

CONNECTICUT STATE DEPARTMENT OF EDUCATION

TCS Student Achievement Module (SAM)

General Information

UPDATED AUGUST 10, 2023

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Student Achievement Module

The Student Achievement Module (SAM) is housed within TCS. The module will be used to collect various credentials earned by students; however only information pertaining to the Seal of Biliteracy is collected for the 2022-23 school year.



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How can a role be assigned to access this module?

This module does not have a separate role in Directory Manager. Those who currently have the TCS User role also have access to SAM.

Your LEA Security Manager for can assign additional TCS User roles to anyone else who will be responsible for this module. Note that those with the TCS User role will have access to **both** the TCS application and SAM.



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Who provides data from my district?

Contact your Director of World Languages, Director of Multilingual Learners or Director of Bilingual Programs for more information on which students have completed a test towards earning the Seal of Biliteracy.

All grade 10-12 students who took a test July 1, 2022 - June 30, 2023, must be reported regardless of if they passed.



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Fields Collected

- SASID
- Reporting District
- District Student ID
- Date of Birth
- Credential/Test Vendor (numeric/drop down)
 - Use BV000, or input any of the valid codes
- Credential Category/Series (numeric/drop down)
- Credential Specialization (numeric/drop down PSIS)
- · Attempt Date (date)
- Test Passed (Y/N)

BOLD = required

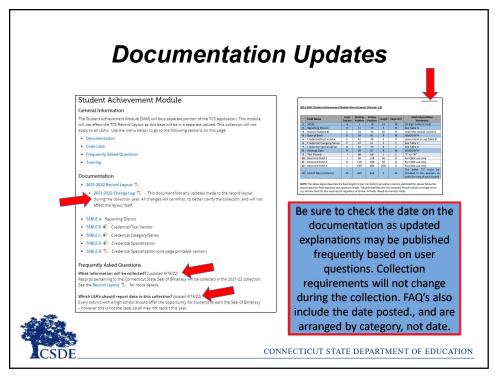


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TEST SCORES ARE

NOT COLLECTED

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File Preparation

There are several ways to prepare your batch:

- **1. Excel Spreadsheet** includes data validation, dropdowns, and converts to formatted file
- **2. Basic Template** input data directly into a CSV file ensuring all codes and formatting rules are followed
- **3. SIS Export** If your SIS contains the required fields, you can export the data following the record layout

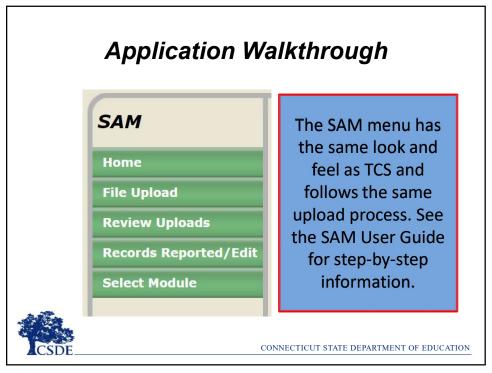
The spreadsheet, instructions, and template are available on the <u>SAM page</u> of the Help Site

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Application Walkthrough Select Module Select the module you would like to enter: TCS Student Achievement Module When you log into TCS there are two menu options







Home Review Uploads

Review Uploads

The table below shows all the files that have been uploaded for your district.

There is a maximum threshold of 500 errors for validation.

Click on the file name to see more information and to take action on it.

File Name	Status	Date	Records Uploaded	Records Valid	Records with Notifications	Records with Errors	Unique SASIDs Uploaded
StudentTesting37.csv	Validated	4/22/2022 1:53:49 PM	5	5	0	0	5
StudentTesting37.csv	Validated with Notifications	4/22/2022 1:28:57 PM	5	0	5	0	5
StudentTesting37.csv	Processed	4/21/2022 1:57:47 PM	5	5	0	0	5



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Walkthrough - Records Reported/Edit

 Lists all students reported by your LEA

 Can be sorted (ascending or descending) by any column.

Determine accuracy and completeness

• Other options:

- Edit

Delete





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Deadlines

TCS	SAM					
LEA & APSEP Timely/Phase I: July 11, 2023	N/A					
LEA Accurate/Phase II: August 25, 2023	SAM Final Deadline: September 8, 2023					
Freeze: September 1, 2023	Freeze: September 15, 2023					
No changes can be made in either collection on or after the freeze date						
CODE	CONNECTICUT STATE DEPARTMENT OF EDUCAT					

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Additional Resources

- SAM Help Page
- SAM FAQ Page
- Seal of Biliteracy Page



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Future Updates

 Will the Record Layout change as credentials are added?

No – Additional codes will be added to the following fields to accommodate collection updates:

- Credential Category/Series
- Credential/Test Vendor
- Credential Specialization



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