



## How to Export AMIRA Data

1. Launch Amira. You must be an Admin (School or District) to export data.
2. Under Admin, click District-Wide Results.

If presented with the option, please be sure to include the following demographic information:

- School Name(s)
- Student Name(s)
- Student ID(s)
- Teacher Name(s)
- Grade Level(s)
- Assessment Period(s) or Date(s)

### District Tools

A screenshot of the "District Tools" interface. It features four main buttons arranged in a 2x2 grid. The top-left button is "CUSTOM BENCHMARK" with the sub-instruction "Enter cut lines for your district" and "cut lines, by grade and season". The top-right button is "DISTRICT-WIDE RESULTS" with the sub-instruction "Export district-wide test results" and "CSV-format data on all students". The bottom-left button is "CONFIGURATION SETTINGS" with the sub-instruction "View and update the assessment and screener tasks". The bottom-right button is "ADMIN DASHBOARD" with the sub-instruction "View aggregate data for your district or school". A red arrow points to the "DISTRICT-WIDE RESULTS" button.

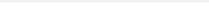
3. For the entire district, select Download Report in the District-Level Report section beside the report you would like to view.

If you wish to view an individual school's data, select a school in the drop-down menu > click Download Report.



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- Grade Level(s)
- Assessment Period(s) or Date(s)

Amira Learning		Admin	Review Activity	Reports	Log Out
<a href="#">BACK TO ADMIN</a>					
School Results					
					
<b>District Level Report for</b> 					
BOY: 8/27/2022, 8:44:59 PM				 <a href="#">Download Report</a>	
BOY: 4/1/2023, 5:32:30 PM				 <a href="#">Download Report</a>	
EOY: 8/27/2022, 8:45:03 PM				 <a href="#">Download Report</a>	
MOY: 8/27/2022, 8:45:07 PM				 <a href="#">Download Report</a>	
MOY: 4/1/2023, 5:32:32 PM				 <a href="#">Download Report</a>	
Tracking_BOY: 11/30/2022, 8:36:15 AM				 <a href="#">Download Report</a>	
Tracking_EOY: 7/31/2022, 7:54:09 AM				 <a href="#">Download Report</a>	
Tracking_MOY: 3/31/2022, 8:34:31 AM				 <a href="#">Download Report</a>	
Tracking_MOY: 2/27/2023, 10:24:27 PM				 <a href="#">Download Report</a>	
<b>School Level Report for</b> 					
BOY: 8/27/2022, 8:45:03 PM				 <a href="#">Download Report</a>	
BOY: 4/1/2023, 5:32:32 PM				 <a href="#">Download Report</a>	
EOY: 8/27/2022, 8:45:07 PM				 <a href="#">Download Report</a>	
MOY: 8/27/2022, 8:45:09 PM				 <a href="#">Download Report</a>	
MOY: 4/1/2023, 5:32:35 PM				 <a href="#">Download Report</a>	