

## Downloading or Printing Student Letters

**Note:** Instructions given in this document assumes at least one class has taken an exam.

1) Click on either 'Classes' in the top menu, and then 'All Classes' or the 'All Classes' option on the dashboard

### MDTP DIAGNOSTIC

Hi test test guy

Classes

Resources

Search



All Classes

All Assignments

All Class Enrollments

test test guy  
Harmonia 2

5  
Current Classes

All Classes

All Assignments

Add a Class

Assign A Test

Show / Hide

Current Classes & Current Assignments

Viewing Current Terms:

Summer 2023

School Year 2023-2024

Fall 2023

2) Click on the action button next to the class and select “View”.



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## Classes (13)

Filter by:

Class Name

Select Terms ▾

Filter

Reset Filter

+ Add New Class

	INSTRUCTOR	SCHOOL NAME	TERM ▲	CLASS NAME	PERIOD	
1	test guy, test	Harmonia 2	Fall 2023	28OCT7	1	
2	test guy, test	Harmonia 2	Fall 2023	28OCT11	1	 <ul style="list-style-type: none"><li> View</li><li> Edit</li><li> Delete</li></ul>
3	test guy, test	Harmonia 2	School Year 2021-2022	OCTTEST2	2	
4	test guy, test	Harmonia 2	School Year 2023-2024	TESTOCT	1	

3) Click on the action button next to the test and select “Report”.

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Hi test test guy

Classes Resources Search

## OCTTEST2

Instructor: test guy, test

School Name: Harmonia 2

Term: School Year 2023-2024

Period: 2

[Edit Class - Delete](#)

### Assigned Tests (1)

+ Add New Assignment

SCHOOL NAME	FACULTY	TEST TITLE	START DATE	CODE	ACTIVE	CODE EXPIRES		
<input type="checkbox"/> 1	Harmonia 2	test guy, test	Second Year Algebra Readiness Test (SR45A19)	07/13/2023	FVCMU	Yes	Jul 14, 2023, 5:30:00 PM	

### Enrolled Students (3)

Print preview

FIRST NAME	LAST NAME	STUDENT ID	EMAIL	ACTIVE	
1	Ally	Beck	aaabbb12	aaabbb@gmail.com	Yes

- View
- Report
- Close Exam
- Print Instructions
- Preview Exam
- Delete

4) Click on “**Student Letters**” then click “**PDF**”. Optional: Click the checkbox to include student IDs in the student letter.

# MDTP DIAGNOSTIC



Classes ▾

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**Summary**

Topic Summary

Item Analysis

Answer Timings

Individual Results

## Assessment of Preparedness for 7th Grade Mathematics (7M40A15) Student Results

Class Name:	Grade 7 Common Core (3)
Date:	09/11/2018
Number of students:	29
Number of items:	40
Average Score:	17.66 (44.14%)

Student Letters

Report PDF

Email PDF

Include Student IDs



- Tier 1** Demonstrated readiness of the content in this topic needed for success in this course.
- Tier 2** Approaching readiness of the content in this topic needed for success in this course.
- Tier 3** Below readiness of the content in this topic needed for success in this course.

### Average Percentage Correct by Topic

The height of each bar represents the average percentage correct by topic. Hover over each bar to see the average number of correct questions divided by the total questions in that topic. Click on each bar to see the questions in that topic.

### Tier-Levels by Topic

Each colored section represents the total percentage of students in each tier by topic. Click on the highlighted sections in each bar to see the questions in that topic for students in that tier.

5) A new window will open with the PDF version of the student letters. Download or print the student letters by clicking the download or print button.

California State University/University of California  
**Mathematics Diagnostic Testing Project**  
April 15, 2025

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To: Student02

Here are the diagnostic results from the Assessment of Preparedness for 7th Grade Mathematics (7M40A15) that you recently completed. Your scores in each topic represent your current readiness level for questions in that topic by tiers. MDTP considers that students scoring in the Tier 1 range have correctly answered the required number of questions to show adequate readiness in that topic.

	Your Score	Tier 1 Level	Total Possible
<b>Tier 1: Your results indicate that you have demonstrated readiness in the following topics:</b>			
Data Analysis & Statistics	3	3	4
Equations, Expressions & Inequalities	4	3	5
Integers	5	5	8
Proportions	4	3	4
<b>Tier 2: Your results indicate that you are approaching readiness in the following topics:</b>			
Decimals & Percents; Absolute Value	3	4	6
Fractions, including Applications	4	5	7
Geometric Measurement & Coordinate Geometry	3	4	6

We hope you find this information helpful. Please contact your instructor for learning experiences that will support you in these topics.

# MDTP Diagnostic Tutorial

## Emailing Student Letters



1) Locate your class and select report as mentioned in slides 1 - 4. Click “**Student Letters**” then click “**Email**”. Click the checkbox if you want to include student IDs in the student letter.

### MDTP DIAGNOSTIC

Hi Nora Perez

Classes Resources

Search



Summary Topic Summary Item Analysis Answer Timings Individual Results

### Assessment of Preparedness for 7th Grade Mathematics (7M40A15) Student Results

Student Letters

Report PDF

Email

PDF

Include Student IDs

Class Name: [Grade 7 Common Core \(3\)](#)  
Date: 09/11/2018  
Number of students: 29  
Number of items: 40  
Average Score: 17.66 (44.14%)

- Tier 1** Demonstrated readiness of the content in this topic needed for success in this course.
- Tier 2** Approaching readiness of the content in this topic needed for success in this course.
- Tier 3** Below readiness of the content in this topic needed for success in this course.

Only students that have data for this assignment will appear on this page.

Select All	First Name	Last Name	Student ID	Email
<input checked="" type="checkbox"/>	Ally	Beck	aaabbb12	aaabbb@gmail.com

Missing email addresses may be added here.

Email 2

Email 3

Send

If student emails have been added, the emails will be displayed. Select which students to email their results.

If student emails have not been added, you may add student emails directly from this page.

To learn more about adding student emails to an entire class, see the **“Adding Student Emails to an Existing Class”** tutorial for more details.

This is what it looks like when the results have been sent. Emails are queued up for delivery and there is a 15 second delay between each email sent. Please wait a couple of minutes for all the emails to deliver. **Emails are sent from lea-noreply@ucsd.edu**

**MDTP DIAGNOSTIC**  

Classes ▾ Resources ▾  

**Student result emails were sent successfully!**

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## Assessment of Preparedness for 7th Grade Mathematics (7M40A15) Student Results

[Student Letters](#) [Report PDF](#)

Class Name:	<a href="#">Grade 7 Common Core (3)</a>
Date:	09/11/2018
Number of students:	29
Number of items:	40
Average Score:	17.66 (44.14%)

If a new student takes the test after an email has been sent, it is possible to send the results for only the new student. Add their email and select only the new student, then click “**Send**”.

### Email Test Submissions

Student test results will only be delivered to selected students.

Select All	First Name	Last Name	Student ID	Email
<input type="checkbox"/>				Missing email addresses may be added here.
<input type="checkbox"/>	Ally	Beck	aaabbb12	aaabbb@gmail.com Email 2 Email 3
<input checked="" type="checkbox"/>	Cody	Dang	ccdddd12	ccddd@gmail.com Email 2 Email 3

Send