

# PARENT/STUDENT GUIDE

## How to access Online Reports



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## HOW TO ACCESS ONLINE REPORTS

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## HOW TO ACCESS ONLINE REPORTS

To access your child's ICAS reports online:

1. Visit our website homepage [icasassessments.com](https://icasassessments.com).
2. At the top of the homepage, select **Portals** and click **Results Portal**.
3. Click on **Sign in** under **Student Results** tab half way down the page.
4. At the **Student Result Login**, enter your (child's) 10-digit TAP-ID followed by your (child's) 4-digit PIN and then click **Login**. Your child's TAP-ID and PIN is printed on the back page of their ICAS certificate, beneath the academic achievement record. If you do not have access to the TAP-ID number or PIN, contact our customer service team.

## HOW TO VIEW YOUR CHILD'S RESULTS

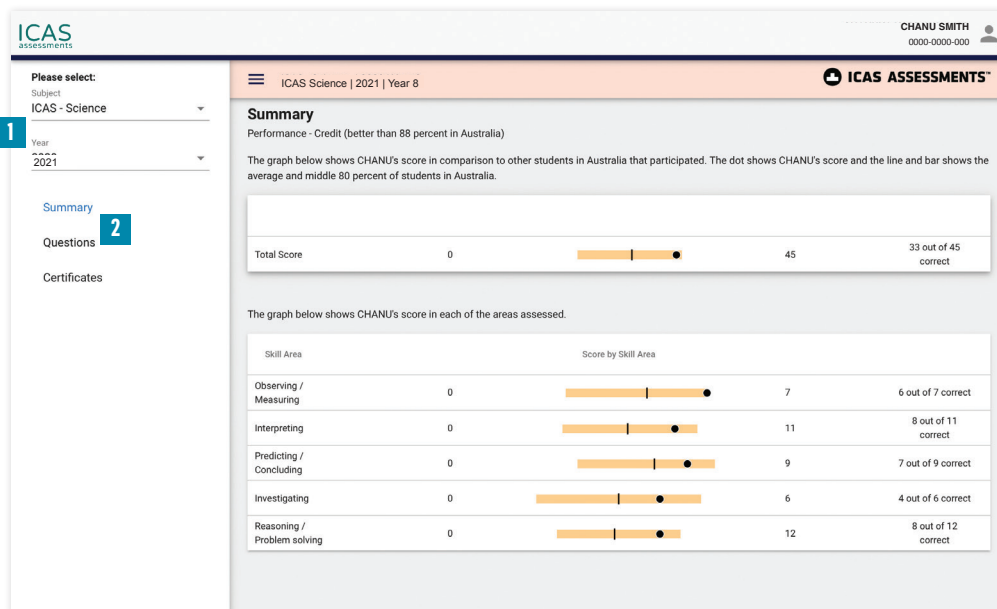
After you have logged on, select the assessment you wish to view by using the navigation menu on the left of the page.

1. Click on the **Subject** tab.
2. Click on the subject you wish to view. e.g ICAS – Science.
3. Click on **Year**. Three options will appear: **Summary**, **Questions** and **Certificates**.
4. Click on **Summary**. On the right, you will see a summary of your child's 2021 ICAS – Science results. The result is given as an overall grade and shows how your child performed in each strand in the Science test. You will notice that your child's result is also given in comparison to the achievement of your region.

### Viewing your child's result

1  
Navigation toolbar

2  
Select summary



5. Click on **Questions**. You will see a list of all the questions in the ICAS – Science test and which strand they were testing. You will also see whether your child got each question right or wrong. The percentage of students in your region that got each of the questions correct is also given. Descriptions of the questions are displayed. The actual questions are not available in the Results Portal.

## HOW TO VIEW YOUR CHILD'S RESULTS (CONTINUED)

### Viewing your child's result

ICAS assessments

CHANU SMITH  
0000-0000-000

ICAS Science | 2021 | Year 8

ICAS ASSESSMENTS™

Please select:  
Subject  
ICAS - Science  
Year  
2021

Summary  
Questions **3**  
Certificates

**Questions**  
The table below shows all questions. The questions answered incorrectly by CHANU are shaded. Questions can be sorted by clicking on the table header.  
45 questions in total, 33 answered correctly

Question Number	Area Assessed	Description	CHANU's Answer	AU % Correct
1	Predicting/Concluding	Match a diagram with a written description	✓	88
2	Observing/Measuring	Determine the size of a geological feature using the scale provided	✓	51
3	Interpreting	Interpret information from a table of mineral properties	✓	74
4	Predicting/Concluding	Draw a conclusion based on a labelled diagram	✓	85
5	Interpreting	Interpret a diagram about blood types and transfusions	✓	63
6	Predicting/Concluding	Draw an inference based on a trophic pyramid and food chain	✓	75
7	Investigating	Identify laboratory equipment based on answers to three questions	✓	80
8	Observing/Measuring	Identify a difference between models of two molecules	✓	80
9	Observing/Measuring	Use information provided in a table of time measurements	✓	60
10	Observing/Measuring	Read a tape measure and use the correct units	✓	44
11	Observing/Measuring	Identify the planet with retrograde motion based on consecutive observations	x	61
12	Predicting/Concluding	Draw a conclusion based on the tabulated results of an investigation	✓	67
13	Interpreting	Relate features of a waveform to the pitch it represents	✓	68

3

Select questions

You can view your child's results from any year they sat ICAS. For example, if you wish to view your child's English result in 2016:

- click on the **Subject** tab
- click on ICAS – English
- click on **2016**.

You then have access to the same **Summary** and **Question** sections that were discussed above.

This process can be repeated for any test in any year that your child has sat a test.


### Sorting the Questions

You can sort the list of questions that appear on the page. This allows you to get a better understanding of which skill areas were done well and which areas might need more development. To do this, you simply need to click on one of the headings that appear at the top of the table. You are able to sort by using any of the column headings.

For example, if you wish to sort the questions into the various assessment areas: Click on the **Area Assessed** column heading. You will see all the questions sorted by area assessed. The **Description** column provides a short descriptor explaining what each question was assessing. The actual questions are not available in the Results Portal.


## 4

5



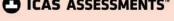
**CHANU SMITH**

0000-0000-000



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☰ ICAS Science | 2021 | Year 8



**Please select:**

Subject  
**ICAS - Science**

---

Year  
**2021**

---

**Summary**

**Questions**

**Certificates**

### Questions

The table below shows all questions. The questions answered incorrectly by CHANU are shaded. Questions can be sorted by clicking on the table header.

		4			
Question Number	Area Assessed ↑	Description	CHANU's Answer	AU % Correct	
3	Interpreting	Interpret information from a table of mineral properties	✓	74	
5	Interpreting	Interpret a diagram about blood types and transfusions	✓	63	
13	Interpreting	Relate features of a waveform to the pitch it represents	✓	68	
15	Interpreting	Interpret a column graph	✓	88	
16	Interpreting	Compare information across two column graphs	x	29	
20	Interpreting	Interpret data in a table to calculate a distance	✓	58	
22	Interpreting	Interpret a flow chart to identify the types of matter	x	3	
35	Interpreting	Interpret a column graph showing median height of girls	✓	62	
37	Interpreting	Determine the most appropriate type of graph for representing tabled data	✓	61	
39	Interpreting	Interpret a range bar graph that has a scale break	✓	57	
44	Interpreting	Interpret a graph of vapour pressure against temperature	x	25	
7	Investigating	Identify laboratory equipment based on answers to three questions	✓	80	
25	Investigating	Identify variables in a given investigation	x	51	

# HOW TO PRINT YOUR CHILD'S CERTIFICATE

**Note:** Not available in every region.\*

You might also be interested in printing your child's certificate for any of the ICAS subjects they have sat. For example, to print your child's certificate in Science, simply:

- i. click on the **Subject** tab
- ii. click on ICAS – Science
- iii. click on **Year**
- iv. click on **Certificates**.

*How to print a certificate*

**1**

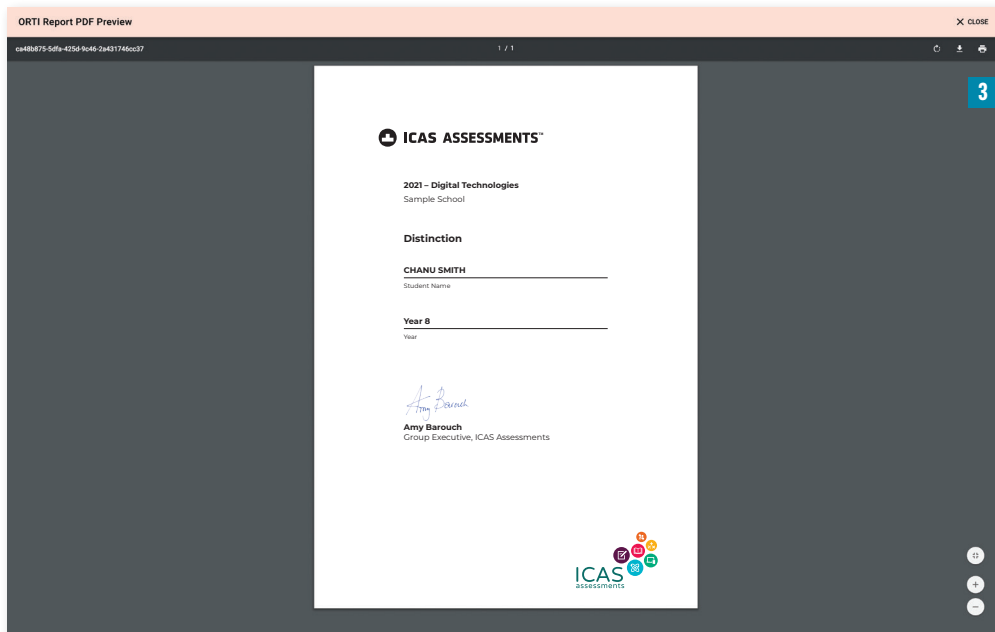
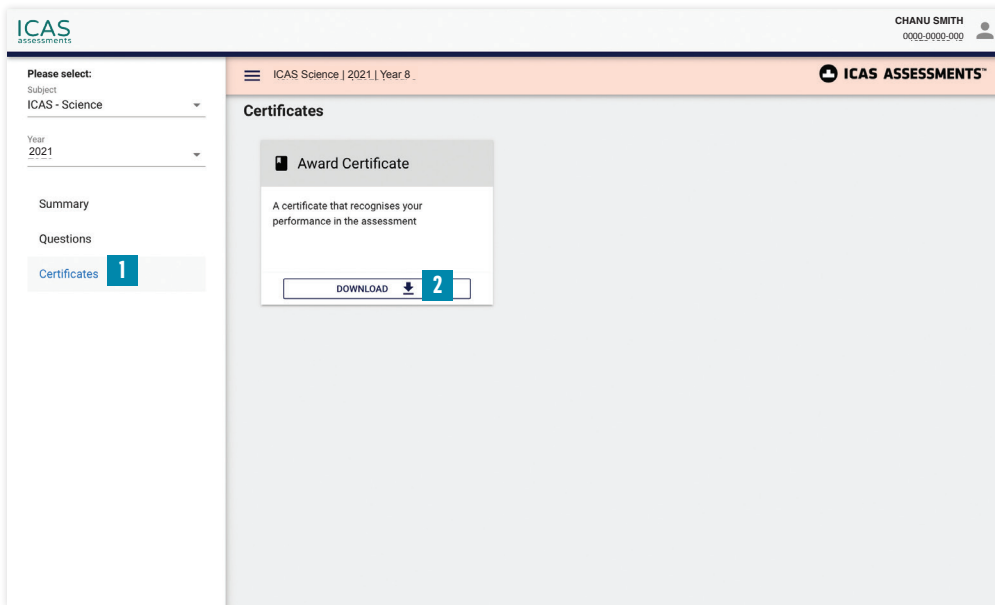
Select Certificates

**2**

Click Download

**3**

Select the print icon to print the PDF



### How to merge TAP-ID numbers

1

Select Merge the TAP-ID from the person icon.

2

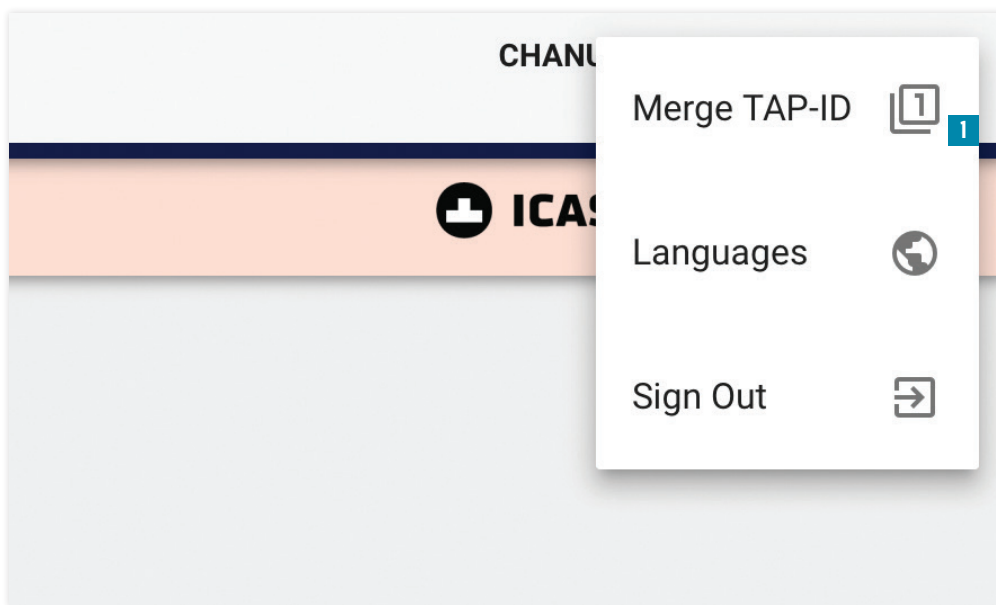
Enter the TAP-ID and pin you wish to merge

## HOW TO MERGE A TAP-ID NUMBER

If your child sat their ICAS tests in a different school or their name has changed, then your child will have two or more different TAP-ID numbers. You are able to merge these TAP-ID numbers together.

To do this:

1. Click on the profile icon next to the student's name at the top right of the page.
2. Select **Merge TAP-ID** from the drop-down menu.



3. At the bottom of the page, enter each TAP-ID and PIN number to be merged with the current one.

**TAP-ID Merge for CHANU SMITH** × CLOSE

Your are currently logged in using TAP-ID 0000-0000-00 and this TAP-ID is already merged with  
The following 10 assessments are associated:

Year ↑	Subject	Grade	Name on Answersheet
2018	English	Year 7	CHANU SMITH
2018	Mathematics	Year 7	CHANU SMITH
2018	Science	Year 7	CHANU SMITH
2018	Spelling	Year 7	CHANU SMITH
2019	English	Year 8	CHANU SMITH

Rows per page: 5 1-5 of 10

Assessments are associated with an existing TAP-ID only within the same school, provided the name written on the answersheet is sufficiently similar. If assessments were taken in different schools or the name has changed, a new TAP-ID is assigned.  
TAP-IDs and PIN are printed at the bottom of the student letter. If your letter does not show a TAP-ID, results cannot be accessed online and cannot be merged. If you have one or more student letters showing a different TAP-IDs for CHANU SMITH. you can merge the associated assessment data into this TAP-ID (0000-0000-00)

2

4. Click on **Show assessments**.
5. Repeat the process for each TAP-ID number that you wish to merge.

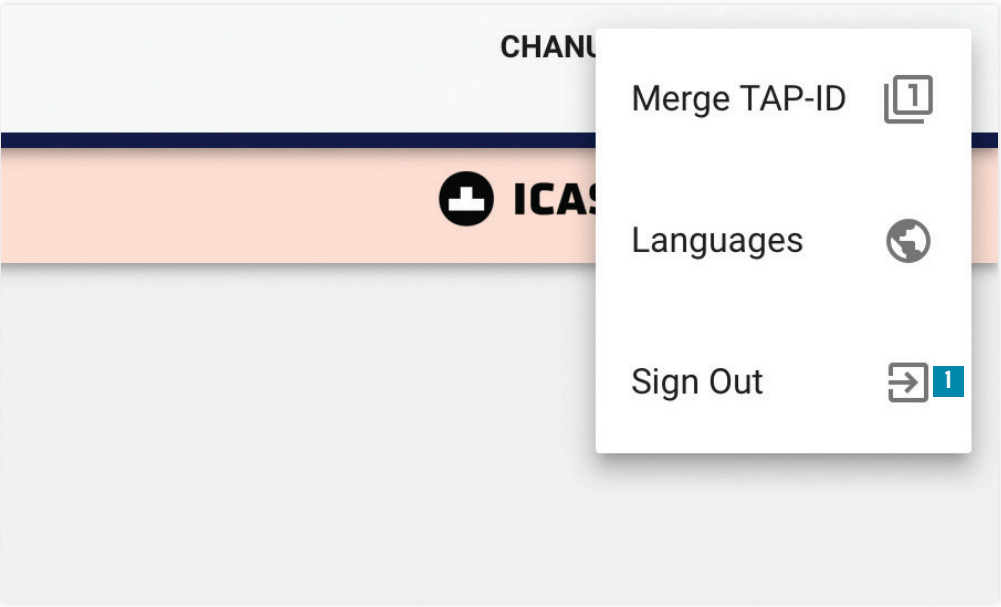
# HOW TO LOG OUT

To log out of the student portal, simply click on the person icon at the top right of the portal page and click on **Sign out**.

How to log out

1

Select Sign out from the person icon





## Contact Us

**Australia Toll Free:** 1800 931 775

**New Zealand Toll Free:** 0800 440 904

**Pacific/International:** +61 2 8267 8800

**E:** [icasassessments@janison.com.au](mailto:icasassessments@janison.com.au)

**W:** [icasassessments.com](http://icasassessments.com)

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