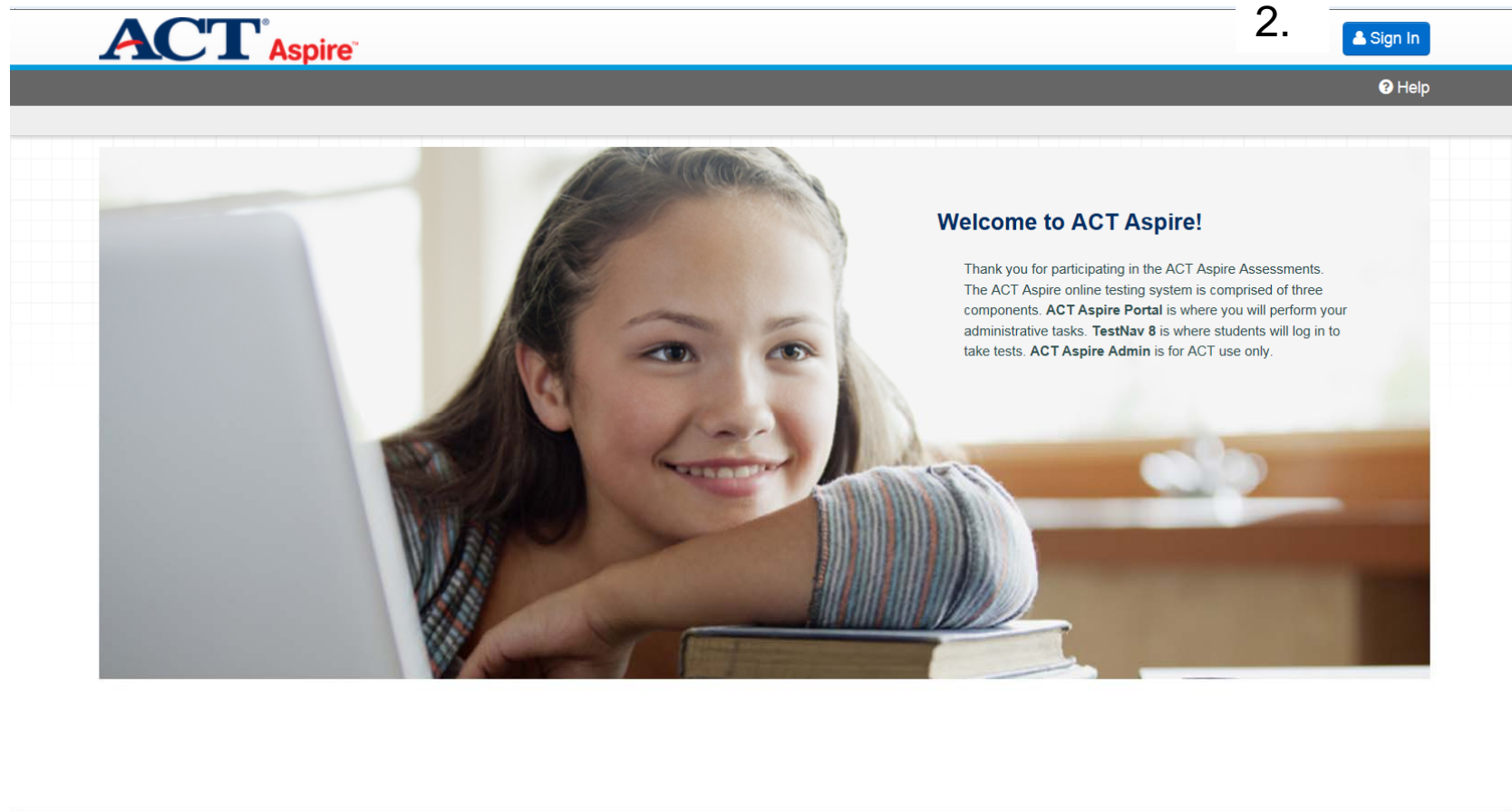


How to Access ACT Aspire Individual Student Reports

1. Navigate to <https://www.actaspire.org/>
2. Click the Sign In button. On the next screen enter email address and password. Click Sign In.



3. At the top of the screen click Summative Tests.

4. Click View Summative Reports.

The screenshot shows the ACT Aspire dashboard for the Archdiocese of Chicago_IL. The 'Summative Tests' menu is open, highlighting 'View Summative Reports'. The main content area displays a table of test sessions with columns for 'Students Added', 'Auth/Roster Printed', 'PNP Printed', 'Started', and 'Closed'. A 'New Test Session' button is visible in the top right of the table area. A 'Messages' panel on the right shows 'No Messages Found'. A legend at the bottom explains the status icons: a grey circle for 'Not applicable in current state', a green circle for 'Action completed', and a red circle for 'Necessary steps not completed'. A 'View All Tests' link is also present.

3.

4.

	Students Added	Auth/Roster Printed	PNP Printed	Started	Closed
Grade 8 English	●	●	●	●	●
Grade 8 Reading	●	●	●	●	●
Grade 8 Science - Session 1	●	●	●	●	●
Grade 8 Write - Session 1	●	●	●	●	●
Grade 8 Math - Session 1	●	●	●	●	●

5. Find the report marked Non-Pub/ISR and click the Download Report icon.

ACT Aspire™

Archdiocese of Chicago_IL

Dashboard Summative Tests Interim Tests Classroom Tests Students Organizations Pre-Id Help

DASHBOARD / DOWNLOAD REPORTS ORGANIZATION: IL / ACADEMY OF... / ACADEMY OF ST. BENEDICT THE AFRICAN LAFLIN CAMPUS(40524)

ACADEMY OF ST. BENEDICT THE AFRICAN LAFLIN CAMPUS	Non-Pub	Subject Proficiency by Grade	NA	ALL		12/31/2014	
ACADEMY OF ST. BENEDICT THE AFRICAN LAFLIN CAMPUS	Non-Pub	Subject Proficiency by Demographic	NA	08		12/31/2014	
ACADEMY OF ST. BENEDICT THE AFRICAN LAFLIN CAMPUS	Non-Pub	Org Current Progress	NA	08		12/31/2014	
ACADEMY OF ST. BENEDICT THE AFRICAN LAFLIN CAMPUS	Non-Pub	Supplemental Scores	NA	08		12/31/2014	
ACADEMY OF ST. BENEDICT THE AFRICAN LAFLIN CAMPUS	Non-Pub	ISR	10001-08-ISR-School.zip	08	15	12/31/2014	5.

Showing 1 to 5 of 5 entries

← Previous 1 Next →

To view online Educator reports for a specific grade and/or subject, select the Create Report button.

To download reports on this page:

- Select the icon. A pop up confirmation screen will display the report you have selected, with additional information, like the file size
- Select the **Save** button to begin the download process. This **Save** button is active for 5 minutes only. If you select it after 5 minutes, you will receive an error message and you will need to close the popup and reselect the PDF link to get an active **Save** button.

To view an online reports on this page:

- Select the icon. The selected report will display in your browser window.

Download times depend on the size of the file as well as the internet connection speed at your location. Contact your organization's technical support person for questions on your download times.

Remember to save your file after downloading it!

6. Download and unzip the file. This is the PDF with students' individual scores.

