Generate and Export ETS ReadBasix Home and Student Reports

This guide will show you how to access Home and Student reports for ETS ReadBasix.

1 On your home screen, click "Reports"

2 Click "ETS ReadBasix"

ETS ReadRoutix
Fast screening of reading skills for a personalized diagnostic path

ETS ReadBasix
Foundational reading skills assessment

ETS ReadAuthentix
Scenario-based reading comprehension assessment

Activity Log
Students' assignment log
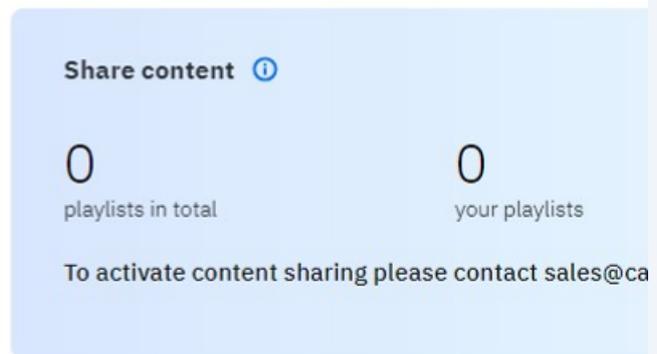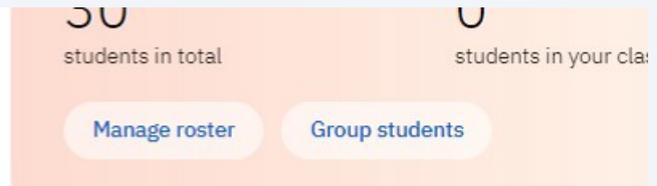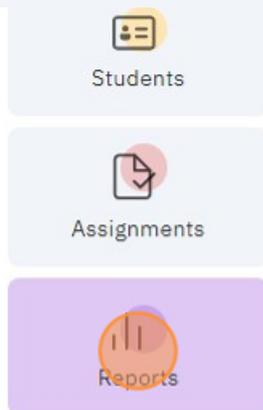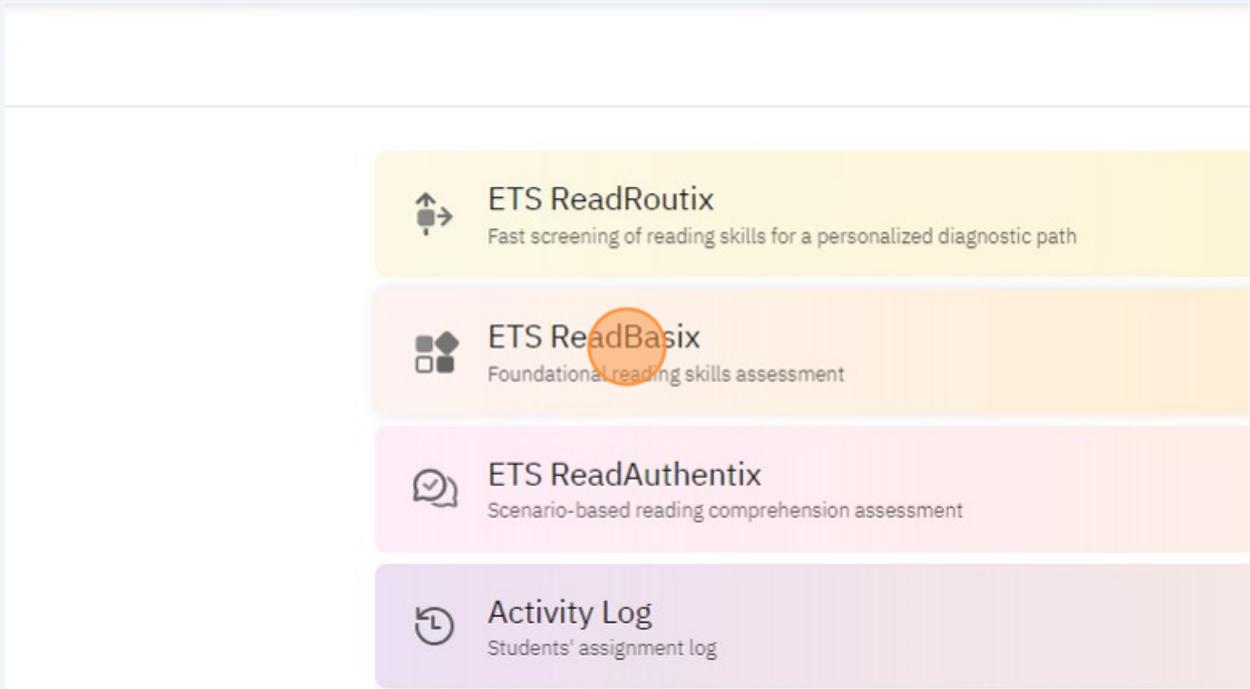
3 Select the group you want to produce Home or Student reports for. This can be a class, a location, or the full organization report.

Middle School ▾

ETS ReadBasix · Location report

Quick Start

Students

Assignments

Reports

Classes   6 subtests ▾   📅 Up to date: 2010 days ▾   Completed subtest

Class Name	Grade	Students Total	Students C
👥 Grade 7 Opatz	7	26	2

Display 30 per page. 1 total.
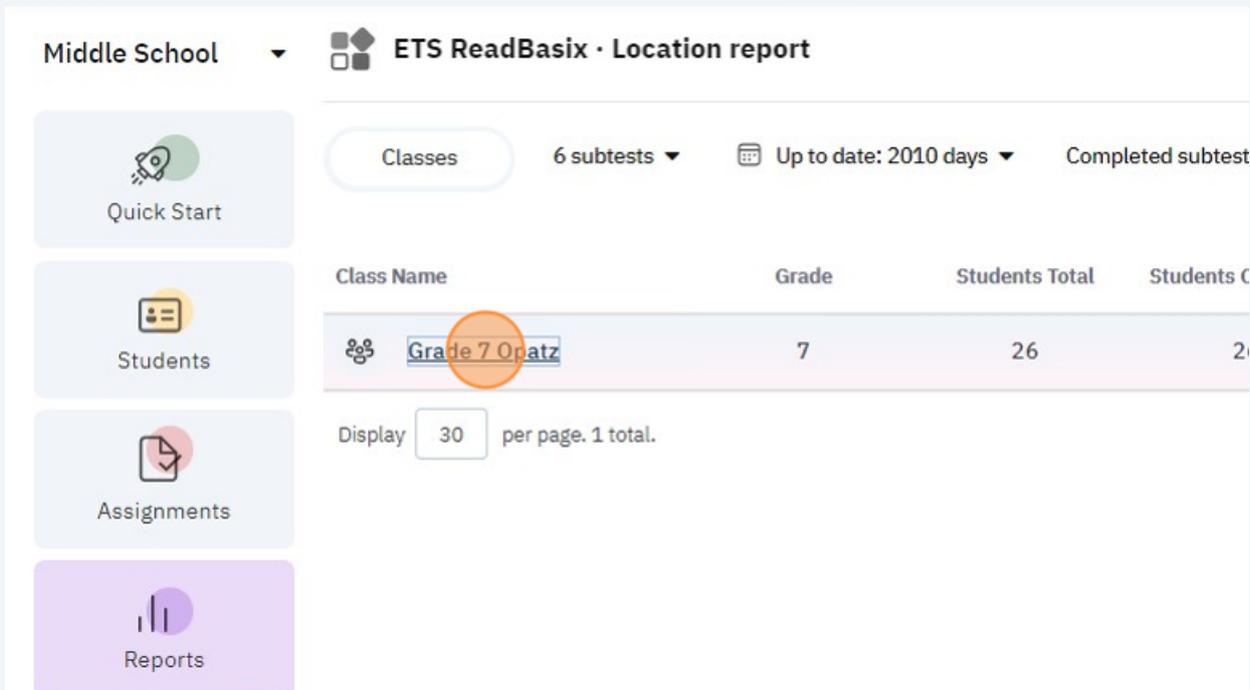
4 Click "PdfExport"
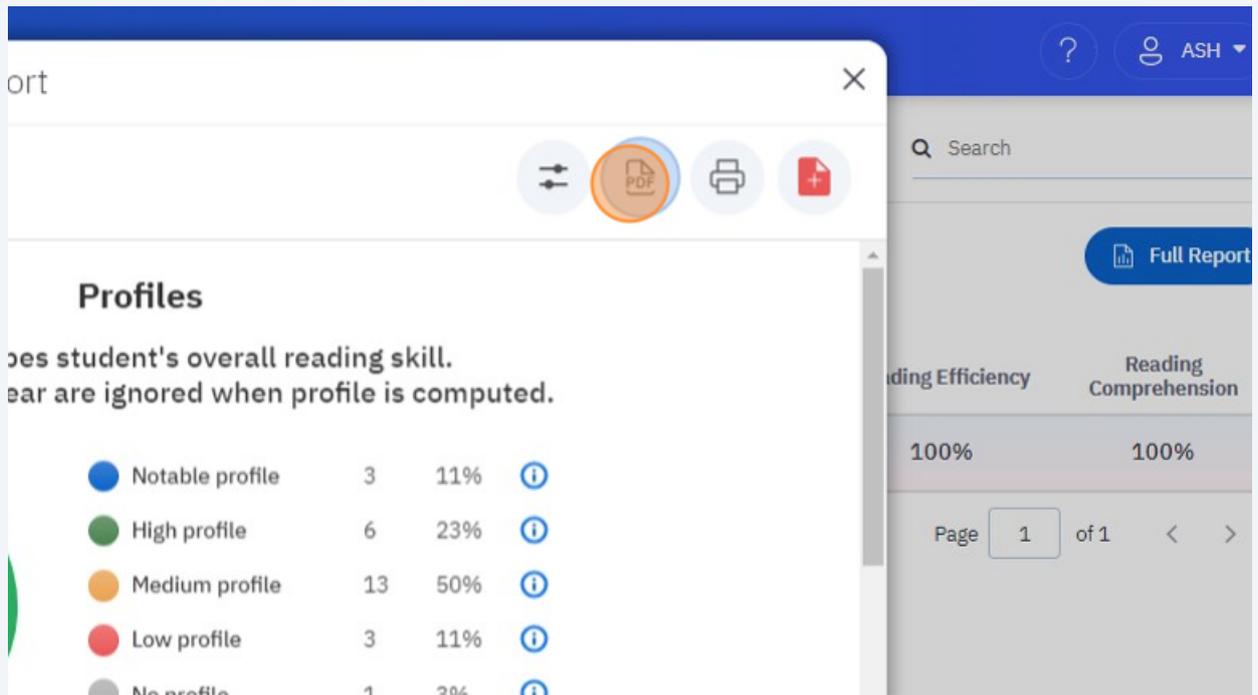
5 Click "Report Content"
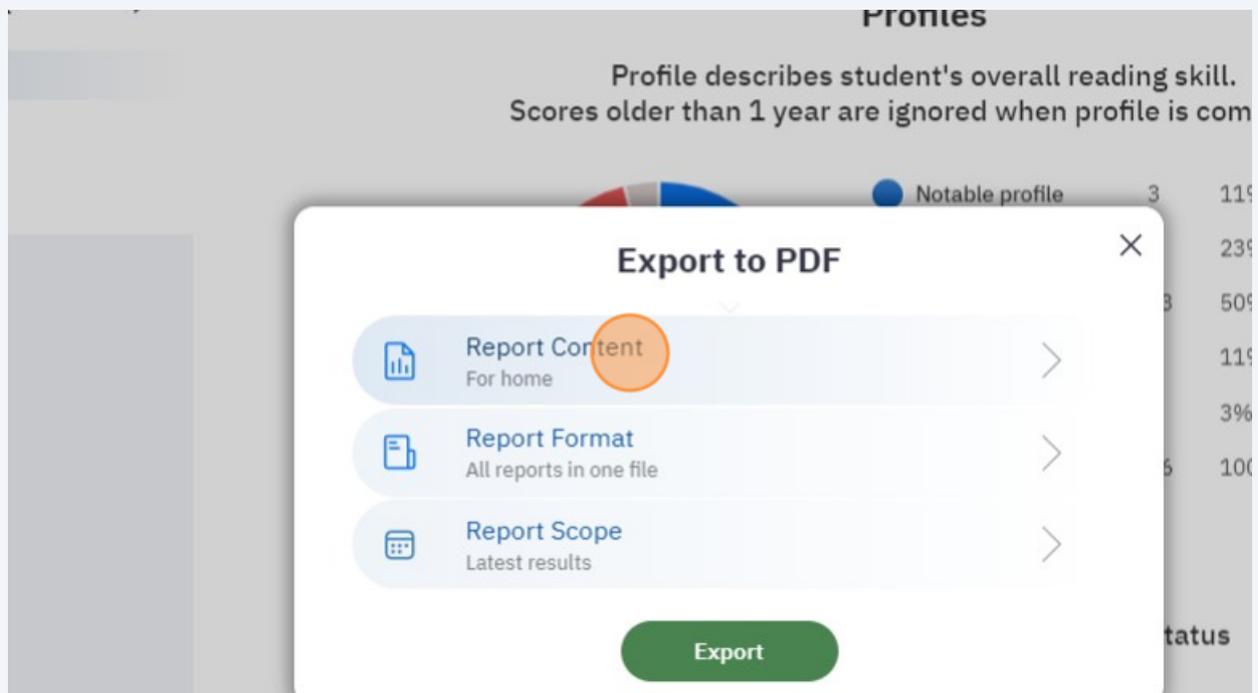
6 Decide if you want to export Home or Student reports. Home reports are designed to be sent home to a student's parent or guardian. Student reports are simplified and designed to share progress directly with students.
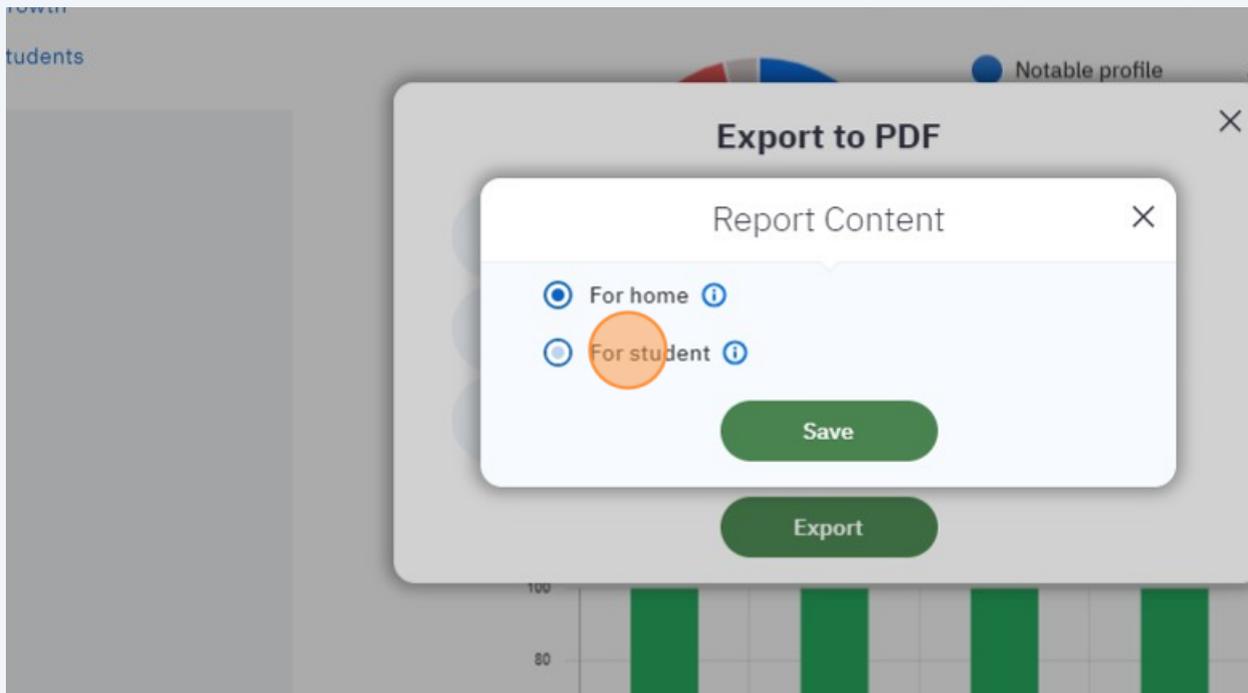
7 Click "Save"
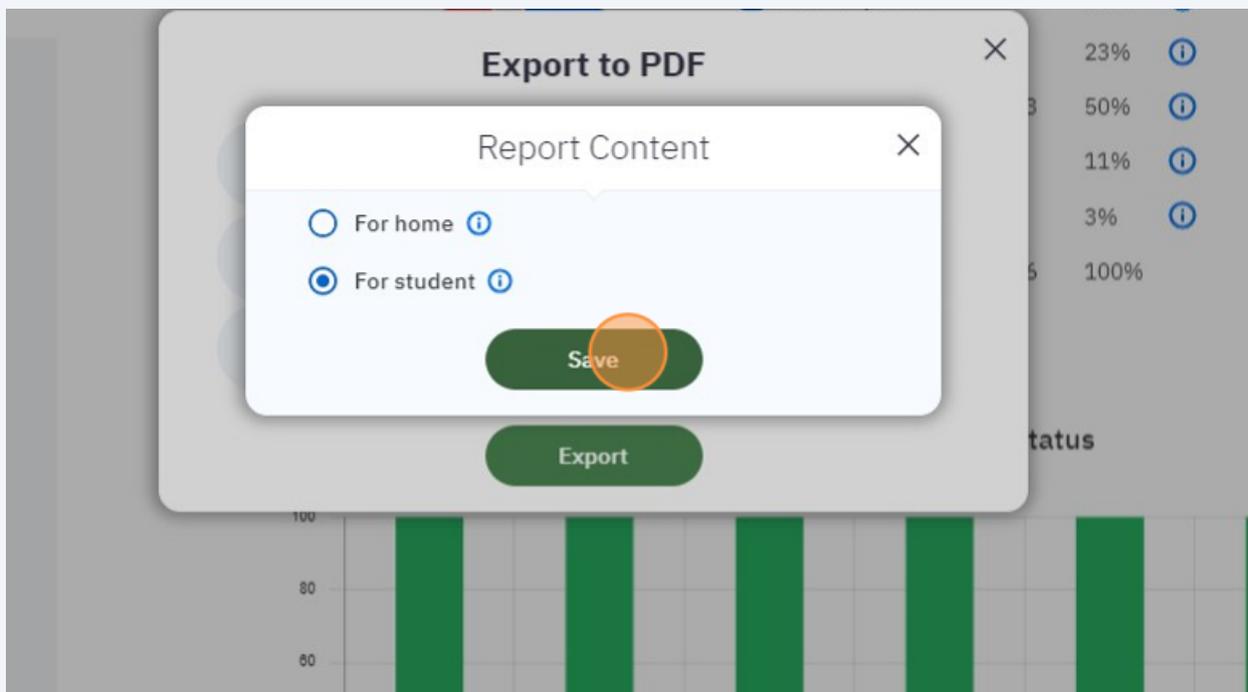
8   Click "Report Format"
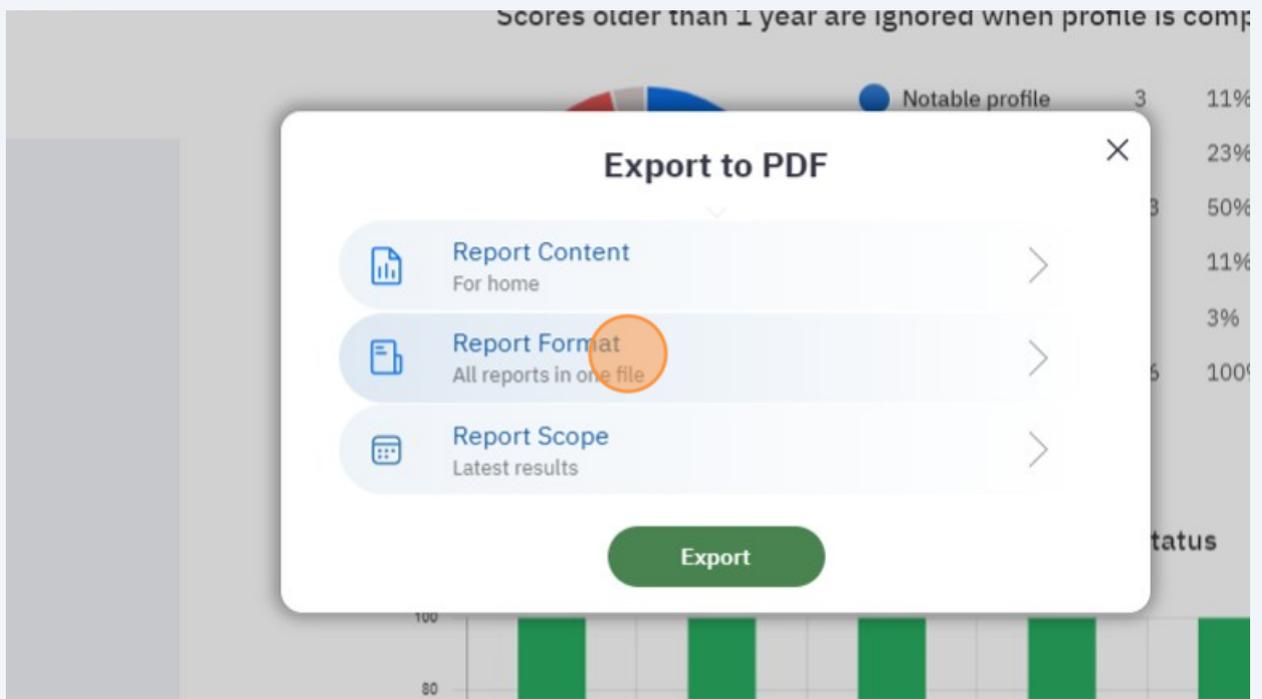
9 Decide if you want the PDF to be combined or separate.

Use the 'All reports in one file' option if you plan to **print** the pdf.

Use the 'One file per report' option if you plan to **email** the pdfs.

Click "Save" when you are done.
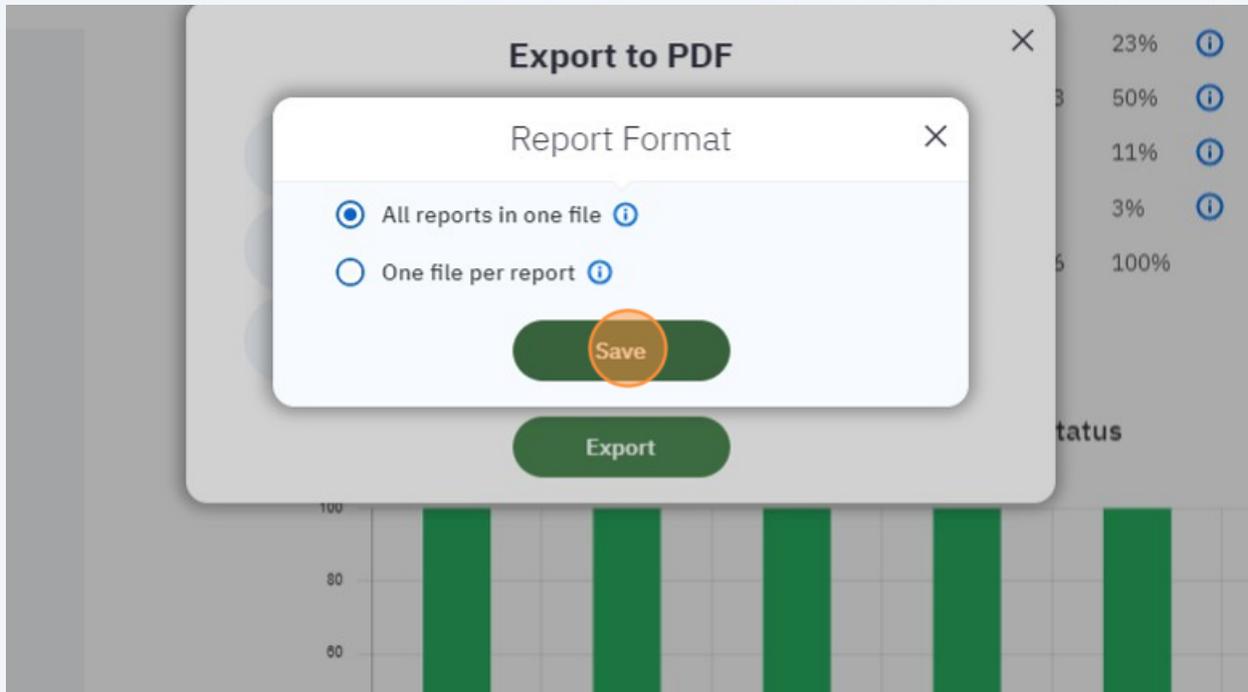
10 Click "'Report Scope"
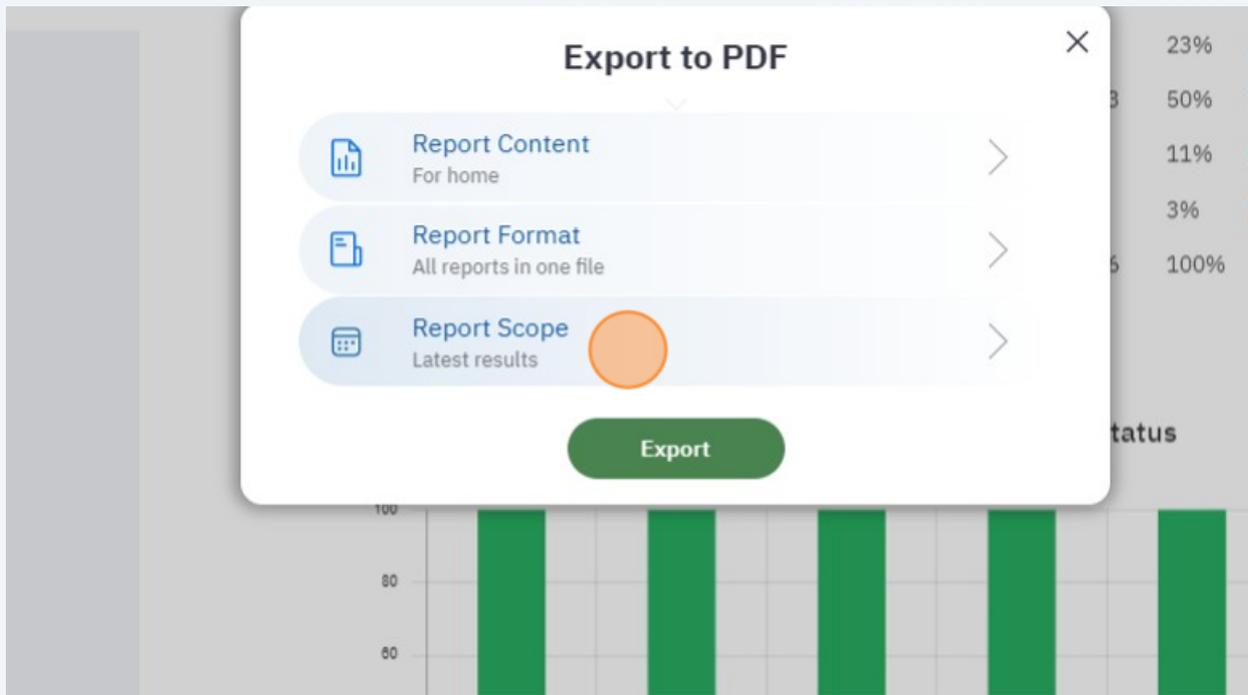
11 Decide whether you want to export the latest results or the benchmark results for the selected year. Click "Save" when you are done.
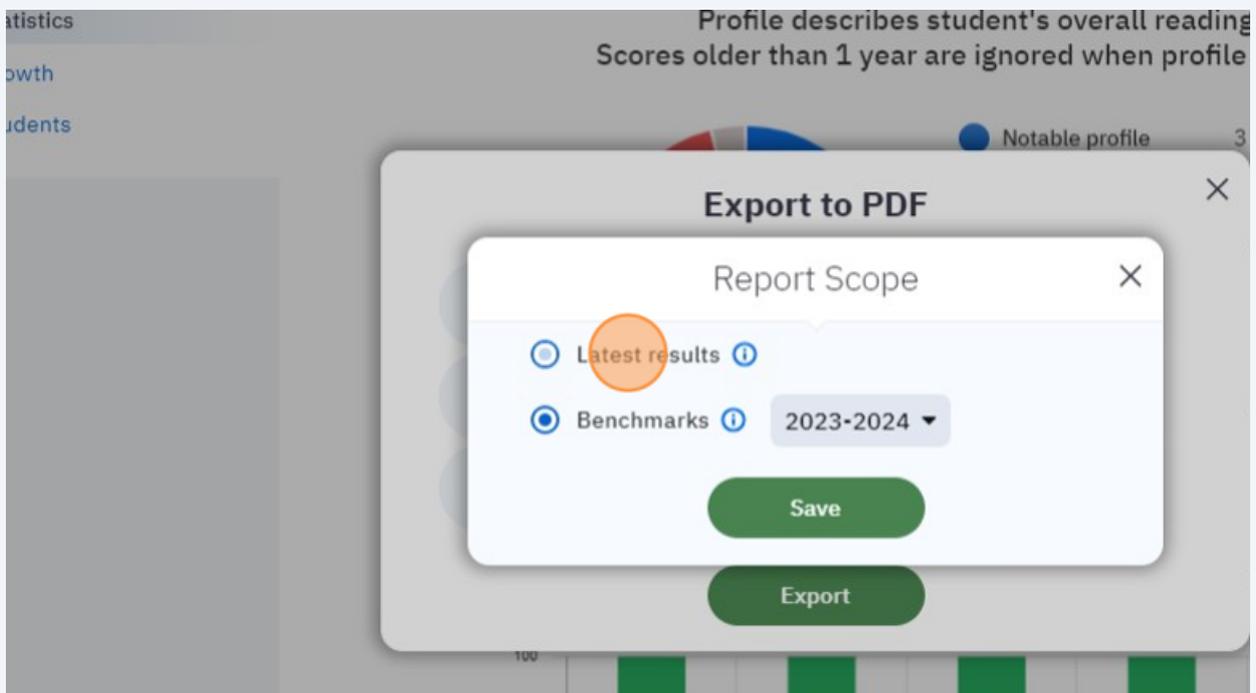
12 Click "Export" your PDF or PDFs will be exported as a .zip file.

Note: If you exporting a large number of student reports the system will take awhile. Please do not refresh the screen, as long as the blue wheel is spinning the process is working. It is recommended to export at the class level to reduce processing time.