



PeopleSoft Campus Solutions  
**Viewing Test Scores**

Created 4/27/17

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# View Test Scores

## Navigation

- Log into MyFSCJ with your FSCJ logon ID and password
- Click the Student Services dropdown and select the Admissions Center; or
- Click Main Menu >Campus Solutions>Campus Community>Student Services Center
- Enter the Student ID in the **ID field**.

The screenshot shows the my.fscj.edu homepage. The navigation menu includes 'Employees', 'Resources', and 'Help Center'. Below this, there are several dropdown menus: 'My Requisitions', 'My Expenses', 'My Pay', 'My Time', 'My Benefits', 'My Career', and 'Student Services'. The 'Student Services' dropdown is highlighted with a red box. Below the navigation, the date 'Monday, April 03, 2017' is displayed, followed by the message 'No events found for the date range.' To the right, there is a 'Calendar Filters' section with a checked box for 'Class Schedule'. Below this, there are tabs for 'Official College Holidays' and 'Leave Balance'. A table lists the holiday 'Memorial Day' on '29-May-17'.

The screenshot shows the 'Student Services Center' search page. The breadcrumb trail is 'Main Menu > Campus Solutions > Campus Community > Student Services Center'. The page title is 'Student Services Center' and it includes the instruction 'Enter any information you have and click Search. Leave fields blank for a list of all values.' There is a 'Find an Existing Value' button and a 'Search Criteria' section. The 'ID' field is highlighted with a red box and contains the value '9500650'. Other search criteria include 'Campus ID', 'National ID', 'Last Name', and 'First Name', each with a 'begins with' dropdown menu. There is also a 'Case Sensitive' checkbox. At the bottom, there are 'Search', 'Clear', 'Basic Search', and 'Save Search Criteria' buttons.

- Choose the **Admissions Section Tab** and locate the “Test Summary” area to view test scores.

my.fscj.edu

Employees Resources Help Center

FLORIDA STATE COLLEGE AT JACKSONVILLE

Test Results ID: 9500650

student center general info **admissions** transfer credit academics finances financial aid

Institution / Career / Application Nbr / Program [edit application data](#)

- FSCJ - FSCJ
  - CRED - College Credit
    - 00187945
      - 2YFA - Associate Program**

Application Nbr: 00187945  
 Program Nbr: 0  
 Program Status: Applicant as of 04/03/2017  
 Program: [2YFA](#) Associate Program  
 Plan: [2121](#) Cardiovascular Technology

**Test Summary** [edit student tests](#)

Edit button will display based on security access.

Filter data by Operator Value

[filter](#) [show all](#)

Test ID	Test Component	Test Score	Letter Score	Percentile	Test Date	Acad Level	Data Source	Date Loaded
PERT	MATH	75.00			01/22/2016	12th Grade	PRT	04/03/2017
PERT	READ	145.00			01/22/2016	12th Grade	PRT	04/03/2017

[Student Center](#) [General Info](#) [Admissions](#) [Transfer Credit](#) [Academics](#) [Finances](#) [Financial Aid](#)

[Return to Search](#) [Notify](#)

- In the Test Results header, you have the option of sorting the test scores listed by any of the column headers, such as Test ID, Description, Score, Test Date, Data Source, or Date Loaded.

**Test Summary** [edit student tests](#)

Filter data by Operator Value

[filter](#) [show all](#)

Test Results								
Personalize   View All      First 1-2 of 2 Last								
Test ID	Test Component	Test Score	Letter Score	Percentile	Test Date	Acad Level	Data Source	Date Loaded
PERT	MATH	75.00			01/22/2016	12th Grade	PRT	04/03/2017
PERT	READ	145.00			01/22/2016	12th Grade	PRT	04/03/2017

[Student Center](#) [General Info](#) [Admissions](#) [Transfer Credit](#) [Academics](#) [Finances](#) [Financial Aid](#)

- **Test ID** – Indicates the type of test reported.
- **Description** – Indicates the component of the reported test.
- **Score** – Indicates the individual’s score for the test or component of the test taken.
- **Test Date** – Indicates the date that the test was taken.
- **Data Source** – Indicates the source that provided the test results.
- **Date Loaded** – Indicates the date that the test scores were entered into the system.

**Test Summary** [edit student tests](#)

Filter data by Operator Value

[filter](#) [show all](#)

Test Results								
Personalize   View All      First 1-3 of 3 Last								
Test ID	Test Component	Test Score	Letter Score	Percentile	Test Date	Acad Level	Data Source	Date Loaded
ACT	ENGL	10.00			12/07/2016	Unknown	ACT	04/03/2017
PERT	MATH	75.00			01/22/2016	12th Grade	PRT	04/03/2017
PERT	READ	145.00			01/22/2016	12th Grade	PRT	04/03/2017

[Student Center](#) [General Info](#) [Admissions](#) [Transfer Credit](#) [Academics](#) [Finances](#) [Financial Aid](#)



Use the arrow to Zoom Test Results.



Use the Datasheet to download test results. Use the Filter data by option to view specific Test ID's or Test Dates.

# Viewing Checklist

## Navigation-Option 1

- Click the **Main Menu > Campus Solutions > Campus Community > Checklists > Peron Checklists > Person Checklist Summary**

Result: Person Checklist Summary page displays.

- Enter the desired information into the **ID** or name fields. Click the **Search** button.

Person Checklist Summary

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

Search Criteria

ID: begins with p999001

Campus ID: begins with

National ID: begins with

Last Name: begins with

First Name: begins with

Case Sensitive

Search Clear Basic Search Save Search Criteria

Result: Person Checklist Summary page displays.

- Enter a Function and Responsible ID or leave them blank to view all checklist items associated with your security access. Checklist item *APLACE-Assessment/Placement-Credit* or *APLAC2-AssessmentPlacement-Workforce*.

Checklist Summary Operator 3C Groups Summary

Blue Wave 9999001

Selection Criteria

Function Variable Data

Checklist Type Checklist Responsible ID Status

Search

Search Results

Status	Checklist	Item	Description	Due Date	Item Status
Edit View	APLACE			04/18/2018	
Edit View	APLACE	APLACE	Assessment/Placement-Credit	04/18/2018	Completed
Edit View	ARESI			04/17/2018	
Edit View	ARESI	ARESI	Declaration of Residency	04/17/2018	Initiated

## Navigation-Option 2

- Click the **Main Menu > Campus Solutions > Campus Community > Student Services Center**

Result: Student Center page displays.

- Enter the desired information into the **ID** or name fields. Click the **Search** button.
- Select the **General Info** tab.
- In the Initiated Checklist Section locate the review **Checklist Summary Button** and select the link of the desired checklist item *APLACE-Assessment/Placement-Credit*.

my.fscj.edu

Florida State College at Jacksonville

Employees Faculty Students Resources Help Center

Blue Wave ID: 9999001

student center **general info** admissions transfer credit academics finances financial aid

Service Indicators Initiated Checklists  
Student Groups Personal Data  
National ID Names COLLAPSE ALL  
Addresses Phones EXPAND ALL  
Email Addresses

Service Indicators edit service indicators  
No service indicators found.  
Go to top

Initiated Checklists **review checklist summary**

Filter data by Operator Value  
filter show all

Function	Checklist	Institution	Variable Data
ADMP	<a href="#">APLACE - Assessment/Placement-Credit</a>	FSCJ1	Academic Career: CLK Student Career Nbr: 0 Application Nbr: 00189371 Application Program Nbr: 0
▶ Checklist Items			
ADMP	<a href="#">ARESI - Declaration of Residency</a>	FSCJ1	Academic Career: CLK Student Career Nbr: 0 Application Nbr: 00189371 Application Program Nbr: 0
▶ Checklist Items			

- Follow the same instructions provided in Option 1 navigation.

## Understanding Student Groups

Student groups enable you to set up groups (such as Athlete) and assign these groups to individuals. Then you can perform actions (such as run reports and processes) on a group, which affects all of the individuals in the group. Assignment of a student to a particular Student Group can happen manually one student at a time, through population selection for a group of students all at once, and/or through batch assignment based on triggers or otherwise scheduled in the system. Some Student Groups are similar to Orion Special Designators, like Dual Enrollment, Athletes, and Complete Florida. Others represent processes and procedures that are facilitated by identifying students in Groups, such as Transient – Summer and Dev Ed Exempt – Active Duty Military. Additionally, Student Groups can be assigned and released based on effective dates. **Note:** Student Groups are very similar to Orion Special Designators.

See Viewing and Entering Student Groups Training Document for additional information.

### **Student Groups related to Testing and Assessment:**

- Students who qualify for the SB1720 exemption will be placed into one of the following Student Groups: **DVAD**-Dev Ed Military or **DVHS**-Dev Ed High School.
- When the electronic test load process sends out a request, students are placed in a PERT-Pert Test Score Requested or ATS-ACT/SAT Test Score requested Student Group.

## Understanding Student Milestones

**Milestones** are non-course related but vital requirements a student must complete toward degree progress to graduate.

See Viewing and Entering Milestones Training Document for additional information.

**Student Milestones related to Testing and Assessment:** Students who qualify for a TABE Waiver will be given the milestone TABE WAIVR



# Understanding Test Scores Orion vs. PeopleSoft

## Conversion Mapping

**Note:** Prospects and unpaid applicants were excluded from the Orion to PeopleSoft data conversion.

### ACT

Orion-Test Type	Orion-Test Form	Orion-Sub Tst	PS-Test ID	PS-Test Component
ACT	None	TC	ACT	COMP
ACT	None	EN	ACT	ENGL
ACT	None	None	ACT	EW
ACT	None	MA	ACT	MATH
ACT	None	RE	ACT	READ
ACT	None	SR	ACT	SCIRE
ACT	None	None	ACT	WR
ACT	None	A1,A2,A3,A4	ACT	MAHS

### ATBC

Orion-Test Type	Orion-Test Form	Orion-Sub Tst	PS-Test ID	PS-Test Component
ATBC	None	SS	ATBC	ENGL
ATBC	None	AR	ATBC	MAARI
ATBC	None	RC	ATBC	READ

### CASAS

Orion-Test Type	Orion-Test Form	Orion-Sub Tst	PS-Test ID	PS-Test Component
CASA	27R,027R	95	CASAS	27R
CASA	28R,028R	95	CASAS	28R
CASA	31R,031R	95	CASAS	31R
CASA	32R,032R	95	CASAS	32R
CASA	33R,033R	95	CASAS	33R
CASA	34R,034R	95	CASAS	34R
CASA	35R,035R	95	CASAS	35R
CASA	36R,036R	95	CASAS	36R
CASA	37R,037R	95	CASAS	37R
CASA	38R,038R	95	CASAS	38R
CASA	51L,051L	96	CASAS	51L
CASA	52L,052L	96	CASAS	52L
CASA	53L,053L	96	CASAS	53L
CASA	54L, 054L	96	CASAS	54L
CASA	55L, 055L	96	CASAS	55L
CASA	56L, 056L	96	CASAS	56L
CASA	81L, 081L	96	CASAS	81L
CASA	81R, 081R	95	CASAS	81R
CASA	81RX, 081RX	95	CASAS	81RX
CASA	82L, 082L	96	CASAS	82L
CASA	82R, 082R	95	CASAS	82R
CASA	82RX, 082RX	95	CASAS	82RX
CASA	83L, 083L	96	CASAS	83L

CASA	83R, 083R	95	CASAS	83R
CASA	84L, 084L	96	CASAS	84L
CASA	84R, 084R	95	CASAS	84R
CASA	85L, 085L	96	CASAS	85L
CASA	85R, 085R	95	CASAS	85R
CASA	86L, 086L	96	CASAS	86L
CASA	86R, 086R	95	CASAS	86R
CASA	185R	95	CASAS	185R
CASA	186R	95	CASAS	186R
CASA	187R	95	CASAS	187R
CASA	188R	95	CASAS	188R
CASA	981L	96	CASAS	981L
CASA	982L	96	CASAS	982L
CASA	983L	96	CASAS	983L
CASA	984L	96	CASAS	984L
CASA	985L	96	CASAS	985L
CASA	986L	96	CASAS	986L

**Note:** Some CASAS test scores could not be mapped because of incorrect test forms in Orion- Example Form A.

### CPT

Orion-Test Type	Orion-Test Form	Orion-Sub Tst	PS-Test ID	PS-Test Component
CPT	None	SS	CPT	ENGL (<=1/1/2012)=ENGOLD
CPT	None	EA	CPT	MAALG (<=1/1/2012)=ALOLD
CPT	None	AR	CPT	MAARI
CPT	None	CA,CC,CE,CM	CPT	CLM
CPT	None	RC	CPT	READ (<=1/1/2011)=REOLD
CPT	None	Z4	CPT	REZ4
CPT	None	Z5	CPT	REZ5
CPT	None	ND	CPT	DENNY
CPT	None	Z2,Z3	CPT	MAHS

### CPTL

Orion-Test Type	Orion-Test Form	Orion-Sub Tst	PS-Test ID	PS-Test Component
CPTL	None	L2	CPTL	GMR
CPTL	None	L3	CPTL	LISNG
CPTL	None	L4	CPTL	VIDEO
CPTL	None	L1	CPTL	READ
CPTL	None	L5	CPTL	WR

### EAPC

Orion-Test Type	Orion-Test Form	Orion-Sub Tst	PS-Test ID	PS-Test Component
EAPC	None	GR	COMPASS	EGMR
EAPC	None	LS	COMPASS	ELIST
EAPC	None	EE	COMPASS	EREAD
EAPC	None	ER	COMPASS	EWRIT
EAPC	None	RE	COMPASS	READ
EAPC	None	WR	COMPASS	WRITE

## FCAT

Orion-Test Type	Orion-Test Form	Orion-Sub Tst	PS-Test ID	PS-Test Component
FCAT	None	EN	FCAT	ENGL (<=6/10/2009)=ENLOLD
FCAT,FCAD	None	MA	FCAT	MATH (<=6/10/2009)=MAOLD
FCAT,FCAD	None	RE	FCAT	READ (<=6/10/2009)=REOLD
FCAN	None	MA	FCAT	DMATH
FCAN	None	RE	FCAT	DREAD

## FCAT2

Orion-Test Type	Orion-Test Form	Orion-Sub Tst	PS-Test ID	PS-Test Component
FC2D,FCD2, FCA2	None	EN	FCAT2	ENGL
FC2D,FCD2, FCA2	None	RE	FCAT2	READ

## PERT

Orion-Test Type	Orion-Test Form	Orion-Sub Tst	PS-Test ID	PS-Test Component
PERT	None	HM	PERT	MAADV
PERT	None	MA	PERT	MATH
PERT	None	RC	PERT	READ
PERT	None	WR	PERT	WR

## SAT

Orion-Test Type	Orion-Test Form	Orion-Sub Tst	PS-Test ID	PS-Test Component
SAT	None	MA	SAT	MATH
SAT	None	VR	SAT	VERB
SAT	None	VE	SAT	VE
SAT	None	X1,X2	SAT	MAHS
SAT	None	W1	SAT	TSWE
SAT	None	X3	SAT	WC
SAT	None	X4	SAT	WMC
SAT	None	X5	SAT	WE

Note: Additional SAT Component may exist based on conversion errors of older data or changes to test score ranges Example: MA1.

## TABE

TABE Examples:

PeopleSoft Test ID= The Type of TABE C or S

PeopleSoft Component (Subtest) = Level + Form + Component

Orion-Test Type	Orion-Test Form	Orion-Sub Tst	PS-Test ID	PS-Test Component
TABE	6A, A6	LA	TABE-C	A6LA
TABE		RE	TABE-C	A6RE
TABE		MA	TABE-C	A6TM
TABE	9A, A9, 9AC, A09C A9C	LA	TABE-C	A9LA
TABE		RE	TABE-C	A9RE
TABE		MA	TABE-C	A9VC

**Note:** Some TABE test scores could not be mapped because of incorrect test forms in Orion. This does not represent the complete mapping of TABE scores only a small example.