

How to Export DIBELS Data

1. Once logged in to DDS, the Menu bar at the top of the page is your primary means of navigation. The specific features available on each user's menus will vary depending on the user's access level.
2. Find the Data Farming Report within the Admin Reporting so that you can export benchmark data.

Data Farming [👁 Example](#)

Scope: All
Data Type: Benchmark, Outcome
Assessment: DIBELS 8th Edition,
DIBELS Next & 6th Edition, IDEL

[Export data](#)

3. In the Data Farming section, click Export data.

Data Farming [👁 Example](#)

Scope: All
Data Type: Benchmark, Outcome
Assessment: DIBELS 8th Edition,
DIBELS Next & 6th Edition, IDEL

[Export data](#)

4. Next, select the Scope for the data set (School or District). Click Continue.
NOTE: School-level users will not have the “District” option available.

Data Farming

Select scope to continue:

Scope:

✓ -- Select Scope --
 School
 District

Continue

5. Once you’ve selected school or district, select additional details about the scope of the data set.
 - If the School option was selected from the list, select the School, Grade, and Starting School Year for the data set.
 - If the District option was selected from the list, select the Grade and Starting School Year for the data set.
 - Select the Ending School Year of the data set.
 - Select the Assessment.
 - Select the desired Assessment Period.
 - Select the Filter for Students option you want to include.

Data Farming

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Scope: District
 District: DIBELS Demo Account
 Grade: Third Grade

Start Year: 2021-2022
 End Year: 2021-2022
 Assessment: DIBELS 8th Edition

Period: -- All Periods --
 Filter for Students: With data in any period

Select include fields and delimiter to continue:

Student Information

☐ Student Name

☐ Student ID

☐ Secondary ID

☐ Date of Birth

☐ Demographics

Location

☐ Schools

☐ Class Names

☐ Secondary Class Names

☐ Teacher Names

☐ District IDs

☐ School IDs

Analysis

☐ Benchmark Statuses

☐ School Percentiles

☐ District Percentiles

☐ National DDS Percentiles

☐ Outcome Measures

☐ Assessment Dates

☐ Assessment Forms

☐ Remote Testing Status

☐ Zones of Growth (must select all periods)

Internal Database Information (Not Recommended)

☐ Move Out Dates

☐ Data System Internal IDs

Delimiter: Comma separated

Continue

6. Use the check boxes to select all the desired Include Fields.
- In the Student Information section, put in Student Name and/or Student ID.
 - In the Location section, put in Schools and Teacher Names.
 - In the Analysis section, put in Benchmark Statuses, National DDS Percentiles, and Assessment Dates.
 - **Skip** the Internal Database Information section, and then use the list to choose a Delimiter for the data set—comma separated works for us!

Select include fields and delimiter to continue:

Student Information

☐ Student Name ☐ Student ID ☐ Secondary ID
☐ Date of Birth ☐ Demographics

Location

☐ Schools ☐ Class Names ☐ Secondary Class Names
☐ Teacher Names ☐ District IDs ☐ School IDs

Include Fields: Analysis

☐ Benchmark Statuses ☐ School Percentiles ☐ District Percentiles
☐ National DDS Percentiles ☐ Outcome Measures ☐ Assessment Dates
☐ Assessment Forms ☐ Remote Testing Status ☐ Zones of Growth (must select all periods)

Internal Database Information (Not Recommended)

☐ Move Out Dates ☐ Data System Internal IDs

Delimiter:

Comma separated ▼ ⓘ

Continue

7. Click Continue.

Select include fields and delimiter to continue:

Student Information

☐ Student Name ☐ Student ID ☐ Secondary ID
☐ Date of Birth ☐ Demographics

Location

☐ Schools ☐ Class Names ☐ Secondary Class Names
☐ Teacher Names ☐ District IDs ☐ School IDs

Include Fields: Analysis

☐ Benchmark Statuses ☐ School Percentiles ☐ District Percentiles
☐ National DDS Percentiles ☐ Outcome Measures ☐ Assessment Dates
☐ Assessment Forms ☐ Remote Testing Status ☐ Zones of Growth (must select all periods)

Internal Database Information (Not Recommended)

☐ Move Out Dates ☐ Data System Internal IDs

Delimiter:

Comma separated ▼ ⓘ

Continue

8. A data preview will appear at the bottom of the screen.

District_Nr	Student_ID	Year_1st	Class_1st	INF_1st	RPSF_1st	B NWF	CLS	NWF	WRC	WRF_1st	ORF Word	ORF Error	ORF Accur	Composite_1st_Beginning
Example D	654399	2021	1st.examp	69	31	78	24	55	65	3	96	392		
Example D	451111	2021	1st.examp	19	26	21	10	0					315	
Example D	451116	2021	1st.examp	34	23	21	4	11	3	3	50	321		
Example D	451117	2021	1st.examp	58	15	104	35	58	79	0	100	409		
Example D	451121	2021	1st.examp	8	20	19	0	14	37	3	93	330		
Example D	451126	2021	1st.examp	61	25	94	31	62	100	0	100	416		
Example D	451128	2021	1st.examp	48	8	17	1	14	6	4	60	323		
Example D	451132	2021	1st.examp	65	32	77	22	26	55	6	90	379		
Example D	451139	2021	1st.examp	56	19	45	10	19	24	4	86	347		
Example D	451141	2021	1st.examp	29	28	35	10	10	5	7	42	327		
Example D	451143	2021	1st.examp	39	38	88	25	71	106	4	96	413		
Example D	451147	2021	1st.examp	51	27	81	18	49	67	4	94	389		
Example D	451150	2021	1st.examp	49	19	34	7	16	10	9	53	333		
Example D	451152	2021	1st.examp	67	16	31	0	24	26	9	74	344		
Example D	451158	2021	1st.examp	40	25	38	1	11	17	8	68	335		
Example D	451166	2021	1st.examp	44	44	17	0	6	1	4	20	319		
Example D	451173	2021	1st.examp	29	20	36	4	15	19	7	73	334		
Example D	451181	2021	1st.examp	47	17	83	25	23	41	5	89	371		
Example D	451114	2021	1st.examp	55	36	37	2	13	17	5	77	338		
Example D	451118	2021	1st.examp	35	19	23	1	8	4	8	33	321		
Example D	451122	2021	1st.examp	53	16	39	10	26	73	4	95	367		

9. Review the Data Preview. If the data set is not correct, adjust any of the fields or options previously selected, then click Refresh.

10. The Download Full Dataset link will appear at the bottom of the page when the dataset has finished running.

Once the link appears, there are two options:

1) Right-click on the link to save the data set as a file in a secure location. Open the dataset using a spreadsheet program.

2) Or, click the link to view the dataset in your web browser. Select all of the text and then copy/paste the dataset into a spreadsheet program. As long as the file sent to us is .csv format or .xlsx format, we'll be able to access and work with the dataset.