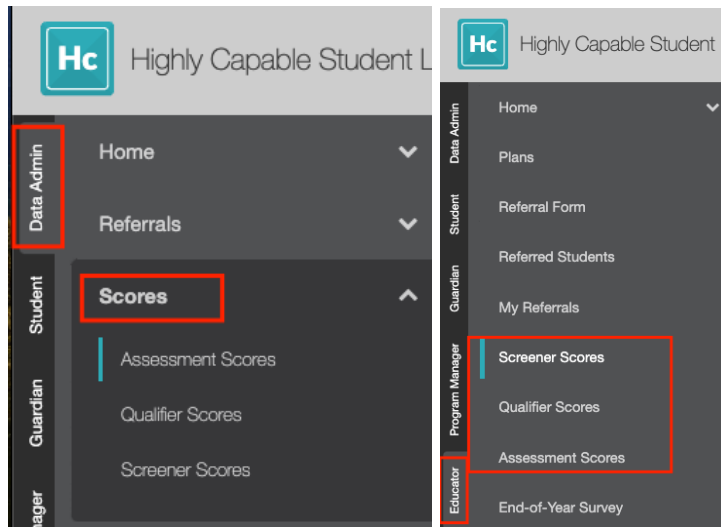


HiCap Assessment/Qualifier/Screener Scores V2

Configure the table **Assessment Scores**, **Qualifying Scores**, and **Screener Scores** by navigating to the left navigation menu.



Assessment Scores

1. Start by choosing **Assessment Scores** in the left navigation menu.
2. Click **You must configure the table settings** if the pop-over window does not automatically appear.

DATA ADMIN
Assessment Scores

There was a problem loading the table
[You must configure the table settings.](#)

3. A pop-over window will appear. Select the **Assessment Test (Required)** and **School Year (Required)**, then click **Set**.

HiCap - Assessment Scores

✓ Set ✕

▲ Choose an Assessment and Year

Assessment Test (required) Select
 McLeod (RAP) / Spring / Gr4 [current] ✕

School Year (required) Select
 2023/24 ✕

- Once the table of students and their assessment results is loaded, tools can be used to **sort and filter the data**. Select a student and click the **Row Actions & Options Gear** to select **Request Permission to Screen**.

HiCap - Assessment Scores for Structure / Gr2 Writing Unit 3 (16-17 thru curr) in 2022/23 (584 records) Data Settings Form

Student	Gender	Ethnicity	Federal Race	Predomin	Grade Level	Services	Score	Permission Rec	Permission Grant
A'Marie *	Female	White	White	Granite...	2nd Grade	MIL - No affilia...	17	No	No
Abbas *	Male	Black/African ...	Black/African ...	Oak S...	2nd Grade	MIL - No affilia...	14	No	No
Abdirizak *	Male	Asian	Asian	Forest ...	2nd Grade	Bilingual Educ...	16.5	No	No
Achiro *	Female	White	White	Forest ...	2nd Grade	Special Educa...	15	No	No

Row Actions & Options
Request Permission to Screen

- Select one or more students by clicking the **checkmark(s)** to the left. The number will then be reflected in the button in the top right. Click the **Select Row Actions** button to choose **Refer Students**.

HiCap - Assessment Scores for Structure / Gr2 Writing Unit 3 (16-17 thru curr) in 2022/23 (584 records) Data Settings Form Select Row Actions

Student	Gender	Ethnicity	Federal Race	Predomin	Grade Level	Services	Score	Permission Rec	Permission Grant
☒ A'Marie *	Female	White	White	Granite...	2nd Grade	MIL - No affilia...	17	No	No
☒ Abbas *	Male	Black/African ...	Black/African ...	Oak S...	2nd Grade	MIL - No affilia...	14	No	No

Refer Students

Qualifier Results

- Start by choosing **Qualifier Result** in the left navigation menu.
- Click the **Data Settings Form** button.

DATA ADMIN
Qualifier Scores

HiCap - Qualifier Results (0 records)
No data to display.

Data Settings Form

- A pop-over window will appear. Select the **Universal Screener (Required)** and **School Year (Required)**, then click **Set**.

HiCap - Qualifier Results

Set

Choose Assessment and School Year

Universal Screener (required) Select
SBA Summative ELA/Literacy Gr 3

School Year (required) Select
2022/23

- Once the table of students and their qualifier results is loaded, tools can be used to **sort and filter**. Selected row actions can move students to the Referred Students table as desired. Select a student, then click the **Row Actions & Options Gear** to select **Recommend to Committee**.

HiCap - Qualifier Results (705 records) Data Settings Form

Student	Level	Met	Score
Abdulrahman *	Proficient	Yes	2576
Abi *	Advanced	Yes	2597
Adelae *	Advanced	Yes	2731
Adelle *	Well Bel...	No	2433

Row Actions & Options
Recommend To Committee

- Select multiple students by clicking the **checkmarks** to the left. The number will then be reflected in the button in the top right. Click the **Select Row Actions** button and choose **Recommend to Committee**.

HiCap - Qualifier Results (705 records) Data Settings Form 2 Select Row Actions

Student	Level	Met	Score
Abdulrahman *	Proficient	Yes	2576
Abi *	Advanced	Yes	2597
Adelae *	Advanced	Yes	2731
Adelle *	Well Bel...	No	2433

Recommend To Committee
Recommend To Committee

Screener Scores

- Start by choosing **Screener Scores** in the left navigation menu.
- Click the **Data Settings Form** button.

DATA ADMIN
Screener Results

HiCap - Screen Scores (5 records) Data Settings Form

- A pop-over window will appear. Select the **Screener (Required)** and **School Year (Required)**, then click **Set**.

HiCap - Screen Scores

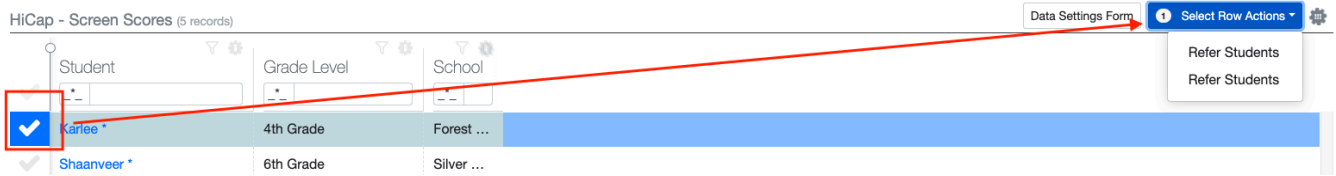
✓ Set ✕

Choose Assessment and School Year

Screener (required) Select
SBA Summative Mathematics Gr 5 ✕

School Year (required) Select
2023/24 ✕

- Once the student table is loaded, tools can be used to **sort and filter**. Select the checkmark to the left of the student(s) you would like to select. The number will be reflected in the button at the top right. Click the **Select Row Actions Button** and select **Refer Students**.



Print Tables

- Click the **Actions gear** in the top-right corner of any table, then choose **Download Data** to download the data in Excel format.

