DMAC Basics
NPO 2018

1

Login to DMAC

How to login

- Navigate to **DMAC Solutions** through **Single Sign On**
- Username – firstlast
- Password – crowley18
- Sample login
  - Username - dmacisd
  - Password - dmac1617

Edit password

- Select **Utilities** > **My Account**
- Select **Edit**
- Change password

2

Set up One-Click Reports

One-Click Reports

- **TEKScore > One-Click** settings gear
- Select the following reports:
    - Item Analysis (print for "both")
    - Results by Demographic (print for "teacher")
    - SE Performance (both)
    - SE Tutorial (class)
    - Student Quintile (both)
        - 1-45   2-54   3-69   4-79   5-100
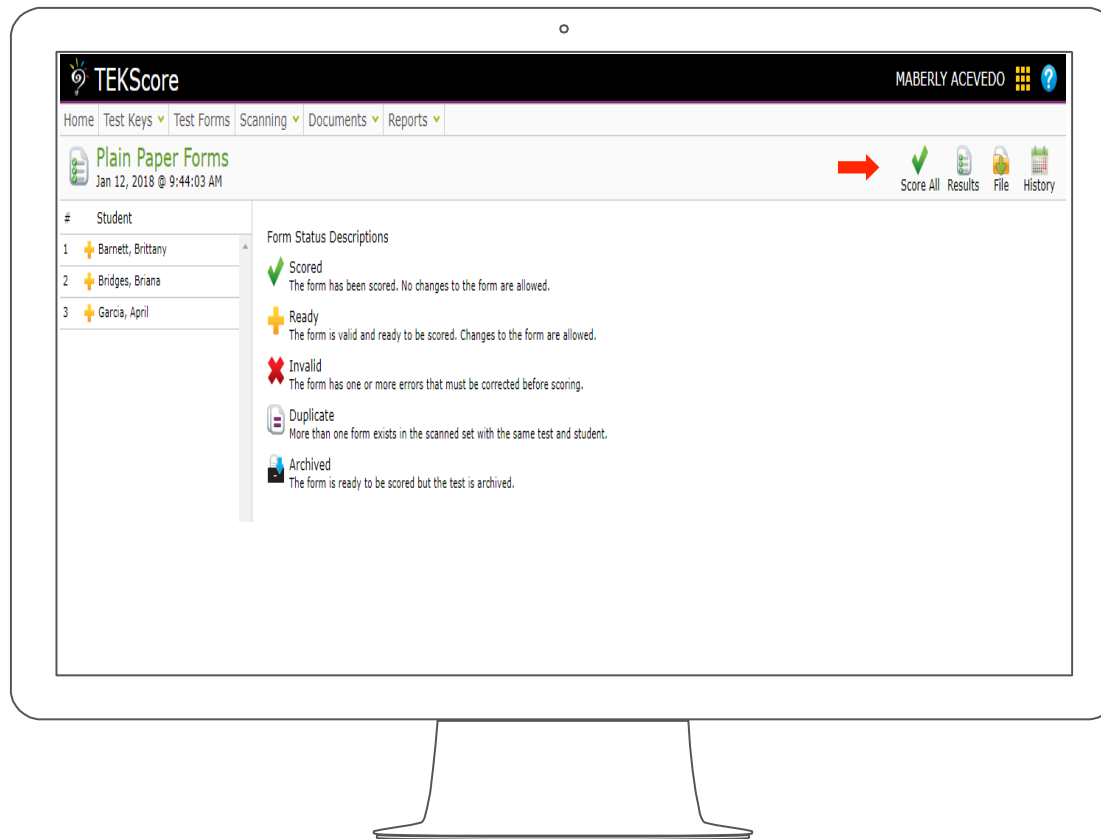
3

Manage Local Assessments

Print answer documents

- **TEKScore > Test Forms**
- Select the grade and semester
- Choose the correct class (secondary teachers will select multiple classes)
- Click on **Print Plain Paper Forms**

Scan and Upload

- **TEKScore > Scanning** > **Plain Paper**
- Recommended scanner settings
  - 300 x 300 dpi, TIFF, B&W
- Scan and Send to yourself
- Save the attachment (do not open the attachment)
- Browse your computer for the saved file
- Upload
- Select **Score All**

TEKScore

MABERLY ACEVEDO

Home | Test Keys ∨ | Test Forms | Scanning ∨ | Documents ∨ | Reports ∨

Plain Paper Forms
Jan 12, 2018 @ 9:44:03 AM

Score All   Results   File   History

#	Student
1	Barnett, Brittany
2	Bridges, Briana
3	Garcia, April

Form Status Descriptions

✔ **Scored**
The form has been scored. No changes to the form are allowed.

➕ **Ready**
The form is valid and ready to be scored. Changes to the form are allowed.

✖ **Invalid**
The form has one or more errors that must be corrected before scoring.

Duplicate
More than one form exists in the scanned set with the same test and student.

Archived
The form is ready to be scored but the test is archived.

4

Access Local Assessment Data

Generate Test Reports

- **TEKScore > Dashboard**
- Scroll on the left side to find your test
- Select **Reports** to view assessment data
- Select **Scores** to view student grades

5

Access STAAR Data

View STAAR Data

- **STAAR > Dashboards > Academic Performance**
- Select the type of report
    - Instructional
    - Demographic
    - Trend
    - Comparison
    - Student
- Filter the test
- **Select** and **generate** the reports

14

6

Complete Teacher Data Reflection Guides

Access C&I Website

- Login to your district Google account

- Navigate to **Single Sign On** to access the C&I website

- Select **District Assessments**

- Download **Teacher Data Reflection Guide**

Upload Data Reflections

- Use the reports to fill in the necessary information
- Save the **Teacher Data Reflection Guide**
- Submit your reflection to your campus folder using the **Teacher Data Reflection Uploads** link