

# User Roles and Access to Montana Comprehensive Assessment Systems for 2020-2021

The following table indicates which users can access the features and tasks within each Montana Comprehensive Assessment online testing system. The corresponding user guide for each system contains complete information about each feature.

Task or Site	DA*	DC*	SC*	TE*	TA*	TFT
<b>Test Information Distribution Engine (TIDE)</b>						
<b>Managing Students</b>						
Viewing/Exporting Test Settings	✓	✓	✓	✓	✓	
Editing Test Settings	✓	✓	✓	✓	✓	
Uploading Test Settings through File Uploads	✓	✓	✓	✓		
Printing Test Tickets	✓	✓	✓	✓	✓	
<b>Managing Users</b>						
Adding Users	✓	✓	✓			
Viewing/Editing/Exporting Users**	✓	✓	✓			
Uploading User through File Uploads	✓	✓	✓			
Deleting Users	✓	✓	✓			
<b>Managing Rosters</b>						
Adding Rosters	✓	✓	✓	✓		
Viewing/Editing/Exporting Rosters**	✓	✓	✓	✓		
Uploading Rosters through File Uploads	✓	✓	✓	✓		
Printing from Roster List	✓	✓	✓	✓		
Deleting Rosters	✓	✓	✓	✓		
<b>Appeals</b>						
Filing an Appeal	✓	✓	✓			
<b>Monitoring Test Progress</b>						
Generating Plan and Manage Testing Reports	✓	✓	✓	✓	✓	
Generating Test Completion Rates Reports	✓	✓	✓	✓	✓	
Generating Test Status Code Reports	✓	✓	✓			
<b>Accessing Global Features</b>						

Downloading Files from the Inbox	✓	✓	✓	✓	✓	
<b>Test Administration (TA) Sites</b>						
Accessing TA Interface	✓	✓	✓	✓	✓	
Accessing TA Certification Site	✓	✓	✓	✓	✓	
Accessing Assessment Viewing Application	✓	✓	✓	✓	✓	
<b>Online Reporting System (ORS)</b>						
<b>Managing Score Reports</b>						
Viewing School Listing Report	✓	✓	✓			
Viewing Teacher Listing Report	✓	✓	✓	✓		
Viewing Roster Listing Report	✓	✓	✓	✓		
Viewing Student Listing Report	✓	✓	✓	✓		
Viewing Individual Listing Report	✓	✓	✓	✓		
<b>Managing Reports</b>						
Viewing Summary Statistics	✓	✓	✓	✓		
Retrieving Student Results	✓	✓	✓	✓		
<b>Searching Students</b>						
Searching for Students	✓	✓	✓	✓		
<b>Reporting System</b>						
District Assessment Report	✓	✓				
School Assessment Report	✓	✓	✓			
Teacher Assessment Report	✓	✓	✓	✓		
Student Assessment Report	✓	✓	✓	✓		
Managing Roster	✓	✓	✓	✓		
Managing Test Reasons	✓	✓	✓	✓		
<b>Tools for Teachers</b>						
Managing Roster	✓	✓	✓	✓	✓	✓
Managing Test Reasons	✓	✓	✓	✓	✓	✓
Managing Roster	✓	✓	✓	✓	✓	✓
<p><b>*DA - District Administrator; DC -District Test Coordinator; SC – School Test Coordinator; TE – Teacher; TA – Test Administrator; TFT – Tools for Teachers</b></p> <p><b>** Some roles have view-only access to this feature.</b></p>						