

Isolating Groups of Students in DataDirector

Teachers with access to large numbers of students often wonder how they can enter data for a specific group such as their first hour or math class. Here's how it's done:

1. Search for the Assessment:

Searching for the assessment first will save you tons of time in Step 5. To search for the assessment, enter the subject, grade level, or Assessment ID. You can also search by keyword, as I have below. Choose the folder you would like to look in. Move to Step 2.

Find Assessments

[Switch to list](#)

Subject	(None)
Year	2011-2012
Grade Level	(None)
Test Type	(None)
Search by Assessment ID	(None)
Search by Assessment Title	GSRP
Filters	None

[Search](#)

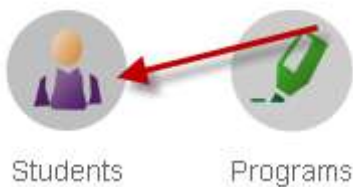
Shared Assessments

Consortium (District)

Personal Folders

<input type="checkbox"/>	ID	Title	Author	Date	Actions
<input type="checkbox"/>	29203	GSRP Writing Rubric - Winter	Mitch Fowler	05/18/2012	
<input type="checkbox"/>	29242	GSRP Writing Rubric - Spring	Mitch Fowler	05/18/2012	
<input type="checkbox"/>	27315	GSRP Rhyme Choice and Supply Winter	Mitch Fowler	02/09/2012	

2. Navigate to the Student section.



- Use the filters to select the group of students you'd like to see. In this example, I'll use 7th grade students. Click Go.

Grade:	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input checked="" type="checkbox"/> 7	<input type="checkbox"/> 8	
Period:	<input type="checkbox"/> 1	<input type="checkbox"/> 1(A,C,E)	<input type="checkbox"/> 1(B,D)	<input type="checkbox"/> 2	<input type="checkbox"/> 2(A,C,E)
	<input type="checkbox"/> 2(B,D-E)	<input type="checkbox"/> 3	<input type="checkbox"/> 3(A-E)	<input type="checkbox"/> 4	<input type="checkbox"/> 4(A,C,E)

Your search will return all of the students that you have access to in DataDirector.

Displaying 1 - 26 of 26 students Show students per page

Lastname	Firstname	Student ID	Academic Year	Grade
			2012	7
			2012	7
			2012	7
			2012	7
			2012	7
			2012	7
			2012	7

- Click Assessments on the left side of the page.

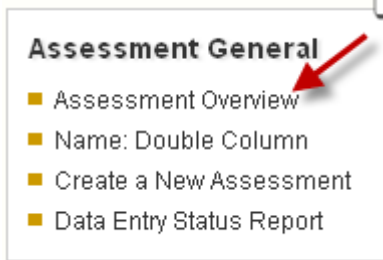
View

- Assessments
- Demographics

- Next, drop the menu down to select the assessment you'd like to view the students within. The assessments that you searched for in Step 1 should appear.

Available Assessments

6. Once you've selected the assessment, click Assessment Overview.



7. Finally, click Data Entry to enter the data for the students you've selected.

Assessment

- Overview
- Edit Assessment
- Sharing
- Data Entry
- Edit Reporting Clusters
- Alternate Versions
- Summary Assessment