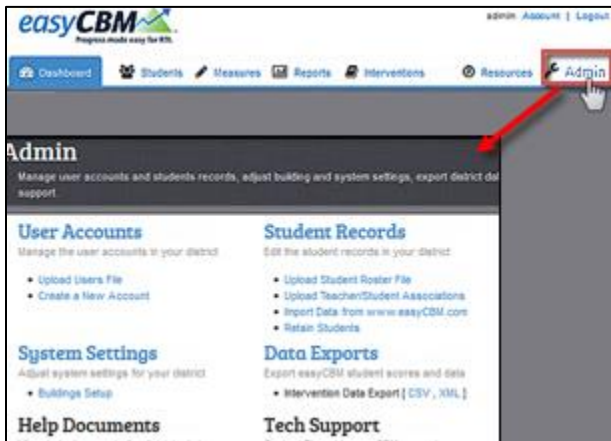## Exporting Benchmarks and Progress Monitoring Data

easyCBM provides four pre-formatted export files for all currently rostered students in a district, one for each Benchmark period and one for all Progress Monitoring scores for the full year. These are available for every year your district has recorded scores in easyCBM. The exported files contain all student data, including scores and percentile ranks, for currently rostered students in the district..
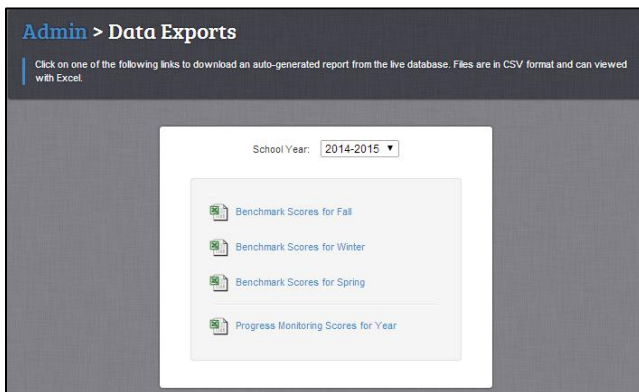
To maintain a record of all students and their scores from previous years, districts should, before uploading new roster information, export the Benchmark and Progress Monitoring reports to their district's data warehouse. This needs to be completed prior to June 30. (easyCBM rolls over to the new school year each year on July 1.)

To export Benchmark and Progress Monitoring Data:

1. Click the **Admin** tab. The **Admin** page appears.

2. Click the **Data Exports** heading on the Admin page. The **Data Exports** page appears.

3. In the **School Year** list, select the school year from which you want to export data.

4. Click one of the following:

- **Benchmark Scores for Fall** – exports and downloads all Fall testing Benchmark scores for the students currently rostered in the school year you selected.
- **Benchmark Scores for Winter** – exports and downloads all Winter testing Benchmark scores for the students currently rostered in the school year you selected.
- **Benchmark Scores for Spring** – exports and downloads all Spring testing Benchmark scores for the students currently rostered in the school year you selected.
- **Progress Monitoring Scores for Year** – exports and downloads all Progress Monitoring scores for the students currently rostered in the school year you selected.

  easyCBM downloads the file in .csv format, which you can open using Excel or a text editor program such as Notepad.

Students Who Have Left the District

Students who leave the district and are not re-rostered for the following year do not appear in the export files produced by easyCBM. This extends to exports you run now for previous years when the student did exist on a roster. This is true for any student who moved to a different district and for all eighth-graders. When 8th grade students move up to high school and no longer use easyCBM, those students and their unique IDs remain in easyCBM but are removed from current views of exported files and search results.

If you need to access assessments results from students who are no longer in the district, you must re-add those students to your current roster file. Once you have added them, you will be able to see their previous years' results by viewing their individual and group reports. Additionally, this data will be available for export by choosing the appropriate school year from when the student attended if the student was on the final roster file.

Working with Downloaded Benchmark and Performance Monitoring Data

Data from Benchmark and Performance Monitoring downloads can be used in other applications. For example, your district might want to export data from easyCBM to load into your Student Information System or a data and assessment management system like *DataDirector*™ or Edusoft®. Each downloaded export file includes the following data:

Column	Description
student_id	Carried over from the student.csv file
student_dob	Carried over from the student.csv file
student_easycbmid	Teacher-created temporary easyCBM student ID
student_grade	Carried over from the student.csv file
student_gender	Carried over from the student.csv file
student_disability	Carried over from the student.csv file
student_ethnicity	Carried over from the student.csv file
student_ell	Carried over from the student.csv file
building_name	Carried over from the student.csv file

district_data_1	Carried over from the student.csv file
district_data_2	Carried over from the student.csv file
district_data_3	Carried over from the student.csv file
district_data_4	Carried over from the student.csv file
district_data_5	Carried over from the student.csv file
phoneme_segmenting_score	Test score; tests not taken by a student's grade level are left blank
phoneme_segmenting_percentile	Percentiles are in integer format (0–99)
letter_names_score	Test score; tests not taken by a student's grade level are left blank
letter_names_percentile	Percentiles are in integer format (0–99)
letter_sounds_score	Test score; tests not taken by a student's grade level are left blank
letter_sounds_percentile	Percentiles are in integer format (0–99)
word_reading_fluency_score	Test score; tests not taken by a student's grade level are left blank
word_reading_fluency_percentile	Percentiles are in integer format (0–99)
passage_reading_fluency_score	Test score; tests not taken by a student's grade level are left blank
passage_reading_fluency_percentile	Percentiles are in integer format (0–99)
vocabulary_score	Test score; tests not taken by a student's grade level are left blank
vocabulary_percentile	Percentiles are in integer format (0–99)
multiple_choice_reading_comprehension_score	Test score; tests not taken by a student's grade level are left blank
multiple_choice_reading_comprehension_percentile	Percentiles are in integer format (0–99)
math_score	Test score; tests not taken by a student's grade level are left blank
math_percentile	Percentiles are in integer format (0–99)
reading_risk	0 to 6 (Low, Some, High), or blank
date_of_assessment	Date_of_assessment can be used to date-stamp the student's test scores

If Spanish measures are enabled, they will appear at the end, before the risk columns.