

# Create a Score Report

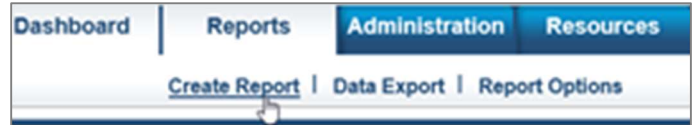
## Riverside Score™ Quick Guide

Riverside Score allows you to create and run Score reports for examinees with committed test records.

**IMPORTANT:** Report options depend on the products available to you as well as the selections you make as you create your report. For more information, see [online help](#).

### To create a Score report:

- 1 In the header, move the pointer over the **Reports** tab and click **Create Report**. The **Create Report** page appears with two fields, **Product** and **Report Type**.
- 2 Select your product from the **Product** menu.
- 3 From the **Report Type** menu, select **Score Report**. The page reloads with filters relevant to the **Score Report**.



### Note:

- Fields with an asterisk (\*) are required.
- For fields without arrows: Click inside fields to view available values and make your selections. To close the field, click the field again or scroll down and click **Close**.

### Create Report

Select report filters from the menu below

**Product \***

Select a Product

**Report Type \***

Select Report Type

- 4 Click in the **Examinee Selection** field and do one of the following to locate and select the examinee.
  - Type the first few letters of an examinee's first or last name and press **Enter** on your keyboard to view matches.
  - Click the arrows beside the caseload folders to view examinees with committed test record data.

Click the examinee's name to select it.

- 5 Click in the **Test Record** field to view and select the committed test records for the examinee that you want included in the report.
- 6 (*WJIV, Bateria IV, and WMLS-R*) From the **Normative Basis** field, type **Age** or a grade level.
- 7 (*Optional*) Make selections for the following optional fields.

- In the **Score Selection Template** menu, select:
  - **Default** to report default scores only.
  - **New Score Selection Template** to link to the **Add Template** field and specify scores to be included in a new template.
  - **Saved templates** to run a report using a previously saved template.
- (*WJ IV and Bateria IV*) For **Options**, select specific scores to be included.
- (*ECAD only*) For **Scores for Assessment of Early Development Delays**, specify delay measurements to be calculated for the report.
- For **Variations** and **Comparisons**, select additional score-related information for the report.

**Examinee Selection \***

Type examinee's name and click enter

**Test Record \***

**Normative Basis \***

Age

**Score Selection Template**

Default

**Options**

General Intellectual Ability (GIA)/Habilidad

**Variations**

Intra-Cognitive Variations, Intra-Achieveme

**Comparisons**

Gf-Gc Composite/Other Ability Variations,

**Grouping Option \***

List tests in numerical order separately

**Output Format \***

Select Output Format

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- 8 In the **Grouping Options** menu, select an option to specify how tests are listed in the report.
- 9 In the **Output Format** menu, select the report format (**PDF**, **Web Page**, or **Word**).
- 10 When all filters are selected, click one of the following buttons at the bottom of the page to complete the process of creating the report:
  - **Save to My Reports**, type a name for the report and click **Save**. The report is available on your Dashboard in the **My Saved Reports** box for a period of 14 days.
  - **Run Report** to generate and view the report.
    - **PDF** and **Word** reports open in their respective applications.
    - **Web Page** reports open in the Reports tab.

### Score Report

Name: Janus, Valerie  
 Date of Birth: 03/14/2007  
 Age: 10 years, 1 month (ACHA)  
 8 years, 8 months (COG)  
 Sex: Female  
 Date of Testing: 04/04/2017 (ACHA)  
 09/07/2015 (COG)

School:  
 Teacher:  
 Grade:  
 ID:  
 Examiners:

**TESTS ADMINISTERED**  
 Woodcock-Johnson IV Tests of Cognitive Abilities (Norms based on age 8-6)  
 Woodcock-Johnson IV Tests of Achievement Form A and Extended (Norms based on age 10-1)

**TABLE OF SCORES**  
 Woodcock-Johnson IV Tests of Cognitive Abilities (Norms based on age 8-6)

CLUST (W/Feat)	W	Ab	IQ%	SS (88% Band)
Oral Vocabulary	563	>30	100/90	>160 (>160->160)
Number Series	563	>20	100/90	>160 (>160->160)
Verbal Attention	556	>30	100/90	>160 (>160->160)

**TABLE OF SCORES**  
 Woodcock-Johnson IV Tests of Achievement Form A and Extended (Norms based on age 10-1)

CLUST (W/Feat)	W	Ab	IQ%	SS (88% Band)
MATHEMATICS	574	>23	100/90	>160 (>160->160)
ACADEMIC SKILLS	546	>30	100/90	145 (140-150)
BRIEF ACHIEVEMENT	521	14-4	99/90	122 (119-125)

CLUST (W/Feat)	W	Ab	IQ%	SS (88% Band)
Letter-Word Identification	494	9-6	85/90	98 (94-101)
Applied Problems	538	>30	100/90	137 (132-142)
Spelling	532	18-2	100/90	127 (123-131)
Calculation	611	>21	100/90	>160 (>160->160)

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