

Quick Guide: Accessing Assessment Performance Results in eDIRECT



District and school users, with report permissions, can access assessment results in eDIRECT. The following step-by-step process can be used to access different levels of reports based on established permissions.

1. Go to [DRC eDIRECT](https://ak.drctedirect.com) (ak.drctedirect.com) and sign in using your username and password.

Welcome to eDIRECT

The Alaska Department of Education and Early Development (DEED) in partnership with Data Recognition Corporation (DRC) welcomes you to the Alaska Assessment Portal in eDIRECT!

This portal enables you to quickly and easily access links to online testing tools and program information for the Alaska Assessment Program. To access program related documents and training, select [General Information](#).

Only authorized users can access online testing management and reports information. To access these tools, log on with your Username and Password.

If you need assistance, please contact the Alaska Customer Service Line at AKHelpdesk@datarecognitioncorp.com or 1-866-339-6390.

ONLINE TOOLS TRAINING (OTT)

Publicly accessible versions of the Online Tools Training are available. Please copy the link below into Google Chrome to access these practice opportunities. Note that Google Chrome is the only supported browser for this public version of the Online Tools Training.

<https://wbte.drctedirect.com/AK/portals/ak>

2. Select **My Applications**.
3. Select **Report Delivery**.

MY APPLICATIONS

- PARTICIPANT PREPARATION
 - Student Management
 - Teacher Management
 - User Management
- TEST PREPARATION
 - Materials
 - Test Management
- POST-TEST ACTIONS
 - Student Management
- SCORING AND REPORTING
 - Report Delivery
- GENERAL INFORMATION
- TECHNOLOGY SETUP
 - Central Office
 - Device Toolkit

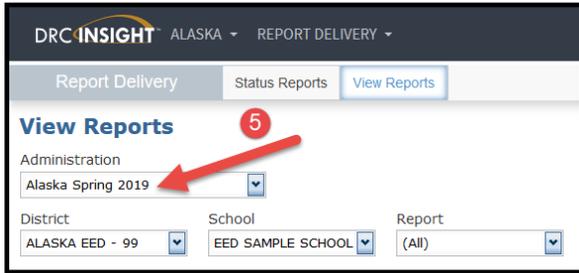
4. Select **View Reports**.

REPORT DELIVERY

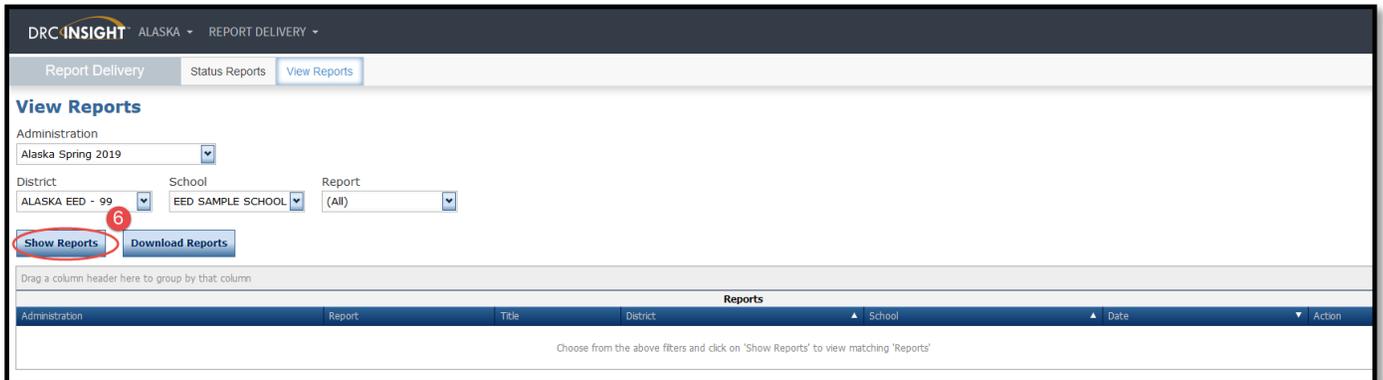
- Report Delivery
- Status Reports
- View Reports

Please select an item from the menu above.

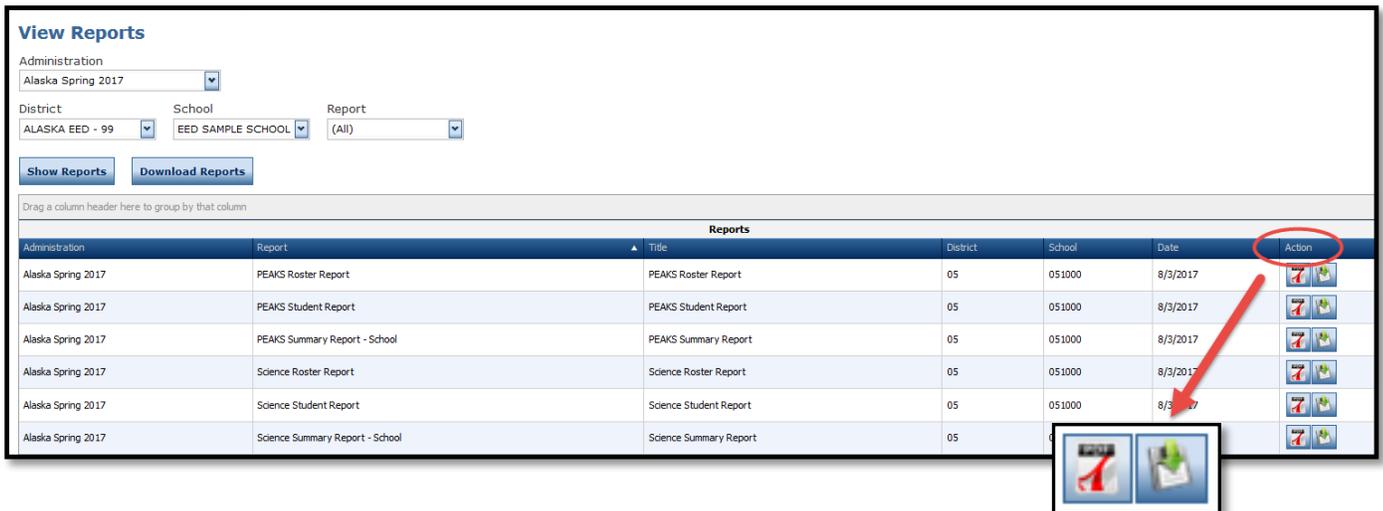
- Ensure the correct year is selected in the Administration drop down box. For district-level users, the District will auto-populate. The School will also auto-populate for school-level users. The Report drop down can be used to select specific reports.



- Select the **Show Reports** button.



- Action buttons located in the right most column can be used to open or save reports.



NOTE: The following Alaska regulation applies to PEAKS and Alaska Science Assessment results. All school and district personnel shall maintain the security and confidentiality of electronic test data files, individual student reports, and other testing reports designated as secure. 4 AAC 06.765 (g)