In order to have a SPECIFIC teacher ’ s name on the answer sheets and in the IDW reports we have to import an Assessment sort File (ASF).

only

Assessment Sort File (ASF)

T	StuID	TC	Rm\Crs\Sec	Staff Last Name	Staff First Name

Field	Required/Optional	Length	Comments
T	Required	1	T This is an identifier it must be T
StuID	Required	9	Include Leading Zeros
TC	Required	3	Test Code:
			800=Grade 3 ELA 804=Grade 6 ELA
			801=Grade 3 Math 805=Grade 6 Math
			006=Grade 4 ELA 806=Grade 7 ELA
			008=Grade 4 Math 807=Grade 7 Math
			029=Grade 4 Sci 009=Grade 8 ELA
			802=Grade 5 ELA 010=Grade 8 Math
			803=Grade 5 Math 034=Grade 8 Sci
Rm\Crs	Required	12	Alpha/Numericw 19.27ra-3.5 (a)4 (l)6.1 (o4.1 c7868 n1 (o)36.

Field	Required/ Optional	Length	Comments
T	Required	1`	T This is an identifier telling what the record is for.
Stu ID	Required	9	Include Leading Zeros
TC	Required	3	Test Code: 800=Grade 3 ELA 804=Grade 6 ELA 801=Grade 3 Math 805=Grade 6 Math 006=Grade 4 ELA 806=Grade 7 ELA 008=Grade 4 Math 807=Grade 7 Math 029=Grade 4 Sci 009=Grade 8 ELA 802=Grade 5 ELA 010=Grade 8 Math 803=Grade 5 Math 034=Grade 8 Sci
Rm\Crs	Required	12	Alpha/Numeric. Use to indicate Test Room or Course/Section

T	Stu ID	TC	Rm\Crs	StaffLastName	StaffFirstName

Field	Required/ Optional	Length	[illegible]

T	Stu ID	Rm\Crs	StaffLastName	StaffFirstName

Field	Required/ Optional	Length	Comments
T	Required	1`	T
Stu ID	Required	9	Include Leading Zeros
TC	Required	3	Test Code: 800=Grade 3 ELA 804=Grade 6 ELA 801=Grade 3 Math 805=Grade 6 Math 006=Grade 4 ELA 806=Grade 7 ELA 008=Grade 4 Math 807=Grade 7 Math 029=Grade 4 Sci 009=Grade 8 ELA 802=Grade 5 ELA 010=Grade 8 Math 803=Grade 5 Math 034=Grade 8 Sci
Rm\Crs	Required	12	Alpha/Numeric. Use to indicate Test Room or Course/Section
Staff Last Name	Optional	25	Use if you want Staff Name printed on sheet and/ or sort D is chosen
Staff First Name	Optional	20	Use if you want Staff Name printed on sheet and/ or sort D is chosen

	Stu ID	TC	Rm\Crs	StaffLastName	StaffFirstName
	23456	802	1020-21		
	7	802	1020-21		
		802	1020-21		
		2	1020-21		
		802	1020-21		
	012	802	1020-21		
	789123	802	1020-21		
	000891234	802	1020-21		

T	Stu ID	TC	Rm\Crs	StaffLastName	StaffFirstName	Stt e	Stt e

Once completed you will:

Formatted text (space delimited) (.prn)
ASF_DistrictName_ELA3_2024)

ASF_NassauBOCES_ELA3_2021.prn - Notepad

```
3-21SW   Witt                    Werner                    T0001234598021020
3-21F    Werner                  Fran                      T0001234608021020
3-21F    Werner                  Fran                      T0001234618021020
0012346280210203-21F   Werner                  Fran                      T0
T0001234638021020-21P  Werner                  Fran
```