

# Family Portal: Overview and How to Get Access Codes



Training Module  
2023–2024






## What information can be found on the Family Portal?

- Your student's results from the NH SAS
- Your student's individual score reports with interpretative guides that can be downloaded and printed
- Glossary
- FAQs
- Performance levels
- Resources for families to use with students

# Family Portal Overview





## Family Portal

### Enter your child's information

All fields are required.

**Access Code:**

**Date of Birth:**

**First Name:**

By signing in you accept and agree to the [Terms of Use](#).


**SIGN IN**

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**More Login Information**

- [How do I get my access code?](#)
- [Having trouble logging in?](#)
- [Need more help?](#)

**More Support**

-  [Supported Browsers](#)

# Landing Page

**Josiah Bartlett**

Student ID: 976356370 Date of Birth: 03/01/2017

## Josiah's Scores for 2022–2023 School Year ▾

Sorted by: Most Recent Test ▾

Subjects: All ▾ Show All Tests from School Year:



### Mathematics [View All Mathematics Tests](#)

*Your Child's Most Recent Test*  
**Summative: Math Grade 5**

Date Taken: 03/07/2022 Test Window: Spring 2022 (SAS Summative) Score: **376** [Download Detailed Report](#)

| Level   | Score Range |
|---------|-------------|
| Level 1 | 320 - 460   |
| Level 2 | 460 - 495   |
| Level 3 | 495 - 522   |
| Level 4 | 522 - 660   |

Your Child's Score: 376

The Level 1 student is below proficient in applying mathematics knowledge/skills as specified in the standards. The student generally performs significantly below the standard for the grade level/course, is likely able to partially access grade-level content, and engages with higher order thinking skills with extensive support.

### Science [View All Science Tests](#)

*Your Child's Most Recent Test*  
**Summative: Science Grade 5**

Date Taken: 03/07/2022 Test Window: Spring 2022 (SAS Summative) Score: **509** [Download Detailed Report](#)

| Level   | Score Range |
|---------|-------------|
| Level 1 | 500 - 544   |
| Level 2 | 544 - 554   |
| Level 3 | 554 - 566   |
| Level 4 | 566 - 600   |

Your Child's Score: 509

Level 1: Below Proficient learners demonstrate minimal ability to apply science and engineering practices, disciplinary core ideas, and crosscutting concepts, as specified in state standards, to local and global phenomena. Students may require significant support to become scientifically literate citizens who are on track for college and career readiness.

# Detailed Report Download

**Josiah Bartlett**

Student ID: 976356370

Date of Birth: 03/01/2017

## Josiah's Tests

Sorted by Most Recent Test



**Mathematics** Science

2021–2022 School Year

| Test:                                    | Score      |
|--|------------|
| Summative: Math Grade 5                  | <b>376</b> |
| Date Taken: 03/07/2022                   | Level 1    |
| Test Window: Spring 2022 (SAS Summative) |            |

### Detailed Report

Test Window: Spring 2023 (SAS Summative)

Test: **Summative: Math Grade 5 (04/10/2023)**



**PDF Report**

**Download** ↓

Download Guide ↓



as specified in the standards.  
/course, is likely able to  
with extensive support.

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A B C D **E** F G H **I** J K L M N O **P** Q **R** **S** **T** U V **W** X Y Z



### Individual Score Report (ISR)

[Items](#)

## Individual Score Report (ISR)

Your student receives a score report for each test he or she completes. Your student's score report provides general information about the test, your student's results, their scale score, performance level, previous performance, and scores in each area of the test. Your student's score reports also show how your student's performance compares to that of other students who took the same test in the same school, district, and state.



The screenshot shows the Family Portal for John Doe. At the top, the student's name, ID (999999999), and date of birth (01/01/2011) are displayed. Below this, the section 'John's Scores for 2021-2022 School Year' is shown, sorted by 'Most Recent Test'. There are three subject cards: English Language Arts, Science, and Mathematics. Each card displays the student's most recent test score, date taken, and test window. Below the score is a horizontal bar chart showing the student's score relative to the grade-level standard. The English Language Arts score is 572 (Level 1), Science is 512 (Level 1), and Mathematics is 500 (Level 3). Each card also includes a 'Download Detailed Report' button. The interface includes navigation icons for 'Library', 'Back', and 'Refresh'.

**English Language Arts**  
Your Child's Most Recent Test  
Date Taken: 4/15/2022 | Test Window: Spring 2022 | Score: 572  
Level 1: 450, Level 2: 594, Level 3: 621, Level 4: 664, Standard: 810

**Science**  
Your Child's Most Recent Test  
Date Taken: 4/14/2022 | Test Window: Spring 2022 | Score: 512  
Level 1: 500, Level 2: 544, Level 3: 554, Level 4: 566, Standard: 600

**Mathematics**  
Your Child's Most Recent Test  
Date Taken: 4/13/2022 | Test Window: Spring 2022 | Score: 500  
Level 1: 320, Level 2: 460, Level 3: 495, Level 4: 522, Standard: 600

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## Your Student's Details

The top of the Family Portal displays your student's name, ID, and date of birth. You can check these details to make sure you are viewing the reports for the right student.



# How to Get Access Codes

# Family Portal Access Codes



- TIDE users can view Family Portal Access Codes for individual students.
- Students must be in TIDE in order to view access codes. The following steps must be completed for schools to retrieve access codes:



- i4see coordinator or designee successfully uploads an AOY submission in the i4see system to include all students.
- Student data is then sent overnight from i4see to the TIDE system.
- Students will appear in TIDE the next day for district/schools to retrieve Access Codes.



- TIDE users can view and print Family Portal Access Codes in a roster.
- TIDE users can generate a Microsoft Excel file containing Access Codes.

# View Access Codes for Individual Students



## Preparing for Testing

Users

Students

View/Edit/Export Students

Upload Students

Upload Interim Grades

Rosters

Test Settings and Tools

Test Windows

## View/Edit/Export Students

Use this page to view, edit, or export students. [more info](#)

### Search Students

\*District: -- Select --

\*School: None selected

SSID:

Student's Last Name:

Student's First Name:

Grade Level When Assessed: None selected

Access Code:

### Advanced Search

Search Fields: -- Select --

Add

Additional Criteria Chosen:

Remove All

Remove Selected

Search



Your search returned 451 results

View Results

Export to Secure File Center

Modify Search

# View Access Codes for Individual Students, continued

View/Edit/Export Students

Use this page to search for students to view, edit, delete, or export. Users may also print On-Demand PreID Labels, Student Access Codes for the Family Portal, Student Settings and Tools, and Test Tickets from this page. Depending on your role, some tasks may not be available. [more info](#)

+ Search for Students

Number of students found: 49

Filter results

| Edit | School Information |         | Student Information |            |                |                | Student Demographics |                |                       |        | Winter 2023 Eligibility | Spring 2024 Eligibility      | Other Information            |             |                                |                        | Race and Ethnicity |             |                    |                                  |       |
|------|--------------------|---------|---------------------|------------|----------------|----------------|----------------------|----------------|-----------------------|--------|-------------------------|------------------------------|------------------------------|-------------|--------------------------------|------------------------|--------------------|-------------|--------------------|----------------------------------|-------|
|      | District           | School  | Last Name           | First Name | Middle Initial | FLEID          | Username             | Enrolled Grade | Birth Date (MMDDYYYY) | Gender | Above Grade Testing     | End-of-Course Test Indicator | End-of-Course Test Indicator | Section 504 | English Language Learner (ELL) | Primary Exceptionality | District Use       | Access Code | Hispanic or Latino | American Indian or Alaska Native | Asian |
|      | 99                 | 99-9000 | demo                | demo       |                | DM289374937429 | 4B62X                |                |                       |        |                         |                              |                              |             |                                |                        |                    | ive1ti      |                    |                                  |       |

### Student Demographics

District: 99 - Demo District 99      \*Gender:  Male  Female

School: 99-9000 - Demo School 9000      \*Section 504:  Yes  No

\*Last Name:       \*English Language Learner  Yes  No (ELL):

\*First Name:       \*Primary Exceptionality:

Middle Initial:

FLEID:

Username:

\*Enrolled Grade:

\*Birth Date (MMDDYYYY):

Alternate Passing Score for ELA:

\*Testing Accommodations Listed  Yes  No on IEP or 504 Plan:

District Use:

Access Code:

# View Access Codes in a Roster



## Preparing for Testing

Manage Users



Student Information



Rosters



Add Roster

View/Edit Rosters

Upload Rosters

## View/Edit Rosters

Use this page to view, edit, or delete rosters. [more info](#)

### Search for Rosters to Edit

\*District:

\*Roster Type:

\*School:

Teacher Name:

Search



Your search returned 8 results

View Results

Export to Inbox

Modify Search

# Print Access Codes in a Roster

## View/Edit/Export Roster

**i** Use this page to view, edit, or delete rosters and access associated reports when available. [more info](#) ▾

+ Search for Rosters to Edit



Note: For multiple roster selection, you may print 1,000 students at a time.

Number of rosters found: 29

Filter results

| <input type="checkbox"/>            | Edit | Roster Name    | Teacher      | Grades In Roster | N  |
|-------------------------------------|------|----------------|--------------|------------------|----|
| <input checked="" type="checkbox"/> |      | Class Period 1 | Demo Teacher | 03               | 30 |
| <input type="checkbox"/>            |      | Class Period 2 | Demo User    | 03               | 25 |



### Access Codes

Roster (Current Students)

Roster (All Students)

Test Tickets

PreID Labels

Student Settings and Tools

# Print Access Codes in a Roster, Continued

**Print** **Cancel**

Print Options

Roster (Current Students)

Roster (All Students)

Access Codes

Test Tickets

PreID Labels

Student Settings and Tools

**Choose an Access Codes Layout:**

5 x 2  3 x 2  2 x 2  1 x 1

|   |   |
|---|---|
| 1 | 2 |
| 3 | 4 |
| 5 | 6 |
| 7 | 8 |

# Generate an Excel File Containing Family Portal Access Codes



After Testing

Family Portal Access

Generate Access Code Template

Family Portal Access

Generate Access Code Template

Use this page to view, edit, or export students. [more info](#)

Search Students

\*District: Demo District 1 - 999999

\*School: All selected (2)

SSID:

Student's Last Name:

Student's First Name:

Grade Level When Assessed: None selected

Access Code:

Include Inactive Students:  No  Yes

Advanced Search


Search Fields: -- Select --

Add

Additional Criteria Chosen:

Remove All Remove Selected

Search





Your search returned 418 results


View Results Export to Inbox Modify Search







# Download Family Portal Access Codes Template

## Generate Access Code Template

 Use this page to view, edit, or export students. [more info](#) 

 Search Students

   Download Student Access Codes 












 Download Student Access Codes 

Export All to Excel (49)  
Export Selected to Excel (3)

Number of students found: 1,273

Filter results  

1-50 of 1,273 records | Page: <<  of 26 >> 

| <input type="checkbox"/> | Edit  | School Information   |  | Student Information  |   |  |   |   |
|--------------------------|--|--|--|--|---|--|---|---|
|                          |  | District  | School  | SSID  | Student's Last Name  | Student's First Name  | Birth Date (MMDDYYYY)  | Access Code  |
| <input type="checkbox"/> |       | 999999999  | 999999999-999999990  | 9992200017   | Admin22Student17  | Admin22Student17   | 10102010  | Admin22Student17  |
| <input type="checkbox"/> |       | 999999999  | 999999999-999999991  | 9992210003   | Admin22Student3   | Admin22Student3  | 10102010  | 7c83od  |
| <input type="checkbox"/> |      | 999999999  | 999999999-999999990  | 9992210030   | Admin22Student30  | Admin22Student30   | 10102010  | 02j3j2  |

# Family Portal Access Codes Template

|   | A                   | B                    | C         | D                     | E         | F  | G | H |
|---|---------------------|----------------------|-----------|-----------------------|-----------|--|---|---|
| 1 | Student's Last Name | Student's First Name | SSID      | Birth Date (MMDDYYYY) | Access Co | Send Access Code to This Email Address                   |   |   |
| 2 | Student             | Demo                 | 111111111 | 03012017              | daa9c5    | <a href="mailto:parent1@email.com">parent1@email.com</a> |   |   |
| 3 | Student             | Demo                 | 111111112 | 03012017              | 8e048b    | <a href="mailto:parent2@email.com">parent2@email.com</a> |   |   |
| 4 |                     |                      |           |                       |           |  |   |   |

# Contact Your Help Desk

Contact the NH SAS Help Desk for assistance with any technical issues encountered.

When contacting the Help Desk, please be ready to provide the following information:

- Any error messages that are appearing (including codes).
- Operating system and browser information, if applicable.
- Network configuration, if applicable.
- Contact information for follow-up by telephone or email.
- Any other relevant information, such as test names or content areas, student IDs, session IDs, and search criteria. Do not provide personal identifiable information (PII) to the help desk.

For test administration or policy issues, please contact your district or school test coordinator or NHED Office of Assessment at: [Assessment@doe.nh.gov](mailto:Assessment@doe.nh.gov).

For assistance, contact the help desk:

- **Email Support:** [nhhelpdesk@cambiumassessment.com](mailto:nhhelpdesk@cambiumassessment.com)
- **Toll-Free Phone Support:** 1.844.202.7584

Additional resources are available on the NH SAS Portal:

<https://nh.portal.cambiumast.com>