Entering TIDE and other Participation Codes into TIDE



Log into Tide and using the blue After Testing box, click on Participation Codes.

The next screen that you see will look somewhat similar to the student settings screen. You can search for a group of students using filters, select a grade level, or select an individual student.

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2 23 Preparing for Testing 23 Administering Tests 23 Administering	Find Student by ID 9.
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Participation Codes Use this page to enter codes explaining a student's non-participation, new inter +	
- Search Students	
"Detroit Kent SD - 17415 ~	Last Name
"School	First Name
SSD	Grade 03 ~
Advanced Search	
Search Fields - Select	Additional Criteria Chosen;
Add	Remove All Remove Selected
	Search

Next, to enter the Participation Code for Refusal, click on the Edit box next to the student whose attempt code you want to edit. The default is a "99" code. In this case, you want to change the 99 to a refusal code.

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The edit screen for this student will look like the screen shot below – scroll down to the SBA ELA and Math, (include the ELPA21, if this is relevant.)

Click on the down arrow to open up an attempt code menu. You will see a code for parent refusal (RFP) and one for student refusal (RFS). You need to enter the refusal code for both CAT and PT portions of SBA. Be sure to scroll down and click on **SAVE**.

District: 1		Middle Name:	
School: 1	lementary School	Gender: M	
SSID: 39		Grade: 03	
First Name		0.000.00	
- Special Codes			
Attempt Code		L2 Basic	
Grades 2-3 ELPA21 Listening Test	99 None ~		ELA No ~
Grades 2-3 ELPA21 Reading Test	99 None V	Math	ematics No ~
Grades 2-3 ELPA21 Speaking Test	99 None v		Science: No ~
Grades 2-3 ELPA21 Writing Test	99 None v		
ELPA21-Screener-23-ELPA21-2	99 None ~		
Grades 2-3 Screener Pilot	99 None ~		
G3 ELA CAT	99 None		
G3 Math-CAT	99 None		
G3 ELA-PT	99 None ~		
G3 Math-P1	99 None v		