

PowerSchool – OTELA Test Results Import

At the District Office

Click Special Functions

Click Importing & Exporting

Click Quick Imports

Quick Import

Option	Value
Table:	Test Results
Field delimiter:	Tab
End-of-line marker:	CR
Character Set:	Windows ANSI
File to import:	Browse... \\msf\backlog\OTELA_Results\Power...
Suggest field map	<input checked="" type="checkbox"/>
School	District Office

[Import](#)

Select Test

Test:

Map files as follows:

Functions

- Attendance
- Daily Bulletin
- Enrollment Summary
- Master Schedule
- Dashboard
- Special Functions
- Teacher Schedules

Reports

- System Reports
- ReportWorks

People

- Student Search
- Staff Search
- Parent Search
- Enroll New Student
- New Staff Entry
- New Parent Entry

Import Records from an ASCII Text File

Col#	From your file	----->	To PowerSchool
1.	LNAME	----->	<input type="text"/>
2.	FNAME	----->	<input type="text"/>
3.	MI	----->	<input type="text"/>
4.	STUD_ID	----->	Student Number <input type="text"/>
5.	TEST	----->	<input type="text"/>
6.	TYPE	----->	<input type="text"/>
7.	BDATE	----->	<input type="text"/>
8.	GRADE	----->	Grade Level <input type="text"/>
9.	GENDER	----->	<input type="text"/>
10.	ETHNICITY	----->	<input type="text"/>
11.	DIST_NAME	----->	<input type="text"/>

Connect

www.ohconnect.org

Updated: 5/20/2014

PowerSchool – OTELA Test Results Import

25.	REC_DESC	---->	
26.	W_PL	---->	Writing Performance Level Num
27.	W_SCOR	---->	Writing Scaled Num
28.	W_PROMPT1	---->	
29.	W_PROMPT2	---->	
30.	W_RAW1	---->	
31.	W_IND1	---->	
32.	W_RAW2	---->	
33.	W_IND2	---->	
34.	W_RAW3	---->	
35.	W_IND3	---->	
36.	W_RAW4	---->	
37.	W_IND4	---->	
38.	W_RAW_SCOR	---->	Writing Raw Num
39.	R_PL	---->	Reading Performance Level Num
40.	R_SCOR	---->	Reading Scaled Num
41.	R_RAW1	---->	

Connect

www.ohconnect.org

Updated: 5/20/2014

PowerSchool – OTELA Test Results Import

50.	R_IND0	---->	
51.	R_RAW_SCOR	---->	Reading Raw Num
52.	L_PL	---->	Listening Performance Level Num
53.	L_SCOR	---->	Listening Scaled Num
54.	L_RAW1	---->	
55.	L_IND1	---->	
56.	L_RAW2	---->	
57.	L_IND2	---->	
58.	L_RAW3	---->	
59.	L_IND3	---->	
60.	L_RAW4	---->	
61.	L_IND4	---->	
62.	L_RAW5	---->	
63.	L_IND5	---->	
64.	L_RAW_SCOR	---->	Listening Raw Num
65.	S_PL	---->	Speaking Performance Level Num
66.	S_SCOR	---->	Speaking Scaled Num
67.	S_RAW1	---->	

77.	S_RAW_SCOR	---->	Speaking Raw Num
78.	COMH_PL	---->	Comprehension Performance Level Num
79.	COMH_SCOR	---->	Comprehension Scaled Num
80.	PROD_PL	---->	Production Performance Level Num
81.	COMH_STD1_IN	---->	
82.	PROD_SCOR	---->	Production Score Num
83.	COMH_STD2_IN	---->	
84.	COMH_INDP_DM	---->	
85.	COMH_STD3_IN	---->	
86.	COMH_SET_DM	---->	
87.	COMH_STD4_IN	---->	
88.	COMH_STD5_SC	---->	
89.	COMH_STD5_IN	---->	
90.	COMH_TOT_SC	---->	
91.	COMP_PERF	---->	Composite Performance Level Num
92.	COMP_SCAL	---->	Composite Scaled Num

Connect

www.ohconnect.org

Updated: 5/20/2014

PowerSchool – OTELA Test Results Import

Check to exclude first row

The lines below can be used to assign a constant value to field(s) in all of the imported records.

03012014 -----> Test Date

----->

Check the box for 'Check to exclude first row'

Enter the test date in the format above.

Click Submit.

Students that do not load will show as :Not Imported: Invalid Student ID. The student numbers are in order of the file imported. These students can be hand entered once the problem with the file is figured out. If there are many students then they can be uploaded once the file is fixed, but the students that were already imported should be removed from that file so they are not imported twice.