



# Guide to Generating the On-Demand and Batch Download Reports

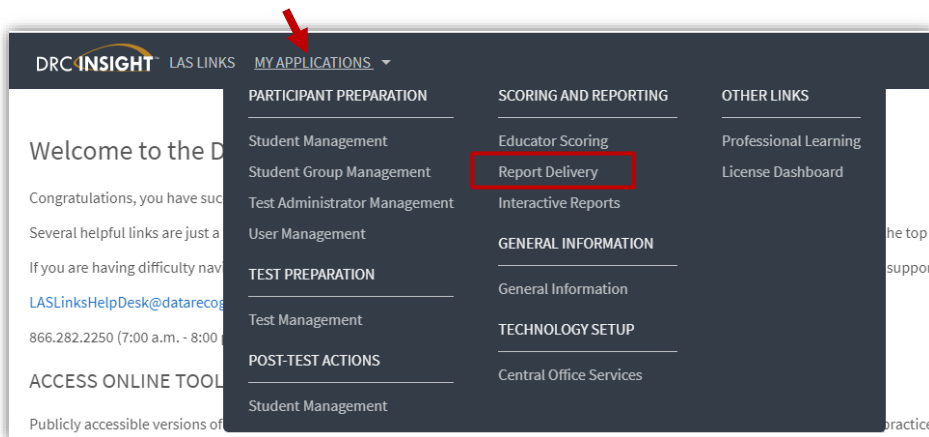
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## On-Demand Reports



Click on My Applications > Report Delivery to access the On-Demand Reports



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## On-Demand Reports



1. Click on the On-Demand Reports tab
2. Choose either LAS Links or preLAS in the Administration drop-down menu:

**On-Demand Reports**

On-Demand Reports allows the user to search for Student Proficiency/Academic Reports. The user can view and save PDF reports. More comprehensive LAS Links reports can be found in Interactive Reports.

**Instructions**

\* Indicates required fields

Administration (Select) \* District \* School \*  
 (Select) \* Language \* Grade \*  
 LAS Links \*  
 preLAS Online \*  
 First Name \*  
 Student ID \*  
 Session \*

Find Students Clear

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## LAS Links On-Demand Reports



1. For LAS Links, choose English A/B, Español A for identification reports
2. Click on the PDF action button next to the student or students' names

**On-Demand Reports**

On-Demand Reports allows the user to search for Student Proficiency/Academic Reports. The user can view and save PDF reports. More comprehensive LAS Links reports can be found in Interactive Reports.

**Instructions**

\* Indicates required fields

Administration (LAS Links) \* District (Sales and Training District) \* School (Gina Davis Sales and Training) \*  
 Report (English A/B, Español A) \* Language (English) \* Grade ((All)) \*  
 English A/B, Español A \*  
 English C/D, Español B \*  
 Student ID \*  
 Session \*

Find Students Clear

Select	Last Name	First Name	State Student ID	Date of Birth	Grade	Action
<input type="checkbox"/>	Brown	George	12378	06/18/2005	09	
<input type="checkbox"/>	Carrasco	Joel	1991	09/16/2010	04	
<input type="checkbox"/>	Chapa	Oscar	2488	12/25/2010	04	

3. A PDF report will generate for each student

**LAS Links**  
Student Proficiency Report

Test Date: Mar 03, 2018  
District: SAMPLE  
School: SAMPLE

Test Name: LAS Links Form A Level 2-3  
Form: A  
ID:

	Proficiency Level	Scale Score	Raw Score
Listening	1	421	8
Speaking	2	458	20
Oral	2	443	28
Reading	3	483	24
Writing	2	451	17
Comprehension	2	466	29
<b>OVERALL</b>	<b>2</b>	<b>453</b>	<b>69</b>

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## Scores Used to Determine Proficiency



LAS Links, Grades 1 – 12:

Per State and Federal Guidelines	
<b>1<sup>st</sup> Grade</b>	<ul style="list-style-type: none"> <li>If a student receives a 1, 2 or 3 proficiency level in either Speaking and/or Listening, they are to be classified as an Emergent Bilingual</li> <li>If a student receives a 4 or 5 proficiency level in BOTH Speaking and Listening – they are to be considered Fluent (not identified as an Emergent Bilingual)</li> </ul>
<b>2<sup>nd</sup> – 12<sup>th</sup> Grade</b>	<ul style="list-style-type: none"> <li>If a student receives a 1, 2 or 3 proficiency level in ANY domain/subtest: Speaking, Listening, Reading and/or Writing, they are to be classified as an Emergent Bilingual</li> <li>If a student receives a 4 or 5 proficiency level in ALL domains/subtests: Speaking, Listening, Reading and Writing, they are to be considered Fluent (not identified as an Emergent Bilingual)</li> </ul>

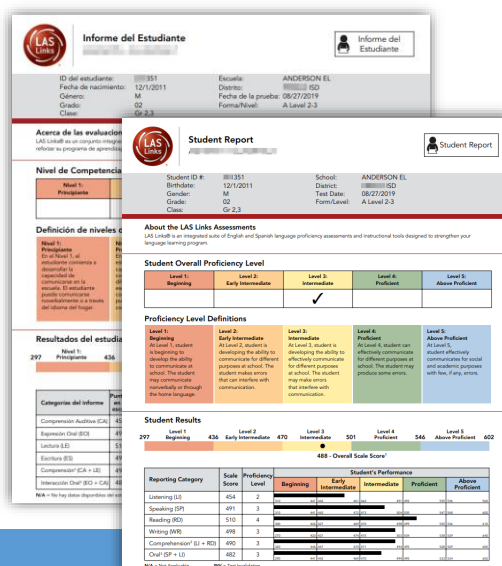
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## Batch Download: LAS Links Enhanced Student Reports



Enhanced reports are also available in both English and Spanish for both LAS Links English and/or LAS Links Español.

Reports provide all the information provided on the On-Demand reports but also includes Proficiency Level Definitions as well as a view as to where in the proficiency level a student performed.

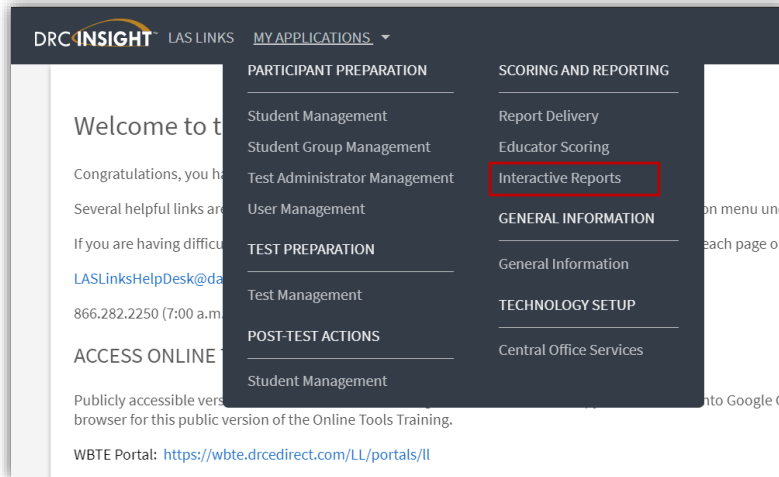


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## Batch Download: LAS Links Enhanced Student Reports

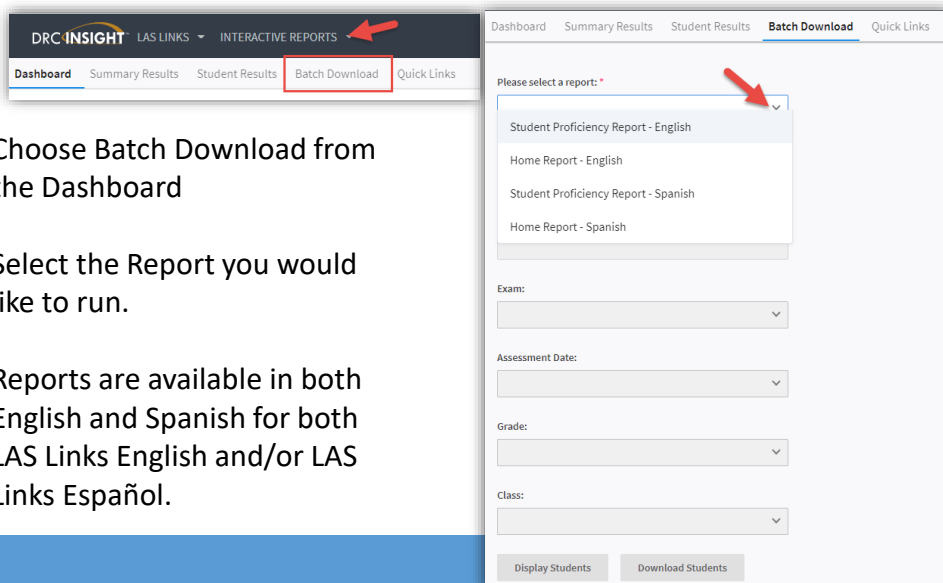


Go to: My Applications > Interactive Reports



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## Batch Download: LAS Links Enhanced Student Reports



- 1) Choose Batch Download from the Dashboard
- 2) Select the Report you would like to run.
- 3) Reports are available in both English and Spanish for both LAS Links English and/or LAS Links Español.

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## Batch Download: LAS Links Enhanced Student Reports



Please select a report: \*

Student Proficiency Report - English

District: \*

ISD

School: \*

ANDERSON EL

Exam: \*

LAS Links A, B

Assessment Date: \*

2020-07-01

2019-08-30

2019-06-17

Class:

1) Choose your District

2) Choose your School

3) Choose your Exam

4) Choose your assessment date.

**Note:** Going forward, you will have one date per school year. In this example 2020-07-01 represents the 2020-2021 School Year.

As the year progress, and you continue to test students, you will have more and more reports in this batch for this date/school year.

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## Batch Download: LAS Links Enhanced Student Reports



Display Students Download Students

Students

Select	Name ↑	Student ID	Form Level	Action
<input type="checkbox"/>	[REDACTED]	351	A/2	
<input type="checkbox"/>	[REDACTED]	329	A/2	
<input type="checkbox"/>	[REDACTED]	373	A/2	
<input type="checkbox"/>	[REDACTED]	687	A/2	
<input type="checkbox"/>	[REDACTED]	781	A/2	
<input type="checkbox"/>	[REDACTED]	271	A/2	
<input type="checkbox"/>	[REDACTED]	558	A/2	

1) Choose either Display Students to see your list of Students or Download Students to generate one pdf of all student reports.

2) Click the download action button to download an individual student report.

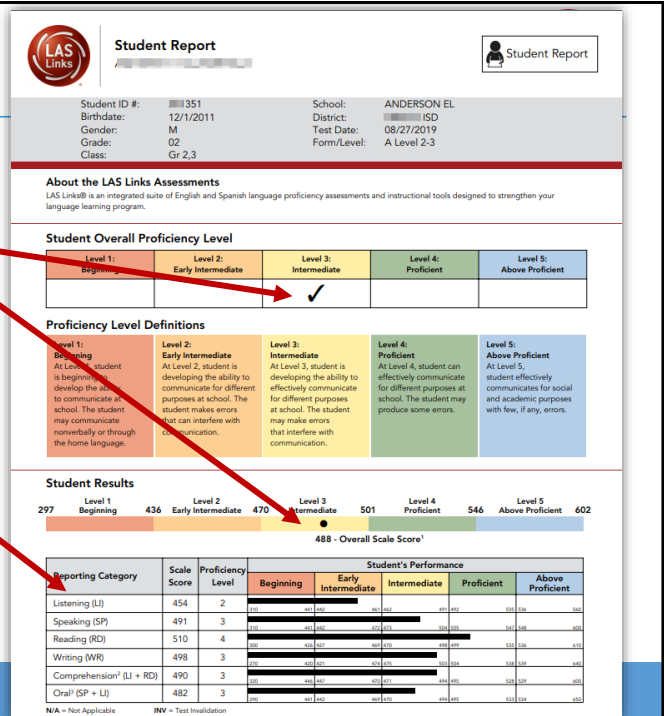
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## Batch Download: LAS Links Enhanced Student Reports

Overall check mark and dot in the scale will only appear when all 4 domains are administered.

Use the information in the bar chart to determine Emergent Bilingual Status. Data also may be used to determine where in the level the student performed for more accurate placement and targeted instruction.

Available in Spanish which may be used as a home report as/if desired.



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## preLAS Online On-Demand Reports



Choose if you want the report in English or Spanish.

**Administration**  
 preLAS Online

**District**  
 Sales and Training District -

**School**  
 Cara Quinn Sales and Trainin

**Report**  
 Student Proficiency - English

**Language**  
 Language

**Grade**  
 (All)

**Student Proficiency - English Rpts**

**Student ID**  
 Session

**Find Students** **Clear**

**Students**

Select	Last Name	First Name	State StudentID	Date Of Birth	Grade	Action
<input type="checkbox"/>	Jane	Doe	Temp02	05/25/2015	K	
<input type="checkbox"/>	John	Doe	Temp03	05/25/2016	PK	

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# Generating the preLAS Online Report

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## preLAS Online Student Proficiency Report



**preLAS Student Proficiency Report**

Name: First/Name M Last/Name Student ID #: 1234567890  
 Birthdate: 11/04/2013 School: Any High School  
 Gender: M District: Any Public School District  
 Age: 05 Form: C

**STUDENT ORAL LANGUAGE PROFICIENCY LEVEL** Test Complete Date: 01/08/2020

Level 1	Level 2	Level 3	Level 4	Level 5
		✓		

**Oral Language Proficiency Level Definitions**

**Level 1** - Non-English Speaker (NES) student is beginning to develop receptive and productive skills in English in the school context, although comprehension may be demonstrated nonverbally or through the names of language, rather than in English.

**Level 2** - Limited English Speaker (LES) student is developing the ability to communicate effectively in English across a range of grade-level appropriate language demands in the school context. Errors impede basic communication and comprehension. Lexical, syntactic, phonological, and discourse features of English are emerging.

**Level 3** - Limited English Speaker (LES) student is developing the ability to communicate effectively in English across a range of grade-level appropriate language demands in the school context. Errors impede with communication and comprehension. Repetition and negotiation are often needed. The student exhibits a limited range of lexical, syntactic, phonological, and discourse features when addressing new and familiar topics.

**Level 4** - Fluent (proficient) English Speaker (FES) student communicates effectively in English across a range of grade-level appropriate language demands in the school context, even though errors occur. The student exhibits productive and receptive control of lexical, semantic, phonological, and discourse features when addressing new and familiar topics.

**Level 5** - Fluent (proficient) English Speaker (FES) student communicates effectively in English, with few if any errors, across a wide range of grade-level appropriate language demands in the school context. The student commands a high degree of productive and receptive control of lexical, syntactic, phonological, and discourse features when addressing new and familiar topics.

**STUDENT PRE-LITERACY PROFICIENCY LEVEL** Test Complete Date: 01/08/2020

Level 1	Level 2	Level 3
	✓	

**Pre-Literacy Proficiency Level Definitions**

**Level 1** - "Low" level student is beginning to develop receptive and productive skills in English, beginning to identify upper and lower case letters, beginning to identify some numbers and figures, and beginning to try to write one or more words to explain a preference.

**Level 2** - "Mid" level student generally identifies frequent sounds at the beginning and end of words, decodes basic words, matches words and numbers to pictures, identifies various colors, distinguishes between beginning and ending sounds, reads some letters and counts objects in photos, and writes one or more words including their name.

**Level 3** - "High" level student generally reads words fluently, identifies the meaning of common signs, uses context clues to determine the meaning of words, and writes some numbers and high frequency words.

### Per State and Federal Guidelines

preK3, preK4, Kindergarten

- If a student receives a 1, 2 or 3 Oral Language proficiency level, they are to be classified as an Emergent Bilingual.
- If a student receives a 4 or 5 Oral Language proficiency level – they are to be considered Fluent - not to be identified as an Emergent Bilingual.

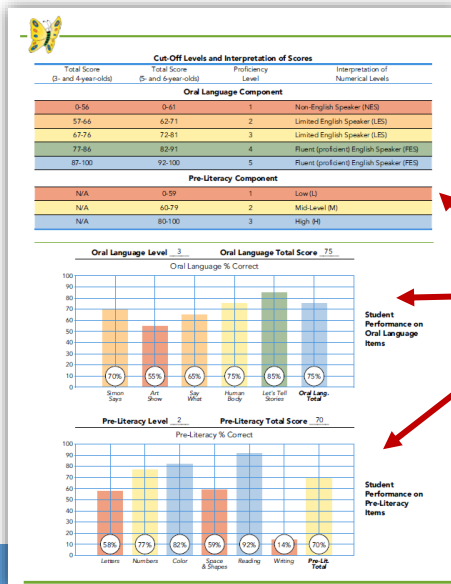
Additional data is provided at no additional charge if the Pre-Literacy component is given.

**Note: The pre-literacy component is available as an optional online component, but it DOES NOT FACTOR INTO ENGLISH LEARNER IDENTIFICATION**

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## preLAS Online Student Proficiency Report



Page 2:  
Provides Cut-Off Levels and Interpretation of Scores as well as a break down of student performance within each component.

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## Support



### DRC Customer Service – Texas

Toll Free: 833-867-5679 Option 1

**Order Support**

Texas Order Support Email:

[LASOrderTX@datarecognitioncorp.com](mailto:LASOrderTX@datarecognitioncorp.com)

Toll Free: 833-867-5679 Option 2

**Technical Support**

Texas Technical Support Email:

[LASTechTX@datarecognitioncorp.com](mailto:LASTechTX@datarecognitioncorp.com)

Customer Service Hours: 8:00 am – 4:30pm CT M-F

[www.LASLinks.com/Texas](http://www.LASLinks.com/Texas)

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