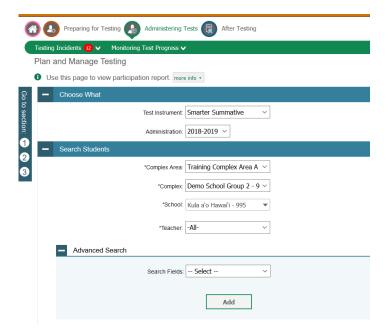ATIACHMENT A: Use of TIDE to monitor individual student and subgroup participation

1. Log in to TIDE on alohahsap.org
2. Choose Monitoring Test Progress
3. Select Plan and Manage Testing
4. Select Test and filters in Choose What section
5. Select subgroup using Filter By:
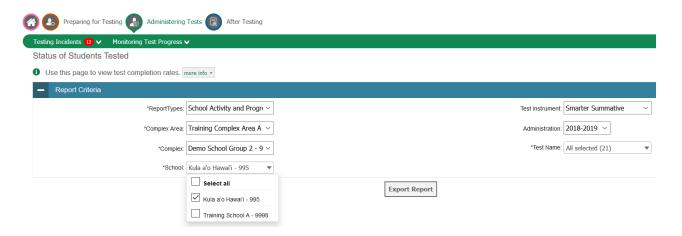6. Select School in Choose Who section
7. Select Filters for Subgroups

8. Select Students who have not started an opportunity for students who have missed all test sessions.
9. Select Export Report.

ATIACHMENT A: Use of TIDE to monitor school summary percent participation

1. Log in to TIDE on alohahsap.org
2. Choose Monitoring Test Progress
3. Select Status of Students Tested
4. Select School Activity and Progress
5. Select Complex Area, Complex, and School
6. Select Test and Administration (year)
7. Click Export Report

8. Please note: This report is NOT to be used for Strive HI as it does not account for Full School Year students.
9. Percent completed can be obtained from the Excel Report (sample excerpt below)

	J	K	L	M	N	O	P
)	School Name	School Id	Total Student	Total Student Started	Total Student Completed	Percent Started	Percent Completed
8	Kula a'o Hawai'i	995	53	12	10	22.64%	18.87%
8	Kula a'o Hawai'i	995	54	19	17	35.1'9%	31.48%
8	Kula a'o Hawai'i	995	52	12	9	23.08%	17.31%
8	Kula a'o Hawai'i	995		22	21	41.51%	39.62%