To access the enCASE platform, go to [https://encase.te21.com](https://encase.te21.com). There are two methods that can be used to log into the enCASE platform. [Click here if you need login instructions](#).

### Accessing Your Reports

You have two navigation options: you can either choose the "Reports" link under "Manage Users" on the left side of the page or you can choose the "Reports" link in the toolbar running across the top of the page.

### Finding Your Report

- You have two search options for locating your assessment results:
  - You can search by Assessment or by Classroom/Teacher
  - In the illustration you will see the search by Assessment option

- For your filters:
  - Type: Benchmark/Classroom *(required)*
  - Subject *(required)*
  - Core
  - Title
Let's look at the Session Summary Report.

- This report can be viewed two ways: full roster view (1) or individual section view (2).
- Click on the drop-down arrow and choose Session Reports.

Running Your Reports

First let’s take a look at the Overview Report. By clicking on the arrow to the far right of the report name, you will be rerouted to a new report screen.

- From there you can choose the “Run Overview Report” button.
- This report will show you correct vs. incorrect answer choices for the assessment by group.
- This report will detail the total number of test questions, correct vs. incorrect and any skipped items.

| Mountain Math Classroom Demo 17-18          |
| Mountain School                            |
| Mountain                                   |
| Allen, Jessica                             |
| Report Type: Session Summary               |
|                                             |
| Total # of items: 10                      |
| # of items correct: 9                     |
| # of items incorrect: 1                   |
| # of items skipped: 0                     |

- Click the dropdown arrow next to the Report Type field and change the report type to “Session Detail by Item”.

- You are now viewing an item analysis report for each item on the test.
- The correct answer will always be displayed. Incorrect student responses will be shown in red highlight.

**Item 4**

What number is obtained when 3,456 is multiplied by 2?  
- 6,912
- 6,802
- 1,728
- 1,723

**Item 5**

Gemma completed a math assignment in five days. On each of the first four days, she solved 24 questions. On the fifth day, she solved 4 questions.  
Which equation can be used to find the total number of questions in the assignment, \( q \)?  
- \( 24 \times 4 + 1 \)
- \( 24 \times 4 + 4 \)
- \( 24 \times 4 + 4 = t \)
o The third report on the dropdown menu is the “Detail by Item-Student Review”

o Here the teacher can review student responses without the correct answer shown

- There were five of them.
- My sister wanted a black one.
- The kitten cuddled up to me and purred.

o Use the breadcrumb feature at the top of the page to toggle back to the report homepage

- The teacher can now select the Classroom Summary Button highlighted below

<table>
<thead>
<tr>
<th>Title</th>
<th>Recipients</th>
<th>Difficulty</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS Demo</td>
<td>TestDistrict</td>
<td>3</td>
</tr>
<tr>
<td>Classroom Assessment</td>
<td>Training School</td>
<td></td>
</tr>
<tr>
<td>Language Arts</td>
<td>3rd Math - Teacher1, Training - 3.4</td>
<td></td>
</tr>
</tbody>
</table>

o These reports are designed to sort the assessment data by standard, question, or DOK level

o Once the report type has been selected, the teacher will see each question aligned to that filter option

- The percentage of students who got this question right vs. wrong.
- The teacher can also click on the magnifying glass to see the actual question and the comment bubble to see the passage if the item has one attached.
- Additionally, all data can be exported to excel as desired