

Rules Reports Maintenance

This feature allows you the option to create customized rules that promote Venn Breakdown and Tri-Rule Explorer Reports in your Viewpoint application. This is accomplished via the Config Tools tab within the Rules Reports Maintenance folder.

To make a custom Rule you will need to complete the following actions:

- 1. Open your Config Tools tab
- 2. Navigate to the Rules Maintenance Report folder
- 3. Select the **Rule Maintenance** option:
 - a. Confirm your District, Year and Category with the Dropdown menu options

J Viewpoint									
State Accountability Reports Teach	er Reports At-A-G	lance Resources	Config Tools						
🖸 🍓 🗠	Rule Maintena	nce							
🗀 Dashboard Maintenance	District:	MN Demo District	~						
Canal Test Score Entry	Rule Year:	2023 - 2024	~						
Carl Test Definitions	Rule Category:	Discipline	~						
Common Assessment Configuration		Absence Course Grades							
Carl Report Configuration		Demographics							
🗀 Data Cleanup		Discipline Test Results	_						
Carl Rules Reports Maintenance									
Rule Maintenance									
Rule Option Maintenance									
😋 Placement Maintenance									
Placement Setup									
Placement Rule Maintenance									
Placement Guidelines									
Pending Guidelines									

Rule Categories:

- Absence
- Course Grades
- Demographics
- Discipline
- Test Results



- 4. Establish your Rule Names for the Original or Base Rules:
 - a. Define the parameters for your chosen Rule Category
 - Add
 - Indicate parameters

• Save

🔎 Viewpoint					Administration	ədmin ədmir	n Change Password	Logout -
State Accountability Reports Teach	Reports ALA-Glance Resources Cenfig Tools							
2 % 20	Rule Maintenance							🖄 📧 🧶
🗀 Dashboard Maintenance	District: MN Demo District							
C Test Score Entry	Rule Year: 2023 - 2024 👻							
C Test Definitions	Rule Category: Test Results							
Common Assessment Configuration	∑* Rows/Page: 100 ¥						1-12 0	f 12 Rows
C Report Configuration	1 100000 100 100 100 100 100 100 100 10							
🗋 Data Cleanup	Rule Name	lest	¥ Season	¥ lype	Category	¥	Score Type	Lat
Carl Rules Reports Haintenance	FAST - English Only - Spring 2023 - Adaptive Math - Percentile Rank Grade by District FAST - English Only - Spring 2023 - Adaptive Reading - Percentile Rank Grade by District	t FAST - English Only	Spring 2028	Subject	Adaptive Math Adaptive Reading	Pet	centile Rank Grade by Distri centile Rank Grade by Distri	t Edit
Rule Maintenance	FAST - English Only - Fall 2023 - Adaptive Math - Percentile Rank Grade by District	FAST - English Only	Fall 2023	Subject	Adaptive Math	Per	centile Rank Grade by Distri	et Edit
Rule Option Maintenance	FAST - English Only - Fall 2023 - Adaptive Math - Scale Score	FAST - English Only	Fall 2023	Subject	Adaptive Math	50	ale Score	Edit
Recement Maintenance	FAST - English Only - Fall 2023 - Adaptive Reading - Percentile Rank Grade by District	FAST - English Only	Fall 2023	Subject	Adaptive Reading	Per	centile Rank Grade by Distri	ct Edit
	FAST - English Only - Fall 2023 - Adaptive Reading - Percentile Rank Grade by Nation	FAST - English Only	Fall 2023	Subject	Adaptive Reading	Per	centile Rank Grade by Natio	in Edit
Macement Setup	FAST - English Only - Fall 2023 - Adaptive Reading - Scale Score	FAST - English Only	Fall 2023	Subject	Adaptive Reading	Sci	ale Score	Edit
Placement Rule Maintenance	FAST - English Only - Winter 2023/2024 - Behavior - Screening Score	FAST - English Only	Winter 2023/2024	Subject	Behavior Family	Scr	eening Score	Edit
Placement Guidelines	MN - Accountability - MCA III - 2022-2023 - Math - Scale Score	MN - Accountability - MCA III	2022-2023	Subject	Math	Sci	sle Score	Edit
Pending Guidelines	MN - Accountability Tests - 2022-2023 - Reading - Achievement Level	MN - Accountability	2022-2023	Subject	Reading	Ad	hievement Level	
	MN - Accountability Tests - 2022-2023 - Reading - Scale Score	MN - Accountability	2022-2023	Subject	Reading	Sci	sie Score	Edit
								Add

You may also edit or delete base rules in this section.

🧢 💭 Viewpoint									
State Accountability Reports Teach	er Reports At-A-G	lance R	esources	Config Tools					
o *p 🛛	Rule Maintena	nce							
Dashboard Maintenance	District:	MN Demo Dist	rict 🗸						
C Test Score Entry	Rule Year:	2023 - 2024	~						
C Test Definitions	Rule Category:	Test Results	~						
Common Assessment Configuration	SX Powe/Dag	100 ×							
C Report Configuration	ų Kows/Pagi	100 •							
🛅 Data Cleanup			Rule Name		^	Test		١	Season
Carl Rules Reports Maintenance	FAST - English On	ly - Spring 202 ly - Spring 202	3 - Adaptive N 3 - Adaptive R	eading - Percentile Ra	Rank Grade by Distric	trict FAST - English	Only Only		Spring 2 Spring 2
Rule Maintenance	FAST - En S Rule	Test - Google	Chrome			- 0	×		Fall 2023
Rule Option Maintenance	FAST - Eng						-		Fall 2023
Carl Placement Maintenance	FAST - Eng == d	emo.viewpoir	itsolution.org,	/MN1/app/Triang	ulationOutlineEdit	aspx?Unused=0&P	e(Fall 2023
Placement Setup	FAST - Eng Dud	a Toct							Fall 2023
Placement Rule Maintenance	FAST - Eng	e rest				/			Winter 2
Placement Guidelines	MN - Acce	Test:	FAST-English 0	nly	~			<mark>У.</mark> АШ	2022-20
Pending Guidelines	MN - Acc	Test Year:	2023 - 2024*		~				2022-20
	MN - Acc	Season:	Winter 2023/20	124	~			-	2022-20
		Type:	Subject		~				
		Category:	Early Readin	a		*			
		Test Score:	Composite Scor	re	<u>~</u>				
	Per	formance Set:	Composite (Cur	rent Norms)	*				

- 5. Click to view report (if necessary)
- 6. Navigate to the **Rule Option Maintenance** option in your Rules Reports Maintenance folder (left pane)
 - a. Confirm your District, Year and Category with the Dropdown menu options
- 7. Add Custom Rule, defining Rule Name (how it will display in Reports):
 - a. Add
 - b. Key in Rule Name
 - c. Match Base Rule



- 💭 Viewpoint						Administration admin admin	Change Password	Logout I-
State Accountability Reports T	racher Reports 🔰 Ab-A-Glance 🔰 Resources 💦 Config T	lools						
0 8	Rule Option Maintenance						T	1 III 🖄 🛷
Dashboard Haintenance	District: MN Demo District 🗸							
Test Score Entry	Rule Year: 2023 - 2024 💙							
Test Definitions	Rule Category: Test Results 👻							
Common Assessment Configuration	∑* Rows/Page: 100 ¥						1-10 of	f 10 Rows
Report Configuration	Duda Niama	Crisical Public	Sattinoc	Pule Dublished Status	Studied Court	Dula Drocessing Status	Last Evaluated	
Data Cleanup	- Nucleitance -	- Origina Nac	Scales in Exceeds	Kare Fublished Status	Stodern Court	Note Processing status	Cast Evaluated	Con
Rules Reports Maintenance	FA23 FAST Exceeds - Reading	FAST - English Only - Fall 2023 - Adaptive Reading - Scale Score	Add Setting Option	 Displayed 	937	Current	11/16/2023 08:57:34 AM	Edit
Rule Maintenance		FAST - Dealish Calu - Fall 2022 - Adaptive	Scales in Exceeds					
Rule Option Maintenance	FA23 FAST Exceeds - Math	Math - Percentile Rank Grade by District	Add Setting Option	Displayed	1013	Current	11/16/2023 11:48:06 AM	Edit
- Platement Planteslance		FAST - English Only - Spring 2023 - Adaptive	Scales in 20%ile and below	Danlarad	120	0		
	MISS 1-III SP23 PAST Math 20th %	Math - Percentile Rank Grade by District	Add Setting Option	Displayed	459	Current	02/15/2024 10:10:50 AM	5018
	MITSS THE EAST MUCH 20th St	FAST - English Only - Fall 2023 - Adaptive	Scales in 20%ile and below	Dirplayed	447	Current	02/15/2024 10:16:57 414	5-10
		Math - Percentile Rank Grade by District	Add Setting Option	Copaged				
	MTSS T-III SP23 MN Accountability Math "D"	MN - Accountability - MCA III - 2022-2023	Scales in Does Not Meet	Displayed	401	Current	02/15/2024 10:18:52 AM	Edit
		Math - Scale Score	Add Setting Option					
	State Test 2023 - Exceeds Reading	MN - Accountability Tests - 2022-2023 - Reading	scales in Exceeds	- Displayed	372	Current	02/14/2024 04:05:39 PM	Edit
			Add Setting Option Scales in 20%/ile and below					
	MTSS T-III FA23 Reading 20th %	FAST - English Only - Fall 2023 - Adaptive Reading - Percentile Rank Grade by District	aceres in advance and delow	Displayed	447	Current	02/15/2024 11:22:49 AM	Edit
			Add setting Option Scales in 20%ile and below					
	MTSS T-III SP23 Reading 20th %	Reading - Percentile Rank Grade by District	Add Setting Option	 Displayed 	438	Current	02/15/2024 11:22:57 AM	. Edit
	_	Martin Annual Alexandre - 2022 - 2023 - Reading	Scales in Does Not Meet					
	MTSS T-III SP23 MN Accountability Reading "D" - Scale	- Scale Score	Add Setting Option	Displayed	398	Current	02/15/2024 11:23:03 AM	cot
								Aulul

You may also edit or delete setting options or custom rules in this section.

🚚 Viewpoint									
State Accountability Reports To	acher Rep	orts At-A-G	alance Resources	Config Tool					
0 🐌	🖾 Rul	e Option Ma	aintenance						
Dashboard Maintenance		District:	MN Demo District	1					
Test Score Entry		Rule Year:	2023 - 2024 🗸	ă.					
Test Definitions		Rule Category:	Test Results						
Common Assessment Configuration	52	n	100.11						
Report Configuration	- V	Rows/Page	100 •						
Data Cleanup			Rule Name	^	Original Rule		Settings	Published Status	Student Count
Rules Reports Maintenance		FA23 FAST E	xceeds - Reading		FAST - English Only - Fall 2023 - Adapti	Add Custom Rule		Save Close	g
Rule Maintenance		FA23 FAST E	xceeds - Math		FAST - English Only - Fall 2023 - Adapti	Rule Name:	FAST Early Reading W124 -		10
Placement Maintenance					Math - Percentile Rank Grade by Distric				
	0	MTSS T-III SP	P23 FAST Math 20th %		FAST - English Only - Spring 2023 - Ada Math - Percentile Rank Grade by Distric				1
	0	MTSS T-III FA	A23 FAST Math 20th %		FAST - English Only - Fall 2023 - Adapti Math - Percentile Rank Grade by Distric	Base Rule:	FAST - English Only - Fall 202 FAST - English Only - Fall 202	3 - Adaptive M 🛩	Grade by District
		MTSS T-III SP	P23 MN Accountability Math	"D"	MN - Accountability - MCA III - 2022-20 - Math - Scale Score		FAST - English Only - Fall 202 FAST - English Only - Fall 202 FAST - English Only - Fall 202	 Adaptive Math - Scale Score Adaptive Reading - Percentile R Adaptive Reading - Percentile R 	ank Grade by District ank Grade by Nation
		State Test 20.	023 - Exceeds Reading		MN - Accountability Tests - 2022-2023 - - Achievement Level	Reading	FAST - English Only - Fall 202 FAST - English Only - Spring FAST - English Only - Spring	13 - Adaptive Reading - Scale Score 2023 - Adaptive Math - Percentile R 2023 - Adaptive Reading - Percentil	ank Grade by District e Rank Grade by District
	0	MTSS T-III FA	A23 Reading 20th %		FAST - English Only - Fall 2023 - Adaptis Reading - Percentile Rank Grade by Dist	re trict	FAST - English Only - Winter FAST - English Only - Winter MN - Accountability - MCA III	2023/2024 - Behavior - Screening S 2023/2024 - Early Reading - Compo - 2022-2023 - Math - Scale Score	icore osite Score
	0	MTSS T-III SP	P23 Reading 20th %		FAST - English Only - Spring 2023 - Ada Reading - Percentile Rank Grade by Dist	ptive trict	MN - Accountability Tests - 20 MN - Accountability Tests - 20 Add Setting Option	122-2023 - Reading - Achievement 122-2023 - Reading - Scale Score	Level
	0	MTSS T-III SP	P23 MN Accountability Read	ling "D"	MN - Accountability Tests - 2022-2023 - - Scale Score	Reading	Scales in Does Not Meet	- Displayed	
	0	FAST WI Early	ly Reading - Low Proficiency		FAST - English Only - Winter 2023/2024 Reading - Composite Score	- Early	Add Setting Option	Not Displayed	

- 8. Click to view report
- 9. Add Setting Option for your Rule Name
 - a. Choose Setting Type (Score Range or Test Proficiency) and threshold



🔎 Viewpoint						
State Accountability Reports Tea	cher Reports At-A-Glance Resources Config Too	B A				
💽 👩	Rule Option Maintenance					
C Dashboard Maintenance	District: MN Demo District 🗸					
Canal Test Score Entry	Rule Year: 2023 - 2024 🗸					
C Test Definitions	Rule Category: Test Results					
Common Assessment Configuration	5 Rows/Page: 100 ₩					
C Report Configuration	Durk Marrie	Original Data	Collines Duty Duty D			
🛅 Data Cleanup	Kule Name A	Oliginal Kule	Scales in Excepts	ned St		
Carlos Reports Maintenance	FA23 FAST Exceeds - Reading	FAST - English Only - Fall 2023 - Adaptive Reading - Scale Score	Displayed			l i
Rule Maintenance	FA23 FAST Exceeds - Math	FAST - English Only - Fall 2023 - Adaptive	Rule Setting Maintenance - Google Chrome		Settings	Rule Published
Placement Maintenance	MTSS T-III SP23 FAST Math 20th % MTSS T-III SP23 FAST Math 20th % MTSS T-III SP23 MN Accountability Math "D" State Test 2023 - Exceeds Reading MTSS T-III SP3 Backer 20th 6	FAST - English Only - Spring 2023 - Adaptive Math - Percentile Rank Grade by Duttict Math - Percentile Rank Grade by Duttict Math - Recountability - NCA III - 2022-2023 - Math - Salk Scause - North - 2022-2023 - Rea - Anther Scalk Scause - 2022-2023 - Rea - Anther Scalk Scause - Salk - Sa	demoviewpointsolution.org/IMN1/app)Placeme Rule Settling Maintenance Category: Test Results Satting Type: Score Range	ntEdit.	Scales in Exceeds Add Setting Option Add Setting Option Generating Maintenance - Google Chron Generating Maintenance Category: Test Results	Displayed ne I/app/PlacementE
	MTS3 1 WI 742 / Reading 20th % MTSS T-III SP23 Reading 20th % MTSS T-III SP23 Reading 20th % MTSS T-III SP23 MN Accountability Reading 10* FAST WI Early Reading - Low Proficiency FAST Early Reading WI24 Low Risk	Reading - Percentile Rank Grade by Other ApdT - English (-), Spring 2023 - Addutt- Reading - Percentile Rank Grade by District NM - Accountability Tetrs - 2022-2023 - Res - Scale Score Sate Score Rasting - Comparise Score Rasting - Comparise Score Rasting - Comparise Score		3 ct ct ct ct	Setting Type: Test Proficiency Low Rick Some Rick High Rick High Rick N/A No Score	
		FAST WI Early Reading - Low Proficiency	FAST - English Only - Winter 2023/2 Reading - Composite Score	2024 - Ea		

10. Finally, push the rule(s) you wish to use to your Rules Explorer and Venn Breakdown Reports.

- a. Select check boxes
- b. Process the rule by selecting the Δ icon in the upper right-hand corner
- c. Select check boxes once again
- d. Publish the rule by selecting the 👫 icon in the upper right-hand corner

Viewpoint X	How-to-Navigate-Reports.pdf X How-to-Create-	Custom-Rules - 🗴 🔆 Responsible Tickets - Ticket - O	× 😧 New Tab	× +			-	a ×
← → C ti demo.viewpointsolu	tion.org/MN1/app/main.aspx#TestMaintTab12						@ ☆ ひ □	a :
💒 Home - cmERDC ず cmERDC - Login 🖉	DEMO ViewpointMN DEMO ViewpointND DEMO	🛹 ViewpointNE DEMO 📑 Eventleaf Event Re [🛙 IW Demo 🕜 (2) * Main: Town	Sq 🔆 OTRS 🏾 💲 SMART e	R 🙆 SMARTfinance	🜒 Serv-U 🛛 🙆 WETL Joint Appl	cati » 🗅 A	II Bookmarks
						Administration admin admin	Change Password	Logout →
State Accountability Reports Tead	her Reports Y Al-A-Glance Y Resources Config Tool							
🖸 🧐 🖾	Rule Option Maintenance						A 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	28 🔄 📥
Dashboard Maintenance	District: MN Demo District 🗸							
Test Score Entry	Rule Year: 2023 - 2024 V							
Test Definitions	Rule Category: Test Results							
Common Assessment Configuration	√ [×] Rows/Page: 100 ✓							12 Rows
Data Cleanur	Rule Name	Original Rule	Settings	Rule Published Status	Student Count	Rule Processing Status	Last Evaluated	Edit
Rules Reports Maintenance	FA23 FAST Exceeds - Reading	FAST - English Only - Fall 2023 - Adaptive Reading - Scale Score	Scales in Exceeds	Displayed	937	Current	11/16/2023 08:57:34 AM	Edit
Rule Maintenance Rule Option Maintenance	FA23 FAST Exceeds - Math	FAST - English Only - Fall 2023 - Adaptive Math - Recentile Bank Grade by District	Add Setting Option Scales in Exceeds	Displayed	1013	Current	11/16/2023 11:48:06 AM	Edit
Placement Maintenance	MTSS T-III SP23 FAST Math 20th %	FAST - English Only - Spring 2023 - Adaptive Math - Percentile Bank Grade by District	Add Setting Option Scales in 20%ile and below	Displayed	439	Current	02/15/2024 10:16:50 AM	Edit
	MTSS T-III FA23 FAST Math 20th %	FAST - English Only - Fall 2023 - Adaptive Math - Percentile Rank Grade by District	Add Setting Option Scales in 20%ile and below	Displayed	447	Current	02/15/2024 10:16:57 AM	Edit
	MTSS T-III SP23 MN Accountability Math "D"	MN - Accountability - MCA III - 2022-2023 - Math - Scale Score	Add Setting Option Scales in Does Not Meet	Displayed	401	Current	02/15/2024 10:18:52 AM	Edit
	State Test 2023 - Exceeds Reading	MN - Accountability Tests - 2022-2023 - Reading - Achievement Level	Scales in Exceeds	Displayed	372	Current	02/14/2024 04:05:39 PM	Edit
	MTSS T-III FA23 Reading 20th %	FAST - English Only - Fall 2023 - Adaptive Reading - Percentile Rank Grade by District	Scales in 20%ile and below Add Setting Option	Displayed	447	Current	02/15/2024 11:22:49 AM	Edit
	MTSS T-III SP23 Reading 20th %	FAST - English Only - Spring 2023 - Adaptive Reading - Percentile Rank Grade by District	Scales in 20%ile and below Add Setting Option	Displayed	438	Current	02/15/2024 11:22:57 AM	Edit
	MTSS T-III SP23 MN Accountability Reading "D"	MN - Accountability Tests - 2022-2023 - Reading - Scale Score	Scales in Does Not Meet Add Setting Option	Displayed	398	Current	02/15/2024 11:23:03 AM	Edit
	FAST WI Early Reading - Low Proficiency	FAST - English Only - Winter 2023/2024 - Early Reading - Composite Score	Add Setting Option	Not Displayed	0	Current	02/27/2024 02:15:13 PM	Edit
	FAST Early Reading WI24 Low Risk	FAST - English Only - Winter 2023/2024 - Early Reading - Composite Score	Scales in Low Risk Add Setting Option	Not Displayed	0	Pending	02/27/2024 02:45:33 PM	Edit
								666

You will now see your rules available via the Reports tab/Rules Reports Folder/Tri-Rule Explorer and Venn Breakdown reports.