



Memo

Date: February 3rd, 2021
To: Indiana Online Test Coordinators
CC: Indiana Department of Education (IDOE)
From: Cambium Assessment, Inc. (CAI)
Re: New Search & Export Features in TIDE

Introduction:

This memo provides detailed descriptions of four new features within CAI's TIDE system. These four features are being implemented as *quality of life* improvements, and have minimal impact to the TIDE system's appearance. The TIDE system will be offline to deploy these new features **starting Saturday, February 6th, 9:00 am** until February 7th, 9:00 am.

Please contact CAI's Indiana Assessment Help Desk (indianahelpdesk@cambiumassessment.com or 866-298-4256) with any questions.

First New Feature: "All Corporations" Option in TIDE's Search Students module


What: TIDE's *Search Students* module has an additional option in the *Corporation* drop-down menu for applicable users. This additional option is labeled *All Corporations* and expands TIDE's student search range across Corporations. Before this new feature, TIDE-users could only retrieve student records from within a single corporation per search. This new feature allows TIDE-users to retrieve student records from within all of their associated Corporations in a single search. TIDE-users must be associated with multiple corporations in order to see this new *All Corporations* option.

TIDE-users can receive student search results from the *All Corporations* option by exporting to the Secure Inbox only. The *All Corporation* search results are not viewable directly within the TIDE site.

Who: TIDE-users with the following roles, and who are also associated with more than one Corporation: CTC, CITC, COOP, NPSTC, STC, SITC, TA, PR

New Feature:


View/Edit/Export Students

 Use this page to view, edit, or export students. [more info](#)

Search Students


*Corporation: -- Select --

*School: -- Select --

: All Corporations


Student's Last Name: 9998 - Demo district 9998

Student's First Name: 9999 - Demo district 9999

 [Advanced Search](#)

Before New Feature:

View/Edit/Export Students

 Use this page to view, edit, or export students. [more info](#)

Search Students


*Corporation: -- Select --

*School: -- Select --

STN: 9998 - Demo Corporation 2

Student's Last Name: 9999 - Demo Corporation 1

Student's First Name:

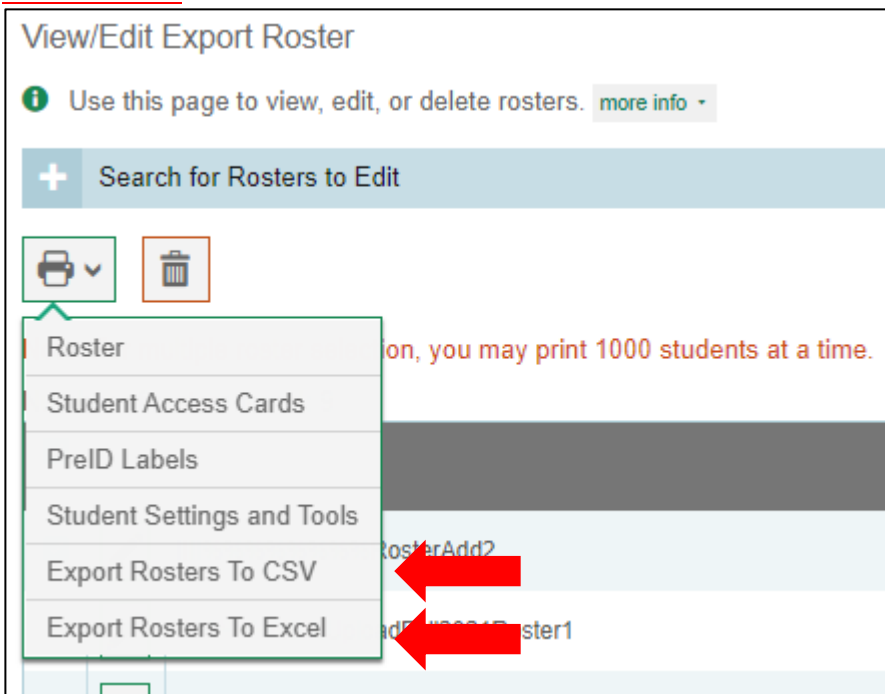
 [Advanced Search](#)

Second New Feature: Functionality Added to Export Rosters in CSV and Excel files

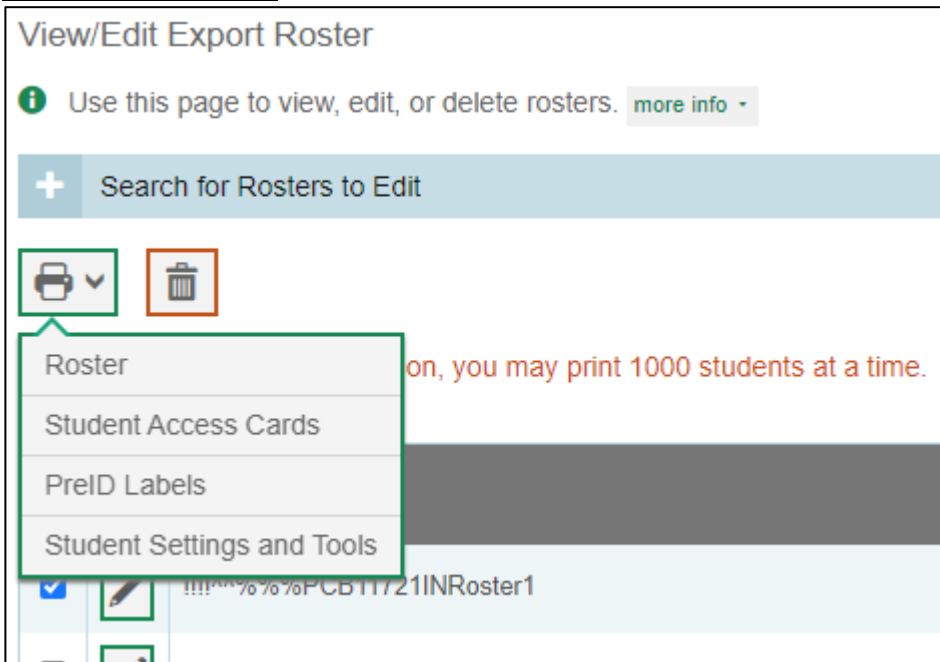
What: TIDE's *Search for Rosters to Edit* module has two new options to export retrieved student rosters in CSV and Excel file formats. Before this new feature, TIDE-users were unable to export retrieved student rosters to an external file format at all.

Who: TIDE-users with the following roles: CTC, CITC, COOP, NPSTC, STC, SITC, TA.

New Feature:



Before New Feature:



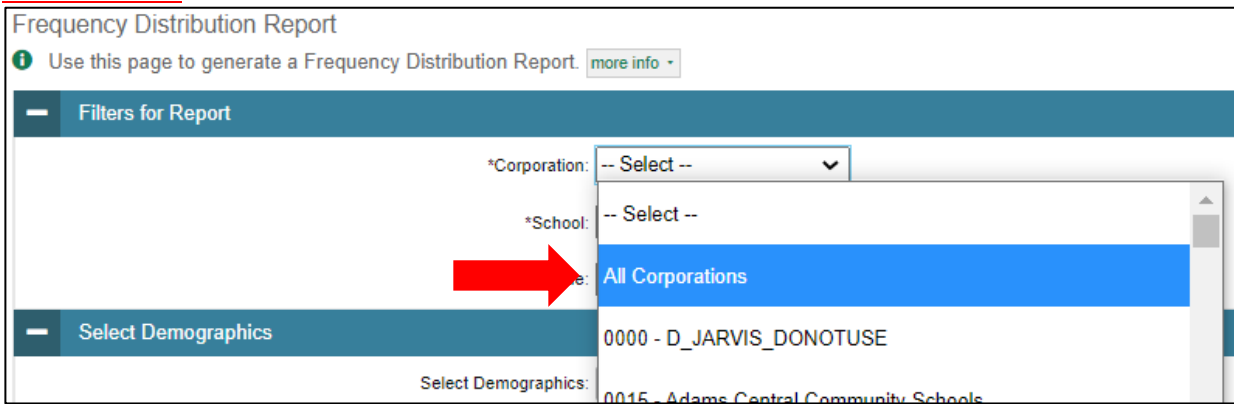
Third New Feature: “All Corporations” Option for Student Frequency Distribution Reports

What: Similar to the First New Feature described above, TIDE’s *Student Frequency Distribution Report* now has an *All Corporations* option under the *Corporation* drop-down menu. Before this new feature, TIDE-users could only see distributions from within a single corporation per report. This new feature allows TIDE-users to see distributions from within all of their associated Corporations in a single report. TIDE-users must be associated with multiple corporations in order to see this new *All Corporations* option.

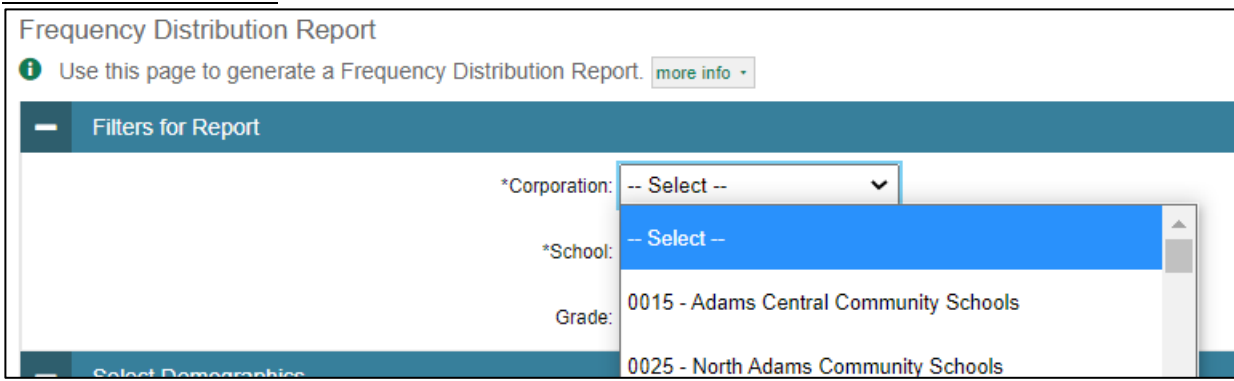
TIDE-users can receive student distribution reports from the *All Corporations* option by exporting to the Secure Inbox only. The *All Corporation* distribution reports are not viewable directly within the TIDE site.

Who: TIDE-users with the following roles: CTC, COOP, NPSTC

New Feature:



Before New Feature:



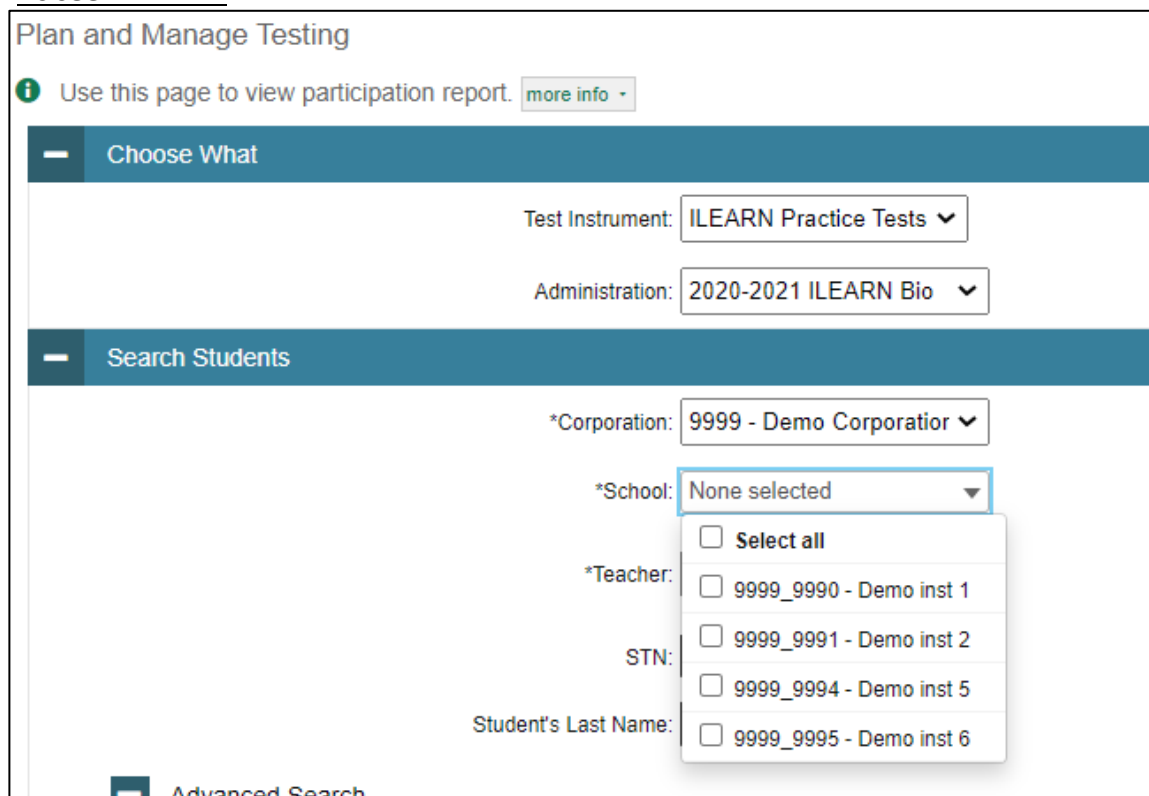
Fourth New Feature: Expanded Plan & Manage Testing Search Range

What: The *Search Students* module, under TIDE's *Plan and Manage Testing*, is now able to retrieve student test participation data from 20+ schools in a single report. Previously, TIDE-users with Corporation-level access had to run multiple reports to retrieve data across 20+ schools. This new feature is a behind-the-scenes improvement, and does not come with any new visible drop-down menu options. A screenshot of this TIDE module is included below, for reference.

TIDE-users can receive *Plan and Manage* reports containing search results from 20+ schools only by exporting to the Secure Inbox. Upon generating the *Plan and Manage* report, the TIDE-User will only be given the option to *Export to Inbox* or *Modify Search*.

Who: TIDE-users with the following roles: CTC, CITC, COOP, NPSTC, STC, SITC will have access, **but please note** that there aren't any visible changes associated with this feature. The image below is included to reference TIDE's *Plan and Manage Testing* module.

As seen in TIDE:



The screenshot shows the 'Plan and Manage Testing' interface. At the top, there is a header 'Plan and Manage Testing' and a message: 'Use this page to view participation report. [more info](#)'. Below this, there are two main sections: 'Choose What' and 'Search Students'. In the 'Choose What' section, there are two dropdown menus: 'Test Instrument: ILEARN Practice Tests' and 'Administration: 2020-2021 ILEARN Bio'. In the 'Search Students' section, there are several search filters: '*Corporation: 9999 - Demo Corporatior', '*School: None selected' (with a dropdown menu open showing options: 'Select all', '9999_9990 - Demo inst 1', '9999_9991 - Demo inst 2', '9999_9994 - Demo inst 5', and '9999_9995 - Demo inst 6'), '*Teacher:', 'STN:', and 'Student's Last Name:'. At the bottom left, there is a button labeled 'Advanced Search'.