

## Access by Roles to Wyoming Systems for 2018–2019

The following table indicates which users can access the features and tasks within each system for WY-ALT and WY-TOPP. The corresponding user guide for each system contains complete information about each feature.

Task or Site	DTC*	DDR*	BC*	BDR*	TA*	PR*	ALT TA*
<b>Access to Test Information Distribution Engine (TIDE) Features and Tasks</b>							
<b>Working with Student Information</b>							
Viewing Students	✓	✓	✓	✓	✓		✓
Uploading Test Settings through File Uploads	✓		✓				
Frequency Distribution Report	✓						
Printing Testing Tickets	✓		✓		✓		✓
<b>Managing Users</b>							
Adding User Accounts	✓		✓				
Viewing and Editing User Details	✓		✓				
Adding, or Editing through File Uploads	✓		✓				
Deleting User Accounts	✓						
<b>Working with Rosters of Students</b>							
Adding Rosters	✓		✓		✓		✓
Viewing and Editing Rosters	✓		✓		✓		✓
Deleting Rosters	✓		✓		✓		✓
Printing a Roster	✓		✓		✓		✓
Creating Rosters through File Uploads	✓		✓		✓		✓
<b>Working with Appeals</b>							
Creating Appeals	✓		✓				
Viewing Appeals	✓	✓	✓	✓			
Creating Appeals through File Uploads	✓		✓				
Retracting Appeals	✓		✓				
<b>Monitoring Test Progress</b>							

<b>Task or Site</b>	<b>DTC*</b>	<b>DDR*</b>	<b>BC*</b>	<b>BDR*</b>	<b>TA*</b>	<b>PR*</b>	<b>ALT TA*</b>
Generating Plan and Manage Testing Reports	✓	✓	✓	✓	✓		✓
Generating Test Completion Rates Reports	✓	✓	✓	✓	✓		✓
Generating Test Status Code Reports	✓	✓	✓	✓	✓		✓
<b>Documenting Non-Participation with Special Codes</b>							
Viewing and Editing a Student's Special Codes	✓						
<b>Access to Test Administration (TA) Sites</b>							
<b>TA Interface Practice and Training Site</b>	✓		✓		✓	✓	
<b>Student Interface Practice and Training Site</b>	✓		✓		✓	✓	
<b>TA Interface</b>	✓		✓		✓	✓	✓
<b>TA Certification Site</b>	✓		✓		✓	✓	✓
<b>Assessment Viewing Application</b>	✓		✓		✓	✓	
<b>Data Entry Interface</b>	✓		✓		✓	✓	✓
<b>Access to Online Reporting System (ORS) Features and Tasks</b>							
<b>Score Reports</b>							
Viewing School Listing Report	✓	✓	✓	✓	✓		✓
Viewing Teacher Listing Report	✓	✓	✓	✓	✓		✓
Viewing Roster Listing Report	✓	✓	✓	✓	✓		✓
Viewing Student Listing Report	✓	✓	✓	✓	✓		✓
Viewing Individual Student Score Report	✓	✓	✓	✓	✓		✓

<b>Task or Site</b>	<b>DTC*</b>	<b>DDR*</b>	<b>BC*</b>	<b>BDR*</b>	<b>TA*</b>	<b>PR*</b>	<b>ALT TA*</b>
<b>Reports &amp; Files</b>							
Viewing Summary Statistics	✓	✓	✓	✓	✓		✓
Retrieving Student Results	✓	✓	✓	✓	✓		✓
<b>Access to AIR Ways Features and Tasks</b>							
<b>District Assessment Report</b>	✓	✓					
<b>School Assessment Report</b>	✓	✓	✓	✓			
<b>Teacher Assessment Report</b>	✓	✓	✓	✓	✓		
<b>Student Assessment Report</b>	✓	✓	✓	✓	✓		
<b>Managing Rosters</b>	✓	✓	✓	✓	✓		
<b>Managing Test Reasons</b>	✓	✓	✓	✓	✓		

\* DTC—District Test Coordinator; DDR – District Data Reviewer; BC—Building Coordinator; BDR—Building Data Reviewer; TA—Test Administrator, PR – Proctor; ALT TA – Alternate Assessment Test Administrator