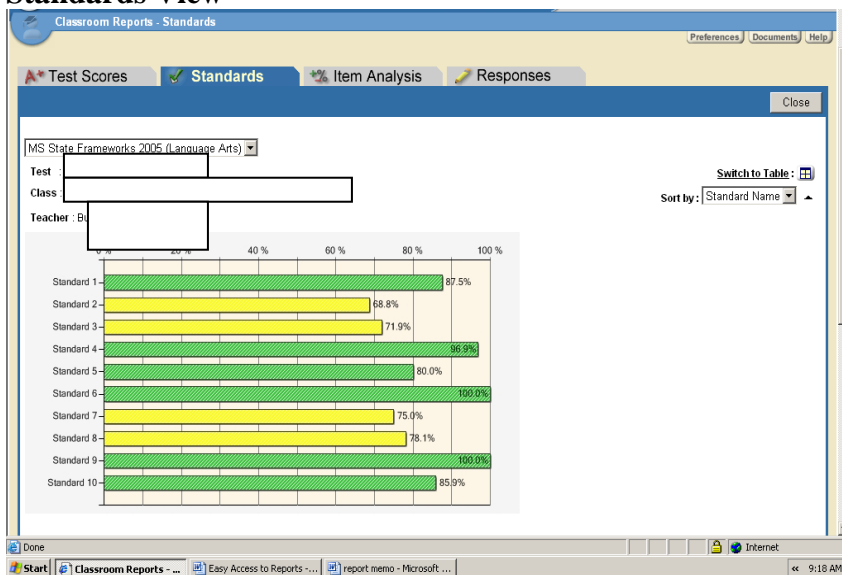


Tests Scores View

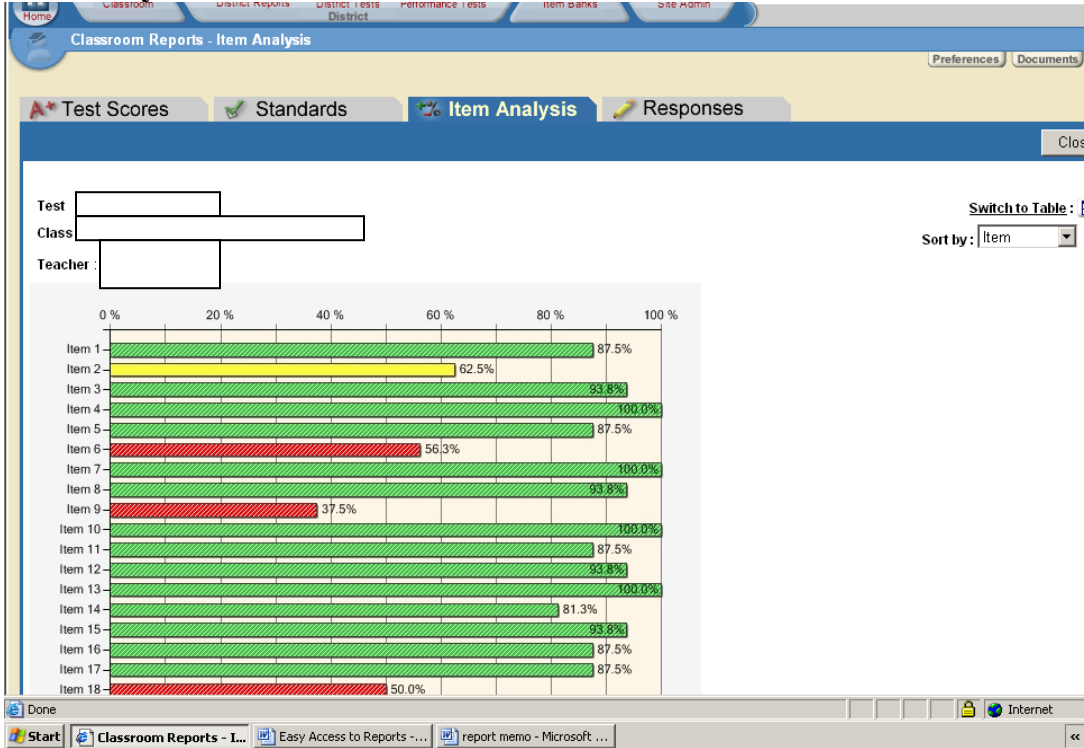


9. You will then have access to the **Test Scores, Standards, Item Analysis,** and (student) **Responses.**

Standards View



Item Analysis View



Responses View

Test:
 Class:
 Teacher:
 Export:

Student	1:MC	2:MC	3:MC	4:MC	5:MC	6:MC	7:MC	8:MC	9:MC	10:MC	11:MC	12:MC	13:MC	14:MC	15:MC	16:MC	17:MC
[Redacted]	C	D	C	C	A	C	C	D	B	B	C	B	B	D	D	A	B
[Redacted]	C	D	C	C	A	C	C	D	A	B	D	A	B	D	D	C	B
[Redacted]	C	D	C	C	A	B	C	D	A	B	C	A	B	D	D	C	B
[Redacted]	C	A	D	C	A	A	C	D	A	B	D	A	B	A	D	C	B
[Redacted]	C	D	C	C	A	B	C	D	C	B	C	A	B	D	D	C	B
[Redacted]	C	C	C	C	A	B	C	D	D	B	C	A	B	D	D	C	B
[Redacted]	B	A	C	C	A	B	C	D	B	B	C	A	B	D	D	C	B
[Redacted]	C	C	C	C	A	C	C	D	D	B	C	A	B	C	D	C	A
[Redacted]	C	D	C	C	A	A	C	D	A	B	C	A	B	C	C	C	B
[Redacted]	C	A	C	C	B	B	C	C	A	B	C	A	B	D	D	A	A
[Redacted]	C	D	C	C	A	B	C	D	D	B	C	A	B	D	D	C	B