


Refining Data in DataDirector

After creating a custom report, a user may want to pare down their results in order to answer a specific question. For example, “What kids have a reading accuracy score greater than 90%?” In order to answer a question like this, refining your data is a great option.

1. Once your data has been pulled into a report, click the “Refine Data Set” link.

Report Edit Options

- Summary
- Modify Columns
- Refine Data Set 
- Permissions/Sharing

2. Select “Click Here to further refine your data set”.

Display search criteria?

[Click Here to further refine your data set](#)

3. This screen is asking you to select which criteria you would like to refine by. In our case we are refining by an assessment in the 2010-2011 school year that is an ELA – Reading assessment. We choose those filters on the left, then select the assessment on the right.

Filters	Data Set
<p>Step 1: Use the Filters to narrow your Data Set options.</p> <p>Type <input type="radio"/> Show All <input checked="" type="radio"/> Assessments <input type="radio"/> Demographics <input type="radio"/> Report Cards <input type="radio"/> Test Series <input type="radio"/> Programs <input type="radio"/> Teachers <input type="radio"/> Students</p> <p>Academic <input type="radio"/> Show All <input type="radio"/> 2011-2012</p> <p>Year <input checked="" type="radio"/> 2010-2011 <input type="radio"/> 2009-2010 <input type="radio"/> 2008-2009 <input type="radio"/> 2007-2008 <input type="radio"/> 2006-2007 <input type="radio"/> 2005-2006 <input type="radio"/> 2004-2005 <input type="radio"/> 2003-2004 <input type="radio"/> 2002-2003</p> <p>Subject <input type="radio"/> Show All <input type="radio"/> Career and Vocational Education <input checked="" type="radio"/> ELA - Reading <input type="radio"/> ELA - Writing <input type="radio"/> English Language Arts <input type="radio"/> LOTE (Languages Other Than English) <input type="radio"/> Mathematics <input type="radio"/> Other <input type="radio"/> Physical Education/Health <input type="radio"/> Science <input type="radio"/> Social Studies <input type="radio"/> Technology <input type="radio"/> Visual, Performing, and Applied Arts</p> <p>Grade <input type="text" value="Show All"/></p> <p>Scope <input type="text" value="User-Created"/></p> <p>Creator <input type="text" value="My Assessments"/></p>	<p>Step 2: Select a Data Set.</p> <p>Assessments 7 item(s) found.</p> <p><input checked="" type="radio"/> Select One</p> <p><input type="radio"/> ela</p> <p><input type="radio"/> Sample Running Record Assessment</p> <p><input type="radio"/> Observation Survey</p> <p><input type="radio"/> MACUL Running Record Assessment</p> <p><input type="radio"/> Data Quiz 101</p> <p><input type="radio"/> Data Exam 101</p> <p><input type="radio"/> 10-11 short story</p>

- After selecting the assessment, we need to choose which criteria within the assessment we want to refine by. Remember our example was accuracy, so we need to choose accuracy for this step.

Specify Your Search Criteria

Now select the field with the data you want to limit your report by.

- For the purposes of this tutorial, just press “next”.

How would you like to search for results?

- Specify a value or range of values to search on (e.g. 2012 Math Scaled Score less than 300)
- Use a comparison to other data within the system (e.g. 2012 ELA Raw Score greater than 2005 ELA Raw Score)

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Next Step >>

- At this point, you will need to select your criteria to refine by. Our question was “What kids has a reading accuracy score greater than 90%?” Therefore, we need to select greater than in the drop down menu and put 90 in the box to the right. Click “next”.

Specify Values for Your Search Criteria

Choose the value (or values) you wish to report on.

- Your data is now refined. You can continue the process to add more search criteria to your data. You may not want to know among kids whose accuracy is 90% or greater, whose self correction is greater than 4. You can do this by adding another refining rule.