



Quick guide to ICAS school results online.

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





Janison Assessments.









Navigating the landing page.





Filter by using the 'drop-down' menu

2

Find the school profile here.

3

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

4

Open this to see results from past years.

5

For easy access to download student TAP ID and PIN details in PDF or CSV format to provide to parents and students, you can now do this from the Home screen by clicking on this button.

Navigating school level results.



1

Filter by using the 'drop-down' menu.

2

Click here to minimise the menu bar.

3

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.

5

Print this page directly.



Print the school summary.



Click here to export to CSV or Excel.



Help is available for every report.

ICAS Janiso Assess	on ments.					SAMPLE SCHOOL
Please select: Year	2022 ICAS - Digital Technologie	es Year 6 All Students	2			
2022 -	Year Summary		📑 PR		RINT SUMMARY	(PORT PORT HELP
Subject 2022 ICAS - Digital Technologies	Performance Overview	Average Raw Score	Max Possible Score	Std Dev	Award	
Academic Year Year 6	All Students	19.5	30	4.2		3
Student Group All Students (43)	School	19.5	30	4.2	Participation	Marit
Please Choose Your Report	AU	21.3	30	4.4	Credit	Distinction
Summary	4					
Questions	Skill Area Results				EXPO	RT SKILL AREA RESULTS
Students						6 categories in Year 6
	General Skills	Avera	ge Raw Score Ma	ax Possible Score	School Highest Score	Questions
	All Students		3.1	5		
	School		3.1	5	5	4, 6, 17, 22, 27
	AU		3.6	5		
	Word Processing	Avera	ge Raw Score Ma	ax Possible Score	School Highest Score	Questions

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

2

This indicates the report you are viewing.

3

Find a summary of awards here.

4

Skill areas are shown down the left column.

Printing reports and certificates.

ICAS Janison Assessments	nents.						S/	MPLE SC 000	HOOL ~
Please select: Year	2021 Reach	Digital Technologies	Year 6 All Students				😯 RE	ACH ASSE	SSMENTS
2021	Student Resu	Ilts Summary			PRINT	PRINT SUMMARY	EXPO	RT 🕐	HELP
Subject 2021 Reach - Digital - Technologies	Select Report Type Student Results S	Summary	•				ē	BULK PRI	NTING
Academic Year Year 6							43 students i	n Year 6 - A	ll Students
Student Group	Class Student	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	â
Summary	06M	SAMPLE	STUDENT	19	Participation	49	1625.9	0000- 0000- 00	ê
Questions	06M	SAMPLE	STUDENT	23	Commendable	84	1720.2	0000-	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	â
	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

1

Filter by year group, class or custom group.

2

Select 'Students'.

3

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.

4

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 identification of students.

Locating Parents/Students Results Portal login details.





1

Click 'DOWNLOAD NOW'.

TAP-ID and PIN sharing options

Parents and students require a TAP-ID and PIN to log into Janison's online reporting system. There are two ways to share TAP-ID and PINs with your students and parents, please choose one of the options below.

Please note: if your parents purchased via the Parent Payment System (PPS) this year, they will automatically receive their childs' TAP-ID and PIN from Janison via email.

Pine Pine Pine	This printable PDF is designed for distribution to students. It includes their TAP-ID and PIN details, enabling them to log in to the Janison Assessments results portal. Student Login Handouts are formatted to a single A4 page per student.	This CSV file provides flexibility in sharing TAP-ID and PIN details with students and parents. Please handle this list with care, as it contains all student login credentials.
	student.	GET SPREADSHEET

			OKTI Report PDF	Fleview
Calendar Year 2025	2	-		1 of 3
Subjects 2025 ICAS Hong Kong Eng	lish	•	2 ⁵⁶ 1	IC
Academic Year Primary 3		▼	The second secon	
Student Login Handout				
TAP ID:	This printable PDF is designed for distribution to students. It includes their TAP-ID and PIN details, enabling them to log in to the Janison Assessments results portal. Student Login Handouts are formatted to a single A4 page per student.		2 Fault. 20. April 1 20. Apri	
PIN	DOWNLOAD PDF HANDOUT		CONTRACTOR OF CO	



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PDF handout



Click 'get PDF handout'.

2

For PDF Handout, select a Calendar Year, Subject, and Academic Year.



Then click 'Download PDF Handout'.

4

The PDF will then be shown in a PDF viewer, creating a single A4 handout for each student with their TAP-ID and PIN information.

TAP-ID and PIN sharing options

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Please note: if your parents purchased via the Parent Payment System (PPS) this year, they will automatically receive their childs' TAP-ID and PIN from Janison via email.

Student Login Ha	andout	Student Login Spreadsheet
TAP ID: PIN:	This printable PDF is designed for distribution to students. It includes their TAP-ID and PIN details, enabling them to log in to the Janison Assessments results portal. Student Login Handouts are formatted to a single A4 page per student.	This CSV file provides flexibility in sharing TAP-ID and PIN details with students and parents. Please handle this list with care, as it contains all student login credentials. GET SPREADSHEET 1
	GET PDF HANDOUT	

2025	2	•
Subjects		
All Subjects		*
Academic Year		
All Academic Years		-
Student Login Spreadshee	t	
Student Login Spreadshee	t This CSV file provides flexibility in sharing TAP-ID and PIN details with students and parents. Please handle this list with care, as it contains all student login credentials.	

CSV file export



Click 'get spreadsheet'.

2

For the CSV File Export, select a Calendar Year, Subject, and Academic Year. You can also select 'All Subjects' and 'All Academic Years' to gain a more comprehensive list of students.

3

Then click 'Download spreadsheet'.

The CSV file will be downloaded into the browser download folder. It will contain a list of all students selected and their TAP-ID and PIN login information. Please ensure you manage this file with care as it contains sensitive information.

Contact us.

Need some help? Reach out to our friendly customer service team via our **contact us form.** If you would like to learn more about our ICAS Assessment Consultants, head to **our team page**.

Call us today

Australia toll-free:1800 931 775New Zealand toll-free:0800 440 904International:+61 2 5565 2217



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