

Quick guide to Reach School Results Online

Use this guide to complete all tasks in Step 5 – Reviewing Results



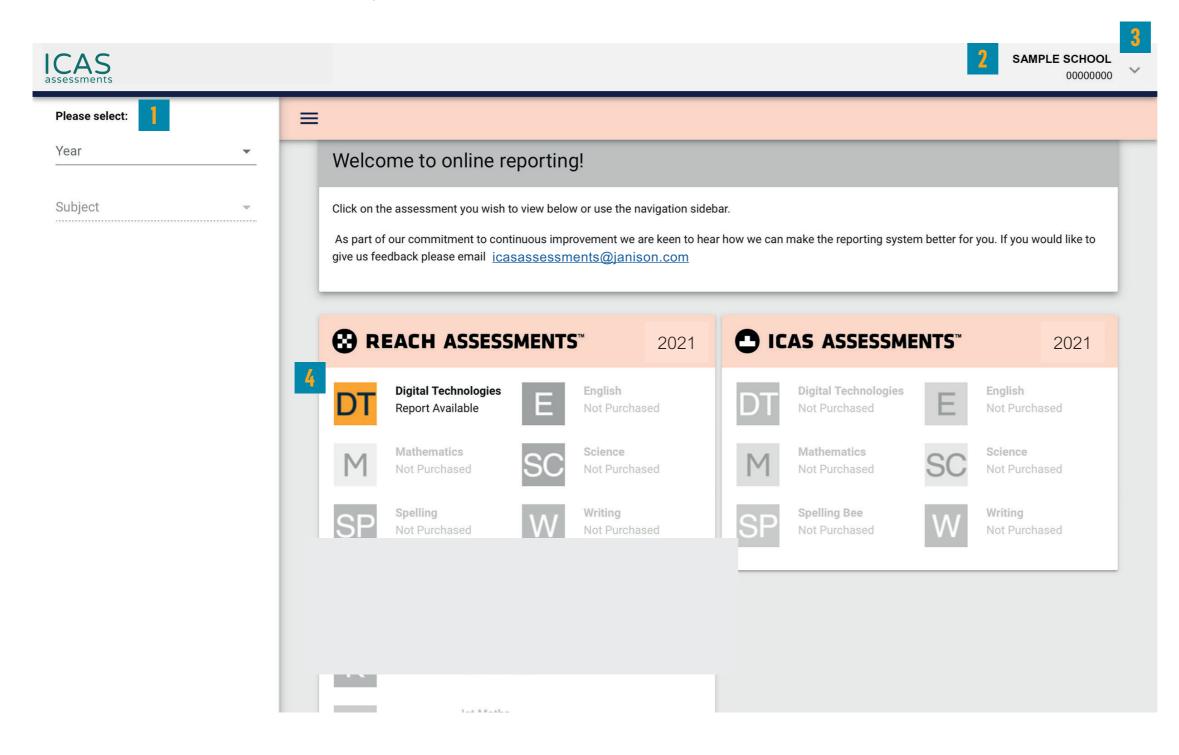






Navigating the landing page

The schools Results Portal can be found at https://orti.icasassessments.com/ortiSchool







Filter by using the 'drop-down' menu



Find the school profile here.



Click on the down arrow to change language, view bulk printing or sign out.



Choose the subject here. Subjects in colour are the ones that have been purchased.





Navigating school level results

CAS											SAMP	PLE SC 000	HOOL 000000	
Please select: Year		2 = 2021		5 6										
2021	•	Raw Sco	Raw Score Results & Awards						PRINT SUMMARY		EXPORT		HELP	
^{Subject} 2021 Reach - Digital Technologies	•	Year Level		Test Score Distribution	Average Raw Score	Max Possible Score	Std Dev	E	0	С	G	Ρ	Studen	
Academic Year		Year 3	School Bands		15.5	30	3.6	0	0	16	6	28	50	
All Academic Years	•	Year 4	School Bands		16.9	30	4	0	0	16	4	41	61	
Student Group	~	Year 5	School Bands		17.5	30	4.3	0	3	7	6	28	44	
Please Choose Your Report	3	Year 6	School Bands		19.5	30	4.2	0	2	9	6	26	43	
Raw Score & Awards														
Common Scale														
Certificates														



1

Filter by using the 'drop-down' menu.



Click here to minimise the menu bar.



Choose the report you wish to view here.

4

Click here to print the School Certificate, the Certificate of appreciation and the Principal's Award. Individual student certificates can also be printed from this system. Please see section 'Printing student handouts, reports and certificates' for details.



Print this page directly.



Print the school summary.



Click here to export to CSV or Excel.

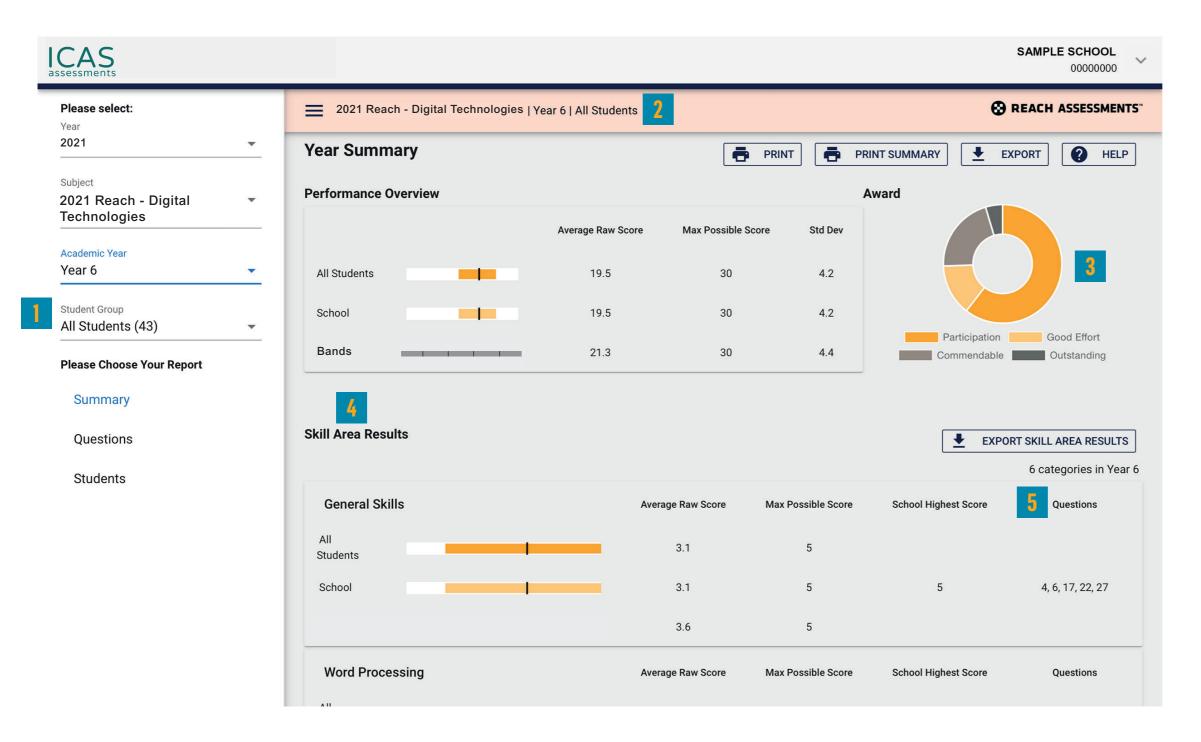


Help is available for every report.





Navigating year level results







Filter by year group, class or custom group, then select the report you wish to view.



This indicates the report you are viewing.



Find a summary of awards here.



Skill areas are shown down the left column.

5

Use the 'Questions' options in the menu bar to view individual questions and distractor analysis.





Printing reports and certificates

ICAS							SA	MPLE SC	HOOL ~		
Please select: Year	2021 Rea	2021 Reach - Digital Technologies Year 6 All Students							REACH ASSESSMENTS		
2021	Student Re	sults Summary		[PRINT	PRINT SUMMARY	EXPOI	रा 💡	HELP		
Subject 2021 Reach - Digital - Technologies	Select Report Type						ē	BULK PRI	NTING		
	Student Result		•					3			
Academic Year Year 6							43 students ir	ı Year 6 - A	ll Students		
Student Group All Students (43)	Class Stud	lent ID First Name	Last Name	Score	Award	School Percentile	Scaled Score	TAP-ID	Assign new PIN		
Please Choose Your Report	06M	SAMPLE	4 STUDENT	21	Participation	60	1670.8	0000- 0000- 00	Ê		
Summary	06M	SAMPLE	STUDENT	19	Participation	49	1625.9	0000- 0000- 00	Ê		
Questions	06M	SAMPLE	STUDENT	23	Commendable	84	1720.2	0000- 0000- 00	Ê		
Students 2	06M	SAMPLE	STUDENT	21	Participation	60	1670.8	0000- 0000- 00	ê		
	06M	SAMPLE	STUDENT	15	Participation	23	1542.1	0000- 0000- 00	ê		
	06M	SAMPLE	STUDENT	19	Participation	49	1625.9	0000- 0000- 00	â		
	06M	SAMPLE	STUDENT	21	Participation	60	1670.8	0000- 0000- 00	â		
	06M	SAMPLE	STUDENT	22	Good Effort	74	1694.7	0000-	â		





Filter by year group, class or custom group.

2

Select 'Students'.



Click 'BULK PRINTING'. Select from the list of items that can be printed in bulk.

Student Full Report, Student Summary, Student Questions, Student Development Once selected a bulk print message will appear 'Your request has been added to the queue. Go to the down arrow next to your school's name and click on 'View Bulk Printing' to see the status and download the PDF.' Click 'Okay'.

Go to 'View Bulk Printing'. The 'Bulk Printing Queue' screen will appear. Click 'Download' for the relevant report and print as required.

Student Handout, Certificates, Certificates without Participation

Once selected a PDF preview will appear. The PDF can be downloaded and printed.



Individual student printing: Click on the student's name and select the relevant print option.

To search for a specific student in the list, press CTRL+F on your keyboard, type the exact student name and press ENTER. The name will highlight on the screen, assisting with fast idenitification of students.



Printing Student Handouts (TAP ID and PIN)

IMPORTANT: Bulk print the 'Student Handout' and distribute to students. The handouts provide students with their TAP ID and PIN to view their own results in the students <u>Results portal</u>.

ICAS									ABC PRIMARY	SCHOOL 01999901
Please select:		🗮 2021 Reach - Dig	gital Technolo	gies Year 5 All :	Students				😯 REACH A	SSESSMENTS
2021	•	Student Resul	ts Summa	ary		PRINT		IT SUMMARY		HELP
^{Subject} 2021 Reach - Digital Technologies	v	Select Report Type Student Results Su	mmary	.					3 📑 вис	K PRINTING
Academic Year Year 5	-								Student Summary	/
Student Group All Students (17)	Ţ	Class Student ID	First Name	Last Name	Score	Award	School Percentile	Sar Per	Student Question	s
Please Choose Your Report			TEST	STUDENT101	3	Participation	6		Student Handout	4
Summary			TEST	STUDENT102	30	High Distinction	99		Certificates	
Questions			TEST	STUDENT46	10	Participation	35		Certificates w/o F	Participation
Students 🥊			TEST	STUDENT47	8	Participation	18	10	1087-5997-73	Ô
4			TEST	STUDENT48	10	Participation	35	35	1087-6001-18	Ô
			TEST	STUDENT49	7	Participation	12	12	1087-5998-80	Ô
			TEST	STUDENT50	9	Participation	24	24	1087-5985-85	â
			TEST	STUDENT51	12	Participation	41		1087-5988-66	Ô
			TEST	STUDENT52	13	Participation	47		1087-5990-05	ê





Filter by year group, class or custom group.



Select 'Students'.



Click 'BULK PRINTING' which will open up a drop down menu.



Click 'Student Handout'. This will open a PDF with your students' TAP ID & PIN.



HELP

Contact the Reach Assessments coordinator at your school or the local Reach Assessments representative icasassessments.com/contact-us



