MDTP Diagnostic Tutorial

Viewing a Combined Report

Note: This tutorial is intended for district/school admins.

Viewing reports of combined data:

1) Click on “Classes” in the top menu, then click “Assigned Tests”.

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2) Using the dropdown arrows, select the filtering options to sort the assignments. Filtering options will vary based on user role and access level. **In order to view a report, you must filter by a test name.** When selections are complete, click the rectangle “**Filter**”.

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3) Scroll all the way down the page to load all the assignments. This may take a while to load depending on how many assignments match the filter criteria.

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4) Click the gray rectangle on the top row (shown here in the red square) to select all assignments with data. Alternatively, you may click on the gray rectangle next to each record individually to combine only a few test reports.
5) Once two or more test records are selected, click on the green “**View Combined Report**” button on the right.

*Note:* A combined report cannot be generated for different test types. If you select a 7th Grade Readiness assignment and a Geometry Readiness assignment, the “**View Combined Report**” button will not appear.
6) You will be see the summary page for the combined report. For more information on how to navigate and understand MDTP reports, please view the PDF tutorial “Navigating the Diagnostic Data and Reports Section”.

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